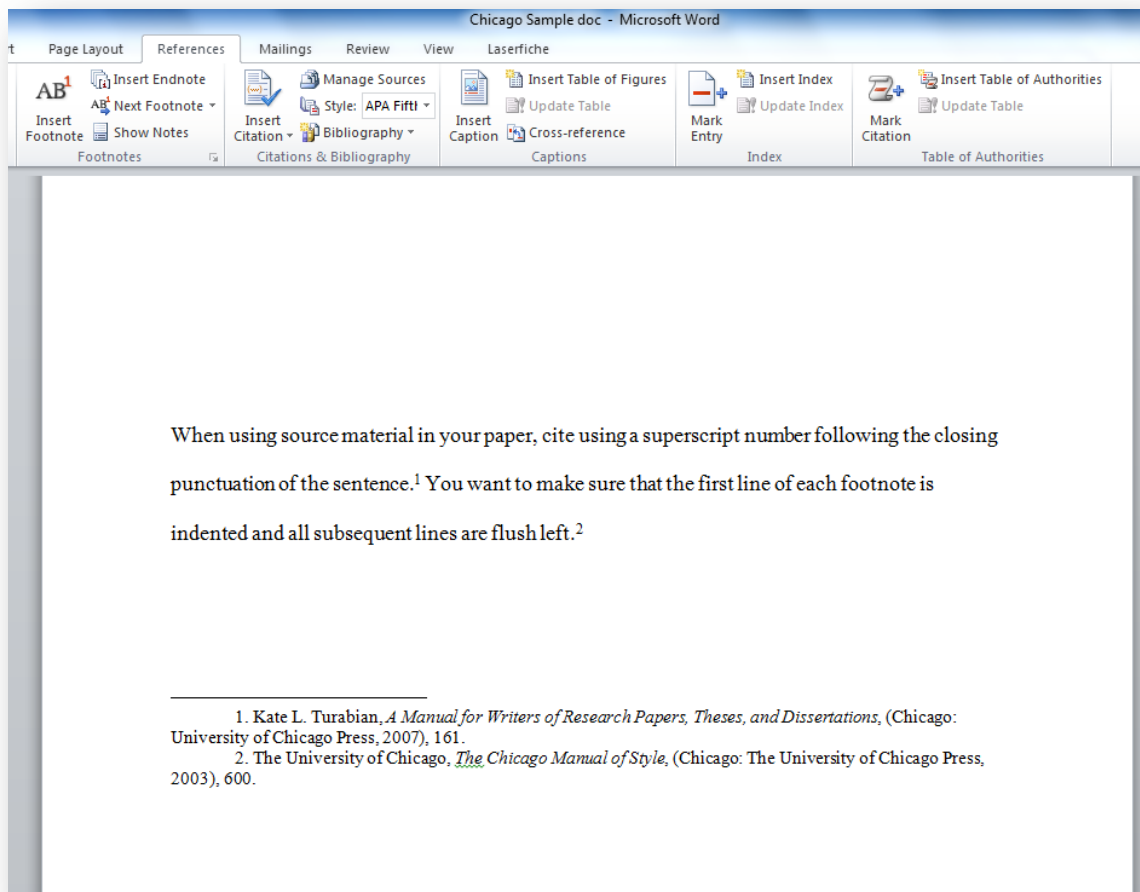


This handout covers the notes and bibliography citation style as outlined in *The Chicago Manual of Style*, 17th edition. You will cite each source in the text of your paper, using a footnote or endnote, and you will cite all sources used in your paper in a bibliography at the end of your paper.

Notes

- To acknowledge a source in the text of your paper, place a superscript number immediately **after the end punctuation** of a sentence.
- The first time a source is mentioned in a note, give the full citation. Subsequent uses can use a shortened version of the citation.
- Notes should be created by use of the footnote function of the word processor.
 - Under References > Insert Footnote
 - This should enter a number in the text of your paper and at the foot of your page.
 - Delete superscript number in footer.
 - Tab > Type Number of footnote
 - The first line of each note is indented, and subsequent lines return to left margin.
 - Format font to match font of document.



Bibliography

- List of sources used within your paper, included at the end of your paper.
- Single-spaced
- Format citations using a hanging indent – the first line is flush left and all subsequent lines are indented.
- Sources are listed in alphabetical order by last name of author.
 - If multiple authors, only the name of the first author is inverted: Last Name, First Name
 - If no author or editor, order by title.
 - A single-author entry precedes a multi-author entry beginning with the same name.
- Notes use commas and parentheses to separate items in a citation; a bibliography uses periods.

Bibliography

- Giannopoulou, Zina. "Prisoners of Plot in José Saramago's *The Cave*." *Philosophy and Literature* 38, no. 2 (October 2014): 332–49. Project MUSE.
- McDonald's Corporation. "McDonald's Happy Meal Toy Safety Facts." Accessed July 19, 2014. <http://www.mcdonalds.com/corp/about/factsheets.html>.
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- Schoenfield, Miriam. "Moral Vagueness is Ontic Vagueness." *Ethics* 126, no. 2 (2016): 257–82. <https://doi.org/10.1086/683541>.
- Weinstein, Joshua I. "The Market in Plato's *Republic*." *Classical Philology* 104, no.4 (October 2009): 439–58.

Book – One Author (*Chicago Manual*, Section 14.100)

N:

1. Michael Pollan, *The Omnivore's Dilemma: A Natural History of Four Meals* (New York: Penguin, 2006), 99.
2. Pollan, *Omnivore's Dilemma*, 3.

B:

Pollan, Michael. *The Omnivore's Dilemma: A Natural History of Four Meals*. New York: Penguin, 2006.

