

Chicago Citation and Format Style Guide

This guide introduces the Chicago format and provides examples of citation styles you might use in research papers. Additional examples and explanations may be found in *The Chicago Manual of Style: The Essential Guide for Writers, Editors and Publishers*, Fifteenth Edition (Z253.U69 2003), available at the reference desk. The Chicago style and format is extremely similar to the format of Turabian's *A Manual for Writers of Term Papers, Theses and Dissertations*, Sixth Edition, revised by John Grossman and Alice Bennett (LB2369.T8 1996 – available in the circulating stacks and at the reference desk).

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Which subject areas use the Chicago standard?

Chicago may be used in any class or course of study, including the humanities, social sciences, and natural sciences. Many people use Chicago as a catchall, for instance, when they do not know which style format their professor prefers.

It is always best to find out from your professor which style he or she prefers. If this is not possible, at least be consistent in choosing one style of presenting bibliographic information and using it throughout your paper.

What is the basic format of the academic paper?

The academic paper is separated into three parts: (1) the front matter (title page, copyright page, dedication and/or epigraph, table of contents, lists of illustrations/tables, acknowledgments, abstract, etc.); (2) the body of the paper, the text; and (3) the back or reference matter (appendixes, endnotes, bibliography or references, glossary, index, etc.).

The text of the research paper should be double-spaced, with the exception of indented block quotes, which can be single-spaced. Bibliographies, footnotes, and itemized lists should also be single spaced.

All pages “count” in a numbering system, although some pages, like the title page or dedication page, may not actually have numbers printed on them. Pages considered “front matter” (except the title page) should be numbered with consecutive lower case roman numerals in the bottom center. The rest should be numbered with Arabic numerals (ex: 1, 3, 14). Number the first page of text, and other pages with titles, in the

bottom center, and number all other pages (including the back matter) in the top center or upper right corner.

Chicago format also sets guidelines for the use of numbers in the body of a text. Numbers referring to pages, chapters, parts, volumes, and other divisions of a book, as well as numbers referring to illustrations or tables, are set as numerals. References to volumes, issues, and pages of a journal are typically made, in the order described, with Arabic numerals. The words *volume* and *page* are typically omitted (ex: “His article appeared in the *Journal of Religion* 79, no. 1 (1999): 19-53.”). Also, ordinal numbers should be spelled out when referring to successive governing bodies if the number is one hundred or less (ex: Ninety-seventh Congress, 107th Congress). This same rule applies to political and judicial divisions (ex: Twelfth Congressional District); military units (ex: 101st Airborne Division); places of worship (ex: Fourth Presbyterian Church); numbered streets (ex: First Avenue, 122nd Street).

Abbreviations can be used in parenthetical reference and in the body of the text. When repeatedly citing a source, or a number of sources by the same author, you should devise an appropriate abbreviation and consistently use that abbreviation throughout the paper. An appropriate abbreviation should reflect the title of the work: for example, *Much Ado About Nothing* can be abbreviated as *MAN*. If you use many abbreviations, you should include a list of abbreviations in either the front or back matter of your work.

Abbreviations are used in the body of the text most frequently in the sciences; outside of these areas, they appear most frequently in tabular matter, notes, bibliographies, and parenthetical references. Abbreviations should be used only in a context that can be understood by the reader. For example, “DNA” is almost never mentioned in its spelled-out form, and in most contexts can safely be used without explanation. However, when using less common abbreviations (ex: HMO) that may not be understood by all readers, they should be spelled out at their first occurrence. If you have a question about the standard format of an abbreviation (for example, the proper abbreviation for “weight” or “mass”), you should consult Chapter 15 of the Chicago Manual of Style. In the humanities and social sciences in general, abbreviations in the body of the text should be avoided.

The Chicago Manual of Style also spells out rules and conventions for chapter headings and subheadings, designations of tables, and the like, and there is simply no substitute for consulting the manual directly for advice on these issues.

