

chicago endnote format example research paper

The Chicago Manual of Style (CMOS) is a widely respected citation style, particularly prevalent in the humanities and some social sciences. For students and researchers embarking on academic projects, understanding and accurately implementing the Chicago endnote format example research paper can be a crucial step toward producing polished, credible work. This comprehensive guide will break down the intricacies of Chicago style's endnote system, covering everything from basic principles to specific examples for various source types. We will explore how to correctly cite books, journal articles, websites, and other common resources, ensuring you can navigate the complexities of footnote and endnote creation with confidence. Mastering this citation method is essential for avoiding plagiarism and properly attributing the work of others, thereby strengthening your own scholarly arguments and demonstrating adherence to academic integrity.

Table of Contents

Understanding the Chicago Endnote System

Core Principles of Chicago Endnotes

Citing Books in Chicago Endnote Format

Citing Journal Articles in Chicago Endnote Format

Citing Websites and Online Sources in Chicago Endnote Format

Citing Other Common Source Types

Formatting Your Endnotes Page

Frequently Asked Questions About Chicago Endnote Format

Understanding the Chicago Endnote System

The Chicago Manual of Style offers two primary citation systems: the notes-bibliography system and the author-date system. This article focuses specifically on the notes-bibliography system, which uses footnotes or endnotes to cite sources. In this system, superscript numbers are placed in the text following a quotation, paraphrase, or reference to an external idea. These numbers correspond to a numbered entry in either a footnote section at the bottom of each page or an endnote section at the end of the paper. The primary purpose of endnotes is to provide detailed source information without interrupting the flow of the main text, allowing readers to easily locate the original sources if they wish to explore them further.

When using the Chicago endnote format example research paper, it's important to understand that the first citation of a particular source is generally more detailed than subsequent citations of the same source. This convention helps to avoid redundancy while still providing sufficient information for identification. The endnote entries are typically arranged numerically, corresponding to the order in which they appear in the body of the paper. Accurate adherence to this system not only lends credibility to your research but also demonstrates a strong understanding of academic conventions, making your work more accessible and verifiable for your audience.

Core Principles of Chicago Endnotes

The fundamental principle behind Chicago endnotes is to provide a clear and concise way to acknowledge borrowed material. Each endnote should contain enough information to allow a reader to identify and locate the original source. There are distinct requirements for the first note of a source and subsequent notes of the same source. The first note includes full bibliographic details, while subsequent notes use a shortened format to refer back to the same source. This tiered approach to citation ensures both comprehensiveness and efficiency.

Key components of a Chicago endnote include the author's name, the title of the work, publication details (such as place of publication, publisher, and year), and specific location information like page numbers. Punctuation and capitalization follow specific rules within the CMOS. For example, titles of books and journals are italicized, while titles of articles and chapters are placed in quotation marks. The order of elements and the punctuation used are crucial for maintaining consistency and adherence to the style guide. Understanding these core principles is the bedrock for correctly formatting any Chicago endnote, regardless of the source type.

First Note vs. Subsequent Notes

The distinction between the first and subsequent notes is a cornerstone of the Chicago endnote format example research paper. The very first time you cite a particular source in your paper, the endnote must contain comprehensive bibliographical information. This includes the author's full name (first name then last name), the full title of the work, the publication details (city, publisher, year), and the specific page number(s) being referenced. This full entry allows readers to identify the exact source you are drawing from.

For any subsequent citations of the same source within your paper, a shortened note format is used. This shortened note typically includes the author's last name, a shortened version of the title (if necessary to distinguish it from other works by the same author), and the relevant page number(s). This practice prevents repetitive full citations and streamlines the notes section while still providing a direct link back to the original source's full details, which are present in the first note and ideally in the bibliography.

Essential Punctuation and Formatting

Punctuation plays a vital role in the clarity and correctness of Chicago endnotes. Commas are used to separate elements within an endnote, such as separating the author's name from the title or the title from the publication details. Periods are used to mark the end of the complete citation. Titles of books, journals, magazines, and newspapers are italicized. Titles of articles, chapters, essays, and poems are enclosed in quotation marks. The use of quotation marks and italics is consistent across both the endnotes and the bibliography.

