

APA Style Guidelines

Shasta College Writing Center

What is APA Style?

APA style is a writing convention used in many scientific applications and academic documents. It is the writing format approved by the American Psychological Association.

Basic Formatting

Use 1-inch margins on all sides. Use a legible font, such as 12 pt Arial. Double space the entire paper, and do not add extra line spaces. Align paragraphs to the left margin only, and indent each new paragraph. Add page numbers to every page (the title page is Page 1). Italics are used to denote key terms the first time they are used. Repeat the title of the paper at the top of the first page of text. Do not use running headers.

Title Formatting

Center the line and add 4 blank returns before writing the title of the paper in bolded font. In regular font, add the author's name(s), affiliation, instructor, and the due date. Capitalize all important words in the title such as nouns, adjectives, and verbs (including "is" and "be"). Do not capitalize unimportant words, such as articles like "a" or "the", unless they are the first word in the title. Capitalize both parts of hyphenated words, and capitalize the first word after a colon. An example of this is: Sample Title: The Case of the Essay-Writing Student

In-Text Citations

When referencing other works in APA style, the author-date format is used. If quoting directly from a source, use the author's name, the date of publication, and the page number if applicable: (Dyar, 1984, p. 2). If the quote spans multiple pages, the citation should include 'pp' instead of 'p': (Bradley, 1969, pp. 4-6). If making reference to a source and not directly quoting it, or making reference to an entire work at once, use only the author's name and the year of publication: (Messmer, 2001).

The titles of large sources such as books should be italicized, while the titles of small sources such as newspaper articles should be in quotation marks. Titles of sources otherwise follow the same format rules as the title of the paper. Here is an example of an in-text citation that references a source's title:

In *Lord of the Flies* (Goldberg, 1953), children act violently to get what they want, and in "The Veldt" (Bradbury, 1950) the children also act violently to get what they want. According to Emerson (1836), children are champion nonconformists.



APA Online Resources

Links to Frequently Asked Questions

- [General APA Format](#)
- [Headings and Seriation](#)
- [Footnotes and Endnotes](#)

In-Text Citations Reference List

- [In-Text Citations: The Basics](#)
- [In-Text Citations: Author/Authors](#)

