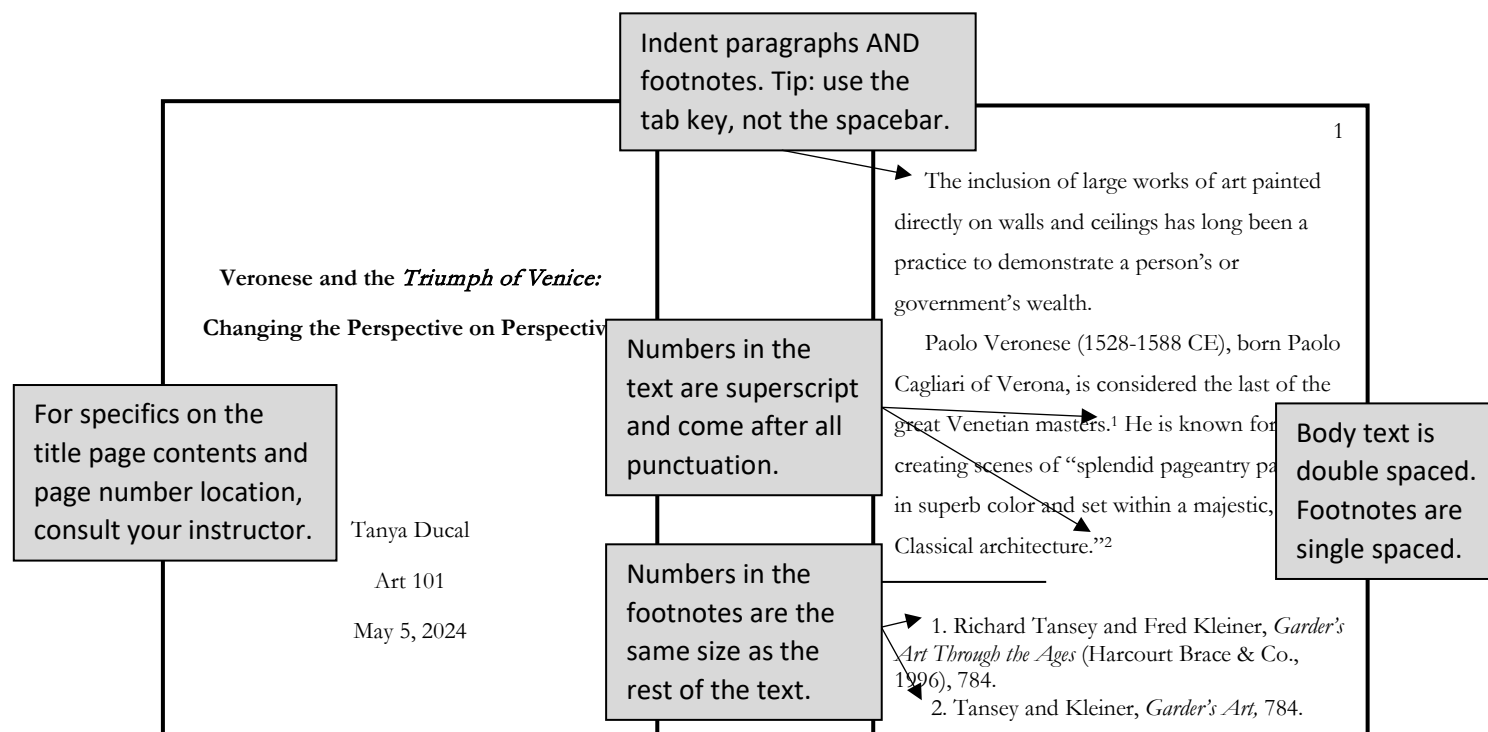




Chicago: Format and Footnotes



Footnotes use a small number in the body of the text to draw the reader's attention to the bottom of the page to see the citation. Endnotes use the same numbering in the body; however, all notes are found at the end of the paper just before the bibliography.

