



Chicago Manual of Style References – 17th edition

This style sheet focuses on the *Chicago Manual of Style* (CMoS) footnote/endnote citation system, which uses a superscript (raised) number in the text to direct readers to a footnote at the bottom of the page or to an endnote at the end of the paper. Examples for some of the most common source types are shown below, with CMoS chapter and section numbers to help you find those entries in the manual (both print and electronic versions). Additional formatting tips are provided at the end of this tip sheet. For other items, for more detailed examples, or for the CMoS author-date style, consult the print or electronic versions of CMoS available in the University of Manitoba libraries. The electronic version is available at <http://www.chicagomanualofstyle.org.uml.idm.oclc.org/book/ed17/frontmatter/toc.html>.

Book, single author (14.75), including digital books and editions (14.159-14.162)

Citation in footnote/endnote	Number. First name Last name, <i>Title of Book</i> (City: Publisher, year), page[s] cited [or chapter number, if no page numbers], URL [incorporating DOI when possible]. For example: 1. Peter W. Rose, <i>Class in Archaic Greece</i> (Cambridge: Cambridge University Press, 2012), 95. 2. Branden Hookway, <i>Interface</i> (Cambridge, MA: MIT Press, 2014), chap. 2, EBSCOhost. 3. Xinyuan Wang, <i>Social Media in Industrial China</i> (London: UCL Press, 2016), 58, org.uml.idm.oclc.org/10.14324/111.9781910634646 .
Bibliography	Last name, First name. <i>Title of Book</i> . City: Publisher, year. URL [incorporating DOI when possible]. For example: Rose, Peter W. <i>Class in Archaic Greece</i> . Cambridge: Cambridge University Press, 2012. Hookway, Branden. <i>Interface</i> . Cambridge, MA: MIT Press, 2014. EBSCOhost. Wang, Xinyuan. <i>Social Media in Industrial China</i> . London: UCL Press, 2016. https://doi-org.uml.idm.oclc.org/10.14324/111.9781910634646 .

Book, two or three authors or editors (14.76) – shown with translator (14.104)

Citation in footnote/endnote	Number. First name Last name [first author], First name Last name [second author], and First name Last name [third author], <i>Title of Book</i> (City: Publisher, year), page[s] cited. For example: 4. Massimo Bucciantini, Michele Camerota, and Franco Giudice, <i>Galileo's Telescope: A European Story</i> , trans. Catherine Bolton (Cambridge, MA: Harvard University Press, 2015), 8.
Bibliography	Last name, First name [first author], First name Last name [second author], and First name Last name [last author]. <i>Title of Book</i> . City: Publisher, year. For example: Bucciantini, Massimo, Michele Camerota, and Franco Giudice. <i>Galileo's Telescope: A European Story</i> . Translated by Catherine Bolton. Cambridge, MA: Harvard University Press, 2015.

Book, four to ten authors or editors (14.76) – shown with edition number (14.113-114)

Citation in footnote/endnote	Number. First name Last name [first author], et al., eds. [if edited volume], <i>Title of Book</i> , edition. (City: Publisher, year), page[s] cited. For example: 5. Nancy Waxler-Morrison et al., eds., <i>Cross-Cultural Caring: A Handbook for Professionals</i> , 2nd ed. (Vancouver: University of British Columbia Press, 2005), 4.
Bibliography	Last name, First name [first author], First name Last name [all authors between first and last], and First name Last name [last author], eds. [if edited volume] <i>Title of Book</i> . Edition. City: Publisher, year. For example: Waxler-Morrison, Nancy, Elizabeth Richardson, Joan Anderson, and Natalie Chambers, eds. <i>Cross-Cultural Caring: A Handbook for Professionals</i> . 2nd ed. Vancouver: University of British Columbia Press, 2005.