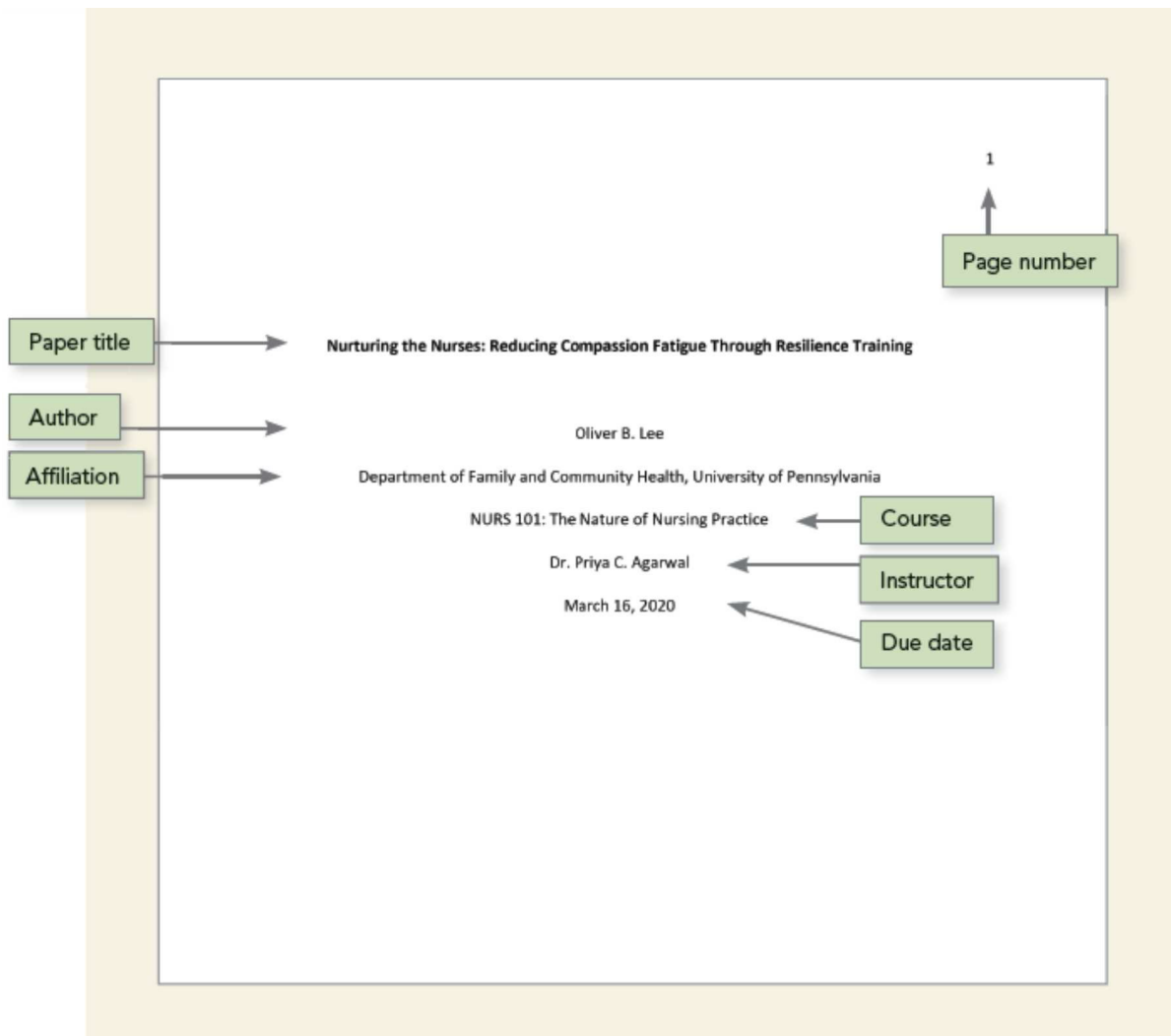
Reference List

- [Reference List: Basic Rules](#)
- [Reference List: Author/Authors](#)
- [Reference List: Articles in Periodicals](#)
- [Reference List: Books](#)
- [Reference List: Electronic Sources](#)

Please note, instructors may have class-specific requirements that vary from the information provided in these resources. Students should always default to instructor guidelines, where provided

APA Sample Pages

Title Page



Headings and Seriation

Guided Imagery and Progressive Muscle Relaxation in Group Psychotherapy

A majority of Americans experience stress in their daily lives (American Psychological Association, 2017). Thus, an important goal of psychological research is to evaluate techniques that promote stress reduction and relaxation. Two techniques that have been associated with reduced stress and increased relaxation in psychotherapy contexts are guided imagery and progressive muscle relaxation (McGuigan & Lehrer, 2007). *Guided imagery* aids individuals in connecting their internal and external experiences, allowing them, for example, to feel calmer externally because they practice thinking about calming imagery. *Progressive muscle relaxation* involves diaphragmatic breathing and the tensing and releasing of 16 major muscle groups; together these behaviors lead individuals to a more relaxed state (Jacobson, 1938; Trakhtenberg, 2008). Guided imagery and progressive muscle relaxation are both cognitive behavioral techniques (Yalom & Leszcz, 2005) in which individuals focus on the relationship among thoughts, emotions, and behaviors (White, 2000).

Group psychotherapy effectively promotes positive treatment outcomes in patients in a cost-effective way. Its efficacy is in part attributable to variables unique to the group experience of therapy as compared with individual psychotherapy (Bottomley, 1996; Yalom & Leszcz, 2005). That is, the group format helps participants feel accepted and better understand their common struggles; at the same time, interactions with group members provide social support and models of positive behavior (Yalom & Leszcz, 2005). Thus, it is useful to examine how stress reduction and relaxation can be enhanced in a group context.

