



Chicago Style Citation Format For Print Resources

When writing papers and essays, it is important to let the reader know the sources of your information and ideas. Providing detailed citations of the sources used facilitates this. The following provides examples of the way to cite some common resources using *The Chicago Manual of Style*.

The Chicago Manual of Style details two different citation systems: humanities style and author-date system. The instructors at Lakeland College who use the Chicago Style generally prefer students to follow the **Humanities Style** (Notes and Bibliographies). This style is most often used in the areas of literature, history, and the arts.

For further information, check *The Chicago Manual of Style* website at <http://www.chicagomanualofstyle.org> (look under "Tools") or consult the print copy of *The Chicago Manual of Style*, located in the Reference area of the Library at **Z253.U69 2003**.

Notes and Bibliographies

In the Chicago humanities style, quotations, citations or comments within the body of a paper are assigned numbers as they appear in the text. These notes may appear as footnotes (at the bottom of a page) or endnotes (at the end of a paper). **Check with your instructor as to whether footnotes or endnotes are preferred.** Most word processing software provides the option to insert notes into documents. For more information on how to do this, consult the program's help feature.

When a **footnote or an endnote** is created a **numbered marker will appear in the text**. The note markers in the text should be numbered consecutively (beginning with 1) and should appear in superscript.

The footnote/endnote should include full bibliographic details when citing a work for the first time. Subsequent citations should use a shortened form. Several citations or comments can appear within one footnote/endnote, separated by a semicolon.

The bibliography at the end of the paper should contain the complete publication information for each source used in its preparation, whether directly cited or not.

The usual title for the source list is Bibliography. References in the **bibliography** should be listed **alphabetically** by author or, if no author has been supplied, by title. The bibliography should be formatted with a **hanging indent**. A sample bibliography is provided at the end of this document.

Examples

Citing a book:

Footnote/Endnote (1st time cited)

Basic Format (one author):

1. Author's First Name and Last Name, *Title of Book*, (Place of Publication: Publisher, Year of Publication), Page(s) to which you are referring.

Example:

1. Grant MacEwan, *Métis Makers of History*, (Saskatoon, SK: Western Producer Prairie Books, 1981), 10.

Footnote/Endnote (subsequent citations)

Basic Format (one author):

1. Author's Last Name(s), "Main Title of Work" (usually shortened if more than four words), Page(s) to which you are referring.

Example:

1. MacEwan, *Métis Makers of History*, 10.

Bibliography

Basic Format (one author):

Author's Last Name, First Name. *Title of Book*. Edition (if other than the first). Place of Publication: Publisher, Year of Publication.

Example:

MacEwan, Grant. *Métis Makers of History*. Saskatoon, SK: Western Producer Prairie Books, 1981.

Note: If three or more authors, the endnote citation should give the name of the first author followed by "et al" or "and others". The bibliography should list **all** the authors.

Citing an article from a scholarly journal:

Footnote/Endnote (1st time cited)

Basic Format:

1. Author's First Name and Last Name, "Title of the Article," *Title of Journal* Volume number, Issue number (Date): Page(s) to which you are referring.

Example:

1. George Egerton, "Entering the Age of Human Rights: Religion, Politics, and Canadian Liberalism, 1945-50," *The Canadian Historical Review* 85, no. 3 (2004): 453.

Note: When the issue number is given, it follows the volume number (separated by a comma) and is preceded by no. Additionally, only the page(s) to which you are referring is included in a note. However, the complete inclusive page numbers are to be given in the Bibliography.

Footnote/Endnote (subsequent citations)

Basic Format:

1. Author's Last Name, "Main Title of Article (often shortened)", Page(s) to which you are referring.

Example:

1. Egerton, "Entering the Age of Human Rights," 453.

Bibliography

Basic Format:

Author's Last Name, First Name. "Title of the Article." *Title of Journal* Volume number, Issue number (Date): Page(s).

Example:

Egerton, George. "Entering the Age of Human Rights: Religion, Politics, and Canadian Liberalism, 1945-50." *The Canadian Historical Review* 85, no. 3 (2004): 451-479.

Citing a work in an anthology or a chapter in an edited book:

Footnote/Endnote

Basic Format:

1. Chapter Author's First Name and Last Name, and (if applicable) First Name and Last Name of Additional Authors, "Chapter Title," in *Title of Book/Anthology*, ed. Name(s) of Editor(s), Page Number(s) (Place of Publication: Publisher, Year of Publication).

Example:

1. Walter Rudnicki and Harold Dyck, "The Government of Aboriginal Peoples in Other Countries," in *Arduous Journey: Canadian Indians and Decolonization*, ed. J. Rick Ponting, 378-391 (Toronto, ON: McClelland & Stewart, 1986).

Bibliography

Basic Format:

Chapter Author's Last Name, First Name, and (if applicable) Second Chapter Author's First Name and Last Name. "Chapter Title". In *Title of Book*, edited by Name(s) of Editor(s), Page Number(s). Place of Publication: Publisher, Year of Publication.

Example:

Rudnicki, Walter, and Harold Dyck. "The Government of Aboriginal Peoples in Other Countries." In *Arduous Journey: Canadian Indians and Decolonization*, edited by J. Rick Ponting, 378-391. Toronto, ON: McClelland & Stewart, 1986.



Chicago Style Citation Format For Electronic Resources

Citing electronic resources can be challenging as these resources can vary significantly in the type of information they provide. In general, it is important to provide as much detail as possible in order to assist the reader in locating the sources used. If you cannot find some of the information listed in the examples below, cite what is available.

