

Citing Mental Measurements Yearbook

This guide provides *American Psychological Association* documentation style for the series of printed books, *The Mental Measurements Yearbook*, as well as for the online database named *Mental Measurements Yearbook with Tests in Print*.

TABLE OF CONTENTS

Introduction and Terms	2
Sample record from <i>The MMY</i>	3
Discussion	4
Referencing	5
Citing	12
Questions and Answers	13

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INTRODUCTION

The goal of this guide is to allow writers to create, quickly and easily, their reference (and corresponding citations) for material from *The Mental Measurements Yearbook*, both in print and online. The style presented in this guide is based on the *Publication Manual of the American Psychological Association* (6th ed).

TERMS

This guide

This guide, *Citing The Mental Measurements Yearbook* (the publication you are reading right now), will use the term *this guide* to refer to itself, so as not to be confused with the *APA Manual* or *The Mental Measurement Yearbook*.

APA Manual

This guide uses the term *APA Manual* to refer to the *Publication Manual of the American Psychological Association* (6th ed.). (2009). Washington, DC: American Psychological Association.

The MMY

This guide uses the term *The MMY* to refer to any/all of the books generically known as *The Mental Measurements Yearbook*. The titles of the first two books in this series are: *The Nineteen Thirty Eight Mental Measurements Yearbook* and *The Nineteen Forty Mental Measurements Yearbook*. Subsequent editions are titled numerically, e.g., *The Third Mental Measurements Yearbook*.

Record

This guide uses the term *record* to refer to the complete information provided for each test within *The Mental Measurements Yearbook*, i.e., the Test Entry **and** one or more Reviews of the test.

Reference

This guide uses the term *reference* to mean the detailed entry for a source in your references at the end of the paper.

Citation

This guide uses the term *citation* to mean the brief entry for a source within the text (body) of your paper, i.e., the citation to the reference.

SAMPLE RECORD

This guide uses the term *record* to refer to the complete information provided for each test within *The Mental Measurements Yearbook*, i.e., the Test Entry **and** one or more Reviews of the test.

The first section of the record is the **Test Entry**, and the second section is the **Review**.

Users of the Mental Measurement Yearbook with Tests in Print online database are presented with the same textual information as that in the printed source, *The Mental Measurement Yearbook*, but the data provided by the database is in a slightly different format.

Based on an actual record in *The MMY*, this sample record has been abbreviated so as not to infringe on the publisher's copyright.

Sample record within *The fifteenth mental measurements yearbook*.

[97]

Faculty Morale Scale for Institutional Improvement.

Purpose: Designed "as a diagnostic instrument—an attitudinal fact-finding device."

Population: Faculty Members

Scores: Total score only.

Administration: Group.

Price Data, 2001: \$3 per specimen set.

Time: Administration time not reported

Author: A Local Chapter Committee, American Association of University Professors.

Publisher: Psychometric Affiliates

Review of the Faculty Morale Scale for Institutional Improvement by KEITH HATTRUP, Associate Professor of Psychology, San Diego State University, San Diego, CA:

DESCRIPTION. The Faculty Morale Scale for Institutional Improvement is a paper-and-pencil measure of faculty members' attitudes toward their jobs and universities. It includes 34 items that are rated with a 5-point Likert scale. As stated in the manual, the goals of the inventory are to provide diagnostic information about...

DISCUSSION

There are two distinct components for each record within *The Mental Measurements Yearbook*.

- The first component of each record is the Test Entry. This information is provided by the editor(s) of *The MMY*, not the test reviewer.
- The second component of each record is the Review (or Reviews). This information is written by individual author(s), not the editors.

In the strictest interpretation, each record in *The Mental Measurements Yearbook* should, technically, require two different citations; one for each part used as a source. **However, in actual practice, this is not how it is done when a writer is using information from a test review.**

Despite the dual nature of records in *The MMY*, this guide presents a reference style that implies that the entire record was written by the author of the review. The reason for this is that, in actual publishing situations, “that is how it is done.” In preparing this guide, a review was made of more than 100 references, all within articles from journals published by the American Psychological Association. The style used for these real-life references is that which supports the style presented in this guide. The only time the editor(s) of *The MMY* were used as the key entry (first item) for a reference, was when referring to the book, *The MMY*, itself, e.g., a review of the book.

