

The Chicago Manual of Style *Online*

Citation Quick Guide

Online

February 20, 2020

Compiled and edited by hugoleo75@gmail.com from
<https://www.chicagomanualofstyle.org>

Contents

14 Notes and Bibliography	13
14.1 The purpose of source citations	13
14.2 Chicago’s two systems of source citation	13
14.3 Other systems of source citation	14
14.4 Flexibility and consistency	14
14.5 Citation management tools	14
14.6 Electronic resource identifiers	15
14.7 Uniform resource locators (URLs)	16
14.8 Digital Object Identifiers (DOIs)	16
14.9 Permalinks and the like	17
14.10 Short forms for URLs	17
14.11 Library and other bibliographic databases	18
14.12 Access dates	18
14.13 “Last modified” and other revision dates	19
14.14 Authority and permanence	19
14.15 Preserving a permanent record	19
14.16 Publications available in more than one medium	20
14.17 URLs and other such elements in relation to surrounding text	20
14.18 URLs and line breaks	20
14.19 Notes and bibliography—an overview	21
14.20 Basic structure of a note	22
14.21 Basic structure of a bibliography entry	22
14.22 Page numbers and other locators	23
14.23 Notes and bibliography—examples and variations	23
14.24 Numbers in text versus numbers in notes	26
14.25 Sequencing of note numbers and symbols	26
14.26 Placement of note number	27
14.27 Note numbers with chapter and article titles and subheads	27
14.28 Multiple citations and multiple note references	28
14.29 When to use shortened citations	28

14.30	Basic structure of the short form	28
14.31	Cross-reference to full citation	29
14.32	Short form for authors' names	29
14.33	Short form for titles of works	30
14.34	Shortened citations versus "ibid"	30
14.35	"Idem"	31
14.36	"Op. cit." and "loc. cit."	31
14.37	Citations plus commentary in a note	32
14.38	Quotation within a note	32
14.39	Substantive notes	32
14.40	Paragraphing within long notes	33
14.41	Footnotes that break across pages in a printed work	33
14.42	"See" and "cf."	33
14.43	Footnotes and endnotes—an overview	33
14.44	Footnotes—pros and cons	35
14.45	Endnotes—pros and cons	35
14.46	Endnote placement	35
14.47	Running heads for endnotes	36
14.48	Special considerations for endnotes	36
14.49	Endnotes plus footnotes	39
14.50	Footnotes plus author-date citations	39
14.51	Editor's or translator's notes plus author's notes	39
14.52	Unnumbered notes	41
14.53	Notes keyed to text by line or page numbers	41
14.54	Source notes for previously published material	41
14.55	Biographical notes and acknowledgments	44
14.56	Avoiding overlong notes	45
14.57	Several citations in one note	45
14.58	Citing sources in the text rather than in the notes	46
14.59	Abbreviations for frequently cited works	46
14.60	List of abbreviations	47
14.61	Relationship of bibliographies to notes	48
14.62	Format and placement of bibliography	48
14.63	Dividing a bibliography into sections	48
14.64	Kinds of bibliographies	51
14.65	Alphabetical order for bibliography entries	54
14.66	Arrangement of bibliography entries with more than one author	54
14.67	The 3-em dash in bibliographies—some caveats	54
14.68	The 3-em dash for one repeated name	55
14.69	The 3-em dash for more than one repeated name	55

14.70	The 3-em dash for an institutional name	56
14.71	Alphabetical order for titles by the same author	56
14.72	Author's name—overview and related discussions	57
14.73	Form of author's name	57
14.74	Authors preferring initials	57
14.75	One author	58
14.76	Two or more authors (or editors)	58
14.77	Two or more authors (or editors) with same family name	59
14.78	Author's name in title	59
14.79	No listed author (anonymous works)	60
14.80	Pseudonyms	61
14.81	Cross-references for pseudonyms	62
14.82	Alternative real names	63
14.83	Authors known by a given name	63
14.84	Organization as author	63
14.85	Additional discussion of titles	64
14.86	Italics versus quotation marks for titles of cited works	64
14.87	Capitalization of titles of cited works	64
14.88	Some permissible changes to titles of cited works	65
14.89	Subtitles in cited works and the use of the colon	65
14.90	Two subtitles in a cited work	65
14.91	Use of "or" with double titles	66
14.92	"And other stories" and such	66
14.93	Dates in titles of cited works	67
14.94	Quoted titles and other terms within cited titles of works	67
14.95	Italicized titles and other terms within cited titles of works	68
14.96	Question marks or exclamation points in titles of cited works	69
14.97	Older titles and very long titles	70
14.98	Non-English titles of cited works	70
14.99	Translated titles of cited works	71
14.100	Elements to include when citing a book	72
14.101	Form of author's name and title of book in source citations	73
14.102	Non-English bibliographic terms and abbreviations	73
14.103	Editor in place of author	73
14.104	Editor or translator in addition to author	74
14.105	Other contributors listed on the title page	75
14.106	Chapter in a single-author book	76
14.107	Contribution to a multiauthor book	77
14.108	Several contributions to the same multiauthor book	77
14.109	Book-length work within a book	78

14.110	Introductions, prefaces, afterwords, and the like	78
14.111	Letters in published collections	78
14.112	Online-only supplement to a book	79
14.113	Editions other than the first	79
14.114	Reprint editions and modern editions	80
14.115	Microform editions	81
14.116	Volume numbers and page numbers	81
14.117	Citing a multivolume work as a whole	82
14.118	Citing a particular volume in a note	82
14.119	Citing a particular volume in a bibliography	83
14.120	Chapters and other parts of individual volumes	83
14.121	One volume in two or more books	84
14.122	Authors and editors of multivolume works	84
14.123	Series titles, numbers, and editors	85
14.124	Series or multivolume work?	86
14.125	Multivolume work within a series	86
14.126	“Old series” and “new series”	87
14.127	Place, publisher, and date	87
14.128	Place and date only, for books published before 1900	87
14.129	Place of publication–city	88
14.130	When to specify state, province, or country of publication	88
14.131	City names in languages other than English	89
14.132	No place of publication	89
14.133	Preferred form of publisher’s name	90
14.134	Abbreviations and omissible parts of a publisher’s name	90
14.135	“And” or ampersand in publisher’s name	91
14.136	Non-English publishers’ names	91
14.137	Self-published or privately published books	91
14.138	Parent companies, imprints, and such	92
14.139	Special academic imprints and joint imprints	93
14.140	Copublication	93
14.141	Distributed books	94
14.142	Publication date–general	94
14.143	New impressions and renewal of copyright	94
14.144	Multivolume works published over more than one year	95
14.145	No date of publication	95
14.146	Forthcoming publications	95
14.147	Arabic versus roman numerals	96
14.148	Citing a range of page numbers or other specific locators	96
14.149	Page references with “ff.” and “passim”	97

14.150 Abbreviations for “page,” “volume,” and so on	97
14.151 When to omit “p.” and “pp.”	97
14.152 When to omit “vol.”	98
14.153 Page and chapter numbers	98
14.154 Signed signatures	98
14.155 Numbered leaves, or folios	99
14.156 Line numbers	99
14.157 Citing numbered notes	99
14.158 Citing illustrations and tables	99
14.159 Books requiring a specific application or device (e-books)	100
14.160 Page or location numbers in electronic formats	101
14.161 Books consulted online	102
14.162 Freely available electronic editions of older works	102
14.163 Books on CD-ROM and other fixed media	103
14.164 “Periodicals” defined	104
14.165 Information to be included	104
14.166 Journals versus magazines	104
14.167 Basic structure of a periodical citation	105
14.168 Journal article–author’s name	105
14.169 Journal article–title	105
14.170 Title of journal	106
14.171 Journal volume, issue, and date	106
14.172 Forthcoming journal articles	107
14.173 Journal article preprints	108
14.174 Journal page references	108
14.175 Journal articles consulted online	109
14.176 Access dates for journal articles	109
14.177 Article page numbers in relation to volume or issue numbers	110
14.178 Journal special issues	110
14.179 Journal supplements	110
14.180 Articles published in installments	111
14.181 Article appearing in two publications	111
14.182 Place where journal is published	111
14.183 Translated or edited article	112
14.184 New series for journal volumes	112
14.185 Short titles for articles	112
14.186 Abstracts	113
14.187 Electronic supplements or enhancements to journal articles	113
14.188 Basic citation format for magazine articles	114
14.189 Magazine articles consulted online	114

14.190 Magazine departments	114
14.191 Basic citation format for newspaper articles	115
14.192 Newspaper headlines	116
14.193 Titles of newspapers	116
14.194 Non-English titles of newspapers	117
14.195 Regular columns or features	117
14.196 Letters to the editor and readers' comments	118
14.197 Weekend supplements, magazines, and the like	118
14.198 Citing a newspaper article in text rather than in a bibliography	118
14.199 Unsigned newspaper articles	119
14.200 News services and news releases	119
14.201 Basic citation format for reviews	120
14.202 Book reviews	120
14.203 Reviews of plays, movies, television programs, concerts, and the like	120
14.204 Unsigned reviews	121
14.205 Websites, blogs, and social media defined	121
14.206 Titles for websites, blogs, and social media	122
14.207 Citing web pages and websites	122
14.208 Citing blog posts and blogs	123
14.209 Citing social media content	124
14.210 Electronic mailing lists and forums	126
14.211 Unpublished interviews	126
14.212 Unattributed interviews	127
14.213 Published or broadcast interviews	127
14.214 Personal communications	127
14.215 Theses and dissertations	128
14.216 Unpublished manuscripts	128
14.217 Lectures and papers or posters presented at meetings	129
14.218 Working papers and the like	129
14.219 Private contracts, wills, and such	130
14.220 Pamphlets, reports, and the like	130
14.221 Overview and additional resources	131
14.222 Note forms versus bibliography entries	131
14.223 Specific versus generic titles for manuscript collections	132
14.224 Dates for manuscript collections	132
14.225 Folios, page numbers, and such for manuscript collections	132
14.226 "Papers" and "manuscripts"	132
14.227 Location of depositories	133
14.228 Collections of letters and the like	133
14.229 Examples of note forms for manuscript collections	133

14.230 Examples of bibliography entries for manuscript collections	134
14.231 Letters and the like in private collections	135
14.232 Reference works consulted in physical formats	135
14.233 Reference works consulted online	136
14.234 Citing individual reference entries by author	136
14.235 Citing paintings, photographs, and sculpture	137
14.236 Citing exhibition catalogs	137
14.237 Citing maps	138
14.238 Biblical references—additional resource	138
14.239 Bible chapter and verse	138
14.240 Versions of the Bible	139
14.241 Other sacred works	139
14.242 Where to cite classical references	139
14.243 Identifying numbers in classical references	140
14.244 Abbreviations in classical references	140
14.245 Punctuation in classical references	140
14.246 Citing specific editions of classical references	141
14.247 Titles of classical works and collections	141
14.248 Superscripts in classical references	141
14.249 Collections of inscriptions	142
14.250 Fragments of classical texts	142
14.251 Modern editions of the classics	143
14.252 Medieval references	143
14.253 Citing editions of classic English poems and plays	143
14.254 Short forms for citing classic English poems and plays	144
14.255 Published scores	144
14.256 Unpublished scores	144
14.257 Citing data from a scientific database	145
14.258 Patents	145
14.259 Standards	145
14.260 Citations taken from secondary sources	146
14.261 Multimedia—elements of the citation	146
14.262 Discographies, filmographies, and the like	147
14.263 Musical recordings	147
14.264 Recorded readings, lectures, audiobooks, and the like	149
14.265 Video and film recordings	150
14.266 Live performances	151
14.267 Videos, podcasts, and other online multimedia	151
14.268 Multimedia app content	152
14.269 Recommended stylebooks	153

14.270	Legal and public documents online	153
14.271	Note form for legal-style citations	154
14.272	Typefaces in legal-style citations	154
14.273	Page numbers and other locators in legal-style citations	154
14.274	Abbreviations in legal-style citations	155
14.275	Short forms for legal-style citations	155
14.276	Cases or court decisions—basic elements	155
14.277	United States Supreme Court decisions	156
14.278	Lower federal-court decisions	157
14.279	State- and local-court decisions	157
14.280	Constitutions	157
14.281	Legislative documents—abbreviations	158
14.282	Laws and statutes	158
14.283	Bills and resolutions	158
14.284	Hearings	159
14.285	Congressional reports and documents	159
14.286	Congressional debates since 1873	159
14.287	Records of congressional debates before 1873	160
14.288	State laws and municipal ordinances	160
14.289	Presidential documents	160
14.290	Treaties	161
14.291	Secondary sources and freestanding publications	161
14.292	Unpublished government documents	162
14.293	Canadian reference works	163
14.294	Canadian legal cases	163
14.295	Canadian statutes	164
14.296	Unpublished Canadian government documents	164
14.297	UK reference works	164
14.298	UK legal cases	165
14.299	UK parliamentary publications	165
14.300	UK statutes	166
14.301	Publication of UK parliamentary debates	166
14.302	UK command papers	167
14.303	Unpublished UK government documents	167
14.304	Intergovernmental bodies	168
14.305	United Nations documents	168
15	Author-Date References	171
15.1	The scope of this chapter	171
15.2	Author-date references versus notes and bibliography	171
15.3	Notes and bibliography entries as models for author-date references	171

15.4	Sources consulted online	172
15.5	The author-date system overview	172
15.6	Basic structure of a reference list entry	173
15.7	Basic structure of an in-text citation	173
15.8	Page numbers and other locators	173
15.9	Author-date references-examples and variations	175
15.10	Function and placement of reference lists	177
15.11	Alphabetical arrangement of reference list entries	178
15.12	Authors' names in reference list entries	178
15.13	Titles in reference list entries	178
15.14	Placement of dates in reference list entries	178
15.15	Abbreviations in reference list entries	179
15.16	Single author versus several authors-reference list order	179
15.17	The 3-em dash in reference lists-some caveats	180
15.18	Chronological order for repeated names in a reference list	180
15.19	The 3-em dash with edited, translated, or compiled works	181
15.20	Reference list entries with same author(s), same year	181
15.21	Agreement of text citation and reference list entry	181
15.22	Text citations-basic form	182
15.23	Page and volume numbers or other specific locators in text citations	183
15.24	Additional material in text citations	183
15.25	Text citations in relation to surrounding text and punctuation	183
15.26	Text citations in relation to direct quotations	184
15.27	Several references to the same source	185
15.28	Syntactic considerations with text citations	185
15.29	Text citations of works with more than three authors	186
15.30	Multiple text references	186
15.31	Author-date system with notes	187
15.32	Items not necessarily covered in chapter 14	187
15.33	Publications preferring initials for authors' names	187
15.34	Author-date format for anonymous works (no listed author)	188
15.35	Pseudonyms in author-date references	189
15.36	Editor in place of author in text citations	189
15.37	Organization as author in author-date references	190
15.38	Publications preferring sentence-style capitalization for titles	190
15.39	Citing author-date sources by title	191
15.40	Reprint editions and modern editions-more than one date	191
15.41	Multivolume works published over more than one year	192
15.42	Cross-references to multiauthor books in reference lists	193
15.43	Author-date style for letters in published collections	193

15.44	No date of publication in author-date references	194
15.45	“Forthcoming” in author-date references	194
15.46	Publications preferring abbreviations for journal titles	194
15.47	Parentheses or comma with issue number	195
15.48	Colon with volume number	195
15.49	Newspapers and magazines in reference lists	196
15.50	Websites and access dates in author-date format	196
15.51	Citing blogs in author-date format	197
15.52	Citing social media content in author-date format	197
15.53	Unpublished interviews and personal communications	198
15.54	Manuscript collections in author-date format	199
15.55	Patents or other documents cited by more than one date	199
15.56	“Quoted in” in author-date references	200
15.57	Citing recordings and multimedia in author-date format	200
15.58	Using notes for legal and public documents	201
15.59	Citing legal and public documents in text	202

Chapter 14

Notes and Bibliography

14.1 The purpose of source citations

Ethics, copyright laws, and courtesy to readers require authors to identify the sources of direct quotations or paraphrases and of any facts or opinions not generally known or easily checked (see 13.1–6). Conventions for citing sources vary according to scholarly discipline, the preferences of publishers and authors, and the needs of a particular work. Regardless of the convention being followed, source citations must always provide sufficient information either to lead readers directly to the sources consulted or, for materials that may not be readily available, to enable readers to positively identify them, regardless of whether the sources are published or unpublished or in printed or electronic form.

14.2 Chicago's two systems of source citation

This chapter describes the first of Chicago's two systems of source citation, which uses notes, whether footnotes or endnotes or both, usually together with a bibliography. The notes allow space for unusual types of sources as well as for commentary on the sources cited, making this system extremely flexible. Because of this flexibility, the notes and bibliography system is preferred by many writers in literature, history, and the arts. Chicago's other system—which uses parenthetical author-date references and a corresponding reference list as described in chapter 15—is nearly identical in content but differs in form. The author-date system is preferred for many publications in the sciences and social sciences but may be adapted for any work, sometimes with the addition of footnotes or endnotes. For journals, the choice between systems is likely to have been made long ago; anyone writing for a journal should consult the specific journal's instructions to authors (and see 14.3).

14.3 Other systems of source citation

Among other well-known systems are those of the Modern Language Association (MLA) and the American Psychological Association (APA), both of which use in-text citations (described in chapter 15), and that of the American Medical Association (AMA). The AMA uses a numbered list of references cited in the text by reference number; the text numbers appear as superior figures like note reference numbers. Guidelines and examples for these three systems are to be found in the manuals of those associations. *Scientific Style and Format*, published by the Council of Science Editors (CSE) in cooperation with the University of Chicago Press, also furnishes useful guidelines on both the author-date system and numbered references (see bibliog. 1.1 for these and other style manuals). Many journals and serials—including some of those published by the University of Chicago Press—either follow one of these styles or have their own styles, often based on or similar to the systems mentioned here and in 14.2. For legal and public documents, Chicago recommends *The Bluebook*, published by the Harvard Law Review Association; see 14.269–305.

14.4 Flexibility and consistency

As long as a consistent style is maintained within any one work, logical and defensible variations on the style illustrated in this chapter and in chapter 15 are acceptable if agreed to by author and publisher. Such flexibility, however, is rarely possible in journal publication, which calls for adherence to the established style of the journal in question. See also 14.3.

14.5 Citation management tools

It is rarely necessary to create a source citation from scratch; even most printed resources will be listed with library catalogs or other online resources. From there, it is easy enough to copy and paste relevant data or to extract them using a number of available tools. Citation management applications such as EndNote or Zotero allow users to build libraries of reference data based directly on their research. These data can be used to place notes or in-text references in a manuscript or to generate bibliographies or reference lists—all formatted according to any number of citation styles (including both of Chicago's). The results, however, are only as good as the data that generate them and the software used to format them. A few caveats:

- Double-check your data. As you build your library of source data, check each field against the actual source as soon as you acquire the data for it. Make sure authors' names, titles of works, dates, and so forth are accurate and that they are

entered in the appropriate fields. Check also for missing or redundant data. (It is okay, however, to collect more data than you will use in your citations.) You will need to do this whether you entered the data yourself or exported the citation from a library catalog or other resource.

- Double-check your citations. Once a source citation has been inserted in your manuscript, make sure it is correctly formatted according to the recommendations in this chapter or chapter 15. Things to look for include errant punctuation or capitalization and missing or superfluous data. Enter corrections in the citation management application (or adjust its settings, as applicable) and double-check the results in the manuscript.
- Make sure your citations are backed up. Some applications will let you back up your data automatically. It is usually a good idea also to keep local copies as a safeguard. Such backups are helpful not only for ongoing research but also in the event your manuscript must be resubmitted for any reason.

