APA Required Fields for Each Contribution Type in School of Music

[Publications Screen]
Publications are grouped for automated formatting in reports. Required fields for a complete APA citation are listed.

- APA format type “Book/Book Chapter”
  - Contribution Types:
    - Books
    - Book Chapters
    - Books, Textbooks
    - Broadcast Media
    - Compact Disc Liner Notes
    - Concert Program Notes
    - Conference Proceedings
    - Dictionary/Encyclopedia Articles
    - Instructional Materials
    - Manuscripts
    - Monographs
    - Music Scholarly or Performance Editions of a Composition
    - Scholarly Editions of Extant Music
    - Other

- Required fields:
  - Contribution Type
  - Current Publication Status
  - Title of Contribution (also see “Title” for reviews)
  - Title of Larger Work
    - Only required if the contribution is a chapter/section of a larger Book, etc.
  - Peer-reviewed
  - Authors section
    - First Name, Middle Name/Initial, Last Name (full name)
    - Institution
      - Only required for coauthors from institutions other than KU
    - KU Faculty (check-box)
    - My Record (check-box for self)
    - Student Coauthor
  - Editors/Translators/Compilers/ and Other Roles section (Note: This field may not be applicable to all of the contribution types listed above)
    - First Name, Middle Name/Initial, Last Name (full name)
    - Role (Required: Editor)
    - KU Faculty (check-box)
    - My Record (check-box for self)
  - Location
  - Publisher
  - Page Numbers or Number of Pages
    - Required for Chapters/Sections of Books, etc.
  - Date Published (year)
• APA format type: "Journal"
  o Contribution Types:
    ▪ Journal Articles
    ▪ Journal Issues
  o Required fields:
    ▪ Contribution Type
    ▪ Current Publication Status
    ▪ Title of Contribution (also see “Title” for reviews)
    ▪ Peer-reviewed
    ▪ Authors section
      • First Name, Middle Name/Initial, Last Name (full name)
      • Institution
        o Only required for coauthors from institutions other than KU
      • KU Faculty (check-box)
      • My Record (check-box for self)
      • Student Coauthor
    ▪ Journal Name
    ▪ Volume
    ▪ Issue Number/Edition
    ▪ Page Numbers or Number of Pages
    ▪ Date Published (year)

• APA format type: "Magazine"
  o Contribution Types:
    ▪ Magazine/Trade Publications
    ▪ Newsletters
  o Required fields:
    ▪ Contribution Type
    ▪ Current Publication Status
    ▪ Title of Contribution (also see “Title” for reviews)
    ▪ Peer-reviewed
    ▪ Authors section
      • First Name, Middle Name/Initial, Last Name (full name)
      • Institution
        o Only required for coauthors from institutions other than KU
      • KU Faculty (check-box)
      • My Record (check-box for self)
      • Student Coauthor
    ▪ Journal Name
    ▪ Volume (where applicable)
    ▪ Issue Number/Edition
    ▪ Page Numbers or Number of Pages
    ▪ Date Published (year; month and day as well where applicable)
• **APA format type: “Newspaper”**
  - Contribution Types:
    - Newspapers
    - Regular Column in Journals and Newspapers
  - Required fields:
    - Contribution Type
    - Current Publication Status
    - Title of Contribution (also see “Title” for reviews)
    - Peer-reviewed
    - Authors section
      - First Name, Middle Name/Initial, Last Name (full name)
      - Institution
        - Only required for coauthors from institutions other than KU
      - KU Faculty (check-box)
      - My Record (check-box for self)
      - Student Coauthor
    - Journal Name
    - Page Numbers or Number of Pages
    - Date Published (month, day, year)

• **APA format type: “Paper”**
  - Contribution Type:
    - Papers
  - Required fields:
    - Contribution Type
    - Current Publication Status
    - Title of Contribution (also see “Title” for reviews)
    - Title of Larger Work
      - Only required if the contribution is a chapter/section of a larger Book, etc.
    - Peer-reviewed
    - Authors section
      - First Name, Middle Name/Initial, Last Name (full name)
      - Institution
        - Only required for coauthors from institutions other than KU
      - KU Faculty (check-box)
      - My Record (check-box for self)
      - Student Coauthor
    - Location
    - Publisher
    - Page Numbers or Number of Pages
      - Required for Chapters/Sections of Books, etc.
    - Date Published (year)
• APA format type “Report”
  o Contribution Types:
    ▪ Research Reports
  o Required fields:
    ▪ Contribution Type
    ▪ Current Publication Status
    ▪ Title of Contribution (also see “Title” for reviews)
    ▪ Title of Larger Work
      • Only required if the contribution is a chapter/section of a larger Report, etc.
    ▪ Series Title
      • Required for report numbers, e.g. Food Assistance and Nutrition Research Report No. 11-2
    ▪ Peer-reviewed
    ▪ Authors section
      ▪ First Name, Middle Name/Initial, Last Name (full name)
      ▪ Institution
        • Only required for coauthors from institutions other than KU
      ▪ KU Faculty (check-box)
      ▪ My Record (check-box for self)
      ▪ Student Coauthor
    ▪ Publisher
    ▪ Date Published (year; month, day where applicable)

• APA format type: “Review”
  o Contribution Type:
    ▪ Book Reviews
    ▪ Journal Article Reviews
    ▪ Music Reviews
    ▪ Recording Reviews
    ▪ Reviews
    ▪ Score Reviews
  o Required fields:
    ▪ Contribution Type
    ▪ Current Publication Status
    ▪ Title of Contribution (also see “Title” for reviews)
      • Required if the review itself has a title
    ▪ For Reviews (in section specific for reviews)
      ▪ Review Type
      ▪ Title of Material Reviewed
      ▪ Author/Editor of Material Reviewed + Publisher
- Peer-reviewed
- **Authors section**
  - First Name, Middle Name/Initial, Last Name (full name)
  - Institution
    - Only required for coauthors from institutions other than KU
  - KU Faculty (check-box)
  - My Record (check-box for self)
  - Student Coauthor
- Journal Name
- Volume
- Issue Number/Edition
- Page Numbers or Number of Pages
- Date Published (year; month, day where applicable)

- **APA format type: “Software”**
  - **Contribution Type:**
    - Software
    - Software, Instructional
  - **Required fields:**
    - Contribution Type
    - Current Publication Status
    - Title of Contribution (also see “Title” for reviews)
    - Title of Larger Work
      - Only required if the contribution is part of a larger software program (e.g. one module).
    - Peer-reviewed
    - **Authors section**
      - First Name, Middle Name/Initial, Last Name
      - Institution
        - Only required for coauthors from institutions other than KU
      - KU Faculty (check-box)
      - My Record (check-box for self)
      - Student Coauthor
    - Publisher
    - Date Published (year)

- **APA format Type: “Web Publishing”**
  - **Contribution Type:**
    - Web Publishing (article, blog, wiki, other)
  - **Required fields:**
    - Contribution Type
    - Current Publication Status
    - Title of Contribution (also see “Title” for reviews)
    - Title of Larger Work
• Only required if the contribution is part of a larger work, e.g. an article on a webpage or an entry on a blog.

▪ Peer-reviewed

▪ **Authors section**
  • First Name, Middle Name/Initial, Last Name (full name)
  • Institution
    □ Only required for coauthors from institutions other than KU
  • KU Faculty (check-box)
  • My Record (check-box for self)
  • Student Coauthor

▪ URL for Bibliographic Citation

▪ Date Published (year; month, day where applicable)