Chicago Citation Style
(Notes-Bibliography System) Brief Guide

The Chicago citation style gives you a choice between two systems: the author-date system or the notes-bibliography system. If you use the notes-bibliography system, you will (1) note any in-text citations using superscript numbers and corresponding footnotes or endnotes and, preferably, (2) place a complete list of your sources in an alphabetized bibliography at the end of your paper or project.

This is a guide to creating footnotes/endnotes and bibliography citations according to the notes-bibliography system of the Chicago (The Chicago Manual of Style) citation style. For the authoritative explanation of the style, refer to The Chicago Manual of Style, 17th ed. (2017), particularly Chapter 14.

Notes
A footnote or endnote generally lists the author(s), title, publication information, and the pages cited, in that order. Unless a full bibliography is included, the first note for a source should provide full details about that source. Subsequent notes for a source can be in a shortened form (Chicago style also allows for the shortened form for first notes if a full bibliography is provided). The shortened form usually consists of the author surname, a short version of the title, and the pages cited.

Note numbers (in-text citations)
- Notes are numbered consecutively.
- While the reference numbers in the text are formatted as superscript numbers, the reference numbers in the footnotes or endnotes are full size, not superscript, and followed by a period.
- Note numbers are placed at the end of a sentence or a clause.
- Note numbers are placed after a quotation or any punctuation mark, with the exception of a dash, which they precede.
- If multiple sources are referenced at the same point in the text, place only a single note number; the note itself will contain the information for the multiple sources, separated by semicolons.