Chapter in an edited book/anthology (14.106-108) – shown with no specified place of publication (14.132)

Citation in footnote/endnote	<p>Number. First name Last name of chapter author, "Title of Chapter," in <i>Title of Book</i>, ed. First name Last name of editor[s], (City: Publisher, year), page[s] cited.</p> <p>For example:</p> <p>6. James Kirk, "The 'Privy Kirks' and Their Antecedents: The Hidden Face of Scottish Protestantism," in <i>Voluntary Religion: Papers Read at the 1985 Summer Meeting and the 1986 Winter Meeting of the Ecclesiastical History Society</i>, ed. W. J. Sheils and Diana Wood (n.p.: Basil Blackwell, 1986), 158.</p>
Bibliography	<p>Last name, First name of chapter author. "Title of Chapter." In <i>Title of Book</i>, edited by First name Last name of editor[s], chapter/page span. City: Publisher, year.</p> <p>For example:</p> <p>Kirk, James. "The 'Privy Kirks' and Their Antecedents: The Hidden Face of Scottish Protestantism." In <i>Voluntary Religion: Papers Read at the 1985 Summer Meeting and the 1986 Winter Meeting of the Ecclesiastical History Society</i>, edited by W. J. Sheils and Diana Wood, 155-70. N.p.: Basil Blackwell, 1986.</p>

Journal article (14.169-171) with URL, incorporating DOI when possible (14.8 for DOI rules; 14.175 for examples)

Citation in footnote/endnote	<p>Number. First name Last name, "Title of Article," <i>Journal</i> volume, no. issue (year): page[s] cited, URL [when online version is consulted].</p> <p>For example:</p> <p>7. Rex Buck Jr. and Wilson Wewa, "'We Are Created from This Land': Washat Leaders Reflect on Place-Based Spiritual Beliefs," <i>Oregon Historical Quarterly</i> 115, no. 3 (2014): 303, https://doi-org.uml.idm.oclc.org/10.5403/oregonhistq.115.3.0298; E.P. Thompson, "The Moral Economy of the English Crowd in the Eighteenth Century," <i>Past and Present</i>, no. 50 (1971): 78-79, http://www.jstor.org.uml.idm.oclc.org/stable/650244.</p>
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When multiple sources are cited to support a single point, a semicolon can be used to separate those entries in a single footnote.

Bibliography	<p>Last name, First name. "Title of Article." <i>Journal</i> volume, no. issue (year): page span. URL [when online version is consulted].</p> <p>For example:</p> <p>Buck, Rex, Jr. and Wilson Wewa. "'We Are Created from This Land': Washat Leaders Reflect on Place-Based Spiritual Beliefs." <i>Oregon Historical Quarterly</i> 115, no. 3 (2014): 298-323. https://doi-org.uml.idm.oclc.org/10.5403/oregonhistq.115.3.0298.</p> <p>Thompson, E. P. "The Moral Economy of the English Crowd in the Eighteenth Century." <i>Past and Present</i>, no. 50 (1971): 76-136. http://www.jstor.org.uml.idm.oclc.org/stable.</p>
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Note that a few journals do not use volume numbers, only issues numbers. *Past and Present*, shown above, is one of those.

Magazine (14.188) and newspaper (14.191-200) – with online or mobile app (14.189)

Citation in footnote/endnote	<p>Number. First name Last name, "Title of Article," Column Title [if applicable], <i>Magazine</i> or <i>Newspaper Name</i> (mobile app [if used]), Month year [or Month day, year], section [if applicable], page[s] cited [if available], URL [when online version is consulted].</p> <p>For example:</p> <p>8. Natasha Singer, "Can't Put Down Your Device? That's by Design," <i>New York Times</i>, December 6, 2015, sec. BU, 4.</p> <p>9. Alexandra Schwartz, "Improving Ourselves to Death," <i>New Yorker</i>, January 15, 2018, https://www.newyorker.com/magazine/2018/01/15/improving-ourselves-to-death.</p> <p>10. Paul Bloom, "The War on Reason," <i>The Atlantic</i> (iPhone app), March 2014.</p>
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Bibliography	<p>Last name, First name. "Title of Article." Column Title [if applicable]. <i>Newspaper</i> or <i>Magazine Name</i> (mobile app [if used]). Month year [or Month day, year], section [if applicable], page span [if available]. URL [when online version is consulted].</p> <p>For example (in alphabetical order):</p> <p>Bloom, Paul. "The War on Reason." <i>The Atlantic</i> (iPhone app), March 2014.</p> <p>Schwartz, Alexandra. "Improving Ourselves to Death." <i>New Yorker</i>, January 15, 2018, https://www.newyorker.com/magazine/2018/01/15/improving-ourselves-to-death.</p> <p>Singer, Natasha. "Can't Put Down Your Device? That's by Design." <i>New York Times</i>, December 06, 2015, sec. BU, 4.</p>
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Newspaper articles are typically cited only in footnotes. If your professor asks you to include them in your Bibliography, format them as above.

