Chicago Style Overview

A short guide to citing sources using Chicago style (16th edition)

Commonly used in literature, history and the arts, Chicago style includes notes (footnotes or endnotes or both) and usually, a bibliography. Notes are referenced in-text, while the bibliography is included at the end of the document.

Formatting Checklist (Notes & Bibliographies)

- Indent the first line of each note and the second line of each bibliography entry (hanging indent)
- Notes are numbered and correspond to superscripted note reference numbers in-text
- In notes, authors’ names appear in normal order and the elements are separated by commas or parentheses. In bibliographies, entries are listed alphabetically by author last name, the name of the first author is inverted, and the main elements are separated by periods.

Books

One author

Notes

Two authors

Notes

Multiple editions

Notes
**Edited book**

**Notes**

**Book chapter**

**Notes**

**E-book downloaded from a library or bookseller**

**Notes**

**E-book consulted online**

**Notes**
Articles

**E-journal**


**Print Journal**


**Magazine article**


**Newspaper article in print**


**Newspaper article online**


Notes


**Web Pages**

**Web page, authored**

**Notes**

**Encyclopedias**

Well-known reference books, such as major dictionaries and encyclopedias, are normally cited in notes rather than in bibliographies.

**Print**


**Notes**

**Digital**


**Notes**

**Film & Media**

**Film**


**Notes**

**Government Documents**

**Digital**

For Canadian legal and government documents, *The Chicago Manual of Style* refers users to the *Canadian Guide to Uniform Legal Citation* (commonly known as the McGill guide).

Notes


Secondary Sources
One author quotes another


- “Quoted in” is generally discouraged, but if the original source is not available, both the original and the secondary source must be listed.
- In your footnote and bibliography, cite both authors, indicating the author of the original quote (Hacking), and the author in whose work you found the quote (DeLanda).


Notes


For more information on how to cite all types of sources using Chicago style, see:


http://www.chicagomanualofstyle.org/16/contents.html