

CHICAGO/TURABIAN STYLE GUIDE

Chicago is a citation style used mostly in history departments but is sometimes used in other classes as well. It requires notes and a bibliography to give credit to other authors. The in-text citations use superscripts¹ and the notes will appear at the bottom of the page where the source is used or at the end of the paper before the bibliography. The advantage of this system of citation is that it provides a cleaner way to cite a source.

Table of Contents

| | |
|--|------------|
| <i>Formatting Title Page</i> | <i>1-2</i> |
| <i>Creating Citations and Bibliography</i> | <i>3</i> |
| <i>Source Type Examples</i> | |
| <i>Books</i> | <i>5-6</i> |
| <i>Periodicals</i> | <i>7</i> |
| <i>Online Sources</i> | <i>8</i> |
| <i>Miscellaneous Sources</i> | <i>9</i> |
| <i>Bibliography example</i> | <i>10</i> |

Formatting

Title page—The formatting of the pages in the essay follows a very distinct pattern. Most professors using Chicago style prefer a title page. The title of the essay should be in all caps, about a third of the way down the page. Another third of the way down the page should be the student’s name, class, and date the paper is due.

Page numbers—Every page after the first one should have a page number but no last name. Notes go at the bottom of the page where the source is used and are numbered based on how many are used on the page

Bibliography—The source page is called a *Bibliography*. The citation style for the bibliography is slightly different than the one for the notes on each page. Here, most sources used should be cited, and the sources should appear in alphabetical order. If a source goes for more than one line, indent every line after that source.

Spacing—Chicago is also in line with other citation styles regarding spacing and margins. Everything is double spaced and margins are the same as MLA style. On the next page is a sample first page.

Title Page Example Layout:

THE ART AND SCIENCE OF RHETORIC

John Smith

History 1213: History Since the Civil War

February 10, 2016

CREATING CITATIONS AND BIBLIOGRAPHY

Chicago requires a notes system to do in-text citations, using superscripts and numbers. Put simply, instead of a parenthetical citation, Chicago uses a numbering system at the end of the sentence that contains borrowed information. A note is placed either at the end of the page (a footnote) or at the end of the paper (an endnote). Both are the same in structure.

The basic structure of a note is as follows:

- Author
- Title
- Facts of Publication
- Parts separated by commas
- Authors names are standard, (first name, last name)
- Capitalize titles headline style
- Titles of large works are italicized
- Titles of smaller works are in quotation marks

Superscripts

To insert a superscript in Microsoft Word, place your cursor in the location you want to add a superscript, and click the References tab. Within the “Footnotes” section on the References tab, select either “Insert Footnote” or “Insert Endnote” depending on which you prefer to use.

For example, suppose you are citing a book in-text. Here is the sentence you are citing: Omnivore’s eat a variety of meals.¹----- Here is the number you are citing for the in-text.

Footnotes / Endnotes

The footnote / endnote is then included in the note section like this:

1. John Carter, *Dinosaur and Cousin Armadillo* (Austin, TX: PandBooks, 1990), 6.

Second Note Citation

If the source is cited again, a shortened version of the citation is used:

2. Carter, *Dinosaur and Cousin Armadillo*, 6.

Citing the Same Source Two or More Times in a Row

If a source is cited back to back on the same page, then the abbreviation Ibid is used:

3. Ibid.

If the source is cited back to back and uses a different page, Ibid plus the page number is used:

3. Ibid, 8.

Remember, every new note entry needs to be a new number. So, even if you are citing the same book five times, you will cite each new note based on the next number, such as 1, 2, 3, etc.

Bibliographies

The Bibliography page is the alphabetized list of sources that an author uses to write her paper. It should be placed at the end of the paper, on a separate page. It is usually titled "Bibliography" unless your professor says otherwise. While notes are numbered in the order they appear in the paper, bibliography citations should be alphabetized by the author's last name; they are also only cited once no matter how many times they are used in the paper. Each entry will use a hanging indent (meaning the first line of the entry is at the margin, and the next line(s) is indented .5"). Your word processing software should be able to provide the hanging indent feature. Holding control and clicking the tab key will also indent easily.

The Bibliography page has very specific requirements.

- Bibliography is placed on its own page.
- Parts are separated by periods.
- Publication facts not in parentheses.
- Inverted author names (last name, first).
- There should be two spaces between the title "Bibliography" and the sources cited.
- All sources should be single-spaced.
- There should be one double-space between each source citation.

