

# Chicago-Style Citation Quick Guide

based on [http://www.chicagomanualofstyle.org/tools\\_citationguide.html](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.

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

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

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

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.

Place of publication in reference list entry	Example
<b>City:</b> If more than one is listed on the title page, include only the first.	New York: Oxford University Press ( <i>not</i> New York and Oxford: Oxford University Press)
<b>State abbreviations:</b> Use either postal (MA) or conventional (Mass.), but be consistent.	CT or Conn. NY or N.Y.
<b>When to include state:</b> If the city may be unknown to readers or may be confused with another city of the same name. Washington is always followed by DC (or D.C.)	Cambridge, MA: MIT Press Englewood Cliffs, NJ: Prentice Hall Ithaca, NY: Cornell University Press New Haven, CT: Yale University Press Princeton, NJ: Princeton University Press Washington, DC: Smithsonian Institution Press
<b>When <i>not</i> to include state:</b> When the publisher's name includes the state name.	Chapel Hill: University of North Carolina Press Knoxville: University of Tennessee Press

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)

Kessler-Harris, Alice. 2007. *Gendering Labor History*. Urbana: University of Illinois Press.

### **Two or three authors**

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

Itçaina, Xabier, Antoine Roger, and Andy Smith. 2016. *Varietals of Capitalism: A Political Economy of the Changing Wine Industry*. Ithaca, NY: Cornell University Press.

### **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)

Sechzer, Jeri A., Sheila M. Pfafflin, Florence L. Denmark, Anne Griffin, and Susan J. Blumenthal, eds. 1996. *Women and Mental Health*. Baltimore: Johns Hopkins University Press.

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

(Lattimore 1951, 91–92)

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

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

(García Márquez 1988, 242–55)

García Márquez, Gabriel. 1988. *Love in the Time of Cholera*. Translated by Edith Grossman. London: Cape.

### **Chapter in an edited volume**

(Kelly 2010, 77)

Kelly, John D. 2010. “Seeing Red: Mao Fetishism, Pax Americana, and the Moral Economy of War.” In *Anthropology and Global Counterinsurgency*, edited by John D. Kelly, Beatrice Jauregui, Sean T. Mitchell, and Jeremy Walton, 67–83. Chicago: University of Chicago Press.

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

(Cicero 1986, 35)

Cicero, Quintus Tullius. 1986. "Handbook on Canvassing for the Consulship." In *Rome: Late Republic and Principate*, edited by Walter Emil Kaegi Jr. and Peter White. Vol. 2 of *University of Chicago Readings in Western Civilization*, edited by John Boyer and Julius Kirshner, 33–46. Chicago: University of Chicago Press. Originally published in Evelyn S. Shuckburgh, trans., *The Letters of Cicero*, vol. 1 (London: George Bell & Sons, 1908).

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

(Rieger 1982, xx–xxi)

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

## 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)

Austen, Jane. 2007. *Pride and Prejudice*. New York: Penguin Classics. Kindle edition.

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

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

## 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:**

Weinstein, Joshua I. 2009. "The Market in Plato's *Republic*." *Classical Philology* 104:439–58.

**volume number and issue number:** . . . *Classical Philology* 104 (2): 439–58.

**volume number and month:** . . . *Classical Philology* 104 (February): 439–58.

**volume number and season:** . . . *Classical Philology* 104 (winter): 439–58.

**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, using the format <https://doi.org/10.0000/0000>. 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)

Kossinets, Gueorgi, and Duncan J. Watts. 2009. "Origins of Homophily in an Evolving Social Network." *American Journal of Sociology* 115:405–50. <https://doi.org/10.1086/599247>.

### **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)

Stolberg, Sheryl Gay, and Robert Pear. 2010. "Wary Centrists Posing Challenge in Health Care Vote." *New York Times*, February 27. <http://www.nytimes.com/2010/02/28/us/politics/28health.html>.

(Mendelsohn 2010, 68)

Mendelsohn, Daniel. 2010. "But Enough about Me." *New Yorker*, January 25.

### **Book review**

(Kamp 2006)

Kamp, David. 2006. "Deconstructing Dinner." Review of *The Omnivore's Dilemma: A Natural History of Four Meals*, by Michael Pollan. *New York Times*, April 23, Sunday Book Review. <http://www.nytimes.com/2006/04/23/books/review/23kamp.html>.

### **Thesis or dissertation**

(Choi 2008)

Choi, Mihwa. 2008. "Contesting *Imaginaires* in Death Rituals during the Northern Song Dynasty." PhD diss., University of Chicago.

### **Paper presented at a meeting or conference**

(Adelman 2009)

Adelman, Rachel. 2009. "'Such Stuff as Dreams Are Made On': God's Footstool in the Aramaic Targumim and Midrashic Tradition." Paper presented at the annual meeting for the Society of Biblical Literature, New Orleans, Louisiana, November 21–24.

## 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)

Google. 2009. “Google Privacy Policy.” Last modified March 11. <http://www.google.com/intl/en/privacypolicy.html>.

