

chicago manual style examples

The Chicago Manual of Style Examples: A Comprehensive Guide

chicago manual style examples are essential for academic writers, editors, and anyone seeking to adhere to one of the most widely respected citation and style guides. This guide provides a detailed overview of how to correctly format various elements according to the Chicago Manual of Style (CMOS), whether you're citing a book, journal article, website, or other common source types. Mastering these examples ensures clarity, credibility, and consistency in your written work, preventing common errors and making your research easily verifiable. Understanding the nuances of CMOS, particularly its dual citation systems (notes-bibliography and author-date), is crucial for producing polished and professional documents. This article will delve into practical applications, offering clear, actionable illustrations for a wide range of common citation scenarios and stylistic choices.

Table of Contents

Understanding Chicago Style Basics

Chicago Style: Notes-Bibliography System Examples

Chicago Style: Author-Date System Examples

Common Formatting Examples in Chicago Style

Citing Specific Source Types

Frequently Asked Questions on Chicago Manual Style Examples

Understanding Chicago Style Basics

The Chicago Manual of Style, often referred to as CMOS, is a widely adopted style guide that governs writing and citation practices, primarily in the humanities and social sciences. Its flexibility is one of its key strengths, offering two distinct citation systems to suit different academic disciplines and publication needs. The first, known as the notes-bibliography system, is favored in fields like history, literature, and art, where detailed source explanation and textual commentary are paramount. The second, the author-date system, is more prevalent in the sciences and social sciences, prioritizing quick identification of sources through in-text citations.

Regardless of the chosen system, CMOS emphasizes clarity, accuracy, and consistency. It provides guidelines not only for citations but also for grammar, punctuation, manuscript preparation, and electronic media. Adhering to CMOS demonstrates a commitment to scholarly rigor and facilitates reader comprehension by establishing a predictable and professional presentation of information. This guide will explore practical examples to illustrate these principles effectively.

Chicago Style: Notes-Bibliography System Examples

The notes-bibliography system in Chicago style involves using superscript numbers within the text to refer to corresponding notes (either footnotes or endnotes) that provide source information. A

bibliography, listing all sources cited in the text, appears at the end of the work. This system allows for extensive annotation and discussion without disrupting the flow of the main text.

Footnotes and Endnotes Formatting

Footnotes appear at the bottom of the page where the citation is referenced, while endnotes are compiled at the end of the document. Both follow similar formatting conventions, with the first citation of a source being more detailed than subsequent ones.

First Footnote/Endnote Citation Example (Book)

For a book, the first note typically includes the author's full name, the title of the book (italicized), publication information (city, publisher, year), and the specific page number(s) being referenced.

- First Footnote Example: 1. Janet L. Abu-Lughod, *Before European Hegemony: The World System A.D. 1250-1350* (New York: Oxford University Press, 1989), 124.

Subsequent Footnote/Endnote Citation Example (Book)

Subsequent citations of the same source are shortened. They typically include the author's last name, a shortened version of the title (if lengthy), and the page number.

- Subsequent Footnote Example: 2. Abu-Lughod, *Before European Hegemony*, 150.

Bibliography Formatting Example (Book)

The bibliography entry for a book mirrors the first note but uses hanging indentation and reverses the author's name (last name first). The publication city is generally included.

- Bibliography Entry: Abu-Lughod, Janet L. *Before European Hegemony: The World System A.D. 1250-1350*. New York: Oxford University Press, 1989.

Citing Journal Articles in Notes-Bibliography

Journal articles require specific formatting for both notes and the bibliography to accurately identify the publication. Key elements include the author, article title, journal title, volume and issue numbers, and publication date and page range.

First Footnote/Endnote Citation Example (Journal Article)

The first note for a journal article includes the author's full name, article title (in quotation marks), journal title (italicized), volume, issue number, publication date, and page numbers.

- First Footnote Example: 3. Michael Pollan, "The Fate of the Wild," *The New Yorker*, October 8, 2001, 76.

