

## Document from a Website

13. Elizabeth Cady Stanton, "Bible and Church Degrade Woman," *Votes for Women: selections from the National American Woman Suffrage Association Collection, 1848-1921*, Library of Congress, [http://memory.loc.gov/cgi-bin/query/D?nawbib:2:/temp/~ammem\\_Gfwn::](http://memory.loc.gov/cgi-bin/query/D?nawbib:2:/temp/~ammem_Gfwn::)

Stanton, Elizabeth Cady. "Bible and Church Degrade Women." *Votes for Women: Selections from the National American Woman Suffrage Association Collection, 1848-1921*. Library of Congress. [http://memory.loc.gov/cgi-bin/query/D?nawbib:2:/temp/~ammem\\_Gfwn::](http://memory.loc.gov/cgi-bin/query/D?nawbib:2:/temp/~ammem_Gfwn::)

## Document from a Website (No Author Listed)

14. "Air & Radiation," United States Environmental Protection Agency, published July 16, 2013, <http://www.epa.gov/air/>.

United States Environmental Protection Agency. "Air & Radiation." Published July 16, 2013. <http://www.epa.gov/air/>.

## INTRODUCTION TO CHICAGO STYLE

Chicago style requires the use of one of two different documentation systems. The **Notes and Bibliography** system (outlined in this handout) uses notes (footnotes or endnotes or both) and usually a bibliography. The **numbered examples** here are the format for the **footnote/endnote** and the example below each is the format for the **bibliography** entry. For the Author-Date system consult *The Chicago Manual of Style*.

Recommended typeface is Times New Roman or Palatino. Use twelve-point font. Nothing less than ten point type for notes. Keep it consistent.

Double-space all text in the paper, with these exceptions: Single-space block quotations, table titles and figure captions. Single-space notes and bibliographies internally. Leave an extra line space externally between note and bibliographic entries.

## NOTES ON FOOTNOTES

### Indentation of Footnotes

The first (and only first) line of footnotes should be indented .5" like in the following example:

most of modalism's utopian vision

unified world.<sup>1</sup>

<sup>1</sup>Michel Foucault, "What is York: Pantheon, 1984), 39

### Shortened (Subsequent) Citations (14.24 – 14.31)

If citing the same source more than once, give full citation details in first footnote and shortened details for subsequent footnotes. The most common short form for citations requires author's last name, main title of work shortened to four words or less, and page (or page range) being cited:

1. J.K. Rowling, *Harry Potter and the Chamber of Secrets* (New York, Arthur A. Levine Books, 1999), 125-131.

8. Rowling, *Harry Potter*, 157.

If the present note repeats the information of the immediately preceding note use the abbreviation 'Ibid' meaning 'in the same place'. This indicates the same source but different page number(s).

3. Ibid., 43.

## NOTES ON BIBLIOGRAPHY

A bibliography, which appears at the end of your paper, lists every work you have cited in your notes. Label the first page "Bibliography". Two blank lines should be left between title and your first entry. Entries should be alphabetized and a hanging indent used for entries longer than one line. One blank line should be left between remaining entries.

**Sources NOT cited** but consulted may or may not be included (consult your instructor).

**3-em Dash** (---) should be used to replace author or editors' names who hold multiple, successive entries in a bibliography.

**Block Quotations** indentation should be .5" on both sides of your quotation. Line spacing should be set to single space.

If you cannot ascertain the publication date of a *printed* work, use the abbreviation "n.d."



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# Chicago Style Examples

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**For additional help with Chicago style, please refer to the *Chicago Manual of Style* (16<sup>th</sup> ed.)**



DOIs are preferred, if no digital object identifier is available (it is usually listed on the first page) give the web address for the article that appears when viewing it unless a shorter, more stable (“permalink”) for the URL exists.

**Journal Article**

1. Edward Berenson, “The Politics of Divorce in France of the Belle Epoque: The Case of Joseph and Henriette Caillaux,” *The American History* 93, no. 1 (1988): 43.

Berenson, Edward. “The Politics of Divorce in France of the Belle Epoque: The Case of Joseph and Henriette Caillaux.” *The American History Review* 93, no. 1 (1988): 31-55.

**Journal Article With DOI**

2. Ivy Hsiegm and Marylou Matoush, “Filial Daughter, Woman Warrior, or Identity-Seeking Fairytale Princess: Fostering Critical Awareness Through Mulan,” *Children’s Literature in Education* 80, no.3 (2012): 213, accessed May 10, 2015, doi: 10.1007/s10583-011-9147-y.

Hsiegm Ivy and Marylou Matoush. “Filial Daughter, Woman Warrior, or Identity-Seeking Fairytale Princess: Fostering Critical Awareness Through Mulan.” *Children’s Literature in Education* 80, no.3 (2012): 213-22. Accessed May 10, 2015. doi: 10.1007/s10583-011-9147-y.

