

Turabian Citation Guide

Endnotes or Footnotes (free Turabian Cite generator visit www.eturabian.com)

Whenever you include information in your paper from another source, you must give credit to that source. **Most computer writing programs**, such as Microsoft Word, can automatically set up the spacing and superscript numbers for footnotes. When possible, examine how your software works before writing citations because some programs require that you put the footnotes in as you write. You must also have a frame of reference of how to fill in the citation, so refer to this guide and for more details and samples, visit Purdue OWL/Chicago Manual <http://owl.english.purdue.edu/owl/resource/717/01/> .

When you locate information in any source that you might use in your writing, you will want to record the citation information at the time you accessed it. This prevents backtracking later to find the citation information. Generally you will need the name of the author/ authors, all titles (book, magazine, article, section) and other location information (page, exact online address of the information used, access date. . .). You will also need the name and city of the publisher, the date published, and any other identification such as editors or series titles. In a book, this information is typically inside the front cover on the title page. In a magazine there is generally an editorial box with the magazine publisher information.

The Turabian or Chicago Manual of Style (CMS) format typically uses reference citations that appear in three places: 1) in superscript numbers next to each quoted or paraphrased sentence, 2) either at the end of the paper (endnotes) or at the bottom of the passage (footnotes), and 3) in the bibliography at the end of the paper. Sources referenced in an endnote or footnote are also included in the bibliography at the end of the paper. This format uses a raised (superscript)¹ numeral in consecutive order at the end of every sentence where you quoted or paraphrased a source.

Study the following example: Example of raised numeral (superscript) at the end of a quote: Martin Luther King, Jr., said, “Every man must decide whether he will walk in the light of creative altruism or the darkness of destructive selfishness.”¹ The same number must introduce the corresponding endnote or footnote.

Endnotes are all of your notes on a separate sheet at the end of the paper under the title NOTES, in all capital letters with two blank lines after it. Endnotes are single-spaced with one blank line between notes. If you use footnotes, be sure that the note numbers on each page of your paper correspond to the footnotes at the bottom of that same page below a short line.

Footnotes are single spaced with double spaces between them. Use the complete bibliographic citation the first time you refer to a source, but you may use a short form for subsequent references to the same source.

Example of first endnote or footnote on Kolko:

1. Gabriel Kolko, *Anatomy of a War: Vietnam, the United States, and the Modern Historical Experience* (New York: Pantheon Books, 1985), 23.

Examples of subsequent options for notes on Kolko:

2. Kolko, 69. **or** *Ibid.*, 69.

If you cite the same work consecutively, you may use the Latin *ibid.* followed by the page numbers.

Turabian (Chicago Manual of Style) Options Quick Guide

Two Options: Notes/bibliography or Parenthetical/works cited reference list

Kate L. Turabian's *Manual for Writers of Research Papers, Theses, and Dissertations* presents **two basic documentation** systems, **notes-bibliography style** or **parenthetical citations–works cited style**. These styles are essentially the same as those presented in *The Chicago Manual of Style*, 15th edition, with slight modifications for the needs of student writers.

Bibliography style is used widely in literature, history, and the arts. This style presents bibliographic information in footnotes or endnotes and, usually, a bibliography.

The more concise works cited style has long been used in the physical, natural, and social sciences. In this system, sources are briefly cited in (parentheses) in the text by author's last name and date of publication. The parenthetical citations are amplified in a list of references, where full bibliographic information is provided.

Below are some common examples of materials cited in both styles. Each example is given first in bibliography style **note [N]**, followed by a bibliographic entry **[B]** and then in a **parenthetical citation [P]**, followed by a **works cited reference list entry [R]**. **If you are uncertain which style to use in a paper, consult your instructor.**

Online sources that are analogous to print sources (such as articles published in online journals, magazines, or newspapers) should be cited similarly to their print counterparts but with the addition of a URL and an access date. For online or other electronic sources that do not have a direct print counterpart (such as an institutional Web site or a Weblog), give as much information as you can in addition to the URL and access date. The following examples include some of the most common types of electronic sources.

- **NOTE: HCSD will accept either the bibliographic style (with foot / end notes) or the reference list style, with parenthetical citations and a reference (Works Cited) list at the end. Your instructor will tell you what is expected for each assignment.**

In-text foot notes (end notes) look like this: (See the corresponding footnote on this page)

According to one expert, "happiness is a frame of mind."¹

In-Text parenthetical citations look like this:

According to one expert, "happiness is a frame of mind." (Scott 2012, 7)

¹ Wendy Scott, *Things my Mother Told Me* (San Diego: Forever Press, 2012), 7.