Finally, recognizing that this manual may be used in any discipline, *The Chicago Manual of Style* offers advice on different systems of citation style. For literature, arts, and history, Chicago recommends the bibliographic system, using footnotes or endnotes supplemented by a bibliography or reference list. For the physical, natural, and social sciences, Chicago recommends the parenthetical system, or author-date system with corresponding reference list (see below, or see chapter 16 of *The Chicago Manual*). However, the style you choose should be consistent with your professors’ instructions: some professors in the humanities prefer the parenthetical system of reference to the more formal bibliographic system.

Parenthetical reference system of citation explained

The parenthetical system of reference, alternatively called the author-date system, has in recent years become the most widely-used system of reference in the natural and social sciences, and is also frequently used in the humanities. This system places, within the text of the paper, a reference to a different work within a set of parentheses. The parentheses contain the author of that referenced work (or compiler, translator, or editor), its date of publication, and a page reference, if appropriate.

Each source represented by a parenthetical reference within the text must be included in the Reference List or Bibliography. The Reference List entry will be a complete bibliographic citation, including author, title, source, publisher and date of publication. **Chicago advises that while Reference Lists and Bibliographies are similar in format and content, they are not identical.**

A Bibliography is used in the footnote/endnote system to provide an overview of the sources used by the author, and can include both cited works and other relevant sources. It is an addendum meant to simplify for the reader all the cited works in a paper, but is not completely necessary given that the footnote/endnote system should offer the full bibliographic details as part of the note. It is, however, recommended by most professors to include a Bibliography as part of a completed paper.

A Reference List can be alternatively titled “References” or “Works Cited.” It is used as the second, necessary half of the author-date (parenthetical) system. As the author-date system uses abridged textual references, the Reference List is necessary to identify the source of these brief citations. In this way, the Reference List is considered the prime vehicle for documentation, while the textual references merely point to the location of the full citation.

The Chicago Manual advises that, while the author-date system is often preferred because of its simplicity, it is best used when **all** the references cited can be converted to author-date formats. If you are working with manuscript collections, anonymous works, or other sources less easily converted, it is best to use the footnote/endnote system, which will allow you more opportunity to immediately identify these sources for your reader.

Footnotes and endnotes explained

Notes have four basic purposes: (1) to cite authority for statements made in the text; (2) to make cross-references; (3) to amplify, qualify, or comment on material in the text that would break up the flow of the text if included there; and (4) to make acknowledgements. The first two purposes define reference notes, the last two, content notes.

Note numbers should be placed in the text following the passage requiring it, in Arabic superscript (a half space above the line). In current versions of Microsoft Word,

selecting “Insert,” followed by “Reference,” followed by “Footnote” will automatically set up your superscript number, as well as automatically place the footnotes in numerical order for you. After you select the “Footnote” function you have the option to change from footnotes to endnotes if you prefer that style. Numbers should be in numerical order beginning with 1. Corresponding footnotes should be placed at the bottom of the page containing the footnote reference, separated from the text by a separator, a short line made by underscoring. Footnotes can begin with a superscript number or a regular number on the same line of the text (preferred by Chicago). If a superscript is used, there needn’t be a space between it and the body of the note. If an on-line numeral is used, a period and a space should follow it.

The first author’s family name comes before his or her given name in a bibliography; subsequent contributing author’s names are not inverted. When a bibliography contains several works by the same author, subsequent entries replace the author’s name with an eight-space underscore followed by a period. Primacy of such entries may be determined alphabetically or chronologically. Where a single author has several types of entries, they go in this order: works written by the author as a single author, works edited by the author (*ed.*), works translated by the author (*trans.*), works compiled by the author (*comp.*), and then co-authored works by author.

Citations in all formats

The following are examples given in the Footnote/Endnote (N) format, with its corresponding Bibliography (B) entry, and the Parenthetical Reference (PR) format with its corresponding Reference List (RL) entry. Examples are based on the fifteenth edition of *The Chicago Manual of Style* published by the University of Chicago Press, 2003 (Z253.U69 2003) [available at the Reference Desk; previous editions available in the circulating stacks].

