

chicago manual of style footnotes for citation examples

The Chicago Manual of Style footnotes for citation examples are essential for academic and professional writing, ensuring proper attribution and maintaining the integrity of research. Mastering these citation formats is crucial for scholars, students, and writers across various disciplines. This comprehensive guide will demystify the process, providing clear, detailed examples for different source types. We will explore the fundamental principles of Chicago style footnotes, distinguishing them from endnotes and the bibliography. Furthermore, we will delve into the nuances of citing books, journal articles, websites, and other frequently encountered sources, offering practical advice for creating accurate and consistent citations. Understanding these elements is key to avoiding plagiarism and demonstrating scholarly rigor.

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Understanding Chicago Style Footnotes

The Chicago Manual of Style (CMOS) offers two primary systems for citation: the notes-bibliography system and the author-date system. For the purposes of this article, we will focus exclusively on the notes-bibliography system, which utilizes footnotes or endnotes for in-text citations and a comprehensive bibliography at the end of the work. Footnotes are numerical superscripts placed in the text immediately following the material being cited. They correspond to numbered notes at the bottom of the page, providing the full citation information. This system is widely adopted in the humanities, including literature, history, and the arts.

The fundamental purpose of footnotes is to provide readers with immediate access to the sources that inform your writing. This allows for verification of your claims and further exploration of the topics you discuss. Unlike a simple bibliography, which lists all sources consulted, footnotes offer specific location information for each piece of borrowed material. This precision is vital for academic integrity, enabling scholars to trace the lineage of ideas and arguments effectively. The Chicago style emphasizes clarity and completeness in its citation guidelines, ensuring that any reader can locate the original source with ease.

The Structure of a Chicago Style Footnote

A typical Chicago style footnote follows a specific structure, designed for clarity and efficiency. The first time a source is cited, the footnote

contains complete publication details. Subsequent citations of the same source, often referred to as "short form" notes, require less information. This tiered approach prevents redundancy while still providing sufficient information for identification.

Components of a Full Footnote

The primary components of a full footnote, regardless of source type, generally include:

- Author's full name (first name, then last name)
- Title of the work (italicized for books and standalone works, in quotation marks for articles and chapters)
- Publication information (place of publication, publisher, and year)
- Page number(s) where the information was found

The order and specific punctuation of these elements can vary slightly depending on the type of source being cited, but this general framework provides a solid foundation for understanding footnote construction.

The Short Form Footnote

Once a source has been cited in full, subsequent references to the same work are typically presented in a shortened format. This includes the author's last name, a shortened version of the title (if necessary to distinguish from other works by the same author), and the specific page number. For example, if a book by John Smith titled "The History of Chicago" was cited in full in footnote 3, a subsequent citation to the same book on page 45 would appear as: Smith, "History of Chicago," 45.

Ibid. and Subsequent References

The Latin term "ibid." (short for *ibidem*, meaning "in the same place") is used when a footnote refers to the immediately preceding footnote. If the same source is cited again on the same page, and no other source has intervened, "ibid." can be used, followed by the new page number if it differs. For instance, if footnote 5 cites Smith, "History of Chicago," 45, and footnote 6 cites the same work on page 46, footnote 6 would read: Ibid., 46. If footnote 7 refers to the same page as footnote 6, it would simply be: Ibid. However, overuse of "ibid." can sometimes lead to confusion, and many writers prefer to use the short-form citation for greater clarity, especially in longer works.

Citing Books in Footnotes

Citing books is a fundamental aspect of scholarly writing, and Chicago style provides clear guidelines for this. The key is to accurately represent the publication details so that readers can locate the specific edition you consulted.

Full Footnote for a Book

When you cite a book for the first time, your footnote should include the author's full name, the title in italics, the publication details, and the specific page number. The format is generally:

First Name Last Name, *Title of Book* (Place of Publication: Publisher, Year), Page Number(s).

For example:

1. Jane Doe, *The Art of Citation* (New York: Academic Press, 2021), 78.

Short Form Footnote for a Book

For subsequent citations of the same book, you will use the short-form note:

Last Name, *Shortened Title*, Page Number(s).

