

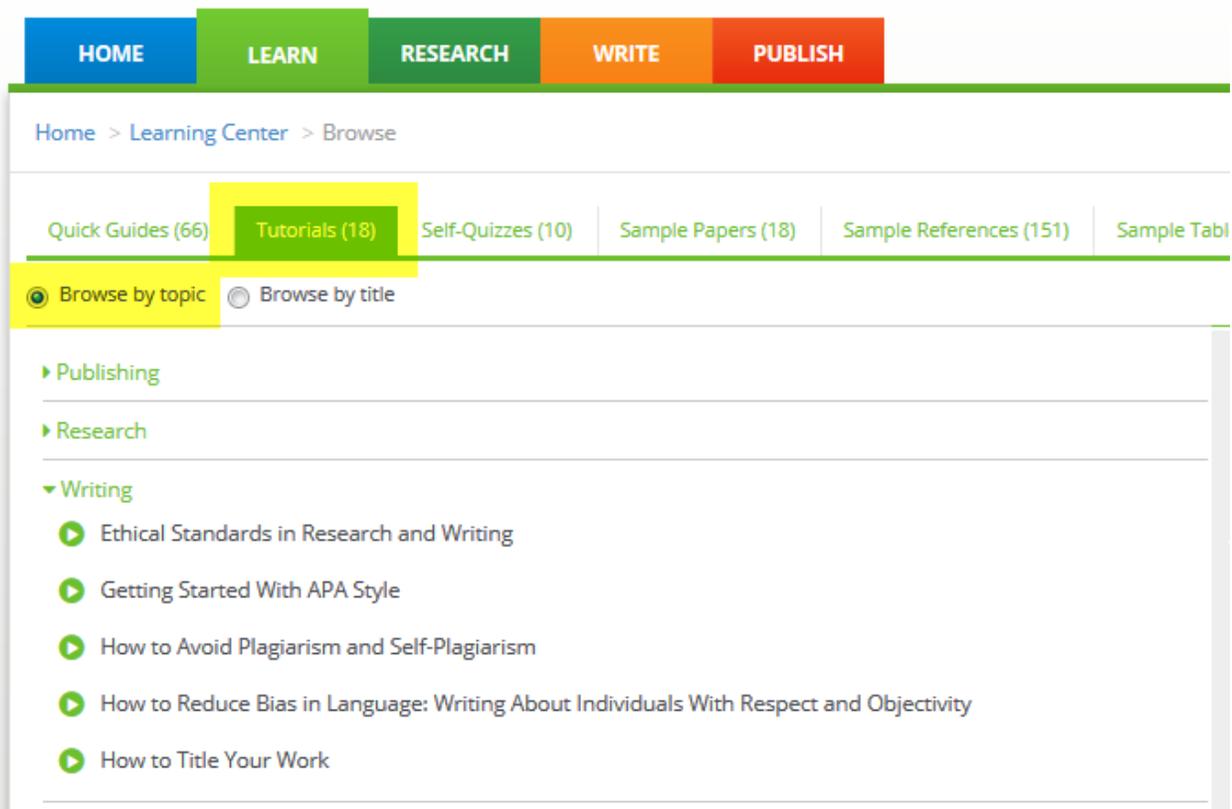
## Tips for Teaching With APA Style CENTRAL®

This handout provides suggestions to help you start incorporating APA Style CENTRAL into your classes. For more in-depth information, consider attending our [Teaching With APA Style CENTRAL](#) webinar, or reviewing the [recording](#) or [slides](#).

## Teaching the Foundations of Scholarly Research and Writing

The Learning Center contains in-depth tutorials on topics including ethical standards, avoiding self-plagiarism, and reducing bias in language. These videos range from 10 to 30 minutes in length, and can be used to provide students with background information in advance of a class discussion.

In the **Learn** tab, select **Tutorials** and then **Browse by topic**. You may also wish to review the quick guides, which are videos less than 5 minutes long. These break in-depth topics into smaller segments, related to the specific guidelines of APA Style®. For example, in addition to the *How to Reduce Bias in Language* tutorial, there are six shorter quick guides addressing age, disability, and gender.



