



Universidad de **Nariño**



## REVISTA ESTUDIOS LATINOAMERICANOS

### CITATION AND REFERENCE

For the citation of the articles published in the Journal of Latin American Studies published by the Center for Latin American Studies and Research (CEILAT) of the University of Nariño, the sixth version of the American Psychological Association (APA) reference system has been adopted.

Below you will find a brief description of the standard that will serve as a basic tool to properly carry out the citation in your articles in order to protect copyright.

#### Citation Rules

##### Quoted text (up to 40 words).

**Consider the following recommendations when the quoted text is part of a phrase or sentence:**

- The first surname of the author is placed at the beginning of the citation.
- In parentheses, following the last name, the year in which the quoted text was published is written.
- The quoted text fragment must be placed in quotation marks.
- In the final part of the quoted text and in parentheses, the page of the book, article or text from which the quote is borrowed is written.

#### Example:

Agreda (2016) he says “...” (p. 60), ...

If the quoted text is located at the end of the sentence or sentence, keep in mind that the quote will be located at the end and in parentheses, as shown below.

#### Example:

“This mean.....” (Osorio, 2020, p. 60).

##### Quoted text (greater than 40 words).

The citation is written as a separate paragraph, without indentation or quotation marks. The basic information of the reference is located at the end in parentheses.



**Example:**

-----,  
Is said to -----  
----- (Osorio, 2016, p.60).

**Note:** if you do not know the date, write "N.D."

On other occasions, depending on the wording, the author's information can be located at the beginning. Double space and indent the quoted text, ending with the page information.

**Example:**

Rivera (2020) affirms:  
This implies that -----  
----- (p.10).

**Note:** All citations must be double-spaced.

**According to number of Authors.**

**One author**

If the name of the author of a source is included in the text, only the date of publication is required in parentheses. If the name is not included in the text, the last name and the date go in parentheses.

.... Vásquez (2015) .....  
..... (Vásquez, 2015).

**Two authors**

The last names are separated by "and." The date is written at the end, in parenthesis.

Vásquez and Contreras (2015)

**Three to five authors**



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When it is used for the first time, the reference will include the surnames of all the authors. If the source is referenced again, it is written using the last name of the first author and the expression “et al.”

Rivera, Fernández and Ordieres (2018) they assure that .... ..Rivera et al. (2018) they refer that ...

### **Six or more authors**

In all citations of this type, the first author's last name appears, followed by “et al” and the year.

Agreda et al. (2020) they assure that ....

### **Corporate Author**

Write the full name of the institution, organization, or entity, followed by the corresponding acronyms and the year, in parentheses. Later, if you need to use the source again, write the initials and the year in parentheses.

Centro de Estudios e Investigaciones Latinoamericanas (CEILAT, 2004)... CEILAT (2004) they assure that ....

### **Anonymous author:**

Instead of writing the author's surname, use “anonymous.”

(Anonymous, 2015)

**Reference of a reference:** the data of the two authors are written as follows:

Osorio (cited by Rodríguez, 2010) think that ...

### **List of References**

### **General Considerations**



- The references used in the document are included in the reference lists.
- Basic information corresponding to: author's last name, date, document title, and publication data, is included in the references list.
- References are arranged in alphabetical order according to the authors' last names.
- If several publications by same author are used, the references are listed according to publication date, from oldest to the most recent.
- After citing the references with one author, list the sources that correspond to several authors.
- The references are listed as follows: first line next to the margin followed by French indentation, double spaced. A space is left between references.

Different types of bibliographical references are listed, depending on the material used.

### 1. Periodic publications

Periodic publications corresponds to articles published on a regular basis, such as: periodicals, magazines, newspapers and newsletters.

If the publication is digital and online, and has a digital object identifier (DOI), it must be included at the end of the reference. Otherwise, include the URL of the publication, using this format: "Retrieved from [http:// www .....](http://www.....)"

