

chicago manual footnote example

The Chicago Manual of Style footnote is a cornerstone of academic and scholarly writing, providing a precise method for citing sources and offering additional commentary. Understanding how to construct these footnotes is crucial for maintaining academic integrity and clarity. This article will delve deeply into the intricacies of the Chicago Manual footnote example, covering its fundamental structure, common source types, and best practices for implementation. We will explore how to format notes for books, articles, websites, and even interviews, ensuring you can confidently apply these rules to your own work. Furthermore, we will discuss the nuances of using both full and shortened note forms, and the importance of consistency in your citation practices.

Table of Contents

Understanding the Basics of Chicago Manual Footnotes

Crafting a Chicago Manual Footnote Example for Books

Footnoting Journal Articles According to Chicago Style

Citing Websites and Online Resources: A Chicago Manual Footnote Example

Handling Other Source Types: Interviews and More

The Mechanics of Chicago Manual Footnotes: Full vs. Shortened Notes

Best Practices for Chicago Manual Footnote Examples

Conclusion: Mastering Chicago Manual Footnote Citation

Understanding the Basics of Chicago Manual Footnotes

The Chicago Manual of Style (CMOS) provides two primary citation systems: the notes-bibliography system and the author-date system. This article focuses specifically on the notes-bibliography system, where footnotes or endnotes are used to cite sources. A Chicago manual footnote example in its most basic form includes essential bibliographic information that allows readers to locate the original source. The primary purpose of a footnote is twofold: to give credit to the original author or creator of the information and to provide a reference point for the reader to verify the claim or explore the topic further. It also serves as a space for supplementary information that might disrupt the flow of the main text, such as definitions, explanations, or tangents.

Each footnote begins with a superscript number in the text, corresponding to a numbered entry at the bottom of the page (footnote) or at the end of the document (endnote). The initial citation of a source in a footnote is typically presented in full. Subsequent citations of the same source are usually shortened to include the author's last name, a shortened title, and the page number. This distinction between the first and subsequent references is a key characteristic of Chicago style footnotes and is vital for

maintaining clarity and conciseness.

Crafting a Chicago Manual Footnote Example for Books

When citing a book using the Chicago Manual of Style footnote format, you need to provide specific details that uniquely identify the publication. The first footnote reference for a book generally includes the author's full name, the full title of the book (italicized), publication information (place of publication, publisher, and year), and the specific page number(s) being referenced. For instance, a typical Chicago manual footnote example for a book's first citation would look something like this: Author's First Name Last Name, *Title of Book* (Place of Publication: Publisher, Year), page number(s).

Let's consider a concrete example to illustrate this. If you are citing information from John Smith's book titled "The History of Ideas," published in Chicago by University Press in 2020, and you are referencing page 45, the full footnote would be: John Smith, *The History of Ideas* (Chicago: University Press, 2020), 45.

Subsequent citations of the same book will be significantly abbreviated to avoid repetition and maintain readability. The shortened form typically includes the author's last name, the shortened title of the book (if it's long), and the page number. For example, if "The History of Ideas" is the first and only work by John Smith being cited, a subsequent footnote would appear as: Smith, *History of Ideas*, 112.

Formatting for Multiple Authors or Editors

When a book has multiple authors or editors, the format adjusts accordingly. For two authors, both names are included in the initial footnote, with the first author's name in normal order and subsequent authors' names reversed. For three or more authors, the first author's name is given in full, followed by et al. (an abbreviation for et alia, meaning "and others"). Editors are indicated with "ed." or "eds." after their names.

A Chicago manual footnote example for a book with two authors might look like: Jane Doe and John Roe, *Advanced Research Methods* (New York: Academic Publishing, 2019), 78. For a book with three authors, it would be: Richard Lee, et al., *Theories of Social Change* (London: Global Books, 2021), 201.

Citing Specific Editions and Series

If you are using a specific edition of a book (e.g., a revised edition or a critical edition), this information must be included in the footnote. The edition number is typically placed after the book title. For works published as part of a series, the series name and number should also be noted.

