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Chicago Style 17th Edition – Notes & Bibliography Version

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 and reference lists are formatted. Please view the Author-Date version document for examples in that style.

Formatting Checklist (Notes [footnotes/endnotes] & Bibliography Style)

• Indent the first line of each note, but only the second and following lines 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 (first name then last name) and the elements (e.g. author, title) are separated by commas or parentheses.

• Shortened citation formats are recommended to reduce the amount of text being used in footnotes/endnotes. Shortened citations can only be used after the initial full citation for each source that 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 when citing the exact same resource and page number as the preceding note. Instead, use a shortened citation that consists of the author’s last name and the page number(s) of the passage.

• If your 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.

• All notes examples in this guide reflect how the first full citation for a resource should be formatted in your work. For examples of shortened citation formatting, or for more information on any other rules, access The Chicago Manual of Style citation quick guide for the Notes and Bibliography system.

• In bibliographies, entries are listed alphabetically by author last name, then first name(s). If there is more than one author, only the name of the first author is inverted. The main elements of entries are separated by periods.

• If the author of the work is unknown, the bibliography and note should begin with the title.

• If citing one or more works by the same author with the same publication date, use lower case letters to distinguish entries (E.g. 2004a, 2004b, etc.), which are listed in alpha-numeric order in the bibliography.

Books

One author

Bibliography

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

Notes


Two authors

Bibliography


Notes


Multiple editions

Bibliography


Notes


Edited book

Bibliography


Notes


Book chapter

Bibliography


Notes

The provided text is a guide on how to cite electronic resources, specifically E-books, E-journals, and articles. It includes examples of bibliographic entries and corresponding notes. The guide emphasizes the importance of using DOI numbers and URLs where available. It also advises on how to cite specific pages within an article or section of a book. The text is well-structured and uses clear examples to illustrate the citation process.

**Journal article, print**

**Bibliography**

**Notes**

**Magazine article, print or online**

For a magazine article consulted online, include a URL at the end of the citation. Specific page numbers may not be available for online articles, but should be cited if available.

**Bibliography**

**Notes**

**Newspaper article, print**

**Bibliography**

**Notes**

**Newspaper article, online**

**Bibliography**

**Notes**

**Course Materials**

**Online lecture slides**

Location and date information are put in parentheses for the note, but not for the bibliography entry. If the slides are available online, then include a URL.
Bibliography

Sloniowski, Lisa. "Lecture 1. EN 1950: Beyond Google: Research Methods in English Studies." Slides from lecture at York University, Toronto, ON, January 11, 2020, eclass.yorku.ca/pluginfile.php/1811393/mod_page/content/18/EN%201902%20Week%201%202021.pptx

Notes


Course kits

The Chicago Manual of Style, 17th ed. does not provide instructions on how to cite course-related material. This is just one possible format to follow. We suggest that you check with your instructor.

Bibliography


Notes


Web Pages

Some websites do not have a formal title, and are identified according to the entity responsible for the website with a description. Citations of website content are often limited to the notes only, but in works without notes, they can also be cited in the bibliography listed by the author or sponsor of the site. If a publication date or date of revision is not available, then include an access date instead.

Entire website

Bibliography


Notes


Web page, authored

Website titles are not italicized; instead, place a specific page or a titled section of a website in quotation marks.

Bibliography


Notes

**Web page, no author or date**

**Bibliography**


**Notes**


**Blog post**

Blogs that are part of a larger corporation should also include that publication’s name after the blog title. Blog names are considered like periodicals and are italicized, while blog entries use quotation marks.

**Bibliography**


**Notes**


**Encyclopedias**

Well-known reference books, such as major dictionaries and encyclopedias, are normally cited in notes rather than in bibliographies. Other reference works are cited with full publication details in the same manner as books. For online works, include a publication or access date and a URL.

For certain reference works—particularly those with substantial, authored entries—it may be appropriate to cite individual entries by author, much like contributions to a multi-author book. These citations may be included in a bibliography.

**Print**

**Bibliography**


**Notes**


**Online**

**Bibliography**

Notes


Wikipedia

For Wikipedia, use the URL for the archived version of the page which is accessible by selecting the “view history” tab and clicking the most recent date. References to an alphabetically arranged work cite the item (not the volume or page number) preceded by s.v. (sub verbo, “under the word”; plural: s.vv.).

Bibliography


Notes


Film & Media

Citations for multimedia content usually include some or all of the following elements: the name of the person primarily responsible with their designation (director, creator, etc.), title of the work, names of additional contributors, date, location, format, and a URL for online sources. Though, the order of these elements depends on the nature of the source, whether a part or the whole is cited, and whether a particular contributor is the focus. Whom to list as “author” depends on the focus of the citation and is a matter of authorial discretion.

Film

Bibliography


Notes


TV Series

Bibliography


Notes

23. Brent Butt, creator, Corner Gas, season two, (PrairiePants Productions, 2005), DVD.

Notes

YouTube Video

Bibliography


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Digital Image

Bibliography


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Government Documents

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). The Chicago Manual provides specific information depending on what type of government document you are citing: bill, statute, legal case, debate, treaty, etc., and so you must review either the McGill Guide, or the Chicago Manual for rules and examples for these other document types.

In general, for governmental reports:

- Cite government documents or reports under the departments, units, or agencies (i.e. 'corporate authors'), followed by the title of the document/report. If the governmental publisher is the same as the corporate author, you may enter the report title as the first entry (see “government agency report” example listed below).
- The publisher and author should be recorded as they appeared when the document was originally published, do not amend names to their current title or department if these have changed since publication.
- Include report numbers or pagination (if available).
- Include the publisher if it is different from the author.
- Include only the first place of publication if more than one is listed.
- Some government documents may be assigned a DOI or “digital object identifier”. If this is the case the DOI must be added to the reference. If no DOI is found, then the URL of the online publication site is included.
Authored report

Bibliography


Notes


Government agency report

Bibliography


Notes


Indirect Citations

One author quotes another

Writing “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, cite both authors indicating the author of the original quote, and the author in whose work you found the quote. Include the secondary source, not the primary source, in your bibliography.

Bibliography


Notes


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