Citation management tools work best for citing recently published books and journal articles and other common publication formats. The variety of sources typically cited in a scholarly work, on the other hand, usually precludes an acceptable result from software alone. Authors are therefore strongly encouraged to review their citations for consistency, accuracy, and completeness before submitting their final manuscripts (editors, in turn, should be aware of how the software works in order to help identify any potential pitfalls). Note also that your publisher may require that such citations be presented as ordinary text, stripped of any of the underlying codes such as fields or hyperlinks used in creating or organizing them. Authors should double-check citations *after* this conversion to ordinary text and fix any problems both in the text and in the citation data; authors are also advised to save a backup copy of the penultimate version of the manuscript, with codes intact, in case the citations need to be regenerated for any reason. See also 2.22.

14.6 Electronic resource identifiers

Authors citing sources consulted online should generally include a uniform resource locator, or URL,¹ as the final element in a citation that includes all the components described throughout this chapter and in chapter 15. A URL has the potential to lead readers directly to the source cited, and authors are encouraged to include them as part of their source citations (but see 14.11). Many journal publishers, especially in the sciences, create links to sources cited in their articles as a matter of course—a process that

¹For more information about URLs, consult the website of the World Wide Web Consortium. See also 14.7.

authors facilitate when they include electronic resource identifiers with their source citations. Book publishers, on the other hand, may require URLs only in citations of sources that may otherwise be difficult to locate. Authors are therefore advised to consult their publishers early in the publication process. The information in this section—together with the examples of URLs throughout this chapter—is intended to provide guidance for those authors and publishers who wish to include them as part of their research or publications or both. See also 14.7. For citing other types of electronic formats, see 14.159, 14.163, 14.263, 14.265.

14.7 Uniform resource locators (URLs)

A uniform resource locator, or URL—for example, <http://www.chicagomanualofstyle.org/>—is designed to lead a reader directly to an internet source. Note that it is never sufficient to provide only a URL; as far as they can be determined, the full facts of publication should always be recorded first. Readers should be able to judge the nature and authority of any source from the full facts of publication as detailed throughout this chapter and chapter 15. Moreover, the source to which a URL points is apt to move to a different location or to disappear altogether. For this reason, it is important to choose the version of the URL that is most likely to continue to point to the source cited. For DOIs, see 14.8. For other options, see 14.9, 14.10, 14.11. For URL syntax, see 14.17 and 14.18. For examples of URLs in source citations, see 14.23 (under “Journal Article”) and throughout this chapter and chapter 15.

14.8 Digital Object Identifiers (DOIs)

One of a number of standards addressing the need for more reliable resource identifiers is that of the Digital Object Identifier (DOI).² A DOI is a unique and permanent string assigned to a piece of intellectual property such as a journal article or book (or a component thereof), in any medium in which it is published. (The term “digital” refers to the identifier and not necessarily to the object.) A DOI forms a persistent URL starting with <https://doi.org/> followed by a prefix (such as 10.1086) assigned by a DOI registration agency such as Crossref and then a suffix assigned by the publisher. For example, <https://doi.org/10.1086/679716> identifies the article entitled “Scott’s Editing: History, Polyphony, Authority,” by Robert Mayer, published in the May 2015 issue of *Modern Philology*. This URL will, at a minimum, redirect the user to the latest version of a page with information that identifies the content and includes up-to-date information about its location or availability (from the publisher or other content owner). DOIs

²For more information about DOIs, consult the websites of the International DOI Foundation and Crossref.

are often listed with a source in the form of “DOI:” followed by the prefix and suffix; in their source citations, authors should append this DOI to <https://doi.org/> to form a URL as described above. (To find a DOI link or its target, the string starting with the prefix can be entered into the metadata search tool available from Crossref or the DOI resolver provided by the International DOI Foundation.) DOIs are an implementation of the Handle System, which also provides for URLs that begin with <https://hdl.handle.net/> and function in much the same way as DOI-based URLs. Authors should prefer a DOI- or Handle-based URL whenever one is available. Examples are included throughout the section on journals (14.168–87) and at 14.161 and 14.234.

14.9 Permalinks and the like

URLs are usually recorded by copying the version of the URL that appears with the source in a web browser’s address bar (or sometimes through a sharing option) as the current link for the reference. Some internet resources list another version of the URL along with the resource itself intended for citing or sharing the link. In the absence of a DOI or the like (see 14.8), these URLs—often labeled as persistent URLs, permalinks, stable URLs, or the like—should generally be preferred. As with any URL, they should be tested to make sure they lead where intended. When a URL points to a location that requires a subscription to a commercial database (e.g., through a library), it may be better to name the database instead (see 14.11).

14.10 Short forms for URLs

A very long URL—one that runs to as much as a line or more of text, especially if it contains a lot of punctuation or other syntax readable mainly by computers—can often be shortened simply by finding a better version of the link. If the source offers a DOI (see 14.8), use that; otherwise, determine whether a permalink or the like is available (see 14.9). If not, it is still often possible to find a better version of the URL, sometimes by relinking to the source using the available tools for navigation. For example, a search for the 1913 novel *Pollyanna* in the Google Books database may yield a URL that looks like this:

```
https://books.google.com/books?id=bF81AAAAMAAJ&pg=PA226#v=onepage&q&f=false
```

That URL, the result of a search for a specific passage, points to a corresponding page in the book (p. 226). The URL for the main page for the book looks like this (and should be preferred, assuming a page reference is included as part of the full citation):

<https://books.google.com/books?id=bF81AAAAMAAJ>

Alternatively, it is usually acceptable for such formally published resources simply to list the domain name (e.g., <https://books.google.com/>) or the name of the database (e.g., Google Books); interested readers should be able to search for and find the cited source based on the full facts of publication. On the other hand, shortened versions of a URL provided by third-party services (and intended primarily for use with social media) should never be used. Not only are such services prone to disappear, but the original URL identifies the domain name and other elements that may be important to the citation. Publishers, however, may choose to make an exception, especially for DOIs. (Short forms for DOIs are available through a service from the International DOI Foundation.)

14.11 Library and other bibliographic databases

For a source consulted via a library or other commercial bibliographic database and available only through a subscription or library account, it may be best to name the database in lieu of a URL. Even a URL recommended for such a source (see 14.9) may lead a nonsubscriber to a login page with no information about the source itself. If in doubt, test the URL while logged out of the library or database; a URL that leads to information about the source, if not full access to it, is safe to use. A URL based on a DOI, which will always direct readers to information about the source, if not full access to it, should be preferred where available (see 14.8). For more information and examples, see 14.161 (books), 14.175 (journals), 14.215 (theses and dissertations).

14.12 Access dates

An access date—that is, the self-reported date on which an author consulted a source—is of limited value: previous versions will often be unavailable to readers; authors typically consult a source any number of times over the course of days or months; and the accuracy of such dates, once recorded, cannot readily be verified by editors or publishers. Chicago does not therefore require access dates in its published citations of electronic sources unless no date of publication or revision can be determined from the source (see also 14.13). Because some publishers in some disciplines—in particular, research-intensive fields such as science and medicine—*do* require access dates, authors should check with their publishers early on, and it never hurts to record dates of access during research (citation management software will do this automatically). (Students may be required to include access dates in their papers.) For examples, see 14.176, 14.207, and 14.233. For access dates in author-date format, see 15.50.

14.13 “Last modified” and other revision dates

Some electronic documents will include a date on each page or screen indicating the last time the document was modified or revised. There are no accepted standards for this practice, and for formally published material the date of publication is generally more important. A revision date should be included, however, if it is presented as the de facto date of publication or is otherwise the only available date. Such dates may be particularly useful for citing wikis and other frequently updated works. For examples, see 14.207, 14.233, 14.234.

14.14 Authority and permanence

Much as they do for printed publications, authors must weigh the authority of any electronic sources they choose to cite. Electronic content presented without formal ties to a publisher or sponsoring body has the authority equivalent to that of unpublished or self-published material in other media. Moreover, such content is far more likely to change without notice—or disappear altogether—than formally published materials. On the other hand, self-published material from an authority on a given subject can usually be relied on. Authors should note that *anything* posted on the internet is “published” in the sense of copyright and must be treated as such for the purposes of complete citation and clearance of permissions, if relevant (see 4.2, 4.64–69).

14.15 Preserving a permanent record

As part of their research, and in addition to recording accurate and complete source citations as described throughout this chapter and chapter 15, authors are strongly encouraged to keep a copy of any source that is not formally published, as a hedge against potential challenges to the research or data before, during, or after publication. Such a source might include a post on a social-networking site or app, a page from the website of a banking institution, or a version of an article on a news site reporting an ongoing crisis—any source that may be difficult to track down at a later date in exactly the form in which it was consulted. (Examples of sources that would *not* be subject to this recommendation would include an article in a journal or a magazine or any book cataloged by the Library of Congress or other national registry.) Copies may be kept in the form of printouts or as digital files (e.g., as PDFs or screen captures), or by means of a permanent link creation service such as Perma.cc.

14.16 Publications available in more than one medium

In many cases the contents of the print and electronic forms of the same publication are intended to be identical. Moreover, publishers are encouraged to note explicitly any differences between the two (see 1.78). In practice, because there is always the potential for differences, intentional or otherwise, authors should cite the version consulted. Chicago recommends including a URL to indicate that a work was consulted online. For practical purposes, alternate electronic formats offered by a single publisher from the same URL—for example, PDF and HTML versions of the journal article mentioned in 14.8—do *not* need to be indicated in the citation. Moreover, a DOI-based URL technically points to each medium in which a work is published. (Though a print source may list a DOI, authors need not record it as part of their research unless their publisher or discipline requires it.) For items designed to be read apart from any website, the application, format, device, or medium should be specified, depending on what might be required to consult a particular version. See also 14.6.

14.17 URLs and other such elements in relation to surrounding text

URLs, email addresses, and the like are unique strings that contain no spaces. URLs should be presented in full, beginning with the protocol (usually *http*, for *hypertext transfer protocol*, or *https*, a version of the protocol that adds support for enhanced security mechanisms). Even if it follows a period, the first letter of the protocol (e.g., the *h* in *http*) is not capitalized. (In running text, avoid beginning a sentence with a URL.) The capitalization of the remaining components varies; because some resource identifiers are case sensitive, they should not be edited for style. A “trailing slash” (*/*), the last character in a URL pointing to a directory, is part of the URL. Other punctuation marks that follow a URL or other such identifier will readily be perceived as belonging to the surrounding text; sentences or citations that include a URL or the like should therefore be punctuated normally. Though angle brackets or other “wrappers” are standard with email addresses or URLs in some applications, these are unnecessary in the context of notes and bibliographies or in running text (see also 6.8).

14.18 URLs and line breaks

In a printed work, if a URL has to be broken at the end of a line, the break should be made *after* a colon or a double slash (*//*); *before* a single slash (*/*), a tilde (*~*), a period, a comma, a hyphen, an underline (*_*), a question mark, a number sign, or a percent symbol; or *before or after* an equals sign or an ampersand. Such breaks help to signal

that the URL has been carried over to the next line. A hyphen should never be added to a URL to denote a line break, nor should a hyphen that is part of a URL appear at the end of a line. If a particularly long element must be broken to avoid a seriously loose or tight line, it can be broken between words or syllables according to the guidelines for word division offered in 7.36–47. Editors, proofreaders, and compositors should use their discretion in applying these recommendations, aiming for a balance between readability and aesthetics.

<http://press-pubs.uchicago.edu/founders/>

<http://www.jstor.org/stable/2921689>

<http://www.themillions.com/2015/04/to-fall-in-love-with-a-reader-do-this.html>

<http://content.time.com/time/magazine/article/0,9171,920400,00.html>

<http://www.scientificstyleandformat.org/>

It is generally unnecessary to specify breaks for URLs in electronic publication formats with reflowable text, and authors should avoid forcing them to break in their manuscripts (see 2.13).

14.19 Notes and bibliography—an overview

In the system favored by many writers in the humanities, bibliographic citations are provided in notes, preferably supplemented by a bibliography. The notes, whether footnotes or endnotes, are usually numbered and correspond to superscript note reference numbers in the text (but see 14.53); in electronic formats, notes and note numbers are usually linked. Notes are styled much like running text, with authors' names in normal order and the elements separated by commas or parentheses.

1. Stuart Shea, *Wrigley Field: The Long Life and Contentious Times of the Friendly Confines* (Chicago: University of Chicago Press, 2014), 51-52.

If the bibliography includes all works cited in the notes, the notes need not duplicate the source information in full because readers can consult the bibliography for publication details and other information. In works with no bibliography or only a selected

list, full details must be given in a note at first mention of any work cited; subsequent citations need only include a short form.

2. Shea, *Wrigley Field*, 138.

In bibliographies, where entries are listed alphabetically, the name of the first author is inverted, and the main elements are separated by periods.

Shea, Stuart. *Wrigley Field: The Long Life and Contentious Times of the Friendly Confines*. Chicago: University of Chicago Press, 2014.

For examples of the difference in format between note citations and bibliography entries, see 14.23. For a detailed discussion of notes, see 14.24–60. For shortened references, see 14.29–36. For a detailed discussion of bibliographies, see 14.61–71.

14.20 Basic structure of a note

A footnote or an endnote generally lists the author, title, and facts of publication, in that order. Elements are separated by commas; the facts of publication are enclosed in parentheses. Authors' names are presented in standard order (first name first). Titles are capitalized headline-style (see 8.159), unless they are in another language (see 11.6). Titles of larger works (e.g., books and journals) are italicized; titles of smaller works (e.g., chapters, articles) or unpublished works are presented in roman and enclosed in quotation marks (see 8.163). Such terms as *editor/edited by*, *translator/translated by*, *volume*, and *edition* are abbreviated.

14.21 Basic structure of a bibliography entry

In a bibliography entry the elements are separated by periods rather than by commas; the facts of publication are not enclosed in parentheses; and the first-listed author's name, according to which the entry is alphabetized in the bibliography, is usually inverted (last name first). A bibliography entry starts with a capital letter unless the first word would normally be lowercased (as in a last name that begins with a lowercase particle; see 8.5). As in a note, titles are capitalized headline-style unless they are in another language; titles of larger works (e.g., books and journals) are italicized; and titles of smaller works (e.g., chapters, articles) or unpublished works are presented in roman and enclosed in quotation marks. Noun forms such as *editor*, *translator*, *volume*, and *edition* are abbreviated, but verb forms such as *edited by* and *translated by*—abbreviated in a note—are spelled out in a bibliography. Compare 14.20.

14.22 Page numbers and other locators

In notes, where reference is usually to a particular passage in a book or journal, only the page numbers pertaining to that passage are given. In bibliographies, no page numbers are given for books cited as a whole; for easier location of journal articles or chapters or other sections of a book, the beginning and ending page numbers of the entire article or chapter are given. Electronic sources do not always include page numbers (and some that do include them repaginate according to user-defined text size). For such unpaginated works, it may be appropriate in a note to include a chapter or paragraph number (if available), a section heading, or a descriptive phrase that follows the organizational divisions of the work. In citations especially of shorter electronic works presented as a single, searchable document, such locators may be unnecessary. See also 14.160.

14.23 Notes and bibliography—examples and variations

The examples that follow provide an overview of the notes and bibliography style, featuring books and journal articles as models. Each example includes a numbered note and a corresponding bibliography entry. Each example also includes a shortened form of the note, suitable for subsequent citations of a source already cited in full; in practice, in works that include a bibliography that lists in full all sources cited, it is acceptable to use the shortened form in the notes even at first mention. For advice on constructing short forms for notes, see 14.29–36. For many more examples, consult the sections dealing with specific types of sources throughout this chapter.

Book with Single Author or Editor

For a book with a single author, invert the name in the bibliography but not in the notes. Punctuate and capitalize as shown. Note the shortened form in the second note. Note also that page numbers are included in a note but not in a bibliography entry, unless the entry is for a chapter (see “Chapter in an Edited Book,” below). The first note cites two consecutive pages; the second note cites two nonconsecutive pages. See also 14.148.

1. Cheryl Strayed, *Wild: From Lost to Found on the Pacific Crest Trail* (New York: Alfred A. Knopf, 2012), 87-88.
2. Strayed, *Wild*, 261, 265.

Strayed, Cheryl. *Wild: From Lost to Found on the Pacific Crest Trail*. New York: Alfred A. Knopf, 2012.

A book with an editor in place of an author includes the abbreviation *ed.* (*editor*; for more than one editor, use *eds.*). Note that the shortened form does not include *ed.*

1. Meghan Daum, ed., *Selfish, Shallow, and Self-Absorbed: Sixteen Writers on the Decision Not to Have Kids* (New York: Picador, 2015), 32.
2. Daum, *Selfish*, 134-35.

Daum, Meghan, ed. *Selfish, Shallow, and Self-Absorbed: Sixteen Writers on the Decision Not to Have Kids*. New York: Picador, 2015.

Book with Multiple Authors

For a book with two authors, note that only the first-listed name is inverted in the bibliography entry.

1. Brian Grazer and Charles Fishman, *A Curious Mind: The Secret to a Bigger Life* (New York: Simon & Schuster, 2015), 188.
2. Grazer and Fishman, *Curious Mind*, 190.

Grazer, Brian, and Charles Fishman. *A Curious Mind: The Secret to a Bigger Life*. New York: Simon & Schuster, 2015.

For a book with three authors, adapt as follows:

1. Alexander Berkman, Henry Bauer, and Carl Nold, *Prison Blossoms: Anarchist Voices from . . .*
2. Berkman, Bauer, and Nold, *Prison Blossoms . . .*

Berkman, Alexander, Henry Bauer, and Carl Nold. *Prison Blossoms: Anarchist Voices from . . .*

For a book with four or more authors, list all the authors in the bibliography entry. Word order and punctuation are the same as for two or three authors. In the note, however, cite only the name of the first-listed author, followed by *et al.* See also 14.76.

1. Claire Haček et al., *Mediated Lives: Reflections on Wearable Technologies . . .*
2. Haček et al., *Mediated Lives . . .*

Book with Author plus Editor or Translator

In a book with an editor or translator in addition to the author, *ed.* or *trans.* in the note becomes *Edited by* or *Translated by* in the bibliography entry. See also 14.104.

1. Gabriel García Márquez, *Love in the Time of Cholera*, trans. Edith Grossman (London: Cape, 1988), 242-55.
2. García Márquez, *Cholera*, 33.

García Márquez, Gabriel. *Love in the Time of Cholera*. Translated by Edith Grossman. London: Cape, 1988.

Chapter in an Edited Book

When citing a chapter or similar part of an edited book, include the chapter author; the chapter title, in quotation marks; and the editor. Precede the title of the book with *in*. Note the location of the page range for the chapter in the bibliography entry. See also 14.106–12.

1. Glenn Gould, “Streisand as Schwarzkopf,” in *The Glenn Gould Reader*, ed. Tim Page (New York: Vintage Books, 1984), 310.
2. Gould, “Streisand as Schwarzkopf,” 309.

Gould, Glenn. “Streisand as Schwarzkopf.” In *The Glenn Gould Reader*, edited by Tim Page, 308-11. New York: Vintage Books, 1984.

Journal Article

Citations of journals typically include the volume and issue number and date of publication. The volume number follows the italicized journal title in roman and with no intervening punctuation. A specific page reference is included in the notes; the page range for an article is included in the bibliography. In the full citation, page numbers are preceded by a colon. Authors should record the full information for the issue, including issue number, even if a journal is paginated consecutively across a volume or if the month or season appears with the year.

1. Benjamin Bagley, “Loving Someone in Particular,” *Ethics* 125, no. 2 (January 2015): 484-85.
2. Bagley, “Loving Someone in Particular,” 501.

Bagley, Benjamin. “Loving Someone in Particular.” *Ethics* 125, no. 2 (January 2015): 477-507.

