

Chicago Citation Guide



Notes and Bibliography

The Chicago Manual of Style, 17th ed. (REF Z 253 C57 2017)

The Notes and Bibliography system of citation is used in the humanities, and especially in History courses. An excellent guide can be found on the *Chicago Manual of Style* website:

https://www.chicagomanualofstyle.org/tools_citationguide/citation-guide-1.html

This guide provides examples of how to cite sources commonly used by Selkirk College students.

When you use another person's ideas in your paper, even if you put the author's ideas into your own words, you must cite (i.e. credit) the source.

- **Endnotes or footnotes** are credits in the body of a paper.
- A **bibliography** is a complete list of all the sources consulted in the course of writing a paper. The bibliography begins on a separate page, entitled "Bibliography," at the end of the paper.
- **Short notes.** If you include a bibliography then you can use short notes in your paper. *Only short notes are shown in this guide. See the Chicago Manual for examples of full notes.*

TIPS

N: Note (short)

B: Bibliographic citation

Numbering in italics refers to sections in The Chicago Manual of Style (print ed.)

Authors

1, 2 or 3 Authors 14.76

N: List all the authors by last name

B: List all the authors. *Only the first author's name is inverted.*

4 to 10 Authors

N: List the first author by last name, followed by et al.

B: List all the authors. *Only the first author's name is inverted.*

No Author 14.79

Begin the citation with the title

Organization as Author 14.84

If an organization (group) is both the author and the publisher, list them as both in the bibliography.

TIPS	
Titles	<p><i>Italics.</i> Use italics for the title of a book, journal, magazine, newspaper or video.</p> <p>“Quotation marks.” Use quotation marks around the titles of article, chapters, poems and other works that are part of a larger work.</p>
Dates	<p>Electronic Sources 14.12 – 14.13</p> <p>Give one of the following dates:</p> <ul style="list-style-type: none"> ▪ Publication date ▪ Last modified, revised or updated ▪ Date accessed (only if neither of the above are given)
Page Numbers	<p>Notes</p> <p>Give the page number(s) from which the cited information was taken</p>
14.22	<p>No Page Numbers</p> <p>Electronic sources such as e-books or online newspapers may not include page numbers. A chapter or paragraph number or a section heading may be given instead.</p>
URLs	<p>A URL should be included for sources found online. The order of preference is:</p> <ul style="list-style-type: none"> ▪ DOI (digital object identifier). Use the DOI if one is given. A DOI forms a permanent URL that begins https://doi.org/ ▪ Persistent URL. For sources from a library database, use the persistent URL (if there is no DOI). Persistent URLs are also called permalinks, stable URLs, or document URLs. ▪ URL. For sources found on the Internet, give the URL from the browser address bar (if no other URL is provided).
Uniform Resource Locators 14.6 – 14.8	
Formatting	<p>Line Spacing</p> <ul style="list-style-type: none"> ▪ Double space: The body of the paper and between entries in the notes and the bibliography ▪ Single space: Within entries in the notes and bibliography
	<p>Font. 12 pt., serif (such as Times New Roman)</p>

