DATA CITATION – APA STYLE

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Table of Contents

Pt. 1 - References

Table of Contents

Table of Contents

2006 Census PUMFs

Author. (year of release). *Title of the data file: Subtitle.* [Description of form]. Location: Name of producer. Retrieved from URL

Statistics Canada produces two unique data files for the Census of Population: the "individuals file" and the "hierarchical file". Accurate citation requires the citation of the relevant unique file name.

If applicable, add the unique file name as the subtitle after the title, as in the examples on the next slide, by putting a colon before the unique file name, then giving the file name in italicized format with the first word capitalized, e.g., *Individuals file,* and ending with a period.

2006 Census PUMFs

Statistics Canada. (2010). *2006 Census of population: Individuals file.* [Public use microdata file and codebook]. Ottawa, ON: Statistics Canada. Retrieved from http://www.odesi.ca

Statistics Canada. (2010). *2006 Census of population: Individuals file.* [Public use microdata file]. Ottawa, ON: Statistics Canada. Retrieved from http://www.odesi.ca

Note that there are two options for citing a data file in relation to its codebook. The first option above is recommended, as the codebook is key to using the data file. The second option is acceptable as it can be thought to implicitly include the codebook.

General Social Survey PUMFs

Author. (year of release). *Title of the data file: Subtitle.* [Description of form]. Location: Name of producer. Retrieved from URL

Statistics Canada. (2015). *General social survey (GSS), 2013: Cycle 27, social identity.* [Public use microdata file and codebook]. Ottawa, ON: Statistics Canada. Retrieved from http://www.odesi.ca

The title of the General Social Survey includes a series title ("General social survey (GSS)") and a cycle title (e.g., "Cycle 27, social Identity"). The series title should be treated as the main title, and the cycle title as a subtitle, as above.

Codebooks/Data Dictionaries, User Guides and Questionnaires

This section describes how to cite data documentation.

These data documents are important sources of information to use and to cite as they concern the meaning, scope and methodology behind the data. These documents commonly include: codebooks, user guides and questionnaires.

In general, data documentation is cited like government documents or reports (which is somewhat similar to, but not identical to, citing books). See the SFU guide in the reference list at the end of this guide for more information on how to cite government documents.

Codebook/Data Dictionary

Author. (year of release). *Title: Subtitle.* Catalogue no. if applicable. Location: Name of producer, p. #. Retrieved from URL

Statistics Canada. (2016). *General social survey (victimization) 2014, public use microdata file, main: Data dictionary.* Ottawa, ON: Statistics Canada**,** pp. 12-13. Retrieved from http://www.odesi.ca

Instead of the term "codebook", Statistics Canada uses "data dictionary". A data dictionary is an "enhanced" codebook.

Give the full title of the codebook or data dictionary. The title will include the unique file name, e.g., "individuals file". Therefore, the unique file name is part of the title proper.

Often, "Data dictionary" will appear as the subtitle. However, if the title does not clearly name the type of publication, (e.g., data dictionary, codebook, etc.), then add "Data dictionary" as a subtitle, preceded by a colon, italicized and capitalized as in the example above. Cite the catalogue number if it appears on the first few pages of the codebook/data dictionary.

Codebook/Data Dictionary

Statistics Canada. (2010). *2006 Census public use microdata file (PUMF), individuals file: Documentation and user guide.* Catalogue no. 95M0028XVB. Ottawa, ON: Statistics Canada, p. 10. Retrieved from http://www.odesi.ca

Statistics Canada sometimes appends data dictionaries to a user guide. Again, where the title does not include publication type terms, like "user guide" or "documentation and user guide", add these terms as subtitles, italicized and with the first word capitalized.

Some codebooks or data dictionaries give a catalogue number on the first few pages. Include the catalogue number after the title and subtitle.

User Guides

The title will usually identify a document as a user guide.

Where "user guide" or variations like "documentation and user guide", appear at or near the end of the title, treat them as subtitles.

Some user guides go beyond being just a user guide and include several appendices, such as data dictionaries.

User Guides

Author. (year of release). *Title: Subtitle*. Catalogue no. if applicable. Location: Name of producer. Retrieved from URL

Statistics Canada. (2010). *2006 Census public use microdata file (PUMF), individuals file: Documentation and user guide*. Catalogue no. 95M0028XVB. Ottawa, ON: Statistics Canada. Retrieved from http://www.odesi.ca

Statistics Canada. (2016). *Cycle 28, Canadians' safety and security (provinces) public use microdata file: Documentation and user's guide*. Catalogue no. 12M0026X. Ottawa, ON: Statistics Canada. Retrieved from http://www.odesi.ca

Questionnaires

Author. (year of release). *Title: Subtitle*. Catalogue no. if applicable. Location: Name of producer. Retrieved from URL

Statistics Canada. (2014). *General social survey, 2013, Cycle 27, social identity, main survey: Questionnaire*. Ottawa, ON: Statistics Canada. Retrieved from http://www.odesi.ca

Where "questionnaire" appears at the end of the title, treat it as a subtitle.

