Chicago Citation Basics
16th Edition
Chicago Citation Fundamentals

This guide will provide information about:

• Understanding the fundamentals of Chicago citations, including:
  o A
  o B
  o C

• Chicago citation examples of source types, including:
  o A
  o B

• Tips and examples for citing online sources

• Creating parenthetical, in-text citations, including:
  o A
  o B
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Chicago Citation Fundamentals
Generally, Chicago citations require:
- Author
- Title of book/article
- Title of newspaper/journal
- Publication year
- Publication month and date
- Publisher
- City of publication
- Date of access
- Page numbers
- URL or doi (for some online sources)

Contributor Information

Section 14.72 of *The Chicago Manual of Style* details author formatting for both footnotes and reference pages.

<table>
<thead>
<tr>
<th>One author</th>
<th>Last, First M.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Two or more authors</td>
<td>Last, First M., and First M. Last.</td>
</tr>
<tr>
<td>More than 10 authors</td>
<td>List the first seven authors, followed by <em>et al.</em></td>
</tr>
</tbody>
</table>

Authors who use initials in their first names (e.g., J.K. Rowling, C.S. Lewis), add a space between their initials.


Editors, Translators, Compilers

For works with an editor/translator/compiler and no author, list the contributor's name, followed by ed./eds., comp./comps. or trans. after the contributor(s) last name(s), preceded by a comma.

<table>
<thead>
<tr>
<th>One editor</th>
<th>Last, First M., ed.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Two translators</td>
<td>Last, First M., and First M. Last, trans.</td>
</tr>
</tbody>
</table>

For works with authors *and* additional contributors – such as an article in an edited anthology – list the author’s name first. After the article title, list the additional contributor names, preceded by *Edited by, Compiled by, Translated by* or Ed., Comp., or Trans.

If a work has an editor and a translator, list them in the same order as they appear on the title page.

Anonymous Works

If the author is unknown, begin the citation with the title.

Organizing Your Bibliography

Arrange citation entries in a reference list alphabetically by the author’s last name.

Chan, Danny.
Gover, Emily.
Kalita, Rahul.
Parekh, Rajul.
Selleck, Anne C.

Multiple works by different authors with the same last name should be alphabetized by the authors’ first initials.

Brontë, Charlotte.
Brontë, Emily.

If a work is authored by a group or corporation, it should be listed as an author and alphabetized by the first word in the group’s name.

Alberto, Alexandra.
Association of National Advertisers.
Covert, Kalle.
Ikemoto, Wendy.

Capitalization Rules

Capitalization in Chicago style follows standard “headline capitalization” rules.

Capitalize:
• The first and last word of article or publication titles
• All major words, including:
  • Nouns
  • Pronouns
  • Adjectives
  • Verbs
  • Prepositions of 5+ letters

For more information on capitalization and titling, see section 14.93 of The Chicago Manual of Style.
Chicago Examples of Popular Sources
# Chicago Citation Fundamentals

## Book

**Chicago**  
Last name, First name. *Book Title*. City of Publication: Publisher, Year of Publication.

**Ex:**  

## Chapter/Anthology

**Chicago**  
Last name, First name. “Chapter Title.” In *Book Title*, page-page. City of Publication: Publisher, Year of Publication.

**Ex:**  

*Note: The Chicago Manual of Style offers another formatting option for chapters in books. See 14.111.

## Magazine

**Chicago**  
Last name, First name. “Article Title.” *Magazine Title*, Month Date, Year of Publication.

**Ex:**  

## Newspaper

*Note: Newspapers are typically cited in notes or in-text citations and *not* in a bibliography. If they are referenced in the text, leave them out of the bibliography. If your instructor requires a newspaper citation in the bibliography, follow this structure.

**Chicago**  
Last name, First name. “Article Title.” *Newspaper Title*, Month Date, Year of Publication.

**Ex:**  
### Journal (online)

**Chicago**  
Last name, First name. “Article Title.” *Journal Title* Volume, no. Issue (Year of Publication): page-page. doi:XXXX OR URL.


*Note: If no DOI is available, include a stable URL.*

### Journal (print)

**Chicago**  
Last name, First name. “Article Title.” *Journal Title* Volume, no. Issue (Year of Publication): page-page.


### Website

**Chicago**  
Last name, First name. “Article Title.” Website Title. Month Date, Year of Publication. Accessed Month Date, Year of access. URL.


*Note: Break URLs before most punctuation, except double slashes – add a line break after them.*

### TV/Radio Show

**Chicago**  
*TV Series Name*. “Episode Title.” Episode number (if available), Directed by First name Last name. Written by First name Last name. Name of Network, Month Date, Year of Original Air Date.


