



# Chicago Documentation Style

## How do I document sources in the Chicago style?

The Chicago or Turabian style places bibliographic citations at the bottom of a page or at the end of a paper. These styles are most commonly thought of as note systems.

### Formatting Notes:

- To acknowledge a source in a paper, place a superscript number immediately after the end punctuation of a sentence containing the quotation, paraphrase, or summary. Do not place any punctuation after the number.

**Example:** This is how one acknowledges a source in the Chicago/Turabian style.<sup>1</sup>

- Place notes at the bottom of each page separated from the text by a typed line, 1.5 inches long. Alternatively, some instructors will allow you to place notes as endnotes on a separate page at the end of your paper.
- In the footnote or endnote, use the same number as in the body of your paper, do not raise or superscript it, and put a period and two spaces after the number.
- The notes themselves are single-spaced and the first line is indented five spaces from the left margin.

### How to Use Notes:

- A note that is applicable to more than one location in the text may be cited, or cross-referenced, as follows:

**Example:** 18. See note 3 above.

- If a single paragraph of your paper contains several references to the same author, it is permissible to use only one number after the last quotation, paraphrase, or summary to indicate the source for all of the material used in that paragraph.
- When a number of successive references are made to a single work, without intervention of a reference to a different work, all but the first, full reference may be shortened by the use of *ibid*. Also, see note on secondary references below.

### Examples of Primary References in Notes:

#### Book by a Single Author:

1. Donald N. McClosky, *Enterprise and Trade in Victorian Britain: Essays in Historical Economics* (London: George Allen and Unwin, 1981), 54.

#### Book by Two or More Authors:

2. Donald A. Lloyd and Harry R. Warfel, *American English and Its Cultural Setting* (New York: Alfred A. Knopf, 1956), 12.

#### Work in an Anthology or Collection:

3. Ernest Kaiser, "The Literature of Harlem," in *Harlem: A Community in Transition*, ed. J. H. Clarke (New York: Citadel Press, 1964), 64.

**Article in a Reference Book:**

4. *Encyclopedia Britannica*, 11th ed., s.v. "Wales."

**Book Published in a Second or Subsequent Edition:**

5. Donald N. McClosky, *The Applied Theory of Price*, 2<sup>nd</sup> ed. (New York: Macmillan, 1985): 24.

**Article in a Scholarly Journal:**

6. Louise M. Rosenblatt, "The Transactional Theory: Against Dualisms," *College English* 54 (1993): 380.

**Article in a Newspaper:**

7. Tyler Marshall, "200<sup>th</sup> Birthday of Grimms Celebrated," *Los Angeles Times*, 15 March 1988, sec. 1A, p. 3.

**A Review:**

8. Steven Spitzer, review of *The Limits of Law Enforcement*, by Hans Zeisel, *American Journal of Sociology* 91 (1985): 727.

**Secondary References in Notes:**

When a reference is given for a second time, its reference is given in an abbreviated form. Either a shortened form or Latin abbreviations can be used:

*Short form:*

*First reference:*

*Second reference:*

12. Ernest Kaiser, "The Literature of Harlem," in *Harlem: A Community in Transition*, ed. J. H. Clarke (New York: Citadel Press, 1964), 64.

21. Kaiser, 65.

*Latin abbreviations:*

*First reference:*

*Second reference:*

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

2. Ibid.

**Formatting a Bibliography:**

This is an alphabetized list of books, articles, and other sources used in a paper. Either a note form or a bibliographic form can be used. Works in a Chicago style bibliography are formatted similar to those in an MLA Works Cited page. Refer to the *Chicago Manual of Style* for additional information about the citation of specific sources.