

CHICAGO / TURABIAN STYLE NOTE CITATION

The Chicago style is used mainly in the disciplines of history, literature, art, the social sciences, and the natural sciences. *The Chicago Manual of Style* is intended primarily for works that are going to be published. Turabian style follows the general format of Chicago style but is designed for materials that are not intended for publication, particularly student assignments.

Kate L. Turabian's *Manual for Writers of Research Papers, Theses, and Dissertations* presents two basic documentation systems: notes-bibliography style (used widely in literature, history, and the arts) and the more concise parenthetical citations-reference list style (used in the physical, natural, and social sciences). Be careful not to mix elements from the two styles. Although bibliographies and reference lists are very similar, they follow different formats.

To acknowledge a source in your paper, place a superscript number (raised slightly above the line) immediately after the end punctuation of a sentence containing the quotation, paraphrase, or summary--as, for example, at the end of this sentence.¹ Do not put any punctuation after the number. Footnotes are numbered consecutively throughout the paper, meaning that each footnote will have its own number.

1. Julia Sweig, *Inside the Cuban Revolution* (London: Harvard University Press, 2002) 9.

IF YOU CITE THE SAME INFORMATION SEVERAL TIMES IN A ROW, USE SHORTENED FORM OR LATIN ABBREVIATIONS

▪ Shortened Form

1. For the second and all subsequent references to a work, use an abbreviated form. If the work and the author remain the same and if you are using only one book or article by that author, simply give the author's last name and page reference:

22. Sweig, 10.

2. If, however, you are using two or more works by that author, you must indicate which of the works you are citing. Use the last name, a shortened title, and page reference.

23. Sweig, *Inside the Cuban Revolution*, 10.

3. If you use two authors with the same last name, give the full name in the shortened reference.

24. Julia Sweig, *Inside the Cuban Revolution*, 10.

▪ Latin Abbreviations

When referring to the same work as in the citation immediately preceding, use the abbreviation "Ibid." for the second reference. This is acceptable even if several pages of text separate the first and second references. The abbreviation "Ibid." is followed by a page number if the page from which the second reference is taken is different from the first. If the pages are the same, no number is necessary.

1. Eliza G. Wilkins, *The Delphic Maxims in Literature* (Chicago: Scott, Foresman and Co., 1929), 12. [first reference]

2. Ibid. [if *everything* stays the same; use roman, not italic, type]

3. Ibid., 13. [if the book is the same, but the page changes]

If a single paragraph of your paper contains several references from the same author, it is permissible to use one number after the last quotation, paraphrase, or summary to indicate the source for all of the material used in that paragraph.

¹ This is where the citation goes. Word will format it for you, use the INSERT FOOTNOTE button under the REFERENCES tab.

CITATION FORMATS
FOOTNOTES FIRST, THEN BIBLIOGRAPHY

▪ **Book, Single Author**

Footnote

1. Author's First name Last name, *Title* (Place of publication: Publisher, date), Page number.

1. Julia Sweig, *Inside the Cuban Revolution* (London: Harvard University Press, 2002) 9.

Bibliography

Author's Last name, First name. Title. Place of Publication: Publisher, date.

Sweig, Julia. *Inside the Cuban Revolution*. London: Harvard University Press, 2002.

▪ **Journal Article**

Footnote

1. Author's First Name Last name, "Article Title", *Journal Title* Volume number, Issue number, (year): Page numbers.

1. Don Mitchell, "Free Speech and the Politics of Homelessness," *Political Geography* 11, no.2, (1992): 152-169.

Bibliography

Author's Last name, First name. "Article Title" *Journal Title* Volume, Issue, (year): Page numbers.

Mitchel, Don. "Free Speech and the Politics of Homelessness" *Political Geography* 11, no.2 (1992): 152-169.

▪ **Online Source**

Footnote

1. Author's First name Last name, "Article/Page Title", *Title of Website*, date. <http://webaddress> (date accessed).

1. Eric Boehlert, "Watch Your Mouth," *Salon*, March 19, 2004, <http://www.salon.com> (accessed March 22, 2004).

Bibliography

Author's Last name, First name. "Title of Article/Page." *Title of Website*, Date of publication/last update. <http://webaddress> (date accessed).

Boehlert, Eric. "Watch Your Mouth." *Salon*, March 19, 2004. <http://www.salon.com> (accessed March 22, 2004).

▪ **Newspaper Article**

Footnote

1. Author's First name Last name, "Title of Article," *Title of Newspaper*, Date published, Page number.

1. Anthony Tommasini, "Master Teachers Whose Artistry Glows in Private," *New York Times*, October 27, 1998, B2.

Bibliography

Author's Last name, First name. "Title of Article." *Title of Newspaper*, Date published, Page number.

Tommasini, Anthony. "Master Teachers Whose Artistry Glows in Private." *New York Times*, October 27, 1998, B2.

▪ **Secondary Source (quote or work in main source)**

Footnote

1. Author's First name Last name, "Title of Quoted Article," Title of Quoted Source (Month, Year): page number, quoted in Author's First name Last name, Title (City of Publication, State of Publication abbreviated: Publisher, Date of Publication), Page.

1. Louis Zukofsky, "Sincerity and Objectification," *Poetry* 37 (February 1931): 26, quoted in Bonnie Costello, *Marianne Moore: Imaginary Possessions* (Cambridge, MA: Harvard University Press, 1981). 78.

Bibliography

Author's Last name, First name. "Title of Quoted Article." *Title of Quoted Source*. (Month, Year): page number. Quoted in Author's First name Last name, *Title*. City of Publication, State of Publication abbreviated: Publisher, date.

Zukofsky, Louis. "Sincerity and Objectification." *Poetry* 37. (February 1931): 269. Quoted in Bonnie Costello, *Marianne Moore: Imaginary Possessions*. Cambridge, MA: Harvard University Press, 1981

For more information, consult the *Chicago Manual of Style*. The same information in abbreviated form can be found in *Turabian's Manual for Writers of Term Papers, Theses, and Dissertations* (REF LB2369 T8 2007)