Chicago emphasizes that the titles of books should preferably be italicized; however, these may be underlined if you are using a typewriter or computer system that cannot italicize. When italics are used, adjacent punctuation (except parentheses or brackets) must also be italicized.

N = Footnote or Endnote entry
B = Bibliographic list entry

PR = Parenthetical Reference entry
RL = Reference List entry

Standard Format (example only):

- N 1. Author first name Author last name, *Title* (Location of press: Press name, Year Published), page number.
- B Author last name, Author first name. *Title*. Location of press: Press name, Year Published.

PR (Author last name Year Published, page number) **You may use the title of the book instead of the year published if you have several works by one author.**

RL Author last name, Author first name. Year Published. *Title (with only first word capitalized)*. Location of Press: Press Name.

Note: Please check the format for the specific type of reference you will be using. Our standard format is not sufficient to ensure proper citation; rather, it is meant as a tool to clarify the basic form that most citations take. It should not replace close examination of the more in-depth examples below, or of the *Chicago Manual* itself.

I. BOOKS

By a single author or editor:

N 1. Richard Swinburne, *The Evolution of the Soul* (New York: Oxford University Press, 1997), 23.

B Swinburne, Richard. *The Evolution of the Soul*. New York: Oxford University Press, 1997.

PR (Swinburne 1997, 23)

RL Swinburne, Richard. 1997. *The evolution of the soul*. New York: Oxford University Press.

By two or three authors or editors:

N 2. Gisela Bock and Susan James, eds., *Beyond Equality and Difference: Citizenship, Feminist Politics, and Female Subjectivity* (New York: Routledge, 1992), 167.

B Bock, Gisela and Susan James, eds. *Beyond Equality and Difference: Citizenship, Feminist Politics, and Female Subjectivity*. New York: Routledge, 1992.

PR (Bock and James 1992, 167)

RL Bock, Gisela and Susan James, eds. 1992. *Beyond equality and difference: Citizenship, feminist politics, and female subjectivity*. New York: Routledge.

By more than three authors or editors:

N 4. Kimberle Crenshaw and others, eds., *Critical Race Theory: The Key Writings that Formed the Movement* (New York: New Press, 1995), 50.

B Crenshaw, Kimberle, Neil Gotanda, Gary Peller, and Kendall Thomas, eds., *Critical Race Theory: The Key Writings that Formed the Movement*. New York: New Press, 1995.

PR (Crenshaw and others 1995, 50) **OR** (Crenshaw et al. 1995, 50)

RL Crenshaw, Kimberle, Neil Gotanda, Gary Peller, and Kendall Thomas, eds. 1995. *Critical race theory: the key writings that formed the movement*. New York: New Press.

Editor or compiler as “author”:

N 9. Jerrold E. Hogle, ed., *The Cambridge Companion to Gothic Fiction* (New York: Cambridge University Press, 2002), 142.

B Hogle, Jerrold E., ed. *The Cambridge Companion to Gothic Fiction*. New York: Cambridge University Press, 2002.

PR (Hogle 2002, 142)

RL Hogle, Jerrold E., ed. 2002. *The Cambridge Companion to Gothic Fiction*. New York: Cambridge University Press.

Editor and/or translator in addition to author:

N 7. Rigoberta Menchú, *Crossing Borders*, trans. and ed. Ann Wright (New York: Verso, 1999).

B Menchú, Rigoberta. *Crossing Borders*. Translated and edited by Ann Wright. New York: Verso, 1999.

PR (Menchú 1999)

RL Menchú, Rigoberta. 1999. *Crossing borders*. Trans. and ed. Ann Wright. New York: Verso.

Author’s work contained in author’s collected work:

N 11. *The Standard Edition of the Complete Psychological Works of Sigmund Freud*, ed. James Strachey, vol. 6, *The Psychopathology of Everyday Life* (London: Hogarth Press and the Institute of Psycho-Analysis, 1953), 45.