As stated in the introduction, the style presented in this guide is from the *Publication Manual of the American Psychological Association* (6th ed.). Nevertheless, readers of this guide may have questions pertaining to the style presented here; therefore, the final section of this guide provides some questions and answers that readers may find useful in more fully understanding the style presented by this guide.

REFERENCING THE MENTAL MEASUREMENTS YEARBOOK

A simple and easy way to understand how to reference *The MMY* is to look at sample references, and then break them down into their components. Within this section of this guide, you will find:

- Generic and sample references for both the print and online versions of *The MMY*. Page 5.
- A detailed breakdown of each element with the reference. Page 6.
- “Copy and paste” reference examples for editions 9-19 of *The MMY*. Pages 8-12.

Referencing the print version of *The Mental Measurements Yearbook*

Generic format for references to the print version:

Author (date). Review of title of the test. In editors name(s) Eds.), *title of the yearbook* (page numbers). Place of publication: Publisher.

Sample for reference for the printed version of the record from page three of this guide:

Hattrup, K. (2003). Review of the Faculty Morale Scale for Institutional Improvement. In B.S. Plake, J.C. Impara, & R.A. Spies (Eds.), *The fifteenth mental measurements yearbook* (pp. 371-372). Lincoln, NE: Buros Institute of Mental Measurements.

Referencing the online version of *The Mental Measurements Yearbook*

- When citing the online version, you will not have the page numbers.
- When citing the online version, you will end the reference with a statement that indicates you retrieved the information from a database.

Generic format for references to the online version:

Author (date). Review of title of the test. In editors' name(s) (Eds.), *title of the yearbook*. Place of publication: Publisher. Statement of accessibility.

Sample for reference for the online version of the record from page three of this guide:

Hattrup, K. (2003). Review of the Faculty Morale Scale for Institutional Improvement. In B.S. Plake, J.C. Impara, & R.A. Spies (Eds.), *The fifteenth mental measurements yearbook*. Lincoln, NE: Buros Institute of Mental Measurements. Retrieved from Mental Measurements Yearbook with Tests in Print database.

Detailed breakdown of the reference elements

1. Name of test reviewer.
 - Format: Last name, initial(s).
 - Example: Hatstrup, K.
2. Note that in references, you do include suffixes (Jr., Sr. III, etc.) with the name, e.g., McLaren, B.P., Jr.; but in the citation (in the text/body of the paper) for that reference you do not include the suffix, e.g., "The test achieved validity of 0.852 (McLaren, 1997)." Date of Mental Measurements Yearbook (NOT the test publication date).
 - Format: In parenthesis, followed by a period.
 - Example: (2003).
3. The words *Review of the*, followed by the test title.
 - Format: Capitalized as it appears at the beginning of the record in *The MMY* (but not bold), followed by a period. See Q&A #1 on page 13 of this guide for a further explanation.
 - Example: Review of the Faculty Morale Scale for Institutional Improvement.
4. The word *In*, followed by the editors of *The MMY*.
 - Format: The editor(s)' initials followed by their last name(s), followed by *Ed.* or *Eds.*, followed by a comma. See Q&A #3 on page 13 of this guide for a further explanation.
 - Example: B.S. Plake, J.C. Impara, & R.A. Spies (Eds.),
5. Title of *The MMY*.
 - Format: Italicized, capitalize only the first word, i.e, *The*.
 - Example: *The fifth mental measurements yearbook*
6. Page numbers.
 - Format: In parenthesis, followed by a period. **Note:** For records from the online version of *The MMY*, you will not know the page numbers; therefore, they are not referenced.
 - Example: (pp. 371-372).
7. Place of publication.
 - Format: city, state followed by a colon.
 - Example: Lincoln, NE:
8. Publisher.
 - Format: Name of the publisher, followed by a period.
 - Example: Buros Institute of Mental Measurements.
9. Statement of access (only included when referencing the online version).
 - Format: The statement: Retrieved from Mental Measurements Yearbook with Tests in Print database. The words Mental Measurements Yearbook are capitalized, but not italicized. See Q&A #2 on page 13 of this guide for a further explanation.
 - Example: Retrieved from Mental Measurements Yearbook with Tests in Print database.