Bibliography Example:

Each source in the bibliography will be cited once, no matter how many times it is used.

Carter, John. *Dinosaur and Cousin Armadillo*. Austin, TX: PandBooks, 1990.

Democracy is the dominant paradigm in the world today.¹

1. Jodi Dean, *Democracy and Other Neoliberal Fantasies: Communicative Capitalism and Left Politics* (Durham: Duke University Press, 2009), 30.

Bibliography

Agamben, Giorgio. *Homo Sacer: Sovereign Power and Bare Life*. Translated by Daniel Heller-Roazen. Stanford: Stanford University Press, 1998.

Dean, Jodi. *Democracy and Other Neoliberal Fantasies: Communicative Capitalism and Left Politics*. Durham: Duke University Press, 2009.

SOURCE TYPE EXAMPLES

Print sources

Elements of a Book Citation

1. Author: full name of author (s) or editor (s) or, if no author or editor is listed, name of institution standing in their place
2. Title: full title of the book, including subtitle if there is one
3. Editor, Compiler, or translator, if any, listed on the page in addition to author
4. Edition, if not first
5. Volume: total number of volumes if multivolume work is referred to as a whole; individual number if single volume of multivolume work is cited, and title of individual volume if applicable
6. Series title if applicable, and volume number within series if series is numbered

One author

Footnote/endnote:

1. John Carter, *Dinosaur and Cousin Armadillo* (Austin, TX: PandBooks, 1990), 6.

Second Note:

1. Carter, *Dinosaur and Cousin Armadillo*, 6.

Bibliography:

Carter, John. *Dinosaur and Cousin Armadillo*. Austin, TX: PandBooks, 1990.

Two or more authors

Footnote/endnote:

1. Lawrence R. Broer and Gloria Holland, *Hemingway and Women: Female Critics and the Female Voice* (Tuscaloosa: U of Alabama Press, 2002), 7.

Second Note:

1. Broer and Holland, *Hemingway and Women*, 7.

Bibliography:

Broer, Lawrence R. and Gloria Holland. *Hemingway and Women: Female Critics and the Female Voice*. Tuscaloosa: U of Alabama Press, 2002.

E-book

Footnote/endnote:

10. John Carter, *Dinosaur and Cousin Armadillo*, (Austin, TX: PandBooks, 1990), PDF e-book, chap. 3.

Second Note:

10. Carter, *Dinosaur and Cousin Armadillo*, chap. 3.

Bibliography:

Carter, John. *Dinosaur and Cousin Armadillo*. Austin, TX: PandBooks, 1990. PDF e-book.

Print Anthology

Footnote/endnote:

3. Marc Shell, ed. *American Babel: Literatures of the United States from Abnaki to Zuni* (Cambridge,MA: Harvard UP, 2002), 91-97.

Second Note:

3. Shell, ed. *American Babel*, 91-97.

Bibliography:

Shell, Marc, ed. *American Babel: Literatures of the United States from Abnaki to Zuni*. Cambridge, MA: Harvard UP, 2002.

Essay/Chapter/Article in a Print Anthology

Footnote/endnote:

4. Hannah More, "The Black Slave Trade: A Poem," in *British Women Poets of the Romantic Era*, ed. Paula R. Feldman (Baltimore: Johns Hopkins UP, 1997), 475.

Second Note:

4. More, "The Black Slave Trade," 475.

Bibliography:

More, Hannah. "The Black Slave Trade: A Poem." In *British Women Poets of the Romantic Era*, edited by Paula R. Feldman, 471-482. Baltimore, MD: Johns Hopkins UP, 1997.

Elements of a Periodical

1. Full name (s) of author or authors
2. Title and subtitle of article or column
3. Title of periodical
4. Issue information (volume, issue number, date, etc)
5. Page reference (where appropriate)
6. For online periodicals, a URL, or, if available, a DOI

Journal Article

Footnote/endnote:

5. Colleen M. McDonough, "Mammalogists' Determinants of Aggression in Nine-Banded Armadillos," *Journal of Mammalogy* 75, no. 1 (1994): 189.

Second Note:

5. McDonough, "Mammalogists' Determinants," 189.

Bibliography:

McDonough, Colleen M. "Mammalogists' Determinants of Aggression in Nine-Banded Armadillos." *Journal of Mammalogy* 75, no. 1 (1994): 189-98.

