THE CHICAGO MANUAL OF STYLE

FOR HISTORY AND CULTURE-RELATED PAPERS

The Use of Footnotes

Footnotes are the acceptable method of acknowledging material which is not your own when you use it in an essay. Basically, footnoted material is of three types:

- Direct quotations from another author's work. (These must be placed in quotation marks).

- Paraphrase from another author's work.

- Material of an explanatory nature which does not fit into the flow of the body of the text.

In the text of an essay, material to be footnoted should be marked with a raised number immediately following the words or ideas that are being cited. The footnotes should be numbered in sequence throughout the entire essay.

Use two formats to reference a source: one when the source is cited for the first time (Notes), one for subsequent citation (Shortened notes).

Bibliography

The bibliography should be on a separate page. It should list the relevant sources quoted in the paper. This list should be arranged alphabetically by the surname of the author. (Unlike the footnote reference, the surname is shown first, set off from the rest of the information.)

Use a hanging indent for the entries of the bibliography (the first line begins on the margin, all the following lines are indented).

CITATION GUIDE:

BOOK

Footnotes:
1. Zadie Smith, *Swing Time* (New York: Penguin Press, 2016), 315–16.
2. Brian Grazer and Charles Fishman, *A Curious Mind: The Secret to a Bigger Life* (New York: Simon & Schuster, 2015), 12.

Shortened footnotes:
1. Smith, *Swing Time*, 320.
2. Grazer and Fishman, *Curious Mind*, 37.

Bibliography entries (in alphabetical order):

Grazer, Brian, and Charles Fishman. *A Curious Mind: The Secret to a Bigger Life.* New York:
        Simon & Schuster, 2015.
Smith, Zadie. *Swing Time*. New York: Penguin Press, 2016.

CHAPTER OR OTHER PART OF AN EDITED BOOK

In a note, cite specific pages. In the bibliography, include the page range for the chapter or part.

Footnote:
1. Henry David Thoreau, "Walking," in *The Making of the American Essay*, ed. John D'Agata (Minneapolis: Graywolf Press, 2016), 177–78.

Shortened footnote:
1. Thoreau, "Walking," 182.

Bibliography entry:

Thoreau, Henry David. "Walking." In *The Making of the American Essay*, edited by John
        D'Agata, 167–95. Minneapolis: Graywolf Press, 2016.

E-BOOK

For books consulted online, include a URL or the name of the database. For other types of e-books, name the format. If no fixed page numbers are available, cite a section title or a chapter or other number in the notes, if any (or simply omit).

Footnotes:
1. Herman Melville, *Moby-Dick; or, The Whale*, New York: Harper & Brothers, 1851, 627, http://mel.hofstra.edu/moby-dick-the-whale-proofs.html.
2. Philip B. Kurland and Ralph Lerner, eds., *The Founders' Constitution*, Chicago: University of Chicago Press, 1987, chap. 10, doc. 19, http://press-pubs.uchicago.edu/founders/.
3. Brooke Borel, *The Chicago Guide to Fact-Checking,* Chicago: University of Chicago Press, 2016, 92, ProQuest Ebrary.
4. Jane Austen, *Pride and Prejudice*, New York: Penguin Classics, 2007, chap. 3, Kindle.
Shortened footnotes:
1. Melville, *Moby-Dick*, 722–23.
2. Kurland and Lerner, *Founders' Constitution*, chap. 4, doc. 29.
3. Borel, *Fact-Checking*, 104–5.

4. Austen, *Pride and Prejudice*, chap. 14.

Bibliography entries (in alphabetical order):

Austen, Jane. *Pride and Prejudice*. New York: Penguin Classics, 2007. Kindle.

Borel, Brooke. *The Chicago Guide to Fact-Checking*. Chicago: University of Chicago Press, 2016. ProQuest Ebrary.

Kurland, Philip B., and Ralph Lerner, eds. *The Founders' Constitution*. Chicago: University of Chicago Press, 1987. http://press-pubs.uchicago.edu/founders/.

Melville, Herman. *Moby-Dick; or, The Whale*. New York: Harper & Brothers, 1851. http://mel.hofstra.edu/moby-dick-the-whale-proofs.html.

JOURNAL ARTICLE

In a note, cite specific page numbers. In the bibliography, include the page range for the whole article. For articles consulted online, include a URL or the name of the database.

Footnotes:
1. Susan Satterfield, "Livy and the Pax Deum," *Classical Philology* 111, no. 2 (2016): 170.
2. Shao-Hsun Keng, Chun-Hung Lin, and Peter F. Orazem, "Expanding College Access in Taiwan, 1978–2014: Effects on Graduate Quality and Income Inequality," *Journal of Human Capital* 11, no. 1 (2017): 9–10, https://doi.org/10.1086/690235.
3. Peter LaSalle, "Conundrum: A Story about Reading," *New England Review* 38, no. 1 (2017): 95, Project MUSE.

