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.”

- 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

Shortened Note
20. Robinson, Chaplin, 100.

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


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

Shortened Note 22. Adams et al., *Learning to Teach*, 35.


Book—Electronic Full Text (14.166)


For electronic editions viewed with special readers, add the format at the end of the citation, after the date.

Book--Editor as author (14.87)


Chapter in a book (14.111; 14.18)

Shortened Note 25. Hanson, “Interventions for Batterers,” 436.

Encyclopedia—Signed Article (14.248)


Journal Article (14.183; 14.18)


Electronic Full Text Article (14.184; 14.185; 14.271; 14.18)
Shorter Note 32. Foley, “Instant Messaging Reference,” 42.


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)


Newspaper Article (14.203)
Shortened Note 31. Kepner, “And a Second Baseman.”

Government Document (14.303)


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


Primary Source in a Digital Collection (14.240)


E-mail Communication (14.222)

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)


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