The URL in the following example indicates that the article was consulted online; in this case, it is based on a DOI and is preferred to the URL that appears with the article (see 14.7, 14.8). Some publishers will use the URL as the basis of a link to the cited resource. Shortened citations for subsequent references to an online source need not repeat the URL. For access dates (not shown here), see 14.176.

1. Jui-Ch'i Liu, "Beholding the Feminine Sublime: Lee Miller's War Photography," *Signs* 40, no. 2 (Winter 2015): 311, <https://doi.org/10.1086/678242>.
2. Liu, "Beholding the Feminine Sublime," 312.

Liu, Jui-Ch'i. "Beholding the Feminine Sublime: Lee Miller's War Photography." *Signs* 40, no. 2 (Winter 2015): 308-19. <https://doi.org/10.1086/678242>.

14.24 Numbers in text versus numbers in notes

Note reference numbers in text are set as superior (superscript) numbers. In the notes themselves, they are normally full size, not raised, and followed by a period. (In manuscripts, superscript numbers in both places—the typical default setting in the note-making feature of a word processor—are perfectly acceptable.)

"Crushed thirty feet upwards, the waters flashed for an instant like heaps of fountains, then brokenly sank in a shower of flakes, leaving the circling surface creamed like new milk round the marble trunk of the whale."¹

1. Herman Melville, *Moby-Dick; or, The Whale* (New York: Harper & Brothers, 1851), 627.

If a symbol rather than a number is used (see 14.25), the symbol appears as a superscript in the text but not in the note, where it is *not* followed by a period but may be followed by a space, as long as this is done consistently. (In some typefaces, symbols may become difficult to read as superscripts; in such cases, they may be set on the line, full size, in the text as well as the notes.)

14.25 Sequencing of note numbers and symbols

Notes, whether footnotes or endnotes, should be numbered consecutively, beginning with 1, throughout each article and for each new chapter – not throughout an entire book unless the text has no internal divisions. Where only a handful of footnotes appear in an entire book or, perhaps, just one in an article, symbols may be used instead of numbers (see also 14.24). Usually an asterisk is enough, but if more than one note is needed on

the same page, the sequence is * . For using a combination of numbers and symbols for two sets of notes, see 14.49–51. For notes to tables and other nontextual matter, which are usually handled independently of the notes to the text, see 3.76–80.

14.26 Placement of note number

A note number should generally be placed at the end of a sentence or at the end of a clause. The number normally follows a quotation (whether it is run in to the text or set as an extract). Relative to other punctuation, the number follows any punctuation mark except for the dash, which it precedes.

“This,” wrote George Templeton Strong, “is what our tailors can do.”¹

It was the hour of “national paths” toward socialism;⁹ but that expression, which turned out to be temporary, was more an incantation than a discovery.

The bias was apparent in the Shotwell series³—and it must be remembered that Shotwell was a student of Robinson’s.

Though a note number normally follows a closing parenthesis, it may on rare occasion be more appropriate to place the number inside the closing parenthesis—if, for example, the note applies to a specific term within the parentheses.

(In an earlier book he had said quite the opposite.)²

Men and their unions, as they entered industrial work, negotiated two things: young women would be laid off once they married (the commonly acknowledged “marriage bar”¹), and men would be paid a “family wage.”

14.27 Note numbers with chapter and article titles and subheads

In books, a note number should never appear within or at the end of a chapter title. A note that applies to an entire chapter should be unnumbered and is preferably placed at the foot of the first page of the chapter, preceding any numbered notes (see 14.52–55). (In the case of an electronic format that does not support footnotes as such, an unnumbered note might appear immediately after, or be linked from, the chapter title.) Some journal publishers place an asterisk at the end of the article title for notes that apply to an article as a whole and reserve numbered references for other notes. Note references appearing with a subhead within a book chapter or an article should be numbered along

with the rest of the notes, though some editors will prefer to move such references into the text that follows the subhead.

14.28 Multiple citations and multiple note references

More than one note reference should never appear in the same place (such as^{5,6}); however, a single note can contain more than one citation or comment (see 14.57). Nor can a note number reappear out of sequence; the substance of a note that applies to more than one location must be repeated under a new note number. To avoid such repetition, especially for a longer discursive note, a cross-reference may be used?though these must be checked carefully before publication. (See also 14.29–36.)

18. See note 3 above.

Some systems of numbered references used by publications in the sciences not only allow multiple reference numbers in the same location but also allow numbers to reappear out of sequence for repeated notes; for more details, consult *Scientific Style and Format* (bibliog. 1.1).

14.29 When to use shortened citations

To reduce the bulk of documentation in works that use footnotes or endnotes, subsequent citations of sources already given in full—either in a previous note or in a bibliography that provides complete bibliographic data—should be shortened whenever possible. (In a work without a bibliography, it is preferable to repeat the full citation the first time it appears in each new chapter.) The short form, as distinct from an abbreviation, should include enough information to remind readers of the full title or to lead them to the appropriate entry in the bibliography. (Some short forms are not covered here: for citing different chapters in the same work, see 14.108; for letters, see 14.111; for legal citations, see 14.275. Other short forms may be patterned on the examples in this section.)

14.30 Basic structure of the short form

The most common short form consists of the last name of the author and the main title of the work cited, usually shortened if more than four words, as in examples 4–6 below. For more on authors' names, see 14.32. For more on short titles, see 14.33. For more on journal articles, see 14.185.

1. Samuel A. Morley, *Poverty and Inequality in Latin America: The Impact of Adjustment and Recovery* (Baltimore: Johns Hopkins University Press, 1995), 24–25.
2. Regina M. Schwartz, “Nationals and Nationalism: Adultery in the House of David,” *Critical Inquiry* 19, no. 1 (1992): 131–32.
3. Ernest Kaiser, “The Literature of Harlem,” in *Harlem: A Community in Transition*, ed. J. H. Clarke (New York: Citadel Press, 1964).
4. Morley, *Poverty and Inequality*, 43.
5. Schwartz, “Nationals and Nationalism,” 138.
6. Kaiser, “Literature of Harlem,” 189–90.

14.31 Cross-reference to full citation

When references to a particular source are far apart, readers encountering the short form may be helped by a cross-reference to the original note—especially in the absence of a full bibliography. These cross-references must be checked carefully before the work is published.

1. Miller, *Quest*, 81 (see chap. 1, n. 4).

It may be better simply to repeat the full details for a source at its first appearance in the notes to each new chapter, an approach recommended by Chicago for works that lack a full bibliography.

14.32 Short form for authors' names

Only the last name of the author, or of the editor or translator if given first in the full reference, is needed in the short form. Full names or initials are included only when authors with the same last name must be distinguished from one another. Such abbreviations as *ed.* or *trans.* following a name in the full reference are omitted in subsequent references. If a work has two or three authors, give the last name of each; for more than three, the last name of the first author followed by *et al.*

1. Kathryn Petras and Ross Petras, eds., *Very Bad Poetry* . . .
2. Joseph A. Bellizzi, H. F. Kruckeberg, J. R. Hamilton, and W. S. Martin, “Consumer Perceptions of National, Private, and Generic Brands,” . . .
3. Petras and Petras, *Very Bad Poetry* . . .
4. Bellizzi et al., “Consumer Perceptions,” . . .

14.33 Short form for titles of works

The short title contains the key word or words from the main title. An initial *A* or *The* is usually omitted. The order of the words should not be changed (for example, *Daily Notes of a Trip around the World* should be shortened not to *World Trip* but to *Daily Notes* or *Around the World*). Titles of four words or fewer are seldom shortened. The short title is italicized or set in roman and quotation marks according to the way the full title appears.

The War Journal of Major Damon “Rocky” Gause
(Short title) *War Journal*

“A Brief Account of the Reconstruction of Aristotle’s *Protrepticus*”
(Short title) “Aristotle’s *Protrepticus*”

Kriegstagebuch des Oberkommandos der Wehrmacht, 1940–1945
(Short title) *Kriegstagebuch*

In short titles in languages other than English, no word should be omitted that governs the case ending of a word included in the short title. If in doubt, ask someone who knows the language.

14.34 Shortened citations versus “*ibid*”

The abbreviation *ibid.* (from *ibidem*, “in the same place”) usually refers to a single work cited in the note immediately preceding. In a departure from previous editions, Chicago discourages the use of *ibid.* in favor of shortened citations as described elsewhere in this section; to avoid repetition, the title of a work just cited may be omitted. Shortened citations generally take up less than a line, meaning that *ibid.* saves no space, and in electronic formats that link to one note at a time, *ibid.* risks confusing the reader. In the following examples, shortened citations are used for the first reference, as in a work with a full bibliography (see 14.29). The short forms now preferred by Chicago are followed by the same examples using *ibid.* Note that either abbreviated form (author only or *ibid.*) is appropriate only when it refers to the last item cited; where this is not the case, or where the previous note cites more than one source, the fuller form of the shortened citation must be repeated. Note also that with the preferred short form, a page reference must be repeated even if it is the same as the last-cited location (as in note 3); with *ibid.*, an identical page location is not repeated. The word *ibid.*, italicized here only because it is a word used as a word (see 7.63), is capitalized at the beginning of a note and followed by a period.

- | | |
|--|----------------------|
| 1. Morrison, <i>Beloved</i> , 3. | |
| 2. Morrison, 18. | or 2. Ibid., 18. |
| 3. Morrison, 18. | or 3. Ibid. |
| 4. Morrison, 24–26. | or 4. Ibid., 24–26. |
| 5. Morrison, <i>Song of Solomon</i> , 401–2. | |
| 6. Morrison, 433. | or 6. Ibid., 433. |
| 7. Díaz, <i>Oscar Wao</i> , 37–38. | |
| 8. Morrison, <i>Song of Solomon</i> , 403. | |
| 9. Díaz, <i>Oscar Wao</i> , 152. | |
| 10. Díaz, 201–2. | or 10. Ibid., 201–2. |
| 11. Morrison, <i>Song of Solomon</i> , 240; <i>Beloved</i> , 32. | |
| 12. Morrison, <i>Beloved</i> , 33. | |

An author-only reference (or *ibid.*) may also be used within one note in successive references to the same work.

13. Morris Birkbeck, “The Illinois Prairies and Settlers,” in *Prairie State: Impressions of Illinois, 1673–1967, by Travelers and Other Observers*, ed. Paul M. Angle (Chicago: University of Chicago Press, 1968), 62. “The soil of the Big-prairie, which is of no great extent notwithstanding its name, is a rich, cool sand; that is to say, one of the most desirable description” (Birkbeck, 63 [or *ibid.*, 63]).

To avoid a succession of repeated notes for the same works, the content of notes 2–4, 6, and 8–12 in the examples above might instead be placed parenthetically in the text in place of the note references, but only if the works under discussion are clear from the text (see also 13.66).

14.35 “Idem”

When several works by the same person are cited successively in the same note, *idem* (“the same,” sometimes abbreviated to *id.*) has sometimes been used in place of the author’s name. Except in legal references, where the abbreviation *id.* is used in place of *ibid.*, the term is rarely used anymore. Chicago discourages the use of *idem*, recommending instead that the author’s last name be repeated. See also 14.34.

14.36 “Op. cit.” and “loc. cit.”

Op. cit. (*opere citato*, “in the work cited”) and *loc. cit.* (*loco citato*, “in the place cited”), used with an author’s last name and standing in place of a previously cited title, have rightly fallen into disuse. Consider a reader’s frustration on meeting, for example,

“Wells, *op. cit.*, 10” in note 95 and having to search back to note 2 for the full source or, worse still, finding that *two* works by Wells have been cited. Chicago disallows both *op. cit.* and *loc. cit.* and instead uses the short-title form described in 14.33.

14.37 Citations plus commentary in a note

When a note contains not only the source of a fact or quotation in the text but related substantive material as well, the source comes first. A period usually separates the citation from the commentary. Such comments as “emphasis mine” are usually put in parentheses. See also 13.62.

1. Shakespeare, *Julius Caesar*, act 3, sc. 1. Caesar’s claim of constancy should be taken with a grain of salt.
2. Little, “Norms of Collegiality,” 330 (my italics).

14.38 Quotation within a note

When a note includes a quotation, the source normally follows the terminal punctuation of the quotation. The entire source need not be put in parentheses, which involves changing existing parentheses to brackets (see 6.101) and creating unnecessary clutter.

1. One estimate of the size of the reading public at this time was that of Sydney Smith: “Readers are fourfold in number compared with what they were before the beginning of the French war. . . . There are four or five hundred thousand readers more than there were thirty years ago, among the lower orders.” *Letters*, ed. Nowell C. Smith (New York: Oxford University Press, 1953), 1:341, 343.

Long quotations should be set off as extracts in notes as they would be in text (see 13.10). In notes, more than three lines of poetry should be set off (but see 13.25; see also 13.29).

14.39 Substantive notes

Substantive, or discursive, notes may merely amplify the text and include no sources. Such notes may augment any system of source citation, including the author-date system (see chapter 15). When a source is needed, it is treated as in the example in 14.38 or, if brief and already cited in full, may appear parenthetically, as in the following example:

1. Ernst Cassirer takes important notice of this in *Language and Myth* (59–62) and offers a searching analysis of man’s regard for things on which his power of inspired action may crucially depend.

14.40 Paragraphing within long notes

To avoid page makeup problems, very long footnotes should be avoided (see 14.44). No such bar exists for endnotes, however, and very long endnotes should be broken into multiple paragraphs as an aid to reading. Authors and editors should first consider, however, whether such a note would be more effective if shortened or at least partially incorporated into the text. See also 14.45.

14.41 Footnotes that break across pages in a printed work

When a footnote begins on one page and continues on the next, the break should be made in midsentence lest readers miss the end of the note; a short rule appears above the continued part (see fig. 14.1). This advice applies only to the published form of a work (and is something that is generally imposed at the typesetting stage). At the manuscript stage, authors and editors should let the note-making feature in their word-processing software determine any such breaks.

14.42 “See” and “cf.”

Notes are often used to invite readers to consult further resources. When doing so, authors should keep in mind the distinction between *see* and *cf.*, using *cf.* only to mean “compare” or “see, by way of comparison.” Neither term is italicized in notes (though *see* is italicized in indexes; see 16.22).

1. For further discussion of this problem, see Jones, *Conflict*, 49.
2. Others disagree with my position; cf. Fisher and Ury, *Getting to Yes*, 101–3.

14.43 Footnotes and endnotes—an overview

As their name suggests, footnotes appear at the foot of a page. In a journal, endnotes appear at the end of an article; in a book, at the end of a chapter or, more commonly, at the back of the book. In multi-author books, where the notes may differ in kind and length, and where chapters may be offered separately, they are usually placed at the

the Advancement of Science in 1874 Stoney had already suggested that “[n]ature presents us in the phenomenon of electrolysis, with a single definite quantity of electricity which is independent of the particular bodies acted on.”² In 1891 he proposed, “[I]t will be convenient to call [these elementary charges] *electrons*.”³ Stoney’s electrons were permanently attached to atoms; that is, they could “not be removed from the atom,” and each of them was “associated in the chemical atom with each bond.” Furthermore, their oscillation within molecules gave rise to “electro-magnetic stresses in the surrounding aether.”⁴

Even though Stoney coined the term “electron,” the representation associated with that term had several ancestors.⁵ Key aspects of that representation, most notably the notion of the atomicity of charge, considerably preceded his proposal. In the period between 1838 and 1851 a British natural philosopher, Richard Laming, conjectured “the existence of sub-atomic, unit-charged particles and pictured the atom as made up of a material core surrounded by an ‘electrosphere’ of concentric shells of electrical particles.”⁶ On the Continent several physicists had made similar suggestions. Those physicists attempted to explain electromagnetic phenomena by action-at-a-distance forces between electrical particles. As an example of the Continental approach to electrostatics consider Wilhelm Weber’s electrical theory of matter and ether.⁷ Weber’s theory originated in 1846 and continued to evolve till the time of his death (1891). According to the initial version of that theory, electricity consisted of two electrical fluids (positive and negative). The interactions of these fluids were governed by inverse square forces, which were functions of

the Electron (Dublin: Royal Dublin Society, 1993), 5–28. The introduction of a new term is an event that can be easily identified and, thus, provides a convenient starting point for a biographical narrative whose subject is the corresponding representation. The appearance of a new term also signals the birth of a novel concept, whose identity has not yet solidified. Thus, it is not surprising that in its subsequent development the concept may merge with other related concepts. As we will see below, this is what happened in the case of the electron.

2. Stoney’s paper was first published in 1881. See G. J. Stoney, “On the Physical Units of Nature,” *Scientific Proceedings of the Royal Dublin Society*, new series, 3 (1881–1883): 54.

3. Stoney, “On the Cause of Double Lines,” 583.

4. *Ibid.*

5. Note that the biographical approach can also come to grips with the “prehistory” of the electron’s representation.

6. Kragh, “Concept and Controversy: Jean Becquerel and the Positive Electron,” *Centaurus*, 32 (1989): 205.

7. For an extended discussion of Weber’s program see M. N. Wise, “German Concepts of Force, Energy, and the Electromagnetic Ether, 1845–1880,” in *Conceptions of Ether: Studies in the History of Ether Theories, 1740–1900*, G. N. Cantor and M. J. S. Hodge (eds.) (Cambridge: Cambridge Univ. Press, 1981), 269–307, esp. 276–83.

Figure 14.1: A page of text with footnotes; the first note is continued from the previous page (with a short rule above it). See [14.41](#)

end of the chapter to which they pertain. (The decision of where to place the notes is generally made by the publisher.) In electronic formats, notes are often linked to the text, and the distinction between footnotes and endnotes may not apply. At the manuscript stage, authors can work with whichever form seems most convenient, though notes should be inserted with a word processor's note-making function to facilitate automatic renumbering when notes are added or deleted (see also 2.22). For footnotes to tables, see 2.31, 3.76–80. For notes in previously published material, see 2.45.

14.44 Footnotes—pros and cons

Readers of printed works usually prefer footnotes for ease of reference. This is especially true where the notes are closely integrated into the text and make interesting reading, or if immediate knowledge of the sources is essential to readers. The limiting factor in printed works is page makeup—it can be difficult or impossible to fit a close succession of long footnotes onto the pages they pertain to, especially in an illustrated work (a basic requirement for all footnotes is that they at least begin on the page on which they are referenced). There is also the matter of appearance; a page consisting almost exclusively of footnotes is daunting for many readers. For some remedies, see 14.56–60.

14.45 Endnotes—pros and cons

Endnotes, which pose no page makeup challenges beyond those of ordinary text, obviate many of the disadvantages of footnotes in printed works (see 14.44). Because of this flexibility, and because pages free of footnotes are less intimidating to many readers, publishers' marketing and sales staff may recommend endnotes in books directed to general as well as scholarly or professional readers. Nonetheless, because general readers may be disappointed to find a third or more of a book devoted to endnotes, authors still need to aim for a healthy balance between text and notes (i.e., by resisting the temptation to include an excessive number of discursive notes). The main problem with endnotes is that of finding a particular note. This difficulty (usually not encountered in electronic texts, where text and notes are linked) can be ameliorated by informative running heads (see 14.47).

14.46 Endnote placement

Endnotes to each chapter of a book are often best grouped in the end matter, following the text and any appendixes and preceding the bibliography if there is one (see 1.4).

The main heading is simply “Notes,” and the group of notes to each chapter is introduced by a subhead bearing the chapter number or title or both (see fig. 14.2). In a book that has a different author for each chapter, or whose chapters may be offered separately, endnotes normally appear at the end of each chapter. In a journal, they appear at the end of each article. In the latter two cases, a subhead “Notes” usually appears between text and notes (see fig. 14.3).