The following pages show examples of reference from each edition of the MMY available online. The publication date, editor(s), book title, place of publication, and publisher are provided for you exactly as they should appear in the reference. The only thing you would replace in the reference is the test reviewer's name at the very beginning, e.g.; Doe, J.; the name of the test; and the page numbers (for the print version). For the sake of clarity, this guide uses a gray highlight for the parts of the reference that you would replace. **You do NOT use a gray background itself in your completed reference**—the samples are gray solely to help you to identify the parts in question.

Referencing the 19th edition, online version:

Doe, J. (2014). Review of the Children's Lollipop Inventory.

In J.F. Carlson, K.F. Geisinger, & J.L. Johnson (Eds.), *The nineteenth mental measurements yearbook*. Lincoln, NE: Buros Institute of Mental Measurements.

Retrieved from Mental Measurements Yearbook with Tests in Print database.

Referencing the 19th edition, print version:

Doe, J. (2014). Review of the Children's Lollipop Inventory.

In J.F. Carlson, K.F. Geisinger, & J.L. Johnson (Eds.), *The nineteenth mental measurements yearbook*. Lincoln, NE: Buros Institute of Mental Measurements.

Lincoln, NE: Buros Institute of Mental Measurements.

Referencing the 18th edition, print version:

Doe, J. (2010). Review of the Children's Lollipop Inventory.

In R.A. Spies, K.F. Geisinger, & J.F. Carlson (Eds.), *The eighteenth mental measurements yearbook* (pp. 371-372). Lincoln, NE: Buros Institute of Mental

Measurements.

Referencing the 18th edition, online version:

Doe, J. (2010). Review of the Children's Lollipop Inventory.

In R.A. Spies, K.F. Geisinger, & J.F. Carlson (Eds.), *The eighteenth mental measurements yearbook*. Lincoln, NE: Buros Institute of Mental Measurements.

Retrieved from Mental Measurements Yearbook with Tests in Print database.

Referencing the 17th edition, print version:

Doe, J. (2007). Review of the *Children's Lollipop Inventory*.

In K.F. Geisinger, R.A. Spies, J.F. Carlson, & B.S. Plake (Eds.), *The seventeenth mental measurements yearbook* (pp. 371-372). Lincoln, NE: Buros Institute of Mental Measurements.

Referencing the 17th edition, online version:

Doe, J. (2007). Review of the *Children's Lollipop Inventory*.

In K.F. Geisinger, R.A. Spies, J.F. Carlson, & B.S. Plake (Eds.), *The seventeenth mental measurements yearbook*. Lincoln, NE: Buros Institute of Mental Measurements. Retrieved from Mental Measurements Yearbook with Tests in Print database.

Referencing the 16th edition, print version:

Doe, J. (2005). Review of the *Children's Lollipop Inventory*.

In R.A. Spies & B.S. Plake (Eds.), *The sixteenth mental measurements yearbook* (pp. 371-372). Lincoln, NE: Buros Institute of Mental Measurements.

Referencing the 16th edition, online version:

Doe, J. (2005). Review of the *Children's Lollipop Inventory*.

In R.A. Spies & B.S. Plake (Eds.), *The sixteenth mental measurements yearbook*. Lincoln, NE: Buros Institute of Mental Measurements. Retrieved from Mental Measurements Yearbook with Tests in Print database.

Referencing the 15th edition, print version:

Doe, J. (2003). Review of the *Children's Lollipop Inventory*. In B.S. Plake, J.C.