The placement of the superscript citation number in the text is also important. It should generally appear after the punctuation of the sentence or clause it refers to, though exceptions can occur in

specific grammatical constructions. For instance, if you are quoting directly, the number typically follows the closing quotation mark. Correct punctuation and formatting are not merely aesthetic; they are essential for readability and for adhering to the strict standards of the Chicago Manual of Style, ensuring your Chicago endnote format example research paper is professional and accurate.

Citing Books in Chicago Endnote Format

Books are frequently referenced in academic research, and the Chicago endnote format example research paper requires precise citation for them. When citing a book for the first time, the endnote should include the author's full name, the complete title of the book (italicized), followed by publication information: the city of publication, the publisher's name, and the year of publication. The specific page number(s) from which the information is drawn should also be included. This detailed approach ensures that readers can easily locate the exact material you are referencing within the book.

For subsequent citations of the same book, a simplified note is sufficient. This abbreviated note includes the author's last name, a shortened title of the book (italicized), and the specific page number(s). This streamlined approach prevents the notes from becoming overly repetitive while still providing a clear link back to the original, fully cited source. It's crucial to maintain consistency in how you abbreviate titles if you choose to do so, and the CMOS offers guidelines on when and how to shorten titles effectively.

Books with One Author

When citing a book with a single author in your Chicago endnote format example research paper, the first note will follow a specific structure. It begins with the author's full name (first name then last name), followed by a comma. Then comes the italicized title of the book, also followed by a comma. Next, you'll list the place of publication, followed by a colon, then the publisher's name, and finally, the year of publication. A comma separates the publication details from the specific page number(s) being cited, which are usually preceded by "p." for a single page or "pp." for multiple pages.

For example, a first note for a book by John Smith titled "The History of Chicago" published in Chicago by University Press in 2020, with information taken from page 45, would look like this: John Smith, *The History of Chicago* (Chicago: University Press, 2020), p. 45. Subsequent notes for this same source would be much shorter. For instance: Smith, *History of Chicago*, pp. 45–47. It's essential to pay close attention to each comma and period, as their placement is specific to the Chicago style guidelines.

Books with Multiple Authors

Citing books with multiple authors requires careful attention to how the names are presented. For the first note of a book with two authors, the first author's name is listed in the conventional first name, last name format, while the second author's name is listed in last name, first name format. Commas separate the authors. If there are three or more authors, the first author's name is listed first (first

name, last name), followed by the phrase "and others." This is a standard convention in CMOS to avoid lengthy author lists in notes and bibliographies.

The rest of the citation follows the same pattern as a single-author book: the italicized title, publication city, publisher, year, and specific page numbers. For example, a first note for a book by Jane Doe and Robert Johnson titled "Urban Development" published in New York by City Books in 2018, citing page 112, would appear as: Jane Doe and Robert Johnson, *Urban Development* (New York: City Books, 2018), p. 112. If the book had three authors, say, Jane Doe, Robert Johnson, and Emily White, the note would be: Jane Doe and others, *Urban Development* (New York: City Books, 2018), p. 112. Subsequent notes would then refer to Doe and Johnson or Doe and others, as appropriate.

Edited Books and Chapters

When citing a specific chapter within an edited book, the endnote format requires you to identify both the chapter author and the editor(s) of the book. The first note begins with the chapter author's full name, followed by the title of the chapter in quotation marks. Then, you include "in," followed by the italicized title of the edited book. Next, you list the editor's name(s), typically preceded by "ed." for a single editor or "eds." for multiple editors. Finally, you provide the publication information for the book and the page range of the chapter.

For a first note citing a chapter by Sarah Lee titled "Architectural Trends" in an edited book titled *Cityscapes*, edited by Mark Chen, published in London by Metropolis Press in 2019, and spanning pages 88-105, the citation would be: Sarah Lee, "Architectural Trends," in *Cityscapes*, ed. Mark Chen (London: Metropolis Press, 2019), pp. 88-105. Subsequent notes for this chapter would follow the shortened format, for instance: Lee, "Architectural Trends," p. 92. This detailed approach ensures proper attribution to both the chapter's author and the collection's editor.

