

## Chicago Manual of Style Citation Guide

*From Chicago Manual of Style.org*  
*Revised by Germanna Community College Academic Center for Excellence*

*The Chicago Manual of Style* presents two basic documentation systems: (1) author-date and (2) notes and bibliography. Choosing between the two often depends on subject matter and the nature of sources cited, as each system is favored by different groups of scholars.

The author-date system has long been used by those in the physical, natural, and social sciences. In this system, sources are briefly cited in the text, usually in parentheses, by author's last name, date of publication, and page number if applicable.

The notes and bibliography style is preferred by many in the humanities, including those in literature, history, and the arts. This style presents bibliographic information in notes and, often, a bibliography.

This handout will show examples of citations from both the notes and bibliography system and the author-date system according to the 17<sup>th</sup> edition of the *Chicago Manual of Style*. You can navigate to specific sections of this handout by clicking the links below.

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## Author-Date: Sample Citations

The following examples illustrate citations using the author-date system. Each example of a bibliography list entry is accompanied by an example of the corresponding parenthetical citation in the text.

### Book

#### • One Author

Pollan, Michael. 2006. *The Omnivore's Dilemma: A Natural History of Four Meals*. New York: Penguin.  
  
(Pollan 2006, 99–100)

#### • Two or Three Authors

Ward, Geoffrey C., and Ken Burns. 2007. *The War: An Intimate History, 1941–1945*. New York: Knopf.  
  
(Ward and Burns 2007, 52)

#### • Four or More Authors

List all of the authors in the reference list; in the text, list only the first author, followed by et al. (“and others”):

(Barnes et al. 2010, 122)

Barnes, Dana, John Thomas, Mary Jones, and Ben Braddock. 2011. *Plastics: Essays on American Corporate Ascendance in the 1960s*. New York: Knopf.

#### • Editor, Translator, or Compiler Instead of Author

Lattimore, Richmond, trans. 1951. *The Iliad of Homer*. Chicago: University of Chicago Press.  
  
(Lattimore 1951, 91–92)

#### • Editor, Translator, or Compiler in Addition to Author

García Márquez, Gabriel. 1988. *Love in the Time of Cholera*. Translated by Edith Grossman. London: Cape.  
  
(García Márquez 1988, 242–55)

- **Chapter or Other Part of a Book**

Kelly, John D. 2010. "Seeing Red: Mao Fetishism, Pax Americana, and the Moral Economy of War." In *Anthropology and Global Counterinsurgency*, edited by John D. Kelly, Beatrice Jauregui, Sean T. Mitchell, and Jeremy Walton, 67–83. Chicago: University of Chicago Press.

(Kelly 2010, 77)

- **Chapter of an Edited Volume Originally Published Elsewhere (as in Primary Sources)**

Cicero, Quintus Tullius. 1986. "Handbook on Canvassing for the Consulship." In *Rome: Late Republic and Principate*, edited by Walter Emil Kaegi Jr. and Peter White. Vol. 2 of University of Chicago Readings in Western Civilization, edited by John Boyer and Julius Kirshner, 33–46. Chicago: University of Chicago Press. Originally published in Evelyn S. Shuckburgh, trans., *The Letters of Cicero*, vol. 1 (London: George Bell & Sons, 1908).

(Cicero 1986, 35)

- **Preface, Foreword, Introduction, or Similar Part of a Book**

Rieger, James. 1982. Introduction to *Frankenstein; or, The Modern Prometheus*, by Mary Wollstonecraft Shelley, xi–xxxvii. Chicago: University of Chicago Press.

(Rieger 1982, xx–xxi)

- **Book Published Electronically**

If a book is available in more than one format, cite the version you consulted. For books consulted online, list a URL; include an access date only if one is required by your instructor. If no fixed page numbers are available, you can include a section title, a chapter, or other location number.

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

(Austen 2007)

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

(Kurland and Lerner, chap. 10, doc. 19)

## Journal Article

### • Article in a Print Journal

In the text, list the specific page numbers consulted, if any. In the reference list entry, list the page range for the whole article.

Weinstein, Joshua I. 2009. "The Market in Plato's *Republic*." *Classical Philology* 104:439–58.

