

Chicago Style: Notes-Bibliography System

For the humanities, including literature, history and the arts

This guide shows how to cite sources using footnotes and bibliography according to the *Chicago Manual of Style*, 16th ed. (Call number: Z 253 U69 2010 SMUREF). This style is often used in the humanities, such as history. Citations are given in the notes, which are numbered consecutively and correspond to a number placed in the text where the information is used. A separate bibliography, listing all sources in alphabetical order, is often provided as well at the end of the document.

These examples are intended as a guide. For further clarification, please consult the manual. Numbers in brackets refer to the corresponding sections of the manual.

Chicago Style has a second citation method: the Author-Date System is used in the sciences and social sciences. For examples of citing using that style, please see the library's handout, "Chicago Style: Author-Date System." Within a paper, a single style is always followed consistently.

General Rules

Format for new notes: Notes can either appear at the foot of the same page where the information is being used (footnotes), or be listed together at the end of the paper (endnotes). Number your notes in sequence with a superscript in the text and a full-size number at the start of the note. Give the full citation in the first note for each new source:

Text: According to Downing, demystification is an essential part of Foucault's theory.¹²

Note: 12. Lisa Downing, *Cambridge Introduction to Michel Foucault* (New York: Cambridge University Press, 2008), vii.

Format for subsequent citations: When referring to a work that you have already cited, you may use a shortened citation for subsequent notes:

18. Downing, *Foucault*, 14.

Format of notes vs. bibliography: Notes are written like a single statement, with the author's name in normal order, elements separated by commas, publication information in parentheses, and a period at the end. Citations in bibliographies, in contrast, separate each element with periods, and invert the first author's name. [14.14-14.16] Notes typically include reference to specific page numbers; bibliographies refer to the entire item. For example:

Note: 1. William F. Schulz, ed., *The Phenomenon of Torture: Readings and Commentary* (Philadelphia: University of Pennsylvania Press, 2007), 54.

Bib.: Schulz, William F., ed. *The Phenomenon of Torture: Readings and Commentary*. Philadelphia: University of Pennsylvania Press, 2007.

Citing multiple works by same author(s)/editor(s): Repeat the name(s) in each note, but for your bibliography, insert a long (3-em) dash in place of the name(s) after the first appearance. In the case of multiple authors, names must appear in the same order as in the originals. Arrange the entries alphabetically by title. [14.65]

Chomsky, Noam, and David Barsamian. *Chronicles of Dissent*. Vancouver: New Star Books, 1992.

———. *Secrets, Lies, and Democracy*. Tucson: Odonian Press, 1994.

Print Sources

Book with one author: [14.18, 14.75]

Note: 1. Emma Donoghue, *Inseparable: Desire between Women in Literature* (New York: Alfred A. Knopf, 2010), 99-100.

Bib.: Donoghue, Emma. *Inseparable: Desire between Women in Literature*. New York: Alfred A. Knopf, 2010.

Book with two or more authors: [14.18, 14.76]

Note: 2. Umberto Eco and Alastair McEwen, *History of Beauty* (New York: Rizzoli, 2004), 56.

Bib.: Eco, Umberto, and Alastair McEwen. *History of Beauty*. New York: Rizzoli, 2004.

Book with three or more authors: [14.18]

Note: 15. Helen Gardner, Horst De la Croix, and Richard G. Tansey, *Gardner's Art through the Ages* (New York: Harcourt, Brace & World, 1970), 254.

Bib.: Gardner, Helen, Horst De la Croix, and Richard G. Tansey. *Gardner's Art through the Ages*. New York: Harcourt, Brace & World, 1970.

Book with four or more authors: In the note, list only the first author's name, followed by "et al." List all of the authors in the bibliography, as shown in the previous example. [14.18]

Note: 72. Pomeroy et al., *Ancient Greece: A Political, Social, and Cultural History* (New York: Oxford University Press, 1999), 391.

Article or chapter in an edited book: [14.112]

Note: 3. Lucia Nixon, "The Cults of Demeter and Kore," in *Women in Antiquity: New Assessments*, ed. Richard Hawley and Barbara Levick (London, New York: Routledge, 1995), 81.

Bib.: Nixon, Lucia. "The Cults of Demeter and Kore." In *Women in Antiquity: New Assessments*, edited by Richard Hawley and Barbara Levick, 75-96. London, New York: Routledge, 1995.