Quoting and Blocking

When you copy *exact* words that you find in a text, even just a few words, you must use quotation marks (" "). You must copy the passage precisely as it appears and give credit to the author either in the form of a raised (superscript)¹ number which will correspond to a footnote or endnote, or in a parenthetical citation.

For passages of five or more lines, use the block quotation method. Single space blocked quotations, indenting the whole quotation a half inch from the left margin and removing the quotation marks. Leave one blank line before and after a blocked quotation.

When you use a quotation of an indirect source—that is, your source has quoted from another source—you must include the name of the original speaker or writer of the quotation and cite the source where you found it. The original speaker or writer of the words may be identified in the sentence and must be cited.

- The following are examples of various source citations for Turabian(Chicago). Each paper should *either* follow the Bibliographic Style (**N**: number notation in-text to foot/end note, and **B**: subsequent Bibliography) or the Reference List Style (**P**: parenthetical in-text citation, and **R**: reference list/Works Cited at the end.)

For more details on Turabian formatting and **full text samples** of both parenthetical citations (author/date) and Notes Bibliography (NB) visit Purdue OWL/Chicago Manual <http://owl.english.purdue.edu/owl/resource/717/01/> Please also refer to www.eturabian.com for variations, such as Encyclopedias, etc . . .)

Bible

Spell out the name of the version in the first reference, and use abbreviations without punctuation in subsequent references, such as NRSV. Do not include the Bible in Works Cited page.

N:

1. Ps. 139:13-16 (NRSV)

P

1 Cor. 6-10 (New Revised Standard Version).

Book *One author*

N:

1. Wendy Doniger, *Splitting the Difference* (Chicago: University of Chicago Press, 1999), 65.

B:

Doniger, Wendy. *Splitting the Difference*. Chicago: University of Chicago Press, 1999.

P:

(Doniger 1999, 65)

R:

Doniger, Wendy. 1999. *Splitting the difference*. Chicago: University of Chicago Press.

Two authors

N:

6. Guy Cowlshaw and Robin Dunbar, *Primate Conservation Biology* (Chicago: University of Chicago Press, 2000), 104–7.

B:

Cowlshaw, Guy, and Robin Dunbar. *Primate Conservation Biology*. Chicago: University of Chicago Press, 2000.

P:

(Cowlshaw and Dunbar 2000, 104–7)

R:

Cowlshaw, Guy, and Robin Dunbar. 2000. *Primate conservation biology*. Chicago: University of Chicago

Editor, translator, or compiler instead of author

N:

4. Richmond Lattimore, trans., *The Iliad of Homer* (Chicago: University of Chicago Press, 1951), 91–92.

B:

Lattimore, Richmond, trans. *The Iliad of Homer*. Chicago: University of Chicago Press, 1951.

P:

(Lattimore 1951, 91–92)

R:

Lattimore, Richmond, trans. 1951. *The Iliad of Homer*. Chicago: University of Chicago Press.

Editor, translator, or compiler in addition to author

N:

16. Yves Bonnefoy, *New and Selected Poems*, ed. John Naughton and Anthony Rudolf (Chicago: University of Chicago Press, 1995), 22.

B:

Bonnefoy, Yves. *New and Selected Poems*. Edited by John Naughton and Anthony Rudolf. Chicago: University of Chicago Press, 1995.

P:

(Bonnefoy 1995, 22)

R:

Bonnefoy, Yves. 1995. *New and selected poems*. Ed. John Naughton and Anthony Rudolf. Chicago: University of Chicago Press.

Chapter or other part of a book

N:

5. Andrew Wiese, “‘The House I Live In’: Race, Class, and African American Suburban Dreams in the Postwar United States,” in *The New Suburban History*, ed. Kevin M. Kruse and Thomas J. Sugrue (Chicago: University of Chicago Press, 2006), 101–2.

B:

Wiese, Andrew. “‘The House I Live In’: Race, Class, and African American Suburban Dreams in the Postwar United States.” In *The New Suburban History*, edited by Kevin M. Kruse and Thomas J. Sugrue, 99–119. Chicago: University of Chicago Press, 2006.

P:

(Wiese 2006, 101–2)

R:

Wiese, Andrew. 2006. “The house I live in”: Race, class, and African American suburban dreams in the postwar United States. In *The new suburban history*, ed. Kevin M. Kruse and Thomas J. Sugrue, 99–119. Chicago: University of Chicago Press.

Preface, foreword, introduction, or similar part of a book

N:

17. James Rieger, introduction to *Frankenstein; or, The Modern Prometheus*, by Mary Wollstonecraft Shelley (Chicago: University of Chicago Press, 1982), xx–xxi.

