

Guide Sheet for Turabian/Chicago Style

This guide sheet is designed for writers using the Turabian/Chicago style of documentation for their assignments. The Turabian/Chicago style requires the writer to include notes that provide complete publication information of sources either at the bottom of the page as footnotes or at the end of the paper as endnotes. A raised arabic numeral in the text, such as the one at the end of this sentence, indicates that a quotation, summary, or paraphrase has been borrowed from a source.¹ To find the publication information for that source, readers consult the footnote or endnote with the corresponding number. Individual notes are single-spaced, and the first line is indented five spaces; a blank line separates entries. Notes are numbered consecutively throughout the paper.

The bibliography, an alphabetical list of all sources used in the paper, appears at the end of the paper. It contains much the same information as a full note reference and presents most of that material in the same order. However, since the bibliography is a complete alphabetical list of the sources, the author's name is inverted (last name first, first name last), and the first line of each entry is flush left with any runover lines indented five spaces. Like the notes, each bibliography entry is single-spaced with a blank line between entries.

For more information consult the Writing Center or check Kate Turabian's *A Manual for Writers of Term Papers, Theses, and Dissertations*, 6th ed., or *The Chicago Manual of Style*, 14th ed., both of which can be found in the library. Remember always to check with your instructor for specific documentation guidelines.

BOOKS

General Requirements:

Author

Title of book

Editor, compiler, or translator, if any (can be placed in author's position if no author is listed).

Edition, if not the first.

Volumes

Volume number of multivolume work

Title of individual volume

Series title, if applicable

Facts of publication: city, publisher, and date

Page number(s)

Book by a Single Author:

Note:

1. Arthur Coleman Danto, *The Philosophical Disenfranchisement of Art* (New York: Columbia University Press, 1986), 34.

Bibliography:

Danto, Arthur Coleman. *The Philosophical Disenfranchisement of Art*. New York: Columbia University Press, 1986.

Book by Two Authors:

Note:

2. Gilles Deleuze and Felix Guattari, *A Thousand Plateaus: Capitalism and Schizophrenia* (Minneapolis: University of Minnesota Press, 1987), 45.

Bibliography:

Deleuze, Gilles, and Felix Guattari. *A Thousand Plateaus: Capitalism and Schizophrenia*. Minneapolis: University of Minnesota Press, 1987.

Book by Three Authors:

Note:

3. John P. Houston, Helen Bee, and David C. Rimm, *Invitation to Psychology* (New York: Academic Press, 1983), 96.

Bibliography:

Houston, John P., Helen Bee, and David C. Rimm. *Introduction to Psychology*. New York: Academic Press, 1983.

Book by More than Three Authors:

Note:

4. Etgar Ketet et al., *Jetlag: Stories by Etgar Ketet* (Tel-Aviv, Israel: Actus Tragicus, 1998), 57.

Bibliography:

Ketet, Etgar, Batia Kolton, Yirmi Pinkus, Itzik Rennert, Mira Friedman, and Rutu Modan. *Jetlag: Stories by Etgar Ketet*. Tel-Aviv, Israel: Actus Tragicus, 1998.

Edition Other than the First:

Note:

5. M.H. Abrams, *A Glossary of Literary Terms*, 6th ed. (Fort Worth: Harcourt Brace Jovanovich, 1993), 52.

Bibliography:

Abrams, M.H. *A Glossary of Literary Terms*, 6th ed. Fort Worth: Harcourt Brace Jovanovich, 1993.

An Anthology or a Compilation:

Use the name of the editor followed by the abbreviation, *ed*.

Note:

6. Phillip Lopate, ed., *The Art of the Personal Essay: An Anthology from the Classical Era to the Present* (New York: Anchor-Doubleday, 1994), 115.

Bibliography:

Lopate, Phillip, ed. *The Art of the Personal Essay: An Anthology from the Classical Era to the Present*. New York: Anchor-Doubleday, 1994.

Component Part by One Author in a Work by Another or in a Compiled Work:

Note:

7. Galen Strawson, "The Bounds of Freedom," in *The Oxford Handbook of Free Will*, ed. Robert Kane (New York: Oxford University Press, 2002), 448.

Bibliography:

Strawson, Galen. "The Bounds of Freedom." In *The Oxford Handbook of Free Will*, ed. Robert Kane, 441-460. New York: Oxford University Press, 2002.

