Numbers in APA Material

Numerals or spelled out?
In APA style, how numbers are handled depends on the situation. Usually, numbers smaller than 10 are spelled out and 10 and above are represented with numerals. With some exceptions, it is appropriate to use a combination of numbers spelled out or written as numerals. For example, “There were 20 in the group, five of whom were 35 or older.”

An exception is when numbers smaller than 10 are compared with numbers larger than 10, in which case both would be written as numerals.
Ex. Only 3 of the 40 people voted to eat outside.

If a sentence begins with a number, always spell it out, even in comparisons.
Ex. Three of the 40 people remembered to bring photographs.
Ex. Six ducks laid eggs and all 6 eggs hatched.

If you list four or more numbers, use numerals.
Ex. The number of runners showing up this week were 5, 3, 7, 2, and 9.
   But
Ex. Last Monday and Tuesday, only four and five runners turned up, respectively.

Commas
In most situations, use a comma with numbers larger than three digits.
The following are some exceptions:
- Page numbers [Ex. Page 2134, pages 1000-1033, (p. 32495), (pp. 3000-5000)]
- Numbers to the right of the decimal point (Ex. 3.09876)
- Serial numbers, binary digits, degrees of temperature, and acoustic frequency designations