

Chicago *Style* A Quick Guide

Citations are required for all print and electronic sources. The Chicago footnote or humanities style, preferred by many in literature, history, and the arts, places bibliographic citations in notes rather than in text.

This guide offers examples of some of the most common types of references and shows how to cite them in the notes and the bibliography. For additional discussion of references and reference types, pagination, capitalization and other matters, you may consult the print or online version of the **Chicago Manual of Style**.

Book – One author

Note: 3. Susan Danziger, *Slicing up the Pie: Getting a Bigger Half* (Chicago: University of Chicago Press, 2004), 65.

Bib: Danziger, Susan. *Slicing up the Pie: Getting a Bigger Half*. Chicago: University of Chicago Press, 2004.

Book – Two authors

Note: 6. Gerald Shaw and Roberta Benbar, *Economies in Action* (Chicago: University of Chicago Press, 2005), 104–7.

Bib: Shaw, Gerald, and Roberta Benbar. *Economies in Action*. Chicago: University of Chicago Press, 2000.

Book – Four or more authors

Note: 13. Edgar A. Herrmann et al., *The Politics of Sexuality: Acceptance and Rejection in the United States* (Chicago: University of Chicago Press, 2003), 262.

Bib: Herrmann, Edgar A., James P. Peroni, Elizabeth T. McNabb, and Stephanie Holtz. *The Politics of Sexuality: Acceptance and Rejection in the United States*. Chicago: University of Chicago Press, 2003.

Book – Edited, Translated, or Compiled

Note: 4. Katharine Lanier, trans., *Dante's Inferno* (Chicago: University of Chicago Press, 1991), 91–92.

Bib: Lanier, Katharine, trans. *Dante's Inferno*. Chicago: University of Chicago Press, 1991.

CHICAGO STYLE QUICK GUIDE - Page 2

Government Documents and Corporate Authors

Note: 15. U.S. Department of State, *Foreign Relations of the United States: Diplomatic Papers, 1943* (Washington, DC: GPO, 1965), 562.

Bib: U.S. Department of State. *Foreign Relations of the United States: Diplomatic Papers, 1943*. Washington, DC: GPO, 1965.

Note: 3. International Monetary Fund. *International Debt Management: Three Studies* (Washington, D.C.: International Monetary Fund, 1977), 566.

Bib: International Monetary Fund. *International Debt Management: Three Studies*. Washington, D.C.: International Monetary Fund, 1977.

Book – Chapter or other part of a book

Note: 5. Andrea Wozniak, “The Eden I Inhabit’: Race, Class, and Gender in the Suburbs,” in *Suburban America*, ed. Kenneth M. Levine and Teresa J. Sala (Chicago: University of Chicago Press, 2006), 108–9.

Bib: Wozniak, Andrea. “The Eden I Inhabit’: Race, Class, and Gender in the Suburbs.” In *Suburban America*, edited by Kenneth M. Levine and Teresa J. Sala, 99–119. Chicago: University of Chicago Press, 2006.

Book – Preface, Foreword, or Introduction

Note: 17. Jeanette Rankin, *Introduction to Innocents Aboard*, by Mark Clement (Chicago: University of Chicago Press, 2003), xx–xxi.

Bib: Rankin, Jeanette. *Introduction to Innocents Aboard*, by Mark Clement, xi–xxxvii. Chicago: University of Chicago Press, 2003.

Book – Published Electronically

When a book is available in more than one format, cite the version you consulted. If an access date necessary, add it in parentheses following the citation.

Note: 2. Paul T. West and Raymond Perez, eds., *The Northwest Passage* (Chicago: University of Chicago Press, 2002), <http://press-pubs.uchicago.edu/northwest/>

Bib: West, Paul T., and Raymond Perez, eds. *The Northwest Passage*. Chicago: University of Chicago Press, 2002. <http://press-pubs.uchicago.edu/northwest/>

Note: [If available, use a DOI in preference to a URL, for example: DOI: 10.1000/182]

Book - Encyclopedia

Well-known dictionaries and encyclopedias are usually cited in notes and omitted from the bibliography or reference list.

Note: 1. Encyclopedia Britannica, 15th ed., s.v. “South Africa.”

Bib: Encyclopedia Britannica 15th ed., s.v. “South Africa.”

CHICAGO STYLE QUICK GUIDE - Page 3

Article - Newspaper

Note: 10. Nicholas E. James, "The Unknown Guitarist," *New York Times*, December 20, 2005, Arts section, Midwest edition.

Bib: James, Nicholas E. "The Unknown Guitarist." *New York Times*, December 20, 2005, Arts section, Midwest edition.