Encyclopedia or dictionary in print (14.232) or online (14.233)

Citation in footnote/endnote	Number. <i>Encyclopedia Name</i> , edition, s.v. "encyclopedia entry" [for online sources, add:] posted date, revision date, or [if these are not available] accessed Month day, year, URL. For example: 11. <i>World Book Encyclopedia</i> , 16th ed., s.v. "university." 12. <i>Oxford English Dictionary</i> , 3rd ed., s.v. "social," accessed April 18, 2018, http://www.oed.com.uml.idm.oclc.org/view/Entry/183739?redirectedFrom=social#eid .
Bibliography	Encyclopedia and dictionary references are typically not included in CMOs bibliographies. "s.v." is Latin for sub verbo, meaning "under the word," i.e., the information is found under the word "university."

Website (14.205-207)

Citation in footnote/endnote	Number. First name Last name [if applicable], "Title of Webpage," Website publisher [if indicated], Month day, year [of publication, modification, or access], URL. For example: 13. Paul Lynch, Allen Brizee, and Elizabeth Angeli, "Planet X? 9th Planet, beyond Pluto, May Exist, New Study Suggests," Canadian Broadcasting Corporation, last modified January 21, 2016, http://www.cbc.ca/news/technology/9th-planet-x-1.3412070 . 14. "The Canadian Style," Translation Bureau, Public Works and Government Services Canada, accessed April 18, 2018, http://www.btb.termiumplus.gc.ca/tpv2guides/guides/tcdnstyl/index-eng.html?lang=eng When the title ends with a question mark, there is no need to add a colon between the title and subtitle
Bibliography	Last name, First name [if applicable]. "Title of Webpage." Website publisher [if indicated]. Month day, year [of publication, modification, or access]. URL. For example: Associated Press. "Planet X? 9th Planet, beyond Pluto, May Exist, New Study Suggests." Canadian Broadcasting Corporation. Last modified January 21, 2016. http://www.cbc.ca/news/technology/9th-planet-x-1.3412070 . Government of Canada. "The Canadian Style." Translation Bureau, Public Works and Government Services Canada. Accessed April 18, 2018. http://www.btb.termiumplus.gc.ca/tpv2guides/guides/tcdnstyl/index-eng.html?lang=eng For a website, use publication or "last modified" date when possible; if not provided, use date of access.

Government documents (14.291)

Citation in footnote/endnote	Number. Issuing Country, Government Division, Named Subsidiary Divisions, <i>Document Title</i> , by First Name Last Name, Report Number or Name (City: Publisher, year), page[s] cited. For example: 15. Government of Canada, Environment Canada, Canadian Wildlife Service, <i>How Much Habitat is Enough?</i> 3rd ed. (Toronto: Environment Canada, 2013), 25.
Bibliography	Issuing Country. Government Division. Named Subsidiary Divisions. <i>Document Title</i> , by First Name Last Name. Report Number or Name. City: Publisher, year. For example: Government of Canada. Environment Canada. Canadian Wildlife Service. <i>How Much Habitat is Enough?</i> 3rd ed. Toronto: Environment Canada, 2013.