Citing Journal Articles in Chicago Endnote Format

Journal articles are a cornerstone of academic research, and accurately citing them in Chicago endnote format example research paper is essential. The notes for journal articles require specific details to help readers locate the precise publication. The first note for a journal article typically includes the author's full name, the title of the article in quotation marks, the title of the journal (italicized), the volume number, the issue number, and the publication year. Crucially, it also includes the specific page number(s) being cited from the article.

Subsequent citations of the same journal article will use a shortened note format. This abbreviated note includes the author's last name, a shortened version of the article title (if needed for clarity), and the specific page number(s). This system allows for efficient referencing without sacrificing accuracy, ensuring that readers can easily trace your sources back to their original academic publications. The format for journal articles is consistent across most academic disciplines that utilize the Chicago style.

Journal Articles with One Author

For a journal article authored by a single individual, the initial endnote citation in your Chicago endnote format example research paper provides a wealth of information. It starts with the author's full name (first name then last name), followed by a comma. Next, the title of the article is presented in quotation marks, also followed by a comma. The title of the journal in which the article appears is then italicized, followed by a comma. This is then followed by the volume number, usually abbreviated as "vol.", then the issue number, often abbreviated as "no.". The publication year is enclosed in parentheses. Finally, the specific page number(s) from which the material is taken are listed, typically preceded by "p." or "pp.".

An example of a first note for an article by Dr. Emily Carter titled "The Impact of Urbanization" published in the *Journal of Social Studies*, volume 45, issue 3, in 2022, on pages 150-175, would be: Emily Carter, "The Impact of Urbanization," *Journal of Social Studies* 45, no. 3 (2022): 150-75. Subsequent notes for this article would be concise, such as: Carter, "Impact of Urbanization," p. 160. The exact formatting of volume and issue numbers can sometimes vary slightly based on specific publisher preferences, but the core elements remain consistent.

Journal Articles with Multiple Authors

When a journal article has multiple authors, the Chicago endnote format example research paper requires specific handling of their names. For the first note of an article with two authors, list the first author's name as usual (first name, last name) and the second author's name in reverse order (last name, first name). For articles with three or more authors, list the first author's name followed by "and others." This convention helps to keep the endnotes concise. The rest of the citation follows the standard format for journal articles, including the article title, journal title, volume, issue, year, and page numbers.

For instance, if an article titled "Sustainable City Planning" by David Lee and Maria Garcia appeared in the *Urban Affairs Review*, volume 30, issue 1, in 2021, on pages 78-99, the first note would be: David Lee and Maria Garcia, "Sustainable City Planning," *Urban Affairs Review* 30, no. 1 (2021): 78-99. If there were three or more authors, it would be: David Lee and others, "Sustainable City Planning," *Urban Affairs Review* 30, no. 1 (2021): 78-99. Subsequent notes would then refer to Lee and Garcia or Lee and others, respectively, along with a shortened title and page number.

Online Journal Articles

Citing online journal articles in the Chicago endnote format example research paper requires additional elements to ensure retrievability. Alongside the author, article title, journal title, volume, issue, and page numbers, you must include a DOI (Digital Object Identifier) if available, or a URL. The DOI is the preferred method as it is a persistent link. If no DOI is provided, use the URL of the journal's website where the article can be found.

For an article by Michael Brown titled "Digital Futures in Urbanism" published in the *International*

Journal of Urban Studies, volume 15, issue 2, in 2023, with pages 200-225, and a DOI of 10.1080/12345678.2023.1234567, the first note would be: Michael Brown, "Digital Futures in Urbanism," International Journal of Urban Studies 15, no. 2 (2023): 200–25, doi:10.1080/12345678.2023.1234567. If no DOI were available but a URL existed, it would be included instead. Subsequent notes follow the shortened format, referencing the author, a shortened title, and the page number.