The purpose of this literature review is to examine the research base on guided imagery and progressive muscle relaxation in group psychotherapy contexts. I provide overviews of both guided imagery and progressive muscle relaxation, including theoretical foundations and historical context. Then I examine guided imagery and progressive muscle relaxation as used on their own as well as in combination as part of group psychotherapy (see Baider et al., 1994, for more). Throughout the review, I highlight themes in the research. Finally, I end by pointing out limitations in the existing literature and

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exploring potential directions for future research,

Guided Imagery

Features of Guided Imagery

Guided imagery involves a person visualizing a mental image and engaging each sense (e.g., sight, smell, touch) in the process. Guided imagery was first examined in a psychological context in the 1960s, when the behavior theorist Joseph Wolpe helped pioneer the use of relaxation techniques such as aversive imagery, exposure, and imaginal flooding in behavior therapy (Achterberg, 1984; Utay & Miller, 2006). Patients learn to relax their bodies in the presence of stimuli that previously distressed them, to the point where further exposure to the stimuli no longer provokes a negative response (Achterberg, 1985).

Contemporary research supports the efficacy of guided imagery interventions for treating medical, psychiatric, and psychological disorders (Utay & Miller, 2006). Guided imagery is typically used to pursue treatment goals such as improved relaxation, sports achievement, and pain reduction. Guided imagery techniques are often paired with breathing techniques and other forms of relaxation, such as mindfulness (see Freebird Meditations, 2012). The evidence is sufficient to call guided imagery an effective, evidence-based treatment for a variety of stress-related psychological concerns (Utay & Miller, 2006).

Guided Imagery in Group Psychotherapy

Guided imagery **exercises** improve treatment outcomes and prognosis in group psychotherapy contexts (Skovholt & Thoen, 1987). Lange (1982) underscored two such benefits by showing (a) the role of the group psychotherapy leader in facilitating reflection on the guided imagery experience, including difficulties and stuck points, and (b) the benefits achieved by social comparison of guided imagery experiences between group members. Teaching techniques and reflecting on the group process are unique components of guided imagery received in a group context (Yalom & Leszcz, 2005).

Empirical research focused on guided imagery interventions supports the efficacy of the

Reference List

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References

- Achterberg, J. (1985). *Imagery in healing*. Shambhala Publications.
- American Psychological Association. (2017). *Stress in America: The state of our nation*.
<https://www.apa.org/news/press/releases/stress/2017/state-nation.pdf>
- Baider, L., Uziely, B., & Kaplan De-Nour, A. (1994). Progressive muscle relaxation and guided imagery in cancer patients. *General Hospital Psychiatry*, 16(5), 340–347. [https://doi.org/10.1016/0163-8343\(94\)90021-3](https://doi.org/10.1016/0163-8343(94)90021-3)
- Ball, T. M., Shapiro, D. E., Monheim, C. J., & Weydert, J. A. (2003). A pilot study of the use of guided imagery for the treatment of recurrent abdominal pain in children. *Clinical Pediatrics*, 42(6), 527–532. <https://doi.org/10.1177/000992280304200607>
- Bernstein, D. A., & Borkovec, T. D. (1973). *Progressive relaxation training: A manual for the helping professions*. Research Press.
- Bottomley, A. (1996). Group cognitive behavioural therapy interventions with cancer patients: A review of the literature. *European Journal of Cancer Cure*, 5(3), 143–146.
<https://doi.org/10.1111/j.1365-2354.1996.tb00225.x>
- Cohen, M., & Fried, G. (2007). Comparing relaxation training and cognitive-behavioral group therapy for women with breast cancer. *Research on Social Work Practice*, 17(3), 313–323.
<https://doi.org/10.1177/1049731506293741>
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[https://doi.org/10.1016/0738-3991\(89\)90046-3](https://doi.org/10.1016/0738-3991(89)90046-3)
- Freebird Meditations. (2012, June 17). *Progressive muscle relaxation guided meditation* [Video]. YouTube. https://www.youtube.com/watch?v=fDZI-4udE_o
- Hardy, K. (2017, October 8). Mindfulness is plentiful in “The post-traumatic insomnia workbook.” *Veterans Training Support Center*. <http://bit.ly/2D6ux8U>

