Chicago-Style Citation Quick Guide
based on http://www.chicagomanualofstyle.org/tools_citationguide.html

*The Chicago Manual of Style* presents two basic documentation systems:

1. Author-date
2. Notes and bibliography

Choosing between the two often depends on subject matter and the nature of sources cited.

1. In the **author-date system**, sources are briefly cited in the text or notes by author’s last name and year of publication. A list of references provides full bibliographic information. For some common examples of materials cited in this system, see *pages 2–6* of this guide.

2. The **notes and bibliography system** presents bibliographic information in notes and, often, a bibliography. For some common examples of materials cited in this system, see *pages 7–11* of this guide.

For additional information, see *The Chicago Manual of Style*, 16th ed., chapters 14 and 15.
Author-Date System

Sources are briefly cited in the text or notes by author’s last name and year of publication.

<table>
<thead>
<tr>
<th>Description of citation</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic form</td>
<td>Smith 1999</td>
</tr>
<tr>
<td>Year and page numbers are separated by a <strong>comma</strong>.</td>
<td>Smith 1999, 33–34</td>
</tr>
<tr>
<td>Multiple references in the same parenthetical are separated by a <strong>semicolon</strong> and may be listed either chronologically or alphabetically.</td>
<td>Smith 1999; Jones 2013; Edwards 2014</td>
</tr>
<tr>
<td>Multiple works by the same author have years separated by a <strong>comma</strong>.</td>
<td>Whittaker 1967, 1975, 1978</td>
</tr>
</tbody>
</table>

**Whether to include parentheses depends on the context.**

<table>
<thead>
<tr>
<th>Context of citation: parentheses or not</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>When referring to the article/book: <strong>author year</strong> with no parentheses</td>
<td>Smith 1999. See also Collier 2008 and Ericson 2004 for important discussions.</td>
</tr>
<tr>
<td>When referring to the person: <strong>author (year)</strong></td>
<td>Collier (2008) and Ericson (2004) agreed that important discussions took place at the meeting.</td>
</tr>
<tr>
<td>Citation at the end of a sentence or paragraph: <strong>(author year)</strong></td>
<td>Her group discovered three new species during the month of August (Jones 1998).</td>
</tr>
</tbody>
</table>

A list of references is included, which includes full bibliographic information.

Following is a guide to the use of city and state in the place of publication.

<table>
<thead>
<tr>
<th>Place of publication in reference list entry</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>City:</strong> If more than one is listed on the title page, include only the first.</td>
<td>New York: Oxford University Press (not New York and Oxford: Oxford University Press)</td>
</tr>
<tr>
<td><strong>State abbreviations:</strong> Use either postal (MA) or conventional (Mass.), but be consistent.</td>
<td>CT or Conn. NY or N.Y.</td>
</tr>
<tr>
<td><strong>When not to include state:</strong> When the publisher’s name includes the state name.</td>
<td>Chapel Hill: University of North Carolina Press Knoxville: University of Tennessee Press</td>
</tr>
</tbody>
</table>
Examples below are given as follows:

(Parenthetical citation in the text)

Reference entry

For more details and many more examples, see The Chicago Manual of Style, 16th ed., chapter 15.

Book

One author

(Kessler-Harris 2007, 99–100)


Two or three authors

(Edwards and Jones 2007, 52)
(Itçaina, Roger, and Smith, 168–70)


Four or more authors

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

(Sechzer et al. 1996, 243)


Editor (“ed.”) or translator (“trans.”) instead of author

(Lattimore 1951, 91–92)


Editor (“ed.”) or translator (“trans.”) in addition to author

(García Márquez 1988, 242–55)


Chapter in an edited volume

(Kelly 2010, 77)

Chapter of an edited volume originally published elsewhere (as in primary sources)

(Cicero 1986, 35)


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

(Rieger 1982, xx–xxi)


Book published electronically

If a book is available in more than one format, cite the version you consulted. For books consulted online, list a URL; include an access date only if one is required by your publisher or discipline. If no fixed page numbers are available, you can include a section title or a chapter or other number.

(Austen 2007)


(Kurland and Lerner, chap. 10, doc. 19)


Journal article

Article in a print journal

In the text, list the specific page numbers consulted, if any. In the reference list entry, list the page range for the entire article.

(Weinstein 2009, 440)

volume number but no issue number:


volume number and issue number: . . .


volume number and month: . . .