B Freud, Sigmund. *The Standard Edition of the Complete Psychological Works of Sigmund Freud*. Edited by James Strachey. Vol. 6, *The Psychopathology of Everyday Life*. London: Hogarth Press and the Institute of Psycho-Analysis, 1953.

PR (Freud *Everyday Life*, 45) **Note: In this instance you would use the title of the volume if you are using more than one volume from this entire series, as the date alone will not specify which volume you are using.**

RL Freud, Sigmund. 1953. *The standard edition of the complete psychological works of Sigmund Freud*. Edited by James Strachey. Vol. 6, *The psychopathology of everyday life*. London: Hogarth Press.

Note: An author's name may, but need not, be given first in a note if it is contained in the title, as in the above "N" example. Even when it is not given, the author's name must appear first in the bibliography (see "B" example above). In the above example, it would be permissible to give the editor's name first in the note of the paper is about the work of another person, rather than Freud.

Separately titled volume in a multi-volume work with a general title and editor(s):

N 12. J.B. Harley and David Woodward, eds. *Cartography in the Traditional East and Southeast Asian Societies*. Vol. 2, bk. 2, *The History of Cartography* (Chicago: University of Chicago Press, 1994), 351.

B Harley, J.B. and David Woodward, eds. *Cartography in the Traditional East and Southeast Asian Societies*. Vol. 2, bk. 2, of *The History of Cartography*. Chicago: University of Chicago Press, 1994.

PR (Harley and Woodward 1994, 351) **Note: Again, if you were to use more than one volume or book from this series, you should use the title in the parenthetical reference to distinguish which volume. The example provided here assumes you have used only one book.**

RL Harley, J.B. and David Woodward, eds. 1994. *The history of cartography*. Vol. 2, bk. 2, *Cartography in the traditional east and southeast Asian societies*. Chicago: University of Chicago Press.

Separately titled volume in a multi-volume work with a general title and one author:

N 13. Michel Foucault, *The History of Sexuality*, vol. 2, *The Use of Pleasure* (New York: Vintage Books, 1990), 168.

B Foucault, Michel. *The History of Sexuality*, Vol. 2, *The Use of Pleasure*. New York: Vintage Books, 1990.

PR (Foucault 1990, 168)

RL Foucault, Michel. 1990. *The history of sexuality*. Vol. 2, *The use of pleasure*. New York: Vintage Books.

Edition other than the first:

- N** 22. Karen V. Harper-Dorton and Martin Herbert, *Working with Children, Adolescents, and Their Families*, 3rd ed. (Chicago: Lyceum Books, 2002), 43.
- B** Harper-Dorton, Karen V. and Martin Herbert. *Working With Children, Adolescents, and Their Families*. 3rd ed. Chicago: Lyceum Books, 2002.
- PR** (Harper-Dorton and Herbert 2002, 43)
- RL** Harper-Dorton, Karen V. and Martin Herbert. 2002. *Working with children, adolescents, and their families*. 3rd ed. Chicago: Lyceum Books.

Essay or chapter in by one author in a work edited by another:

- N** 17. E.J. Clery, "The Genesis of 'Gothic' Fiction," in *The Cambridge Companion to Gothic Fiction* (New York: Cambridge University Press, 2002), 26.
- B** Clery, E.J. "The Genesis of 'Gothic Fiction.'" Chap. 2 in *The Cambridge Companion to Gothic Fiction*. New York: Cambridge University Press, 2002. 21-32.
- PR** (Clery 2002, 26)
- RL** Clery, E.J. 2002. The Genesis of 'Gothic' Fiction. In *The Cambridge companion to gothic fiction*, 21-32. New York: Cambridge University Press.