Reference Page Quick Tips



APA Quick Tips
Shasta College Library
www.shastacollege.edu/library

Don't forget!
Ask your teacher
for their specific
requirements!

This guide includes a breakdown of a reference in APA (American Psychological Association) format along with several examples. Created using the 7th edition of the *Publication Manual of the American Psychological Association*.

Anatomy of an APA Reference

The purpose of the reference page is to allow a reader to find any information you used to write your paper, so they can read and interpret those sources for themselves. This is why APA format requires we include specific details with each reference.

Author, A. A. (Year). *Title of work*. <https://doi.org/xxxx>

"Who" "When" "What" "Where"

Author, A. A. (Year, Month). *Title of work*. Publication Title, Vol(issue no.), page range.

"Who" "When" "What" "Where"

When making a reference page, remember that each reference needs at least four pieces of information: **who** the authors of the source are, **when** the source was originally published, **what** the source is titled, and **where** it can be found. Each of these parts are always separated with a period.

The "where" can be the trickiest part. The key is to make sure that you give enough information to find your source. Because most of our research is done online, the best way to connect your readers to your sources is with a direct link. Including the DOI link at the top of any recently published article is both easy to do and helps anyone reading your paper.

Books

Ebook with DOI (check crossref.org for DOI if missing)-

Author, A. A. (Year). Title of work. <https://doi.org/xxxx>

Graham, C. (2009). Happiness around the world: The paradox of happy peasants and miserable millionaires. <https://doi.org/10.1093/acprof:osobl/9780199549054.001.0001>

Note: If an eBook or other source is found using a widely available search tool like EbscoHost, it is not necessary to include the database information in your reference.



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Don't forget!
Ask your teacher
for their specific
requirements!

Journal Article with DOI (check crossref.org for DOI if missing)-

Author, A. A. (Year). Title of work. *Publication Title*, Vol(issue no.), page range. <https://doi.org/xxxx>

Fletcher, D., & Arnold, R. (2011). A qualitative study of performance leadership and management in elite sport. *Journal of Applied Sport Psychology*, 23(2), 223-242.
<https://doi.org/10.1080/10413200.2011.559184>

Article from an online newspaper-

Author, A. A. (Year, Month Day). Title of work. *Publication Title*. Retrieved from
<http://someurl.com>

Leland, J. (2003, June). Pursuing happiness, Jefferson to J.Lo. *New York Times*. Retrieved from
<http://nytimes.com>

Article from an online magazine-

Author, A. A. (Year, Month). Title of work. *Publication Title*, Vol(issue no.), page range. Retrieved
from <http://www.someurl.com>

Oaklander, M. (2015, October). Why chasing happiness might be making you miserable. *Time*,
J86(14), 28. Retrieved from <http://www.time.com>

Note: For newspapers and magazines, give the title of the homepage in place of the URL.
For example: *New York Times* or *Time* magazine.

Other Online Sources

Video from YouTube (or other video hosting website)-

Uploader. (Year, Month Day). Title of work [Video]. *Website name*. <https://someurl.com>

TED. (2014, June 27). How to speak so that people want to listen [Video], *YouTube*,
<https://youtu.be/elho2S0ZahI>

Webpage on a website-

Author/Organization. (Year, Month), Title of page or article, <https://someurl.com>

World Health Organization. (2018, March). Questions and answers on immunization and vaccine safety.
<https://who.int/features/qa/84/en>

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