Citing Graphs and Tables Created by Others

Graphs are typically found in articles, and tables may be found in articles or table series.

Note: this section is for pre-made graphs taken from Statistics Canada (publications or other sources), not for graphs you have created from PUMFs. For graphs created from PUMFs, see pages 18-19.

Graphs and Tables (produced by others)

Graph from a journal article:

Author. (year). "Title of graph or table" [Description of form], Title of article or series name. In *Journal title, as applicable.* Retrieved from URL

Perrault, Simon. (2015). "Violent victimization incidents reported by Canadians, by type of offence, 1999, 2004, 2009 and 2014" [Graph], Criminal victimization in Canada, 2014. In *Juristat.* Retrieved from http://www.statcan.gc.ca/pub/85-002-x/2015001/article/14241-eng.htm#a2

Graphs and Tables (produced by others)

Table from a table series:

Author. (year). "Title of graph or table" [Description of form], Title of article or series name. Retrieved from URL

Statistics Canada. (2010). "Aboriginal identity population by age groups, median age and sex, 2006 counts for both sexes, for Canada, provinces and territories - 20% sample data" [Table]. Aboriginal peoples highlight tables, 2006 Census.
Retrieved from http://www12.statcan.ca/censusrecensement /2006/dp-pd/hlt/97-558/index.cfm?Lang=E

Graphs and Tables (produced by others)

Graph or table from a book:

Author. (year). "Title of graph or table" [Description of form], *Title of publication*. Place of publication: Publisher, p. #. Retrieved from URL

Corbeil, J. P., Grenier, C., & Lafrenière, S. (2007). "Selected linguistic characteristics of French-speaking adults outside Quebec and English-speaking adults in Quebec, 2006" [Graph], *Minorities speak up: results of the survey on the vitality of the official-language minorities 2006*. Ottawa, ON: Statistics Canada, p. 10. Retrieved from http://books1.scholarsportal.info/viewdoc.html?id=/ebooks/ebooks0/gibson_cppc/2010-08-06/6/10374690

If your graph or table is in a book, then simply remove the "In" at the end, and add "Place of publication: Publisher".

In Text Citations – PUMFs, codebooks, etc.

APA in text citation

"When using APA format, follow the author-date method of in-text citation. This means that the author's last name and the year of publication for the source should appear in the text, for example, (Jones, 1998), and a complete reference should appear in the reference list at the end of the paper" (OWL Purdue Online Writing Lab, 2015).

(source: https://owl.english.purdue.edu/owl/resource/560/02)

(Author, year of release) = (Statistics Canada, 2015)

If you have two different data references in your list with the same author and year, then they will be …
Statistics Canada, 2015a and Statistics Canada, 2015b. (note: in both your reference list and in text citation)

In Text Citations – GRAPH CREATED FROM GSS 27

For graphs you have created from PUMFs

See the <u>Purdue APA guide section describing figures</u> (graphs are considered figures by APA). Follow the instructions under the "captions and legends" heading to create the caption for your graph.

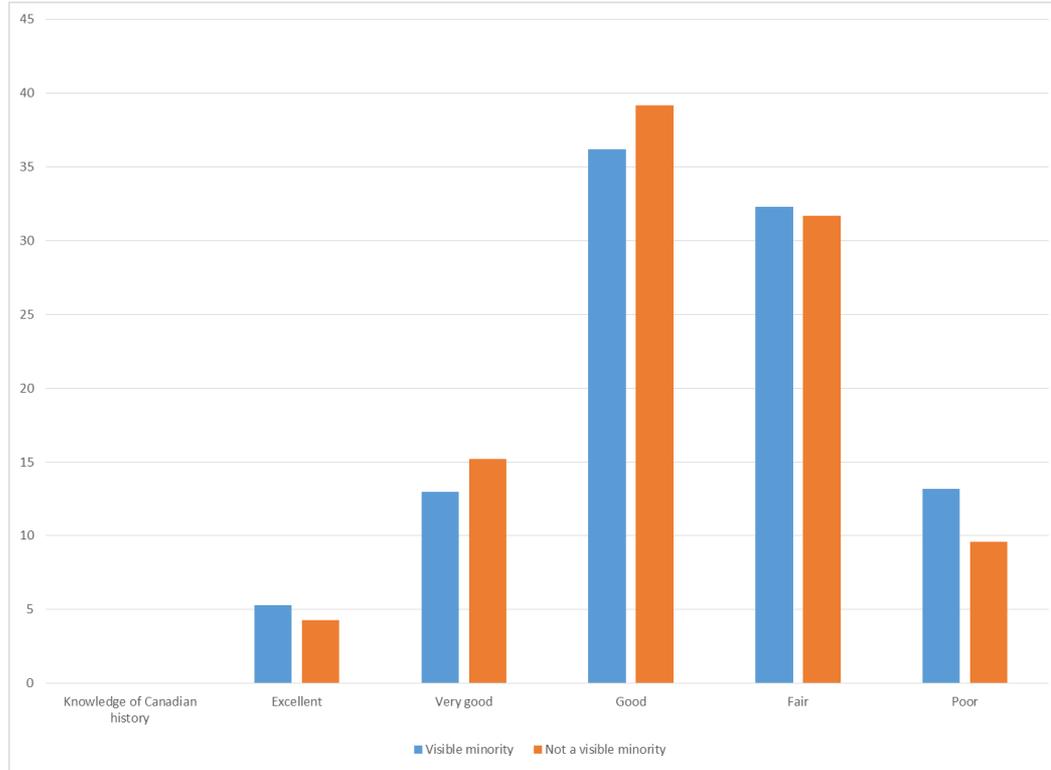# In Text Citations – GRAPH CREATED FROM GSS 27