<table>
<thead>
<tr>
<th>Source</th>
<th>Contents and Comments</th>
<th>In-Text Citation Example</th>
</tr>
</thead>
</table>
| Journal article (w/DOI) | Full details:
Authors, “Article Title,” Journal Title Volume, no. Issue (Publication date): Page–range, https://doi.org/DOI.
Shortened:
Shortened:
<table>
<thead>
<tr>
<th>Source</th>
<th>Contents and Comments</th>
<th>In-Text Citation Example</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Journal article</strong>&lt;br&gt;(print w/ no DOI)</td>
<td><strong>Full details:</strong>&lt;br&gt;Authors, “Article Title,” <em>Journal Title</em> Volume, no. Issue (Publication date): Page–range.&lt;br&gt;<strong>Shortened:</strong> Author Surnames, “Shortened Article Title,” Page–range.</td>
<td><strong>Full details:</strong>&lt;br&gt;1. Donald Maletz, “Tocqueville’s Tangents to Democracy,” <em>American Political Thought</em> 4, no. 4 (Fall 2015): 615.&lt;br&gt;<strong>Shortened:</strong> 2. Maletz, “Tocqueville’s Tangents to Democracy,” 615.</td>
</tr>
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<td>Source</td>
<td>Contents and Comments</td>
<td>In-Text Citation Example</td>
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<td>Source</td>
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<td>In-Text Citation Example</td>
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</tbody>
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**Shortened:** 2. Strunk and White, *Elements of Style*, 102-3. |
**Shortened:** 3. Lystra, *Dangerous Intimacy*, 60–61. |
| **E-Book (from database or application/device)** | For unpaginated e-books, a chapter or paragraph number can be used to indicate location in place of page numbers. Full details: Authors, *Book Title* (Publication location: Publisher, Publication date), Page–range, Database or Application/Device. | Full details: 1. Brooke Borel, *Infested: How the Bed Bug Infiltrated Our Bedrooms and Took Over the World* (Chicago: University of Chicago Press, 2015), 57, EBSCOhost.  
**Shortened:** 2. Miller, “Posthuman,” 325. |
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<tr>
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<th>Contents and Comments</th>
<th>In-Text Citation Example</th>
</tr>
</thead>
</table>
| **Book parts**  
(introduction, preface, foreword, afterword) | Full details:  
Part Authors, book part to *Book Title*, by Authors (Publication location: Publisher, Publication date), Page–range.  
Shortened:  
Part Author Surnames, Book part to *Shortened Book Title*, Page–range. | Full details:  
Shortened:  
2. Burns and Novick, introduction to *The Vietnam War*, xii. |
| **Multivolume book**  
(if citing a particular volume) | Full details:  
Authors or Editors, eds., *Book Title* (Publication location: Publisher, Publication date), Volume:Page–range.  
Shortened:  
Author or Editor Surnames, *Shortened Book Title*, Volume:Page–range. | Full details:  
Shortened:  
| **Translated book** | Full details:  
Authors, *Book Title*, trans. Translator (Publication location: Publisher, Publication date), Page–range.  
Shortened:  
Author Surnames, *Shortened Book Title*, Page–range. | Full details:  
Shortened:  
| **Reference entry**  
(online, w/author) | Full details:  
Enter Author, “Entry Title,” in *Reference Work Title*, edited by Editors (Publisher, Publication date), Entry revision/modification date (or if none, access date), DOI or URL.  
Shortened:  
Enter Author, “Entry Title.” | Full details:  
Shortened:  
2. Isaacson, “Bulls.” |
<table>
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<tr>
<th>Source</th>
<th>Contents and Comments</th>
<th>In-Text Citation Example</th>
</tr>
</thead>
</table>
| Reference entry (online, wo/author) | **Full details:**  
Publisher, Publication date, Entry revision/modification date (or if none, access date), DOI or URL.  
*Shortened:*  
*Reference Work Title*, s.v. “Entry Title.” | **Full details:**  
*Shortened:*  
| The Bible | Citations of biblical passages are usually not included in the bibliography, only in the footnotes or endnotes.  
*The version being cited is identified in the first citation. In subsequent citations the version can be abbreviated or omitted (if no citation to another version intervenes.)*  
*Full details:*  
Book Chapter:Verses (Version). | **Full details:**  
*Shortened:*  
2. 1 Cor. 6:1–10 (NRSV). |
| Score | **Full details:**  
Composer, *Score Title*  
(Publication location: Publisher, Publication date), Page–range.  
*Shortened:*  
Composer Surname, Shortened *Score Title*, Page–range. | **Full details:**  
*Shortened:*  
| Online video | **Full details:**  