Citing Websites and Online Sources in Chicago Endnote Format

The digital landscape presents unique challenges for citation, but the Chicago endnote format example research paper provides clear guidelines for websites and online content. When citing a website, the endnote should include the author or organization responsible for the content, the title of the specific page or document, the website's name, and the URL. Crucially, you should also include the date the page was last updated or accessed, as online content can change frequently. This ensures readers can find the specific version of the content you consulted.

For websites without clear authorship, the organization that publishes the site is used as the author. The title of the page or article is typically put in quotation marks. The URL should be presented as a direct link. Including the date of access is vital because websites are dynamic; their content can be altered or removed without notice. This practice adds a layer of verifiability to your citations, making your research more robust and transparent, even when dealing with rapidly evolving online information.

Websites with Clear Authorship

When citing a web page where the author is clearly identified, the Chicago endnote format example research paper begins with the author's full name. This is followed by the title of the specific page or document in quotation marks. Then, the name of the website itself is provided, often in italics if it functions as a publication title. Following this, you will include the URL, followed by the date of access, usually formatted as "accessed Month Day, Year." If a publication date for the page is available, it should also be included before the access date.

For instance, if a page authored by Alex Johnson titled "Urban Planning Innovations" on the website City Insights was accessed on October 26, 2023, and had a publication date of October 15, 2023, the endnote would be: Alex Johnson, "Urban Planning Innovations," City Insights, October 15, 2023, accessed October 26, 2023, <https://www.cityinsights.com/innovations>. If no publication date is available, the endnote would simply be: Alex Johnson, "Urban Planning Innovations," City Insights, accessed October 26, 2023, <https://www.cityinsights.com/innovations>. Subsequent notes would follow the shortened format.

Websites Without Clear Authorship (Corporate Authors)

In cases where a website lacks a specific individual author, the Chicago endnote format example research paper designates the organization or corporate body responsible for the content as the author. This could be a university department, a government agency, or a non-profit organization. The rest of the citation follows a similar pattern: the title of the specific page or document in quotation marks, the name of the website (*italicized*), the URL, and the date of access. Providing the date of access is particularly important for corporate authorship, as organizational websites are frequently updated.

For example, if you are citing a report on urban density from the "Urban Studies Department" of "Metropolis University" on a page titled "Density Metrics," accessed on November 1, 2023, the endnote would be: Urban Studies Department, *Metropolis University*, "Density Metrics," accessed November 1, 2023, <https://www.metropolisuniv.edu/density/metrics>. If the organization also has a clearly stated publication date for the page, it should be included before the access date. Subsequent notes would then refer to the organization and a shortened title.

Online News Articles and Blog Posts

Online news articles and blog posts require specific attention to detail in the Chicago endnote format example research paper. For news articles, include the author's name (if available), the title of the article in quotation marks, the name of the news publication (*italicized*), the publication date, and the URL. For blog posts, the format is similar: author (if known), title of the post in quotation marks, the name of the blog (*italicized*), the date of the post, and the URL. Given the ephemeral nature of online content, including the date of access is always recommended.

An example of a news article citation: Jane Smith, "New Zoning Laws Affect Downtown Development," *Chicago Tribune*, October 20, 2023, <https://www.chicagotribune.com/news/zoning>. If accessed on October 27, 2023, you would add: Jane Smith, "New Zoning Laws Affect Downtown Development," *Chicago Tribune*, October 20, 2023, accessed October 27, 2023, <https://www.chicagotribune.com/news/zoning>. Blog posts follow a comparable structure. Subsequent notes use the author's last name and a shortened title.

Citing Other Common Source Types

Academic research often involves a variety of source materials beyond books and journal articles. The Chicago endnote format example research paper provides guidance for citing a range of other common resources, ensuring consistency and accuracy across your bibliography. These can include reports, dissertations, government documents, interviews, and even multimedia sources like podcasts or films. Each type of source has specific conventions for presentation to ensure clarity and facilitate reader access.