Subsequent Footnote/Endnote Citation Example (Journal Article)

Similar to books, subsequent citations are abbreviated.

- Subsequent Footnote Example: 4. Pollan, "The Fate of the Wild," 78.

Bibliography Formatting Example (Journal Article)

The bibliography entry for a journal article includes the author's last name first, article title, journal title, volume and issue numbers, publication date, and the full page range of the article.

- Bibliography Entry: Pollan, Michael. "The Fate of the Wild." *The New Yorker*, October 8, 2001.

Chicago Style: Author-Date System Examples

The author-date system of CMOS simplifies in-text citation, using parenthetical references that include the author's last name and the year of publication, followed by page numbers if necessary. A corresponding reference list (akin to a bibliography) is provided at the end of the document.

In-Text Citations (Author-Date)

Parenthetical citations are placed within the text, typically at the end of a sentence or clause, to refer to the source. The general format is (AuthorLastName Year, PageNumber).

- In-text Citation Example: (Smith 2020, 45).
- In-text Citation for no specific page: (Jones 2019).

Reference List Formatting (Author-Date)

The reference list at the end of the document provides full details for each source cited in the text. The format is similar to the bibliography in the notes-bibliography system but organized alphabetically by the author's last name.

Reference List Example (Book)

The reference list entry for a book includes the author's last name first, year of publication in parentheses, title (italicized), and publication details.

- Reference List Entry: Smith, John. 2020. *The Art of Writing*. Chicago: University of Chicago Press.

Reference List Example (Journal Article)

For a journal article, the reference list entry includes the author, year, article title, journal title (italicized), volume and issue numbers, and page range.

- Reference List Entry: Doe, Jane. 2021. "A Study of Citation Practices." *Journal of Academic Writing* 15 (2): 112-130.

Common Formatting Examples in Chicago Style

Beyond basic citations, CMOS offers guidelines for various other aspects of written communication, ensuring consistency and professionalism. These include the formatting of titles, headings, and common stylistic choices.

Titles and Headings

CMOS recommends specific formatting for titles and headings to enhance readability and structure. Major divisions like chapter titles are typically centered and capitalized appropriately.

- Book Title Example: **THE ESSENTIAL GUIDE TO CITATION**
- Chapter Title Example: *Chapter 3: Navigating Footnotes*

Numbers and Dates

CMOS provides rules for when to spell out numbers and when to use numerals, as well as preferred formats for dates.

- Numbers: Generally, spell out numbers one through one hundred; use numerals for 101 and above. However, numerals are used for percentages, measurements, and for consistency in a series.
- Dates: Use the format Month Day, Year (e.g., July 4, 1776).

Quoting Material

Direct quotations must be incorporated accurately and attributed correctly. Short quotations are typically integrated into the text, while longer ones (over approximately 400 words or ten lines) are set off as block quotes.

Short Quotation Example

As the author states, "Clarity is paramount in academic discourse" (Smith 2020, 67).

Block Quotation Example

When citing a substantial portion of text, CMOS advises:

Block quotations should be indented from the left margin and set off with a colon. Do not use quotation marks around the block quote itself. If the quote is originally presented in a longer paragraph format, it should be presented as a block quote in your document.

Citing Specific Source Types

The Chicago Manual of Style covers a vast array of source types. Here are examples for some of the most frequently encountered, demonstrating the flexibility and detail of the guide.

Citing Websites and Online Resources

Citing online content requires attention to the specific nature of the resource, whether it's a web page, a blog post, or an online article. Key information includes the author (if available), title of the

page/article, website name, publication date (if any), and the URL.

- Website Example (Notes-Bibliography): 5. "The History of the Internet," Wikipedia, last modified November 15, 2023, https://en.wikipedia.org/wiki/History_of_the_Internet.
- Website Example (Author-Date Reference List): Wikipedia. 2023. "The History of the Internet." Last modified November 15, 2023. https://en.wikipedia.org/wiki/History_of_the_Internet.