B:

Rieger, James. Introduction to *Frankenstein; or, The Modern Prometheus*, by Mary Wollstonecraft Shelley, xi–xxxvii. Chicago: University of Chicago Press, 1982.

P:

(Rieger 1982, xx–xxi)

R:

Rieger, James. 1982. Introduction to *Frankenstein; or, The modern Prometheus*, by Mary Wollstonecraft Shelley, xi–xxxvii. Chicago: University of Chicago Press.

Book published electronically

N:

2. Philip B. Kurland and Ralph Lerner, eds., *The Founders' Constitution* (Chicago: University of Chicago Press, 1987), <http://press-pubs.uchicago.edu/founders/> (accessed June 27, 2006).

B:

Kurland, Philip B., and Ralph Lerner, eds. *The Founders' Constitution*. Chicago: University of Chicago Press, 1987. <http://press-pubs.uchicago.edu/founders/> (accessed June 27, 2006).

P:

(Kurland and Lerner 1987)

R:

Kurland, Philip B., and Ralph Lerner, eds. 1987. *The founders' Constitution*. Chicago: University of Chicago Press. <http://press-pubs.uchicago.edu/founders/> (accessed June 27, 2006).

Journal article: Article in a print journal**N:**

8. John Maynard Smith, "The Origin of Altruism," *Nature* 393 (1998): 639.

B:

Smith, John Maynard. "The Origin of Altruism." *Nature* 393 (1998): 639–40.

P:

(Smith 1998, 639)

R:

Smith, John Maynard. 1998. The origin of altruism. *Nature* 393: 639–40.

Article in an online journal**N:**

33. Mark A. Hlatky et al., "Quality-of-Life and Depressive Symptoms in Postmenopausal Women after Receiving Hormone Therapy: Results from the Heart and Estrogen/Progestin Replacement Study (HERS) Trial," *Journal of the American Medical Association* 287, no. 5 (2002), <http://jama.ama-assn.org/issues/v287n5/rfull/joc10108.html#aainfo> (accessed January 7, 2004).

B:

Hlatky, Mark A., Derek Boothroyd, Eric Vittinghoff, Penny Sharp, and Mary A. Whooley. "Quality-of-Life and Depressive Symptoms in Postmenopausal Women after Receiving Hormone Therapy: Results from the Heart and Estrogen/Progestin Replacement Study (HERS) Trial." *Journal of the American Medical Association* 287, no. 5 (February 6, 2002), <http://jama.ama-assn.org/issues/v287n5/rfull/joc10108.html#aainfo> (accessed January 7, 2004).

P:

(Hlatky et al. 2002)

R:

Hlatky, Mark A., Derek Boothroyd, Eric Vittinghoff, Penny Sharp, and Mary A. Whooley. 2002. Quality-of-life and depressive symptoms in postmenopausal women after hormone therapy: Results from the Heart and Estrogen/Progestin Replacement Study (HERS) trial. *Journal of the American Medical Association* 287, no. 5 (February 6), <http://jama.ama-assn.org/issues/v287n5/rfull/joc10108.html#aainfo> (accessed January 7, 2004).

Popular magazine article**N:**

29. Steve Martin, "Sports-Interview Shocker," *New Yorker*, May 6, 2002, 84.

B:

Martin, Steve. "Sports-Interview Shocker." *New Yorker*, May 6, 2002.

P:

(Martin 2002, 84)

R:

Martin, Steve. 2002. Sports-interview shocker. *New Yorker*, May 6.

Newspaper article

Newspaper articles may be cited in running text ("As William Niederkorn noted in a *New York Times* article on June 20, 2002, . . .") instead of in a note or a parenthetical citation, and they are commonly omitted from a bibliography or reference list as well. The following examples show the more formal versions of the citations.

N:

10. William S. Niederkorn, "A Scholar Recants on His 'Shakespeare' Discovery," *New York Times*, June 20, 2002, Arts section, Midwest edition.

B:

Niederkorn, William S. "A Scholar Recants on His 'Shakespeare' Discovery." *New York Times*, June 20, 2002, Arts section, Midwest edition.

P:

(Niederkorn 2002)

R:

Niederkorn, William S. 2002. A scholar recants on his "Shakespeare" discovery. *New York Times*, June 20, Arts section, Midwest edition.

Thesis or dissertation**N:**

22. M. Amundin, "Click Repetition Rate Patterns in Communicative Sounds from the Harbour Porpoise, *Phocoenaphocoena*" (PhD diss., Stockholm University, 1991), 22–29, 35.

B:

Amundin, M. "Click Repetition Rate Patterns in Communicative Sounds from the Harbour Porpoise, *Phocoenaphocoena*." PhD diss., Stockholm University, 1991.

