Chicago: Notes and Bibliography Style

Chicago is a citation style that is most often used in the humanities and social sciences. The most common version of Chicago is called the Notes and Bibliography system. Instead of in-text parenthetical citations, Notes and Bibliography uses footnotes or endnotes to credit a source inside the text.

Notes

Notes are in-text citations that are found either at the bottom of a page (footnotes) or at the end of the paper, before the bibliography (endnotes). In the text, note numbers are superscripted at the end of a sentence or clause, like this.[1]

There are three ways to write notes: one for the first time you mention a source, one for a source mentioned before, and one for the same source twice in a row.

- The first time you mention a source, the note uses all of the same information from the bibliography entry in a slightly different format. It also includes the page numbers you reference in your text. It looks like this:

  1. Zara Lee, *College Life* (New York: Excellent Press, 2018) 128–130.
  2. Zara Lee, "College Life: Life in College," *Journal of Universities* 24, no. 3 (2018): 83, EBSCOhost.
  3. Zara Lee, "College Life," *College Share*, January 19, 2018, http://www.collegeshare.com/2018/19/1/college-life/.

- For a source mentioned before, the note contains a short version of the bibliography information. It only includes the last name, title, and page numbers of the source. It looks like this:

  4. Lee, *College Life*, 129.
  5. Lee, "College Life," 84.
  6. Lee, "College Life."

- For a source mentioned twice or more in a row, you may first use one of the other two ways to cite sources above, then use "Ibid." for the next notes. "Ibid." means "in the same place," so any time you use "Ibid." in a note, it means that the source is the same as the previous note. For a source with page numbers, cite the pages after "Ibid." For example:

7. Excellent University, "Excellent University FAQ," accessed January 19, 2018, https://www.eu.edu/eu-faq/.
8. Ibid.
9. Lee, *College Life,* 130.
10. Ibid. 131.

•The Chicago Manual of Style 17th Edition <u>no longer requires the use of "Ibid." for repeated sources.</u> Ask your professor if they prefer that you use "Ibid." in your paper.

Bibliography

- A list of sources at the end of the paper is called a Bibliography.
- Citations are listed alphabetically with a hanging indentation. Citation format looks like this:

   <u>Books:</u>

   Lastname, Firstname. *Title*. Publishing City: Publishing Company, Publication Date.

   Example: Lee, Zara. *College Life*. New York: Excellent Press, 2018.

   <u>Online Journals From a Database:</u>

   Lastname, Firstname. "Title of Article." *Name of Journal* volume #, issue # (publication year): page range. Name of Online Database.

   Example: Lee, Zara. "College Life: Life in College." *Journal of Universities* 24, no. 3 (2018): 78–96. EBSCOhost.

   <u>Online News and Magazines:</u>

   Lastname, Firstname. "Title of Article." *Name of Newspaper or Magazine,* Publication Date. URL of article.

   Example: Lee, Zara. "College Life." *College Share*, January 19, 2018. http://www.collegeshare.com/2018/19/1/college-life/.

Websites Without Authors:

Name of Website. "Title of Webpage." Access Date. URL of page.

Example: Excellent University. "Excellent University FAQ." Accessed January 19, 2018. https://www.eu.edu/eu-faq/.

Non-Print Media (videos, lectures, etc.):

Video:

Lastname, Firstname. *Title of Work*. Format. Directed/Performed by Firstname Lastname. Original Release Year; City: Studio/Distributor, Video release year. Medium.

Example: Lee, Zara. *Excellent Movie*. Video. Directed by Tara Lee. 2017; Berea, KY: Excellent Movies Studio, 2018. DVD.

Lecture or Live Performance:

Lastname, Firstname. "Title of Presentation." Presentation Location, City, State or Country, Date.

Lee, Zara. "Excellence Presentations: Giving a Presentation in a Classroom." Presentation at the Phelps-Stokes Auditorium, Berea, KY, January 19, 2018.

Musical Recording:

Name of group or composer or performer. *Title*. Recording date. Recording Company or Publisher, Medium.

Example: Lee, Zara. "Excellent Song" Recorded January 2018. Track 7 on *Excellent Music.* Good Tunes. Compact disc.

Overall

- Helpful sources for using Chicago Style:
  EasyWriter by Andrea A. Lunsford
  Purdue OWL (https://owl.english.purdue.edu/owl/resource/717/1/)
  CMS Citation Quick Guide
  (http://chicagomanualofstyle.org/tools_citationguide.html)

- For questions, check with your professor or ask Writing Resources. Create appointments at https://berea.mywconline.com, or just stop by for a walk-in consultation!