II. PERIODICALS

Note: The Chicago Manual distinguishes between magazines and journals as follows: *journals* represent professional periodicals available mainly by subscription through your library; *magazines* are considered weekly or monthly periodicals more generally available through personal subscription or through a local vendor (such as a bookstore). If you are uncertain about whether or not your article comes from a scholarly journal, you should consult the ISR website on this matter at http://www.isr.bucknell.edu/Research_Tools/Doing_research/Scholarly_vs_popular.asp If you find this site cannot answer your specific question, you may also consult the Reference Desk or your professor.

Magazine article:

- N** 40. Alexandra Hall, "Girls with Guns," *Boston Magazine*, January 2003, 8.
- B** Hall, Alexandra. "Girls with Guns." *Boston Magazine*, January 2003, 6-10.

PR (Hall 2003, 8)

RL Hall, Alexandra. "Girls with guns." *Boston Magazine*, January 2003, 6-10.

Note: If the journal is published weekly, and therefore is dated in a month, day, year format (ex: January 30th, 2003), then you must record the date of publication as day month year (without commas). Using this example, the date would appear as "30 January 2003" if the article had been published on a specific day in January.

Journal article:

N 37. Ryan Bishop and Walter Spitz, "The Sentence," *Language and Literature* 17 (1992), 32.

B Bishop, Ryan and Walter Spitz. "The Sentence." *Language and Literature* 17 (1992): 19-37.

PR (Bishop and Spitz 1992, 32)

RL Bishop, Ryan and Walter Spitz. 1992. The sentence. *Language and Literature* 17:19-37.

Note: If a journal might be confused with another journal of a similar name (for example: the journal *Social Psychology* might be confused with *Social Psychology Quarterly*), or if it might not be known to the users of a bibliography (for example, if it is an undergraduate or graduate publication of a university, such as *Lost in Thought: Undergraduate Research Journal* published by Indiana University South Bend), then you should add the name of the place or institution where it is published in parentheses after the journal title.

Newspaper article, no author given:

If a newspaper is cited only once or twice in a research paper, a note is sufficient documentation; newspapers are rarely cited in a bibliography or reference list.

N 43. *New York Times* (New York), July 30, 2002.

B *New York Times*, "In Texas, Ad Heats Up Race for Governor," July 30, 2002.

PR (*New York Times* 2002)

RL *New York Times*, 2002. In Texas, ad heats up race for governor. July 30.

Newspaper article, author given:

N 48. Bill Bryan, "Officers May Have Violated Policies in Shooting." *St. Louis*

Post-Dispatch, April 1, 2004, I2.

B Bryan, Bill. "Officers May Have Violated Policies in Shooting." *St. Louis Post-Dispatch*, April 1, 2004, I2.

PR (Bryan, April 1 2004, I2)

RL Bryan, Bill. 2004. Officers may have violated policies in shooting. *St. Louis Post-Dispatch*, I2.

Book review in a journal:

N 42. Allan Gibbard, "Morality in Living: Korsgaard's Kantian Lectures," review of *The Sources of Normativity*, by Christine M. Korsgaard, *Ethics* 110, no. 1 (1999): 140-64.

B Gibbard, Allan. "Morality in Living: Korsgaard's Kantian Lectures." Review of *The Sources of Normativity*, by Christine M. Korsgaard. *Ethics* 110, no. 1 (1999): 140-64.

PR (Gibbard 1999, 142)

RL Gibbard, Allan. 1999. Morality in living: Korsgaard's Kantian lectures. Review of *The sources of normativity*, by Christine M. Korsgaard. *Ethics* 110: 140-64.

Note: A book review does not always carry its own title, and sometimes the name of the reviewer is not mentioned. An entry might begin, therefore, "Review of..." In that case, it is alphabetized in all lists under "Review."

N 45. Vanessa Bush, review of *Hard America, Soft America: Competition versus Coddling and the Battle for the Nation's Future*, by Michael Barone, *Booklist* 100 (March 1 2004): 1115.

B Bush, Vanessa. Review of *Hard America, Soft America: Competition vs. Coddling and the Battle for the Nation's Future*, by Michael Barone. *Booklist* 100 (March 1 2004): 1115.