P:

(Amundin 1991, 22–29, 35)

R:

Amundin, M. 1991. Click repetition rate patterns in communicative sounds from the harbour porpoise, *Phocoenaphocoena*. PhD diss., Stockholm University.

Paper presented at a meeting or conference**N:**

13. Brian Doyle, "Howling Like Dogs: Metaphorical Language in Psalm 59" (paper presented at the annual international meeting for the Society of Biblical Literature, Berlin, Germany, June 19–22, 2002).

B:

Doyle, Brian. "Howling Like Dogs: Metaphorical Language in Psalm 59." Paper presented at the annual international meeting for the Society of Biblical Literature, Berlin, Germany, June 19–22, 2002.

P:

(Doyle 2002)

R:

Doyle, Brian. 2002. Howling like dogs: Metaphorical language in Psalm 59. Paper presented at the annual international meeting for the Society of Biblical Literature, June 19–22, in Berlin, Germany.

Web site: Web sites may be cited in running text ("On its Web site, the Evanston Public Library Board of Trustees states . . .") instead of in a parenthetical citation, and they are commonly omitted from a bibliography or reference list as well. The following examples show the more formal versions of the citations.

N:

11. Evanston Public Library Board of Trustees, "Evanston Public Library Strategic Plan, 2010: A Decade of Outreach," Evanston Public Library, <http://www.epl.org/library/strategic-plan-00.html> (accessed June 1, 2005).

B:

Evanston Public Library Board of Trustees. "Evanston Public Library Strategic Plan, 2000–2010: A Decade of Outreach." Evanston Public Library. <http://www.epl.org/library/strategic-plan-00.html> (accessed June 1, 2005).

P:

(Evanston Public Library Board of Trustees)

R:

Evanston Public Library Board of Trustees. Evanston Public Library strategic plan, 2000–2010: A decade of outreach. Evanston Public Library. <http://www.epl.org/library/strategic-plan-00.html> (accessed June 1, 2005).

Item in online database

Journal articles published in online databases should be cited as shown above, under “Article in an online journal.”

N:

7. Pliny the Elder, *The Natural History*, ed. John Bostock and H. T. Riley, in the Perseus Digital Library, <http://www.perseus.tufts.edu/cgi-bin/ptext?lookup=Plin.+Nat.+1.dedication> (accessed November 17, 2005).

B:

Perseus Digital Library. <http://www.perseus.tufts.edu/> (accessed November 17, 2005).

P:

(Pliny the Elder, Perseus Digital Library)

R:

Perseus Digital Library. <http://www.perseus.tufts.edu/> (accessed November 17, 2005).

End Notes Sample: (numerical order of in-text notes **on a separate page**)

NOTES

1. Gabriel Kolko, *Anatomy of a War: Vietnam, the United States, and the Modern Historical Experience* (New York: Pantheon Books, 1985), 23.

2. Jeffrey Kimball, ed., *To Reason Why: The Debate about the Causes of U.S. Involvement in the Vietnam War* (New York: McGraw-Hill, 1990), 6.

3. Kolko, 74.

4. *Ibid.*, 76-77.

5. *The Pentagon Papers: The Defense Department History of the United States Decisionmaking on Vietnam* (Boston: Beacon Press, 1971), 1:187, quoted in Kolko, 75.

6. "The Gulf of Tonkin Resolution, August 7, 1964," in *Vietnam: A History in Documents*, ed. Gareth Porter (New York: New American Library, 1981), 287.

Works Cited (Bibliography) Sample: (Alphabetical. **On Separate page.** Pay attention to all the formatting)

Works Cited

Arnett, Peter *The Ten Thousand Day War*. DVD. Toronto: Canadian Broadcasting Corporation, 2010.

Brinkley, Alan. *American History: A Survey, Since 1865*. Vol. 2. New York: McGraw-Hill, 1995.

Evanston Public Library Board of Trustees. *Evanston Public Library strategic plan, 2000–2010: A decade of outreach*. Evanston Public Library. <http://www.epl.org/library/strategic-plan-00.html> (accessed June 1, 2005)

Griffith, Robert, ed. *Major Problems in American History Since 1945*. Lexington, MA: D.C. Heath, 1992.

"The Gulf of Tonkin Resolution, August 7, 1964." In *Vietnam: A History in Documents*, edited by Gareth Porter, 286-287. New York: New American Library, 1998.

Kimball, Jeffrey P., ed. *To Reason Why: The Debate about the Causes of U.S. Involvement in the Vietnam War*. New York: McGraw-Hill, 1990.

Trueman, Chris. "The Causes of the Vietnam War." History Learning Site. http://www.historylearningsite.co.uk/causes_vietnam_war.htm (accessed November 30, 2000).