Film (14.261, 265)

Citation in footnote/endnote	Number. First Name Last Name of content author [if critical commentary or other ancillary content,] <i>Title of Work</i> , directed by First name Last name, (year of studio release; City: Studio, year of physical copy), format [including URL if online], length [for physical copy]. For example: 16. <i>Smoke Signals</i> , directed by Chris Eyre (1998; Toronto: eOne, 2000), DVD, 98 min. 17. <i>Dune</i> , directed by David Lynch (1984; https://amazon.com/gp/product/B000I9S64U/).
Bibliography	Last Name, First Name of director, dir. <i>Title of Work</i> . Year of studio release. City: Studio, year of physical copy. Format [including URL if online], length [for physical copy]. For example: Eyre, Chris, dir. <i>Smoke Signals</i> . 1998. Toronto: eOne, 2000. DVD, 98 min. Lynch, David, dir. <i>Dune</i> . 1984. https://amazon.com/gp/product/B000I9S64U/ .

Television and episodic videos (14.261, 265)

Citation in footnote/endnote	<p>Number. First Name Last Name of content author [only if critical commentary or other ancillary content,] <i>Title of Work</i>, season number, episode number, "Title of Episode," directed by First name Last name (aired Month day, year, on network name; City: Studio, year of physical copy), format [if viewed online, include URL and move to end], length.</p> <p>For example:</p> <p>18. <i>The West Wing</i>, season 5, episode 16, "Eppur si muove," directed by Llewellyn Wells, aired March 3, 2004 on NBC, https://itunes.apple.com/ca/tv-season/eppur-si-muove/id286272087?i=286550728.</p> <p>19. Aaron Sorkin, Alex Graves, and Thomas Schlamme, commentary on season 3, episode 22, "Posse comitatus," directed by Alex Graves, disc 6, <i>The West Wing</i> (aired May 22, 2002 on NBC; Burbank, CA: Warner Brothers, 2004), DVD.</p>
Bibliography	<p>Last Name, First Name of director, dir. <i>Title of Work</i>. Season number, episode number, "Title of Episode." Aired Month day, year, on network name. City: Studio, year of physical copy. Format [if viewed online, include URL and move to end], length.</p> <p>For example:</p> <p>Sorkin, Aaron, Alex Graves, and Thomas Schlamme. Commentary on season 3, episode 22. Disc 6. <i>The West Wing</i>. Aired May 22, 2002 on NBC. Burbank, CA: Warner Brothers, 2004. DVD.</p> <p>Wells, Llewellyn, dir. <i>The West Wing</i>. Season 5, episode 16, "Eppur si muove." Aired March 3, 2004 on NBC. https://itunes.apple.com/ca/tv-season/eppur-si-muove/id286272087?i=286550728.</p>

Note that foreign language titles [no. 18-19] follow different rules: they are italicized, usually with sentence-style capitalization.

Online multimedia (14.267); note that writers may wish to include extra information that helps the reader understand the nature of the source and which may be helpful in case the source is moved or deleted.

Citation in footnote/endnote	<p>Number. First Name Last Name of content author, <i>Title of Work</i> [in italics or quotes—consult CMoS 14.86], produced by First Name Last Name, Original Publisher, original production /recording date, in production/recording location [if important], Publisher of online edition, online publication date, format/multimedia type, digital file type [if downloaded], length, URL.</p> <p>For example:</p> <p>20. Stephen Chew, "How to Get the Most out of Studying," part 1, "Beliefs that Make You Fail . . . or Succeed," 2011, Samford Office of Marketing and Communication, August 16, 2011, video, 6:53, https://youtu.be/RH95h36NChI.</p> <p>21. "Misty Copeland and Yo Yo Ma," from a performance on <i>The Late Show with Stephen Colbert</i> televised by CBS on October 6, 2015, video, 2:05, http://www.globaltv.com/thelateshow/withstephencolbert/video/clips/misty-copeland-and-yo-yo-ma/video.html?v=539164739703.</p>
Bibliography	<p>Last Name, First Name of content author. <i>Title of Work</i> [in italics or quotes—consult CMoS 14.86], produced by First Name Last Name, Original Publisher, original production/ recording date, in production/recording location [if important]. Publisher of online edition, online publication date. Format/multimedia type, digital file type [if downloaded], length. URL.</p> <p>For example:</p> <p>Chew, Stephen. "How to Get the Most out of Studying." Part 1, "Beliefs that Make You Fail . . . or Succeed." 2011. Samford Office of Marketing and Communication, August 16, 2011. Video, 6:53. https://youtu.be/RH95h36NChI.</p> <p>"Misty Copeland and Yo Yo Ma." From a performance on <i>The Late Show with Stephen Colbert</i> televised by CBS on October 6, 2015. Video, 2:05. http://www.globaltv.com/thelateshow/withstephencolbert/video/clips/misty-copeland-and-yo-yoma/video.html?v=539164739703.</p>