BOOKS & E-BOOKS 14.100 – 14.163

<p>Book 2-3 authors 14.84</p>	<p>N: Jewkes and Landfield, <i>Joan of Arc</i>, 105. B: Jewkes, Wilfred T., and Jerome B. Landfield. <i>Joan of Arc: Fact, Legend, and Literature</i>. New York: Harcourt, Brace and World, 1964.</p>
<p>Book group author 14.84</p>	<p>N: University of Chicago Press, <i>Chicago Manual</i>, 111. B: University of Chicago Press. <i>The Chicago Manual of Style</i>. 17th ed. Chicago: University of Chicago Press, 2017.</p>
<p>Textbook part of series 14.119</p>	<p>N: McKay, <i>History of Western Society</i>, 766-767. B: McKay, John P., Bennett D. Hill, John Buckler, Clare Haru Crowston, Merry E. Wiesner-Hanks, and Joe Perry. <i>A History of Western Society</i>. 11th ed. Vol. 2, <i>From the Age of Exploration to the Present</i>. Boston: Bedford/St. Martin's, 2014.</p>
<p>Edited Book 14.103</p>	<p>N: Matthews, <i>Celtic Seers'</i>, 45. B: Matthews, John, ed. <i>The Celtic Seers' Source Book: Visions and Magic in the Druid Tradition</i>. London: Blandford, 1999.</p>
<p>Chapter or Article in an edited book 14.107</p>	<p>N: Axworthy, "Regional Development," 251. B: Axworthy, Lloyd. "Regional Development: Innovations in the West." In <i>Towards a Just Society: The Trudeau Years</i>, edited by Thomas S. Axworthy and Pierre Elliott Trudeau, 241-259. Markham: Viking, 1990.</p>
<p>Preface, Forward, or Introduction to a Book 14.110</p>	<p>N: Ray, introduction, xvii. B: Ray, Arthur J. Introduction to <i>The Fur Trade in Canada: An Introduction to Canadian Economic History</i>, by Harold A. Innis, v-xix. Toronto: University of Toronto, 1999.</p>
<p>Reprint 14.114</p>	<p>N: Wollstonecraft, <i>Vindication</i>, 49-50. B: Wollstonecraft, Mary. <i>A Vindication of the Rights of Woman: With Strictures on Political and Moral Subjects</i>. London: 1792. Reprint, New York: Source Book Press, 1971.</p>
<p>E-Book accessed with e-book reader 14.159</p>	<p>N: Austen, <i>Pride and Prejudice</i>, chap. 24. B: Austen, Jane. <i>Pride and Prejudice</i>. 1813. New York: Penguin Classics, 2007. Kindle.</p>

BOOKS & E-BOOKS 14.100 – 14.163

E-Book accessed online 14.161	N: Kurland and Lerner, <i>Founder's Constitution</i> , chap. 10, doc. 19. B: Kurland, Philip B., and Ralph Lerner, eds. <i>The Founders' Constitution</i> . Chicago: University of Chicago Press, 1987. http://press-pubs.uchicago.edu/founders/ .
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ENCYCLOPEDIAS & DICTIONARIES

Encyclopedia Article print 14.232 & 14.234	N: Trudel, "Champlain," 191. B: Trudel, Marcel. "Samuel De Champlain." <i>Dictionary of Canadian Biography</i> . Vol. 1, 1000 to 1700. Edited by George W. Brown. Toronto: University of Toronto Press, 1966.
Encyclopedia Article online 14.233	N: Thomas, "Riel," para. 9. B: Thomas, Lewis H. "Riel, Louis (1844–1885)." In <i>Dictionary of Canadian Biography</i> . University of Toronto; Université Laval, revised 2016. http://www.biographi.ca/en/bio/riel_louis_1844_85_11E.html
Encyclopedia or Dictionary entire volume 14.119	N: Sturtevant, <i>Handbook</i> , 240. B: Sturtevant, William C., ed. <i>Handbook of North American Indians</i> . Vol. 12, <i>Plateau</i> , edited by Deward E. Walker. Washington: Smithsonian Institution, 1998.

PERIODICALS (Journals, Magazines & Newspapers) 14.164 – 14.204

Tip: <i>In a note, cite specific page numbers. In the bibliography, include the page range for the whole article.</i>	
Tip: <i>Include a volume number and the year of publication. If available, also include an issue number and month or season of publication.</i> 14.171	
Journal Article from a library database DOI	N: Fitzgerald, "Hybrid Identities," 199. B: Fitzgerald, Sharron A. "Hybrid Identities in Canada's Red River Colony." <i>Canadian Geographer</i> 51, no. 2 (2007): 186-201. https://doi.org/10.1111/j.1541-0064.2007.00173.x .
Tip: Add https://doi.org/ to the front of the doi if it is not already there.	