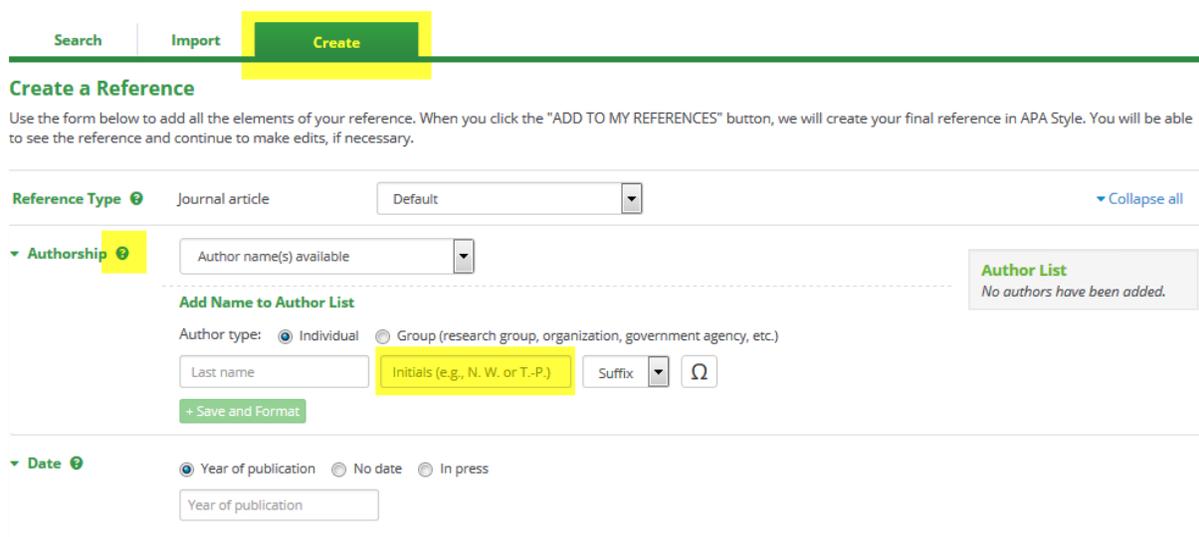
The screenshot shows the APA Style CENTRAL Learning Center interface. At the top, there are five navigation tabs: HOME (blue), LEARN (green), RESEARCH (green), WRITE (orange), and PUBLISH (red). Below the tabs, the breadcrumb trail reads "Home > Learning Center > Browse". A row of filters is displayed: Quick Guides (66), Tutorials (18) (highlighted in yellow), Self-Quizzes (10), Sample Papers (18), Sample References (151), and Sample Tables. Below the filters, there are two radio buttons: "Browse by topic" (selected) and "Browse by title". The main content area shows a list of topics under the "Writing" category, including: Publishing, Research, and Writing. Under Writing, there are six items: Ethical Standards in Research and Writing, Getting Started With APA Style, How to Avoid Plagiarism and Self-Plagiarism, How to Reduce Bias in Language: Writing About Individuals With Respect and Objectivity, and How to Title Your Work.

Quick guides and tutorials can be embedded into your course website or learning management system. For more information, please see our handouts on [Embedding APA Style CENTRAL Content Using HTML](#) and [APA Style CENTRAL and Your Learning Management System](#).

## A New Way to Teach APA Style References

APA Style CENTRAL includes more than 80 reference forms, which can be used as part of an in-class exercise to help students learn how to identify the elements of a reference.

In the **Research** tab, select **Add References**. (You will be prompted to log in to your individual account if you have not already done so.) Next, select **Create** and then choose a reference type. This will load a reference form that walks through each element of the reference, providing guidance and reminders: for example, to provide only first initials for author names. Additional assistance is available by clicking the question mark icon next to each element of the reference.



**Create a Reference**

Use the form below to add all the elements of your reference. When you click the "ADD TO MY REFERENCES" button, we will create your final reference in APA Style. You will be able to see the reference and continue to make edits, if necessary.

Reference Type  Journal article Default  [Collapse all](#)

▼ Authorship  Author name(s) available 

**Add Name to Author List**

Author type:  Individual  Group (research group, organization, government agency, etc.)

Last name Initials (e.g., N. W. or T.-P.) Suffix  

[+ Save and Format](#)

