WORKING WITH QUOTATIONS 2D: CITATION (CHICAGO)

To effectively support an argument, a quotation requires three parts: lead-in, citation, and analysis. This handout covers how to properly cite a source in Chicago format, the citation style used in history, art history, and philosophy. Citation in other disciplines is covered in Working with Quotations handouts 2A (MLA), 2B (APA), and 2C (CSE). For guidance writing lead-ins and analysis, see Working with Quotations handouts 1 and 3.

Citation allows you to place your ideas in conversation with the work of other scholars. It shows that the sources used to construct your argument have been employed fairly and makes the significance of your argument clear to your audience by demonstrating how it contributes to the existing field of research. You must cite: a) sources you quote, b) sources you summarize, and c) sources that have influenced the formulation of your ideas.

CHOOSING THE APPROPRIATE CITATION STYLE

Though nearly every discipline has its own specific citation style, many employ nearly identical formats. As a result, they are typically placed into the following four subject groups:

| MLA (Modern Language Association) | language, literature, film, and cultural studies |
| APA (American Psychological Association) | social sciences |
| CSE (Council of Scientific Editors) | natural sciences |
| Chicago (Chicago Manual of Style) | history, art history, and philosophy |

The citation style appropriate for your paper depends on the discipline in which you are writing.

THE PARTS OF A CITATION

All citation formats have two parts: 1) a brief indication in the body of the text that a source has been used and 2) a more thorough presentation of the source elsewhere in the paper. To make sure you format your citations properly, it is important to determine the format your discipline uses for each of these parts. Since Chicago style simply uses footnote numbers to signal that a source has been used, the guidelines below describe how to format footnote citations as well as entries in the list of sources at the end of your paper.

CITING IN CHICAGO STYLE

Written as a broad reference for editors and publishers in all fields, the Chicago Manual of Style offers a variety of systems for citing sources, including parenthetical citation formats, footnote citation formats, and formats that mix footnotes and parenthetical citations. However, when scholars refer to a discipline that uses “Chicago style,” they typically mean that researchers in that discipline cite their sources using footnotes. As a result, this handout covers formatting conventions for footnote citations. Unlike other citation systems, Chicago style is descriptive rather than prescriptive; it doesn’t dictate conventions, but instead outlines common citation practices adopted by publishers. Since these conventions vary slightly from publisher to publisher, there are often acceptable alternatives to the formats outlined below.

TYPES OF FOOTNOTE CITATIONS

Footnote citations in Chicago style are formatted differently depending on when they are used. The first time you cite a source, the footnote should include its complete publication information and the page number(s) where the cited passage can be found:

Every subsequent time you cite the source, you need only include the author’s last name, a shortened form of the title, and the page number of the cited passage:

2. Blight, Race and Reunion, 47.

If you have consecutive notes from the same source, the second is cited using “Ibid.” (meaning “in the same place”) and the page number:

3. Ibid., 383.

Most works in Chicago style include a bibliography in addition to footnote citations. Including a bibliography can sometimes allow you to reduce all of your footnotes to the shortened form outlined above (you should check with your professor about this). Citations in the list of sources are formatted differently than citations in footnotes. As a result, the entries below offer formatting guidelines for both footnote and source list citations.

**FORMATTING CITATIONS IN CHICAGO STYLE**

In Chicago-style footnotes, the first line is indented half an inch and the note number is written in standard (rather than superscript) font, followed by a period. Chicago style refers to the source list at the end of a paper as a “bibliography.” Bibliographic references are listed in alphabetical order and formatted with a half-inch hanging indent (i.e. every line after the first is indented). Citations for online works typically follow the same format as print works, with the URL (or DOI) added to the end of the citation.

**Journal Article**

Footnote:


Bibliography Entry:


**Book**

Footnote:


Bibliography Entry:


**Book Article**

Footnote:


Bibliography Entry:


**Web Page**

Footnote:


Bibliography Entry:

Newspaper Article (unknown author)

Footnote:
5. “Spanish Influenza Continues Ravages,” Atlanta Constitution, September 23, 1918, p. 5.

Bibliography Entry:
“Spanish Influenza Continues Ravages.” Atlanta Constitution, September 23, 1918, p. 5.

Government Publication*

Footnote:

Bibliography Entry:

*While the format above is acceptable for most types of government publications, standard citation formats for public texts can differ significantly depending on the type of document. For a comprehensive overview of how to cite public documents—including foreign, legal, and online documents—see sections 14.281-14.317 of the Chicago Manual of Style, 16th edition (accessible online).

Document from an Archive*

Footnote:

Bibliography Entry:

*Note that footnotes for archival materials cite the specific document being used as a source, while bibliography entries cite the larger collections in which those documents are found. The Chicago Manual of Style notes that conventions for citing archival material vary; while the formats used above tend to be most common, other citation styles may also be correct.

Video

Footnote:

Bibliography Entry:

Sound Recording (online)

Footnote:

Bibliography Entry:

*Guidelines for citing other types of sources in Chicago style can be found in the Chicago Manual of Style Online, which offers both a “Quick Guide” for common citations and a comprehensive overview of “notes and bibliography” style citation in chapter 14.