

# Chicago Style

## A Citation Guide

*The Chicago Manual of Style*, 15th ed. Chicago: University of Chicago Press, 2003  
**Ref Desk 808.02 Un3c 2003.**

*The Chicago Manual of Style* provides a citation system for the humanities that uses both footnotes and a final bibliography. The format for citations in each of these locations is slightly different, so examples are given for both.

### **Bibliography** (p. 612)

A Chicago style bibliography, located at the end of a paper on a separate page, provides an easy overview of all sources used. Citations in the bibliography include all available information and are listed in alphabetical order. The bibliography includes all resources used, not just those cited in the references.

### **Footnotes**

Footnotes within the text indicate where a particular quote or piece of information was found. Footnotes appear at the end of a sentence or clause that contains a quote or paraphrase; they are numbered consecutively. If an entire paragraph is summarized or paraphrased from one source, only one footnote is necessary at the end of the paragraph. Each direct quote, however, should have its own footnote with page number.

### **Shortened notes** (p. 604):

When a full reference is given in the bibliography and/or for the first occurrence in the notes, an abbreviated reference can be used in subsequent footnotes. The most common short form consists of the last name of the author and the main title of the work, usually shortened if more than four words.

<sup>1</sup>Dick Francis, *Come to Grief* (New York: Putnam's Sons 1994), 27.

.

.

<sup>3</sup> Francis, *Come to Grief*, 86.

The *Chicago Manual of Style* uses "Ibid." (*in the place of*) to reference a work which has been cited in the note immediately preceding.

### **Sample Citations**

(First example under each category is a foot or endnote and second is a bibliographic citation.)

#### *Book - one Author (p. 649)*

<sup>1</sup>Dick Francis, *Come to Grief* (New York: Putnam's Sons 1994), 46.

Francis, Dick. *Come to Grief*. New York: Putnam's Sons, 1994.

Book - Two Authors (p. 649)

<sup>2</sup>Liam P. Unwin and Joseph Galloway, *Peace in Ireland* (Boston: Stronghope Press, 1990), 47.

Unwin, Liam P., and Joseph Galloway. *Peace in Ireland*. Boston: Stronghope Press, 1990.

Citation taken from a Secondary Source (p. 727-8)

<sup>3</sup>Louis Zukofsky, "Sincerity and Objectification," *Poetry* 37 (February 1931): 269, quoted in Bonnie Costello, *Marianne Moore: Imaginary Possessions* (Cambridge, MA: Harvard University Press, 1981), 78.

Journal Article - one author (p. 688-)

<sup>3</sup>Rush Limbaugh, "The Best of the Reagan Years," *National Review* 29(1990): 22.

Limbaugh, Rush. "The Best of the Reagan Years." *National Review* 29(1990): 22-25.

Newspaper Article - (p. 700)

<sup>4</sup>Williams Robbins, "Big Wheels: The Rotary Club at 75," *New York Times*, February 17, 1980, sec. 3.

**For an article without an author, the name of the newspaper stands in place of the author.**

*New York Times*, "Better Than Expected Earnings Give a Lift," April 25, 2007.

Interviews and Personal Communications - (p. 705-7)

<sup>5</sup>George Bush, Interview by Dan Rather, *CBS Evening News*, Columbia Broadcasting System, February 8, 1989.

Bush, George. Interview by Dan Rather. *CBS Evening News*. Columbia Broadcasting System. February 8, 1989.

Personal Communications, which do not have published or recoverable data, are only listed in the notes, not in the Bibliography.

<sup>6</sup>Karen Hardie, interview by the author, High Point, NC, 24 December 1995.

<sup>7</sup>Constance Conlon, email message to author, April 17, 2000.

### Electronic Sources

- Online sources that are also available in a print version (such as articles published in online journals, magazines, or newspapers) should be cited similarly to their print counterparts but with the addition of a URL.
- Some instructors or disciplines may also require an access date.
- For online or other electronic sources that do not have a direct print counterpart (such as an institutional or company website or a blog), give as much information as you can in addition to the URL.

The following examples include some of the most common types of electronic sources.

#### Article found in an Electronic Database ( p. 754)

<sup>7</sup>Richard G. Anderson, "Benito Feijoo, Medical Disenchanter of Spain," *Journal of the History of Medicine and Allied Sciences* 55, no. 1 (2000): 70, <http://jhmas.oxfordjournals.org> (accessed October 12, 2006).

Anderson, Richard G. "Benito Feijoo, Medical Disenchanter of Spain." *Journal of the History of Medicine and Allied Sciences* 55, no. 1 (2000): 67-79. <http://jhmas.oxfordjournals.org> (accessed October 12, 2006).

\*Accessed date may be required for electronic sources.

#### Website - entire site (p. 714-715)

<sup>8</sup>Starbucks Corporation, *Starbucks Coffee*, <http://www.starbucks.com>.

Starbucks Corporation. *Starbucks Coffee*. <http://www.starbucks.com>.

#### Document, Page, or Article on a Website (p. 696; 699; 752)

<sup>9</sup>United Nations, "History of the United Nations," *United Nations*, <http://www.un.org/aboutun/unhistory/>.

United Nations. "History of the United Nations." *United Nations*, <http://www.un.org/aboutun/unhistory/>.