For example:

2. Doe, *Art of Citation*, 92.

Books with Multiple Authors or Editors

For books with two authors, list both names in the full footnote. For three or more authors, list only the first author followed by "et al." (and others). Editors are indicated with "ed." or "eds." after their names. The author's name appears first, then the title, followed by the editor information if applicable.

- Example (two authors): John Smith and Mary Jones, *Collaborative Works* (Chicago: University Press, 2022), 150.
- Example (three or more authors): Jane Doe et al., *Multiauthor Studies* (London: Routledge, 2020), 33.
- Example (edited book): Robert Green, ed., *Essays on Modern Literature* (Stanford: Stanford University Press, 2019), 211.

Citing Journal Articles in Footnotes

Academic journals are a cornerstone of research, and precise citation is vital for acknowledging the original scholarship. The Chicago style for journal articles requires specific formatting to distinguish them from book citations.

Full Footnote for a Journal Article

The full footnote for a journal article includes the author's name, the article title in quotation marks, the journal title in italics, the volume and issue numbers, the publication year, and the page range of the article, followed by the specific page(s) cited.

First Name Last Name, "Title of Article," *Journal Title* Volume, no. Issue (Year): Page Number(s).

For example:

3. Emily Carter, "The Impact of Digital Media on Reading Habits," *Journal of Modern Literature* 45, no. 2 (2023): 150-175, 162.

Short Form Footnote for a Journal Article

Similar to books, subsequent citations use a short form:

Last Name, "Shortened Title of Article," Page Number(s).

For example:

4. Carter, "Digital Media," 165.

Journal Articles with Multiple Authors

For articles with two authors, list both names in the full footnote. For three or more authors, list only the first author followed by "et al." in both full and short-form notes.

- Example (two authors): Sarah Lee and David Kim, "Cross-Cultural Communication in Business," *International Journal of Business Studies* 12, no. 1 (2022): 45-60, 52.
- Example (three or more authors): Emily Carter et al., "Digital Media," 162.

Citing Websites and Online Resources in Footnotes

The digital age presents unique challenges for citation, as websites can be fluid and information may not always have clear publication details. Chicago style offers guidelines to navigate these complexities.

Full Footnote for a Website

When citing a website, include the author or organization responsible for the content, the title of the specific page or article in quotation marks, the name of the website in italics, the publication or last modified date (if available), and the URL. It's also crucial to include the date you accessed the page.

Author/Organization, "Title of Web Page," Name of Website, Publication Date (or Last Modified Date), accessed Month Day, Year, URL.

For example:

5. National Archives and Records Administration, "Discover Your Family History Online," Archives.gov, October 15, 2023, accessed November 10, 2023, <https://www.archives.gov/research/genealogy/online-resources>.

Short Form Footnote for a Website

Short-form citations for websites follow the same principle: author/organization, shortened title, and URL. If the author or title is not readily apparent, you might rely on the website name and URL.

Author/Organization, "Shortened Title," accessed Month Day, Year, URL.

For example:

6. National Archives and Records Administration, "Family History," accessed November 10, 2023, <https://www.archives.gov/research/genealogy/online-resources>.

When Publication Dates are Unavailable

If a publication or last modified date for a webpage is not available, you can omit it or use "n.d." (no date). However, always include the access date, as online content can change or disappear.

Citing Other Common Source Types

Beyond books, journals, and websites, researchers frequently encounter other types of sources that require specific citation formats in Chicago style footnotes.

Magazine and Newspaper Articles

Similar to journal articles, magazine and newspaper citations include author, article title, publication title, date, and page number. For online articles, include the URL and access date.

- Example (print magazine): John Smith, "The Future of Cities," *Time*, October 23, 2023, 55.
- Example (online newspaper): Jane Doe, "Local Election Results Announced," *Chicago Tribune*, November 7, 2023, accessed November 10, 2023, <https://www.chicagotribune.com/news/local/election/>.

Book Chapters or Essays in Edited Collections

When citing a chapter or essay within a larger edited volume, you must credit both the author of the chapter and the editor(s) of the book.