Journal article: [14.18, 14.175-14.198]

Note: 4. Mara Lynn Keller, "The Eleusinian Mysteries of Demeter and Persephone: Fertility, Sexuality, and Rebirth," *Journal of Feminist Studies in Religion* 4, no. 1 (1988): 33.

Bib.: Keller, Mara Lynn. "The Eleusinian Mysteries of Demeter and Persephone: Fertility, Sexuality, and Rebirth." *Journal of Feminist Studies in Religion* 4, no. 1 (1988): 27-54.

Magazine article: Citing magazines articles within the text is sufficient – an entry in the bibliography is not required [14.199-14.202].

Note: 3. Alex Altman, "All in a Year's Work," *Time*, January 10, 2011, 16.

Newspaper articles and encyclopedia entries: Newspapers are more commonly cited in notes or parenthetical references in your text rather than in bibliographies. You can also refer to reference works like encyclopedias in notes only. The example here gives “s.v.” to denote the entry, rather than a page number. [14.203, 14.206, 14.247]

Note: 2. Elisabeth Bumiller, “For Female Marines, Tea Comes with Bullets,” *New York Times*, October 3 2010.

Note: 3. *Encyclopaedia Britannica*, 15th ed., s.v. “literature.”

Corporate author or government publication: If the organization issues the publication and there is no named author, cite the organization as both the author and the publisher. [14.92]

Note: 8. Human Rights Watch, *Crime or Custom?: Violence against Women in Pakistan* (New York: Human Rights Watch, 1999), 45.

Bib.: Human Rights Watch. *Crime or Custom?: Violence against Women in Pakistan*. New York: Human Rights Watch, 1999.

For citing government and legal documents, the manual recommends following a standard such as the *Canadian Guide to Uniform Legal Citation* (aka: *The McGill Guide*) or Harvard Law Review’s *Bluebook* [14.281 and following]. However, for legal and public documents appearing in secondary sources or separate publications, citations should follow Chicago Style: [14.303]

Note: 6. US Department of the Treasury, *Report of the Secretary of the Treasury Transmitting a Report from the Register of the Treasury of the Commerce and Navigation of the United States for the Year Ending the 30th of June, 1850*, 31st Cong., 2d sess., House Executive Document 8 (Washington, DC, 1850-51).

Bib: Continental Congress. *Journals of the Continental Congress, 1774-1789*. Edited by Worthington C. Ford et al. 34 vols. Washington, DC, 1904-37.

Electronic Sources

Electronic journal articles: When citing an online journal article, include the DOI. If the article does not have a DOI, include a URL. When including the URL, you can use the address that appears in your browser’s address bar, although it is preferable to use a stable or persistent URL that is listed with the article. [14.184-14.185] If the article is from a library or commercial database and has neither a DOI nor a stable URL, include the name of the database and, in parentheses, any identification number listed with the article. [14.271]

Note: 5. Kathleen Kalpin, “‘As If the End They Purpos’d Were Their Own’: Early Modern Representations of Speech Between Women,” *Women’s Studies* 35, no. 8 (2006): 765, doi:10.1080/00497870600945634.

Bib.: Kalpin, Kathleen. “‘As If the End They Purpos’d Were Their Own’: Early Modern Representations of Speech Between Women.” *Women’s Studies* 35, no. 8 (2006): 757-777. doi:10.1080/00497870600945634.

Note: 4. Michael Watts, “How Economists Use Literature and Drama,” *The Journal of Economic Education* 33, no. 4 (2002): 380, <http://www.jstor.org/stable/1183139>.

Bib.: Watts, Michael. "How Economists Use Literature and Drama." *The Journal of Economic Education* 33, no. 4 (2002): 377-386, <http://www.jstor.org/stable/1183139>.

Note: 3. Tricia B. Gallant, "Twenty-First Century Forces Shaping Academic Integrity," *ASHE Higher Education Report* 33, no. 5 (2008): 70, Academic Search Premier database (31799843).

Bib.: Gallant, Tricia B. "Twenty-First Century Forces Shaping Academic Integrity." *ASHE Higher Education Report* 33, no. 5 (2008): 65-78, Academic Search Premier database (31799843).

