

Chicago Style Citation Tips

Chicago style requires writers to use two types of citation styles: footnotes and bibliographic citations. Footnotes are found at the bottom of pages and are usually printed in ten-point font.

Because different types of source materials require different footnote formatting, you should use your Diana Hacker *A Pocket Style Manual* to help you achieve the correct formatting.

1. What do Chicago style in-text citations look like?

Chicago style in-text citations are either footnotes or endnotes. Assume that your professor expects you to use footnotes unless s/he says otherwise.

Different types of source materials require different footnote formatting. Footnotes usually include the following pieces of information: the author, the date of publication, the title, the publisher's name, and the city in which it was published.

FOOTNOTE FORMAT FOR BOOK:

1. Laurel Thatcher Ulrich, *A Midwife's Tale: The Life of Martha Ballard, Based on her Diary, 1785-1812* (New York: Vintage, 1991), 174.

BIBLIOGRAPHY FORMAT FOR BOOK:

Ulrich, Laurel Thatcher. *A Midwife's Tale: The Life of Martha Ballard, Based on Her Diary, 1785-1912*. New York: Vintage, 1991.

2. Do I have to include a footnote every time I refer to the same source?

You must always include a footnote if you quote, paraphrase, or summarize a source, but the formatting for subsequent references to the same source is different.

The first time you cite a source, the footnote should include publication information for the work as well as the page number on which the passage you cite is found.

1. Peter Burchard, *One Gallant Rush: Robert Gould Shaw and His Brave Black Regiment* (New York: St. Martin's, 1965), 85.

For subsequent references to a source you have already cited, you may simply give the author's last name, a short form of the title, and the page or pages cited. Remember to italicize even short forms of book titles and to put short forms of article titles in quotation marks.

4. Burchard, *One Gallant Rush*, 31.

3. What if I have two consecutive footnotes from the same source?

When you have two consecutive notes from the same source, you may use “Ibid.” and the page number for the second note. Use “Ibid.” alone if the page number is the same.

5. Jack Hurst, *Nathan Bedford Forrest: A Biography* (New York: Knopf, 1993), 8.

6. Ibid., 9.

3. What if I’m using a source that contains quotations from other people or resources?

Chicago style encourages writers to examine primary source documents and, therefore, discourages writers from citing indirect references to sources.

If you cannot access the original source, cite as much information as you have about the original source, followed by “quoted in” and the citation for the secondary source.

12. Ronn Grossman and Charles Leroux, “A Local Outpost of Democracy,” *Chicago Tribune*, March 5, 1996, quoted in William Julius Wilson and Richard P. Taub, *There Goals the Neighborhood: Racial, Ethnic, and Class Tensions in Four Chicago Neighborhoods and Their Meaning for America* (New York: Knopf, 2006), 18.

4. I’ve used footnotes to cite all of my sources in text. Do I still need a bibliography?

Yes. Always include a bibliography.