Author of Chapter, "Title of Chapter," in Title of Book, ed. Editor's Name(s), Page Number(s). Place of Publication: Publisher, Year.

For example:

7. Robert Miller, "Early Chicago Architecture," in *Building the Metropolis*, ed. Susan Davis, 45-67. Chicago: University of Chicago Press, 2020.

Interviews

Citing interviews depends on whether they are published or unpublished. Unpublished interviews are often cited as personal communications.

- Example (unpublished interview): John Adams, interview by author, November 1, 2023. (This would appear in the text, and if cited in a footnote, would include more details about location or context if available).
- Example (published interview): Jane Doe, "A Conversation with the Author," *Literary Review*, Spring 2023, 112.

The Relationship Between Footnotes and the Bibliography

While footnotes provide immediate, specific citation information within the text, the bibliography offers a comprehensive list of all sources consulted for the work. The notes-bibliography system in Chicago style requires both. Every source cited in a footnote must also appear in the bibliography, and typically, all sources listed in the bibliography should have been cited in the footnotes or endnotes.

Consistency is Key

The primary rule governing the relationship between footnotes and the bibliography is consistency. The format used for a particular source type in the footnotes should mirror, with slight variations, the format used in the bibliography. For instance, author names are listed first name last name in footnotes but typically last name first name in the bibliography to facilitate alphabetization. Titles are italicized or placed in quotation marks as appropriate in both, and publication details are presented similarly.

The Bibliography Format

The bibliography is an alphabetized list of sources. For books, it would generally appear as:

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

For journal articles:

Last Name, First Name. "Title of Article." Journal Title Volume, no. Issue (Year): Page Range.

The bibliography serves as a valuable resource for readers who wish to delve deeper into the research without needing to consult individual footnotes. It's a testament to the thoroughness of the author's research and a guide for future scholars.

FAQ

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

A: The fundamental difference lies in their placement. A footnote appears at the bottom of the page where the citation is made, while an endnote appears at the end of the chapter or the entire document, corresponding to a superscript number in the text. Both serve the same purpose of providing

citation information.

Q: Do I need to include the URL for every online source in my Chicago style footnotes?

A: It is highly recommended to include the URL for all online sources, especially websites, to allow readers to access the exact content you referenced. For articles published online but originally in print, the URL is still important if you accessed it digitally, along with the access date.

Q: How do I cite a source that I consulted but didn't directly quote from in my Chicago style footnotes?

A: Even if you paraphrase or summarize an idea from a source, you must still cite it using a Chicago style footnote. The footnote should point to the page(s) where the information can be found to give credit to the original author.

Q: What is the correct way to cite a source that has no author listed in Chicago style footnotes?

A: If a source has no individual author, you generally use the name of the organization, corporation, or government agency responsible for the publication as the author. If no organizational author is apparent, you can start the citation with the title of the work.

Q: Can I use "ibid." indefinitely in my Chicago style footnotes if I am citing the same source repeatedly?

A: While "ibid." can be used to refer to the immediately preceding footnote, it's generally advisable to use it sparingly, especially in longer works. Overreliance on "ibid." can sometimes cause confusion for the reader. Using the short-form citation for repeated references often enhances clarity.

Q: How do I format a Chicago style footnote for a lecture or presentation that I attended?

A: For a lecture or presentation, you would cite the presenter's name, the title of the lecture (in quotation marks), the name of the event or course, the institution or location, and the date. For example: John Smith, "The Evolution of Urban Planning" (lecture, University of Chicago, Chicago, November 5, 2023).

Q: If I am citing a specific edition of a book in my Chicago style footnotes, do I need to mention the edition number?

A: Yes, it is crucial to include the edition number if you are citing a specific edition other than the first. This is usually placed after the title, e.g., *The Chicago Manual of Style*, 17th ed. (Chicago: University of

Chicago Press, 2017).

Q: What is the accepted practice for citing a legal case or statute in Chicago style footnotes?

A: Legal citations follow a highly specialized format that differs significantly from typical book or article citations. The Chicago Manual of Style provides detailed appendices and sections dedicated to legal citation, which should be consulted for accuracy.

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