Understanding how to cite these diverse materials is crucial for demonstrating the breadth and depth of your research. For example, citing a government report will require different elements than citing

an interview, but the underlying principle of providing enough information for retrieval remains the same. Familiarity with these less common but often important source types will make your academic work more comprehensive and robust.

Reports and Government Documents

Citing reports, whether from government agencies or private organizations, requires a structured approach in the Chicago endnote format example research paper. The citation should typically include the author (which may be an organization), the title of the report (italicized), the report number (if applicable), the publishing organization, and the year of publication. For government documents, the issuing agency, the title, the document number, and the publication date are essential.

For instance, a report from the "City Planning Commission" titled "Future Urban Development Strategies," published in 2021, might be cited as: City Planning Commission, *Future Urban Development Strategies* (Chicago: City Planning Commission, 2021). A U.S. government document, such as a report from the Congressional Research Service, would include the agency, title, report number, and date. Subsequent notes would use the authoring body and a shortened title.

Dissertations and Theses

When citing dissertations and theses in your Chicago endnote format example research paper, it's important to distinguish between published and unpublished works. For an unpublished dissertation or thesis, the citation includes the author's full name, the title (italicized), the type of work (e.g., Ph.D. dissertation or Master's thesis), the university granting the degree, and the year of completion. If the work is available online through a database like ProQuest, the database name and accession number should also be included.

For example, an unpublished Ph.D. dissertation by Sarah Lee titled *Urban Growth Patterns* from the University of Chicago in 2020 would be cited as: Sarah Lee, *Urban Growth Patterns* (Ph.D. dissertation, University of Chicago, 2020). If it were available through ProQuest, you would add: Sarah Lee, *Urban Growth Patterns* (Ph.D. dissertation, University of Chicago, 2020), ProQuest Dissertations Publishing, 12345678. Subsequent notes use the author's last name and the shortened title.

Interviews

Citing interviews in the Chicago endnote format example research paper requires careful consideration of whether the interview is published or unpublished. For an unpublished interview, you include the interviewee's name, the type of interview (e.g., "personal interview," "telephone interview"), the date the interview took place, and your relationship to the interviewee (e.g., "interview by author"). For published interviews, such as those found in an edited collection or online archive, the citation will more closely resemble that of a chapter or article.

A personal interview with Dr. Robert Chen conducted by the author on November 10, 2023, would be cited as: Robert Chen, personal interview by author, November 10, 2023. If the interview was recorded and is available, you would include information about its location or archiving. Subsequent references to an unpublished interview typically use the interviewee's last name and the interview type, without a page number unless specific sections are being referenced.

Formatting Your Endnotes Page

The endnotes page in your Chicago endnote format example research paper is where all the detailed source citations are compiled at the end of your document. This page should be clearly titled "Notes" or "Endnotes," typically centered at the top. Each endnote entry begins with a superscript number that corresponds directly to the superscript number in the body of your text. These numbers should appear in sequential order, starting from 1, as they are introduced in your writing.

Each endnote entry itself is a paragraph. The first line of each endnote is indented, and subsequent lines are flush with the left margin. This paragraph indentation is a key formatting requirement for Chicago style notes. Punctuation, capitalization, and the order of elements within each note are dictated by the specific rules for the type of source being cited, as outlined in the Chicago Manual of Style. Consistency in formatting is paramount for a professional and academically sound document.

Placement and Numbering

The endnotes page is positioned at the very end of your research paper, after the bibliography and any appendices, but before the index (if one is included). It should begin with a clear heading, such as "Notes" or "Endnotes," centered at the top of the page. The superscript numbers in your text that signal a citation should correspond precisely to the numbered entries on the endnotes page. The numbering starts at 1 for the first citation in your text and continues sequentially throughout the entire paper. It is crucial that the numbering is accurate and that each number on the endnotes page corresponds to a unique point in your text where a source is referenced.