*Note: CMoS does not have an explicit citation structure for TV episodes/series. This is modeled after best practices suggested by librarians and the CMoS Q&A website.*
Film

**Chicago**  
*Movie Title*. Directed by Director First name Last name. City of Publication: Studio, Year of Release.

**Ex:**  

Audio recording

**Chicago**  
Last name, First name of performer/band name. *Album Title*. Record Label Number of Recording, Year of Recording, Format.

**Ex:**  

* Audio materials should be listed under a discography. “Number of recording” refers to the catalog number for the record. This information can be found on the back cover, or online at websites such as www.discogs.com.

Online lecture slides

**Chicago**  
Last name, First name. “Presentation/Lecture Title.” Presentation/Lecture at Conference Name, City, State of conference, Month Dates, Year of conference. Accessed Month Date, Year. URL.

**Ex:**  

Dissertation

**Chicago**  
Last name, First name. “Dissertation Title.” PhD diss., University, Year of Publication.

**Ex:**  
Chicago Web Rules
Chicago Web Rules

Chicago provides citation formats for many different source types found on the web, such as online newspapers, encyclopedias and blogs.

Identify if the source you are using has its own citation structure in an electronic format.

For example, do not use EasyBib’s website form to cite an electronic journal article. Instead, use the journal form, and select the “online” or “online database” tab.

Some tips to keep in mind:

Journal Articles
• Include the DOI (Digital Object Identifier) at the end of the citation.
  o Ensure that doi is lowercase, then add a colon, a space, the DOI and a period.
  o e.g., doi: 10.1177/0013161X12471832.

• If no DOI is available use a stable URL.
  o DOIs are preferred over URLs.
  o Ideally, use a shortened, stable URL (permalink) of the article or abstract. If no stable URL is available, use the full web address instead.
  o See Section 14.184 of the CMoS for full details.

General Websites
Typically, websites should only be referred to in your in-text citations (footnotes/endnotes). However, if your instructor requires a bibliography citation, format it as follows:

Last name, First name (or Corporation). “Article Title.” Website Title. Accessed Month Date, Year. URL.

If you are referencing a website whose content changes over time, such a wikis, use the following format:

Last name, First name (or Corporation). “Article Title.” Last modified Month Date, Year. URL.

For more information, see Section 14.245 of the CMoS, or http://www.chicagomanualofstyle.org/tools_citationguide.html.

Formatting URLs
If a URL runs across multiple lines of text in a citation, break it after the two slashes of the protocol (http://) or before any other punctuation (slashes, dashes, periods, etc.).
Examples of citations for a/an:

**General website article with an author**


**General website article with no author**


*Note: This citation includes the “last modified” date, as its content can change over time.*

**Online newspaper article**


*Note: Newspapers are typically cited in notes or in-text citations and *not* in a bibliography. If they are referenced in the text, leave them out of the bibliography. However, if your instructor requires a newspaper citation in the bibliography, follow this structure.*

**Journal article (found in a database or elsewhere online)**

Chicago Notes
Why we include in-text citations and notes

Researchers include brief citations in their writing to acknowledge references to other people’s work. Generally, Chicago uses either footnotes or endnotes (or both) to give credit in text.

Citations are:

- Indicated by a superscript numeral in the text
- Listed in the footnote/endnote in standard font size
- Numbered consecutively
- Placed at the end of a sentence/clause
- Placed after quotation marks and punctuation...
- ...Except dashes, where they are placed before

Example of references cited in text:

Great efforts have been put forth to save giant pandas in recent decades. The Chan Foundation for Panda Livelihood contributed over $20,000 to the San Diego Zoo last year to ensure that its Panda Cam would operate 24 hours a day, 7 days a week.¹ President Danny Chan said, “Now people from all over the world can see the fascinating behavior of pandas, such as eating bamboo and sleeping, whenever they want.”²

Example of corresponding notes:


This chapter provides a general overview of formatting notes using the *Chicago Manual of Style*. For complete information, refer to Section 14 of the *CMoS*.
### Note structure for a book

*The following author formatting can be applied to other source types, as well.

**One author**

First name Last name, *Book Title* (City of Publication: Publisher, Year of Publication): Pages Cited.

**Two to three authors**

First name Last name and First name Last name, *Book Title* (City of Publication: Publisher, Year of Publication): Pages Cited.

**Four or more authors**

First name Last name et al., *Book Title* (City of Publication: Publisher, Year of Publication): Pages Cited.

**Editor/translator/compiler with no author**

First name Last name ed./trans./comp., *Book Title* (City of Publication: Publisher, Year of Publication): Pages Cited.

