

APA PAPER FORMAT GUIDE: Journal of Pedagogy

1. HEADINGS

APA style has a heading system with five heading levels. Section headings use Level 1 format. Sub-section headings use Level 2 format. Sub-sub section headings use Level 3 format, and so on. Our Journal uses only 3 heading levels.

Level	Format
1	Negative impacts of high-stakes testing (TNR 14, bold, left-aligned, only first word capitalized)
2	High - Stakes Testing (TNR 12, bold, left-aligned, Important Words are Capitalized)
3	<i>Creation and expansion of high-stakes testing in England</i> (TNR 12, italicized , left-aligned, only first word capitalized)

2. IN- TEXT CITATION

A. Paraphrasing

An in-text citation is usually written (Author's Last Name, Year). It goes after the source information. Do not put information from the source after the citation.

This should be information from the source (Neff, 1993). This should not be from the source.

Jones et al. (1999) conducted a survey among teachers in North Carolina, which found that roughly 75% of teachers had left school during the summer. They left because the State had designated the school as a low-performing school and they wanted to avoid the consequences. Teachers leave education because of the pressure associated with high-stakes testing. In short, teachers have been leaving state schools to go to private schools since the introduction of high-stakes tests because private schools are exempt from the policy of high-stakes testing (Amrein & Berliner, 2002).

B. Short quotation

If you are directly quoting from a work, you will need to include the author, year of publication, and the page number for the reference (preceded by "p."). Introduce the quotation with a signal phrase that includes the author's last name followed by the date of publication in parentheses.

These tests “are increasingly seen as a means of raising academic standards, holding educators and students accountable for meeting those standards, and boosting public confidence in schools” (Heubert & Hauser, 1999, p. 45).

C. Long quotation

Place direct quotations longer than 40 words in a free-standing block of typewritten lines, and omit quotation marks. Start the quotation on a new line, indented 1, 27 cm from the left margin, i.e., in the same place you would begin a new paragraph. Type the entire quotation on the new margin, and indent the first line of any subsequent paragraph within the quotation 1, 27 cm from the new margin. The parenthetical citation should come after the closing punctuation mark.

The *Queensland Studies Authority* (QSA) criticized Australia’s move towards high-stakes testing and invited politicians not to repeat the mistakes that have occurred in England; Lobascher (2010) gives some examples:

high-stakes testing produces ‘defensive pedagogies’; the effects of the English policy regime are negative: deprofessionalisation of teachers with reductive effects on schools, which means it is difficult for them to achieve their policy goals. (p. 8)

3. TABLES AND FIGURES

Table 1

The numbers of schools, teaching posts and teachers in the Trenčín, Liptov and Orava superintendency

Seniorate	Schools	Teaching posts	Teachers	Ordained rectors
Hradňanský	10	88	86	35
Dolnotrenčiansky	21	205	143	56
Hornotrenčiansky	16	275	201	67
Oravský	16	126	99	39
Liptovský	31	372	317	94
Total	94	1013	823	291

Source: Bernát, 2001

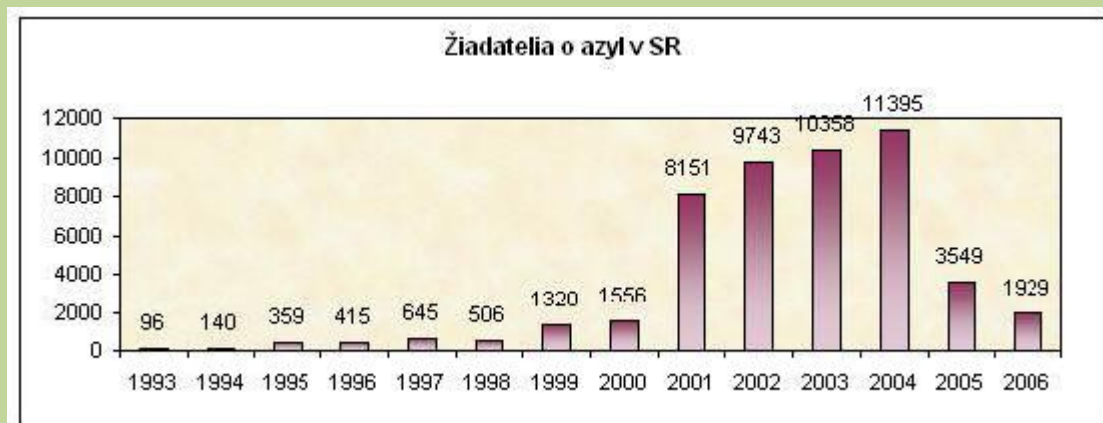


Figure 1: Žiadatelia o azyl

Source: MÚ MV SR, 2006

4. REFERENCE LIST GUIDE

A. Book

Author, A. A. (Date). *Title of book: Subtitle too* (# ed.). City of publisher: Publisher's name.

Leki, I. (1998). *Academic writing: Exploring processes and strategies* (2nd ed.). Cambridge, England: Cambridge University Press.

Book, 2 authors:

Toma, P. A., & Gorman, R. F. (1991). *International relations: Understanding global issues*. Pacific Grove, CA: Brooks/Cole Publishing.

Book, 3-7 authors:

Pandya, M., Singh, H., Mittelstaedt, R. E., & Clemons, E. (2003). *Knowledge @ Wharton: On building corporate value*. Hoboken, NJ: John Wiley & Sons.

Book, organization author:

Nations Development Program. (1997). *The shrinking state: Governance and human development in Eastern Europe and the Commonwealth of Independent States*. New York, NY: Author.

B. Chapter, section, part of a book (different authors)

Author, A. A. (Date). Title of chapter. In E. E. Editor (Ed.), *Title of book: Subtitle too* (# ed., pp. #-#). City of publisher: Publisher's name.

Vujovic, S. (2000). View of the city. In N. Popov (Ed.), *The road to war in Serbia* (pp. 23-145). Budapest, Hungary: Central European University Press.

Chapter in a book, 2-7 authors:

Mahler, c., Mihr, A., & Toivanen, R. (2006). Teaching human rights in Europe and its role for minority movements. In M. Brosig (Ed.), *Human rights in Europe: Afragmented regime?* (pp. 169-183). Frankfurt am Main, Germany: Peter Lang.

C. Journal Article

Author, A. A. (Year). Title of article: Subtitle too. *Journal Name Capitalized*, volume number (issue number), ##-##.

Fredrick, T. A. (2008). Facilitating better teamwork: Analyzing the challenges and Strategies of classroom- based collaboration. *Business Communication Quarterly*, 71(4),439-455.

Journal article, 2-7 authors:

Bono, E, Purvanova, R. K., Towler, A., & Peterson, D. B. (2009). A survey of Executive coaching practices. *Personnel Psychology: A Journal of Applied Research*, 62(2), 361- 404.

D. Online Source

Author, A.A. (Date). *Title of web page: Subtitle too*. Retrieved Month day, year, from Organization website: <http://address>

Hatfield, H. (2004). *Fitnessfables*. Retrieved September 10, 2010, from WebMD website: <http://www.webmd.com/fitness-exercise/guide/fitness-fables>

Graber, D. (2011). *The Problem with high stakes testing*. Retrieved June, 20, 2012, from Manchester College website <http://users.manchester.edu/Student/asgraber/ProfWeb/GraberDrewS230HStkspaper.pdf>