Note: 6. *Boston Globe*, "Today's Dollar and the Euro," July 15, 2006, sec. A.

Bib: *Boston Globe*. "Today's Dollar and the Euro." July 15, 2006, sec. A.

Article – Magazine

Note: 29. Sam Yee, "Sausages and Laws," *New Yorker*, May 6, 2004, 84.

Bib: Yee, Sam. "Sausages and Laws" *New Yorker*, May 6, 2004.

Article – Scholarly Journal

Note: 33. Margaret A. Estes et al., "Infant Language Acquisition: Mapping Sound to Meaning," *Journal of Early Childhood* 23, no. 5 (2004), <http://www.ela.org/joec/v23n5/estes.html>

Bib: Estes, Margaret A., Perry Estes, Henry Steinhoff, and Katharine B. Graf. "Infant Language Acquisition: Mapping Sound to Meaning." *Journal of Early Childhood* 23, no. 5 (March 6, 2004), <http://www.ela.org/joec/v23n5/estes.html>. (accessed January 3, 2007)

Film

Note: 12. *The One Dark Secret of a Dutchman*, DVD, directed by Charles Van Ness (1999; Culver City, CA: Columbia Tristar Home Video, 2003).

Bib: *The One Dark Secret of a Dutchman*. DVD. Directed by Charles Van Ness. 1999; Culver City, CA: Columbia Tristar Home Video, 2003.

CHICAGO STYLE QUICK GUIDE - Page 4

Web Site – Anonymous

Note: 11. Society for Ethics in America, “A New Approach to Ethics,” <http://www.sea.org/archive/newapproach.html>.

Bib: Society for Ethics in America. “A New Approach to Ethics.” <http://www.sea.org/archive/newapproach> (accessed June 11, 2006).

Note: [If available, use a DOI in preference to a URL, for example: DOI: 10.1000/182]

Subsequent Citations (short form)

Short form citations include the last name of the author and the main title of the work; the title of the work may be shorted if it contains more than four words.

First Citation:

1. Gabriel Patel, *Peace and Power: The New India* (Baltimore: Johns Hopkins University Press, 2004), 24–25.
2. Karen M. Poague, “Old Testament Adultery: The Kings of Israel,” *Inquiry* 5, no. 2 (2002): 125-29.

Subsequent Citations:

3. Patel, *Peace and Power*, 43.
4. Poague, “Old Testament Adultery,” 138.

Ibid.

You may use Ibid. to cite a reference in single work cited in the note immediately preceding. If the entire reference, including page numbers or other particulars, is identical, you may use Ibid. alone.

5. Patel, *Peace and Power*, 241.
6. Ibid., 258–59.
7. Ibid.
8. Pogue, “Old Testament Adultery,” 138.
9. Ibid., 35–36.

CHICAGO STYLE QUICK GUIDE - Page 5

Images

Captions: Label all images with figure or fig. followed by arabic numerals. Artist's name (first name then last), title (italicized), medium and support, measurements, repository, and city. by Charles Van Ness (1999; Culver City, CA: Columbia Tristar Home Video, 2003).

Frank Duveneck, *Whistling Boy*, 1872. Oil on canvas, 28 x 21 1/2 in. Cincinnati Art Museum, Cincinnati.

Bib: Artist's name (last name, first name), title, usually italicized, the date, the medium and support, repository, and city.

Matisse, Henri. *The Woman with the Hat*, 1905. Oil on canvas, 81.3 x 60.3 cm. San Francisco Museum of Modern Art.

Online: Sullivan, Louis H. *The Security Bank*, 1907. Owatonna, Minnesota. <http://www.artstor.org/> (accessed August 12, 2007).

Frank Duveneck, *Whistling Boy*, 1872. Oil on canvas, 28 x 21 1/2 in. Cincinnati Art Museum, Cincinnati. <http://cincinnatiartmuseum.stores.yahoo.net/frduwhboy.html> (accessed August 12, 2007).

For an image without copyright restrictions use the word, courtesy in the credit:

Man and boy fishing in the Ohio River, September 14, 1929. Courtesy of Rosemary Bart.

Photography courtesy of Cincinnati Art Museum.

For an image under copyright restrictions: Permission must be granted to reproduce work of art under copyright restrictions. Author, title, publication details, copyright date, and then page number, plate number, or figure number. Once permission has been granted, use the following format.

Reproduced by permission of the publisher from Duveneck : Lost Paintings Found, (Santa Clara, CA: Triton Museum of Art, 1987), 55, © 1987 by Triton Museum of Art.