PR (Bush 2004, 1115)

RL Bush, Vanessa. 2004. Review of *Hard America, soft America: competition vs. coddling and the battle for the nation's future*, by Michael Barone. *Booklist* 100: 1115.

III. REFERENCE WORKS: ENCYCLOPEDIA, DICTIONARY, AND ATLAS ENTRIES

Encyclopedia, dictionary, and atlas citations generally omit all facts of publication except the edition and the date. *The Chicago Manual* also notes that well-known reference books, such as major dictionaries and encyclopedias, are normally cited in notes rather than in bibliographies/reference lists. They should also, generally speaking, be avoided in parenthetical references. References to an alphabetically arranged work, such as a dictionary or encyclopedia, use the abbreviations “s.v.,” standing for “sub verso” (“under the word”); there is no need to refer to entries by their page numbers. The plural (for more than one entry cited in the same note) is “s.vv.”

The Chicago Manual of Style does not distinguish between signed articles and unsigned articles when it comes to well-known encyclopedias and dictionaries, so even if the article has an author the appropriate citation does not list this information. If you are in doubt about whether or not your resource can be considered “well-known,” you should consult your professor or *The Chicago Manual* to help verify this.

For well-known reference works:

- N 1. *Encyclopedia Britannica*, 15th ed., s.v. “Salvation.”
2. *Dictionary of American Biography*, s.vv. “Wadsworth, Jeremiah,”
 “Washington, George.”

Certain reference works, which are considered less well-known, may appropriately be listed with their publication details.

For less well-known reference works:

- N 3. *The Times Guide to English Style and Usage*, rev. ed., comp. Tim Austin
 (London: Times Books, 1999), s.vv. “police ranks,” “postal addresses.”
- B Stern, Irwin, ed. *Dictionary of Brazilian Literature*. New York: Greenwood Press,
 1988.
- The Mennonite Encyclopedia: A Comprehensive Reference Work on the*
 Anabaptist-Mennonite Movement. 4 vols. Hillsboro, KA: Mennonite Brethren
 Publishing House, 1955.
- R Garner, Bryan A. 1998. *A dictionary of modern American usage*. New York:
 Oxford University Press.

There is a certain format Chicago prefers for citing scriptural references. While these are not Reference materials per se, they are often quite well-known and thus subscribe to a different format than other literary works. Chicago suggests that any scholar or writer working extensively with biblical material should consult *The SBL Handbook of Style* (ask at Reference Desk, or, an excellent online resource for this guide can be found at http://home.rc.edu/employees/sbowers/manuals_sbl.htm).

References to the Jewish or Christian scriptures usually appear in text citations or notes rather than in bibliographies. Parenthetical or note references to the Bible should include book (usually abbreviated), chapter, and verse – never a page number. Since books and numbering are not identical in different versions, it is essential to identify which version is being cited for your reader. For a work intended for general readers, the version should be spelled out, at least on first occurrence (**note:** for most undergraduate and even graduate papers, this rule will apply). For specialists, abbreviations may be used throughout. For standard, accepted abbreviations of versions, see *The Chicago Manual of Style*, section 15.54.

N 6. 2 Kings 11.8 (New Revised Standard Version)

Then for subsequent notes, the abbreviation “NRSV” may be used (see example below)”

7. 1 Cor. 6:1-10 (NRSV)

PR (1 Cor 6:1-10)

For other sacred texts:

The Chicago Manual says that references to the sacred and revered works of other religious traditions may, according to context, be treated in a similar manner to biblical references. The Qu’ran is set in roman, and citations to its sections use Arabic numerals and colons (e.g., Qur’an 19:17-21). Such collective terms as the Vedas or the Upanishads are normally capitalized and set in roman, but particular parts are italicized (e.g., the *Rig-Veda* or the *Brihad-Aranyaka Upanishad*). For authoritative usage, Chicago suggests that you consult *History of Religions*, an international journal for comparative historical studies (available on Level 2 in the Periodicals section).

