

Chicago Style Citations

When writing anything that requires some level of research or requires you to quote someone's ideas other than your own, you need to provide a **citation**.

A citation is a short reference to the publication information of a source.

In History and some other humanities-based disciplines, academics use the **Chicago Manual of Style** to format our citations. This makes it easy to let the reader know where you got your information in a uniform and neat style.

Every major assignment should include a **Bibliography**, or collection of citations.

In addition to the Bibliography, all of the information you have taken from another source must be cited using a **Footnote**. This includes quotes and paraphrases. To make a footnote, go to the **References** tab on Word, and click on **Insert Footnote**. A footnote should go at the end of the sentence, after your punctuation. The format for a footnote citation differs from that of a bibliography citation. See the examples below for the differences.

Books

Bibliography:

Last Name of Author, First Name. *Title of Book in Italics*. City of Publication:
Publisher, Year.

So if we were going to cite a book, it would look like this:

Ellis, Adam. *Tiny Hats on Cats*. New York: Hachette Book Group, 2015.

Footnote:

1. First Name Last Name, *Title of Book in Italics*, (City of Publication: Publisher, Year), Page Number.

Therefore, your footnote for *Tiny Hats on Cats* would look like:

1. Adam Ellis, *Tiny Hats on Cats*, (New York: Hachette Book Group, 2015), 25.

Specific Chapter of a Book

The rules change a bit for books like the Reilly text, where there are numerous sources compiled together into a single book.

Bibliography:

Last Name, First Name, ed. "Title of the Chapter in Quotation Marks." In *Title of the Book in Italics*, page range. Edition. City of Publication: Publisher, Year.

Reilly, Kevin, ed. "Hinduism: Svetasvatara Upanishad.," In *Worlds of History: A Comparative Reader Volume One: to 1550*, 189-191. 6th ed. Boston: Bedford/St. Martins, 2017.

Footnotes:

1. First Name Last Name, ed., "Title of Chapter in Quotation Marks," in *Title of the Book in Italics, Edition*. (City of Publication: Publisher, Year), page number.
1. Kevin Reilly, ed., "Hinduism: Svetasvatara Upanishad," in *Worlds of History: A Comparative Reader Volume One: to 1550*, 6th ed. (Boston: Bedford/St. Martins, 2017), 189.

Journal Article

Bibliography:

Last Name, First Name. "Title of Article in Quotation Marks." *Name of the Journal in Italics* Volume Number, no. of Issue (Month/season and or year of publication): page range.

Lyden, John C. "Whose Film is it Anyway? Canonicity and Authority in 'Star Wars' Fandom." *Journal of the American Academy of Religion* 80, no. 3 (September 2012): 775-786.

Footnotes:

1. First Name Last Name, "Title of Article in Quotation Marks," *Name of the Journal in Italics* Volume Number, no. of Issue (Month/season and or year of publication): page.

1. John C. Lyden, "Whose Film is it Anyway? Canonicity and Authority in 'Star Wars' Fandom," *Journal of the American Academy of Religion* 80, no. 3 (September 2012): 777.

Tying up some loose ends in your Footnotes

If you reference **the same source** in one or more footnotes in a row on the same page, you do not have to write out the title of the book again! Instead you can include a shortened citation, which just includes the **author's name**, the **title** (which can be shortened), and a **page number**. This keeps your footnotes neat and prevents them from taking up too much space.

Take a look at the following examples:

1. John C. Lyden, "Whose Film is it Anyway? Canonicity and Authority in 'Star Wars' Fandom," *Journal of the American Academy of Religion* 80, no. 3 (September 2012): 777.
2. John C. Lyden, "Whose Film is it Anyway?," 777

Or:

1. Adam Ellis, *Tiny Hats on Cats*, (New York: Hachette Book Group, 2015), 25.
2. John C. Lyden, "Whose Film is it Anyway? Canonicity and Authority in 'Star Wars' Fandom," *Journal of the American Academy of Religion* 80, no. 3 (September 2012): 777.
3. Adam Ellis, *Tiny Hats on Cats*, 25.

Remember, your footnotes and bibliographies must be single spaced and in Times New Roman!

Your footnotes should be in 10pt font and your bibliography should be 12pt!

If you can't cite the source using this guide, use the actual Chicago Manual of Style, available in print or online at the library! If you still don't understand, ask!