

# Sociology Literature Review/ASA Citation Style

Page numbers should be included on the upper right-hand corner of each page.

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Green boxes contain information specific to ASA formatting.

Blue bubbles with dashed lines contain information specific to writing a sociology literature review.

According to ASA formatting, the title page should only include the following information:

- Title of the Essay
- Name of Student
- Name of School
- Word Count

\*This information should be double-spaced and centered on the page.

Ageism in the Workplace  
Jane Doe  
University of Hawai'i – West O'ahu  
Word Count: 972

- The introduction of the literature review should:
1. Introduce the topic
  2. Identify overall trends in what has been published on the topic
  3. Include a thesis statement stating the overall purpose and the factors discussed throughout the literature review

The title of the essay should also be placed on the second page of the essay. The title should be centered.

Ageism in the Workplace

Generally, older workers are more likely than workers of other ages to remain unemployed long term (Barrington 2015). Age discrimination may be at fault for the difference in unemployment rates between age groups (Barrington 2015). Barrington (2015) suggests that ageist thinking is very much present in workplaces across America, and more supportive, inclusive workplaces are needed for older employees. Older women may be set a further disadvantage because they tend to face additional discrimination based on gender (Barnett 2005).

This literature review examines the social factors that lead to ageism in the workplace.

Additionally, it illustrates how gender discrimination also intersects with ageism and creates more dimensions to the discrimination experienced by aging women in the workplace.

This thesis statement clearly states the main topic that will be discussed throughout the literature review. Typically, thesis statements are placed at the very end of the introductory paragraph(s).

- In the body:
1. Group articles together according to: factors/variables, conclusions of authors, or specific purposes/objectives
  2. Compare and evaluate the articles or documents

THE SOCIAL CONSTRUCTION OF AGE

While age is often viewed as a purely biological process, age is socially constructed. A person's birth date dictates their chronological age, societies differ in their perceptions of what "old" means (Overall 2006). Overall (2006) illustrates the idea that age is socially constructed by drawing on the baby boomers—the cohort of people born in the years following World War II. The baby boomers support this idea of age as a social construction because as they have aged, American society's definitions of "oldness" have changed. Sayings like "60 is the new 50" show that age is more social than it is biological. While views on aging have been improving in America, aging is primarily seen as being synonymous with decline, whether it be in relation to bodily function, work, skill, or productivity (Barnett 2005).

The first sentence in this paragraph is an example of a strong topic sentence. Topic sentences introduce the reader to the content that will follow throughout the paragraph. When forming topic sentences, it helps to look at the entire paragraph and ask, "What is this paragraph about?" Being able to answer this question in a single statement will help you formulate an effective topic sentence.

AGEISM IN THE WOKRPLACE

Ageism is discrimination based on age, including negative stereotyping and prejudices, and is typically targeted against those who are of older age (Jyrkinen 2014). Reskin (2000)

Level 1 headings introduce a new thought, idea, argument, or topic. Level 1 headings are helpful because they allow readers to clearly indicate a new section within the review. Each Level 1 Subheading should be flushed left on the page and formatted in ALL-CAPS.

A literature review can be challenging to write because it should not be a source-by-source summary, but instead it should synthesize or bring multiple sources together. Each paragraph within a literature review should contain at least two sources that speak to the same sociological factor. Your goal is to essentially highlight the relationship between sources. In other words, the goal is to discover if researchers agree or disagree on a given factor.

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elaborates that in order to evaluate age discrimination, explanations must be grounded in conflict theory. Conflict theory perspective posits that ageism is due to intergroup competition—where those who benefit from the systems of inequality protect their privileges so that they may continue to reap the benefits (Reskin 2000). For instance, in the workplace, younger workers reap benefits due to positive stereotypes associated with their age, whereas older workers are disadvantaged due to the negative stereotypes associated with old age (Malinen and Johnston 2013). Several studies have shown evidence that older workers’ productivity do not differ from younger workers’ productivity, yet older workers are still thought to be less productive (Barrington 2015). Overall, many studies suggest ageism in the workplace is due to intergroup competition and stereotyping based on age perception.

Notice the way that this and all other paragraphs include the findings/research from multiple sources/groups of authors to support one point. Also notice that the discussion of each source is concise and limited to their relevance of the topic stated in the topic sentence.

A Level 2 heading is used when one of the main ideas of the paper can be broken down further into sub-sections. Level 2 headings should be typed in Title Case, italicized, and flushed left on the page.