Translation of a Contemporary Book:

Note:

8. Michel Foucault, *Discipline and Punish: The Birth of the Prison*, trans. Alan Sheridan (New York: Vintage Books, 1995), 229.

Bibliography:

Foucault, Michel. *Discipline and Punish: The Birth of the Prison*. Translated by Alan Sheridan. New York: Vintage Books, 1995.

Translation of a Classical Greek or Latin Work:

The numbers identifying the various parts of classical works (e.g., books, sections, lines) remain the same in all editions, whether in the original language or in translation. References to these parts therefore should not include page numbers. References to information supplied by a modern editor, however (in an introduction, commentary, note, or appendix), must give page numbers.

Note:

9. Virgil, *The Aeneid*, 7.105-119; translated by C. Day Lewis (New York: Doubleday, 1953).

Bibliography:

Virgil. *The Aeneid*. Translated by C. Day Lewis. New York: Doubleday, 1953.

Component Part of a Translation of a Classical Greek or Latin Work in a Compilation:

Note:

10. Plutarch, *Life of Marcellus 21*; translated and quoted in J.J. Pollitt, *The Art of Rome c.753 B.C.–A.D. 337: Sources and Documents*, 2nd ed. (Cambridge: Cambridge University Press, 1983), 32-33.

Bibliography:

Plutarch. *Life of Marcellus 21*. Translated and quoted in J.J. Pollitt, *The Art of Rome c.753 B.C.–A.D. 337: Sources and Documents*, 2nd ed., 32-33. Cambridge: Cambridge University Press, 1983.

PERIODICALS

General Requirements:

Author
 Title of article
 Title of periodical
 Issue information: volume, issue number, date
 Page reference

Article in a Scholarly Journal with Continuous Pagination:

Scholarly journals usually appear only about four times a year and present learned articles containing original research and original interpretations of data and texts. The volume number follows the journal title.

Note:

11. Judith Norman, "Nietzsche and Early Romanticism," *Journal of the History of Ideas* 63 (2002): 508.

Bibliography:

Norman, Judith. "Nietzsche and Early Romanticism." *Journal of the History of Ideas* 63 (2002): 501-519.

Article in a Scholarly Journal that Pages Each Issue Separately:

For journals that page each issue separately, the issue number is included after the volume number. (In this example, the volume number is 42 and this issue number is 2.) The issue number is preceded by *no.*

Note:

12. Robert C. Sickels, "1970s Disco Daze: Paul Thomas Anderson's *Boogie Nights* and the Last Golden Age of Irresponsibility," *Journal of Popular Culture* 35, no. 4 (2002): 55.

Bibliography:

Sickels, Robert C. "1970s Disco Daze: Paul Thomas Anderson's *Boggie Nights* and the Last Golden Age of Irresponsibility." *Journal of Popular Culture* 35, no. 4 (2002): 49-60.

Article in a Popular Magazine:

Note:

13. Vicki Goldberg, "Age of Avedon," *Vanity Fair*, Sept. 2002, 350.

Bibliography:

Goldberg, Vicki. "Age of Avedon." *Vanity Fair*, September 2002, 346-354.

Article in a Newspaper:

News items from daily papers are rarely listed separately in a bibliography. Turabian suggests that a note is sufficient for newspaper articles cited only once or twice; however, always check with your instructor for specific requirements. This applies only to print articles, not newspaper articles printed online.

Note:

14. Michael Griffin, "Possible Gaffes Pique Debate Interest," *Savannah Morning News*, 3 October 2000, home edition.

Article in an Encyclopedia:

Well-known reference books are generally not listed in bibliographies. In notes the facts of publication are usually omitted, but the edition, if not the first, must be specified. Since encyclopedia articles are arranged alphabetically, s.v. (*sub verbo*, "under the word") is placed before the title.

Unsigned Article:

15. *Columbia Encyclopedia*, 3rd ed., s.v. "cold war."

Signed Article:

16. Jitendra M. Mohanty, "Indian Philosophy," in *New Encyclopedia Britannica: Macropaedia*, 15th ed.

Manuscripts and Historical Documents from Special Collections:

Note:

17. "To the honble [sic] the Senator and Representatives of Chatham County," Keith Read Collection, Box 19, Folder 31, Negro Justice, dated October 25, 1820, Hargrett Rare Book and Manuscript Library, University of Georgia Libraries, Athens.