Author, “Video Title,” Publisher, Publication date, Video medium/format, running time, URL.  
*Shortened:*  
Author Surname, “Shortened Video Title.” | **Full details:**  
*Shortened:*  
2. minutephysics, “The Black Hole Tipping Point.” |
| Twitter | **Full details:**  
Firstname Lastname (@username), “Full text of the tweet.” Twitter, Month day, year, time posted. URL.  
*Shortened:*  
Last name, “Shortened text of post.” | **Full details:**  
1. Oscar Penguin (@libechillbro), "Root beer floats are in honor of National Library Week, and we'll be handing them out from 2:30-4:30 this afternoon.” Twitter, April 18, 2016, 1:28 p.m.  
http://twitter.com/libechillbro/status/2651151366.  
*Shortened:*  
2. Penguin, “Root beer floats are in honor of National Library Week.” |
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<tr>
<th>Source</th>
<th>Contents and Comments</th>
<th>In-Text Citation Example</th>
</tr>
</thead>
</table>
| Facebook or      | **Full details:** Firstname Lastname, “Full text of the post.” Facebook, Month day, year, URL.            | 1. Oscar Penguin, "Root beer floats are in honor of National Library Week, and we'll be handing them out from 2:30-4:30 this afternoon." Facebook, April 18, 2016, http://facebook.com/openguin/posts/10154065808067067.  
2. Penguin, "Root beer floats are in honor of National Library Week.”                                                                                                                                                                                                                       |
| Google+ or       | **Shortened:** Last name, “Shortened text of post.”                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                             |
| Renren post      |                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                             |
| Instagram post   | **Full details:** Firstname Lastname (@username), “Full text of the post.” Instagram, Month day, year, URL.                                                   | 1. Oscar Penguin (@libechillbro), "Root beer floats are in honor of National Library Week, and we'll be handing them out from 2:30-4:30 this afternoon." Instagram, April 18, 2016, https://instagram.com/p/5pjGjvjTH6/.  
2. Penguin, "Root beer floats are in honor of National Library Week.”                                                                                                                                                                                                                     |
| **Shortened:**   | Last name, “Shortened text of post.”                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                             |
| Tumblr (or other | **Full details:** username, “Full text of the post.” Name of Blog, Month day, year, URL.                                                               | 1. libechillbro, "Root beer floats are in honor of National Library Week, and we'll be handing them out from 2:30-4:30 this afternoon." Tumblr, April 18, 2016, http://libechillbro.tumblr.com/post/125058827619/root-beer-floats-are-in-honor-of-national-library-week.  
2. Penguin, "Root beer floats are in honor of National Library Week.”                                                                                                                                                                                                                     |
| blog post        | **Shortened:** Last name, “Shortened text of post.”                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                             |
| Multiple sources | If multiple sources are cited by a single note number at the same point in the text, in the note list them in the order they are mentioned and separate by semicolons.       | 1. S. K. Coffman, “Form and Meaning in Whitman’s ‘Passage to India,’” *PMLA* 70, no. 3 (June 1955): 337–49; John Lovell, “Appreciating Whitman: ‘Passage to India,’” *Modern Language Quarterly* 21, no. 2 (June 1960): 131–41. |
| (at the same point) |                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                             |
| Consecutive      | If the same source is cited consecutively, the subsequent citations can be shortened even more, e.g., if the author and page number(s) are present, the title can be omitted.                                                                 | 1. Morrison, *Song of Solomon*, 401–2.  
| citations of the |                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                             |
| same source      |                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                             |