Shortened footnotes:
1. Satterfield, "Livy," 172–73.
2. Keng, Lin, and Orazem, "Expanding College Access," 23.
3. LaSalle, "Conundrum," 101.

Bibliography entries (in alphabetical order):

Keng, Shao-Hsun, Chun-Hung Lin, and Peter F. Orazem. "Expanding College Access in Taiwan, 1978–2014: Effects on Graduate Quality and Income Inequality." *Journal of Human Capital* 11, no. 1 (2017): 1–34. https://doi.org/10.1086/690235.

LaSalle, Peter. "Conundrum: A Story about Reading." *New England Review* 38, no. 1 (2017): 95–109. Project MUSE.

Sattrfield, Susan. "Livy and the Pax Deum." *Classical Philology* 111, no. 2 (2016): 165–76.

NEWS OR MAGAZINE ARTICLE

Articles from newspapers or news sites, magazines, blogs, and the like are cited similarly. Page numbers, if any, can be cited in a note but are omitted from a bibliography entry. If you consulted the article online, include a URL or the name of the database.

Footnotes:
1. Rebecca Mead, "The Prophet of Dystopia," *New Yorker*, April 17, 2017, 43.
2. Farhad Manjoo, "Snap Makes a Bet on the Cultural Supremacy of the Camera," *New York Times*, March 8, 2017, https://www.nytimes.com/2017/03/08/technology/snap-makes-a-bet-on-the-cultural-supremacy-of-the-camera.html.

3. Rob Pegoraro, "Apple's iPhone Is Sleek, Smart and Simple," *Washington Post*, July 5, 2007, LexisNexis Academic.

4. Tanya Pai, "The Squishy, Sugary History of Peeps," *Vox*, April 11, 2017, http://www.vox.com/culture/2017/4/11/15209084/peeps-easter.

Shortened footnotes:

1. Mead, "Dystopia," 47.
2. Manjoo, "Snap."
3. Pegoraro, "Apple's iPhone."
4. Pai, "History of Peeps."

Bibliography entries (in alphabetical order):

Manjoo, Farhad. "Snap Makes a Bet on the Cultural Supremacy of the Camera." *New York Times*, March 8, 2017. https://www.nytimes.com/2017/03/08/technology/snap-makes-a-bet-on-the-cultural-supremacy-of-the-camera.html.

Mead, Rebecca. "The Prophet of Dystopia." *New Yorker*, April 17, 2017.

Pai, Tanya. "The Squishy, Sugary History of Peeps." *Vox*, April 11, 2017. http://www.vox.com/culture/2017/4/11/15209084/peeps-easter.

Pegoraro, Rob. "Apple's iPhone Is Sleek, Smart and Simple." *Washington Post*, July 5, 2007. LexisNexis Academic.

INTERVIEW

Footnote:

1. Kory Stamper, "From 'F-Bomb' to 'Photobomb,' How the Dictionary Keeps Up with English," interview by Terry Gross, Fresh Air, NPR, April 19, 2017, audio, 35:25, http://www.npr.org/2017/04/19/524618639/from-f-bomb-to-photobomb-how-the-dictionary-keeps-up-with-english.

Shortened footnote:

1. Stamper, interview.

Bibliography entry:

Stamper, Kory. "From 'F-Bomb' to 'Photobomb,' How the Dictionary Keeps Up with English." Interview by Terry Gross. Fresh Air, NPR, April 19, 2017. Audio, 35:25. http://www.npr.org/2017/04/19/524618639/from-f-bomb-to-photobomb-how-the-dictionary-keeps-up-with-english.

THESIS OR DISSERTATION

Footote:

1. Cynthia Lillian Rutz, "King Lear and Its Folktale Analogues", PhD diss., University of Chicago, 2013, 99–100.

Shortened footnote:

1. Rutz, "King Lear," 158.

Bibliography entry:

Rutz, Cynthia Lillian. "King Lear and Its Folktale Analogues." PhD diss., University of Chicago, 2013.

WEBSITE CONTENT

It is often sufficient simply to describe web pages and other website content in the text ("As of May 1, 2017, Yale's home page listed . . ."). If a more formal citation is needed, it may be styled like the examples below. For a source that does not list a date of publication or revision, include an access date (as in example note 2).

Footnotes:
1. "Privacy Policy," Privacy & Terms, *Google*, last modified April 17, 2017, https://www.google.com/policies/privacy/.
2. "About Yale: Yale Facts," *Yale University*, accessed May 1, 2017, https://www.yale.edu/about-yale/yale-facts.

Shortened footnotes:
1. *Google*, "Privacy Policy."
2. *Yale University,* "Yale Facts"

Bibliography entries (in alphabetical order):

Google. "Privacy Policy. Privacy & Terms." Last modified April 17, 2017. https://www.google.com/policies/privacy/.
Yale University. "About Yale: Yale Facts." Accessed May 1, 2017. https://www.yale.edu/about-yale/yale-facts.

For further information please consult:
https://www.chicagomanualofstyle.org/tools_citationguide/citation-guide-1.html