Newspaper Article

Footnote/Endnote:

7. Lynda Richardson, "Students Languish in Special Education System," *New York Times* (New York, NY), April 6, 1994.

Second Note:

7. Richardson, "Students Languish."

Bibliography:

Richardson, Lynda. "Students Languish in Special Education System." *New York Times* (New York, NY), April 6, 1994.

Magazine Article

Footnote/Endnote:

6. Anatole France, "Pour la Paix, pour la Liberté," *New Age*, September 1907, 297.

Second Note:

6. France, "Pour la Paix," 297.

Bibliography:

France, Anatole. "Pour la Paix, pour la Liberté." *New Age*, September 1907.

Online Sources

Web Page

Footnote/Endnote:

10. Teresa Welsh, "Should We Send Humans to Mars?" *U.S. News & World Report*, August 6, 2012, <http://www.usnews.com/opinion/articles/2012/08/06/should-we-send-humansto-mars>

Second Note:

10. Welsh, "Humans to Mars."

Bibliography:

Welsh, Teresa. "Should We Send Humans to Mars?" *U.S. News & World Report*. August 6, 2012. <http://www.usnews.com/opinion/articles/2012/08/06/should-we-sendhumans-to-mars>.

Online Journal

Note: If a doi is available, use it to cite the end of the source. If not, use a URL. Most of the time, the URL is easier to find.

Footnote/Endnote:

10. Colleen M. McDonough, "Mammalogists' Determinants of Aggression in Nine-Banded Armadillos," *Journal of Mammalogy* 75, no. 1 (1994): 189, doi: 10.1111/j.1540-5931.2008.00551.

Second Note:

10. McDonough, "Mammalogists' Determinants," 189.

Bibliography:

McDonough, Colleen M. "Mammalogists' Determinants of Aggression in Nine-Banded Armadillos." *Journal of Mammalogy* 75, no. 1 (1994): 180-98. doi: 10.1111/j.1540-5931.2008.00551

Miscellaneous Sources

Sacred Texts

Note: Sacred texts don't contain a bibliography reference. Instead, they are only cited in notes.

1. Thess. 4:11 (New Revised Standard Version).
2. Koran 19:17-21

Film

Footnote/Endnote:

8. *The Muppet Movie*, directed by James Frawley (1979: Burbank, CA: Sony Pictures, 2001), DVD.

Second Note:

8. *Muppet Movie*.

Bibliography:

The Muppet Movie. Directed by James Frawley. 1979. Burbank, CA: Sony Pictures, 2001. DVD.

Class Lecture

Footnote/Endnote:

1. Jack Lee, "Civil Rights Legislation" (class lecture, History 3300: The American Civil Rights Movement, University of Texas at Arlington, Arlington, TX, January 27, 2011).

Second Note:

1. Lee, "Legislation." January 27, 2011.

Bibliography

Lee, Jack. "Civil Rights Legislation." Class lecture, History 3300: The American Civil Rights Movement, University of Texas at Arlington, Arlington, TX, January 27, 2011.

Bibliography

- Abram, David. "The Consequences of Literacy: Reflections in the Shadow of Plato's *Phaedrus*." State University of New York at Stony Brook, 1986. Typescript.
- Aries, Philippe. *The Hour of Our Death*. Translated by Helen Weaver. New York: Alfred A. Knopf, 1981.
- Aristotle. *The Basic Works of Aristotle*. Edited by Richard McKeon. New York: Random House, 1941.
- Augustine. *City of God*. Edited by David Knowles. Translated by Henry Bettenson. Harmondsworth: Penguin Books, 1972.
- Bakan, David. *Disease, Pain and Sacrifice*. Boston: Beacon Press, 1971.
- Barker, Francis. *The Tremulous Private Body*. London: Methuen, 1984.
- Berry, Donald L. *Mutuality: The Vision of Martin Buber*. Albany: State University of New York Press, 1985.
- Blacking, John ed. *The Anthropology of the Body*. New York: Academic Press, 1978.
- Blom, John J. *Descartes: His Moral Philosophy and Psychology*. New York: New York University Press, 1978.
- Bordo, Susan. "Anorexia Nervosa: Psychopathology as the Crystallization of Culture." *Philosophical Forum* 17 (1985-86): 73-104.
- Borgmann, Albert. *Technology and the Character of Contemporary Life*. Chicago: University of Chicago Press, 1984.
- Brener, Jasper. "Sensory and Perceptual Determinants of Voluntary Visceral Control." In *Biofeedback: Theory and Research*. Edited by Gary E. Schwartz and Jackson Beatty. New York: Academic Press, 1977.