Figure 1. Self reported knowledge of Canadian history by visible minorities, 2013. Statistics Canada, 2015.

Note:
The caption serves as a title.
Do not include a title above the figure.

In Text Citations – TABLE CREATED FROM GSS 27

For a table you have created from PUMFs

➤ Write "Table 1" – tables are numbered consecutively. If you are using tables and graphs (which are considered figures), number them separately (e.g. Figure 1, Figure 2, Table 1, Table 2).

➤ On the line below, create a descriptive title, in italics, that explains what the table is about. Include info about the dataset you used.

➤ **Notes**: For the formatting of the notes that appear under the table, follow the examples below.

In Text Citations – TABLE CREATED FROM GSS 27

Table 1

Age Group of Respondent Frequency Distribution, General Social Survey, 2013, Cycle 27, Social Identity

Age group of respondent	Code	Frequency	% of all	% of valid
15 to 24	1	3,740	13.6	13.6
25 to 34[a]	2	3,407	12.4	12.4
35 to 44	3	4,417	16	16
45 to 54	4	4,733	17.2	17.2
55 to 64	5	5,164	18.8	18.8
65 to 74	6	3,726	13.5	13.5
75 and over	7	2,347	8.5	8.5
Total	–	27,534	100	100

Note. Enter general notes about the table as a whole here. Give the source of your data: Adapted from https://login.proxy.bib.uottawa.ca/login?url=http://odesi.scholarsportal.info/webview/. End the note with explanations of any non-standard abbreviations used in the table. (M, % and SD are standard abbreviations so you don't need to add an explanation.)

[a] Enter notes about specific columns, rows, or cell contents here, using sequential superscript letters. Specific notes appear in a separate paragraph under the general notes paragraph. Notes are not indented.

Table 2

Means and Standard Deviations on the Measures of Length of Employment and Number of Days Worked, General Social Survey, 2013, Cycle 27, Social Identity

	n	Minimum	Maximum	*M*	*SD*
NWE – 12 months	18447	1	52	43.40	3.5
NDW per week at all jobs [a]	18302	1	7	4.79	6.3
Valid n (listwise)	18166	–	–	–	–

Note. NWE = number of weeks employed. NDW = number of days worked. Adapted from https://login.proxy.bib.uottawa.ca /login?url=http://odesi.scholarsportal.info /webview/.
[a] Eight or more consecutive hours constitute a work day.

Table 3

Age Group of Respondent, Measures of Central Tendency and Measures of Dispersion, General Social Survey, 2013, Cycle 27, Social Identity

N	Valid	27534
	Missing	0
M		3.90
Mdn		4.00
Mode		5.00
SD		1.834
Variance		3.364
Range		6.00

Note. Adapted from https://login.proxy.bib.uottawa.ca/login? url=http://odesi.scholarsportal.info/webview/.

REFERENCES

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Fry, J., Cooper, A., Mowers, S., & Carrington, C. (2016). *Best practices document based on DDI 2.x. version 3*. Retrieved from https://library.carleton.ca/sites/ default/files/help/data-centre/BPDv3_2016-09-15.pdf

Graebner, C. (2016). *Citing Canadian government documents - APA style*. Retrieved from http://www.lib.sfu.ca/help/cite-write/citation-style-guides/apa/gov-docs-apa#government-documents-online-vs-print

OWL Purdue Online Writing Lab. (2015). *APA Formatting and Style Guide*. Retrieved from https://owl.english.purdue. edu/owl/resource/560/01/

Rudin, P., & Lemoine, M. 2005. *Canadian government publications: A citation guide*. Retrieved from https://www.mcgill.ca/library /files/library/Canadian Government_Citation_Guide.pdf

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