Citing an Internet site:

Footnote/Endnote

Basic Format:

1. Author's Last Name, First Name, "Title of Page," *Title or Owner of Site*, URL (accessed Date of Access).

Example:

1. Library and Archives Canada, "Upper Canada," *Canadian Confederation*, <http://www.collectionscanada.ca/confederation/023001-2001-e.html> (accessed October 19, 2005).

Bibliography

Basic Format:

Author's Last Name, First Name, and (if applicable) Second Author's First Name and Last Name. "Title of Page." *Title or Owner of Site*, URL (accessed Date of Access).

Example:

Library and Archives Canada. "Upper Canada." *Canadian Confederation*, <http://www.collectionscanada.ca/confederation/023001-2001-e.html> (accessed October 19, 2005).

Note: If there is no author indicated, the owner of the site may stand in for the author.

Citing an article from an online journal:

Footnote/Endnote

Basic Format:

1. Author's First Name and Last Name and (if applicable) Second Author's First Name and Last Name, "Title of Article," *Title of Journal* Volume number (Year of Publication), URL (accessed Date of Access).

Example:

1. Leslie Ehrlich and Bob Russell, "Employment Security and Job Loss: Lessons from Canada's National Railways, 1956-1995," *Labour/Le Travail* 51 (2003), <http://www.historycooperative.org/journals/lt/51/ehrllich.html> (accessed March 14, 2005).

Bibliography

Basic Format:

Author's Last Name, First Name, and (if applicable) Second Author's First Name and Last Name. "Title of Article." *Title of Journal* Volume number (Month/Year of Publication): Page(s) if available. URL (accessed Date of Access).

Example:

Ehrlich, Leslie, and Bob Russell. "Employment Security and Job Loss: Lessons from Canada's National Railways, 1956-1995." *Labour/Le Travail* 51 (Spring 2003).
<http://www.historycooperative.org/journals/lt/51/ehrich.html> (accessed March 14, 2005).

Citing a full text journal article from a database:

Footnote/Endnote

Basic Format:

1. Author's First Name and Last Name, "Title of Article," *Title of Journal* Volume number, Issue number (Year of Publication), URL (accessed Date of Access).

Example:

1. Lucy Eldersveld Murphy, "Public Mothers: Native American and Métis Women as Creole Mediators in the Nineteenth-Century Midwest," *Journal of Women's History*, 14, no. 4 (2003),
<http://search.epnet.com.avc.talonline.ca/login.aspx?direct=true&db=afh&an=9082398>
(accessed September 6, 2005).

Bibliography

Basic Format:

Author's Last Name, First Name. "Title of the Article." *Title of Journal* Volume number, Issue number (Date): Page(s) if available. URL (accessed Date of Access).

Example:

Murphy, Lucy Eldersveld. "Public mothers: Native American and Métis Women as Creole Mediators in the Nineteenth-Century Midwest." *Journal of Women's History*, 14, no. 4 (2003): 142-166.
<http://search.epnet.com.avc.talonline.ca/login.aspx?direct=true&db=afh&an=9082398>
(accessed September 6, 2005).

Citing an online reference source:

Footnote/Endnote

Basic Format:

1. *Title of Reference Work Online*, s.v. "Title of Article" (by Author's First Name, Author's Last Name – if available), URL (accessed Date of Access).

Note: References to articles arranged in alphabetical order should cite the title of the article preceded by s.v. (*sub verbo* – "under the word") and note the volume or page number.

Example:

1. *World Book Online Reference Center*, s.v. "North West Rebellion" (by T. D. Regehr), <http://www.worldbookonline.com/wb/Article?id=ar394753> (accessed September 23, 2005).

Bibliography

Basic Format:

Author's Last Name, Author's First Name. "Title of Article." *Title of Reference Work Online*, 2005. URL (accessed Date of Access).

Example:

Regehr, T. D. "North West Rebellion." *World Book Online Reference Center*. 2005. World Book, Inc. <http://www.worldbookonline.com/wb/Article?id=ar394753> (accessed September 23, 2005).

Citing an electronic version of a primary source (e.g. an online newspaper):

Footnote/Endnote

Basic Format:

1. Author's First Name and Last Name and (if applicable) Second Author's First Name and Last Name, "Title of Article," *Title of Online Newspaper*, Date of Publication, URL (accessed Date of Access).

Example:

1. W. W. Cory, "Synopsis of Canadian North-west Land Regulations", *Lloydminster Times*, December 22, 1910, http://136.159.239.228//newspapr/np_page2.asp?code=n2xp1350.jpg (accessed October 12, 2005).

Bibliography

Basic Format:

Author's Last Name, First Name. "Title of Article", *Title of Online Newspaper*, Date of Publication. URL (accessed Date of Access).

Example:

Cory, W.W. "Synopsis of Canadian North-west Land Regulations", *Lloydminster Times*, December 22, 1910. http://136.159.239.228//newspapr/np_page2.asp?code=n2xp1350.jpg (accessed October 12, 2005).

Note: If there is no author indicated, the title of the resource/name of the newspaper may stand in for the author.

A sample bibliography appears below.

Bibliography

Cory, W.W. "Synopsis of Canadian North-west Land Regulations", *Lloydminster Times*, December 22, 1910. http://136.159.239.228//newspapr/np_page2.asp?code=n2xp1350.jpg (accessed October 12, 2005).

Library and Archives Canada. "Upper Canada." *Canadian Confederation*, <http://www.collectionscanada.ca/confederation/023001-2001-e.html> (accessed October 19, 2005).

MacEwan, Grant. *Métis Makers of History*. Saskatoon, SK: Western Producer Prairie Books, 1981.

Murphy, Lucy Eldersveld. "Public mothers: Native American and Métis Women as Creole Mediators in the Nineteenth-Century Midwest." *Journal of Women's History*, 14, no. 4 (2003): 142-166.