14.47 Running heads for endnotes

Where endnotes are gathered at the back of a printed book and occupy more than two or three pages, running heads (both verso and recto) showing the page numbers to which the notes pertain are a boon to readers (see 1.15). (In electronic formats without fixed pages, such running heads will not apply; instead, the notes may be linked to the text as an aid to navigation.) To determine what page numbers to use in the running head for a particular page of notes, find the numbers of the first and last notes beginning on that page (disregarding a runover from a previous page) and locate the references to these notes in the main text. The numbers of the first and last pages on which these references appear in text are the numbers to use in the running head: for example, “Notes to Pages 123–125.” The last number is *not* abbreviated; compare 9.61. (If, as occasionally happens, only one note appears on a page, use the singular: e.g., “Note to Page 23.”) Since these running heads can be completed only when page proofs are available, the corrections are considered “alterations” (see 2.135), and the cost may be charged to the publisher. (Another option, less useful for readers but cheaper for the publisher, is to include running heads that simply read “Notes to Chapter One,” “Notes to Chapter Two,” and so on; since readers are often unaware of the number of the chapter they are reading, chapter numbers must also appear in the running heads of the text itself.) When notes appear at the ends of chapters, note-related running heads are rarely necessary.

14.48 Special considerations for endnotes

Whereas footnote citations, because they appear so close to the text, can omit certain elements mentioned in the text, omitting them in endnotes risks irritating readers, who have to go back and forth. For example, an author or a title mentioned in the text need not be repeated in the footnote citation, though it is often helpful to do so. In an endnote, however, the author (or at least the author’s last name, unless it is obvious) and title should be repeated, since at least some readers may have forgotten whether the note number was 93 or 94 by the time they find it at the back of the work. It is particularly annoying to arrive at the right place in the endnotes only to find another *ibid.* (see also

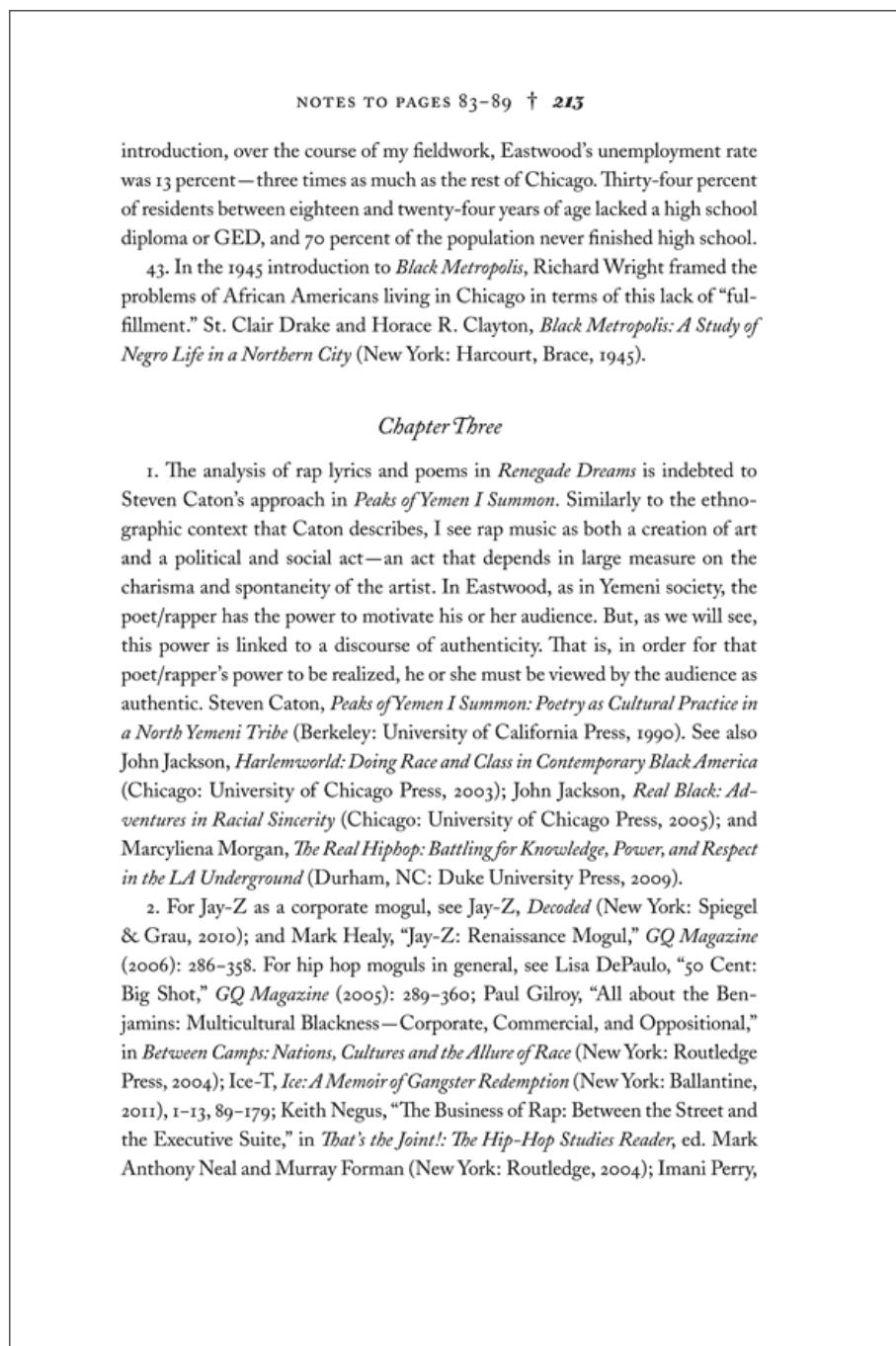


Figure 14.2: A page of endnotes, with a subhead introducing the notes to a new chapter and a running head showing the text pages on which the notes are referenced. See 14.46, 14.47.

HUMANISTS AND EXPERIMENTAL STUDY

ture Reviews Neuroscience, and NeuroImage. Members of the Lindquist team of researchers have published in *Science*⁶⁴ and the *Annual Review of Psychology*⁶⁵ as well as in new journals such as *Emotion*, *Emotion Review*, and *Social Cognitive and Affective Neuroscience*. This last journal, founded in 2006, already ranks twelfth in impact factor among all psychological journals. If the basic emotions view is “still entrenched,” as Pessoa notes, it is perhaps more a question of an older generation and perhaps also of the beliefs of neuroscience experts who do not themselves work on affect and are therefore not up to date on developments in affect research.⁶⁶

Thus, humanists with the epistemological commitments and training associated with interpretive method and with ethnographic, cultural, and literary readings must recognize that their own research and critical reflection on their own methods align them closely with the points of view of that stream of research, or those streams of research, that has supported various versions of appraisal theory, emotion regulation theory, and nonmodular understandings of neural functioning. We run the risk of placing ourselves in performative contradiction if we step back and view the modern science of emotion strictly as historians.

NOTES

1. Nicole Eustace, Eugenia Lean, Julie Livingston, Jan Plamper, William M. Reddy, and Barbara H. Rosenwein, “AHR Conversation: The Historical Study of Emotions,” *American Historical Review* 117.5 (December 2012): 1487–1531, 1502.
2. For this use of *incommensurability*, see, e.g., Antony S. R. Manstead and Agneta H. Fischer, “Beyond the Universality-Specificity Dichotomy,” *Cognition and Emotion* 16 (2002): 1–9.
3. See, e.g., Jacques Derrida, *De la grammatologie* (Paris: Minuit, 1967); and Michel Foucault, *L'archéologie du savoir* (Paris: Gallimard, 1969).
4. To mention just two classic texts that affirmed the primacy of the cognitive or symbolic dimension of culture, see E. E. Evans-Pritchard, *The Nuer: A Description of the Modes of Livelihood and Political Institutions of a Nilotic People* (Oxford: Oxford University Press, 1940); and Clifford Geertz, “Person, Time, and Conduct in Bali,” in *The Interpretation of Culture* (New York: Basic, 1973), 360–411.
5. On this work, there is a large corpus of scholarly discussion. For starting points, see Sarah Grace Heller, “Light as Glamor: The Luminescent Ideal of Beauty in the ‘Roman de la Rose,’” *Speculum* 76 (2001): 934–59; and C. S. Lewis, *The Allegory of Love* (Oxford: Oxford University Press, 1936), 112–56.

Figure 14.3: Chapter endnotes (first page of notes only), prefaced by the subhead “Notes.” See [14.46](#)

14.34). Such frustration can be further prevented by consolidating some of the endnote references, using the devices illustrated in the examples below.

1. This and the preceding four quotations are all from *Hamlet*, act 1, sc. 4.
2. Mary Norris, *Between You & Me: Confessions of a Comma Queen* (New York: W. W. Norton, 2015), 65. Further citations of this work are given in the text.

The device in the second example should be used only if the source is clear from the text, without reference to the endnotes. See also 13.67.

14.49 Endnotes plus footnotes

In a heavily documented work it is occasionally helpful to separate substantive notes from source citations. In such a case, the citation notes should be numbered and appear as endnotes. The substantive notes, indicated by asterisks and other symbols, appear as footnotes. The first footnote on each printed page is referenced by an asterisk. If more than one footnote begins on a page, the sequence of symbols is * † ‡. Should more than three such notes appear on the same page, the symbols are doubled for the fourth to the sixth notes: ** †† ‡‡. (In certain electronic formats where pagination is fluid and there is no distinction between footnotes and endnotes, such a system may need to be adapted.) See also 3.79, 14.24.

14.50 Footnotes plus author-date citations

The rather cumbersome practice described in 14.49 may be avoided by the use of author-date citations for sources (see 14.2 and chapter 15) and numbered footnotes or endnotes for the substantive comments. Moreover, the numbered notes can themselves contain parenthetical author-date citations when necessary, adding to the flexibility of such a system. See also 15.31.

14.51 Editor's or translator's notes plus author's notes

In an edited or translated work that includes notes by the original author, any additional notes furnished by the editor or translator must be distinguished from the others. Most commonly, the added notes are interspersed and consecutively numbered with the original notes but distinguished from them either by appending “–Ed.” or “–Trans.” at the end of the note (following the period or other final punctuation) or by enclosing the entire note, except the number, in square brackets. (An editor's or translator's comment can also be added as needed in square brackets within an original note; see 6.99.)

1. Millicent Cliff was Norton Westermont's first cousin, although to the very last she denied it.—Ed.

or

2. [The original reads *gesungen*; presumably *gesunken* is meant.]

Alternatively, if there are only a few added notes, these can be referenced by asterisks and other symbols and appear as footnotes; the original notes, numbered, then appear below them, as footnotes (see fig. 14.4), or are treated as endnotes (see 14.49).

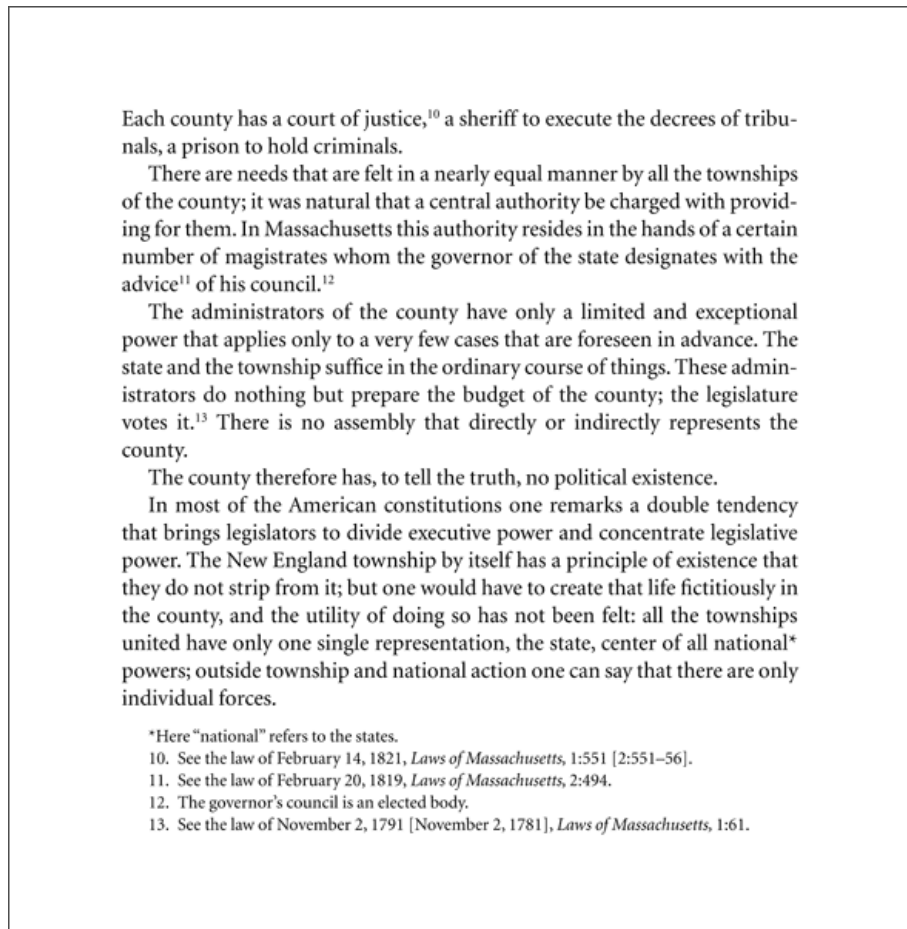


Figure 14.4: Translator's footnote referenced by an asterisk, followed by author's numbered footnotes. At the foot of the page, notes referenced by symbols always precede numbered notes, regardless of the order in which the symbols and numbers appear in the text. See 14.51.

14.52 Unnumbered notes

Footnotes without numbers or symbols always precede any numbered notes on the same page. They most often appear on the opening page of a chapter or other main division of a work. In a work with endnotes in which an unnumbered footnote is not an option, an unnumbered endnote—to be used with caution because it is easily missed—should appear immediately before note 1 to the relevant chapter. An example of such a note would be a note applying to a book epigraph (see 1.37), which would precede the endnotes to the first chapter and appear under a heading “Epigraph.” Notes to chapter epigraphs can be handled similarly. Source notes, biographical notes, and other notes pertaining to an entire chapter or section—which often appear as unnumbered footnotes—are treated in 14.54 and 14.55. In the case of an electronic format that does not support footnotes as such, an unnumbered note might appear immediately after, or be linked from, the element to which it pertains.

14.53 Notes keyed to text by line or page numbers

In some works—translations and editions of the classics, for example, or books intended for a more general audience—it may be desirable to omit note numbers in the text. Any necessary notes may then be keyed to the text by line or page number, or both, usually followed by the word or phrase being annotated. (Line numbers are used as locators only if line numbers appear in the text.) Such notes may appear as footnotes or endnotes. Notes keyed to words or phrases in the text are a nicety usually applied by the publisher; unless instructed otherwise, authors should insert numbered notes in their manuscripts as described in 2.22. The annotated word or phrase may be distinguished from the annotation typographically (e.g., with italics or boldface) and separated from it by a colon or the use of brackets or other devices. Quotation marks, if used at all, should be reserved for words that are themselves direct quotations in the text. See figures 14.5, 14.6. In electronic formats, the annotated word or phrase may be linked directly to and from its appearance in the main text.

14.54 Source notes for previously published material

In anthologies and other collections of previously published material, or in largely new publications that contain one or more previously published chapters, the source of each reprinted piece may be given in an unnumbered footnote on the first printed page of the chapter, preceding any numbered footnotes. If the other notes are endnotes, the source note should remain a footnote if possible (and some copyright holders may request such a placement). (In certain electronic formats that do not support footnotes

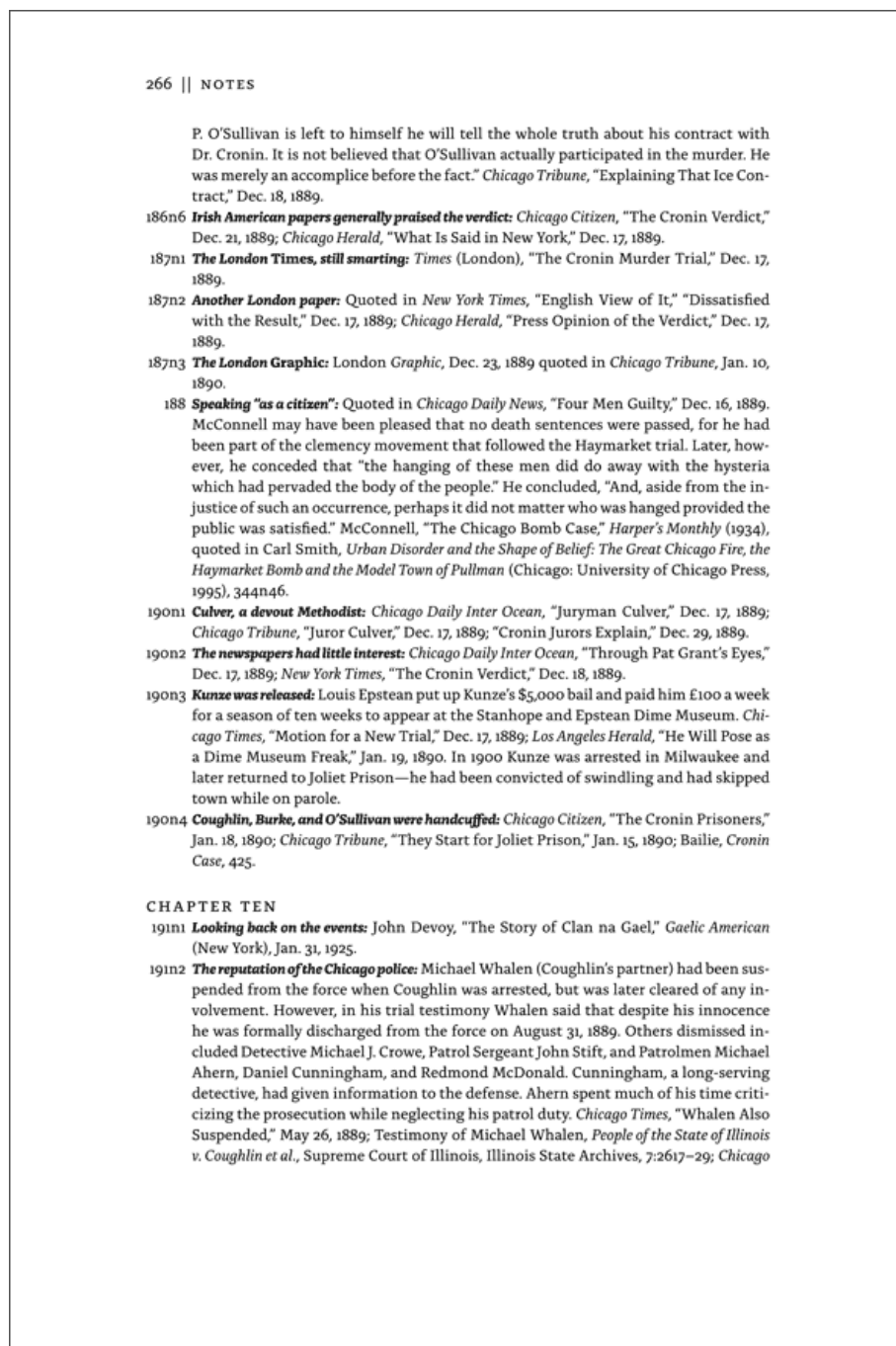


Figure 14.6: Endnotes keyed to page numbers, with key phrases in bold and italics. Though unnumbered in the text, notes that share the same page have been numbered in the endnotes to facilitate reference to individual notes. See 14.53, 14.157.

as such, a source note may need to be linked from, or appear immediately after, the chapter title.) For material still in copyright, the note should include the original title, publisher or journal, publication date, page numbers or other locators, and—very important—mention of permission from the copyright owner to reprint. It may also include a copyright notice if requested. Some permissions grantors demand particular language in the source note. For exercising discretion versus acceding literally to the grantor’s request, see 3.32, which deals with illustrations but applies equally to text. In many cases, wording can be adjusted for consistency as long as proper credit is given. The following examples show various acceptable forms. See also 4.102.