(Weinstein 2009, 440)

### • Article in an Online Journal

Include a DOI (Digital Object Identifier) if the journal lists one. A DOI is a permanent ID that, when appended to <http://dx.doi.org/> in the address bar of an Internet browser, will lead to the source. If no DOI is available, list a URL.

Kossinets, Gueorgi, and Duncan J. Watts. 2009. "Origins of Homophily in an Evolving Social Network." *American Journal of Sociology* 115:405–50. doi:10.1086/599247.

(Kossinets and Watts 2009, 411)

### • Article in a Newspaper or Popular Magazine

Newspaper and magazine articles may be cited in running text ("As Sheryl Stolberg and Robert Pear noted in a New York Times article on February 27, 2010, . . .") or with an in-text citation. The following examples show the formal versions of the citations. If you consulted the article online, include a URL. If no author is identified, begin the citation with the article title.

Mendelsohn, Daniel. 2010. "But Enough about Me." *New Yorker*, January 25.

(Mendelsohn 2010, 68)

Stolberg, Sheryl Gay, and Robert Pear. 2010. "Wary Centrists Posing Challenge in Health Care Vote." *New York Times*, February 27.  
<http://www.nytimes.com/2010/02/28/us/politics/28health.html>.

(Stolberg and Pear 2010)

- **Book Review**

Kamp, David. 2006. “Deconstructing Dinner.” Review of *The Omnivore’s Dilemma: A Natural History of Four Meals*, by Michael Pollan. *New York Times*, April 23, 2016.  
<http://www.nytimes.com/2006/04/23/books/review/23kamp.html>.

(Kamp 2006)

- **Thesis or Dissertation**

Choi, Mihwa. 2008. “Contesting *Imaginaires* in Death Rituals during the Northern Song Dynasty.” PhD diss., University of Chicago.

(Choi 2008)

- **Paper Presented at a Meeting or Conference**

Adelman, Rachel. 2009. “‘Such Stuff as Dreams Are Made On’: God’s Footstool in the Aramaic Targumim and Midrashic Tradition.” Paper presented at the annual meeting for the Society of Biblical Literature, New Orleans, Louisiana, November 21–24.

(Adelman 2009)

## **Websites and Online Communication**

- **Website**

A citation for website content can often be limited to a mention in the text (“As of July 19, 2008, the McDonald’s Corporation listed on its website . . .”), or it will include an in-text citation. Below are examples of formal citations. Because such content is subject to change, a date that the site was last modified. In the absence of a date of publication, use the access date or last-modified date as the basis of the citation.

Google. 2017. “Privacy Policy.” Privacy & Terms. Last modified April 17, 2017.  
<http://www.google.com/policies/privacy/>.

(Google 2017)

- **Blog Entry or Comment**

Blog posts are cited both in-text and in the bibliography. In the bibliography, if the word “blog” is part of the title, there is no need to repeat the word “blog” in parenthesis after the title is stated. Comments, however, are only cited in running text (“In a comment posted to The Becker-Posner Blog on February 23, 2010, . . .”).

Lennon, J. Robert. 2010. “How Do You Revise?” *Ward Six* (blog), Sept. 16, 2010.  
<http://wardsix.blogspot.com/2010/09/how-do-you-revise.html>.

(Lennon 2010)

- **E-mail or Text Message**

E-mail and text messages may be cited in running text (“In a text message to the author on March 1, 2019, John Doe revealed . . .”), and they are rarely listed in a reference list. In parenthetical citations, the term personal communication (or pers. comm.) can be used.

(John Doe, e-mail message to author, March 1, 2019)

(John Doe, pers. comm.)

- **Item in a Commercial Database**

For items retrieved from a commercial database, add the name of the database and an accession number following the facts of publication. In this example, the dissertation cited above is shown as it would be cited if it were retrieved from ProQuest’s database for dissertations and theses.

Choi, Mihwa. 2008. “Contesting *Imaginaires* in Death Rituals during the Northern Song Dynasty.” PhD diss., University of Chicago. ProQuest (AAT 3300426).

(Choi 2008).