Last name, A.A. (year). Article title. *Title of the publication, volume* (No.), pp-pp. doi: \_\_\_\_\_

### 2. Books, reference books, and book chapters

Use the reference parameters that apply to the author(s) outlined in General Considerations, keeping in mind that if the book is electronic, the DOI or URL must be specified. .

Autor, A.A. (year). *Title*. City, Country: Editorial.

Autor, A.A. (year). *Title*. Recovered from <http://www.xxxx>

Autor, A.A. (year). *Title*. doi: \_\_\_\_\_

### 3. Technical reports and research

Follow the same citation standard and, if possible, indicate the number that identifies the report. Consider the recommendations outlined for electronic material.



Autor, A.A. (año). *Título*. (Report No. xxx). City, Country: Editorial.

#### 4. Congress proceedings and symposiums

Use the same format guidelines as book or periodical publications, as the case may be. Use the following structure, taking into account that in the part corresponding to the Event Organizer, the first name initial is written, followed by period and surname:

Autor, A.A. (month, year). Title of the paper. In Event Organizer (Charge), *Title of the Event*. Symposium or conference held by Organizer name, City, Country.

#### 5. Doctoral dissertations and Master's theses

Reference the initial basic information. Following the title of the document, indicate the type of document, then record the data of the organization, entity or institution where the document was found, and finally the place.

Autor, A.A. (year). *Title of the thesis*. (Master's or doctoral thesis). Name of the Institution or Entity. City, Country.

Autor, A.A. (year). *Title of the thesis*. (Master's or doctoral thesis). Recovered from xxxxxxxxxxxx.

#### 6. Reviews and peer comments

Following the basic reference guidelines, take into account that in this case the author corresponds to the name of the person doing the revision. In brackets, list the type of document or source reviewed (book, film, television program, etc.) and the data of the original author of said document.

Whos reviews, A.A. (Year). Title of the review [Movie review *movie title*, by A. A. Autor]. *Complete work title*, xx, xxx-xxx

#### 7. Audiovisual media



Follow the normal parameters of reference listing the participants or main members of the audiovisual resource, indicating in parentheses the position or function of the same and the year. Next to the title, indicate the name of the material in brackets. Indicate the place or country of origin and follow the corresponding instructions if the material is available online. Keep in mind that the information varies depending on the materia

Autor, A.A. (Director). (Year). *Title of the material* [type of material]. Site

### 8. Data sets, software, measuring instruments, and equipment

Reference the name of the owner or whoever has the copyright of the resource used. Indicate the name of the resource and the type of resource.

Legal owner of the resource, A.A. (Year). Title of the resource ( Number of the version) [Description of the resource] Site: Product name.

### 9. Unpublished works or informal publications

Reference according to the basic referencing parameters, indicating at the end the state of the same.

Last name, A.A. (Year). *Document title*. Document status.

### 10. Compilations and archival documents

Describe the type of document to be referenced, the classification data, and where it can be found.

Autor, A.A. (Date). *Document title*. [Description]. Document name. (Classification data). Repository name and place.

### 11. Internet forums, e-mail lists, and other online communities

Indicate the type of source in brackets. In the description space, reference the address of the document or message.

Autor, A.A. (Day, Month, Year). Message title. [Description type of message] Recovery from <http://www.....>



Depending on the information and the type of material with which we have references, you can use other models. more information consult the APA standards or the APA Publication Manual, <http://www.apastyle.org/>, o <http://psicologia.posgrado.unam.mx/wp-content/uploads/2016/05/258193358-Libro-Manual-de-Publicaciones-APA-Re.pdf>

### General Recommendations

1. Use of size 12 **Times New Roman** font is preferred.
2. The text must be written in single spacing.
3. The first line of each paragraph should be indented, as is the case with the first line of each footnote.

### Bibliography

*Manual de Publicaciones de la American Psychological Association (APA).* (2010). (M. Guerra Frias, Trad.) Mexico: El Manual Moderno. Recovered from: <http://psicologia.posgrado.unam.mx/wp-content/uploads/2016/05/258193358-Libro-Manual-de-Publicaciones-APA-Re.pdf>