(McDonald’s 2008)

McDonald’s Corporation. 2008. “McDonald’s Happy Meal Toy Safety Facts.” Accessed July 19. <http://www.mcdonalds.com/corp/about/factsheets.html>.

## 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)

Posner, Richard. 2010. “Double Exports in Five Years?” *The Becker-Posner Blog*, February 21. <http://uchicagolaw.typepad.com/beckerposner/2010/02/double-exports-in-five-years-posner.html>.

## 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*.

For more details and many more examples, *The Chicago Manual of Style*, 16th ed., chapter 14.

Place of publication in bibliography entry	Example
<b>City:</b> If more than one is listed on the title page, include only the first.	New York: Oxford University Press ( <i>not</i> New York and Oxford: Oxford University Press)
<b>State abbreviations:</b> Use either postal (MA) or conventional (Mass.), but be consistent.	CT or Conn. NY or N.Y.
<b>When to include state:</b> If the city may be unknown to readers or may be confused with another city of the same name. Washington is always followed by DC (or D.C.)	Cambridge, MA: MIT Press Englewood Cliffs, NJ: Prentice Hall Ithaca, NY: Cornell University Press New Haven, CT: Yale University Press Princeton, NJ: Princeton University Press Washington, DC: Smithsonian Institution Press
<b>When <i>not</i> to include state:</b> When the publisher's name includes the state name.	Chapel Hill: University of North Carolina Press Knoxville: University of Tennessee Press

Examples below are given as follows:

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

Bibliography entry

### Book

#### One author

1. Melinda Chateauvert, *Marching Together: Women of the Brotherhood of Sleeping Car Porters* (Urbana: University of Illinois Press, 1998), 26–30.
2. Chateauvert, *Marching Together*, 3.

Chateauvert, Melinda. *Marching Together: Women of the Brotherhood of Sleeping Car Porters*. Urbana: University of Illinois Press, 1998.

#### Two or three authors

1. Xabier Itçaina, Antoine Roger, and Andy Smith. *Varietals of Capitalism: A Political Economy of the Changing Wine Industry* (Ithaca, NY: Cornell University Press, 2016), 52.
2. Itçaina, Roger, and Smith, *Varietals of Capitalism*, 123–25.

Itçaina, Xabier, Antoine Roger, and Andy Smith. *Varietals of Capitalism: A Political Economy of the Changing Wine Industry*. Ithaca, NY: Cornell University Press, 2016.

#### **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”).

1. Jeri A. Sechzer et al., eds., *Women and Mental Health* (Johns Hopkins University Press, 1996), 243.
2. Sechzer et al., *Women and Mental Health*, 276.

Sechzer, Jeri A., Sheila M. Pfafflin, Florence L. Denmark, Anne Griffin, and Susan J. Blumenthal, eds. *Women and Mental Health*. Baltimore, Johns Hopkins University Press, 1996.

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

1. Richmond Lattimore, trans., *The Iliad of Homer* (Chicago: University of Chicago Press, 1951), 91–92.
2. Lattimore, *Iliad*, 24.

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

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

1. Gabriel García Márquez, *Love in the Time of Cholera*, trans. Edith Grossman (London: Cape, 1988), 242–55.
2. García Márquez, *Cholera*, 33.

García Márquez, Gabriel. *Love in the Time of Cholera*. Translated by Edith Grossman. London: Cape, 1988.

#### **Chapter in an edited volume**

1. John D. Kelly, “Seeing Red: Mao Fetishism, Pax Americana, and the Moral Economy of War,” in *Anthropology and Global Counterinsurgency*, ed. John D. Kelly et al. (Chicago: University of Chicago Press, 2010), 77.
2. Kelly, “Seeing Red,” 81–82.

Kelly, John D. “Seeing Red: Mao Fetishism, Pax Americana, and the Moral Economy of War.” In *Anthropology and Global Counterinsurgency*, edited by John D. Kelly, Beatrice Jauregui, Sean T. Mitchell, and Jeremy Walton, 67–83. Chicago: University of Chicago Press, 2010.

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

1. Quintus Tullius Cicero, “Handbook on Canvassing for the Consulship,” in *Rome: Late Republic and Principate*, ed. Walter Emil Kaegi Jr. and Peter White, vol. 2 of *University of Chicago Readings in Western Civilization*, ed. John Boyer and Julius Kirshner (Chicago: University of Chicago Press, 1986), 35.
2. Cicero, “Canvassing for the Consulship,” 35.

Cicero, Quintus Tullius. “Handbook on Canvassing for the Consulship.” In *Rome: Late Republic and Principate*, edited by Walter Emil Kaegi Jr. and Peter White. Vol. 2 of *University of Chicago Readings in Western Civilization*, edited by John Boyer and Julius Kirshner, 33–46. Chicago: University of Chicago Press, 1986. Originally published in Evelyn S. Shuckburgh, trans., *The Letters of Cicero*, vol. 1 (London: George Bell & Sons, 1908).

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

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

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



## 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.

1. Jane Austen, *Pride and Prejudice* (New York: Penguin Classics, 2007), Kindle edition.
2. Austen, *Pride and Prejudice*.