Reprinted with permission from Steven Shapin, *The Scientific Revolution* (Chicago: University of Chicago Press, 1996), 15–64.

If an article or chapter is reprinted under a different title:

Originally published as “Manet in His Generation: The Face of Painting in the 1860s,” *Critical Inquiry* 19, no. 1 (1992): 22–69, ©1992 by The University of Chicago. All rights reserved. Reprinted by permission.

If an article or chapter has been revised:

Originally published in a slightly different form in *The Metropolis in Modern Life*, ed. Robert Moore Fisher (New York: Doubleday, 1955), 125–48. Reprinted by permission of the author and the publisher.

If a work is in the public domain (such as government publications):

Reprinted from Ambler Thompson and Barry N. Taylor, *Guide for the Use of the International System of Units (SI)* (Gaithersburg, MD: National Institute of Standards and Technology, 2008), 38–39.

14.55 Biographical notes and acknowledgments

In journals or multiauthor works, a brief biographical note on the author or authors may appear as an unnumbered note on the first page of each article or chapter. Alternatively, some publications put such notes at the end of the article or chapter (an approach that is sometimes also used for electronic formats that do not support the placement of unnumbered footnotes). Such identifying notes are unnecessary when the work includes a list of contributors with their affiliations. (See also 1.64, 1.66.)

Philip Ball is a freelance writer who lives in London. His many books include *Curiosity: How Science Became Interested in Everything* and *Serving the Reich: The Struggle for*

the Soul of Physics under Hitler, both also published by the University of Chicago Press.

Similarly, special acknowledgments may be given in an unnumbered note, sometimes appended to the biographical information.

The authors gratefully acknowledge the assistance of Janni R. Blazer of the Chain and Fob Archive in the preparation of this chapter.

Michael Saler is professor of history at the University of California, Davis. For their comments and assistance the author would like to thank . . .

14.56 Avoiding overlong notes

Lengthy, discursive notes—especially footnotes—should be reduced or integrated into the text (see 14.44). Notes presented as endnotes can generally accommodate lengthier commentary, but this should be limited in a judicious manner (see 14.45). Complicated tabular material, lists, and other entities not part of the text should be put in an appendix rather than in the footnotes (see 1.59). A parenthetical note in the text might read, for example, “For a list of institutions involved, see appendix A.”

14.57 Several citations in one note

The number of note references in a sentence or a paragraph can sometimes be reduced by grouping several citations in a single note. The citations are separated by semicolons and must appear in the same order as the text material (whether works, quotations, or whatever) to which they pertain. Take care to avoid any ambiguity as to what is documenting what. Text:

Only when we gather the work of several scholars—Walter Sutton’s explications of some of Whitman’s shorter poems; Paul Fussell’s careful study of structure in “Cradle”; S. K. Coffman’s close readings of “Crossing Brooklyn Ferry” and “Passage to India”; and the attempts of Thomas I. Rountree and John Lovell, dealing with “Song of Myself” and “Passage to India,” respectively, to elucidate the strategy in “indirection”—do we begin to get a sense of both the extent and the specificity of Whitman’s forms.¹

Note:

1. Sutton, “The Analysis of Free Verse Form, Illustrated by a Reading of Whitman,” *Journal of Aesthetics and Art Criticism* 18, no. 2 (December 1959): 241–54; Fussell, “Whitman’s Curious Warble: Reminiscence and Reconciliation,” in *The Presence of*

Walt Whitman, ed. R. W. B. Lewis (New York: Columbia University Press, 1962), 28–51; Coffman, “ ‘Crossing Brooklyn Ferry’: A Note on the Catalog Technique in Whitman’s Poetry,” *Modern Philology* 51, no. 4 (May 1954): 225–32; Coffman, “Form and Meaning in Whitman’s ‘Passage to India,’ ” *PMLA* 70, no. 3 (June 1955): 337–49; Rountree, “Whitman’s Indirect Expression and Its Application to ‘Song of Myself,’ ” *PMLA* 73, no. 5 (December 1958): 549–55; and Lovell, “Appreciating Whitman: ‘Passage to India,’ ” *Modern Language Quarterly* 21, no. 2 (June 1960): 131–41.

In the example above, authors’ given names are omitted in the note because they appear in the text. For inclusion of names in endnotes versus footnotes, see 14.48.

14.58 Citing sources in the text rather than in the notes

Another way to reduce the number of notes is to cite sources (usually in parentheses) in the text. This approach can work well for a string of consecutive citations that refer to the same source (with or without the use of *ibid.*; see 14.34). For discussion and examples, see 13.64–72.

14.59 Abbreviations for frequently cited works

If necessary, a frequently mentioned work may be cited either parenthetically in text or in subsequent notes by means of an abbreviation, with the full citation provided in a note at first mention. (This practice is more helpful with footnotes than with endnotes.) See also 13.67, 14.60, 14.29–36.

1. François Furet, *The Passing of an Illusion: The Idea of Communism in the Twentieth Century*, trans. Deborah Furet (Chicago: University of Chicago Press, 1999), 368 (hereafter cited in text as *PI*).

(Subsequent text references) “In this sense, the Second World War completed what the First had begun—the domination of the great political religions over European public opinion,” Furet points out (*PI*, 360). But he goes on to argue . . .

An abbreviation differs from a short title (see 14.33) in that words may be abbreviated and the word order changed. In the following example, the author’s name need not be repeated unless it is relevant to the citation.

2. Nathaniel B. Shurtleff, ed., *Records of the Governor and Company of the Massachusetts Bay in New England (1628–86)*, 5 vols. (Boston, 1853–54), 1:126 (hereafter cited as *Mass. Records*).

3. *Mass. Records*, 2:330.

14.60 List of abbreviations

Where many abbreviations of titles, manuscript collections, personal names, or other entities are used in a work—say, ten or more—they are best listed alphabetically in a separate section. In a book, the list may appear in the front matter (if footnotes are used) or in the end matter preceding the endnotes (if these are used). It is usually headed “Abbreviations” and should be included in the table of contents (see 1.4, 1.44). Where only a few abbreviations are used, these are occasionally listed as the first section of the endnotes (see fig. 14.7) or at the head of the bibliography. Titles that are italicized in the notes or bibliography should be italicized in their abbreviated form in the list of abbreviations and elsewhere.

Notes	
In citing works in the notes, short titles have generally been used. Works frequently cited have been identified by the following abbreviations:	
Ac. Sc.	Archives de l'Académie des sciences.
A.P.	<i>Archives parlementaires de 1787 à 1860, première série (1787 à 1799)</i> . Edited by M. J. Mavidal and M. E. Laurent. 2nd ed. 82 vols. Paris, 1879–1913.
Best.	Theodore Besterman, ed. <i>Voltaire's Correspondence</i> . 107 vols. Geneva, 1953–65.
B. Inst.	Bibliothèque de l'Institut de France.
B.N., nouv. acqu.	Bibliothèque nationale. Fonds français, nouvelles acquisitions.
<i>Corresp. inéd.</i>	Charles Henry, ed. <i>Correspondance inédite de Condorcet et de Turgot (1770–1779)</i> . Paris, 1883.
HMAS	<i>Histoire de l'Académie royale des sciences. Avec les mémoires de mathématique et de physique . . . tirés des registres de cette académie (1699–1790)</i> . 92 vols. Paris, 1702–97. Each volume comprises two separately paginated parts, referred to as <i>Hist.</i> and <i>Mém.</i> , respectively.
<i>Inéd. Lespinasse</i>	Charles Henry, ed. <i>Lettres inédites de Mlle de Lespinasse</i> . Paris, 1887.
O.C.	A. Condorcet-O'Connor and F. Arago, eds. <i>Oeuvres de Condorcet</i> . 12 vols. Paris, 1847–49.
Preface	
1. Peter Gay. <i>The Enlightenment: An Interpretation</i> , 2 vols. (New York, 1966–69), 2:319. I have suggested some criticisms of Gay's treatment of this theme in a review of the second volume of his work, <i>American Historical Review</i> 85 (1970): 1410–14.	
2. Georges Gusdorf, <i>Introduction aux sciences humaines: Essai critique sur leurs origines et leur développement</i> (Strasbourg, 1960), 105–331.	

Figure 14.7: A short list of abbreviations preceding endnotes. See 14.60.

14.61 Relationship of bibliographies to notes

Although not all annotated works require a bibliography, since full details can be given in the notes, an alphabetical bibliography serves a number of purposes. Specifically, a full bibliography that includes all the sources cited in the text, in addition to providing an overview of the sources and therefore an indication of the scope of an author's research, can serve as a convenient key to shortened forms of the notes (see 14.19, 14.29). In some types of electronic publication formats, a full bibliography can streamline the process of creating links to works cited (which, in turn, enables publishers of those cited works to identify and create "cited by" links).

14.62 Format and placement of bibliography

A bibliography arranged in a single alphabetical list is the most common and usually the most reader-friendly form for a work with or without notes to the text. All sources to be included—books, articles, dissertations, and so on—are alphabetically arranged in a single list by the last names of the authors (or, if no author or editor is given, by the title or, failing that, by a descriptive phrase). A bibliography is normally placed at the end, preceding the index. In a multiauthor book or a textbook (or in a book offered in the form of separate chapters), each chapter may be followed by a brief bibliography. For an illustration, see figure 14.8; for the arrangement of entries, see 14.65–66. For division into sections, see 14.63.

14.63 Dividing a bibliography into sections

A bibliography may occasionally be divided into sections—but only if doing so would make the reader's job significantly easier. It may be appropriate to subdivide a bibliography (1) when it includes manuscript sources, archival collections, or other materials that do not fit into a straight alphabetical list; (2) when readers need to see at a glance the distinction between different kinds of works—for example, in a study of one writer, between works by the writer and those about him or her; or (3) when the bibliography is intended primarily as a guide to further reading (as in this manual). When divisions are necessary, a headnote should appear at the beginning of the bibliography, and each section should be introduced by an explanatory subhead (see fig. 14.9). No source should be listed in more than one section. For alphabetizing, see 14.65–66.



Figure 14.8: The first page of a bibliography for a book. See 14.62.

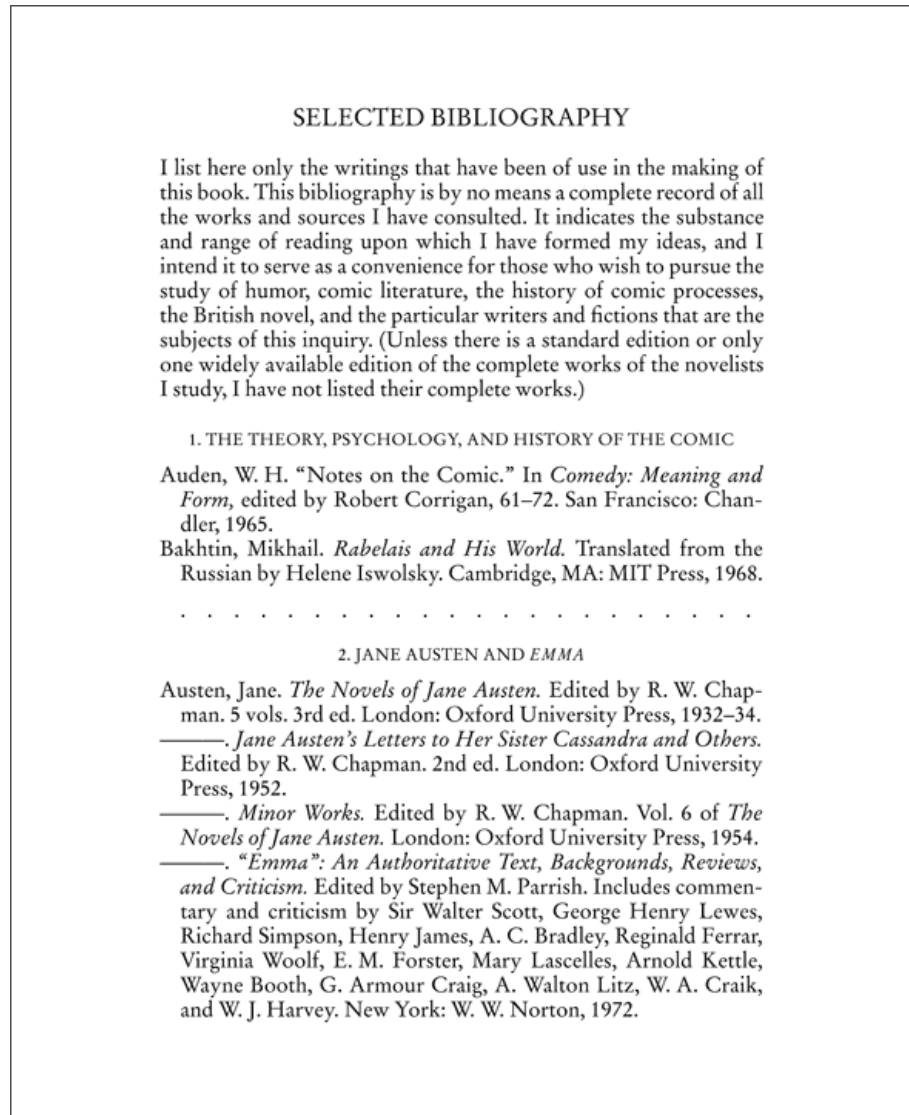


Figure 14.9: The opening page of a bibliography divided into sections, with an author's note explaining the principle of selection. See [14.63](#), [14.64](#).

14.64 Kinds of bibliographies

Though Chicago generally recommends a full bibliography for book-length works, any of the bibliography categories listed here may be suited to a particular type of work. For author-date reference lists, see 15.10–16.

1. **Full bibliography.** A full bibliography includes all works cited, whether in text or in notes, other than personal communications (see 14.214). Some particularly relevant works the author has consulted may also be listed, even if not mentioned in the text. The usual heading is Bibliography, though Works Cited or Literature Cited may be used if no additional works are included.
2. **Selected bibliography.** If, for whatever reason, the author does not wish to list all works cited, the title must so indicate: Selected Bibliography may be used (and is preferred over Select Bibliography) or, if the list is quite short, Suggested Readings or Further Readings. A headnote should explain the principles of selection. See figure 14.9.
3. **Annotated bibliography.** Generally more convenient for readers than a bibliographic essay (see next item) is an annotated bibliography. Annotations may simply follow the publication details (sometimes in brackets if only a few entries are annotated), or they may start a new line (and are often indented from the left margin). See figure 14.10.
4. **Bibliographic essay.** Less formal than an annotated bibliography is a bibliographic essay, in which the author treats the literature discursively. Because works treated in this way are not alphabetized, subject divisions may be made freely (see 14.63). Such an essay may be particularly suited to certain types of archival sources that do not easily lend themselves to an alphabetical list. It may be included in addition to a bibliography, in which case it should come first. If works discussed in the essay are listed in the bibliography, they may be given in shortened form (as in notes). If there is no bibliography, the essay must include full facts of publication, whether or not the titles also appear in the notes. For an illustration, see figure 14.11.
5. **List of works by one author.** A list of works by one author, usually titled Published Works [of Author's Name] or Writings [of Author's Name], is most often arranged chronologically. If several titles are listed for each year, the dates may appear as subheads.

Annotated Bibliography of Further Reading

The following is a partial list of the anthologies of poetry and the handbooks, articles, and books about poetry and prosody that I have found useful in writing, teaching, and thinking about poetry. After each entry I have added a brief description of its most appealing features. You will notice a preference for the work of poets about poetry. Poets who are articulate about the craft of verse are among the best expositors.¹

I. Anthologies

Allen, Donald M., ed. *The New American Poetry*. New York: Grove Press, 1960.

Concentrates on the postwar period from 1945 to 1960 and presents the work of poets who identified themselves with antiformalist movements or waves, often associated with fugitive publications and little magazines (*Yugen*, *Neon*, *Kulchur*, *Big Table*, etc.): the most prominent groups were the Black Mountain school (Olson, Duncan) and the experimental city poets from New York (like Frank O'Hara, LeRoi Jones, and Gilbert Sorrentino) and San Francisco (the "Beats" Kerouac, Corso, Ginsberg). John Ashbery, James Schuyler, Denise Levertov, and Gary Snyder are also represented. An anthology that awakened many readers and would-be writers to another sort of pos-

1. W. H. Auden is exemplary, even in his eccentricity. (See my discussion of some of the many volumes edited by him.) Another poet, F. T. Prince, has looked closely at Milton's prosody in a way that sheds light on prosody in general; see *The Italian Element in Milton's Verse* (1954). Poets John Frederick Nims and J. V. Cunningham are also acute when they write about verse; and I have already mentioned Charles O. Hartman and Timothy Steele in connection with meter and rhythm (see chapter 8 on accentual-syllabic meter).

Figure 14.10: Part of the first section of an annotated bibliography. See 14.64.

1. The "Great Tradition" in the History of Science

Those setting out to acquaint themselves with the identity of the Scientific Revolution, and with its major actors, themes, problems, achievements, and conceptual resources, can draw on a distinguished body of what now is commonly called "traditional" scholarship. If indeed it *is* traditional, that is because this literature typically manifested robust confidence that there was a coherent and specifiable body of early modern culture rightly called revolutionary, that this culture marked a clear break between "old" and "new," that it had an "essence," and that this essence could be captured through accounts of the rise of mechanism and materialism, the mathematization of natural philosophy, the emergence of a full-blooded experimentalism, and for many, though not all, traditional writers, the identification of an effective "method" for producing authentic science.

Among the outstanding achievements of this type of scholarship are the early work of E. A. Burt, *The Metaphysical Foundations of Modern Physical Science* (New York: Doubleday Anchor, 1954; orig. publ. 1924); A. C. Crombie, *Augustine to Galileo: The History of Science, A.D. 400-1650* (London: Falcon, 1952); A. Rupert Hall, *The Scientific Revolution, 1500-1800: The Formation of the Modern Scientific Attitude*, 2nd ed. (Boston: Beacon Press, 1966; orig. publ. 1954); Hall, *From Galileo to Newton, 1630-1720* (London: Collins, 1963); Marie Boas [Hall], *The Scientific Renaissance, 1450-1630*

Figure 14.11: Part of the first section of a bibliographic essay. See [14.64](#).

14.65 Alphabetical order for bibliography entries

The rules for alphabetizing index entries (see 16.56–93) apply also to a bibliography, with the modifications described in this section and, where appropriate, in 14.67–71. As for index entries, Chicago recommends the letter-by-letter system but will accept the word-by-word system, which is closer to what some word processors produce. Under the letter-by-letter system, an entry for “Fernández, Angelines” would precede an entry for “Fernán Gómez, Fernando”; under the word-by-word system, the opposite order would prevail. Note that word processors, though they can provide a significant head start, will generally not produce a perfectly sorted list for either system. In addition to correcting any software-based errors and variations, authors may need to make adjustments for any entries beginning with a 3-em dash (but see 14.67).

14.66 Arrangement of bibliography entries with more than one author

A single-author entry precedes a multiauthor entry beginning with the same name. Only the name of the first author is inverted.

Kogan, Herman. *The First Century: The Chicago Bar Association, 1874–1974*. Chicago: Rand McNally, 1974.

Kogan, Herman, and Lloyd Wendt. *Chicago: A Pictorial History*. New York: Dutton, 1958.

Successive entries by two or more authors in which only the first author’s name is the same are alphabetized according to the coauthors’ last names (regardless of the number of coauthors).

Brooks, Daniel R., and Deborah A. McLennan. *The Nature of Diversity: An Evolutionary Voyage of Discovery*. Chicago: University of Chicago Press, 2002.