Electronic Books: When citing an online version of a book, include the URL or the DOI. When citing a downloaded e-book from a library or a bookseller, include the format or edition at the end of the citation (e.g., PDF e-book, Kindle edition, etc.). [14.166-14.167]

Note: 7. Gerald Bordman, *American Musical Theater: A Chronicle*, 3rd ed. (Oxford: Oxford University Press, 2001), 271, <http://lib.myilibrary.com/Open.aspx?id=56003>.

Bib.: Bordman, Gerald. *American Musical Theater: A Chronicle*. 3rd ed. Oxford: Oxford University Press, 2001. <http://lib.myilibrary.com/Open.aspx?id=56003>.

Note: 8. Nick Hornby, *A Long Way Down*, (New York: Penguin, 2001), 25, Microsoft Reader e-book.

Bib.: Hornby, Nick. *A Long Way Down*. New York: Penguin, 2001. Microsoft Reader e-book.

Electronic newspaper articles, dictionary and encyclopedia articles: The full citation should be provided in your notes, including an access date if there is no date of publication or revision: [14.206, 14.248]

Note: 2. Kate Taylor, "Museum of Modern Art Acquires Video Withdrawn From Smithsonian Exhibition," *New York Times*, January 13, 2011, <http://artsbeat.blogs.nytimes.com/2011/01/13/museum-of-modern-art-acquires-video-withdrawn-from-smithsonian-exhibition>.

Note: 1. *Encyclopaedia Britannica*, s.v. "Brontë, Emily," accessed January 13, 2011, <http://www.britannica.com/EBchecked/topic/80966/Emily-Bronte>.

Websites: Websites are generally cited in notes. Include as much of the following as possible: the title or a description of the page, the author, the owner or sponsor of the site, the publication date or the date last modified, and a URL. If neither date exists, include an access date. [14.243-14.246]

Note: 14. Chin Liew Ten, "Mill on Liberty," The Victorian Web, last modified April 18, 2001, <http://www.victorianweb.org/philosophy/mill/ten/ch3a.html>.

Bib.: Ten, Chin Liew. "Mill on Liberty." The Victorian Web. Last modified April 18, 2001. <http://www.victorianweb.org/philosophy/mill/ten/ch3a.html>.

Citing Quoted Material

Short Quotations [13.9-13.10, 13.62, 15.25]

Quotations of fewer than 100 words should be incorporated into the main body of the text using double quotation marks. Cite as usual:

Text: As Booker and Thomas state, “Most readers of science fiction spend little time or energy worrying about a definition of the genre or attempting to determine whether any given text is science fiction or not. They tend to know what sorts of stories and books they regard as science fiction and have little trouble locating works in the category to read.”⁴

Note: 4. Keith M. Booker and Anne-Marie Thomas, *The Science Fiction Handbook* (Chichester: Wiley-Blackwell, 2009), 3.

Bib.: Booker Keith M., and Anne-Marie Thomas. *The Science Fiction Handbook*. Chichester: Wiley-Blackwell, 2009.

Long Quotations [13.9-13.10, 15.25]

Quotations of more than 100 words, or 8 lines of text, should be set off from the main text in an indented paragraph without quotation marks:

Text: According to anthropologist Lionel Obadia,

the tension between religion and globalization, which is a tension between particularism and universalism (Robertson 1992), is not embodied solely in the prosaic forms of negotiated frontiers between globalization and religions. It also floods in more spectacular forms (much more publicized, then) of conflict and violence, that have crystallized, after the 9/11 World Trade Center’s destruction, Muslim fundamentalism all around the globe, and hence questioned the two faces of contemporaneous violence, and the exact role religions play in it, whether as an aggravating factor, or, quite the reverse, as an actor of prevention or resolution of political and ethnic conflicts.²

Note: 2. Lionel Obadia, “Globalization and the Sociology of Religion,” in *New Blackwell Companion to the Sociology of Religion*, ed. Bryan S. Turner (Hoboken, NJ: Wiley-Blackwell, 2010), 481.

Bib.: Obadia, Lionel. “Globalization and the Sociology of Religion.” In *New Blackwell Companion to the Sociology of Religion*, edited by Bryan S. Turner, 477-497. Hoboken, NJ: Wiley-Blackwell, 2010.

Patrick Power Library, Winter 2011