Bibliography:

"To the honble [sic] the Senator and Representatives of Chatham County." Keith Read Collection, Box 19, Folder 31, Negro Justice, dated October 25, 1820. Hargrett Rare Book and Manuscript Library, University of Georgia Libraries, Athens.

An Interview:

For an interview, give the name of the person interviewed first.

Note:

18. Ion Zupcu, "Interview with Ion Zupcu," interview by Brooks Jensen, *Lens Work* 38 (December 2001): 61-68.

Bibliography:

Zupcu, Ion. "Interview with Ion Zupcu." Interview by Brooks Jensen. *Lens Work* 38 (December 2001): 61-68.

For an interview that you conduct, give the name of the person interviewed; a description of the type of interview; and the place and date of the interview.

Note:

19. Cormac McCarthy, interview by author, tape recording, El Paso, Texas, 6 December 2002.

Bibliography:

McCarthy, Cormac. Interview by author, tape recording. El Paso, Texas, 6 December 2002.

ART**Works of Art:**

Actual works of art are normally not included in a bibliography or reference list. They may be described in a note.

Note:

20. Eliot Clark, *Savannah Nocturne*, oil on board, 1924, Telfair Museum, Savannah.

Works of Art Reproduced in Books:

Note:

21. Mary Cassatt, "Mother and Child," pastel, 1893, as reproduced in *American Painting: 1560-1913* (New York: McGraw, 1964), plate 22.

Bibliography:

Cassatt, Mary. "Mother and Child." Pastel. 1893. As reproduced in *American Painting: 1560-1913*, plate 22. New York: McGraw, 1964.

This is also how work from an exhibit catalogue would be treated. Handle text from an exhibit catalogue as a book or as a component part by one author in a compiled work.

Film:

Give the name of the producer, director, and so forth first whenever relevant; otherwise first list the title, then any information pertinent to the purpose of the entry and then facts needed to find the source.

Note:

22. *Rear Window*, dir. Alfred Hitchcock, Paramount Pictures, 1954, motion picture.

Bibliography:

Rear Window. Directed by Alfred Hitchcock. Paramount Pictures, 1954. Motion Picture.

Film on Videocassette, DVD, Laser Disc:

Note:

23. *Surviving Desire*, dir. Hal Hartley, 55 min., Fox Lorber, 2002, DVD.

Bibliography:

Surviving Desire. Directed by Hal Hartley. 55 min. Fox Lorber, 2002. DVD.

ON-LINE SOURCES

General Requirements: Author

Title of document, in quotation marks

Title of complete work (if relevant), in italics

Date of publication or last revision, if available

URL

Date of access

Professional Site:

Note:

24. Gail Mortimer, *The William Faulkner Society Home Page*, 16 September 1997 [on-line]; available from <<http://www.utep.edu/mortimer/faulkner/mainfaulkner.htm>>; Internet; accessed 19 November 1997.

Bibliography:

Mortimer, Gail. *The William Faulkner Society Home Page*. 16 September 1997. On-line. Available from <<http://www.utep.edu/mortimer/faulkner/mainfaulkner.htm>>. Internet. Accessed 19 November 1997.

Article in an Electronic Journal:

Note:

25. Tonya Browning, "Embedded Visuals: Student Design in Web Spaces," *Kairos: A Journal for Teachers of Writing in Webbed Environments* 3, no. 1 (1997) [journal on-line]; available from <<http://english.ttu.edu/kairos/2.1/features/browning.index.html>>; Internet; accessed 21 October 1999.

Bibliography:

Browning, Tonya. "Embedded Visuals: Student Design in Web Spaces." *Kairos: A Journal for Teachers of Writing in Webbed Environments* 3, no. 1 (1997). Journal on-line. Available from <<http://english.ttu.edu/kairos/2.1/features/browning/index.html>>. Internet. Accessed 21 October 1999.

Information from an Online Database:

Note:

26. Robin Toner, "Senate Approves Welfare Plan That Would End Aid Guarantee," *New York Times*, 20 September 1995, late ed., A1, *Lexis-Nexis*, Galileo, [database on-line]; available from <<http://www.neptune3.galib.uga.edu>>; Internet; accessed 12 November 2002.