Brooks, Daniel R., and E. O. Wiley. *Evolution as Entropy*. 2nd ed. Chicago: University of Chicago Press, 1986.

14.67 The 3-em dash in bibliographies—some caveats

The advice in this section, which explains how to use the 3-em dash to stand in for repeated bibliography entries under the same name, is aimed primarily at publishers and editors. Authors usually should not use the 3-em dash for repeated names in their manuscripts. Among other potential pitfalls, 3-em dashes do not work in computerized

sorts (i.e., *all* entries with 3-em dashes will line up in one place). Moreover, an incorrectly applied dash may obscure an important detail—for example, the abbreviation *ed.* or *trans.* Publishers, too, may decide not to use 3-em dashes: 3-em dashes make it impractical to present an entry outside the context of the list and can hide entries from bibliographic databases, both of which are concerns for electronic publication formats. Where 3-em dashes are not used, simply repeat the authors' names and sort the entries as described throughout this section. See also 6.94.

14.68 The 3-em dash for one repeated name

For successive entries by the same author, editor, translator, or compiler, a 3-em dash (followed by a period or comma, depending on the presence of an abbreviation such as *ed.*) replaces the name after the first appearance (but see 14.67). Alphabetization is by title of work (abbreviations such as *ed.* or *trans.*, which must always be included, do not influence the order of entries). See also 14.71.

- Judt, Tony. *A Grand Illusion? An Essay on Europe*. New York: Hill and Wang, 1996.
———. *Reappraisals: Reflections on the Forgotten Twentieth Century*. New York: Penguin Press, 2008.
———, ed. *Resistance and Revolution in Mediterranean Europe, 1939–1948*. New York: Routledge, 1989.
- Squire, Larry R. “The Hippocampus and the Neuropsychology of Memory.” In *Neurobiology of the Hippocampus*, edited by W. Seifert, 491–511. New York: Oxford University Press, 1983.
———. *Memory and Brain*. New York: Oxford University Press, 1987.

14.69 The 3-em dash for more than one repeated name

The 3-em dash can stand for the same two or more authors (or editors or translators, etc.) as in the previous entry, provided they are listed in the same order and no author appears for one source but not for the other. Note that the second-listed work is *authored* by (rather than *edited* by) Marty and Appleby; abbreviations for editor, translator, and so forth cannot be replaced by the 3-em dash and must always be listed explicitly. See also 14.67.

- Marty, Martin E., and R. Scott Appleby, eds. *Fundamentalisms Comprehended*. Chicago: University of Chicago Press, 1995.
———. *The Glory and the Power: The Fundamentalist Challenge to the Modern World*. Boston: Beacon Press, 1992.

but

Comaroff, Jean, and John Comaroff, eds. *Modernity and Its Malcontents: Ritual and Power in Postcolonial Africa*. Chicago: University of Chicago Press, 1993.

Comaroff, John, and Jean Comaroff. *Of Revelation and Revolution*. 2 vols. Chicago: University of Chicago Press, 1991–97.

never

Author 1, Author 2, Author 3. *Title . . .*

—, Author 4, —. *Title . . .*

14.70 The 3-em dash for an institutional name

The 3-em dash may also be used for institutional or corporate authors. Note that identical titles must be repeated. See also 14.67.

Unicode Consortium. *The Unicode Standard*. Version 5.0. Edited by Julie D. Allen et al. Upper Saddle River, NJ: Addison-Wesley, 2007.

—. *The Unicode Standard*. Version 7.0.0. Edited by Julie D. Allen et al. Mountain View, CA: Unicode Consortium, 2014. <http://www.unicode.org/versions/Unicode7.0.0/>.

14.71 Alphabetical order for titles by the same author

In a bibliography (as opposed to a reference list; see 15.18), titles by the same author are normally listed alphabetically. An initial *the*, *a*, or *an* is ignored in the alphabetizing. Note that *all* works by the same person (or by the same persons in the same order)—whether that person is editor, author, translator, or compiler—appear together, regardless of the added abbreviation.

Díaz, Junot. *The Brief Wondrous Life of Oscar Wao*. New York: Riverhead Books, 2007.

—. *Drown*. New York: Riverhead Books, 1996.

—. *This Is How You Lose Her*. New York: Riverhead Books, 2012.

Monmonier, Mark. *Coast Lines: How Mapmakers Frame the World and Chart Environmental Change*. Chicago: University of Chicago Press, 2008.

—. *From Squaw Tit to Whorehouse Meadow: How Maps Name, Claim, and Inflamm*. Chicago: University of Chicago Press, 2006.

Mulvany, Nancy C. *Indexing Books*. 2nd ed. Chicago: University of Chicago Press, 2005.

——, ed. *Indexing, Providing Access to Information—Looking Back, Looking Ahead: Proceedings of the 25th Annual Meeting of the American Society of Indexers*. Port Aransas, TX: American Society of Indexers, 1993.

——. “Software Tools for Indexing: What We Need.” *Indexer* 17 (October 1990): 108–13.

On the other hand, a bibliography of works by a single author (Writings of Author Name) is usually arranged chronologically. (For an example, see section 2 in fig. 14.9.) Two or more titles published in any one year are arranged alphabetically. See also 14.67.

14.72 Author's name—overview and related discussions

This section, on the correct form for the name of the author in source citations, applies to most of the resource types discussed in this chapter. (The examples mainly show books and journal articles.) For personal names in index entries, which are inverted in the same manner as in bibliographies and reference lists, see 16.71–74, 16.75–87.

14.73 Form of author's name

Authors' names are normally given as they appear with the source itself—that is, on the title page of a book or other stand-alone work or at the head of a journal article or the like. Certain adjustments, however, may be made to assist correct identification (but see 15.12). First names may be given in full in place of initials (but see 14.74). If an author uses his or her given name in one cited work and initials in another (e.g., “Mary L. Jones” versus “M. L. Jones”), the same form, preferably the fuller one, should be used in references to that author for both works. To help differentiate similar names, middle initials may be given where known. Degrees and affiliations following names on a title page are omitted.

14.74 Authors preferring initials

For authors who always use initials, full names should not be supplied—for example, T. S. Eliot, M. F. K. Fisher, O. Henry (pseud.), P. D. James, C. S. Lewis, J. D. Salinger, H. G. Wells. Note that space is added between initials. (Exceptions may be made for special cases like H.D.—the pen name for Hilda Doolittle.) In some instances, a cross-reference may be appropriate (see 14.81). See also 10.12. Very rarely, a portion of an author's given name omitted in the source is supplied in brackets in a bibliography entry. This practice should be limited to authors who may be known by both forms: for example, R. S. Crane may be listed as R[onald] S. Crane. See also 15.33.

14.75 One author

In a note, the author's name is given in the normal order. In a bibliography, where names are arranged alphabetically, it is usually inverted (last name first). See also 14.23.

1. David Shields, *How Literature Saved My Life* (New York: Alfred A. Knopf, 2013), 33.
2. Wendy Hui Kyong Chun, "On Hypo-real Models or Global Climate Change: A Challenge for the Humanities," *Critical Inquiry* 41, no. 3 (Spring 2015): 677.
3. Jeffrey Q. McCune Jr., *Sexual Discretion: Black Masculinity and the Politics of Passing* (Chicago: University of Chicago Press, 2014), 5.
4. Shields, *Literature*, 100–101.
5. Chun, "Hypo-real Models," 681.
6. McCune, *Sexual Discretion*, 105–11.

Chun, Wendy Hui Kyong. "On Hypo-real Models or Global Climate Change: A Challenge for the Humanities." *Critical Inquiry* 41, no. 3 (Spring 2015): 675–703.

McCune, Jeffrey Q., Jr. *Sexual Discretion: Black Masculinity and the Politics of Passing*. Chicago: University of Chicago Press, 2014.

Shields, David. *How Literature Saved My Life*. New York: Alfred A. Knopf, 2013.

14.76 Two or more authors (or editors)

Two or three authors (or editors) of the same work are listed in the order in which they appear with the source. In a bibliography, only the first author's name is inverted, and a comma must appear both before and after the first author's given name or initials. Use the conjunction *and* (not an ampersand).

1. Kathryn Sorrells and Sachi Sekimoto, eds., *Globalizing Intercultural Communication: A Reader* (Thousand Oaks, CA: SAGE, 2015), xvi.
2. Steven D. Levitt and Stephen J. Dubner, *Freakonomics: A Rogue Economist Explores the Hidden Side of Everything* (New York: William Morrow, 2005), 20–21.
3. Kate D. L. Umbers, Matthew R. E. Symonds, and Hanna Kokko, "The Mathematics of Female Pheromone Signaling: Strategies for Aging Virgins," *American Naturalist* 185, no. 3 (March 2015): 422.
4. Sorrells and Sekimoto, *Globalizing Intercultural Communication*, xx–xxi.

Levitt, Steven D., and Stephen J. Dubner. *Freakonomics: A Rogue Economist Explores the Hidden Side of Everything*. New York: William Morrow, 2005.

Sorrells, Kathryn, and Sachi Sekimoto, eds. *Globalizing Intercultural Communication: A Reader*. Thousand Oaks, CA: SAGE, 2015.

14.77. TWO OR MORE AUTHORS (OR EDITORS) WITH SAME FAMILY NAME⁵⁹

Umbers, Kate D. L., Matthew R. E. Symonds, and Hanna Kokko. “The Mathematics of Female Pheromone Signaling: Strategies for Aging Virgins.” *American Naturalist* 185, no. 3 (March 2015): 417–32.

For works by or edited by four to ten persons, all names are usually given in the bibliography. Word order and punctuation are the same as for two or three authors. In a note, only the name of the first author is included, followed by *et al.* with no intervening comma.

5. Natalia V. Gmuca et al., “The Fat and the Furriest: Morphological Changes in Harp Seal Fur with Ontogeny,” *Physiological and Biochemical Zoology* 88, no. 2 (March/April 2015): 158.

6. Gmuca et al., “Harp Seal Fur,” 160.

Gmuca, Natalia V., Linnea E. Pearson, Jennifer M. Burns, and Heather E. M. Liwanag. “The Fat and the Furriest: Morphological Changes in Harp Seal Fur with Ontogeny.” *Physiological and Biochemical Zoology* 88, no. 2 (March/April 2015): 158–66.

For works with more than ten authors—more common in the natural sciences—Chicago recommends the policy followed by the *American Naturalist* (see bibliog. 5): only the first seven should be listed in the bibliography, followed by *et al.* (Where space is limited, the policy of the American Medical Association may be followed: up to six authors’ names are listed; if there are more than six, only the first three are listed, followed by *et al.*)

14.77 Two or more authors (or editors) with same family name

When two or more authors (or editors) share the same family name (and are credited as such in the source), the name is repeated (even if the family name is not repeated in the source itself).

1. Christopher Kendris and Theodore Kendris, *501 Spanish Verbs*, 7th ed. (Hampage, NY: Barron’s Educational Series, 2010), 14.

2. Kendris and Kendris, *501 Spanish Verbs*, 27–28.

14.78 Author’s name in title

When the name of the author appears in the title or subtitle of a cited work (such as an autobiography), the note citation may begin with the title (i.e., assuming the author-

ship is clear either from the title or in the text). The bibliography entry, however, should begin with the author's name, even though it is repeated in the title. See also 14.103.

1. *Autobiography of Benjamin Franklin*, ed. John Bigelow (Philadelphia: J. B. Lippincott, 1868), 233.
2. *Autobiography of Benjamin Franklin*, 234.

Franklin, Benjamin. *Autobiography of Benjamin Franklin*. Edited by John Bigelow. Philadelphia: J. B. Lippincott, 1868.

14.79 No listed author (anonymous works)

If the author or editor is unknown, the note or bibliography entry should normally begin with the title. An initial article is ignored in alphabetizing. (For pseudonyms, see 14.80.)

1. *A True and Sincere Declaration of the Purpose and Ends of the Plantation Begun in Virginia, of the Degrees Which It Hath Received, and Means by Which It Hath Been Advanced* (London, 1610).
2. *Stanze in lode della donna brutta* (Florence, 1547).

Stanze in lode della donna brutta. Florence, 1547.

A True and Sincere Declaration of the Purpose and Ends of the Plantation Begun in Virginia, of the Degrees Which It Hath Received, and Means by Which It Hath Been Advanced. London, 1610.

Although the use of *Anonymous* is generally to be avoided for works with no attribution, it may stand in place of the author's name in a bibliography in which several anonymous works need to be grouped. In such an instance, *Anonymous* or *Anon.* (set in roman) appears at the first entry, and 3-em dashes may be used thereafter (but see 14.67). (The dashes do not necessarily imply the same anonymous author.)

Anonymous. *Stanze in lode della donna brutta*. Florence, 1547.

———. *A True and Sincere Declaration* . . .

If, on the other hand, a work is explicitly attributed to "Anonymous" (e.g., on the title page or at the head of the work), it should be cited accordingly.

Anonymous. "Our Family Secrets." *Annals of Internal Medicine* 163, no. 4 (August 2015): 321. <https://doi.org/10.7326/M14-2168>.

If the authorship is known or guessed at but was omitted on the title page, the name is included in brackets (with a question mark for cases of uncertainty). (Note that in the Hawkes example, both New York and Tea Party are hyphenated in the original source.)

1. [Samuel Horsley], *On the Prosodies of the Greek and Latin Languages* (London, 1796).

2. [James Hawkes?], *A Retrospect of the Boston Tea-Party, with a Memoir of George R. T. Hewes*, by a Citizen of New-York (New-York, 1834).

[Hawkes, James?]. *A Retrospect of the Boston Tea-Party, with a Memoir of George R. T. Hewes*. By a Citizen of New-York. New-York, 1834.

[Horsley, Samuel]. *On the Prosodies of the Greek and Latin Languages*. London, 1796.

14.80 Pseudonyms

If a work is attributed to an invented or descriptive name, and the author's real name is not known, *pseud.* (roman, in brackets) may follow the name, especially if it might not be immediately clear to readers that the name is false (as in the first two examples below). (An initial *The* or *A* may be omitted. In a text citation, or in a shortened form in a note, *pseud.* is usually omitted.)

AK Muckraker [pseud.]. "Palin Is Back at Work." *Mudflats: Tiptoeing through the Muck of Alaskan Politics* (blog), December 5, 2008. <https://mudflats.wordpress.com/2008/12/05/palin-is-back-at-work/>.

Centinel [pseud.]. Letters. In *The Complete Anti-Federalist*, edited by Herbert J. Storing. Chicago: University of Chicago Press, 1981.

Cotton Manufacturer. *An Inquiry into the Causes of the Present Long-Continued Depression in the Cotton Trade, with Suggestions for Its Improvement*. Bury, UK, 1869.

A widely used pseudonym is generally treated as if it were the author's real name.

Eliot, George. *Middlemarch*. Norton Critical Editions. New York: Norton, 1977.

Twain, Mark. *The Prince and the Pauper: A Tale for Young People of All Ages*. New York: Harper & Brothers, 1899.

The real name, if of interest to readers, may follow the pseudonym in brackets. See also 14.81.

Jay-Z [Shawn Carter]. *Decoded*. New York: Spiegel & Grau, 2010.

Le Carré, John [David John Moore Cornwell]. *The Quest for Karla*. New York: Alfred A. Knopf, 1982.

Stendhal [Marie-Henri Beyle]. *The Charterhouse of Parma*. Translated by C. K. Scott-Moncrieff. New York: Boni and Liveright, 1925.

If the author's real name is better known than the pseudonym, the real name should be used. If needed, the pseudonym may be included in brackets, followed by *pseud.*

Brontë, Charlotte. *Jane Eyre*. London, 1847.

or

Brontë, Charlotte [Currer Bell, pseud.]. *Jane Eyre*. London, 1847.

For examples of screen names, see 14.208 and 14.209.

14.81 Cross-references for pseudonyms

In some cases, a cross-reference from a real name to a pseudonym, or vice versa, may be desired. Italicize words like *See*.

Carter, Shawn. *See Jay-Z*.

If a bibliography includes two or more works published by the same author but under different pseudonyms, all may be listed under the real name followed by the appropriate pseudonym in brackets, with cross-references under the pseudonyms (see also 14.68). Alternatively, they may be listed under the pseudonyms, with a cross-reference at the real name to each pseudonym.

Ashe, Gordon. *See Creasey, John*.

Creasey, John [Gordon Ashe, pseud.]. *A Blast of Trumpets*. New York: Holt, Rinehart and Winston, 1976.

— [Anthony Morton, pseud.]. *Hide the Baron*. New York: Walker, 1978.

— [Jeremy York, pseud.]. *Death to My Killer*. New York: Macmillan, 1966.

Morton, Anthony. *See Creasey, John*.

York, Jeremy. *See Creasey, John*.

or

Ashe, Gordon [John Creasey]. *A Blast of Trumpets*. New York: Holt, Rinehart and Winston, 1976.

Creasey, John. *See Ashe, Gordon; Morton, Anthony; York, Jeremy*.

14.82 Alternative real names

When a writer has published under different forms of his or her name, each work should be listed under the name that appears with the work—unless the difference is merely the use of initials versus full names (see 14.73). Cross-references are occasionally used (whether or not the 3-em dash is used; see also 14.67).

Doniger, Wendy. *The Bedtrick: Tales of Sex and Masquerade*. Chicago: University of Chicago Press, 2000.

———. *See also* O’Flaherty, Wendy Doniger.

If a person discussed in the text publishes under a name not used in the text, a cross-reference may be useful.

Overstone, Lord. *See* Loyd, Samuel Jones.

14.83 Authors known by a given name

Authors generally known only by their given names (i.e., and not by any surname) or by a mononym (other than a mononymous pseudonym) are listed and alphabetized by those names. Such titles as “King” or “Saint” or identifiers by place (e.g., “of Hippo” or “of England”) are omitted, as are any alternative or fuller versions of the name, unless needed for reasons of disambiguation.

Augustine. *On Christian Doctrine*. Translated by D. W. Robertson Jr. Indianapolis: Bobbs-Merrill, 1958.

Elizabeth I. *Collected Works*. Edited by Leah S. Marcus, Janel Mueller, and Mary Beth Rose. Chicago: University of Chicago Press, 2000.

Virgil. *The Aeneid*. Translated by Robert Fitzgerald. New York: Vintage Books, 1990.

For pseudonyms, see 14.80. See also 14.246.

14.84 Organization as author

If a publication issued by an organization, association, or corporation carries no personal author’s name on the title page, the organization is listed as author in a bibliography, even if it is also given as publisher. (But cf. 14.79.)

International Organization for Standardization. *Information and Documentation—Rules for the Abbreviation of Title Words and Titles of Publications*. ISO 4. Paris: ISO, 1997.

University of Chicago Press. *The Chicago Manual of Style*. 17th ed. Chicago: University of Chicago Press, 2017.

14.85 Additional discussion of titles

This section discusses the correct form for a title of a work in source citations and applies to most of the resource types discussed in this chapter. The examples mainly show titles of books (in italics) and journal articles (in quotation marks). For a detailed discussion of titles of works in terms of capitalization, punctuation, wording, and relationship to surrounding text, see 8.156–201. Most of the advice there applies equally to source citations.

14.86 Italics versus quotation marks for titles of cited works

In source citations as in running text, italics are used for the titles of books and journals. Italics are also used for the titles of newspapers and blogs, movies and video games, paintings, and other types of works. Quotation marks are generally reserved for the titles of subsections of larger works—including chapter and article titles and the titles of poems in a collection. For some types of works—for example, a book series or a website—neither italics nor quotation marks are used. For titles within titles, see 14.94. The examples below cite an article in a journal (first example) and a book (second example). For books, see 14.100–163; for journals, see 14.168–87. Other types of sources are treated in the remainder of this chapter and in chapter 15.