- **Text Generated by an Artificial Intelligence Model**

Do not cite an AI Model, such as ChatGPT, in a bibliography or reference list because the conversations cannot be accessed by others to view the content. However, an in-text citation should be used as part of a parenthetical text reference.

(ChatGPT, March 7, 2023).

## Notes and Bibliography: Sample Citations

The following examples illustrate citations using the notes and bibliography system. Examples of footnotes are followed by shortened versions of citations to the same source. The most notable change in the 17<sup>th</sup> edition from previous editions is the use of “ibid.” for repeated sources in the notes is now discouraged.

### Book

#### • One Author

1. Michael Pollan, *The Omnivore’s Dilemma: A Natural History of Four Meals* (New York: Penguin, 2006), 99–100.

2. Pollan, *Omnivore’s Dilemma*, 3.

3. Pollan, 15.

Pollan, Michael. *The Omnivore’s Dilemma: A Natural History of Four Meals*. New York: Penguin, 2006.

#### • Two or Three Authors

1. Geoffrey C. Ward and Ken Burns, *The War: An Intimate History, 1941–1945* (New York: Knopf, 2007), 52.

2. Ward and Burns, *War*, 59–61.

3. Ward and Burns, 63.

Ward, Geoffrey C., and Ken Burns. *The War: An Intimate History, 1941–1945*. New York: Knopf, 2007.

#### • Four or More Authors

List all of the authors in the bibliography; in the note, list only the first author, followed by et al. (“and others”):

1. Dana Barnes et al., *Plastics: Essays on American Corporate Ascendance in the 1960s*. (New York: Knopf, 2011), 155.

2. Barnes et al., *Plastics*, 122.

3. Barnes et al., 143.

Barnes, Dana, John Thomas, Mary Jones, and Ben Braddock. *Plastics: Essays on American Corporate Ascendance in the 1960s*. New York: Knopf, 2011.

• **Editor, Translator, or Compiler Instead of Author**

1. Richmond Lattimore, trans., *The Iliad of Homer* (Chicago: University of Chicago Press, 1951), 91–92.

2. Lattimore, *Iliad*, 24.

3. Lattimore, 64.

Lattimore, Richmond, trans. *The Iliad of Homer*. Chicago: University of Chicago Press, 1951.

• **Editor, Translator, or Compiler in Addition to Author**

1. Gabriel García Márquez, *Love in the Time of Cholera*, trans. Edith Grossman (London: Cape, 1988), 242–55.

2. García Márquez, *Cholera*, 33.

3. García Márquez, 27.

García Márquez, Gabriel. *Love in the Time of Cholera*. Translated by Edith Grossman. London: Cape, 1988.

• **Chapter or Other Part of a Book**

1. John D. Kelly, “Seeing Red: Mao Fetishism, Pax Americana, and the Moral Economy of War,” in *Anthropology and Global Counterinsurgency*, ed. John D. Kelly et al. (Chicago: University of Chicago Press, 2010), 77.

2. Kelly, “Seeing Red,” 81–82.

3. Kelly, 92.

Kelly, John D. “Seeing Red: Mao Fetishism, Pax Americana, and the Moral Economy of War.” In *Anthropology and Global Counterinsurgency*, edited by John D. Kelly, Beatrice Jauregui, Sean T. Mitchell, and Jeremy Walton, 67–83. Chicago: University of Chicago Press, 2010.

• **Chapter of an Edited Volume Originally Published Elsewhere (as in Primary Sources)**

1. Quintus Tullius Cicero. "Handbook on Canvassing for the Consulship," in *Rome: Late Republic and Principate*, ed. Walter Emil Kaegi Jr. and Peter White, vol. 2 of University of Chicago Readings in Western Civilization, ed. John Boyer and Julius Kirshner (Chicago: University of Chicago Press, 1986), 35.

2. Cicero, "Canvassing for the Consulship," 35.

3. Cicero, 21.

Cicero, Quintus Tullius. "Handbook on Canvassing for the Consulship." In *Rome: Late Republic and Principate*, edited by Walter Emil Kaegi Jr. and Peter White. Vol. 2 of University of Chicago Readings in Western Civilization, edited by John Boyer and Julius Kirshner, 33–46. Chicago: University of Chicago Press, 1986. Originally published in Evelyn S. Shuckburgh, trans., *The Letters of Cicero*, vol. 1 (London: George Bell & Sons, 1908).