*Discriminatory Hiring Practices*

The Age Discrimination in Employment Act (ADEA) of 1967 was aimed toward ridding workplaces of age discrimination, yet ageism still persists in hiring practices (Barrington 2015). Job candidates are forty percent more likely to be contacted for an interview if the high school graduation date on his/her resume is more recent (Barrington 2015). Widely held attitudes contribute to workplace behaviors that are discriminatory (Malinen and Johnston 2013), and furthermore, discriminatory behaviors are implicit, and harder to identify compared to the more explicit ageist practices carried out in the past (Jyrkinen 2014). Literature suggests that workplace attitudes are still inclined to favor younger workers as compared to older workers, regardless of the promotion of anti-discriminatory measures.

Throughout the paper, take note of how the writing is very sterile and objective. Description, especially narrative description, is not used, and the writing instead focuses on reporting “cold, hard” information. There should be an absence of judgement or argumentative statements. All references to situations of phenomena being “bad,” “good,” “positive,” or “negative” should be omitted. Literature reviews are objective reports of the material and do not argue a point.

INTERSECTIONS OF AGE AND GENDERED DISCRIMINATION

The construction of age, along with age discrimination, affects men and women differently, where women face a “double jeopardy” because of their gender (Barnett 2005). Both

older men and women are viewed as less valuable in the workplace than their younger counterparts, but older women have a much harder time gaining access to promotions and more prestigious occupations than do older men (Wilks and Neto 2012). Additionally, while men are seen to advance and grow in skill and wisdom as they age in their professions, women do not enjoy that same “premium for experience” (Barnett 2005:26). Women who age in traditionally feminine positions, such as teachers and nurses, do not hold the same prestige as men who age in traditionally masculine professions (Barnett 2005). Older women are seen as “too old” and must carry the burden of trying to look younger so that they can earn the respect of their younger colleagues (Jyrkinen 2014). Researchers ultimately find that aging female workers are more prone to age discrimination as compared to males.

#### CONCLUSION

An increased focus has been placed on research and policies that surround age in the workplace because of the prevalence of ageist thinking across workplaces in the U.S. (Barrington 2015). While research shows that older people in the workplace are just as capable as their younger colleagues, negative stereotyping of older workers are still prevalent. Additionally, gender roles inform the difference in attitudes placed on aging women and aging men. The term “double jeopardy” is often used to describe the way aging women are discriminated against based on both gender and age (Barnett 2005). Jyrkinen (2014) suggests that more studies should be conducted to evaluate the way that men’s gender intersects with their age in a workplace environment, since most age discrimination studies focus only on women’s disadvantages in the workplace.

Take notice of the use of in-text citations throughout the literature review. When citing several sources after one sentence/idea, separate authors’ names with semi-colons. Keep in mind with ASA formatting, any time a paraphrase, direct quotation, borrowed phrase, or quantitative data (financial figures, statistics, sales numbers, etc.) is referenced, the in-text citation must also include a page number or paragraph number. Examples: (“2014 Annual Report” 2013:312).

As you write your conclusion:

1. Develop a summary of points from the article into a closing paragraph
2. Consider developing a single sentence at the end of the conclusion that points readers to a new area for research/scholars to consider
3. Consider the discipline of which it is a part. Provide implications of the studies or documents discussed for the profession or discipline at large.

Types of References:

Literature reviews usually contain peer-reviewed articles that focus on research and data collection. Websites and other non-peer reviewed journal articles are not generally used in literature reviews.

References

- Barnett, Rosalind Chait. 2005. "Ageism and Sexism in the Workplace." *Ageism in the New Millenium* 25-30.
- Barrington, Linda. 2015. "Ageism and Bias in the American Workplace." *Journal of the American Society on Aging* 39(3):34-37.
- Jyrkinen, Marjut. 2014. "Women Managers, Careers and Gendered Ageism." *Scandinavian Journal of Management* 30(2):175-85.
- Malinen, Sanna and Lucy Johnston. 2013. "Workplace Ageism: Discovering Hidden Bias." *Experimental Aging Research* 39(4):445-65.
- Overall, Christine. 2006. "Old Age And Ageism, Impairment and Ableism: Exploring the Conceptual and Material Connections." *NWSA Journal* 18(1):126-37.
- Reskin, Barbara F. 2000. "The Proximate Causes Of Employment Discrimination." *Contemporary Sociology* 29(2):319.
- Wilks, Daniela Carvalho and Félix Neto. 2012. "Workplace Well-being, Gender and Age: Examining the 'Double Jeopardy' Effect." *Soc Indic Res Social Indicators Research* 114(3): 875-90.

All references used should be cited on the References page! According to ASA, citations of peer-reviewed journal articles should be formatted as such:

Last name, First name. Year. "Title of Article in Quotation Marks." The Title of the Journal in italics Volume Number(Issue Number):page numbers.

Citations should be formatted in alphabetical order (A-Z) with a hanging indent. For more information on citing sources, refer to an ASA Publication Manual.