The first time a source is cited, the endnote provides full bibliographic details. For subsequent citations of the same source, a shortened note format is used. This system ensures that readers can easily locate the full details of any source referenced. Maintaining strict adherence to this numbering and placement convention is a hallmark of proper Chicago style, contributing significantly to the overall clarity and credibility of your research.

Paragraph Indentation and Spacing

Within the endnotes page, the formatting of each individual note is critical for adherence to the Chicago Manual of Style. Each endnote begins with its corresponding superscript Arabic numeral, followed by a space. The first line of the actual endnote text is then indented. This indentation is typically a standard paragraph indent, often set at 0.5 inches or one tab stop. All subsequent lines of that same endnote entry should be flush with the left margin, creating a "hanging indent" effect for

the text itself, while the number stands apart.

Regarding spacing, there should be a single space between the superscript number and the start of the endnote text. Between individual endnote entries, a double space is generally used to separate them clearly. This visual separation helps to distinguish one source citation from another, making the notes section easier to read and navigate. These formatting details, though seemingly minor, are integral to presenting a polished and professional Chicago endnote format example research paper.

Frequently Asked Questions About Chicago Endnote Format

Q: What is the primary difference between Chicago notes and author-date citations?

A: The primary difference lies in how sources are referenced within the text and compiled. The notes-bibliography system (using footnotes or endnotes) places superscript numbers in the text that correspond to detailed citations in a separate notes section. The author-date system uses parenthetical citations in the text (Author Last Name Year, page number) that correspond to a reference list at the end of the paper.

Q: When should I use endnotes instead of footnotes in Chicago style?

A: Both endnotes and footnotes are acceptable under the Chicago Manual of Style's notes-bibliography system. Endnotes are placed at the end of the document, while footnotes appear at the bottom of each page. The choice often depends on instructor preference or the specific requirements of a publication. Endnotes can be less intrusive to the main text flow but may require readers to flip to the end of the document more frequently.

Q: How do I handle citing a source that has been accessed multiple times in my paper using Chicago endnotes?

A: For the first citation of any source, you provide a full bibliographic entry in your endnotes. For subsequent citations of the exact same source, you use a shortened note format. This typically includes the author's last name, a shortened title of the work, and the specific page number(s). If you refer to the same work and page multiple times consecutively, you can use the abbreviation "ibid." (meaning "in the same place") for subsequent notes, followed by the page number if it changes.

Q: What if the author of a website is not explicitly stated?

A: If a website lacks an identifiable individual author, you should use the name of the organization, company, or government agency that published the content as the author. This is known as a corporate authorship. Ensure the name is accurate and as specific as possible. The rest of the citation,

including the page title, website name, URL, and access date, follows the standard format for web sources.

Q: How do I cite a book with an editor but no author in Chicago endnote format?

A: When a book has an editor but no single author credited, the editor's name(s) are listed first, followed by "ed." (for a single editor) or "eds." (for multiple editors) after their name(s). The title of the book (italicized) follows, along with the publication details. For example: John Doe, ed., *The History of Chicago* (Chicago: University Press, 2020).

Q: Should I include the DOI or URL for online journal articles in Chicago endnotes?

A: Yes, it is crucial to include retrieval information for online journal articles. If a Digital Object Identifier (DOI) is available, it should be included as the primary locator because it is a persistent link. If no DOI is provided, use the direct URL where the article can be accessed. Always include the date you accessed the article, as online content can change.

Q: How do I format the endnotes page itself in Chicago style?

A: The endnotes page is titled "Notes" or "Endnotes," centered at the top. Each note begins with a superscript Arabic numeral corresponding to the in-text citation. The first line of each note is indented (a paragraph indent), and subsequent lines of the note are flush with the left margin. Double spacing is typically used between individual endnote entries for clarity.

Q: What is the general rule for abbreviating book titles in subsequent Chicago endnotes?

A: When using shortened notes for subsequent citations of the same book, you should use a shortened version of the title. The Chicago Manual of Style advises shortening titles that are lengthy to make them more concise. If you have multiple works by the same author, the shortened title is essential for distinguishing between them. It's good practice to italicize the shortened title as you would the full title.

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