Footnotes have the same order as the bibliography (author, title, publisher, year) except:

- commas instead of periods to separate information
- standard indention instead of hanging indention
- author's first name is first
- colon precedes page numbers for journal citations
- publication facts are enclosed in parentheses
- order is based on when they come on the page, not alphabetically

See pages 2 and 4 for examples.

Citations: Footnotes and Endnotes

Type of Footnote (where to find the examples in <i>Chicago Manual of Style</i> : pp. 783-809)	Example of Footnote on First Mention
Book , One Author (p. 785)	1. Jon Krakauer, <i>Into the Wild</i> (Anchor Books, 1997), 84-85.
Book, Two Authors (p. 786)	2. Pablo Rio and Ollie Tru, <i>Lies</i> (Arty Books, 2018), 301.
Journal Article , One Author (p. 787)	3. Regina M. Schwartz, "Nationals and Nationalism: Adultery in the House of David," <i>Critical Inquiry</i> 19, no. 1 (1992): 131-32. https://doi.org/12.532343/5334 .
Three or More Authors (p. 786)	4. Felisha Dressher et al., "Will It Float: Buoyancy in Today's Market," <i>JMPQ</i> 2, no. 4 (2020): 532. https://www.jm.au/3 .
NOTE: Only use authors' last names after the first footnote of each source.	

Endnotes are identical to footnotes, except they come at the end of a paper/chapter/book instead of at the bottom of each page.

After a source is cited for the first time, a shortened or abbreviated version is used for the rest of the times it is cited (*Chicago Manual of Style* pp. 791-792).

The Chicago Manual of Style no longer recommends the use of *ibid.* (p. 791).

The shortened citation includes the last name of the first and second authors, a shortened version of the title for clarity, and the page number as applicable.

Shortened Citation
1. William Faulkner, <i>Absalom, Absalom!</i> (Vintage International, 1990), 127.
2. Faulkner, <i>Absalom</i> , 15.
3. Faulkner, <i>Absalom</i> , 270.
4. Robin Freed and Karen Rossi, "Unreliable Narrators for the Loss," <i>Narrations</i> 7, no. 7 (2015): 26.
5. Freed and Rossi, "Unreliable Narrators," 98.
6. Faulkner, <i>Absalom</i> , 36-40.
7. William Faulkner, <i>As I Lay Dying</i> (Vintage International, 1990), 152.
8. Faulkner, <i>As I Lay Dying</i> , 66-67.
9. Faulkner, <i>Absalom</i> , 40.
10. Freed and Rossi, "Unreliable Narrators," 118-22.
11. Freed and Rossi, "Unreliable Narrators," 117.



Chicago: Bibliography

What to include in a citation?

- In general, the more information you can include the better. You want your readers to be able to find your sources if they want to read them for themselves.
- All sources used in a paper must be included in the Bibliography. The *Chicago Manual* says the bibliography can include sources used only for research and not actually cited in your paper; however, this will depend on your instructor's preference (*Chicago Manual of Style* p. 777).
- If this handout does not contain an example of your reference type, more options can be found at www.chicagomanualofstyle.org or in the full manual at the Writing Center.

General order of information, including punctuation:

Journal:

Author Last Name, First Name. "Title of article." *Title of Periodical* volume number, no. issue number (Date): page numbers. doi/URL.

Book:

Author Last Name, First Name. *Book Title*. Publisher, Year.

- Titles of books, journals, magazines, websites, etc., are *italicized*. Chapter titles, lecture titles, episode titles, etc., are not italicized but are enclosed in quotation marks.
- The volume number comes immediately after the *Journal Title* with no punctuation or identifier. The issue number is preceded by no. (Example: *Ethics* 125, no. 2)
- If there is more than one author, only the first one is listed in reverse order. All subsequent authors will be listed First Name Last Name.

Tips for making a hanging indent:

Microsoft Word Software: Select the sources you are ready to format. On your Home tab, click the arrow to the right of the word Paragraph (it is pointing down and to the right). This will open a new menu. Look for the Indentation section and the option Special. Click the Special dropdown and select Hanging.