Austen, Jane. *Pride and Prejudice*. New York: Penguin Classics, 2007. Kindle edition.

1. Philip B. Kurland and Ralph Lerner, eds., *The Founders' Constitution* (Chicago: University of Chicago Press, 1987), <http://press-pubs.uchicago.edu/founders/>.
2. Kurland and Lerner, *Founder's Constitution*, chap. 10, doc. 19.

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

## 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.

1. Joshua I. Weinstein, "The Market in Plato's *Republic*," *Classical Philology* 104, no. 2 (2009): 440.
2. Weinstein, "Plato's *Republic*," 452–53.

Weinstein, Joshua I. "The Market in Plato's *Republic*." *Classical Philology* 104, no. 2 (2009): 439–58.

### Article in an online journal

Include a DOI (Digital Object Identifier), if the journal lists one, using the format <https://doi.org/10.0000/0000>. If no DOI is available, list a URL. Include an access date only if one is required by your publisher or discipline.

1. Gueorgi Kossinets and Duncan J. Watts, "Origins of Homophily in an Evolving Social Network," *American Journal of Sociology* 115 (2009): 411, <https://doi.org/10.1086/599247>.
2. Kossinets and Watts, "Origins of Homophily," 439.

Kossinets, Gueorgi, and Duncan J. Watts. "Origins of Homophily in an Evolving Social Network." *American Journal of Sociology* 115 (2009): 405–50. <https://doi.org/10.1086/599247>.

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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.

1. Sheryl Gay Stolberg and Robert Pear, “Wary Centrists Posing Challenge in Health Care Vote,” *New York Times*, February 27, 2010.
2. Stolberg and Pear, “Wary Centrists.”

Stolberg, Sheryl Gay, and Robert Pear. “Wary Centrists Posing Challenge in Health Care Vote.” *New York Times*, February 27, 2010.

1. Daniel Mendelsohn, “But Enough about Me,” *New Yorker*, January 25, 2010, 68.
2. Mendelsohn, “But Enough about Me,” 69.

Mendelsohn, Daniel. “But Enough about Me.” *New Yorker*, January 25, 2010.

### **Book review**

1. David Kamp, “Deconstructing Dinner,” review of *The Omnivore’s Dilemma: A Natural History of Four Meals*, by Michael Pollan, *New York Times*, April 23, 2006, Sunday Book Review, <http://www.nytimes.com/2006/04/23/books/review/23kamp.html>.
2. Kamp, “Deconstructing Dinner.”

Kamp, David. “Deconstructing Dinner.” Review of *The Omnivore’s Dilemma: A Natural History of Four Meals*, by Michael Pollan. *New York Times*, April 23, 2006, Sunday Book Review.

### **Thesis or dissertation**

1. Mihwa Choi, “Contesting *Imaginaires* in Death Rituals during the Northern Song Dynasty” (PhD diss., University of Chicago, 2008).
2. Choi, “Contesting *Imaginaires*.”

Choi, Mihwa. “Contesting *Imaginaires* in Death Rituals during the Northern Song Dynasty.” PhD diss., University of Chicago, 2008.

### **Paper presented at a meeting or conference**

1. Rachel Adelman, “‘Such Stuff as Dreams Are Made On’: God’s Footstool in the Aramaic Targumim and Midrashic Tradition” (paper presented at the annual meeting for the Society of Biblical Literature, New Orleans, Louisiana, November 21–24, 2009).
2. Adelman, “Such Stuff as Dreams.”

Adelman, Rachel. “ ‘Such Stuff as Dreams Are Made On’: God’s Footstool in the Aramaic Targumim and Midrashic Tradition.” Paper presented at the annual meeting for the Society of Biblical Literature, New Orleans, Louisiana, November 21–24, 2009.

### **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.

1. “Google Privacy Policy,” last modified March 11, 2009, <http://www.google.com/intl/en/privacypolicy.html>.
2. “Google Privacy Policy.”

Google. “Google Privacy Policy.” Last modified March 11, 2009.  
<http://www.google.com/intl/en/privacypolicy.html>.

1. “McDonald’s Happy Meal Toy Safety Facts,” McDonald’s Corporation, accessed July 19, 2008,  
<http://www.mcdonalds.com/corp/about/factsheets.html>.
2. “Toy Safety Facts.”

McDonald’s Corporation. “McDonald’s Happy Meal Toy Safety Facts.” Accessed July 19, 2008.  
<http://www.mcdonalds.com/corp/about/factsheets.html>.

### **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.)

1. Jack, February 25, 2010 (7:03 p.m.), comment on Richard Posner, “Double Exports in Five Years?” *The Becker-Posner Blog*, February 21, 2010, <http://uchicagolaw.typepad.com/beckerposner/2010/02/double-exports-in-five-years-posner.html>.
2. Jack, comment on Posner, “Double Exports.”

*Becker-Posner Blog, The.* <http://uchicagolaw.typepad.com/beckerposner/>.

### **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:

1. Jessica Doe, e-mail message to author, February 28, 2010.