Jhang, Ji Hoon, and John G. Lynch Jr. “Pardon the Interruption: Goal Proximity, Perceived Spare Time, and Impatience.” *Journal of Consumer Research* 41, no. 5 (February 2015): 1267–83.

Sandberg, Sheryl. *Lean In: Women, Work, and the Will to Lead*. New York: Alfred A. Knopf, 2013.

14.87 Capitalization of titles of cited works

As in running text, English-language titles of works are capitalized headline-style in source citations. In headline style, the first and last words of title and subtitle and all other major words are capitalized. For a more detailed definition and many more examples, see 8.159. For hyphenated compounds in headline style, see 8.161.

Quiet: The Power of Introverts in a World That Can't Stop Talking
 “Shooting an Elephant”

For titles in other languages, which are usually capitalized sentence-style, see 14.98.

14.88 Some permissible changes to titles of cited works

The spelling, hyphenation, and punctuation in the original title should be preserved, with the following exceptions: words in full capitals on the original title page (except for initialisms or acronyms) should be set in upper- and lowercase; headline-style capitalization should be applied (but see 14.98); and, subject to editorial discretion, an ampersand may be changed to *and*. Numbers should remain spelled out or given as numerals according to the original (*Twelfth Century* or *12th Century*) unless there is a good reason to make them consistent (but *12th* may be changed to *12th*). In some cases, punctuation separating the main title from a subtitle may be adjusted (see 14.89, 14.90, 14.91). For more on permissible changes to titles, including the addition of colons and commas (including serial commas), see 8.165. For older titles, see 14.97.

14.89 Subtitles in cited works and the use of the colon

A colon is used to separate the main title from the subtitle (even if no colon appears in the source itself). A space follows the colon. In italicized titles, the colon is also italicized. The subtitle, like the title, always begins with a capital letter. See also 8.164, 8.165.

Gladwell, Malcolm. *David and Goliath: Underdogs, Misfits, and the Art of Battling Giants*. New York: Little, Brown, 2013.

Although in European bibliographic style a period often separates title from subtitle, English-language publications need not follow that convention for non-English titles. See also 14.98.

Fausts Himmelfahrt: Zur letzten Szene der Tragödie

14.90 Two subtitles in a cited work

If, as occasionally happens, there are two subtitles in the original (an awkward contingency), a colon normally precedes the first and a semicolon the second. The second subtitle also begins with a capital.

Sereny, Gitta. *Cries Unheard: Why Children Kill; The Story of Mary Bell*. New York: Metropolitan Books / Henry Holt, 1999.

Note that an em dash is usually considered part of a title or subtitle.

William C. David. *Crucible of Command: Ulysses S. Grant and Robert E. Lee—the War They Fought, the Peace They Forged*. Boston: Da Capo Press, 2014.

14.91 Use of “or” with double titles

Old-fashioned double titles (or titles and subtitles) connected by *or* have traditionally been separated by a semicolon (or sometimes a colon), with a comma following *or*, or more simply by a single comma preceding *or*. (Various other combinations have also been used.) When referring to such titles, prefer the punctuation on the title page or at the head of the original source. In the absence of such punctuation (e.g., when the title is distinguished from the subtitle by typography alone), or when the original source is not available to consult, use the simpler form shown in the first example. This departure from earlier editions recognizes the importance of balancing editorial expediency with fidelity to original sources. The second example preserves the usage on the original title page of the American edition of Melville’s classic novel (and assumes that the original American edition, or a later edition that preserves such punctuation, was in fact consulted). The third example (of a modern film) preserves the colon of the original title sequence but adds a comma to separate the main title from the secondary title (distinguished only graphically in the original). In all cases, the first word of the subtitle (following *or*) should be capitalized. See also 14.87, 14.88.

The Tempest, or The Enchanted Island

but

Moby-Dick; or, The Whale

Dr. Strangelove, or: How I Learned to Stop Worrying and Love the Bomb

14.92 “And other stories” and such

Such tags as *and other stories* or *and other poems*, often seen with titles of books, are treated as part of the main title but usually separated from the title story, poem, essay, or whatever by a comma, even when such comma does not appear on the title page. The first part of the title is *not* enclosed in quotation marks (but see 14.94).

1. Norman Maclean, *A River Runs through It, and Other Stories* (Chicago: University of Chicago Press, 1976), 104.

When the main title ends with a question mark or exclamation point, the comma is omitted. See also 14.96.

2. Herrlee Glessner Creel, *What Is Taoism? and Other Studies in Chinese Cultural History* (Chicago: University of Chicago Press, 1970), 34.

14.93 Dates in titles of cited works

When not introduced by a preposition (e.g., “from 1920 to 1945”), dates in a title or subtitle are set off by commas, even if differentiated only by type style or a new line on the title page or at the head of the work. If a colon has been used in the original, however, it should be retained (but see 14.90). (Note that commas should *not* be added to non-English titles before dates; see 11.7.)

Beiser, Frederick C. *After Hegel: German Philosophy, 1840–1900*. Princeton, NJ: Princeton University Press, 2014.

14.94 Quoted titles and other terms within cited titles of works

Titles of long or short works appearing within an italicized title are enclosed in quotation marks, regardless of how such titles would appear alone (but see 14.95).

1. Steven D. Levitt and Stephen J. Dubner, *Think Like a Freak: The Authors of “Freakonomics” Offer to Retrain Your Brain* (New York: William Morrow, 2014).

2. Roland McHugh, *Annotations to “Finnegans Wake”* (Baltimore: Johns Hopkins University Press, 1980).

Quotation marks within an italicized title do not, of course, always denote another title.

3. Henry Louis Gates Jr. and Kwame Anthony Appiah, eds., *“Race,” Writing, and Difference* (Chicago: University of Chicago Press, 1986).

A term normally quoted is enclosed in single quotation marks when it appears within a title in quotation marks (see 13.30; see also 6.11). Retain both double and single quotation marks, if any, in short citations. See also 8.165, 8.177.

4. Judith Lewis, “ ‘Tis a Misfortune to Be a Great Ladie’: Maternal Mortality in the British Aristocracy, 1558–1959,” *Journal of British Studies* 37, no. 1 (1998): 28–29.

5. Lewis, “ ‘Tis a Misfortune,’ ” 32.

Lewis, Judith Lewis. “ ‘Tis a Misfortune to Be a Great Ladie’: Maternal Mortality in the British Aristocracy, 1558–1959.” *Journal of British Studies* 37, no. 1 (1998): 26–53.

14.95 Italicized titles and other terms within cited titles of works

When terms normally italicized in running text, such as species names or names of ships or words in another language (but *not* titles of works, which take quotation marks; see 14.94), appear within an italicized title, they are set in roman (“reverse italics”; see 8.173). When, however, such a term makes up the entire title, it should be italicized.

Stafford, Edward Peary. *The Big E: The Story of the USS Enterprise*. New York: Random House, 1962.

Van Wagenen, Gertrude, and Miriam E. Simpson. *Postnatal Development of the Ovary in Homo sapiens and Macaca mulatta and Induction of Ovulation in the Macaque*. New Haven, CT: Yale University Press, 1973.

Weigel, Detlef, and Jane Glazebrook. *Arabidopsis: A Laboratory Manual*. Cold Spring Harbor, NY: Cold Spring Harbor Laboratory Press, 2002.

but

Hume, Christine. *Musca domestica*. Boston: Beacon Press, 2000.

Italicized terms (including titles of works) within an article or a chapter title or any other title set in roman type remain in italics. For the capitalization of non-English titles (as in the example from *Modern Philology*), see 14.98; for species names, see 8.159.

1. Gang Zhou et al., “Induction of Maggot Antimicrobial Peptides and Treatment Effect in *Salmonella pullorum*–Infected Chickens,” *Journal of Applied Poultry Research* 23, no. 3 (September 2014): 380.

2. Andrew Ford, “The Purpose of Aristotle’s *Poetics*,” *Classical Philology* 110, no. 1 (January 2015): 8–9.

3. Jacob Sider Jost, “Bergotte’s Other Patch of Yellow: A Fragment of Heraclitus in Proust’s *La prisonnière*,” *Modern Philology* 112, no. 4 (May 2015): 714.

4. Zhou et al., “*Salmonella pullorum*–Infected Chickens,” 381.

5. Ford, “Aristotle’s *Poetics*,” 20.

6. Sider Jost, “Proust’s *La prisonnière*,” 717–18.

14.96 Question marks or exclamation points in titles of cited works

When a main title ends with a question mark or an exclamation point, no colon is added before any subtitle. When the question mark or exclamation point is followed by a closing quotation mark, however, retain a colon before the subtitle (see fifth and sixth examples below). Any punctuation other than a period required by the surrounding text, note, or bibliography entry should be retained (as in example notes 3, 7–8, and 10–12; see also 6.125).

1. Yogi Berra, *What Time Is It? You Mean Now? Advice for Life from the Zenest Master of Them All*, with Dave Kaplan (New York: Simon & Schuster, 2002), 63.

2. Alison Oram, *Her Husband Was a Woman! Women's Gender-Crossing and British Popular Culture* (London: Routledge, 2007), 183.

3. Michael Tessler et al., "Diversity and Distribution of Stream Bryophytes: Does pH Matter?," *Freshwater Science* 33, no. 3 (September 2014): 778.

4. C. Daniel Batson, "How Social Is the Animal? The Human Capacity for Caring," *American Psychologist* 45 (March 1990): 336.

5. Edward Buscombe, *"Injuns!": Native Americans in the Movies* (London: Reaktion, 2006), 12.

6. Daniel Bertrand Monk, "'Welcome to Crisis!': Notes for a Pictorial History of the Pictorial Histories of the Arab Israeli War of June 1967," *Grey Room* 7 (Spring 2002): 139, <http://www.jstor.org/stable/1262596>.

7. Berra, *What Time Is It?*, 55–56.

8. Oram, *Her Husband Was a Woman!*, 184.

9. Tessler et al., "Diversity and Distribution," 780.

10. Batson, "How Social Is the Animal?," 337.

11. Buscombe, *"Injuns!"*, 114–15.

12. Monk, "'Welcome to Crisis!,'" 140.

When a title ending with a question mark or an exclamation mark would normally be followed by a period, the period is omitted (see also 6.124).

Hornby, Nick. *Vous descendez?* Translated by Nicolas Richard. Paris: Plon, 2005.

Tessler, Michael, Kam M. Truhn, Meghan Bliss-Moreau, and John D. Wehr. "Diversity and Distribution of Stream Bryophytes: Does pH Matter?" *Freshwater Science* 33, no. 3 (September 2014): 778–87.

14.97 Older titles and very long titles

Titles of works published in the eighteenth century or earlier may retain their original punctuation, spelling, and capitalization (except for whole words in capital letters, which should be given an initial capital only). Very long titles may be shortened in a bibliography or a note; indicate such omissions by the use of bracketed ellipses. As they do for the place-name London in the second example (for which the place of publication was known but did not appear with the source), the brackets signal that the ellipsis has been supplied by the author and is not part of the original title (see also 13.58). At the end of a title, the bracketed ellipsis should be followed by a period.

Escalante, Bernardino. *A Discourse of the Navigation which the Portugales doe make to the Realmes and Provinces of the East Partes of the Worlde* [. . .]. Translated by John Frampton. London, 1579.

Ray, John. *Observations Topographical, Moral, and Physiological: Made in a Journey Through part of the Low-Countries, Germany, Italy, and France: with A Catalogue of Plants not Native of England* [. . .] *Whereunto is added A Brief Account of Francis Willughby, Esq., his Voyage through a great part of Spain*. [London], 1673.

14.98 Non-English titles of cited works

Sentence-style capitalization is strongly recommended for non-English titles (see 8.158). Capitalize the first word of a title or subtitle and any word that would be capitalized in the original language (e.g., *Wahrheit*, *Sowjetunion*, and *Inquisición* in examples 2 and 3 and *Gâtine*, *Société*, and *l'Ouest* in example 7). Writers or editors unfamiliar with the usage of the language concerned, however, should not attempt to alter capitalization without expert help (in a pinch, a library-catalog entry may come in helpful). For the use of English forms for place-names, see 14.131.

1. Danielle Maisonneuve, Jean-François Lamarche, and Yves St-Amand, *Les relations publiques dans une société en mouvance* (Sainte-Foy, QC: Presses de l'Université du Québec, 1998).

2. Gabriele Krone-Schmalz, *In Wahrheit sind wir stärker: Frauenalltag in der Sowjetunion* (Frankfurt am Main: Fischer Taschenbuch Verlag, 1992).

3. Daniel Muñoz Sempere, *La Inquisición española como tema literario: Política, historia y ficción en la crisis del antiguo régimen* (Woodbridge, UK: Tamesis, 2008).

4. G. Martellotti et al., *La letteratura italiana: Storia e testi*, vol. 7 (Milan: Riccardo Ricciardi, 1955).

5. Ljiljana Piletić Stojanović, ed., *Gutfreund i češki kubizam* (Belgrade: Muzej savremene umetnosti, 1971).

6. Dinda L. Gorlée, “¡Eureka! La traducción como un descubrimiento pragmático,” *Anuario filosófico* 29, no. 3 (1996): 1403.

7. Marcel Garaud, “Recherches sur les défrichements dans la Gâtine poitevine aux XIe et XIIIe siècles,” *Bulletin de la Société des antiquaires de l’Ouest*, 4th ser., 9 (1967): 11–27.

Note that, with non-English journal titles (as with any title in a language other than English), an initial definite article (*Le*, *Der*, etc.) should be retained, since it may govern the inflection of the following word (see also 8.170). Months and the equivalents of such abbreviations as *no.* or *pt.* are usually given in English (but see 14.102). For a full discussion of non-English titles of works, see 11.6–10.

14.99 Translated titles of cited works

If an English translation of a title is needed, it follows the original title and is enclosed in brackets, without italics or quotation marks. It is capitalized sentence-style regardless of the bibliographic style followed. (In running text, parentheses are used instead of brackets; see 11.9.)

1. Henryk Wereszycki, *Koniec sojuszu trzech cesarzy* [The end of the Three Emperors’ League] (Warsaw: PWN, 1977); includes a summary in German.

2. W. Kern, “Waar verzamelde Pigafetta zijn Maleise woorden?” [Where did Pigafetta collect his Malaysian words?], *Tijdschrift voor Indische taal-, land- en volkenkunde* 78 (1938): 272.

Kern, W. “Waar verzamelde Pigafetta zijn Maleise woorden?” [Where did Pigafetta collect his Malaysian words?]. *Tijdschrift voor Indische taal-, land- en volkenkunde* 78 (1938): 271–73.

Pirumova, Natalia Mikhailovna. *Zemskoe liberal’noe dvizhenie: Sotsial’nye korni i evoliutsiia do nachala XX veka* [The zemstvo liberal movement: Its social roots and evolution to the beginning of the twentieth century]. Moscow: Izdatel’stvo “Nauka,” 1977.

If a title is given only in English translation, however, the original language must be specified.

3. N. M. Pirumova, *The Zemstvo Liberal Movement: Its Social Roots and Evolution to the Beginning of the Twentieth Century* [in Russian] (Moscow: Izdatel’stvo “Nauka,” 1977).

Chu Ching and Long Zhi. “The Vicissitudes of the Giant Panda, *Ailuropoda melanoleuca* (David).” [In Chinese.] *Acta Zoologica Sinica* 29, no. 1 (1983): 93–104.

A published translation is normally treated as illustrated in 14.104 or 14.183. If, for some reason, both the original and the translation need to be cited, both may be listed. For books, either of the following forms may be used, depending on whether the original or the translation is of greater interest to readers:

Furet, François. *Le passé d'une illusion*. Paris: Éditions Robert Laffont, 1995. Translated by Deborah Furet as *The Passing of an Illusion* (Chicago: University of Chicago Press, 1999).

or

Furet, François. *The Passing of an Illusion*. Translated by Deborah Furet. Chicago: University of Chicago Press, 1999. Originally published as *Le passé d'une illusion* (Paris: Éditions Robert Laffont, 1995).

For other types of sources, adapt the relevant example as needed.

14.100 Elements to include when citing a book

A reference to a book must include enough information to lead interested readers to the source. Most references contain at least some information not strictly needed for that purpose but potentially helpful nonetheless. The elements listed below are included, where applicable, in full notes and bibliography entries. The order in which they appear will vary slightly according to type of book, and certain elements are sometimes omitted; such variation will be noted and illustrated in the course of this section. (For author-date style reference list entries, which vary only in the placement of the date of publication, see chapter 15.)

1. Author: full name of author(s) or editor(s) or, if no author or editor is listed, name of institution standing in their place; see also 14.72–84
2. Title: full title of the book, including subtitle if there is one; see also 14.85–99
3. Editor, compiler, or translator, if any, if listed on title page in addition to author
4. Edition, if not the first
5. Volume: total number of volumes if multivolume work is referred to as a whole; individual number if single volume of multivolume work is cited, and title of individual volume if applicable
6. Series title if applicable, and volume number within series if series is numbered

7. Facts of publication: city, publisher, and date
8. Page number or numbers if applicable
9. For books consulted online, a URL (or DOI-based URL); for other types of electronic books, the application, format, device, or medium consulted; see also 14.6–18

14.101 Form of author's name and title of book in source citations

An author's name and the title of a book should generally be cited according to how it appears on the title page. In a bibliography entry, the first-listed author's name is normally inverted.

1. Atul Gawande, *Being Mortal: Medicine and What Matters in the End* (London: Profile Books, 2014), 79–80.
2. Gawande, *Being Mortal*, 191.

Gawande, Atul. *Being Mortal: Medicine and What Matters in the End*. London: Profile Books, 2014.

For additional considerations and many more examples, see 14.72–84 and 14.85–99.

14.102 Non-English bibliographic terms and abbreviations

When books in a language other than English are cited in an English-language work, terms used for volume, edition, and so on may be translated—but only if the author or editor has a firm grasp of bibliographic terms in the other language. It is often wiser to leave them in the original. “Ausgabe in einem Band,” for example, may be rendered as “one-volume edition” or simply left untranslated. Moreover, abbreviations such as “Bd.” and “t.” (German and French/Spanish equivalents of *vol.*, respectively) that are likely to have been recorded that way in a library catalog may best be left in that form. If in doubt, check a major catalog such as that of the Library of Congress or WorldCat.

14.103 Editor in place of author

When no author appears on the title page, a work is listed by the name(s) of the editor(s), compiler(s), or translator(s). In full note citations and in bibliographies, the

abbreviation *ed.* or *eds.*, *comp.* or *comps.*, or *trans.* follows the name, preceded by a comma. In shortened note citations and text citations, the abbreviation is omitted.

1. Jennifer Egan, ed., *The Best American Short Stories, 2014* (Boston: Houghton Mifflin Harcourt, 2014), 100.
2. Harold Schechter and Kurt Brown, comps., *Killer Verse: Poems of Murder and Mayhem* (London: Everyman Paperback Classics, 2011), 33.
3. Theodore Silverstein, trans., *Sir Gawain and the Green Knight* (Chicago: University of Chicago Press, 1974), 34.
4. Egan, *Best American Short Stories*, 301–2.
5. Schechter and Brown, *Killer Verse*, 54–56.
6. Silverstein, *Sir Gawain*, 38.

Egan, Jennifer, ed. *The Best American Short Stories, 2014*. Boston: Houghton Mifflin Harcourt, 2014.

Schechter, Harold, and Kurt Brown, comps. *Killer Verse: Poems of Murder and Mayhem*. London: Everyman Paperback Classics, 2011.

Silverstein, Theodore, trans. *Sir Gawain and the Green Knight*. Chicago: University of Chicago Press, 1974.

On the other hand, certain well-known reference works may be listed by title rather than by editor; for an example, see 14.232.