Word Online: Select the sources you are ready to format. Type "hanging indent" into the search bar at the top of the page, and click on it. The selected text will now be in hanging indent.

Google Docs: Select the sources you are ready to format. Click on the Format menu at the top of the page, then Align & Indent, and click on Indentation options at the bottom of the menu. This will open a pop-up window. Click the selection bar under Special indent and select Hanging. Click on Apply.



Type/Notes: (where to find more examples in the <i>Chicago Manual of Style</i>)	Bibliography
Lecture/Meetings (p. 931)	Aronson, Trey. "Why Psychology Matters Today." Lecture presented at PSCH 2100, Texas Tech University, Lubbock, TX, September 2019.
Journal Article (pp. 882-4)	Bagley, Benjamin. "Loving Someone in Particular." <i>Ethics</i> 125, no. 2 (January 2015): 477-507.
Photographs and Artwork (p. 917)	Dali, Salvador. <i>The Persistence of Memory</i> . 1931. Oil on canvas, 9.5 x 13". Museum of Modern Art, New York, object no. 162.1934. https://www.moma.org/collection/works/79018 .
Social Media Postings (pp. 903-4)	Gates, Bill. (@BillGates). "#Polio is 99% eradicated. Join me & @FCBarcelona as we work to finish the job and #EndPolio. VIDEO: http://b-gat.es/X75Lvy ." Twitter (now X), February 26, 2013, 4:13 p.m. https://twitter.com/BillGates/status/306195345845665792 .
Book Chapter, multiauthor book (pp. 853-4)	Gould, Glenn. "Streisand as Schwarzkopf." In <i>The Glenn Gould Reader</i> , edited by Tim Page. Vintage Books, 1984.
Book by Two Authors (p. 821)	Grazer, Brian, and Charles Fishman. <i>A Curious Mind: The Secret to a Bigger Life</i> . Simon & Schuster, 2015.
Musical Recording (pp. 930-1)	Handel, George Frideric. <i>Messiah</i> . Atlanta Symphony Orchestra and Chamber Chorus. Robert Shaw. Recorded December 19, 1987. Video Artist International, 1988, 1 compact disc.
Online Newspaper or Magazine (pp. 893-4)	Lorenz, Taylor. "Where Everyone's an Influencer." <i>The Atlantic</i> , July 31, 2019. https://www.theatlantic.com/technology/archive/2019/07/where-everyones-an-influencer/595213/ .
Online E-Book (p. 877)	Lystra, Karen. <i>Dangerous Intimacy: The Untold Story of Mark Twain's Final Years</i> . University of California Press, 2004. http://ark.cdlib.org/ark:/13030/kt8779q4kr/ .
Book by Single Author (pp. 820 & 849ff)	Strayed, Cheryl. <i>Wild: From Lost to Found on the Pacific Crest Trail</i> . Alfred A. Knopf, 2012.
Blog Entry (Same as online newspaper articles, p. 902)	Tobias, Jennifer. "Modernism in the Air." <i>Inside/Out</i> (blog). The Museum of Modern Art, August 29, 2016. https://www.moma.org/explore/inside_out/2016/08/29/modernism-in-the-air/ .
No Listed Author, Initial Article Ignored in Alphabetical List (p. 822)	<i>A True and Sincere Declaration of the Purpose and Ends of the Plantation Begun in Virginia, of the Degrees Which It Hath Received, and Means by Which It Hath Been Advanced</i> . London, 1610.
Business/Organization/Corporate Author (pp. 791 & 890)	University of Chicago Press. <i>The Chicago Manual of Style</i> . 18 th ed. University of Chicago Press, 2024.
Episode of TV Series (p. 932)	Yaitanes, Greg, dir. <i>Lost</i> . Season 1, episode 14, "Special." Aired January 19, 2005, on ABC.
More than 6 Authors, only list first 3 followed by et al. (p. 786)	Zimmer, Maddison, Cressida Goldman, and Asher Taylor et al. "Mutations of Red Roots." <i>Biology Weekly</i> 88, no. 4 (2021): 156-233.