PERIODICALS (Journals, Magazines & Newspapers) 14.164 – 14.204

<p>Journal Article from a library database persistent link</p>	<p>N: Morrison, “The North-West”, 94-95. B: Morrison, W. R. "The North-West Mounted Police and the Klondike Gold Rush." <i>Journal of Contemporary History</i> 9, no. 2 (April 1974): 93-105. http://www.jstor.org/stable/260048.</p>
<p>Tip: The persistent link may begin with http://ezproxy.library.selkirk.ca/login?url=</p>	
<p>Magazine Article 14.188</p>	<p>N: Geddes, “The Anti-Trump,” 25. B: Geddes, John. “The Anti-Trump.” <i>Maclean’s</i>, November 2018.</p>
<p>Tip: If page numbers are given, include them in a note. For newspapers and magazines, page numbers are optional in the bibliography.</p>	
<p>Newspaper Article from a website 14.191</p>	<p>N: Pellegrini, “First Legal Purchase.” B: Pellegrini, Christina. "First Legal Purchase of Recreational Cannabis Made in St. John’s, Marking End of Canadian Prohibition." <i>Globe and Mail</i>, October 16, 2018. https://www.theglobeandmail.com/cannabis/article-first-legal-purchase-of-cannabis-made-in-newfoundland-and-labrador-2/.</p>
<p>Tip: Include the month, day, and year of publication for newspaper articles.</p>	
<p>Newspaper Article on Microfilm</p>	<p>N: “Opium Joints,” 8. B: “Opium Joints Raided.” <i>Rossland Miner</i>. March 21, 1901. Microfilm.</p>
<p>Tip: Cite sources on microfilm or microfiche according to the format of the original publication (e.g. book, newspaper article, etc.). Specify the format (microfilm or microfiche) after the facts of publication.</p>	
<p>Tip: If no author is identified, begin the citation with the article title.</p>	

REPORTS

<p>Report print 14.220</p>	<p>N: Truth and Reconciliation Commission of Canada, <i>Truth</i>, 4-5. B: Truth and Reconciliation Commission of Canada. <i>Truth and Reconciliation Commission of Canada: Calls to Action</i>. Winnipeg, MB: Truth and Reconciliation Commission of Canada, 2015.</p>
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REPORTS

Report online 14.161	N: Truth and Reconciliation Commission of Canada, <i>Truth</i> , 11. B: Truth and Reconciliation Commission of Canada. <i>Truth and Reconciliation Commission of Canada: Calls to Action</i> . Winnipeg, MB: Truth and Reconciliation Commission of Canada, 2015. http://www.trc.ca/websites/trcinstitution/File/2015/Findings/Calls_to_Action_English2.pdf
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AUDIOVISUAL & MULTIMEDIA

Tip: *The order of elements for a multimedia citation can vary depending on whether a part or the whole of the source is cited and on whether a particular contributor is the focus. See 14.261*

Video DVD 14.265	N: Bradley, <i>Egypt's Golden</i> , DVD. B: Bradley, Richard, dir. <i>Egypt's Golden Empire</i> . Hollywood, CA: Lion Television and PBS Home Video, 2001. DVD.
Video (online) 14.267	N: Obomsawin, <i>Kanehsatake</i> . B: Obomsawin, Alanis, writer and director. <i>Kanehsatake: 270 Years of Resistance</i> . National Film Board of Canada, 1993. https://www.nfb.ca/film/kanehsatake_270_years_of_resistance/ .

WEBSITES 14.205 – 14.210

Tip: *Cite documents such as books, newspaper articles, journal articles and reports found on a website according to the rules for that format. Include a URL or DOI.*

Webpage elements	B: Author(s) of page or sponsor(s) of site. "Title of webpage." <i>Title of website</i> . Date published, modified, or accessed. URL or DOI.
Tip: <i>If the website does not have a title, give the name of the sponsor instead.</i>	
Webpage	N: Parent, "Story." B: Parent, Rosemarie. "The Story of the S.S. Minto." Arrow Lakes Historical Society. 2018. https://alhs-archives.com/articles/the-story-of-the-s-s-minto/

WEBSITES 14.205 – 14.210

Tip: *If there is no author for the webpage begin the citation with the name of the owner or sponsor of the site.*