For example, citing the third edition of a book would appear as: Emily Carter, *Literary Criticism Revisited*, 3rd ed. (Boston: Beacon Press, 2018), 150. If the book is part of a series, it might be: David Miller, *Early American Politics*, vol. 5 of *Studies in American History* (Oxford: Oxford University Press, 2017), 300.

Footnoting Journal Articles According to Chicago Style

Citing journal articles in Chicago style footnotes requires a slightly different set of elements compared to books. The initial footnote for a journal article typically includes the author's full name, the full title of the article (in quotation marks), the name of the journal (*italicized*), the volume and issue numbers, the year of publication, and the page number(s) on which the article appears. A general Chicago manual footnote example for a journal article would be: Author's First Name Last Name, "Title of Article," *Journal Title* volume, no. issue (Year): page number(s).

Consider an article by Sarah Green titled "The Impact of Technology on Education," published in Volume 25, Issue 3 of the *Journal of Modern Education* in 2022, appearing on pages 50-70. The full footnote citation would be: Sarah Green, "The Impact of Technology on Education," *Journal of Modern Education* 25, no. 3 (2022): 55.

As with books, subsequent citations of the same journal article are shortened. This shortened note will typically include the author's last name, the shortened article title (if necessary), and the page number. For instance, following the previous example, a subsequent reference would be: Green, "Impact of Technology," 62.

Including DOI or URL for Online Journals

When citing journal articles accessed online, it is increasingly important and often required to include a Digital Object Identifier (DOI) or a URL. DOIs are stable links that provide direct access to the article and are preferred over URLs when available. The DOI or URL is typically placed at the

end of the footnote, often preceded by "doi:" or "accessed [date]," respectively.

A Chicago manual footnote example for an online journal article with a DOI: Robert Davis, "Urban Planning and Sustainability," *Environmental Science Quarterly* 30, no. 1 (2023): 88, doi:10.1080/12345678.2023.987654. If a DOI is not available, a stable URL might be used instead, often with an access date: Emily White, "The Psychology of Decision Making," *Behavioral Insights Review* 15, no. 2 (2021): 210, accessed October 26, 2023, <https://www.examplejournal.com/article/12345>.

Citing Websites and Online Resources: A Chicago Manual Footnote Example

Citing online content can be more varied, but the Chicago Manual of Style provides guidelines for websites. A typical Chicago manual footnote example for a webpage includes the author or organization responsible for the content (if known), the title of the specific page or document (in quotation marks), the name of the website (italicized), the publication or last updated date (if available), and the URL. Including an access date is often recommended, especially for content that might change.

For a webpage created by an organization, such as the National Museum of History, with a page titled "American Revolution Documents," published or last updated on August 1, 2023, and accessed on October 26, 2023, the footnote might be: National Museum of History, "American Revolution Documents," last modified August 1, 2023, <https://www.examplemuseum.org/revolution/documents>, accessed October 26, 2023.

If an individual author is credited for the content on a website, their name is used in the same way as for other sources. The general principle is to provide enough information for the reader to locate the content. If a publication date is not available, you may use "n.d." (no date). However, always try to find the most precise dating possible.

When to Include an Access Date

The Chicago Manual of Style recommends including an access date for online sources because web content can be ephemeral – it can be updated, moved, or removed entirely without notice. Providing the date you accessed the information ensures that your readers can refer to the content as it existed at the time of your research.

For example, if you are referencing a blog post by a specific author: Michael Chen, "Future of AI in Healthcare," Tech Insights Blog, October 15, 2023, <https://www.techinsightsblog.com/ai-healthcare>, accessed October 26, 2023. The access date is crucial for validating the information's timeliness and the link's functionality at the time of writing.

Handling Other Source Types: Interviews and More

The Chicago Manual of Style provides guidance for a wide array of source types beyond books and articles. For interviews, the footnote should include the interviewee's name, the type of interview (e.g., personal interview, email interview), the date it took place, and the location (if applicable). For unpublished interviews, you might also include information about where the interview is stored.