Impara, & R.A. Spies (Eds.), *The fifteenth mental measurements yearbook* (pp. 371-372). Lincoln, NE: Buros Institute of Mental Measurements.

Referencing the 15th edition, online version:

Doe, J. (2003). Review of the *Children's Lollipop Inventory*. In B.S. Plake, J.C. Impara, & R.A. Spies (Eds.), *The fifteenth mental measurements yearbook*. Lincoln, NE: Buros Institute of Mental Measurements. Retrieved from Mental Measurements Yearbook with Tests in Print database.

Referencing the 14th edition, print version:

Doe, J. (2001). Review of the *Children's Lollipop Inventory*. In B.S. Plake & J.C. Impara (Eds.), *The fourteenth mental measurements yearbook* (pp. 371-372). Lincoln, NE: Buros Institute of Mental Measurements.

Referencing the 14th edition, online version:

Doe, J. (2001). Review of the *Children's Lollipop Inventory*. In B.S. Plake & J.C. Impara (Eds.), *The fourteenth mental measurements yearbook*. Lincoln, NE: Buros Institute of Mental Measurements. Retrieved from Mental Measurements Yearbook with Tests in Print database.

Referencing the 13th edition, print version:

Doe, J. (1998). Review of the *Children's Lollipop Inventory*. In J.C. Impara & B.S. Plake (Eds.), *The thirteenth mental measurements yearbook* (pp. 371-372). Lincoln, NE: Buros Institute of Mental Measurements.

Referencing the 13th edition, online version:

Doe, J. (1998). Review of the *Children's Lollipop Inventory*. In J.C. Impara & B.S. Plake (Eds.), *The thirteenth mental measurements yearbook*. Lincoln, NE: Buros Institute of Mental Measurements. Retrieved from Mental Measurements Yearbook with Tests in Print database.

Referencing the 12th edition, print version:

Doe, J. (1995). Review of the *Children's Lollipop Inventory*. In J. C. Conoley & J.C. Impara (Eds.), *The twelfth mental measurements yearbook* (pp. 371-372). Lincoln, NE: Buros Institute of Mental Measurements.

Referencing the 12th edition, online version:

Doe, J. (1995). Review of the *Children's Lollipop Inventory*. In J. C. Conoley & J.C. Impara (Eds.), *The twelfth mental measurements*. Lincoln, NE: Buros Institute of Mental Measurements. Retrieved from Mental Measurements Yearbook with Tests in Print database.

Referencing the 11th edition, print version:

Doe, J. (1992). Review of the *Children's Lollipop Inventory*. In J.J. Kramer & J.C. Impara (Eds.), *The eleventh mental measurements yearbook* (pp. 371-372). Lincoln, NE: Buros Institute of Mental Measurements.

Referencing the 11th edition, online version:

Doe, J. (1992). Review of the *Children's Lollipop Inventory*. In J.J. Kramer & J.C. Impara (Eds.), *The eleventh mental measurements yearbook*. Lincoln, NE: Buros Institute of Mental Measurements. Retrieved from Mental Measurements Yearbook with Tests in Print database.

Referencing the 10th edition, print version:

Doe, J. (1989). Review of the *Children's Lollipop Inventory*. In J.J. Kramer & J.C. Impara (Eds.), *The tenth mental measurements yearbook* (pp. 371-372). Lincoln, NE: Buros Institute of Mental Measurements.

Referencing the 10th edition, online version:

Doe, J. (1989). Review of the *Children's Lollipop Inventory*. In J.J. Kramer & J.C. Impara (Eds.), *The tenth mental measurements*. Lincoln, NE: Buros Institute of Mental Measurements. Retrieved from Mental Measurements Yearbook with Tests in Print database.

Referencing the 9th edition, print version:

Doe, J. (1985). Review of the *Children's Lollipop Inventory*. In J.V. Mitchell (Ed.), *The ninth mental measurements yearbook* (pp. 371-372). Lincoln, NE: Buros Institute of Mental Measurements.

