

Chicago Style Overview

A short guide to citing sources using Chicago style (17th edition)

Commonly used in literature, history and the arts, Chicago style includes notes (footnotes or endnotes) and usually, a bibliography. Notes are referenced in-text, while the bibliography is included at the end of the document. A note should be included any time a source has been summarized, paraphrased, or directly quoted in your work. Examples in this guide will show how different resources are formatted as citations in both the bibliography and notes.

This guide has examples of the **Notes-Bibliography System**. The Chicago Manual of Style also has an **Author-Date System** that is intended for use in the social sciences. Though the two styles are very similar, there are important differences in how in-text citations are formatted. For guidance on formatting and rules of the Author-Date System, see the [Chicago Manual of Style citation quick guide](#).

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.
- ✓ In notes, the specific page number(s) of the passage are included at the end of the citation. For the bibliography, the page range of journal articles or specific book chapters are included. The inclusion of this information makes it easier for others to locate the cited material.
- ✓ Shortened citation formats are recommended to reduce the amount of text being used in footnotes/endnotes. Shortened citations can be used after the initial full citation for each source has been entered in the notes and bibliography.
- ✓ Formats of shortened citations vary, but they should generally consist of the author(s) last name, a few identifiable words from the title of the work, and the page number(s).
- ✓ "*Ibid*" is no longer encouraged for use to cite the same resource as the preceding note. It is recommended to use a shortened citation that consists of the author's last name and the page number(s) of the passage.
- ✓ If a work has notes but no bibliography, it is expected that the full details of a source (the same information that would be provided in the bibliography) will be included in the first note for each resource cited. Subsequent citations for each resource can use shortened citation formats.
- ✓ Examples in this guide for notes all reflect how the first full citation for a resource should be formatted in your work. If you would like to see examples of shortened citation formatting, or need more

information on any other rules, you can access the [Chicago Manual of Style citation quick guide](#) for the Notes and Bibliography system.

Books

One author

Bibliography

Horn, Michiel. *York University: The Way Must be Tried*. Montreal, QC: McGill-Queen's University Press, 2009.

Notes

1. Michiel Horn, *York University: The Way Must be Tried* (Montreal, QC: McGill-Queen's University Press, 2009), 271.

Page number

Two authors

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Coates, Colin M., and Geoffrey Ewen. *Introduction aux études canadiennes: Histoires, identités et cultures*. Ottawa, ON: Presses de l'Université d'Ottawa, 2012.

Hanging indent

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2. Colin M. Coates and Geoffrey Ewen, *Introduction aux études canadiennes: Histoires, identités et cultures* (Ottawa, ON: Presses de l'Université d'Ottawa, 2012), 241-51.

Multiple editions

Revised edition

Bibliography

Dickason, Olive Patricia. *A Concise History of Canada's First Nations*. Rev. ed. Toronto, ON: Oxford University Press, 2006.

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3. Olive Patricia Dickason, *A Concise History of Canada's First Nations*, rev. ed. (Toronto, ON: Oxford University Press, 2006), 315.

Edited book

Bibliography

Hird, Myra J., and George Pavlich, eds. *Questioning Sociology: Canadian Perspectives*. 2nd ed. Don Mills, ON: Oxford University Press, 2012.

Editors

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4. Myra J. Hird and George Pavlich, eds., *Questioning Sociology: Canadian Perspectives*, 2nd ed. (Don Mills, ON: Oxford University Press, 2012), 179.

Book chapter

Bibliography

Wong, Kin Ho. "A Gay Actor with Multiple Scripts: Impression Management Strategies to Comply with Traditional Chinese Family Norms." In *Skeletons in the Closet*, edited by Aysan Sev'er and Jan Trost, 121-38. Waterloo, ON: Wilfred Laurier University Press, 2011.

Chapter author

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5. Kin Ho Wong, "A Gay Actor with Multiple Scripts: Impression Management Strategies to Comply with Traditional Chinese Family Norms," in *Skeletons in the Closet*, ed. Aysan Sev'er and Jan Trost (Waterloo, ON: Wilfred Laurier University Press, 2011), 126.

Book title

Book editors

E-book downloaded from a library or bookseller

Bibliography

Fallis, George. *Multiversities, Ideas and Democracy*. Toronto, ON: University of Toronto Press, 2007. ProQuest Ebook Central.

Identify electronic format

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6. George Fallis, *Multiversities, Ideas and Democracy* (Toronto, ON: University of Toronto Press, 2007), chap. 9, ProQuest Ebook Central.,

Electronic formats don't always carry stable page numbers. In lieu of page numbers, include chapter or section.

E-book consulted online

Bibliography

Antokoletz, Elliot. *Musical Symbolism in the Operas of Debussy and Bartok*. New York: Oxford University Press, 2008. doi:[10.1093/acprof:oso/9780195365825.001.0001](https://doi.org/10.1093/acprof:oso/9780195365825.001.0001).

When citing the online version of a book, include the DOI; if unavailable, include URL.

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7. Elliot Antokoletz, *Musical Symbolism in the Operas of Debussy and Bartok* (New York: Oxford University Press, 2008), doi:[10.1093/acprof:oso/9780195365825.001.0001](https://doi.org/10.1093/acprof:oso/9780195365825.001.0001).

Articles

E-journal

Bibliography

Heller, Monica. "Langues, communauté et identité: Le discours expert et la question du français au Canada." *Anthropologie et sociétés* 31, no. 1 (2007): 39-54. doi: [10.7202/015981ar](https://doi.org/10.7202/015981ar).