A Chicago manual footnote example for a personal interview: Maria Garcia, personal interview by author, October 20, 2023, Chicago, IL. For an email interview: David Lee, email interview with author, October 22, 2023.

Other common source types include:

- Newspaper articles
- Magazine articles
- Dissertations and theses
- Government documents
- Audiovisual materials (films, podcasts)
- Works of art

Each of these has specific formatting requirements detailed in the Chicago Manual of Style. The core principle remains consistent: provide enough information for your reader to easily find and verify the source. For example, a newspaper article citation would include the author (if known), article title, newspaper name, date, and page number, along with any relevant URL if accessed online.

The Mechanics of Chicago Manual Footnotes: Full vs. Shortened Notes

A key element of the Chicago notes-bibliography system is the distinction between the first reference to a source and subsequent references. The first time you cite a particular source in your footnotes, you must provide the full bibliographic information. This allows your readers to understand precisely which edition or version of the source you are using and to locate it readily.

Subsequent references to the same source are presented in a shortened format. This convention saves space and prevents the reader from having to wade through redundant full citations. The shortened note typically includes the author's last name, a shortened version of the title (especially if the full title is lengthy), and the specific page number being cited. If the shortened note might be ambiguous (e.g., if you are citing multiple works by the same author), you might need to include a bit more information, such as a key word from the title.

Here's a breakdown of when to use each:

- **First Citation:** Full bibliographic details.
- **Subsequent Citations:** Shortened format (Author Last Name, Shortened Title, Page Number).
- **Ibid.:** This Latin abbreviation (meaning "in the same place") can be used for subsequent citations if the immediately preceding footnote refers to the exact same source and page number. If the page number changes, you would use "Ibid." followed by the new page number.

For instance, if footnote 5 cites a specific page, footnote 6 could simply be "Ibid." If footnote 6 cites the same source but a different page, it would be "Ibid., 78." If footnote 7 cites a different source altogether, you would revert to the shortened note format for any subsequent references to the source previously cited in footnote 5 or 6.

Best Practices for Chicago Manual Footnote Examples

Consistency is paramount when employing the Chicago Manual of Style footnote system. Whichever format you choose for a particular element (e.g., how you handle access dates for websites), apply it uniformly throughout your

document. Inconsistency can confuse readers and detract from the professionalism of your work.

It is also crucial to ensure that every piece of information cited in your footnotes is accurate and directly corresponds to the source material. Double-check names, titles, publication dates, and page numbers. Accuracy in citations is a direct reflection of your research integrity.

Here are some key best practices:

- **Accuracy:** Verify all details meticulously.
- **Consistency:** Apply formatting rules uniformly.
- **Clarity:** Ensure readers can easily identify and locate sources.
- **Completeness:** Provide all necessary information for each source type.
- **Conciseness:** Utilize shortened notes effectively after the first citation.
- **Supervision:** Regularly consult the latest edition of The Chicago Manual of Style for definitive guidance.

Using a reference management tool can be immensely helpful in generating and maintaining correct footnote formats, but always review the output to ensure it aligns with CMOS requirements and your specific document's needs. A well-crafted Chicago manual footnote example is a mark of meticulous scholarship.

When to Use Notes for Explanations

Beyond mere citation, footnotes in Chicago style are also an excellent place to include supplementary information that would interrupt the flow of the main text. This can include tangential explanations, definitions of specialized terms, acknowledgments, or even brief discussions of alternative interpretations. Using footnotes for such purposes allows you to maintain a smooth narrative in your prose while still providing valuable context or detail for interested readers.

For example, in a historical essay, you might use a footnote to explain the significance of a particular archaic term or to briefly elaborate on a minor historical event that is mentioned in passing in the main text but doesn't require extensive discussion. This keeps the primary argument clear and accessible while offering depth for those who seek it.

Common Pitfalls to Avoid

Several common mistakes can undermine the effectiveness of Chicago style footnotes. One is the failure to provide full details in the first citation. Another is the inconsistent use of shortened notes or `ibid.` Forgetting to include essential elements like page numbers or publication dates can also be problematic. Additionally, misinterpreting the difference between the notes-bibliography system and the author-date system is a frequent error.

