

chicago manual of style bibliography examples for works cited

chicago manual of style bibliography examples for works cited are crucial for academic and professional writing. This comprehensive guide will demystify the process of creating a Chicago Manual of Style (CMOS) bibliography, also known as a "Works Cited" page. We will delve into the fundamental principles behind CMOS citation, exploring the distinct styles it offers: notes-bibliography and author-date. Understanding these nuances is key to ensuring accuracy and adherence to scholarly standards. This article will provide detailed examples for a variety of source types, including books, journal articles, websites, and more, offering clear, actionable guidance for every writer.

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Understanding the Chicago Manual of Style (CMOS)

The Chicago Manual of Style (CMOS) is one of the most widely used and respected style guides in academia and publishing. It provides comprehensive guidelines for manuscript preparation, grammar, punctuation, and, importantly, citation. When it comes to creating a list of sources consulted or cited, CMOS offers a flexible yet rigorous framework. Adhering to its principles ensures that your research is properly attributed, allowing readers to easily locate your sources and verify your information.

The manual is known for its thoroughness and its ability to adapt to various disciplines. Whether you are writing a history paper, a scientific report, or a literary analysis, CMOS provides the tools to present your references clearly and consistently. This consistency is paramount in scholarly communication, fostering credibility and avoiding plagiarism. Understanding the core tenets of CMOS is the first step toward mastering its citation system.

The Two Main CMOS Citation Styles

The Chicago Manual of Style presents two primary systems for citing sources: the notes-bibliography system and the author-date system. While both aim for clarity and accuracy, they differ in how they present in-text citations and the final list of sources. It is essential to understand which system your instructor, publisher, or discipline requires, as mixing them can lead to confusion and errors.

The Notes-Bibliography System

The notes-bibliography system, often preferred in the humanities, uses numbered footnotes or endnotes for in-text citations. These notes provide detailed information about the source at the point it is referenced. The bibliography, appearing at the end of the work, provides a comprehensive alphabetical list of all sources consulted and cited. This system allows for a cleaner reading experience in the main text while still providing full source details.

The in-text citation in the notes-bibliography system consists of a superscript number that corresponds to a note at the bottom of the page (footnote) or at the end of the document (endnote). The first time a source is cited, the note includes full bibliographic details. Subsequent citations of the same source use a shortened form, typically including the author's last name, a shortened title, and the page number. The final bibliography, however, lists all sources in alphabetical order by the author's last name, presenting them in a format similar to the full note, but without page numbers for the entire work.

The Author-Date System

The author-date system, more common in the social sciences and natural sciences, uses parenthetical in-text citations that include the author's last name and the year of publication. This system is designed to provide readers with immediate information about the source's origin and publication date directly within the text. The bibliography (often titled "References" in this system) is also an alphabetical list of all sources cited, but the format for each entry might differ slightly from the notes-bibliography system to emphasize the publication date.

In the author-date system, an in-text citation might look like (Smith 2020, 15). This tells the reader that the information comes from a work by Smith published in 2020, specifically on page 15. The corresponding entry in the reference list would then provide the full publication details for Smith's 2020 work. This method is efficient for disciplines that frequently refer to multiple works by the same author or emphasize the chronology of research.

Building Your Chicago Manual of Style Bibliography

Constructing a Chicago Manual of Style bibliography requires attention to detail and adherence to specific formatting rules. The goal is to present a clear, consistent, and accurate record of your sources, allowing readers to follow your research trail.

Whether you are using the notes-bibliography or author-date system, the fundamental principle of the bibliography (or reference list) is to provide enough information for a reader to locate and identify the source. This typically includes the author's name, title of the work, publication information (publisher, date), and any relevant details like edition, volume, or page numbers where applicable. The order and punctuation of these elements are what distinguish the different citation styles.

Common Source Types and Their CMOS Bibliography Examples

Mastering the creation of a Chicago Manual of Style bibliography involves understanding how to format various types of sources. Each medium—books, articles, online content—has its own set of conventions within the CMOS framework. Below are detailed examples for frequently encountered source types, using both the notes-bibliography and author-date systems for clarity.

Books

Books are foundational in many research projects, and their citation in a Chicago Manual of Style bibliography requires specific elements. For a full book citation, you'll need the author's name, the title (italicized), the place of publication, the publisher, and the year of publication.

- **Notes-Bibliography System Example (Book):**

- Author Last Name, First Name. *Title of Book*. Place of Publication: Publisher, Year.

- For example: Smith, John. *The History of Chicago*. New York: Penguin Books, 2018.

When citing a specific chapter or part of a book by a different author than the overall editor, or if it's a collection, the format will include the chapter author and title, followed by the book's details.