Webpage (organization as author)	<p>N: Smithsonian National Museum of Natural History. "Homo Neanderthalensis."</p> <p>B: Smithsonian National Museum of Natural History. "Homo Neanderthalensis." <i>What Does it Mean to Be Human?</i> Last updated Oct. 17, 2018. http://humanorigins.si.edu/evidence/human-fossils/species/homo-neanderthalensis.</p>
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PERSONAL COMMUNICATION (Including Course Lectures & Interviews)

TIP: *Communication that is unpublished (including interviews, lectures, and email) is included in a note, but not included in the bibliography. 14.214*

Course Lecture	N: Duff Sutherland, "The Northwest to the 1860s," History 104, Selkirk College, Nov. 22, 2018.
Email Message	N: Constance Craven, e-mail message to author, April 17, 2015.
Interview	N: Name of person interviewed, interview with author, date.

Tip: *"Author" is you, the person writing the paper.*

SECONDARY SOURCES 14.260

Citations taken from a secondary source	<p>N: Zukofsky, "Sincerity," 94.</p> <p>B: Zukofsky, Louis. "Sincerity and Objectification." <i>Poetry</i> 37 (February 1931): 263-775. Quoted in Bonnie Costello, <i>Marianne Moore: Imaginary Possessions</i>. Cambridge, MA: Harvard University Press, 1981.</p>
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TIP: *List the original source first (ex. Zukofsky, "Sincerity")*

Next list the secondary source, introduced by "quoted in." This is the source you are using (ex. Costello, Marianne)

Use secondary sources sparingly: for instance, when the original work is out of print, or is not available in English.

Bibliography

- Austen, Jane. *Pride and Prejudice*. 1813. New York: Penguin Classics, 2007. Kindle.
- Bradley, Richard, dir. *Egypt's Golden Empire*. Hollywood, CA: Lion Television and PBS Home Video, 2001. DVD.
- Jewkes, Wilfred T., and Jerome B. Landfield. *Joan of Arc: Fact, Legend, and Literature*. New York: Harcourt, Brace and World, 1964.
- Matthews, John, ed. *The Celtic Seers' Source Book: Visions and Magic in the Druid Tradition*. London: Blandford, 1999.
- McKay, John P., Bennett D. Hill, John Buckler, Clare Haru Crowston, Merry E. Wiesner-Hanks, and Joe Perry. *A History of Western Society*. 11th ed. Vol. 2, *From the Age of Exploration to the Present*. Boston: Bedford/St. Martin's, 2014.
- Morrison, W. R. "The North-West Mounted Police and the Klondike Gold Rush." *Journal of Contemporary History* 9, no. 2 (April 1974): 93-105. <http://www.jstor.org/stable/260048>.
- Obomsawin, Alanis, writer and director. *Kanehsatake: 270 Years of Resistance*. National Film Board of Canada, 1993. https://www.nfb.ca/film/kanehsatake_270_years_of_resistance/.
- "Opium Joints Raided." *Rossland Miner*. March 21, 1901. Microfilm.
- Ray, Arthur J. Introduction to *The Fur Trade in Canada: An Introduction to Canadian Economic History*, by Harold A. Innis, v-xix. Toronto: University of Toronto, 1999.
- Smithsonian National Museum of Natural History. "Homo Neanderthalensis." *What Does it Mean to Be Human?* Last updated Oct. 17, 2018. <http://humanorigins.si.edu/evidence/human-fossils/species/homo-neanderthalensis>.
- Thomas, Lewis H. "Riel, Louis (1844–1885)." In *Dictionary of Canadian Biography*. University of Toronto; Université Laval, revised 2016. http://www.biographi.ca/en/bio/riel_louis_1844_85_11E.html
- Truth and Reconciliation Commission of Canada. *Truth and Reconciliation Commission of Canada: Calls to Action*. Winnipeg, MB: Truth and Reconciliation Commission of Canada, 2015. http://www.trc.ca/websites/trcinstitution/File/2015/Findings/Calls_to_Action_English2.pdf
- University of Chicago Press. *The Chicago Manual of Style*. 17th ed. Chicago: University of Chicago Press, 2017.

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