Chicago Citation Basics
16th Edition
This guide will provide information about:

• Understanding the fundamentals of Chicago citations, including:
  o Author formatting
  o Organizing your bibliography
  o Capitalization rules

• Chicago citation examples of source types, including:
  o Journal articles (print and online)
  o Books
  o Audiovisual materials

• Tips and examples for citing online sources

• Creating notes and parenthetical, in-text citations, including:
  o Formatting tips
  o Examples of the note structure for different source types

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As long as you:
• Do not use it for commercial purposes
• Give appropriate credit
# Table of Contents

**Chapter 1: Citation Fundamentals**  
pp. 1 – 3

**Chapter 2: Examples of Popular Sources**  
pp. 4 – 7

**Chapter 3: Web Rules and Citations**  
pp. 8 – 10

**Chapter 4: Notes and In-Text Citations**  
pp. 11 – 14

Cite your sources at [www.easybib.com](http://www.easybib.com)
Chicago Citation Fundamentals

16th Edition
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.
- Doublet, Katherine.
- 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

For more information on capitalization and titling, see section 14.93 of The Chicago Manual of Style.
Examples of Commonly Cited Sources
**Commonly Cited Sources**

### Book

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

**Ex:**  

### Chapter/Athology

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

**Ex:**  

*Note: The Chicago Manual of Style offers another formatting option for chapters or sections 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 of your project, 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:**  
### Commonly Cited Sources

#### 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: Line breaks in URLs should occur only after punctuation (not before) and not between text. Line breaks can also occur after “//” in the URL.*

#### 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 example is modeled after best practices suggested by librarians and the CMoS Q&A website.*
# Commonly Cited Sources

## Film

<table>
<thead>
<tr>
<th>Chicago</th>
<th>Ex:</th>
</tr>
</thead>
</table>

## Audio recording

<table>
<thead>
<tr>
<th>Chicago</th>
<th>Ex:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last name, First name of performer/band name. Album Title. Record Label Number of Recording, Year of Recording, Format.</td>
<td>Arctic Monkeys. AM. Domino Records WIGCD317, 2013, compact disc.</td>
</tr>
</tbody>
</table>

* 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](http://www.discogs.com).

## Online lecture slides

<table>
<thead>
<tr>
<th>Chicago</th>
<th>Ex:</th>
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</table>

## Dissertation

<table>
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<tr>
<th>Chicago</th>
<th>Ex:</th>
</tr>
</thead>
</table>
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.

You should first identify the unique citation structure for the electronic source you are using.

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.
  - Ensure that “DOI” is lowercase, then add a colon, a space, the DOI number and a period.
  - e.g., doi: 10.1177/0013161X12471832.
- If no DOI is available use a stable URL.
  - A DOI is preferred over a URL.
  - Ideally, use a shortened, stable URL (permalink) of the article or abstract. If no stable URL is available, use the full web address instead.
  - 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 as 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 one 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
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. 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.”

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 or 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 newspaper/magazine article

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

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.

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 works not used in your paper are not listed on this page.