Book – Two or More Authors (*Chicago Manual*, Section 14.76)

(For four or more authors, list all authors in the bibliography; in the note, list the first author, followed by et al.)

N:

1. Geoffrey C. Ward and Ken Burns, *The War: An Intimate History, 1941–1945* (New York: Knopf, 2007), 52.
2. Ward and Burns, *Intimate History*, 59–61.

B:

Ward, Geoffrey C., and Ken Burns. *The War: An Intimate History, 1941–1945*. New York: Knopf, 2007.

Chapter or Part of Book (*Chicago Manual*, Section 14.106–7)

N:

1. John D. Kelly, “Seeing Red: Mao Fetishism, Pax Americana, and the Moral Economy of War,” in *Anthropology and Global Counterinsurgency*, ed. John D. Kelly et al. (Chicago: University of Chicago Press, 2010), 77.
2. Kelly, “Seeing Red,” 81.

B:

Kelly, John D. “Seeing Red: Mao Fetishism, Pax Americana, and the Moral Economy of War,” in *Anthropology and Global Counterinsurgency*, edited by John D. Kelly, Beatrice Jauregui, Sean T. Mitchell, and Jeremy Walton, 67–83. Chicago: University of Chicago Press, 2010.

Newspaper or Magazine Article – Print (*Chicago Manual*, Section 14.188, 14.191)

N:

1. Daniel Mendelsohn, “But Enough About Me,” *New Yorker*, January 25, 2010, 68.
2. Mendelsohn, “But Enough About Me,” 69.

B:

Mendelsohn, Daniel. “But Enough About Me.” *New Yorker*, January 25, 2010.

YouTube Video (*Chicago Manual*, Section 14.209)

N:

1. Tara Stiles (TaraStiles), “10 Minute Yoga for Balance with the Baby Routine,” YouTube video, July 14, 2017, <https://youtu.be/qs5bHcOf4xg>.
2. Stiles, “10 Minute Yoga.”

B:

Stiles, Tara. “10 Minute Yoga for Balance with the Baby Routine.” YouTube video, July 14, 2017. <https://youtu.be/qs5bHcOf4xg>.

Academic Journal Article – Print (*Chicago Manual*, Section 14.171)

- N:**
1. Joshua I. Weinstein, “The Market in Plato’s *Republic*,” *Classical Philology* 104, no. 4 (October 2009): 440.
 2. Weinstein, “Plato’s *Republic*,” 452–53.

B:
Weinstein, Joshua I. “The Market in Plato’s *Republic*.” *Classical Philology* 104, no. 4 (October 2009): 439–58.

Academic Journal Article – Online with DOI (*Chicago Manual*, Section 14.175)

- N:**
1. Miriam Schoenfield, “Moral Vagueness is Ontic Vagueness,” *Ethics* 126, no. 2 (2016): 260–61, <https://doi.org/10.1086/683541>.
 2. Schoenfield, “Moral Vagueness is Ontic Vagueness,” 270.

B:
Schoenfield, Miriam. “Moral Vagueness is Ontic Vagueness.” *Ethics* 126, no. 2 (2016): 257–82. <https://doi.org/10.1086/683541>.

Academic Journal Article – Online without DOI (*Chicago Manual*, Section 14.175)

- N:**
1. Zina Giannopoulou, “Prisoners of Plot in José Saramago’s *The Cave*,” *Philosophy and Literature* 38, no. 2 (October 2014): 335, Project MUSE.
 2. Giannopoulou, “Prisoners of Plot in José Saramago’s *The Cave*,” 337.

B:
Giannopoulou, Zina. “Prisoners of Plot in José Saramago’s *The Cave*.” *Philosophy and Literature* 38, no. 2 (October 2014): 332–49. Project MUSE.

Web Source (*Chicago Manual*, Section 14.206)

- N:**
1. Evanston Public Library Board of Trustees, “Evanston Public Library Strategic Plan, 2000-2010: A Decade of Outreach,” Evanston Public Library, accessed July 18, 2014, <http://www.epl.org/library/strategic-plan-00.html>.
 2. Evanston Public Library, “Strategic Plan.”

B:
Evanston Public Library Board of Trustees. “Evanston Public Library Strategic Plan, 2000–2010: A Decade of Outreach.” Evanston Public Library. Accessed July 18, 2014. <http://www.epl.org/library/strategic-plan-00.html>.

Web Source – No Author (*Chicago Manual*, Section 14.207)

- N:**
1. “McDonald’s Happy Meal Toy Safety Facts,” McDonald’s Corporation, accessed July 19, 2014, <http://www.mcdonalds.com/corp/about/factsheets.html>.
 2. “Toy Safety Facts.”

B:
McDonald’s Corporation. “McDonald’s Happy Meal Toy Safety Facts.” Accessed July 19, 2014. <http://www.mcdonalds.com/corp/about/factsheets.html>.

Personal Interview (*Chicago Manual*, Section 14.211)

Unpublished interviews are best cited in text or notes. A citation will begin with the name of the person interviewed, place and date of interview, and any other brief identifying information that is applicable.

N:

1. Dawn Dowell (CASA Writing Center Coordinator), interview by author, Corpus Christi, TX, October 12, 2014.
2. Dowell, interview.

Social Media – Twitter (*Chicago Manual*, Section 14.209)

N:

1. Conan O'Brien (@ConanOBrien), "In honor of Earth Day, I'm recycling my tweets," Twitter, April 17, 2015, <https://twitter.com/ConanOBrien/status/590940792967016448>.
2. O'Brien, "In honor of Earth Day, I'm recycling my tweets."

B:

O'Brien, Conan (@ConanOBrien). "In honor of Earth Day, I'm recycling my tweets." Twitter, April 22, 2015. <https://twitter.com/ConanOBrien/status/590940792967016448>.

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