Chicago and Turabian Style

Chicago Style (CMS) is widely used for academic writing across the disciplines (e.g., humanities, social sciences, natural sciences, physical sciences), as well as for professional writing. Turabian style refers to The Turabian Manual for Writers originally compiled in 1937 by Kate Turabian, the University of Chicago’s dissertation secretary, who sought to create a simplified set of guidelines for students using Chicago style to writer papers, theses, and dissertations. Students can confidently use the Turabian manual when writing in Chicago style, and take advantage of the many resources it offers on finding, engaging and incorporating source material that are not present in the Chicago manual.

When using CMS, you should first establish the type of documentation style to use because choosing between Footnotes/Endnotes and Author-date references depends upon your subject matter. Consult with your professor or editor to make this determination. For the purposes of this handout, we will focus on Footnotes/Endnotes, but for more information, consult The Chicago Manual of Style, The Turabian Manual for Writers, or A Writer’s Help.

Footnotes/Endnotes

- A **footnote** is placed at the *bottom* of a page of text to further explain, expand, or cite a source as indicated by a superscript.

- An **endnote** is exactly the same as a footnote; however, it is found at the *end* of the paper in a single list after the heading of “Notes.”

The basic format for a Chicago-style note is as follows:

1. First name Last name, *Title in Italic* (City of publication: Publisher, Year of publication), pg.-pg.

A note entry of a book with a single author looks like this:


   - The first line of a footnote or endnote is indented; subsequent lines are flush with the left margin.

2. Ibid., 78-79.

   - Notice that the abbreviation “Ibid.” is used when the same work is cited in the note immediately preceding. The word Ibid may take the place of all the identical material; different page numbers may be added. This abbreviation cannot be used if more than one work is in the previous citation. If a work is cited again later in the footnote or endnote, you may simply use the last name of the author, an abbreviated title, and the page number, omitting publication information (see MacKenzie example below).

A shortened footnote, like the MacKenzie example above, is unlike Ibid in that it may not come immediately after a previous MacKenzie note. Users may use shortened notes if the source has previously been used and noted.

**A few tips...**

- Notes pages have single-spaced entries with double-spacing between each entry.
- The state of publication can be omitted in footnotes and endnotes if the city is commonly known (e.g., New York, Chicago).
- Chicago style allows users to not only add citation material in notes, but also commentary or additional material, such as extra quotations.

**Examples: Notes**

**BOOKS**

**Book with One Author**


**Book with Two or Three Authors or Editors**


**Book with Four to Ten Persons**

1 Alton Robinson et al., eds. *Farming in America* (Boston: Knopf, 2005), 56.

**Anonymous Works**


**JOURNAL ARTICLES**

**Article in Print**


**Article in Electronic Form**

*The additions of a URL or DOI and paragraph numbers are the only differences between an electronic article citation and a print citation.*

MAGAZINES

Magazine in Print


Magazine in Electronic Form


Magazine in a Database


NEWSPAPERS

Newspaper in Print


Newspaper in Electronic Form


WEBSITES

Website content


Blog entry


MISCELLANEOUS

Unpublished Dissertations


Government Documents


Personal Communication

1 Andrew MacMillian, email message to the author, August 13, 2003.

Examples: Bibliography

Remember that a Bibliography is used with the footnote/endnote format of CMS while a References Page is used for the author-date format. This is because a References Page only includes sources cited directly
in the paper, while a Bibliography can include sources that are not necessarily cited but have had an influence on the research. However, it is always important to check with your professor or editor.

**BOOKS**

**Book with One Author**


**Book with Two Authors**


**Book with Multiple Authors**


**JOURNAL ARTICLES**

**Article in Print**


**Article in Electronic Form**


**MAGAZINES**

**Magazine in Print**


**Magazine in Electronic Form**


**Magazine in a Database**


**NEWSPAPERS**

**Newspaper in Print**


**Newspaper in Electronic Form**

WEBSITES

Website content

Blog entry

MISCELLANEOUS

Unpublished Dissertation

Government Document

Personal Communication
These are not included in the Bibliography.

Other Rules

CMS provides an extensive set of rules to keep published writing uniform. Here are some you may find important.

Headlines
Capitalize the first and last words and all other major words.

Titles of Works (Italics vs. “Quotation Marks”)

• Titles of Books and Periodicals are italicized.
• Titles of “Articles,” “Chapters” and other “Shorter Works” require quotation marks.
• Book Series are capitalized, not italicized.
• “Poem Titles” use quotation marks.
• Italicize Play Titles.
• Freestanding Publications are italicized.
• Italicize Movies, Television and Radio Shows, but “Single Television and Radio Episodes” require quotation marks.
• Websites are capitalized (e.g. Google).
• Blog Titles are italicized.