Citing Images in APA Format

How to Cite Images in Papers and Presentations
(photograph, chart, diagram, graph, table, illustration, or map)

The Basics

- “All reproduced images (including tables) should be accompanied by an APA Style copyright permission statement and have a reference list entry” (APA, 2016c, para. 2).
- **Copyright statement beneath image:** “The format of the statement depends on the type of source, but in all cases it’s as simple as putting the pieces of the reference in the order of title, author, year of publication, and source, followed by the copyright year and the name of the copyright holder” (APA, 2016c, para. 3).
- **Reference list entry:** “The reference list entry uses basically the same pieces, but in a different order” (APA, 2016c, para. 3).

STEP 1 - Look for the type of copyright statement the image has.

- **Regular copyright or “all rights reserved” copyright** - This type has the word “copyright” or the copyright symbol ©. A copyright statement must be shown in your document or presentation. Unless you satisfy the requirements as an exception, you must write for permission to reproduce the image. (See section below “When Permission to Use the Image Is Not Needed”)
- **Creative commons copyright** - This type has the words “creative commons” or “CC.” You may reproduce and/or adapt the image without permission if you supply a copyright statement that identifies the original author. (Find images at [https://search.creativecommons.org/](https://search.creativecommons.org/))
- **Public domain** - This type is not restricted by a copyright; simply cite the original author in your paper or presentation with a copyright statement that ends with “In the public domain.”
- **No copyright indicated** - This type still must be treated as copyrighted (APA, 2016a).

STEP 2 - Use a template to create a copyright statement, and place it after your own caption for the image; also create a reference entry for the last page or slide. (NOTE: Because these templates below have been adapted for student use [under “fair use”], no permission statements are needed at the end of the templates.)

**Journal Article**

*Figure #.* Your own descriptive title. From [or Adapted from] “Title of Article,” by A. N. Author and C. O. Author, year, *Title of Journal, Volume*, p. xx. Copyright [year] by Name of Copyright Holder.


STEP 3 - Place your image copyright statement as follows:

- **For tables**: Place the copyright statement “at the end of the general table note” (if present).
- **For figures** (all other images):
  - **In papers**: Place the copyright statement “at the end of the figure caption.”
  - **In PowerPoint presentations**: Place the copyright statement “at the bottom of the slide in which the reproduced image appears.” For multiple images, indicate the position. For example, *Figure 1*. Man with helmet. Top right image from “Army,” by . . .

(Templates and examples were adapted from “Navigating Copyright for Reproduced Images: Part 4. Writing the Copyright Statement.” See reference APA, 2016c, para. 3. Additional templates are available on that web page.)

**When Permission to Use the Image Is Not Needed**

- **Clip Art**: No permission is needed to reproduce clip art.
  - MSWord clip art can be used in an academic paper [or presentation] without any permission or credit line if it is part of a purchased program.
  - Clip art from free clip art websites like Openclipart, must be used with a copyright statement, including the creative commons license or “In the public domain.”
- **Images with Creative Commons Licenses or in the Public Domain**: No permission is needed to reproduce an image that has a creative commons license or is in the public domain.
- **Images and Fair Use**: No permission is needed if reproducing the image is considered fair use. Here are the four factors of fair use. For more information follow this link:
  - The use is academic and not for profit.
  - Its use represents facts or data (a chart), not creative self-expression (artwork).
  - It is a small part of the whole paper or presentation.
  - The market for the original will not be harmed.
- **Images from Academic Sources**: No permission is needed for many scientific, technical, and medical works (1) if the image is reproduced for educational use, and (2) a copyright statement is given.

(APA, 2016b, When Is Permission Required section)