One author

volume, issue no.

A DOI, if it is available, is preferable to a URL. Access dates are not required.

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7. Monica Heller, "Langues, communauté et identité: Le discours expert et la question du français au Canada," *Anthropologie et sociétés* 31, no. 1 (2007): 42, doi: [10.7202/015981ar](https://doi.org/10.7202/015981ar).

Print Journal

Two authors

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Paul, Rodney Joseph, and Andrew Weinbach. "Determinants of Attendance in the Quebec Major Junior Hockey League: Role of Winning, Scoring and Fighting." *Atlantic Economic Journal* 39, no. 3 (2011): 303-11.

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8. Rodney Joseph Paul and Andrew Weinbach, "Determinants of Attendance in the Quebec Major Junior Hockey League: Role of Winning, Scoring and Fighting," *Atlantic Economic Journal* 39, no. 3 (2011): 307.

Magazine article

Bibliography

Gladwell, Malcolm. "The Tweaker." *New Yorker*, November 14, 2011.

Initial articles (The) are omitted from magazine titles except for foreign language titles.

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9. Malcolm Gladwell, "The Tweaker," *New Yorker*, November 14, 2011, 35.

Newspaper article in print

Bibliography

Gagnon, Lysiane. "The Protesters' Fellow Travellers." *Globe and Mail*, May 21, 2012.

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10. Lysiane Gagnon, "The Protesters' Fellow Travellers," *Globe and Mail*, May 21, 2012.

Newspaper article online

Bibliography

Brody, Jane E. "Mental Reserves Keep Brain Agile." *New York Times*, December 11, 2007.
http://www.nytimes.com/2007/12/11/health/11brod.html?pagewanted=all&_r=0.

To cite a newspaper article consulted online, include the URL

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11. Jane E. Brody, "Mental Reserves Keep Brain Agile," *New York Times*, December 11, 2007,
http://www.nytimes.com/2007/12/11/health/11brod.html?pagewanted=all&_r=0.

Web Pages

Web page, authored

Bibliography

Létourneau, Jocelyn. "Canadians and Their Pasts / Les Canadiens et leurs passés." Institute for Social Research, York University. Accessed June 28, 2012. <http://www.yorku.ca/isr/projects/pasts>.

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12. Jocelyn Létourneau, "Canadians and Their Pasts / Les Canadiens et leurs passés," Institute for Social Research, York University, accessed June 28, 2012. <http://www.yorku.ca/isr/projects/pasts>.

Lecture Notes

Lecture Notes

Bibliography

Lockhart, Graham. "Robocop: American Jesus." Film 6230: Contemporary cinema and media theory. Class lecture at York University, Toronto, ON, 24 January 2021.

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13. Lockhart, Graham. "Robocop: American Jesus." Film 6230: Contemporary cinema and media theory (class lecture at York University, Toronto, ON, 24 January 2021).

Encyclopedias

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

Print

Bibliography

Encyclopedia of Motherhood. Ed. Andrea O'Reilly. Thousand Oaks, CA: Sage, 2010.

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14. *Encyclopedia of Motherhood*, ed. Andrea O'Reilly (Thousand Oaks, CA: Sage, 2010), s.v. "aboriginal mothering."

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Pallardy, Richard. "Elizabeth May." In *Encyclopaedia Britannica Online*. Accessed June 28, 2012.
<http://www.britannica.com/EBchecked/topic/1472176/Elizabeth-May>.

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15. *Encyclopaedia Britannica Online*, s.v. "Elizabeth May," accessed June 28, 2012,
<http://www.britannica.com/EBchecked/topic/1472176/Elizabeth-May>.

Film & Media

Film

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Force of Nature: The David Suzuki Movie. Directed by Sturla Gunnarson. Canada: Entertainment One / National Film Board of Canada, 2011. DVD.

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16. *Force of Nature: The David Suzuki Movie*, directed by Sturla Gunnarson (Canada: Entertainment One / National Film Board of Canada, 2011), DVD.

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).

Bibliography

Library of Parliament. *In Brief: The Report of the Royal Commission on Aboriginal Peoples*, by Mary C. Hurley and Jill Wherret. Ottawa, ON: Parliamentary Research Branch, 1999. Accessed September 27, 2013.
<http://publications.gc.ca/collections/Collection-R/LoPBdP/EB-e/prb9924-e.pdf>.

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17. Library of Parliament, *In Brief: The Report of the Royal Commission on Aboriginal Peoples*, by Mary C. Hurley and Jill Wherret (Ottawa, ON: Parliamentary Research Branch, 1999), 2.
<http://publications.gc.ca/collections/Collection-R/LoPBdP/EB-e/prb9924-e.pdf>.

Secondary Sources

One author quotes another

e.g. In a 2006 book by M. DeLanda, you find a quote taken from Ian Hacking's *The Social Construction of What?* (1999).

- "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).

Bibliography

Hacking, Ian. *The Social Construction of What?* Cambridge, MA: Harvard Univ. Press, 1999. Quoted in Delanda, Manuel. *A New Philosophy of Society*. New York: Continuum, 2006.

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18. Ian Hacking, *The Social Construction of What?* (Cambridge, MA: Harvard University Press, 1999), 103, quoted in Manuel DeLanda, *A New Philosophy of Society* (New York: Continuum, 2006), 2.

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

Complete style guides:

The Chicago Manual of Style, 17th ed., 2017.

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<https://www.chicagomanualofstyle.org/home.html> [online]