Citing Audiovisual Material

For sources like films, television episodes, or interviews, CMOS provides specific formats to identify the creators, titles, and release or broadcast information.

- Film Example (Notes-Bibliography): 6. Directed by Christopher Nolan, *Inception*, performance by Leonardo DiCaprio, Warner Bros., 2010, DVD.
- Film Example (Author-Date Reference List): Nolan, Christopher, dir. 2010. *Inception*. Performance by Leonardo DiCaprio. Warner Bros.

Citing Unpublished Works

Unpublished materials, such as manuscripts or dissertations, require careful citation to indicate their status and location.

- Manuscript Example (Notes-Bibliography): 7. Jane Doe, "Research Notes on Early American Literature" (unpublished manuscript, 2022), box 3, folder 5, Jane Doe Papers, University Archives, [University Name].
- Manuscript Example (Author-Date Reference List): Doe, Jane. 2022. "Research Notes on Early American Literature." Unpublished manuscript. Box 3, folder 5, Jane Doe Papers, University Archives, [University Name].

These examples provide a foundational understanding of how to apply Chicago Manual of Style guidelines to various common citation scenarios. The manual itself offers comprehensive details for even the most complex and niche source types, ensuring that academic and professional writing can be presented with precision and authority.

FAQ

Q: What is the difference between the notes-bibliography and author-date systems in Chicago style?

A: The notes-bibliography system uses footnotes or endnotes for citations, allowing for extensive commentary and detailed source information within the notes themselves, supplemented by a bibliography at the end. The author-date system uses in-text parenthetical citations (Author Year, Page) and a reference list at the end, which is generally preferred in scientific and social science fields.

Q: When should I use a hanging indent in my Chicago style citations?

A: Hanging indents are used in both the bibliography and the reference list. This means the first line of each citation is flush with the left margin, and all subsequent lines are indented. This formatting helps readers quickly identify individual entries in a long list of sources.

Q: How do I cite a chapter in an edited book using Chicago style?

A: For the notes-bibliography system, the first footnote/endnote would include the chapter author's name, the chapter title in quotation marks, "in" followed by the book title (*italicized*), editor(s) name(s) with "ed." or "eds.", publication information, and page numbers for the chapter. For the author-date system, the reference list entry would follow a similar pattern, starting with the chapter author.

Q: What is the correct format for citing a newspaper article in Chicago style?

A: In the notes-bibliography system, the first note for a newspaper article includes the author's name, article title in quotation marks, newspaper title (*italicized*), date of publication, and specific page number(s). For the author-date system, the reference list entry would include the author, year of publication, article title, newspaper title, date, and page numbers.

Q: How do I format a URL in a Chicago style citation?

A: URLs should be included for online sources that are not easily retrievable otherwise. They are typically placed at the end of the citation. In the notes-bibliography system, the URL is usually preceded by "accessed" with the date of access. In the author-date system, the URL is typically placed at the end of the entry without an access date.

Q: What if a source has no author or publication date?

A: If a source has no author, begin the citation with the title of the work. If a source has no publication date, use "n.d." (for no date) in place of the date. This applies to both the notes-bibliography and author-date systems.

Q: Should I italicize book titles or article titles in Chicago style?

A: Book titles, journal titles, magazine titles, and newspaper titles are generally italicized in Chicago style. Article titles, chapter titles, and individual essay titles are typically enclosed in quotation marks.

Q: How do I handle multiple authors in Chicago style citations?

A: For the notes-bibliography system, list all authors in the first note. For subsequent notes and the bibliography, if there are more than three authors, list the first author followed by "et al." (and others). The author-date system typically lists all authors up to ten in the reference list, using "and" before the last author. If there are more than ten, list the first author followed by "et al." in the reference list as well.

[Chicago Manual Style Examples](#)

Chicago Manual Style Examples

Related Articles

- [chicago manual style for management papers](#)
- [chicago style academic paper citation rules](#)
- [chicago style author date for abstract](#)

[Back to Home](#)