• **Preface, Foreword, Introduction, or Similar Part of a Book**

1. James Rieger, introduction to *Frankenstein; or, The Modern Prometheus*, by Mary Wollstonecraft Shelley (Chicago: University of Chicago Press, 1982), xx–xxi.

2. Rieger, introduction, xxxiii.

3. Rieger, xxvi.

Rieger, James. Introduction to *Frankenstein; or, The Modern Prometheus*, by Mary Wollstonecraft Shelley, xi–xxxvii. Chicago: University of Chicago Press, 1982.

• **Book Published Electronically**

If a book is available in more than one format, cite the version you consulted. For books consulted online, list a URL; include an access date only if one is required by the instructor. If no fixed page numbers are available, you may include a section title, a chapter, or other location number.

1. Jane Austen, *Pride and Prejudice* (New York: Penguin Classics, 2007), Kindle edition.

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

3. Austen, *Pride and Prejudice*.

4. Kurland and Lerner, *Founder's Constitution*, chap. 10, doc. 19.

5. Kurland and Lerner, chap. 9, doc. 1.

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

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

## Journal Article

### • Article in a Print Journal

In a note, list the specific page numbers consulted, if any. In the bibliography, list the page range for the whole article.

1. Joshua I. Weinstein, "The Market in Plato's *Republic*," *Classical Philology* 104 (2009): 440.

2. Weinstein, "Plato's *Republic*," 452–53.

3. Weinstein, 428.

Weinstein, Joshua I. "The Market in Plato's *Republic*." *Classical Philology* 104 (2009): 439–58.

### • Article in an Online Journal

Include a DOI (Digital Object Identifier) if the journal lists one. A DOI is a permanent identification that, when appended to <http://dx.doi.org/> in the address bar of an internet browser, will lead to the source. If no DOI is available, list a URL.

1. Gueorgi Kossinets and Duncan J. Watts, "Origins of Homophily in an Evolving Social Network," *American Journal of Sociology* 115 (2009): 411, doi:10.1086/599247.

2. Kossinets and Watts, "Origins of Homophily," 439.

3. Kossinets and Watts, 442.

Kossinets, Gueorgi, and Duncan J. Watts. "Origins of Homophily in an Evolving Social Network." *American Journal of Sociology* 115 (2009): 405–50. doi:10.1086/599247.

• **Article in a Newspaper or Popular Magazine**

Newspaper and magazine articles may be cited in running text (“As Sheryl Stolberg and Robert Pear noted in a *New York Times* article on February 27, 2010, . . .”) or with a note. The following examples show the formal versions of the citations. If you consulted the article online. If no author is identified, begin the citation with the article title.

1. Sheryl Gay Stolberg and Robert Pear, “Wary Centrists Posing Challenge in Health Care Vote,” *New York Times*, February 27, 2010,  
<http://www.nytimes.com/2010/02/28/us/politics/28health.html>.

2. Stolberg and Pear, “Wary Centrists.”

Stolberg, Sheryl Gay, and Robert Pear. “Wary Centrists Posing Challenge in Health Care Vote.” *New York Times*, February 27, 2010.  
<http://www.nytimes.com/2010/02/28/us/politics/28health.html>

• **Book Review**

1. David Kamp, “Deconstructing Dinner,” review of *The Omnivore’s Dilemma: A Natural History of Four Meals*, by Michael Pollan, *New York Times*, April 23, 2006, Sunday Book Review,  
<http://www.nytimes.com/2006/04/23/books/review/23kamp.html>.

2. Kamp, “Deconstructing Dinner.”

Kamp, David. “Deconstructing Dinner.” Review of *The Omnivore’s Dilemma: A Natural History of Four Meals*, by Michael Pollan. *New York Times*, April 23, 2006, Sunday Book Review.  
<http://www.nytimes.com/2006/04/23/books/review/23kamp.html>.

• **Thesis or Dissertation**

1. Mihwa Choi, “Contesting Imaginaires in Death Rituals during the Northern Song Dynasty” (PhD diss., University of Chicago, 2008).