**Journal Article Without DOI (also more than 4 authors)**

3. Achim Wennmann and others, “The Political Economy of Conflict Financing: A Comprehensive Approach Beyond Natural Resources,” *Global Governance* 13, no.3 (2007): 434, accessed June 8, 2016, <http://www.jstory.org/stable/27800670>.

Wennman, Achim, Floris Barnett Cash, Delphine Schrank, Isser Woloch, and Clara Jones. “The Political Economy of Conflict Financing: A Comprehensive Approach Beyond Natural Resources.” *Global Governance* 13, no.3 (2007): 427-44. Accessed June 8, 2016. <http://www.jstor.org/stable/27800670>.

**Journal Article from a Database**

4. Delphine Schrank, “Tin Fever,” *Virginia Quarterly Review* 86, no.4 (2010): 25, accessed December 8, 2015, <http://prox.bismarcklibrary.edu/login?url=http://search.ebscohost.com/login.aspx?direct=true&db=f5h&AN=5743082>.

Schrank, Delphine. “Tin Fever.” *Virginia Quarterly Review* 86, no.4 (2010): 24-47. Accessed December 8, 2015. <http://prox.bismarcklibrary.edu/login?url=http://search.ebscohost.com/login.aspx?direct=true&db=f5h&AN=5743082>.

**BOOKS 14.68**

**Book with 1 author**

5. Geoffrey Symcox, *Victor Amadeus II: Absolutism in the Savoyard State, 1675-1730* (Berkeley: University of California Press, 1983), 167.

Symcox, Geoffrey. *Victor Amadeus II: Absolutism in the Savoyard State, 1675-1730*. Berkeley: University of California Press, 1983.

**Book with 2 or 3 authors**

6. Carl Bernstein and Bob Woodward, *All the President’s Men* (New York: Simon and Schuster, 1974), 129-30.

Bernstein, Carl, and Bob Woodward. *All the President’s Men*. New York: Simon and Schuster, 1974.

**Book with 4 or more authors (also 2<sup>nd</sup> or later edition)**

7. Mortimer Chambers and others, *The Western Experience*, 2<sup>nd</sup> ed. (New York: Knopf, 1974), 342.

Chambers, Mortimer, Barbara Hanawalt, Theodore Rabb, Isser Woloch, and Raymond Grew. *The Western Experience*. 2<sup>nd</sup> ed. New York: Knopf, 1974.

**Books with an editor**

8. Ronald Mellor, ed., *From Augustus to Nero: The First Dynasty of Imperial Rome* (East Lansing, Mich.: Michigan State University Press, 1990), 256.

Mellor, Ronald, ed. *From Augustus to Nero: The First Dynasty of Imperial Rome*. East Lansing, Mich. Michigan State University Press, 1990.

**Work in an Anthology or Chapter in a Book**

9. Darel T. Engen, “Trade, Traders, and the Economy of Athens in the Fourth Century B.C.E.,” in *Prehistory and History*, ed. David W. Tandy (Montreal: Black Rose, 2001), 180.

Engen, Darel T. “Trade, Traders, and the Economy of Athens in the Fourth Century B.C.E.” In *Prehistory and History*, edited by David W. Tandy, 178-209. Montreal: Black Rose, 2001.

**E-BOOKS 14.166**

When citing the online version of a book (such as those accessed through EBSCOhost or Springer), include the URL – or, if available, DOI – as the last part of the citation.

**E-Book with DOI**

10. Clara B. Jones, *Behavioral Flexibility in Primates: Causes and Consequences* (New York: Springer, 2005), 14-29, doi:10.1007/978-0-387-23327-7.

Jones, Clara B. *Behavioral Flexibility in Primates: Causes and Consequences*. New York: Springer, 2005. doi: 10.1007/978-0-387-23327-7.

**E-Book with URL**

11. Gilbert Meilaender, *Bioethics: A Primer for Christians* (Grand Rapids, Michigan: Eerdmans, 2013), <http://www.a.ebscohost.com/ehost/detail/detail?vid-2&sid>

Meilaender, Gilbert. *Bioethics: A Primer for Christians*. Grand Rapids, Michigan: Eerdmans, 2013. <http://www.a.ebscohost.com/ehost/detail/detail?vid-2&sid>

**WEBSITES 14.243 – 14.246**

For websites include as much of the following as possible: title of page, author (if any), owner/sponsor of site, URL, and date of publication or modification. IF publication or modification date is unavailable give date accessed.

**Website**

12. Kay Kizer, *Puritans*, <http://www.nd.edu/~rbarger/www7/puritans.html>.

Kizer, Kay. *Puritans*. <http://www.nd.edu/~rbarger/www7/puritans.html>.