

## ASA Basics for Dr. Rhoades' Classes

- Your bibliography (“References”) should be listed alphabetically by the first word in the entry. The listing is not numbered or bulleted.
  - Preset the hanging indentation to ½ inch. (Do not space over to the indentation!)
- The main tricks are to identify the type of source that something is, and then to know who is the responsible person to list for that type of source.
  - The type of source is the key. For instance, if you’ve got a video, you need to determine if it’s a TV episode, a feature film or documentary, or a YouTube video. Each of these is formatted a bit differently. Just because you got something from YouTube doesn’t mean it’s a YouTube video. Use the original information, which you can determine from the credits and/or a search of IMDB.com (or similar site).
  - Once you know the person’s name, list them as Lastname, Firstname for the first individual. Subsequent names are not inverted. If the “person” is actually an organization, that is also not inverted.
- Titles of full works are in italics – books, albums, TV series, journals, etc. Titles of subsections within those works are in quotation marks – chapters, songs, TV episodes, articles, etc. Never use both italics and quotation marks for the same word(s), as these have contradictory meanings.
- Page numbers are never included for a full work in a bibliography. Page numbers are only included to indicate the subsection of the full work – the article within the journal, the chapter within the book, etc.
  - Page numbers are also never used in the bibliography to indicate the specific pages you used. Those page numbers go in the in-text citations only.
  - Putting this altogether, unless you’re dealing with a lot of journal articles, you probably won’t be listing page numbers in your bibliographic entries.
- The basic ASA bibliographic entry begins like this: [Lastname](#), [Firstname](#). [Year](#). [Title](#).
  - The title will be either in italics or quotation marks (according to the previous guidance).
  - Additional items will follow, but those additional things depend on the source type.
- Use the examples I give you without alteration.
  - I will give you the bibliographic entry for the textbook in the course syllabus.
  - If I write materials specifically for that course (such as lectures), I will list the correct bibliographic entry in that source.
- For sources not covered in the examples below, check out the links on page 3G of my website, beginning with Purdue Owl.
  - For items not specified in the ASA guide, the default is to revert to using Chicago Manual of Style’s author-date style (since the ASA style is derived from Chicago A-D).
  - There is no ASA generator – even if you see a generator advertised on an ASA page. You’re much better off trying to do this as best you can for yourself.

The most common types of entries that you'll need in my classes are found below.

### **Book with One Author**

Author's full name, inverted so that last name appears first. Year. *Book Title in Title Caps and Italicized*. Publishing City: Publisher.

(Note: if it's a lesser-known city, include the state abbreviation as well.)

Grazian, David. 2017. *Mix It Up: Popular Culture, Mass Media, and Society*. 2<sup>nd</sup> ed. New York: W.W. Norton.

### **Book with Two or More Authors**

Same as with one author, but do not invert authors' names after the first author. Separate authors' names with a comma, and include the word *and* before the final author.

Wade, Lisa, and Myra Marx Ferree. 2023. *Gender: Ideas, Interactions, Institutions*. 3<sup>rd</sup> ed. New York: W. W. Norton & Co.

### **Scholarly Journal Article**

Author's full name, inverted so that last name appears first. Year. "Article Title in Title Caps and in Quotes." *Journal Title in Title Caps and Italicized* Volume Number(Issue Number):page numbers of article.

(Note the lack of spaces in that numbering.)

Conger, Rand. 1997. "The Effects of Positive Feedback on Direction and Amount of Verbalization in a Social Setting." *American Journal of Sociology* 79:1179-259.

### **YouTube Videos**

Author's full name, inverted so that last name appears first (unless it's an organization). Year. "Title in Title Caps and in Quotes." YouTube Website. Retrieved date (URL as a live link).

(Note: use only the actual title as the title, as sometimes YouTube videos have slash marks followed by extra information.)

(Note: some earlier guides listed YouTube as You-Tube and listed Website as Web site, so you may see this in some examples but I won't count off one way or the other since you have conflicting information.)

Weird History Food. 2025. "Why Nothing Else Tastes Like Movie Theatre Popcorn." YouTube Website. Retrieved July 20, 2025  
(<https://www.youtube.com/watch?v=0dMWzcyJaUk>).

### **Film or Documentary**

Director's full name, inverted so that last name appears first. Year. *Title of Film in Italics*.

Location of studio, state or province postal code or name of country (if a foreign publisher): Studio's Name.

Hughes, John. 1985. *The Breakfast Club*. Universal City, CA: Universal Studios.

## TV Episode

Director's full name, inverted so that last name appears first, Dir. Year. *Title of Film in Italics*. Season #, episode #, "Episode Title in Title Caps and in Quotes." Date Aired, on Network. URL as a live link.

Bright, Kevin, Dir. 2000. *Friends*. Season 6, episode 14, "The One Where Chandler Can't Cry." Aired February 10, 2000, on NBC. <https://www.hulu.com/friends-theone-where-chandler-cant-cry>

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Putting this altogether, your reference page for a paper that used all of the above sources would look like this (alphabetized):

## REFERENCES

Bright, Kevin, Dir. 2000. *Friends*. Season 6, episode 14, "The One Where Chandler Can't Cry." Aired February 10, 2000, on NBC. <https://www.hulu.com/friends-theone-where-chandler-cant-cry>

Conger, Rand. 1997. "The Effects of Positive Feedback on Direction and Amount of Verbalization in a Social Setting." *American Journal of Sociology* 79:1179-259.

Grazian, David. 2017. *Mix It Up: Popular Culture, Mass Media, and Society*. 2<sup>nd</sup> ed. New York: W.W. Norton.

Hughes, John. 1985. *The Breakfast Club*. Universal City, CA: Universal Studios.

Wade, Lisa, and Myra Marx Ferree. 2023. *Gender: Ideas, Interactions, Institutions*. 3<sup>rd</sup> ed. New York: W. W. Norton & Co.

Weird History Food. 2025. "Why Nothing Else Tastes Like Movie Theatre Popcorn." YouTube Web site. Retrieved July 20, 2025 (<https://www.youtube.com/watch?v=0dMWzcyJaUk>).

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Finally, in-text citations are derived from the bibliographic entry, so they need to have the same information – just less of it! The only thing added to a citation that isn't in the bibliographic entry is the page used. (This only works for written materials, so I ask my students to find a way to also tell me the minute marker for videos. It's not ASA, but it speeds up the grading process, so just work it into the sentence or the citation for my convenience, please.)

The basic format for the in-text citation is (Lastname Year:Page). So, adding in some sample page numbers, the 6 sources above would be cited like this:

(Bright 2000)

(Conger 1997:1180)

(Grazian 2017:103)

(Hughes 1985)

(Wade and Ferree 2023:16)

(Weird History Food 2025)

These citations generally go at the end of the sentence where you've used information from that source (not just talked about the source generally), with the citation coming before the period.

Cite the source as many times as you use information from it. Every source in the bibliography must be cited at least once.