Bibliography:

Toner, Robin. "Senate Approves Welfare Plan That Would End Aid Guarantee." *New York Times*, 20 September 1995, late ed., A1. *Lexis-Nexis*. Galileo. Database on-line. Available from <<http://www.neptune3.galib.uga.edu>>. Internet. Accessed 12 November 2002.

An Online Book:

Note:

27. Robert F. Barsky, *Noam Chomsky: A Life of Dissent* [book on-line] (Cambridge, Mass.: MIT Press, 1997); available from <http://www.emedia.netlibrary.com/reader/reader.asp?product_id=9296>; Internet; accessed 20 April 2001.

Bibliography:

Barsky, Robert F. *Noam Chomsky: A Life of Dissent*. Book On-line. Cambridge, Mass.: MIT Press, 1997. Available from <http://www.emedia.netlibrary.com/reader/reader.asp?product_id=9296>. Internet. Accessed 20 April 2001.

An E-mail Communication:

Note:

28. Elizabeth Jackson, "Biography," e-mail to author, 8 June 1999.

Bibliography:

Jackson, Elizabeth. "Biography." E-mail to author, 8 June 1999.

GOVERNMENT DOCUMENTS

Legislative Publications:

Note:

29. House, *The Capital, a Pictorial History of the Capital and Congress*, 96th Cong., 1st sess., 1979, H. Doc. 95-260.

Bibliography:

U.S. Congress. House. *The Capital, a Pictorial History of the Capital and Congress*. 96th Cong., 1st sess., 1979. H. Doc. 95-260.

Executive Department Documents:

Note:

30. Department of Energy, Office of Building Energy Research, *Building for a Sustainable America: Case Studies*, vol. 1, by Burke Miller (Boulder, CO, American Solar Energy Society, 1997), 15.

Bibliography:

U.S. Department of Energy, Office of Building Energy Research. *Building for a Sustainable America: Case Studies*, by Burke Miller, Boulder, CO, American Solar Energy Society, 1998.

REFERENCING WORKS MORE THAN ONCE

The first reference to a source must have a note in complete form; later references to it are shortened. When references to the same work follow one another with no intervening references, *ibid.* (short for the Latin word *ibidem*, meaning “in the same place”) may take the place of the author’s name, the title of the work, and as much of the succeeding material as is identical.

1. Max Vreeland, *The Passion of Artemisia* (New York: Viking, 2002), 178.

With no intervening reference, a second mention of the same page of Vreeland’s work requires only *ibid.* Notice that *ibid.* is not italicized or underlined.

2. *Ibid.*

The following reference is to a different page of the same work.

3. Ibid., 68.

If there is a note for another source in between the original note and a later note for Vreeland's work, then use the author's last name and the relevant page number for the separated note.

4. Max Vreeland, *The Passion of Artemisia* (New York: Viking, 2002), 178.

5. Vreeland, 190.

When there are references to two or more works by the same author, the first reference for each work would have a complete note. Subsequent references separated from the original note use the author's last name, a shortened version of the title, and the relevant page number.

1. Kurt Vonnegut, *Jailbird* (New York: Dell, 1979), 178.
2. Ibid., 185.
3. Kurt Vonnegut, *Player Piano* (New York: Dell, 1952), 27.
4. Arthur Waley, *The Analects of Confucius* (London: George Allen & Unwin, 1938), 33.
5. Vonnegut, *Jailbird*, 14.

INFORMATION TAKEN FROM THE FOLLOWING SOURCES:

The Chicago Manual of Style, 14th ed. Chicago: University of Chicago Press, 1993.

Hacker, Diana. *The Bedford Handbook*, 5th ed. Boston: Bedford Books, 1998.

Harnack, Andrew, and Eugene Kleppinger. "Using Chicago Style to Cite and Document Sources," in *Online! A Reference Guide to Using Internet Sources 2000*. On-line. Available from <http://www.bedfordstmartins.com/online/cite7.html>. Internet. Accessed 26 September 2000.

Turabian, Kate L. *A Manual for Writers of Term Papers, Theses, and Dissertations*, 6th ed. Chicago: University of Chicago Press, 1996.

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