Chicago / Turabian Citation

The *Chicago Manual of Style* is published by the University of Chicago Press. It was created to standardize grammatical usage and punctuation for typesetters. From that manual, Kate L. Turabian developed a style-sheet, leaving out much of the detailed information intended for typesetters. Turabian’s *A Manual for Writers of Term Papers, Theses, and Dissertations* provides college writers with information they need to know in order to format their papers.
Chicago / Turabian Citation

Both manuals include information on title pages and margins, abbreviations, capitalization, etc.

For the purposes of this workshop, we will focus on the basics of how to cite sources.

The method for citing sources is the same for both the *Chicago Manual of Style* and Turabian’s *A Manual for Writers*. 
Chicago / Turabian Citation

- Academic departments using Chicago / Turabian citation usually require footnotes at the bottom of the page. Some professors allow endnotes at the end of the paper.
- Word processing programs have made it easy to create footnotes at the bottom of a page.
Put a superscript number at the end of a sentence containing a direct quote or a paraphrase.

Example: A footnote is designated like this.¹
Chicago / Turabian Citation

Notes are placed at the bottom of the page on which they appear.

Notes should be separated from the text by a typed line, 1.5 inches long.
Chicago / Turabian Citation

In the footnote itself:

- Use the same number as in the body of your paper
- Do not superscript the number
- Put a period and two spaces after the number
- Notes should be single-spaced
- The first line of a note is indented five spaces from the left margin
- Do not use “p” or “pp” before page numbers
Chicago / Turabian Citation

If a single paragraph contains several references to the same author, put one number after the last quotation or paraphrase to indicate the source for all the material in the paragraph.
Chicago / Turabian Citation

- The first time you cite a source, you should give full, detailed information about that source.
- How you cite each source depends upon the type of source it is.
Chicago / Turabian Citation

The bibliography is placed at the end of your paper. It is a list of all the sources you used for your paper, listed in alphabetical order.

“Bibliography” means all the sources written on a particular subject, so it is better to use one of the following terms instead:

- “Selected Bibliography” if you’re listing all the sources you consulted in your research; or
- “Works Cited” or “References” if your only listed the items you actually cite in your paper.
Chicago / Turabian Citation

**Note form**
- Numbered
- Author=first name then last name
- Location of publication, publisher, and year go in parentheses
- Commas are used to separate items
- Specific pages are listed
- First line is indented by 5 spaces; subsequent lines are not indented

**Bibliographic form**
- Alphabetized by author’s last name
- Author=last name, comma, first name
- No parentheses for location, publisher, year
- Periods are used to separate items
- Lists entire books, complete chapters, journal articles
- First line not indented; subsequent lines are indented 5 spaces
Chicago / Turabian Citation

In either note form or bibliographic form, if an item is missing (author’s name, for example), just go on to the next item.

This doesn’t mean that the item is missing because you don’t know it; but the item is missing because it is not given in the original source.
First references: Journal Articles

Notes


Bibliography

First references: Book Review

Notes


Bibliography


Note: the abbreviation “p” is used here in order to mark a clear difference between the page and section numbers.

First references:
Book, single author, first edition

Notes


Bibliography


First references:
Book, more than 3 authors


First references:
Chapter in an edited collection

Notes


Bibliography


First references: Encyclopedia entry

Notes


[The Latin *sub verbo* means "under the word."]

Bibliography

S.v. "Wales."

Note the “S” in “s.v.” is capitalized here, as it at the beginning of a new sentence.
First references: Government document

<table>
<thead>
<tr>
<th>Notes</th>
<th>Bibliography</th>
</tr>
</thead>
</table>

First references: Performance

Performance


Bibliography

First references: Videocassette

Notes


Bibliography

First references:
Secondary source

Note


[Bibliography]


[The student-writer found the Zukofsky quotation in Costello's book, not in Zukofsky's original article.]
Subsequent references: Same work and author; only source by that author

First reference:


Subsequent reference: Give the author's last name and page reference.

Subsequent references: Two or more works by same author

First reference


Subsequent reference: Use the last name, a shortened title, and page reference.

Subsequent references:
Two authors with the same last name

Two authors with the same last name:
Give the full name in the shortened reference.

*When referring to the same work as in the citation immediately preceding, use the abbreviation "Ibid." for the second reference. This is acceptable even if several pages of text separate the first and second references.*

*The abbreviation "Ibid." is followed by a page number if the page from which the second reference is taken is different from the first.*

*If the pages are the same, no number is necessary.*
Subsequent references: Ibid.

First reference:

Second reference, same page:
2. Ibid.

Second reference, different page:
3. Ibid., 13.

Note: “Ibid.” is an abbreviation for the Latin word “*ibidem*”, which means “in the same place”. “Ibid.” is not italicized.