*Bibliography*
The following chart provides the order and format of components, as well as examples, of some of the more common sources. The entries in the bibliography should be ordered alphabetically by their first components.

<table>
<thead>
<tr>
<th>Source</th>
<th>Components</th>
<th>Bibliography Example</th>
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</thead>
<tbody>
<tr>
<td>Magazine or newspaper article (print)</td>
<td>Authors. “Article Title.” <em>Periodical Title</em>, Publication date. <em>If a newspaper article has no author, the name of the periodical takes the place of the author.</em></td>
<td>Maletz, Donald. “Tocqueville’s Tangents to Democracy.” <em>American Political Thought</em> 4, no. 4 (Fall 2015): 612–31.</td>
</tr>
<tr>
<td>Web page (w/author)</td>
<td>Authors. “Web Page Title.” Website Title or <em>Blog Title</em>. Website owner/sponsor (if different from website title). Publication date (or revision/modification date). URL. <em>Blog titles should be italicized and may be followed with “(blog)”</em>. For blogs that are part of a larger publication, that publication’s italicized title should be placed between the blog title and the publication date. <em>If the publication and revision/modification dates are unknown, include the access date.</em></td>
<td>Vick, Karl. “Cuba on the Cusp.” <em>Time</em>, March 26, 2015. <a href="http://time.com/3759629/cuba-us-policy">http://time.com/3759629/cuba-us-policy</a>.</td>
</tr>
<tr>
<td>Source</td>
<td>Components</td>
<td>Bibliography Example</td>
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<tr>
<td>Source</td>
<td>Components</td>
<td>Bibliography Example</td>
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<td>--------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>Twitter</strong></td>
<td>Lastname, Firstname (@username). Year. “Full text of the tweet.” Twitter, Month day, year, time posted. URL.</td>
<td>Penguin, Oscar (@libechillbro). 2016. &quot;Root beer floats are in honor of National Library Week, and we'll be handing them out from 2:30-4:30 this afternoon.&quot; Twitter, April 18, 2016, 1:28 p.m. <a href="http://twitter.com/libechillbro/status/2651151366">http://twitter.com/libechillbro/status/2651151366</a>.</td>
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<tr>
<td>Facebook or Google+ or Renren post</td>
<td>Lastname, Firstname. Year. “Full text (or first several words…) of Facebook post.” Facebook, Month day, year posted. URL.</td>
<td>Penguin, Oscar. 2016. &quot;Root beer floats are in honor of National Library Week, and we’ll be handing them out from 2:30-4:30 this afternoon.&quot; Facebook, April 18, 2016. <a href="http://facebook.com/openguin/posts/10154065808067067">http://facebook.com/openguin/posts/10154065808067067</a>.</td>
</tr>
<tr>
<td>Instagram post</td>
<td>Lastname, Firstname (@username). Year. “Full text of Instagram post.” Instagram photo, Month day, year posted. URL.</td>
<td>Penguin, Oscar (@libechillbro). 2016. &quot;Root beer floats are in honor of National Library Week, and we’ll be handing them out from 2:30-4:30 this afternoon.&quot; Instagram photo, April 18, 2016. <a href="https://instagram.com/p/5pjGjvjTH6/">https://instagram.com/p/5pjGjvjTH6/</a>.</td>
</tr>
</tbody>
</table>
These notes provide information about the contents and formatting of various components within footnotes/endnotes and references in the bibliography.

