Condensed APA Style (6th Ed.) Reference Sheet: **TABLES AND FIGURES**

**In APA style:**
- Tables and figures appear after the “References” section.
  - All tables are presented first, followed by figures.
- Each table and figure is presented separately (on its own individual page)
- Number all tables and figures with Arabic numerals based on the order in which you first mention them in the text. (e.g., Table 1, Table 2, Figure 1, etc.)
  - Tables: The Table Number (not italicized) goes *above* the Table Title (italicized), which itself goes *above* each table (see example below).
  - Figures: The Figure Number (italicized) is the first part of the Figure Caption, and goes *below* each figure (see figure example on other side).
- There is no need to use suffix letters to indicate table numbers (i.e., Table 6a)
- Only include essential and necessary numbers/materials to understand your results
  - e.g., *No vertical lines* in any APA table
- A well-constructed table will serve to enhance rather than duplicate the text of your paper
- Means, Sample Sizes, Standard Deviations, etc. should be presented separately within the table.

**Citing Tables and Figures in APA:**
When writing your paper, make sure to refer to the tables and figures within the text:
- Ex: “As can be seen in Table 6, response times were recorded…”
- Ex: “…and during this trial, response times were recorded (see Table 6).”

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**An Example of Standard APA-Style Table** (Image from [www.owl.purdue.edu](http://www.owl.purdue.edu)):

```
<table>
<thead>
<tr>
<th>Measure</th>
<th>Second-order belief</th>
<th>Factual-deception</th>
<th>Self-presentation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Age</td>
<td>0.763*</td>
<td>0.631**</td>
<td>0.842**</td>
</tr>
<tr>
<td>Second-order belief</td>
<td>0.724**</td>
<td>0.775**</td>
<td></td>
</tr>
</tbody>
</table>

Note. *p < .01, **p < .001
```
**Figures**

Tables generally display numerical data in ordered sets of rows and columns. Figures generally encompass everything else: graphs, charts, drawings, photographs, etc.

APA figures, unlike those you see in other format styles, do not include titles above the image. Instead, APA uses Figure Captions *below* the figure. Figure Captions include the figure number (which is italicized), a brief descriptive phrase (which substitutes for a title), and any brief explanation necessary for understanding the figure.

**APA Figures Checklist:**
Do each of your figures have…

1. A solitary spot on its own page, after the References and Tables sections?
2. Correctly graphed data?
   - (Bar vs. Line graph? Black or grey points only? White background, no borders?)
3. An appropriately scaled and labeled X-Axis?
4. An appropriately scaled and labeled Y-Axis?
5. A Figure Caption *below* the figure (including italicized figure number and a description)?
6. And *nothing* else?

…Good.

**Example of an APA Style Bar Graph in Completion:**

![Bar Graph](image)

*Figure 1.* Average preference ratings for different technology types.