*Also see page 2 of this guide*

**Editor/translator/compiler with an author**

Author First name Last name, *Book Title*, ed./trans./comp. First name Last name (City of Publication: Publisher, Year of Publication): Pages Cited.

### Note structure for a scholarly journal article

**Print journal**

First name Last name, “Article Title,” *Journal Title* Volume, no. Issue (Year of Publication): Page(s).

**Online journal**

First name Last name, “Article Title,” *Journal Title* Volume, no. Issue (Year of Publication): Page(s), doi: XXXX OR URL.
Note structure for a newspaper/magazine article

First name Last name, “Article Title,” *Publication Title*, Month Date, Year of Publication, Page(s).

Note structure for a thesis or dissertation

First name Last name, “Title of Dissertation” (PhD diss., University Name, Year).

Note structure for a musical recording

First name Last name or Group, *Recording Title*, recorded Month Date, Year.

*The CMoS has many suggestions for formatting notes of musical recordings. See Section 14.276.

Tips for Formatting Your Bibliography

Once you’ve compiled your footnotes or endnotes, you may need to compile these references in a bibliography. Here are some for Chicago style bibliographies are:

- Arranged alphabetically
- Placed at the end of a paper, before the index
- Formatted with the word *Bibliography* centered at the top of the page
  - You may also use *Works Cited* or *Literature Cited* if no other works are referenced
This guide will provide visual examples of citing the following in Chicago style (16th edition):

- Books
- Journal articles
- Newspaper articles
- Reports
- Scholarly projects (theses/dissertations)
- Lecture notes
- Encyclopedia entries
- Religious/classical works

Be sure to check out Part 2, which provides visual guides for citing multimedia and electronic source types.

This work is licensed under a Creative Commons Attribution-NonCommercial 4.0 International License.

This means you can:
- Copy and redistribute this work in any medium or format
- Remix and build upon the material

As long as you:
- Do not use it for commercial purposes
- Give appropriate credit
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<td>pp. 4-5</td>
</tr>
<tr>
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<td>Newspaper articles</td>
<td>pp. 6-7</td>
</tr>
<tr>
<td>4</td>
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<td>pp. 8-9</td>
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</tr>
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<td>Encyclopedias</td>
<td>pp. 13</td>
</tr>
</tbody>
</table>
Citing a book in print

Structure:
Last name, First name. Title of Work. Publisher city: Publisher, Year of publication.

Title page
Much of the information you need to create a print book citation can be found on the title page.

The title page is found within the first couple of pages of the book.

Citation:

*In Chicago style, citations only require the publisher city (no state abbreviation necessary).
Citing an e-book found in a database

*Some e-books may be available online through your library’s databases or catalog.

Structure:
Last name, First name. *Title of Work*. Publisher city: Publisher, Year of publication. doi:xxxx OR URL.

Citation:
Citing an e-book from an e-reader (Kindle, iPad, nook, etc.)

**Structure:**
Last name, First name. *Title of Work*. Publisher city: Publisher, Year of publication. E-reader edition.

**Citation:**
Citing a journal article found online (in a database or elsewhere)

Structure:
Last name, First name. “Article Title.” Periodical Title volume, no. issue (year of publication). Page-page. doi:xxxx OR URL.

*If no DOI is available, use a stable URL.

Citation:
Citing a journal article found in print

Structure:
Last name, First name. “Article Title.” Journal Title volume, no. issue (year of publication). Page-page.

Is Social Media Too Social for Class? A Case Study of Twitter Use

By Meng-Fen Grace Lin, Ellen S. Hoffman, Claire Borengasser, University of Hawaii at Manoa

Citation:
Citing a newspaper articles in print

Structure:
Last name, First name. “Article Title.” Newspaper Title, Month Date, Year of publication.

*According to the Chicago Manual of Style, newspaper articles are usually cited directly in-text and not included in bibliographies. Please see CMoS section 14.206 for further details. If your instructor requires you to cite newspaper articles, please use the following format.

Citation:
Citing an online newspaper article

Structure:
Last name, First name. “Article Title.” Newspaper Title, Month Date, Year of publication. Accessed Month Date, Year. URL.

*According to the Chicago Manual of Style, newspaper articles are usually cited directly in-text and not in the bibliography. Please see section 14.206 for further details.

Citation:
Citing an online report

Structure:
Last name, First name. Title of Work. Publisher city: Publisher, Year of publication. Accessed Month Date, Year. URL.

