THE RESEARCH PAPER: CHICAGO STYLE

Examples of Footnotes/Endnotes and Bibliography
Based on *The Chicago Manual of Style*, 16th ed. (2010)

Chicago Notes and Bibliography is a citation format typically used by scholars in the field of history. This style uses footnotes or endnotes for citations within the text (whether a direct quote, paraphrase or summary). The bibliography, or the list of sources cited, is at the end of the paper, in alphabetical order according to author's last name. Turabian style is based on Chicago style.

These examples follow *The Chicago Manual of Style* (Ref Z 253.U69 2010*)* and the "Chicago-Style Citation Quick Guide," http://www.chicagomanualofstyle.org/tools_citationguide.html. While preparing your paper you may need to refer to the above texts. The numbers in parentheses below indicate the section of chapter 14 that will have more details and examples for each type of resource (ex: 14.75).

General Guidelines:

- For an **in-text citation**, the number designating the footnote should be at the end of the material being cited. The number should be superscript or raised. (Microsoft Word allows you to insert properly formatted footnotes and endnotes from the References tab.) For example:

  "Federals running for their lives had little time to concern themselves with a flag."[5]

- The first **footnote** for any publication should give the full bibliographic information with an indication of the page or pages used.
- In following footnotes, the author's last name, shortened title and page number are sufficient.
- Titles of books and names of periodicals should be italicized.
- Footnotes should be indented one half inch in the first line.
- The **bibliography**, or list of sources cited, is at the end of the paper, in alphabetical order by author. If a work does not have an author, it is placed in the list by title rather than author.
- The bibliography entries should have hanging indentation; the first line is not indented and any following lines are indented one half inch. You can do this with the paragraph format feature of a word processor.
- If you are using **electronic versions** of print sources you should give the full information for the print publication and then add a URL or DOI. If the material is in a library database and neither a DOI nor stable URL(permalink) is available, you can give the name of the database and the accession or record number for the source. You need to give the date of access only if no other publication or posting date is available. Examples are included below.

Citation Examples
(Numbers in parenthesis refer to the related sections in The Chicago Manual of Style, 16th Ed)

Book--one author   (14.75; 14.18)

1st Footnote	1. David Robinson, *Chaplin, His Life and Art* (New York: McGraw-Hill, 1985), 100.
Shortened Note	20. Robinson, *Chaplin, 100.*
Bibliography	Robinson, David. *Chaplin, His Life and Art.* New York: McGraw-Hill, 1985.

Book--two or three authors (14.76; 14.18)

1st Footnote	2. Janice R. Walker and Todd Taylor, *Online Style* (New York: Columbia Press, 1998), 20.
Shortened Note	21. Walker and Taylor, *Online Style*, 20.
Bibliography	Walker, Janice R., and Todd Taylor. *Online Style.* New York: Columbia Press, 1998.

Book--four or more authors (14.76; 14.18)

1st Footnote	3. Natalie G Adams et al., *Learning to Teach* (Mahwah, New Jersey: L. Erlbaum Associates, 1998), 35.
Shortened Note	22. Adams et al., *Learning to Teach,* 35.
Bibliography	Adams, Natalie G, Christine Mary Shea, Delores D. Liston, and Bryan Deever. *Learning to Teach.* Mahwah, New Jersey: L. Erlbaum Associates, 1998.

Book—Electronic Full Text (14.166)

1st Footnote	4. Dorothy Rogers, *Oswego: Fountainhead of Teacher Education; A Century in the Sheldon Tradition,* (New York: Appleton-Century-Crofts, 1961), 233, http://hdl.handle.net/2027/mdp.39015053638527.
Shortened Note	23. Rogers, *Oswego,* 233.
Bibliography	Rogers, Dorothy. *Oswego: Fountainhead of Teacher Education; A Century in the Sheldon Tradition*. New York: Appleton-Century-Crofts, 1961. http://hdl.handle.net/2027/mdp.39015053638527.

For electronic editions viewed with special readers, add the format at the end of the citation, after the date.
Ex: ...New York: Appleton-Century-Crofts, 1961. Ebrary edition.
Ex: ...New York: Appleton-Century-Crofts, 1961. Kindle edition.

Book--Editor as author (14.87)

1st Footnote	5. Robert Garner, ed., *Animal Rights: The Changing Debate* (New York: New York University Press, 1996), 104.
Shortened Note	24. Garner, *Animal Rights*, 104.
Bibliography	Garner, Robert., ed. *Animal Rights: The Changing Debate.* New York: New York University Press, 1996.

Chapter in a book (14.111; 14.18)

1st Footnote	6. Bea Hanson, "Interventions for Batterers," in *Handbook of Domestic Violence Intervention Strategies,* ed. Albert R. Roberts (New York: Oxford University Press, 2002), 435.
Shortened Note	25. Hanson, "Interventions for Batterers," 436.
Bibliography	Hanson, Bea. "Interventions for Batterers." In *Handbook of Domestic Violence Intervention Strategies,* edited by Albert R. Roberts, 430-442. New York: Oxford University Press, 2002.

