## Formatting and Labeling Tables and Figures in APA Style

### Charts

- Label the table using Arabic numerals; do not use suffixes.
- Capitalize each word of the title, except connecting words (e.g. and, to, of).
- Capitalize only the first letter of headings.
- Use lines above and below the column headings.

**Table 9**

<table>
<thead>
<tr>
<th>Age</th>
<th>With</th>
<th>Without</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>271</td>
<td>791</td>
</tr>
<tr>
<td>10</td>
<td>149</td>
<td>626</td>
</tr>
<tr>
<td>11</td>
<td>322</td>
<td>982</td>
</tr>
</tbody>
</table>

Note. MPF = Mustela putorius furo also known as a ferret.

- Italicize titles.
- Italicize scientific names/species’ names.
- Use a period after the note.
- Add a line below final entries.

### Figures

- Italicize figure label and use Arabic numbers followed by a period.
- Place figure in the middle of the page.
- Figured include photograph, drawings, graphs, and charts—refer to APA 6th edition for formatting details for each.
- Capitalize the first word and proper nouns.
- End with a period.
- Include copyright information last (if not original material).

**Figure 12.** Age and type of pet cared for by surveyed Hamilton County students in 2016.

- Captions should be descriptive but brief. Following the caption, explain all relevant information not given in the legend (e.g. abbreviations and symbols).

### Further Resources:

- Publication Manual of the American Psychological Association (Sixth Edition)
- OBB Media Center at SU (Samford University) - YouTube video “Table Formatting - APA”
- Purdue Online Writing Lab - “APA Tables and Figures”