Organize Your References
You can add tags to references in your collection in My References. Tags allow you to keep your references organized, find references, and add references to your papers more quickly.

Adding Reference Tags
Tags are a field in Academic Writer reference forms. You can enter tags when you add or edit a reference.

You can add more than one tag at a time by separating them with a comma. Because tags are a form field, you still need to select the button to create or update the reference to save your tags.

Tags do not appear in your papers, citations, or reference lists; they are there for your use only.

You can search your references specifically by tags using the dropdown menu next to the search bar. You can also search by selecting a tag itself.
Mange Existing Tags
You can manage your reference tags on the My Reference Tags page.

- To edit a tag, select the pencil icon to the right of the tag name.
- To delete a tag, select the checkbox to the left of the tag, then select x Delete.

In the Writing Center, you can easily add references to your paper or annotated bibliography by searching your tags.
As you’re writing, you can also search tags to locate a reference you’d like to cite.

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