2. Choi, “Contesting Imaginaires.”

Choi, Mihwa. “Contesting Imaginaires in Death Rituals during the Northern Song Dynasty.” PhD diss., University of Chicago, 2008. ProQuest (AAT 3300426).

• **Paper Presented at a Meeting or Conference**

1. Rachel Adelman, “‘Such Stuff as Dreams Are Made On’: God’s Footstool in the Aramaic Targumim and Midrashic Tradition” (paper presented at the annual meeting for the Society of Biblical Literature, New Orleans, Louisiana, November 21–24, 2018).

2. Adelman, “Such Stuff as Dreams.”

Adelman, Rachel. “‘Such Stuff as Dreams Are Made On’: God’s Footstool in the Aramaic Targumim and Midrashic Tradition.” Paper presented at the annual meeting for the Society of Biblical Literature, New Orleans, Louisiana, November 21–24, 2018.

**Websites and Online Communication**

• **Website**

A citation for website content can often be limited to a mention in the text (“As of July 19, 2018, the McDonald’s Corporation listed on its website . . .”), or it can be included in a note. A note is required if the source is not referenced in the sentence. Because such content is subject to change, include a date that the site was last modified.

1. “Google Privacy Policy,” Privacy & Terms, Google, last modified March 25, 2016, <http://www.google.com/policies/privacy>.

2. “Google Privacy Policy.”

Google. “Google Privacy Policy.” Privacy & Terms. Last Modified March 25, 2016. <http://www.google.com/policies/privacy>.

• **Blog Entry or Comment**

Blog entries or comments may be cited in running text (“In a comment posted to The Becker-Posner Blog on February 23, 2017, . . .”) instead of in a note; however, if they are not introduced in this manner, a note is required. The following examples show the formal versions of the citations. Include the URL to indicate the information’s location. In addition, there is no need to add pseud. after an apparently fictitious or informal name.

1. Jack, February 25, 2010 (7:03 p.m.), comment on Richard Posner, “Double Exports in Five Years?,” *The Becker-Posner Blog*, February 21, 2010, <http://uchicagolaw.typepad.com/beckerposner/2010/02/double-exports-in-five-years-posner.html>.

2. Jack, comment on Posner, “Double Exports.” *The Becker-Posner Blog*. <http://uchicagolaw.typepad.com/beckerposner/>.

• **E-mail or Text Message**

E-mail and text messages may be cited in running text (“In a text message to the author on March 1, 2010, John Doe revealed . . .”) or with a note; however, unpublished emails and text messages are not given a bibliography entry. The following example shows the more formal version of a note.

1. John Doe, e-mail message to author, February 28, 2010.

• **Item in a Commercial Database**

For items retrieved from a commercial database, add the name of the database and an accession number following the facts of publication. In this example, the dissertation cited is shown as it would be cited if it were retrieved from ProQuest’s database for dissertations and theses.

Choi, Mihwa. “Contesting *Imaginaires* in Death Rituals during the Northern Song Dynasty.” PhD diss., University of Chicago, 2008. ProQuest (AAT 3300426).

• **Text Generated by an Artificial Intelligence Model**

Do not cite an AI Model, such as ChatGPT, in a bibliography or reference list because the conversations cannot be accessed by others to view the content. A numbered footnote or endnote should be used.

1. Text generated by ChatGPT, March 7, 2023, OpenAI, <https://chat.openai.com/chat>.

If the prompt has not been included in the text, it can be included in the note.

1. ChatGPT, response to “Explain how to make pizza dough from common household ingredients,” March 7, 2023, OpenAI.

If the AI-generated text has been edited, that must be stated in the text or at the end of the note (e.g., “edited for style and content”).

1. ChatGPT, response to “Explain how to make pizza dough from common household ingredients,” March 7, 2023, OpenAI, edited for style and content.

### **Additional Resources**

For more information about Chicago Manual Style, please refer to the following handouts from Germanna's Academic Center for Excellence:

- [Chicago Notes and Bibliography Style Sample Paper](#)
- [Chicago Author-Date Style Sample Paper](#)
- [Google Docs: Instructions for Formatting an Academic Paper](#)
- [Chicago Style Paper Checklist for College Writers](#)