Encyclopedia—Signed Article (14.248)

1st Footnote	9. Michelle M. Mormul, "New York Colony," in *Dictionary of American History,* ed. Stanley I. Kutler, 3rd ed., (New York: Charles Scribner's Sons, 2003), 6:83, Gale Virtual Reference Library.
Shortened Note	28. Mormul, "New York Colony," 6:84.
Bibliography	Mormul, Michelle M. "New York Colony." In *Dictionary of American History*, edited by Stanley I. Kutler. 3rd ed. New York: Charles Scribner's Sons, 2003. 6:82-84. Gale Virtual Reference Library.

Journal Article (14.183; 14.18)

1st Footnote	10. Marianne Foley, "Instant Messaging Reference in an Academic Library: A Case Study," *College & Research Libraries* 63, no. 1 (2002):42.
Shortened Note	29. Foley, "Instant Messaging Reference," 43.
Bibliography	Foley, Marianne. "Instant Messaging Reference in an Academic Library: A Case Study." *College & Research Libraries* 63, no. 1 (2002):36-45.

Electronic Full Text Article (14.184; 14.185; 14.271; 14.18)

1st Footnote	13. Marianne Foley, "Instant Messaging Reference in an Academic Library: A Case Study," *College & Research Libraries* 63, no. 1 (January 2002):42, http://crl.acrl.org/content/63/1/36.full.pdf+html.
Shorter Note	32. Foley, "Instant Messaging Reference," 42.
Bibliography	Foley, Marianne. "Instant Messaging Reference in an Academic Library: A Case Study." *College & Research Libraries* 63, no. 1 (January 2002): 36-45, http://crl.acrl.org/content/63/1/36.full.pdf+html.

These entries show the use of a URL for the article. If available, the DOI is preferable to a URL.
If you use this article from a library database, you can give the name of the database and the record number, following the page numbers. In this case: OmniFile Full Text Select (200200103837004).

Magazine Article (14.199)

1st Footnote	11. Edward Gilbreath, "The Forgotten Founder," *Christianity Today,* March 11, 2002, 67.
Shortened Note	30. Gilbreath, "Forgotten Founder," 67.
Bibliography	Gilbreath, Edward. "The Forgotten Founder." *Christianity Today,* March 11, 2002.

Newspaper Article (14.203)

1st Footnote	12. Tyler Kepner, "And a Second Baseman Shall Be First for Yanks," *New York Times,* March 25, 2002, sec. D. [*Notice that page numbers are not used.*]
Shortened Note	31. Kepner, "And a Second Baseman."
Bibliography	Kepner, Tyler. "And a Second Baseman Shall Be First for Yanks." *New York Times,* March 25, 2002, sec. D.

Government Document (14.303)

1st Footnote   11. Department of Commerce, Office of Consumer Affairs, *Consumer Product Safety: responsive business approaches to consumer needs* (Washington, D. C.: Office of Consumer Affairs, 1992), 18.

Shortened Note   32. Office of Consumer Affairs, *Consumer Product Safety*, 22.

Bibliography   US Department of Commerce. Office of Consumer Affairs. *Product Safety: Responsive business approaches to consumer needs.* Washington, D. C.: Office of Consumer Affairs, 1992.

Primary Source in an Anthology, or other Secondary Source (14.273)

1st Footnote   7. Nathaniel Paul, "An Address Delivered on the Celebration of the Abolition of Slavery in the State of New York, July 5, 1827 (Albany, 1827)," in *Jim Crow New York: A Documentary History of Race and Citizenship 1777-1877*, ed. David N. Gellman and David Quigley (New York: NYU Press, 2003), 230.

Shortened Note   26. Paul, *Address,* 231.

Bibliography   Paul, Nathaniel. "An Address Delivered on the Celebration of the Abolition of Slavery in the State of New York, July 5, 1827 (Albany, 1827)." In *Jim Crow New York: A Documentary History of Race and Citizenship 1777-1877*, edited by David N. Gellman and David Quigley, 226-234. New York: NYU Press, 2003.

Primary Source in a Digital Collection (14.240)

1st Footnote   12. Edward McMichael, Intelligence Report on British at Oswego, New York, August 2, 1776, George Washington Papers, 1741-1799: Series 4, General Correspondence, 1697-1799, Library of Congress, http://memory.loc.gov/mss/mgw /mgw4/037/0700/0711.jpg.

Shortened Note   33. McMichael, Intelligence Report.

Bibliography   George Washington Papers, 1741-1799. Library of Congress.

E-mail Communication (14.222)

1st Footnote   13. John Doe, e-mail message to author, October 31, 2002.

Shortened Note   33. Doe, e-mail.

Bibliography   E-mail messages, letters, etc. are rarely listed in a bibliography or reference list. Note that the actual e-mail addresses should not be included.

Professional Web Site (14.245)

1st Footnote   15. Valerie B. Johnson, "Robin Hood," The Robin Hood Project, The University of Rochester, 2008, http://www.lib.rochester.edu/camelot/rh/rhchar.htm.

Shortened Note   34. Johnson, "Robin Hood."

Bibliography   Johnson, Valerie B. "Robin Hood," The Robin Hood Project, The University of Rochester, 2008, http://www.lib.rochester.edu/camelot/rh/rhchar.htm

This example uses date accessed. Whenever possible, use instead the date the site was last modified.