Referencing the 9th edition, online version:

Doe, J. (1985). Review of the *Children's Lollipop Inventory*. In J.V. Mitchell (Ed.), *The ninth mental measurements yearbook*. Lincoln, NE: Buros Institute of Mental Measurements. Retrieved from Mental Measurements Yearbook with Tests in Print database.

CITING THE MENTAL MEASUREMENTS YEARBOOK

This guide uses the term *citation* to mean the brief entry for a source within the text (body) of your paper, i.e., the citation to the reference.

The style of citation for both the printed source, i.e., any of the print editions of *The MMY*, and the online database are identical. They reference the author of the review, and the date of specific edition of *The MMY* (regardless of its format, i.e., print or online).

The primary thing to remember is that you are citing the author of the review of your test, not the author of the test and not the editor(s) of *The Mental Measurements Yearbook*. In the rare case that you are referencing only information from the Test Entry, you would, in fact, use the editor's names. Note that in references, you do include suffixes, e.g., McLaren, J.P., Jr.; but in the citation for that reference you do not include the suffix, e.g., "The test achieved a validity coefficient of 0.852 (McLaren, 1997)."

This guide should be used in conjunction with your *APA Manual*. Within the *Publication Manual of the American Psychological Association* (2009), sections 6.11 and several of the sections that follow provide complete details on reference citation within text. As section 6.11 of the *APA Manual* shows, there are two ways to do citations within the body of your paper. The following examples are for the sample record shown on page two of this guide.

EXAMPLE 1 (author's last name and date at the end of the sentence). *The intended population of this test is faculty members (Hatstrup, 2003).*

EXAMPLE 2 (narrative style—author's name, and date [in parenthesis] within the sentence). *Hatstrup (2003) states that the intended population of the test utilized is faculty members.*

Additionally, section 6.11 of the *Publication Manual of the American Psychological Association* (2009) states “Within a paragraph, when the name of the author is part of the narrative . . . you need not include the year in subsequent nonparenthetical references to a study as long as the study cannot be confused with other studies cited in the article.” Do include the year in all parenthetical citations. For example:

Hattrup (2003) states that the intended population of the test utilized is faculty members. Hattrup indicates that the manual showed insufficient evidence of reliability and validity.

QUESTIONS AND ANSWERS

As stated in the introduction, the style presented in this guide is from the *Publication Manual of the American Psychological Association* (6th ed.). Nevertheless, readers of this guide may have questions pertaining to the style presented here.

Q #1: Why do you capitalize most of the words in the name of the test? Shouldn't they be lower case? **A #1:** It is true that when referencing a book or journal article, you only capitalize the first word of the title, the first word after a colon, and proper nouns, but that is not what we have here (we do not have a book or article title). In this case, the entire test name is a proper noun; therefore, it is written as it is presented within *The MMY*, typically with all principle words capitalized (but not italicized).

Q #2: In references to the online version of *The MMY*, the “MMY” is written two different ways, one is capitalized, and the other is not—why is that? **A #2:** The first one is the name of the book, and, following APA rules, it is not capitalized (other than the first word *The*), e.g., *The thirteenth mental measurements yearbook*. The second element in question is the name of the database (not a book title), so it is written in its proper noun format, i.e., Mental Measurements Yearbook with Test in Print.

Q #3: In references, the author's (reviewer's) name is presented last name first (then initials), but the editors are presented initials first—is that correct? **A #3:** Yes. The author's name must be last name first so that the reference list is arranged alphabetically, but within the reference, APA style is to put the initials first—one assumes this is for the purposes of readability.

Q #4: Why does the reference for the online version include the place of publication and publisher; I didn't really use the printed book? **A #4:** For electronic versions of both journal articles and books, APA style recommends using the same basic reference style as the print version; for journals, that means referencing the same journal title, volume, issue, and page numbers as the printed version. For books, that means the page numbers (if known), the place of publication, and publisher.