Chicago Citation Style
for Academic Writing

Center for Writing Excellence
Overview

• This presentation will cover the following—
  – Updates in the 17th Edition
  – General Chicago guidelines
  – Citation Options
What is Chicago Style?
Chicago General Format

- Margins should be set at 1”.
- Times New Roman font
- Font size should be no less than 10pt, 12pt preferred
Chicago Style

How to Use

• Always follow your instructor’s advice, as style and usage vary.
  • If you are unsure about formatting and cannot confirm an answer in the manual ask your professor!

• Be aware that the 17th edition has new information.
17th Edition Updates

• The use of ibid. is no longer preferred. Instead, short form citations should be used.
• Directions for how to cite online reader comments, social media content, maps, industry standards, live performances, and multimedia app content (ex: video games) are included in this edition
• “Email” is no longer hyphenated and “internet” is now lower case
• Use of “they” as a preferred singular personal pronoun is now accepted
• Block quotes are single spaced
Documentation Styles

Two Options

• Notes Bibliography
  – Used in humanities (literature, history, the arts)
  – More common

• Author Date
  – Preferred by physical, natural, and social sciences
Documentation Styles

Notes

• Include note (endnote or footnote) each time source mentioned.

• Use superscript number in text, followed by numbered list in notes.
  – Superscript number should appear after ending punctuation.

• Put all information in first note; shorten in subsequent.
Documentation Styles

Notes

• Unless you are working on a manuscript, the notes should be a smaller font size than the body (ex: font size 10 if the paper is size 12).

• If pages cited spans more than one page, and the page number is over one hundred, the page range should only list the tens place
  – ex: 82-83.
  – ex: 282-83.
Documentation Styles

Notes

• If you have two or more subsequent short form notes from the same source, the notes following the first should only include the author and page number.

• The first line of the note should be indented and the subsequent lines flushed left.

• The number in the footnote should be size 10 font.
  – Double check the word processor you are working on allows this!
Documentation Styles

Notes

Remember to double-check all of your note formatting using the updated manual!
Bibliography

Common Elements

• Hanging indent
• Authors’ names
  – Inverted style
• Titles
  – Titles of books and journals are italicized. Titles of articles, chapters, poems, etc. are placed in quotation marks.
• Publication information
  – The year of publication is listed after the publisher or journal name.
• Punctuation
  – Major elements are separated by periods.
Types of citations

- Books
- Articles
- Thesis or dissertation
- Paper presented at a meeting or conference
- Website
- Blog entry or comment
- Item in commercial database
- Social media content
- Multimedia app content
Citations

One Author

Footnote/ Endnote:


Bibliography:

Citations

Two or More Authors

Footnote/ Endnote:


Bibliography:

Citations

Four or More Authors

List all of the authors in the bibliography; in the note, list only the first author, followed by et al. (“and others”)

Footnote/ Endnote:


Bibliography:
Citations

*Editor, Translator, or Compiler instead of Author*

Footnote/ Endnote:

Bibliography:
Citations

Editor, Translator, or Compiler in addition to Author

Footnote/ Endnote:
2. García Márquez, Cholera, 33.

Bibliography:
Citations

Chapter or Other Part of a Book

Footnote/ Endnote:


Bibliography:

Citations

Books Published Electronically

Footnote/ Endnote:

Bibliography:
Citations

**Article in a Print Journal**

In a note, list the specific page numbers consulted, if any. In the bibliography, list the page range for the whole article.

**Footnote/ Endnote:**


**Bibliography:**

Citations

Article in an Online Journal

Include a DOI (Digital Object Identifier) if the journal lists one. A DOI is a permanent ID that, when appended to http://dx.doi.org/ in the address bar of an Internet browser, will lead to the source.