The title for no. 20 follows the style for multivolume work in a series (14.118), though the part 1 title ("Beliefs...") could also be used as the sole title.

General Formatting Tips

Authors' names (14.73)

The proper order and spelling of authors' names can be found on the title page of the book or article or on the web page of an internet source. If the same author lists her or his name differently in different sources consulted for the paper, CMOs recommends using the fullest version of the name for all sources cited. If no author is listed, the title of the source becomes the first item of the entry, both for the endnote/footnote and for the bibliography. When formatting the bibliography in alphabetical order, items without authors are alphabetized according to the title.

Titles (14.86)

The titles of full volumes (books, journals, magazines, newspapers, compact discs, movies, TV shows, podcast series, etc.) are italicized.

The titles of individual items within those volumes (chapters, articles, songs, scenes, and episodes) are enclosed in quotation marks.

Publisher names (14.134)

Omit words such as "The," "Inc.," and "Co." from publishers' names entirely; do not abbreviate them. The word "press," however, is usually included in university press names, as in examples 1-5 in this tip sheet.

Publisher cities (14.130)

For well-known cities (London, Toronto, San Francisco, Beijing), state/province abbreviations and country names are not required. Such identifiers are needed, however, for less familiar cities, especially those with similar names (such as Cambridge, MA or London, ON) to better-known cities (such as Cambridge, UK and London, UK). See examples 1 and 2 in this tip sheet. However, if the name of the state/province is also part of the university press name, then the state/province abbreviation is not required. See example 5 in this tip sheet.

Page numbers in footnote and bibliographic entries (14.148-151)

Page number abbreviations "p." (for one page) and "pp." (for multiple pages) are typically not used in Chicago style.

Editions (14.113)

For any edition other than the first, identify the edition number as in example 5 of this tip sheet.

Additional Tips for Bibliographies

Bibliographies are typically required by professors for Chicago style papers but are considered optional by the manual itself *if* full publication information for each source is provided the first time each source is cited in a footnote or endnote. It is a good idea to ask your instructors if they require a bibliography at the end of the document. If one is required, begin the page with the centered heading "Bibliography" and organize entries alphabetically by the last name of each lead author. Notice that source entries on the bibliography page are not formatted exactly the same as footnote/endnote entries; for example, punctuation is different and the lead author's last name is presented first.

Page formatting (2.24)

- Centre the word "Bibliography" at the top of a new page
- Entries should be spaced like the rest of the paper (double spaced), though professors may accept other spacing
- Entries are formatted with hanging indents: the first line is flush with the left margin and all subsequent lines are indented (like the examples in this tip sheet).

Multiple sources by the same author(s) (14.65-70)

If you have referred to multiple sources by the exact same author(s), begin each of the entries with the author(s)' names, as usual. The specific order of appearance for that set of sources will then be determined by alphabetical order of the next element of the bibliographical entry, the title.

Websites (14.205-10)

Some CMOs style sheets indicate that websites do not need to be listed in the bibliography. That is a potentially misleading simplification of the advice CMOs provides for professional writers and editors of scholarly articles and books. For course papers, most professors expect all sources to be included in the bibliography.