<table>
<thead>
<tr>
<th>Component</th>
<th>Comments</th>
<th>Notes and Bibliography Examples</th>
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| Author/Editor names          | • List the author names in the order they appear in the source.  
• Editor names are followed by “, ed.” or “, eds.”  
• If an author uses a given name in one source, but initials in another, the fuller form should be used in both references.  
Footnotes/Endnotes:  
• For footnotes or endnotes, all author names are given in normal order.  
• For two or three authors, list all names, separated by commas, with “and” preceding the final name.  
• For four or more authors, include only the first author’s name, followed by a space and “et al.”  
Bibliography:  
• In the bibliography, the first author’s name is inverted, so the entries can be sorted alphabetically by surname.  
• For two to ten authors, invert only the first author’s name; separate the authors with commas and place “and” before the final name.  
• For more than ten authors, list only the first seven, followed by “et al.”  
Footnotes/Endnotes:  
Jeffrey Q. McCune Jr.  
Kathryn Sorrells and Sachi Sekimoto, eds.  
Kate D. L. Umbers, Matthew R. E. Symonds, and Hanna Kokko  
Natalia V. Gmuca et al.  
Bibliography:  
McCune, Jeffrey Q., Jr.  
Sorrells, Kathryn, and Sachi Sekimoto, eds.  
Gmuca, Natalia V., Linnea E. Pearson, Jennifer M. Burns, and Heather E. M. Liwanag.                                                                 |
| Titles                       | • Titles are capitalized “headline-style,” with the first and last words of the title and subtitle and all major words capitalized.  
• Book titles and periodical titles are italicized.  
• Periodical titles are given in full, though an initial “The” should be omitted.  
• Journal article and book chapter titles are not italicized, but are placed in quotation marks.  
• Even if no colon is present in the source, titles and subtitles should be separated by a colon and a space.  
• When a main title ends with a question mark or exclamation point, no colon is added before the subtitle.  
Bibliography:  
Quiet: The Power of Introverts in a World That Can’t Stop Talking.  
“Pardon the Interruption: Goal Proximity, Perceived Spare Time, and Impatience.”  
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<th>Comments</th>
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</table>
| Volume and issue numbers | • Volume and issue numbers should be Arabic numerals.  
  • For journal articles, the volume number follows the title with no intervening punctuation; volume numbers have no descriptive text (such as “vol.”) and are not italicized.  
  • Issue numbers are included regardless of the journal’s pagination and are preceded by “no.”  
  • If an issue carries multiple issue numbers, follow the source for the format when deciding whether to use “nos.” or “no.” and whether to separate the numbers with a slash or an en dash.  
  • If there is no volume number, but only an issue number, the issue number should follow the journal title and a comma.  
  • Although they may have volume and issue numbers, magazines are normally cited not by these numbers, but by the publication date. | 56  
  40, no. 3  
  132, no. 5/6 |
| Editions/Versions | • The number of an edition should be an arabic ordinal.  
  • Abbreviate the word “edition” as “ed.”  
  • For a revised edition, use the phrase “rev. ed.”                                                                                                                                               | 7th ed.  
  rev. ed. |
| Publication location | • If the city of publication may be unknown or confused with another similarly named city, the abbreviated state, province, or country is included.  
  • If two or more locations are given in a book, use the location listed first.  
  • If the publication location is unknown, use “n.p.” in its place.                                                                                                                                 | New York: McGraw-Hill  
  Edmonton: University of Alberta Press  
  Kaapstad, South Africa: Human & Rousseau |
| Publisher          | • The publisher name is preceded by the publication location and a colon (:).  
  • The initial “The” is omitted from a publisher's name; also omit words like “Inc.,” “Ltd.,” “Co.,” or “Publishing Company.”  
  • The word “Press” should not be omitted for a university press, but “University” can be abbreviated to “Univ.”                                                                                     |                                |
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<tr>
<th>Component</th>
<th>Comments</th>
<th>Notes and Bibliography Examples</th>
</tr>
</thead>
</table>
| Publication date  | • For journal articles, the date appears in parentheses following the volume and/or issue numbers.  
• Seasons are capitalized and spelled out in citations; months may be spelled out or abbreviated.  
• If an issue carries a span of months or seasons, follow the source for the format when deciding whether to separate with a slash or an en dash.  
• Newspaper and magazine articles should be cited using the full publication date (month, day, and year).  
• If citing an online advance release version of a journal article, insert “Published ahead of print,” before the online publication date.  
• Articles that are in press do not carry a publication date as they are not formally published yet; instead “(in press).” is included between the author and article title.  
• For multivolume works in which the works were published in different years, provide the earliest and latest dates, separated by an en dash. | (2014)  
(Spring 2015)  
(April 2015)  
(May–June 2006)  
March 23, 2000  
1959–1963 |
| Page ranges       | • Page ranges are not provided for books as a whole, but should be for articles or book chapters.  
• In the bibliography, if an article’s page number follows the publication date, they are separated by a colon and a space; if the page number is immediately after the volume number, only a colon separates them, while an issue number and page number are separated by a comma and a space.  
• In footnotes/endnotes for articles, provide only the page(s) cited; in the bibliography, give the page range of the entire article.  
• Though not required, if page numbers are included in a newspaper or magazine citation, they are separated from the publication date by a comma.  
• The following rules apply for abbreviating the last page number of a range, based on the first number:  
  o If the first is less than 100, use all digits in the last (e.g., 71–72, 96–117);  
  o If the first is 100 or a multiple of 100, use all digits in the last (e.g., 100–104, 1100–1113);  
  o If the first is 101 through 109, 201 through 209, etc., use the changed part only in the last (e.g., 101-8)  
  o If the first is 110 through 199, 210 through 299, etc., use two digits in the last unless more are needed to include all changed parts (e.g., 321-328, 11564-615) | Bibliography:  
*Critical Inquiry* 1, no. 3 (Winter 1975): 479–96  
*Social Networks* 14:213–29  
*Diogenes*, no. 25, 84–117 |
<table>
<thead>
<tr>
<th>Component</th>
<th>Comments</th>
<th>Notes and Bibliography Examples</th>
</tr>
</thead>
</table>
| DOIs/URLs | • When possible, cite a DOI (preceded by “https://doi.org/”), rather than a URL.  
• In the absence of a DOI, a permalink (a persistent or stable URL) is preferred.  
• For formally published sources, listing the domain name of the website or the database name is often sufficient, particularly if a permalink is not available.  
• URLs should be presented in full, beginning with “http://” or “https://”.  
• DOIs and URLs are followed by a period.  
• Access dates are only required if no date of publication or revision can be determined, in which case they are placed before the URL or database information and preceded by the word “accessed”.  
• The “last modified” or other revision date should be included if it is the only date available. | https://doi.org/10.1353/pmc.2000.0021.  
accessed August 1, 2017,  
https://doi.org/10.1086/679411.  
last modified March 25, 2016,  
http://google.com/policies/privacy/. |

**For further reference**

Here are some other quick guides to the Chicago style that contain more detail and examples than this guide.

- *The Chicago Manual of Style Online* website  
  - [http://www.chicagomanualofstyle.org](http://www.chicagomanualofstyle.org)

- *The Purdue OWL* website  
  - [https://owl.english.purdue.edu/owl/resource/717/1/](https://owl.english.purdue.edu/owl/resource/717/1/)

- University of Alberta Libraries  
  - [https://guides.library.ualberta.ca/ld.php?content_id=30242125](https://guides.library.ualberta.ca/ld.php?content_id=30242125)