

Appendices

Sometimes, writers place materials in their works to illustrate points, present data, or add further readings. For these cases, the *APA Style Manual, 6th Edition* (2010) recommends the use of appendices. Appendices are sections in research that “are relatively brief and that are easily presented in print format” (American Psychological Association, 2010, section 2.13).

Note: The lessons below are the basics of appendices, which were taken from the *APA Publications Manual, 6th Edition*, pages 38-40. For more details, refer to the APA manual or schedule a coaching session with the WRMC.

Some materials that are frequently in appendices are as follows:

- ✓ A list of articles that can be included for further reading but were not used for the author’s research
- ✓ Tables, equations, material lists

How to create an appendix:

- Appendices are placed on a separate page and typically are placed after the reference page
- Center and capitalize the word *Appendix*. If you have more than one appendix, label it *Appendix A, B, C, etc.* Make sure each appendix corresponds with its mentioning in the text. For example, Appendix A will be the first set of materials you mention in your paper
 - If your research only has one Appendix, then simply label it *Appendix*.
- If the appendix has a title, it must follow uppercase and lowercase lettering. For example,

Appendix A: German munitions factories in WWI

- The appendix’s figures must be labeled APA style. Take the following label, for example:

Figure 1. The decrease in munitions factories in German during WWI

- Appendices must be cited. Even if it has figures, photos, lists, and charts—in other words, visuals—it must include references as shown in the *APA Manual, 6th Edition*.
- Refer to your appendices! Remember, no one will know it’s there if you don’t reference it. Here’s an example of how to reference your appendix in the text:

The magnitude of WWI forced Germany to close some of its munitions factories (see Appendix A for complete data).