Additional Tips for Footnotes and Endnotes

Footnotes appear at the bottom of each page, sometimes separated from the text by an optional short line.

- The first line of each footnote is indented, typically 1.27 cm; subsequent lines are flush with the left margin.
- Footnotes must be listed in the order in which the superscript numbers appear in the text. Each footnote must begin on the same page on which the source is cited, though a long footnote may carry over to the following page.
- If you are submitting an article for publication or a thesis/dissertation for acceptance, footnotes typically should be double spaced (CMoS section 2.8). For a course paper, a professor might accept single-spaced notes.
- Footnotes are not limited to citations of sources; they may include commentary and explanation as well.

Endnotes follow the same formatting. Instead of appearing at the bottom of each page, however, endnotes are listed at the end of the paper, under the centered heading “Notes”. Like footnotes, endnotes are arranged by citation number, in the same order in which they appear in the text, and they may include commentary.

DOIs and URLs (14.6-14.13)

When creating a footnote/endnote or bibliographic entry for an online resource, a URL is included to help the reader find the source. Publishers of peer-reviewed online resources, such as online books and journal articles, usually create a Digital Object Identifier (DOI), which directs the reader to the exact version of the source that the writer originally consulted. CMoS 17 instructs writers to add that DOI code to a URL that begins with <https://doi-org.uml.idm.oclc.org/>

Shortened forms, multiple references and *ibid.* (14.29-36)

The examples in this style guide (numbered 1-17) are full citations; they include full publication information. A full citation is necessary only the first time a source is cited in an essay or chapter. Subsequent citations can be shortened to save space. A shortened citation uses just the author’s last name, a shortened title, and the page number. Titles longer than 4 words are typically shortened, using a key word or phrase of the full title.

For example

22. E.P. Thompson, “The Moral Economy of the English Crowd in the Eighteenth Century,” *Past & Present*, no. 50 (1971): 78-79, <http://www.jstor.org/stable/650244>.

becomes

23. Thompson, “Moral Economy,” 78-79.

and

24. Rex Buck Jr. and Wilson Wewa, “‘We Are Created from This Land’: Washat Leaders Reflect on Place-Based Spiritual Beliefs,” *Oregon Historical Quarterly* 115, no. 3 (2014): 303, <https://doi-org.uml.idm.oclc.org/10.5403/oregonhistq.115.3.0298>

becomes

25. Buck and Wewa, “Created from This Land,” 303.

The 17th edition of CMoS now discourages the use of the abbreviation *ibid.* when directing readers to the preceding footnote. Instead, writers are encouraged to use the shortened form of the citation. Experienced users of CMoS can consult section 14.34 for some additional options and information.

Source information found only within another source (14.260)

Scholarly writers in all disciplines are expected to examine and verify information from original sources. Secondary citations (“cited in”) are therefore generally discouraged—unless writers are unable to locate the original source. Graduate students are typically expected to have enough time to request (through interlibrary loan) sources not held in local libraries; undergraduate papers typically have shorter timeframes and therefore might have a secondary citation or two. CMoS does not clearly specify whether both sources should be included in the bibliography or only the source that was consulted (this is different than MLA and APA styles, which clearly allow only the source that was actually read to be listed on the “Works Cited” or “References” page). Since a Chicago style bibliography serves as a resource for the reader, it should be acceptable to include both, as long as the page is titled “Bibliography” (see 14.64). The entries should be formatted separately just as any bibliographic entry would be formatted.

For a footnote/endnote, include the full information for each source, linked by “, cited in” or “, quoted in.” For example,

26. Johan Huizinga, *In the Shadow of Tomorrow* (London: Heinemann, 1936), 172-73, cited in Michael G. Kammen, *Selvages and Biases: The Fabric of History in American Culture* (Ithaca: Cornell University Press, 1987), 271-72.

Referencing resources used in this handout:

Chicago Manual of Style. 17th ed. Chicago: University of Chicago Press, 2017.

<http://www.chicagomanualofstyle.org.uml.idm.oclc.org/book/ed17/frontmatter/toc.html>.