- If no DOI is available, list a URL.
- Include an access date only if one is required by your publisher or discipline.
- In a note, list the specific page numbers consulted, if any.
- In the bibliography, list the page range for the whole article.
Citations

Article in an Online Journal

Footnote/ Endnote:


Bibliography:
Citations

Article in Newspaper or Magazine

- Newspaper and magazine articles may be cited in running text (“As Sheryl Stolberg and Robert Pear noted in a New York Times article on February 27, 2010, . . .”) instead of in a note, and they are commonly omitted from a bibliography.
- If you consulted the article online, include a URL; include an access date only if your publisher or discipline requires one.
- If no author is identified, begin the citation with the article title.
Article in Newspaper or Magazine

Footnote/Endnote:


Bibliography


Citations

Dissertation or Thesis

Footnote/ Endnote:
2. Choi, “Contesting Imaginaires.”

Bibliography:
Footnote/ Endnote:


Bibliography:

Citations

Websites

• For a website, try to include as much of the following that is available: the title of the page, the title of the website as a whole, the owner/ sponsor of the site and a URL.

• Include a publication date or a date of modification, but if one is not available include the access date instead.
Citations

Websites

Footnote/ Endnote:


Bibliography:

Citations

Blog Entry or Comment

• Blog posts are cited like online newspaper articles, and include the author of the post, the title of the post, the title of the blog, the date of the post, and a URL.

• The word “blog” can be added in parentheses after the title of the blog if it is omitted from the title – ex: Chicago Style Blog vs How to use Chicago Style (blog)

• Blogs that are part of a larger publication should also include the name of the publication.

• Often, citations of blog posts can be in only the text or the notes, but if a bibliography entry is needed it should be listen under the name of the author.
Footnote/ Endnote:

Bibliography:
Citations

Item in Commercial Database

For items retrieved from a commercial database, add the name of the database and an accession number following the facts of publication.

Footnote/ Endnote:


Bibliography:

Citations

Social Media Content

• Social media citations can often be limited to the text, but if it is important also include a note.

• If the content is frequently cited or an extensive thread, then also include it in the bibliography.

• Private content, like direct messages, are considered a form of personal communication.
Conan O’Brien’s tweet was characteristically deadpan: “In honor of Earth Day, I’m recycling my tweets” (@ConanOBrien, April 22, 2015).

Footnote/ Endnote:
2. O’Brien, “In honor of Earth Day.”

Bibliography
Despite the popular belief that “they” cannot be used as a singular pronoun, the Chicago Manual of Style thought it could be done in the early 90s (Chicago Manual of Style, April 17, 2015).

Footnote/ Endnote:


2. Chicago Manual of Style, “Is the world ready for singular they?”

Bibliography:

The two presidents, Obama and Xi, could be seen saying goodbye to each other at the Nuclear Security Summit (@petesouza, April 1, 2016).

Footnote/Endnote:
4. Souza, “President Obama.”

Bibliography:
Pete Souza (@petesouza). “President Obama bids farewell to President Xi of China at the conclusion of the Nuclear Security Summit.” Instagram photo, April 1, 2016. https://www.instagram.com/p/BDrmfXTtNCT/
Multimedia App Content

- Multimedia apps are content designed to function as a stand-alone application for use on a computer or other device and include video games, interactive books and encyclopedias.
- Include any version number and the information about the device or operating system needed to run the app.
Citations

Multimedia App Content

Footnote/Endnote:

2. Angry Birds Transformers, v. 1.4.25 (Rovio Entertainment, 2014), Android 4.0 or later, soundtrack by Vince DiCola and Kenny Meriedeth.

Bibliography:


Chicago Resources

Chicago Manual of Style
http://www.chicagomanualofstyle.org/home.html

Center for Writing Excellence
https://www.montclair.edu/center-for-writing-excellence/cwe-digital-dashboard/resources-for-writers/citing-sources/#CMS
Q&A and Discussion

- There is no great writing, only great rewriting.
  --Justice Brandeis

- Writing is 1 percent inspiration, and 99 percent elimination.
  --Louise Brooks