▼ Date   Year of publication  No date  In press

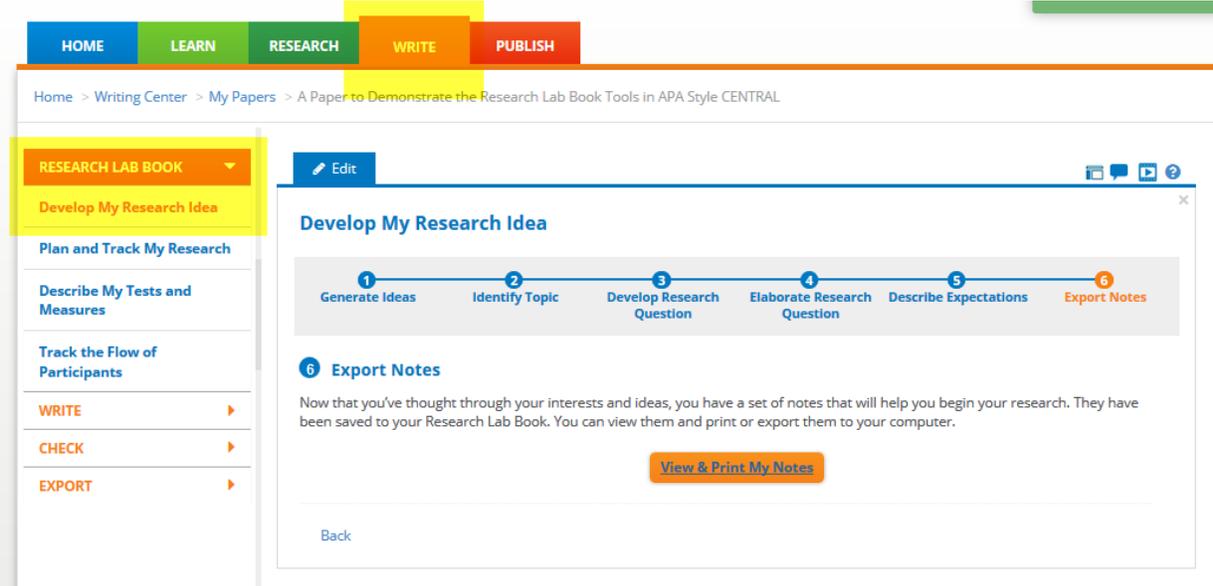
Year of publication

**Author List**  
No authors have been added.

## Help Students Develop Better Paper Topics

The Develop My Research Idea tool in APA Style CENTRAL's Research Lab Book walks the student through a five-step process that will help them consider their research topic in more depth. When the student has finished, they can export their answers into a document that can be submitted for review by a faculty member or teaching assistant.

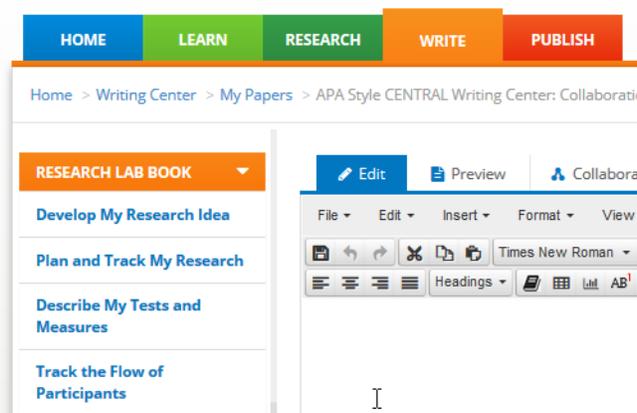
Research Lab Book tools are associated with papers in the Writing Center. In the **Write** tab, start a new paper or open an existing paper. (You will be prompted to log in to your individual account if you have not already done so.) When the paper editor loads, click **Research Lab Book** at top left, then select **Develop My Research Idea**.



For more information on using this tool, see our handout [APA Style CENTRAL Research Lab Book: Develop My Research Idea](#).

## Support Students Transitioning Into Scholarly Publication

If you are working with upper level students who are making their first forays into scholarly publication, three other tools in the Research Lab Book may be of interest.



Plan and Track My Research is an electronic lab notebook in which you can build and save a customized research plan, and use it to track what happens at each step of the process. Notes from the planning phase are displayed, allowing you to compare your plan against the reality of your project. Notes can be exported as a .docx file for word processing, or a PDF.

Describe My Tests and Measures is a form that prompts you to input information about a measure you used in your research. Once the

form has been completed, you can convert the information into a paragraph describing the measure, and use it in your methodology section.

Track the Flow of Participants is a sophisticated flowcharting tool that assists you in creating a figure that depicts participation in the study. Follow the prompts to input information about study participants, and the figure is automatically generated.

To explore these tools, click the **Write** tab and start a new paper or open an existing paper. (You will be prompted to log in to your individual account if you have not already done so.) When the paper editor loads, click **Research Lab Book** at top left, then select the tool from the menu that opens.

## Review a Paper or Manuscript in Progress

If you wish to review a paper or manuscript that a student is writing in APA Style CENTRAL, the student can add you to the paper as a **Reviewer**. Reviewers can read and comment on the paper, but cannot write or edit in any sections. For collaborative papers being written by a group, a Reviewer can also determine who has written each section, and see who added each reference.

Once you have set up your individual account, a student can add you to their paper by following the instructions in our handout [APA Style CENTRAL Writing Center Collaboration Basics](#). This handout also describes how to utilize the comments feature.

## Understand What Students Still Need to Learn

While APA Style CENTRAL includes many features that make it easier for your students to follow the guidelines of APA Style, in order to produce a paper that adheres to APA Style, students must still understand the those guidelines.

For example, the writing center includes a tool that can place in-text citations into the body of the paper. However, you must know that you should cite one of your references, and choose an appropriate reference to support your point. The heading level formatting tool is another example of this: the tool will automatically format the heading correctly, but you must understand how headings work in APA Style, and select the correct heading level.

## Using APA Style CENTRAL with Other Writing & Citation Styles

APA Style CENTRAL was specifically designed for APA Style. However, some of the tools and features may still be useful for those who will be writing in other styles. For example, the products of the Research Lab Book tools can be exported for use in papers being written outside of APA Style CENTRAL. Tutorials such as *Research Questions and Hypotheses* and *Research Strategies and Variables* may be more broadly applicable as well.

## Contact Us

For additional information or assistance with APA Style CENTRAL, contact [support@apastylecentral.org](mailto:support@apastylecentral.org) or call us at (202) 336-5650 or (800) 374-2722. TDD/TTY: (202) 336-6123.

Have a specific question about APA Style®? Write to [StyleExpert@apa.org](mailto:StyleExpert@apa.org).