- **Notes-Bibliography System Example (Chapter in an Edited Book):**

- Chapter Author Last Name, First Name. "Title of Chapter." In *Title of Book*, edited by Editor First Name Last Name, Chapter number-Chapter number. Place of Publication: Publisher, Year.
- For example: Johnson, Emily. "Early Settlers of the Midwest." In *American Pioneers*, edited by Robert Davis, 45-78. Chicago: University of Chicago Press, 2015.

- **Author-Date System Example (Book):**

- Author Last Name, First Name. Year. *Title of Book*. Place of Publication: Publisher.
- For example: Smith, John. 2018. *The History of Chicago*. New York: Penguin Books.

- **Author-Date System Example (Chapter in an Edited Book):**

- Chapter Author Last Name, First Name. Year. "Title of Chapter." In *Title of Book*, edited by Editor First Name Last Name, Chapter number-Chapter number. Place of Publication: Publisher.
- For example: Johnson, Emily. 2015. "Early Settlers of the Midwest." In *American Pioneers*, edited by Robert Davis, 45-78. Chicago: University of Chicago Press.

Journal Articles

Citing journal articles in your Chicago Manual of Style bibliography requires details about the author, the article title, the journal title, the volume and issue numbers, and the publication date, along with page numbers.

- **Notes-Bibliography System Example (Journal Article):**

- Author Last Name, First Name. "Title of Article." *Title of Journal* Volume, no. Issue (Year): Page numbers.
- For example: Williams, Sarah. "The Impact of Industrialization." *Journal of Modern History* 45, no. 2

(2019): 112-135.

If the article has a DOI (Digital Object Identifier), it is recommended to include it for easier online retrieval.

- **Notes-Bibliography System Example (Journal Article with DOI):**

- Author Last Name, First Name. "Title of Article." *Title of Journal* Volume, no. Issue (Year): Page numbers. doi:XX.XXXX/XXXXXXXXXX.
- For example: Williams, Sarah. "The Impact of Industrialization." *Journal of Modern History* 45, no. 2 (2019): 112-135. doi:10.1086/543210.

- **Author-Date System Example (Journal Article):**

- Author Last Name, First Name. Year. "Title of Article." *Title of Journal* Volume (Issue): Page numbers.
- For example: Williams, Sarah. 2019. "The Impact of Industrialization." *Journal of Modern History* 45 (2): 112-135.

- **Author-Date System Example (Journal Article with DOI):**

- Author Last Name, First Name. Year. "Title of Article." *Title of Journal* Volume (Issue): Page numbers. doi:XX.XXXX/XXXXXXXXXX.
- For example: Williams, Sarah. 2019. "The Impact of Industrialization." *Journal of Modern History* 45 (2): 112-135. doi:10.1086/543210.

Websites and Online Resources

Citing websites and online resources in your Chicago Manual of Style bibliography is essential in today's digital age. These entries typically include the author (if known), the title of the specific page or article, the

website name, the publication or last updated date, and the URL. For most online sources, including the access date is also a good practice.

- **Notes-Bibliography System Example (Website):**

- Author Last Name, First Name (if applicable). "Title of Web Page." Name of Website. Last modified/Published Date. Accessed Access Date. URL.
- For example: Miller, David. "A Brief History of the Internet." Techopedia. Last modified October 26, 2023. Accessed November 15, 2023. <https://www.techopedia.com/brief-history-internet>.

If no author is listed, begin with the title of the page or article. If no specific publication or modification date is available, use "n.d." (no date).

- **Notes-Bibliography System Example (Webpage without Author/Date):**

- "Title of Web Page." Name of Website. Accessed Access Date. URL.
- For example: "Global Climate Trends." Climate Watch. Accessed November 15, 2023. <https://www.climatewatch.org/trends>.

- **Author-Date System Example (Website):**

- Author Last Name, First Name (if applicable). Year. "Title of Web Page." Name of Website. Last modified/Published Date. Accessed Access Date. URL.
- For example: Miller, David. 2023. "A Brief History of the Internet." Techopedia. Last modified October 26. Accessed November 15, 2023. <https://www.techopedia.com/brief-history-internet>.

- **Author-Date System Example (Webpage without Author/Date):**

- "Title of Web Page." Year. Name of Website. Accessed Access Date. URL.
- For example: "Global Climate Trends." 2023. Climate Watch. Accessed November 15, 2023.

Other Common Source Types

Beyond books, articles, and websites, a Chicago Manual of Style bibliography might include a variety of other sources such as reports, theses, dissertations, interviews, government documents, and audiovisual materials. Each requires a specific formatting approach within the CMOS framework.

- **Report:**

- Author Last Name, First Name. *Title of Report*. Report Number (if applicable). Publisher/Organization. Year.
- For example: Garcia, Maria. *Economic Forecast for the Midwest*. Report No. ECO-2022-01. Global Economic Analysis Group. 2022.