It's also important not to overload your footnotes with irrelevant information. While they can be used for commentary, the primary purpose remains citation. Ensure that any added text contributes meaningfully to the reader's understanding or provides necessary context. Overuse of footnotes for tangential discussions can make your work seem disorganized.

The meticulous application of the Chicago Manual of Style footnote example demonstrates a commitment to academic rigor and clarity. By mastering the nuances of citing various sources, understanding the difference between full and shortened notes, and adhering to best practices, writers can effectively integrate source material and enrich their narratives. The Chicago Manual of Style provides a robust framework for scholarly communication, and a well-executed footnote system is integral to its success, ensuring that ideas are properly attributed and readers can navigate the information landscape with confidence.

FAQ

Q: What is the primary difference between a footnote and an endnote in Chicago style?

A: In Chicago style, both footnotes and endnotes serve the same function of providing citations and supplementary information. The primary difference lies in their placement: footnotes appear at the bottom of the page where the citation or note occurs in the text, while endnotes are compiled at the end of the document, chapter, or book. The formatting for the notes themselves is identical.

Q: When should I use the abbreviation "ibid." in my Chicago style footnotes?

A: The abbreviation "ibid." (short for the Latin word for "in the same place") is used when a footnote refers to the exact same source as the immediately preceding footnote. If the page number is also the same, you simply write "Ibid." If the page number differs, you write "Ibid." followed

by the new page number (e.g., *Ibid.*, 45). It cannot be used if any other footnote or textual element intervenes.

Q: How do I cite a chapter from an edited book in a Chicago manual footnote example?

A: To cite a chapter from an edited book, you need to include the chapter author's name, the chapter title (in quotation marks), the word "in," the title of the edited book (italicized), the editor's name(s) followed by "ed." or "eds.," the publication information (place, publisher, year), and the page numbers of the chapter. For example: Jane Doe, "The Rise of the Novel," in *Literary Studies Today*, ed. John Roe (New York: Academic Press, 2020), 112-135.

Q: What is the correct format for citing a personal interview in a Chicago manual footnote example?

A: For a personal interview, the footnote should include the interviewee's full name, specify that it was a "personal interview" (or email interview, phone interview, etc.) conducted by the author, the date the interview took place, and the location if relevant. For example: Maria Garcia, personal interview by author, October 20, 2023, Chicago, IL.

Q: Should I include page numbers for all sources in my Chicago style footnotes?

A: Page numbers are crucial for sources where information is found on a specific page, such as books and journal articles. For sources like entire websites or webpages without specific section references, page numbers are not applicable. However, if you are citing a specific section or paragraph within an online document that has stable numbering, include it. For shorter works like articles or chapters, always include the relevant page number(s).

Q: How do I cite a podcast episode using the Chicago manual footnote example?

A: Citing a podcast episode typically involves the episode title (in quotation marks), the podcast series name (italicized), the host's name (if prominent), the producer or network, the publication date, and the URL or platform where it was accessed. For example: "The Future of AI," *Science Talk*, hosted by Dr. Anya Sharma, aired October 24, 2023, available at <https://www.sciencetalk.com/episodes/future-ai>.

Q: What if a website doesn't have an author listed? How should I format that Chicago manual footnote example?

A: If no individual author is listed for a webpage, you should use the name of the organization responsible for the website as the author. If even the organization is unclear or absent, you can begin the citation with the title of the webpage or document. Always try to provide as much identifying information as possible to help your readers locate the source.

Q: Is there a difference in formatting for notes when using Chicago style's author-date system versus the notes-bibliography system?

A: Yes, there is a significant difference. This article focuses on the notes-bibliography system, which uses numbered footnotes or endnotes. The author-date system, in contrast, uses parenthetical citations in the text (Author Last Name Year, Page) and a corresponding bibliography at the end. The actual bibliographic information for sources will be similar in both systems, but the way it is presented and accessed by the reader is entirely different.

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