Citation:

*With this source, the report only specifies a publication country. To find the city of publication and other bibliographic data, search for the ISBN or publication title on a website like WorldCat.org (in this case, it is New York).
Citing a print report

Structure:
Last name, First name. *Title of Work*. Publisher city: Publisher, Year of publication.

Cover page

![Cover page example]

Title of report

Publication year

Organization (no author listed)

Acknowledgements page

![Acknowledgements page example]

Publisher

Publisher city/state

Citation:
Citing a scholarly project (dissertation, etc.) from a database

Structure:
Last name, First name. “Title of Dissertation.” PhD diss., Institution, Year of publication. Accessed Month Date, Year. Name of database (Accession no.).

*Accession numbers are unique numbers that can help your readers easily find the thesis or dissertation you referenced.

Citation:
Citing a scholarly project (dissertation) from a website

Structure:
Last name, First name. “Title of Dissertation.” PhD diss., Institution, Year of publication. Accessed Month Date, Year. URL.

Structure:
Citing online lecture notes or presentation slides

**Structure:**
Last name, First name. “Presentation/Lecture Title.” Presentation/Lecture at Conference Name, City, State of conference, Month Dates, Year of conference. Accessed Month Date, Year. URL.

**Title slide of lecture**

![Title slide](URL)

**Citation:**
Citing an encyclopedia entry in print

Structure:
Last name, First name. *Encyclopedia Title*. # ed. # vols. Edited by First Name Last Name. City of publication: Publisher, Year of publication.

*Major dictionaries and encyclopedias are not usually included in bibliographies. Check with your instructor.*

Citation:

*No edition, volume or editor information is provided in this visual example. When such information is unavailable, omit it from the citation.*
Chicago Visual Guides

16th ed.

Part 2

EasyBib by imagine easy
This guide will provide visual examples of citing the following in Chicago style (16th edition):

- Blog posts
- Musical recordings
- Films
- Television and radio programs
- Online dictionary entries
- Websites

Be sure to check out Part 1, which provides additional visual guides for citing print and electronic source types.

Certain source formats within this e-book are not included in the bibliography, but rather in the notes or a discography (in the case of musical recordings). These exceptions are outlined in red boxes.

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This means you can:
- Copy and redistribute this work in any medium or format
- Remix and build upon the material

As long as you:
- Do not use it for commercial purposes
- Give appropriate credit
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Cite your sources at www.easybib.com
Citing a blog post

*According to the Chicago Manual of Style, blog posts are typically not included in bibliographies, but can be cited in the running text and/or notes. However, if a blog is cited frequently, you may include it in the bibliography.

Notes structure:
First name Last Name, “Title of Blog Post,” Blog Title (blog), Publisher/Sponsor of Blog (if applicable), Month Date, Year of post, URL.

Notes reference:
Citing a musical recording

*The Chicago Manual of Style states that audio materials should be listed in a discography, not a bibliography. Check with your instructor and reference section 14.275 of the manual.

Structure:
Last name, First name of performer/band name. Album Title. Record label
Number of recording, Year of recording, format.

Citation:
Arctic Monkeys. AM. Domino Records WIGCD317, 2013, compact disc.
Citing a motion picture or film

Structure:
*Movie Title*. Directed by First name Last name. City of publication: Studio, Year of release.

*If you cannot locate certain bibliographic data from the film’s cover, consult IMDB.com or a similar website.

Citation:
Citing an episode from a TV show

*The Chicago Manual of Style does not have an explicit citation structure for TV episodes or series. This citation is modeled after best practices suggested by librarians and The Chicago Manual of Style’s Q&A website.

Structure:

TV series name. “Episode Title.” Episode number (if available). Directed by First name Last name. Written by First name Last name. Name of network, Month Date, Year of original air date.

*If you cannot find the necessary bibliographic data within the episode’s credit, consult IMDB.com or a similar website.

Citation:

Citing an online dictionary entry

*Popular dictionaries should be referenced in the notes only, but lesser-known dictionaries can be included in the bibliography. See sections 14.247 and 14.248 of the Chicago Manual of Style for additional information.

Notes structure:
_Dictionary title_, s.v. “Definition word,” by First name Last name (if applicable), accessed Month Date, Year, URL.

Here is how you would cite the entry for “food baby” from an online dictionary accessed October 22, 2013 in your notes:

Notes reference:
Citing a general website article

*Website citations are often left out of the bibliography and are instead mentioned in a note or within the text. If your instructor would like a formal citation, use the format below. Include a URL and an access date. See Sections 14.243-14.245 of the *CMoS* for more information.

**Structure:**
Last name, First name. “Article Title.” Website Title. Month Date, Year of publication. Accessed Month Date, Year of access. URL.

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**Citation:**