IV. GOVERNMENT DOCUMENTS

Note: If you are unsure about how to cite a particular government document (for example, citing a senate hearing transcript versus a court transcript), there is simply no substitute for consulting the Chicago Manual itself. The following is a standardized format for *most* government documents.

Government document:

N 1. U.S. House of Representatives, *Investigation of the Assassination of President John F. Kennedy*, 95th Cong., 2d sess., 1978.

Or, if there is a Report number or other identifying information:

5. Senate Committee on Foreign Relations, *The Mutual Security Act of 1956*, 84th Cong., 2d sess., 1956, S. Rep. 2273, 9-10.

B U.S. House of Representatives. *Investigation of the Assassination of President John F. Kennedy*. 95th Cong., 2d sess., 1978.

U.S. Congress. Senate. Committee on Foreign Relations. *The Mutual Security Act of 1956*. 84th Cong., 2d sess., 1956. S. Rep. 2273.

PR (U.S. House of Representatives 1978, 16)

RL U.S. House of Representatives. 1978. *Investigation of the Assassination of President John F. Kennedy*. 95th Cong., 2d sess.

U.S. Congress. Senate. Committee on Foreign Relations. 1956. *The Mutual Security Act of 1956*. 84th Cong., 2d sess. S. Rep. 2273.

Note: Chicago notes that usually the identifying data listed above is enough to properly cite a government source. Although Chicago does not require you to note the location of the publication of government documents (as most commonly they are published by the Government Printing Office or “GPO”), they recommend that, if you choose to include this information, you use any of the following formats:

Washington, DC: U.S. Government Printing Office, 2000

Washington, DC: Government Printing Office, 2000

Washington, DC: GPO, 2000

Washington, DC, 2000

V. SECOND OR SUBSEQUENT CITATIONS IN NOTES

If you use the notes/bibliography style of referencing sources, only the first note reference to a source needs to be complete. Subsequent references should be shortened. If the first reference is this:

1. Max Plowman, *An Introduction to the Study of Blake* (London: Gollancz, 1982), 32.

The next reference to the same page, with no intervening references, would be:

2. Ibid.

The next reference to a different page, with no intervening references, is:

3. Ibid., 68.

A subsequent reference where there has been an intervening reference would be:

6. Plowman, *Study of Blake*, 125 or 6. Plowman 1982, 125.

VI. ANNOTATED BIBLIOGRAPHIES

Annotations need not be in complete sentences, though they begin with a capital and end with a period. They begin on the line following the bibliographic information, and should be indented five spaces.

Hogle, Jerrold E., ed. *The Cambridge Companion to Gothic Fiction*. Cambridge: Cambridge University Press, 2002.

A collection of essays by Gothic scholars that examine the sociohistorical progression of the Gothic genre.

VII. FORMAT FOR CITING ELECTRONIC SOURCES

College students are beginning to take advantage of the wealth of resources available electronically through libraries worldwide. Some of the resources are obviously categorized as electronic (such as websites), but others are less obvious (such as journal articles retrieved from academic databases). This brief guide will list the most common electronic citation formats, and you should consult *The Chicago Manual* or the Reference Desk if you have any questions about a format not listed.

World-Wide Websites in general:

- N** 14. Bucknell University Information Services and Resources, "Information Services and Resources Homepage," Bucknell University, <http://www.isr.bucknell.edu> (accessed May 12, 2004).
- B** Bucknell University Information Services and Resources. "Information Services and Resources Homepage." Bucknell University. <http://www.isr.bucknell.edu>. Accessed May 12, 2004.
- PR** (Bucknell University ISR)
- RL** Bucknell University Information Services and Resources. Information Services and Resources Homepage. <http://www.isr.bucknell.edu>.

Electronic Journal (E-Journal):

Note: Chicago does not mandate that you include an access date as part of your citation. Should you choose to (or be required to) do so, Chicago requires that it is included parenthetically at the end of the citation.