Classical Philology 104 (February): 439–58.

volume number and season: . . .


issue number but no volume number: . . .

Classical Philology, no. 2 (February): 439–58.
Article in an online journal

Include a DOI (Digital Object Identifier) if the journal lists one. If no DOI is available, list a URL. Include an access date only if one is required by your publisher or discipline.

(Kossinets and Watts 2009, 411)


Article in a newspaper or popular 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, . . .”), and they are commonly omitted from a reference list. The following examples show the more formal versions of the citations. If you consulted the article online, include a URL. If no author is identified, begin the citation with the article title.

Do not include page numbers for newspaper articles.

(Stolberg and Pear 2010)

(Mendelsohn 2010, 68)

Book review

(Kamp 2006)


Thesis or dissertation

(Choi 2008)


Paper presented at a meeting or conference

(Adelman 2009)

Website

A citation to website content can often be limited to a mention in the text (“As of July 19, 2008, the McDonald’s Corporation listed on its website . . .”). If a more formal citation is desired, it may be styled as in the examples below. Include the date the site was last modified; include an access date only if a last-modified date is not available. In the absence of a date of publication, use the last-modified date or access date or as the basis of the citation.

(Google 2009)

(McDonald’s 2008)

Blog entry or comment

Blog entries or comments may be cited in running text (“In a comment posted to The Becker-Posner Blog on February 23, 2010, . . .”), and they are commonly omitted from a reference list. In a reference list entry (if needed), if an access date is required, add it before the URL.

(Posner 2010)

E-mail or text message

E-mail and text messages may be cited in running text (“In a text message to the author on March 1, 2010, John Doe revealed . . .”), and they are rarely listed in a reference list. In parenthetical citations, the term personal communication (or pers. comm.) can be used.

(John Doe, e-mail message to author, February 28, 2010) or (John Doe, pers. comm.)
Notes and Bibliography System

If the book has notes only, with no bibliography, use a full citation at the first mention in each chapter.


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<tr>
<td><strong>When not to include state:</strong> When the publisher’s name includes the state name.</td>
<td>Chapel Hill: University of North Carolina Press Knoxville: University of Tennessee Press</td>
</tr>
</tbody>
</table>

Examples below are given as follows:

1. Full citation in note
2. Short citation to same source

Bibliography entry

**Book**

**One author**


**Two or three authors**


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”).


Editor (“ed.”) or translator (“trans.”) instead of author


Editor (“ed.”) or translator (“trans.”) in addition to author


Chapter in an edited volume


Chapter of an edited volume originally published elsewhere (as in primary sources)


Preface, foreword, introduction, or similar part of a book (“foreword,” “introduction,” etc. in notes is lowercase)

2. Rieger, introduction, xxxiii.

**Book published electronically**

If a book is available in more than one format, cite the version you consulted. For books consulted online, list a URL; include an access date only if one is required by your publisher or discipline. If no fixed page numbers are available, you can include a section title or a chapter or other number.


**Journal article**

**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 entire article.


**Article in an online journal**

Include a DOI (Digital Object Identifier) if the journal lists one. If no DOI is available, list a URL. Include an access date only if one is required by your publisher or discipline.


**Article in a newspaper or popular 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. The following examples show the more formal versions of the citations. If you consulted the article online, include a URL. If no author is identified, begin the citation with the article title.

Do not include page numbers for newspaper articles.
2. Stolberg and Pear, “Wary Centrists.”


**Book review**


**Thesis or dissertation**

2. Choi, “Contesting Imaginaires.”


**Paper presented at a meeting or conference**


**Website**

A citation to website content can often be limited to a mention in the text or in a note (“As of July 19, 2008, the McDonald’s Corporation listed on its website . . .”). If a more formal citation is desired, it may be styled as in the examples below. Include the date the site was last modified; include an access date only if a last-modified date is not available.
Blog entry or comment

Blog entries or comments may be cited in running text (“In a comment posted to The Becker-Posner Blog on February 23, 2010, . . .”) instead of in a note, and they are commonly omitted from a bibliography. The following examples show the more formal versions of the citations. There is no need to add pseud. after an apparently fictitious or informal name. (If an access date is required, add it before the URL.)


E-mail or text message

E-mail and text messages may be cited in running text (“In a text message to the author on March 1, 2010, John Doe revealed . . .”) instead of in a note, and they are rarely listed in a bibliography. For a more formal version: