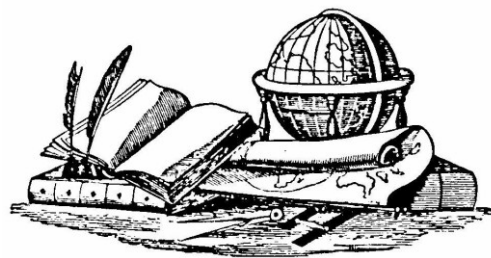


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CITING SOURCES WITHIN YOUR PAPER

The following guidelines and examples are based on the 16th edition of the *Chicago Manual of Style* (R 808.027 C432m16) and the 8th edition of Kate Turabian's *A Manual for Writers of Term Papers, Theses, and Dissertations* (R 808.027 T84m8). If you have questions about how to cite sources other than those illustrated in this study aid, consult the manuals listed above.

The *Chicago/Turabian Style* presents two basic documentation systems:

1. Note system (footnotes and bibliography).
2. Author-date system (in-text citations matched by reference list entries).

This study aid reflects the **note system** which is commonly identified with the *Chicago/Turabian Style*.

Here are some basic rules:

- To acknowledge a source in your paper, place an arabic numeral typed slightly above the line (superscript). Note numbers must follow one another in numerical order, beginning with 1.
- Place the note at the foot of the page. Separate the text from the footnotes with a short rule or separator (about 1.5 inches long).
- Single spacing is used within footnotes, with double spacing between notes.
- First line of a note should be indented five spaces from the left margin.
- The first time a work is mentioned in a note, the entry should be in complete form. Once a work has been cited in full, subsequent references to it should be in shortened form (see examples below).
- When references to the same work follow one another with no intervening references, **ibid.** may take the place of the author's name, title of the work and any succeeding material that is identical. (**Ibid.** is an abbreviation of the Latin word *ibidem*, "in the same place").
- Refer to the page(s) by number at the end of the note.

Sample Entries for Footnote References

Book, one author – complete reference:

1. Margaret Alic, *Hypatia's Heritage: A History of Women in Science from Antiquity through the Nineteenth Century* (Boston: Beacon, 1986), 45.

Subsequent reference to the same work, different page number:

2. Ibid., 14.

Shortened (not subsequent) reference:

3. Alic, *Hypatia's Heritage*, 25.

Popular magazine article:

4. Steve Martin, "Sports-Interview Shocker," *New Yorker*, May 6, 2002, 84.

Journal article:

5. John Maynard Smith, "The Origin of Altruism," *Nature* 393 (1998): 639-40.

Article in well-known reference book (no need to list in Bibliography):

6. Caleb W. Davis, "Curie, Marie Sklodowska," in *Collier's Encyclopedia*, 1988 ed.

Chapter or other part of a book:

7. W. Freeman Twaddell, "A Note on Old High German Umlaut," in *Readings in Linguistics I: The Development of Descriptive Linguistics in America, 1925-1956*, 4th ed., ed. Martin Joos (Chicago: University of Chicago Press, 1957), 56.