- N** 45. M. Tornikoski and others, "Radio Spectra and Variability of Gigahertz-Peaked Spectrum Radio Sources and Candidates," *Astronomical Journal* 121, no. 3 (2001).
<http://www.journals.uchicago.edu/AJ/journal/issues/v121n3/200486/200486.html>

- B** Tornikoski, Mark, Ian Jussila, Patricia Johnansson, Madeline Lainela, and Ekso Valtaoja. "Radio Spectra and Variability of Gigahertz-Peaked Spectrum Radio Sources and Candidates." *Astronomical Journal* 121, no. 3 (March 2001): 1306-18.
<http://www.journals.uchicago.edu/AJ/journal/issues/v121n3/200486/200486.html>
- PR** (Tornikoski et al. 2001, 1316)
- RL** Tornikoski, M., I. Jussila, P. Johansson, M. Lainela, and E. Valtaoja. 2001. Radio spectra and variability of gigahertz-peaked spectrum radio sources and candidates. *Astronomical Journal* 121, no. 3 (March): 1306-18.
<http://www.journals.uchicago.edu/AJ/journal/issues/v121n3/200486/200486.html>

Full-Text Article in Online Database

- N** 2. John Pollini, "The Warren Cup: Homoerotic Love and Symposial Rhetoric in Silver," *The Art Bulletin* 81, no. 1 (March 1999), 23.
<http://links.jstor.org/sici?sici=0004-3079%28199903%2981%3A1%3C21%3ATWCHLA%3E2.0.CO%3B2-8>
- B** Pollini, John. "The Warren Cup: Homoerotic Love and Symposial Rhetoric in Silver." *The Art Bulletin* 81, no. 1 (March 1999): 21-52.
<http://links.jstor.org/sici?sici=0004-3079%28199903%2981%3A1%3C21%3ATWCHLA%3E2.0.CO%3B2-8>
- PR** (Pollini 1999, 23)
- RL** Pollini, John. 1999. The Warren cup: homoerotic love and symposial rhetoric in silver. *The Art Bulletin* 81, no. 1 (March): 21-52.
<http://links.jstor.org/sici?sici=0004-3079%28199903%2981%3A1%3C21%3ATWCHLA%3E2.0.CO%3B2-8>

Electronic mail (E-mail):

Note: Chicago dictates that citations to email should be limited to text and notes, and are therefore not listed in a Bibliography or Reference List, or cited parenthetically. Another possibility for citation is to use the format for a personal communication, although this is not recommended by Chicago. For this format, you should consult the Chicago manual.

- N** 17. John Powell, e-mail to Grapevine mailing list, April 23, 1998, <http://www.electrifieditors.net/grapevine/issues/83.txt>

If the material is not archived and therefore does not have an associated url:

17. John Powell, email to Grapevine mailing list, April 23, 1998.

CD-ROM:

N 18. R.J. Hicks, *Nuclear Medicine, From the Center of Our Universe* (Victoria, Austl.: ICE T Multimedia, 1996). CD-ROM.

B Hicks, R.J. *Nuclear Medicine, From the Center of Our Universe*. Victoria, Austl.: ICE T Multimedia, 1996. CD-ROM.

PL (Hicks 1996)

RL Hicks, R.J. *Nuclear medicine, from the center of our universe*. Victoria, Austl.: ICE T Multimedia, 1996. CD-ROM.

Links to other Chicago citation guides

Andrew Harnack and Eugene Kleppinger have put online portions of their book *Online! A Reference Guide to Using Internet Resources* (<http://www.bedfordstmartins.com/online/cite7.html>) including a section on citations in *The Chicago Manual of Style* format. This source is especially useful because it adapts Chicago formats to Internet sources not covered by the manual.

The Ohio State University also has an online citation guide to *The Chicago Manual of Style* similar to this one. It provides quick links on the right side of the page to the different formats (for example, you can click “Book, Two Authors” to see how to cite that source). See this guide at <http://www.lib.ohio-state.edu/guides/chicagogd.html>.