- **Thesis/Dissertation:**

- Author Last Name, First Name. "Title of Thesis/Dissertation." Type of degree (e.g., PhD diss., MA thesis). University Name, Year.
- For example: Chen, Li. "Urban Planning in Post-War Chicago." PhD diss. University of Illinois, 2021.

- **Interview:**

- Interviewee First Name Last Name. Interview by Interviewer First Name Last Name. Date of Interview. Type of interview (e.g., Personal interview, Phone interview, Email interview). Location (if applicable).
- For example: Davis, Robert. Interview by Sarah Williams. October 10, 2023. Personal interview. Chicago, IL.

These examples illustrate the adaptability of the Chicago Manual of Style for diverse research materials. Always refer to the latest edition of the CMOS for the most precise and up-to-date guidelines.

Essential Tips for a Flawless CMOS Bibliography

Creating an accurate and professional Chicago Manual of Style bibliography is a skill that improves with practice. Several key tips can help you avoid common pitfalls and ensure your citations are impeccable. Consistency in formatting is paramount, as is meticulous attention to detail in every element of the citation.

First, always determine which of the two CMOS citation styles—notes-bibliography or author-date—is required for your work. Using the wrong system can lead to significant errors. Second, maintain a consistent approach to capitalization and punctuation within each citation type. For example, titles of books and journals are typically italicized, while titles of articles and chapters are placed in quotation marks. Pay close attention to the order of elements, which can vary slightly between source types and citation systems.

Third, ensure that your bibliography is alphabetized correctly by the author's last name. If a source has no author, alphabetize it by the first significant word of the title. Fourth, proofread your bibliography thoroughly. Errors in names, titles, dates, or publication details can undermine your credibility. It's often helpful to have a peer review your citations or to use citation management software, but always double-check the output against CMOS guidelines.

Finally, remember that the purpose of your bibliography is to provide readers with the information they need to find your sources. Therefore, include all necessary components, such as DOIs for journal articles or access dates for online sources, to facilitate this process. Staying organized throughout your research by keeping track of sources as you encounter them will make the final compilation of your bibliography a much smoother task.

FAQ

Q: What is the primary difference between the notes-bibliography and author-date systems in the Chicago Manual of Style bibliography?

A: The primary difference lies in how in-text citations are presented. The notes-bibliography system uses numbered footnotes or endnotes for in-text citations, while the author-date system uses parenthetical citations that include the author's last name and the publication year. Both systems conclude with a bibliography, but the format of the bibliography entries may differ slightly to reflect the emphasis of each system.

Q: How do I cite a source with multiple authors in a Chicago Manual of Style bibliography?

A: For the notes-bibliography system, list the first author's name as usual, followed by "and" before the last author's name in the bibliography. For author-date, if there are two authors, list both as "Author1 and Author2." If there are three or more authors, list the first author followed by "et al." in both the in-text citation and the bibliography.

Q: Should I include the publication date in the bibliography for an online article without a specific date listed?

A: If an online article or website does not have a publication or last modified date, you should use "n.d." (no date) in place of the year in your Chicago Manual of Style bibliography entry. You should still include the access date.

Q: What is the correct way to italicize titles in a Chicago Manual of Style bibliography?

A: In general, titles of major works that are published independently, such as books, journals, newspapers, and websites, should be italicized in your Chicago Manual of Style bibliography. Titles of shorter works that are part of a larger whole, such as articles, chapters, and essays, are typically enclosed in quotation marks.

Q: When should I include the DOI or URL in my Chicago Manual of Style bibliography?

A: For journal articles, including the DOI (Digital Object Identifier) is highly recommended in your Chicago Manual of Style bibliography as it provides a stable link to the article online. For other online sources like websites or articles from online databases, you should include the URL. It is also good practice to include the access date for all online sources.

Q: How do I alphabetize my Chicago Manual of Style bibliography if some sources have the same author?

A: When you have multiple works by the same author, you should alphabetize them by title, ignoring any initial articles like "A," "An," or "The." If you have works by the same author and the same title, you would then order them chronologically by publication date, with the earliest work appearing first.

Q: What if I cannot find an author for a particular source for my Chicago Manual of Style bibliography?

A: If a source has no author, you should begin the entry with the title of the work. For books, the title will be italicized. For articles or other shorter works, the title will be in quotation marks. The entry will then be alphabetized by the first significant word of the title in your Chicago Manual of Style bibliography.

Q: How should I format a revised edition of a book in my Chicago Manual of Style bibliography?

A: For a revised edition, you will need to include the edition number after the title. The format would typically be: Author Last Name, First Name. *Title of Book*. Xth ed. Place of Publication: Publisher, Year. For example: Smith, John. *The History of Chicago*. 2nd ed. New York: Penguin Books, 2020.

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