14.104 Editor or translator in addition to author

The edited, compiled, or translated work of one author is normally listed with the author's name appearing first and the name(s) of the editor(s), compiler(s), or translator(s) appearing after the title, preceded by *edited by* or *ed.*, *compiled by* or *comp.*, or *translated by* or *trans.* Note that the plural forms *eds.* and *comps.* are never used in this position. Note also that *edited by* and the like are usually spelled out in bibliographies but abbreviated in notes. If a translator as well as an editor is listed, the names should appear in the same order as on the title page of the original. When the title page carries such phrases as “Edited with an Introduction and Notes by” or “Translated with a Foreword by,” the bibliographic or note reference can usually be simplified to “Edited by” or “Translated by.” See also 14.78, 14.107, 14.99.

1. Yves Bonnefoy, *New and Selected Poems*, ed. John Naughton and Anthony Rudolf (Chicago: University of Chicago Press, 1995).
2. Rigoberta Menchú, *Crossing Borders*, trans. and ed. Ann Wright (New York: Verso, 1999).

3. *Four Farces by Georges Feydeau*, trans. Norman R. Shapiro (Chicago: University of Chicago Press, 1970).

4. Theodor W. Adorno and Walter Benjamin, *The Complete Correspondence, 1928–1940*, ed. Henri Lonitz, trans. Nicholas Walker (Cambridge, MA: Harvard University Press, 1999).

Adorno, Theodor W., and Walter Benjamin. *The Complete Correspondence, 1928–1940*. Edited by Henri Lonitz. Translated by Nicholas Walker. Cambridge, MA: Harvard University Press, 1999.

Bonnefoy, Yves. *New and Selected Poems*. Edited by John Naughton and Anthony Rudolf. Chicago: University of Chicago Press, 1995.

Feydeau, Georges. *Four Farces by Georges Feydeau*. Translated by Norman R. Shapiro. Chicago: University of Chicago Press, 1970.

Menchú, Rigoberta. *Crossing Borders*. Translated and edited by Ann Wright. New York: Verso, 1999.

Occasionally, when an editor or a translator is more important to a discussion than the original author, a book may be listed under the editor's name.

Eliot, T. S., ed. *Literary Essays*. By Ezra Pound. New York: New Directions, 1953.

14.105 Other contributors listed on the title page

The title page may list the names of people other than an author, editor, compiler, or translator. Such names may be included in a full note or a bibliography entry if they are considered to be a significant factor in a reader's assessment of the book. For ghost-written books, *with* is usually sufficient. For other contributions, descriptions should accurately convey the information on the title page. Authors of forewords or introductions to books by other authors may be included if they are considered sufficiently important to mention.

Chaucer Life-Records. Edited by Martin M. Crow and Clair C. Olson from materials compiled by John M. Manly and Edith Rickert, with the assistance of Lilian J. Redstone et al. London: Oxford University Press, 1966.

Conway, Tim. *What's So Funny? My Hilarious Life*. With Jane Scovell and with a foreword by Carol Burnett. New York: Howard Books, 2013.

Cullen, John B. *Old Times in the Faulkner Country*. In collaboration with Floyd C. Watkins. Chapel Hill: University of North Carolina Press, 1961.

Hayek, F. A. *The Road to Serfdom*. With a new introduction by Milton Friedman. Chicago: University of Chicago Press, 1994.

- Prather, Marla. *Alexander Calder, 1898–1976*. With contributions by Arnauld Pierre and Alexander S. C. Rower. New Haven, CT: Yale University Press, 1998.
- Schellinger, Paul, ed. *Encyclopedia of the Novel*. With the assistance of Christopher Hudson and Marijke Rijsberman. 2 vols. Chicago: Fitzroy Dearborn, 1998.
- Williams, Joseph M. *Style: Toward Clarity and Grace*. With two chapters coauthored by Gregory G. Colomb. Chicago: University of Chicago Press, 1995.

For specific citation of a foreword or an introduction, see 14.110.

14.106 Chapter in a single-author book

When a specific chapter (or other titled part of a book) is cited in the notes, the author's name is followed by the title of the chapter (or other part), followed by *in*, followed by the title of the book. The chapter title is enclosed in quotation marks. Either the inclusive page numbers (see 9.61) or the chapter or part number is usually given also, though a note may instead list the page or pages cited. In the bibliography, either the chapter or the book may be listed first. For a multiauthor work, see 14.107. See also 14.153.

1. Kate Andersen Brower, "Backstairs Gossip and Mischief," in *The Residence: Inside the Private World of the White House* (New York: Harper, 2015), 211.
2. John Samples, "The Origins of Modern Campaign Finance Law," chap. 7 in *The Fallacy of Campaign Finance Reform* (Chicago: University of Chicago Press, 2006).
3. Samples, "Campaign Finance Law," 30–31.

Brower, Kate Andersen. "Backstairs Gossip and Mischief." In *The Residence: Inside the Private World of the White House*, 207–22. New York: Harper, 2015.

Samples, John. "The Origins of Modern Campaign Finance Law." Chap. 7 in *The Fallacy of Campaign Finance Reform*. Chicago: University of Chicago Press, 2006.

or

Samples, John. *The Fallacy of Campaign Finance Reform*. Chicago: University of Chicago Press, 2006. See esp. chap. 7, "The Origins of Modern Campaign Finance Law."

For chapters originally published as articles in a journal, see 14.181.

14.107 Contribution to a multiauthor book

When one contribution to a multiauthor book is cited, the contributor's name comes first, followed by the title of the contribution in roman, followed by *in* (also roman), followed by the title of the book in italics, followed by the name(s) of the editor(s). In a bibliography entry, the inclusive page numbers are usually given also (as in the second example below). In notes and bibliographies, the contribution title is enclosed in quotation marks. For several contributions to the same book, see 14.108.

1. Ruth A. Miller, "Posthuman," in *Critical Terms for the Study of Gender*, ed. Catharine R. Stimpson and Gilbert Herdt (Chicago: University of Chicago Press, 2014), 325.

Ellet, Elizabeth F. L. "By Rail and Stage to Galena." In *Prairie State: Impressions of Illinois, 1673–1967, by Travelers and Other Observers*, edited by Paul M. Angle, 271–79. Chicago: University of Chicago Press, 1968.

14.108 Several contributions to the same multiauthor book

If two or more contributions to the same multiauthor book are cited, the book itself, as well as the specific contributions, may be listed in the bibliography. The entries for the individual contributions may then cross-refer to the book's editor, thus avoiding clutter. In notes, details of the book may be given the first time it is mentioned, with subsequent references in shortened form (see also 14.31).

1. William H. Keating, "Fort Dearborn and Chicago," in *Prairie State: Impressions of Illinois, 1673–1967, by Travelers and Other Observers*, ed. Paul M. Angle (Chicago: University of Chicago Press, 1967), 84–87.

2. Sara Clarke Lippincott, "Chicago," in Angle, *Prairie State*, 362–70.

Draper, Joan E. "Paris by the Lake: Sources of Burnham's Plan of Chicago." In Zukowsky, *Chicago Architecture*, 107–19.

Harrington, Elaine. "International Influences on Henry Hobson Richardson's Glessner House." In Zukowsky, *Chicago Architecture*, 189–207.

Zukowsky, John, ed. *Chicago Architecture, 1872–1922: Birth of a Metropolis*. Munich: Prestel-Verlag in association with the Art Institute of Chicago, 1987.

14.109 Book-length work within a book

If the cited part of a book would normally be italicized if published alone, it too may be italicized rather than placed in quotation marks. See also 8.163, 8.183.

1. Thomas Bernhard, *A Party for Boris*, in *Histrionics: Three Plays*, trans. Peter K. Jansen and Kenneth Northcott (Chicago: University of Chicago Press, 1990).

Updike, John. *Rabbit, Run*. In *Rabbit Angstrom: A Tetralogy*. New York: Everyman's Library, 1995.

14.110 Introductions, prefaces, afterwords, and the like

If the reference is to a generic title such as *introduction*, *preface*, or *afterword*, that term (lowercased unless following a period) is added before the title of the book. See also 8.179.

1. Toni Morrison, foreword to *Song of Solomon* (New York: Vintage International, 2004).

If the author of the introduction or other part is someone other than the main author of a book, that author comes first, and the author of the book follows the title. In a bibliography entry, include the page number range for the part cited, as shown in the second example below.

2. Christopher Hitchens, introduction to *Civilization and Its Discontents*, by Sigmund Freud, trans. and ed. James Strachey (New York: W. W. Norton, 2010).

Mansfield, Harvey, and Delba Winthrop. Introduction to *Democracy in America*, by Alexis de Tocqueville, xvii–lxxxvi. Translated and edited by Harvey Mansfield and Delba Winthrop. Chicago: University of Chicago Press, 2000.

For including information about a foreword or other contributions to a book cited as a whole, see 14.105.

14.111 Letters in published collections

A reference to a letter (or memorandum or similar communication) in a published collection begins with the names of the sender and the recipient, in that order, followed by a date and sometimes the place where the communication was prepared. Words such as *letter*, *postcard*, *email*, and the like are usually unnecessary, but other forms, such

as reports or memorandums, should be specified. The title of the collection is given in the usual form for a book. If not clear in the text or otherwise, a short form for the collection may be needed if correspondents differ from those listed in the first full citation (as shown in note 4). For unpublished communications, see 14.214; see also 14.228.

1. Adams to Charles Milnes Gaskell, Baden, September 22, 1867, in *Letters of Henry Adams, 1858–1891*, ed. Worthington Chauncey Ford (Boston: Houghton Mifflin, 1930), 133–34.
2. White to Harold Ross, memorandum, May 2, 1946, in *Letters of E. B. White*, ed. Dorothy Lobrano Guth (New York: Harper & Row, 1976), 273.
3. Adams to Gaskell, London, March 30, 1868, 141.
4. Adams to John Hay, Washington, October 26, 1884, in Ford, *Letters*, 361.

Adams, Henry. *Letters of Henry Adams, 1858–1891*. Edited by Worthington Chauncey Ford. Boston: Houghton Mifflin, 1930.

White, E. B. *Letters of E. B. White*. Edited by Dorothy Lobrano Guth. New York: Harper & Row, 1976.

When it is necessary to include a single letter in a bibliography, it is listed under the writer's name only.

Jackson, Paulina. Paulina Jackson to John Pepys Junior, October 3, 1676. In *The Letters of Samuel Pepys and His Family Circle*, edited by Helen Truesdell Heath, no. 42. Oxford: Clarendon Press, 1955.

14.112 Online-only supplement to a book

To cite an online-only supplement or enhancement to a book, include a title or a description for the content and a URL (see 14.6) in addition to the publication details for the book. Specify file format if applicable.

1. Steven J. Luck, “Electrodes and Skin Potentials” (PDF), online supplement to chap. 5 of *An Introduction to the Event-Related Potential Technique*, 2nd ed. (Cambridge, MA: MIT Press, 2014), <http://mitpress.mit.edu/books/introduction-event-related-potential-technique-0>.

14.113 Editions other than the first

When an edition other than the first is used or cited, the number or description of the edition follows the title in the listing. An edition number usually appears on the

title page and is repeated, along with the date of the edition, on the copyright page. Such wording as *Second Edition*, *Revised and Enlarged* is abbreviated in notes and bibliographies simply as *2nd ed.*; *Revised Edition* (with no number) is abbreviated as *rev. ed.* Other terms are similarly abbreviated. (Any information about volumes follows the edition number; for an example, see 14.232.) For the use of the word *edition* and Chicago's preferences, see 1.26. For inclusion of the original date of an older work cited in a modern edition, see 14.114.

1. Amy Einsohn, *The Copyeditor's Handbook: A Guide for Book Publishing and Corporate Communications, with Exercises and Answer Keys*, 3rd ed. (Berkeley: University of California Press, 2011), 401–2.

2. Kathryn Parker Boudett, Elizabeth A. City, and Richard J. Murnane, eds., *Data Wise: A Step-by-Step Guide to Using Assessment Results to Improve Teaching and Learning*, rev. ed. (Cambridge, MA: Harvard Education Press, 2013), 101.

3. Elizabeth Barrett Browning, *Aurora Leigh: Authoritative Text, Backgrounds and Contexts, Criticism*, ed. Margaret Reynolds, Norton Critical Editions (New York: W. W. Norton, 1996). All subsequent citations refer to this edition.

Strunk, William, Jr., and E. B. White. *The Elements of Style*. 4th ed. New York: Allyn and Bacon, 2000.

14.114 Reprint editions and modern editions

Books may be reissued in paperback by the original publisher or in paper or hardcover by another company. In bibliographic listings, if the original publication details—particularly the date—are relevant, include them. If page numbers are mentioned, specify the edition cited unless pagination is the same. The availability of a different format (e.g., paperback or an electronic version), the addition of new material, or other such matters can be added as needed. Modern editions of Greek, Latin, and medieval classics are discussed in 14.242–52; modern editions of English classics in 14.253–54; electronic book formats in 14.159–63.

1. Ernest Gowers, *The Complete Plain Words*, 3rd ed. (London: H.M. Stationery Office, 1986; Harmondsworth, UK: Penguin Books, 1987), 26. Citations refer to the Penguin edition.

2. Jacques Barzun, *Simple and Direct: A Rhetoric for Writers*, rev. ed. (1985; repr., Chicago: University of Chicago Press, 1994), 152–53.

Bahadur, Gaiutra. *Coolie Woman: The Odyssey of Indenture*. Chicago: University of Chicago Press, 2014. First published 2013 by C. Hurst (London).

Emerson, Ralph Waldo. *Nature*. 1836. Facsimile of the first edition, with an introduction by Jaroslav Pelikan. Boston: Beacon Press, 1985.

Fitzgerald, F. Scott. *The Great Gatsby*. New York: Scribner, 1925. Reprinted with preface and notes by Matthew J. Bruccoli. New York: Collier Books, 1992. Page references are to the 1992 edition.

National Reconnaissance Office. *The KH-4B Camera System*. Washington, DC: National Photographic Interpretation Center, 1967. Now declassified and also available online, http://www.fas.org/irp/imint/docs/kh-4_camera_system.htm.

Schweitzer, Albert. *J. S. Bach*. Translated by Ernest Newman. 2 vols. 1911. Reprint, New York: Dover, 1966.

14.115 Microform editions

Works consulted in microform editions (i.e., copies of printed matter reproduced for storage at a smaller size, usually on film, and read using a specialized viewer) should be cited according to the format of the original publication (e.g., book, newspaper article, or dissertation). In addition, specify the format actually consulted (e.g., microfiche or microfilm) after the facts of publication. In the first example below, the page number refers to the printed text; the other locator indicates the fiche (i.e., sheet) and frame numbers, and the letter indicates the row. Such locators will vary according to the resource.

1. Beatrice Farwell, *French Popular Lithographic Imagery, 1815–1870*, vol. 12, *Lithography in Art and Commerce* (Chicago: University of Chicago Press, 1997), microfiche, p. 67, 3C12.

Tauber, Abraham. “Spelling Reform in the United States.” PhD diss., Columbia University, 1958. Microfilm.

14.116 Volume numbers and page numbers

In source citations, volume numbers are always given in arabic numerals, even if in the original work they appear in roman numerals or are spelled out. If the volume number is immediately followed by a page number, the abbreviation *vol.* is omitted and a colon separates the volume number from the page number with no intervening space. See the examples throughout this section. See also 14.177.

14.117 Citing a multivolume work as a whole

When a multivolume work is cited as a whole, the total number of volumes is given after the title of the work (or, if an editor as well as an author is mentioned, after the editor's name). If the volumes have been published over several years, the dates of the first and last volumes are given, separated by an en dash (see 9.64). See also 14.78.

1. Aristotle, *Complete Works of Aristotle: The Revised Oxford Translation*, ed. J. Barnes, 2 vols., Bollingen Series (Princeton, NJ: Princeton University Press, 1983).

Byrne, Muriel St. Clare, ed. *The Lisle Letters*. 6 vols. Chicago: University of Chicago Press, 1981.

Greene, David, and Richmond Lattimore, eds. *The Complete Greek Tragedies*. 3rd ed., edited by Mark Griffith and Glenn W. Most. 9 vols. (unnumbered). Chicago: University of Chicago Press, 2013.

James, Henry. *The Complete Tales of Henry James*. Edited by Leon Edel. 12 vols. London: Rupert Hart-Davis, 1962–64.

14.118 Citing a particular volume in a note

If a particular volume of a multivolume work is cited, the volume number and the individual volume title, if there is one, are given in addition to the general title. If volumes have been published in different years, only the date of the cited volume is given.

1. Muriel St. Clare Byrne, ed., *The Lisle Letters* (Chicago: University of Chicago Press, 1981), 4:243.

2. *The Complete Tales of Henry James*, ed. Leon Edel, vol. 5, 1883–1884 (London: Rupert Hart-Davis, 1963), 32–33.

3. Byrne, *Lisle Letters*, 4:245.

4. *Complete Tales of Henry James*, 5:34.

The different treatment of the volume numbers in the examples above is prescribed by logic: all six volumes of the Byrne work appeared in 1981 under the same title, whereas volume 5 of the James tales carries an additional title with a publication date not shared by all volumes in the set. The shortened form, however, need not refer to the title of the individual volume. Information about the total number of volumes (as in a work without a corresponding bibliography) may be added as follows:

1. Muriel St. Clare Byrne, ed., *The Lisle Letters*, 6 vols. . . .

2. *The Complete Tales of Henry James*, ed. Leon Edel, vol. 5 of 12, . . .

See also 14.122.

14.119 Citing a particular volume in a bibliography

If only one volume of a multivolume work is of interest to readers, it may be listed alone in a bibliography in either of the following ways:

Carson, Clayborne, ed. *The Papers of Martin Luther King, Jr. Vol. 7, To Save the Soul of America, January 1961–August 1962*, edited by Tenisha Armstrong. Berkeley: University of California Press, 2014.

or

Armstrong, Tenisha, ed. *To Save the Soul of America, January 1961–August 1962. Vol. 7 of The Papers of Martin Luther King, Jr.*, edited by Clayborne Carson. Berkeley: University of California Press, 1992–.

If they are different, the editor(s) for the series as a whole and for the individual volume should both be listed (see also 14.122). The publication date (or date range; see 14.117) should normally correspond to the last-mentioned title. See also 14.121, 14.144.

14.120 Chapters and other parts of individual volumes

Specific parts of individual volumes of multivolume books are cited in the same way as parts of single-volume books (see 14.106–12). In a note that refers to the entire chapter, a chapter number, if available, may replace page numbers (e.g., “vol. 3, chap. 9”).

1. Chen Jian, “China and the Cold War after Mao,” in *The Cambridge History of the Cold War*, ed. Melvyn P. Leffler and Odd Arne Westad (Cambridge: Cambridge University Press, 2010), 3:180.

2. Unpublished letter to the editor of the *Afro-American* (Washington, DC), in *The Papers of Martin Luther King, Jr.*, ed. Clayborne Carson, vol. 7, *To Save the Soul of America, January 1961–August 1962*, ed. Tenisha Armstrong (Berkeley: University of California Press, 2014), 169–71.

Chen Jian. “China and the Cold War after Mao.” In *Endings*, edited by Melvyn P. Leffler and Odd Arne Westad, 181–200. Vol. 3 of *The Cambridge History of the Cold War*. Cambridge: Cambridge University Press, 2010.

See also 14.107, 14.122, 16.77.

14.121 One volume in two or more books

Occasionally, if it is very long, a single volume of a multivolume work may be published as two or more physical books. The reference must then include book as well as volume number.

1. Donald Lach, *Asia in the Making of Europe*, vol. 2, bk. 3, *The Scholarly Disciplines* (Chicago: University of Chicago Press, 1977), 351.

Harley, J. B., and David Woodward, eds. *The History of Cartography*. Vol. 2, bk. 2, *Cartography in the Traditional East and Southeast Asian Societies*. Chicago: University of Chicago Press, 1994.

or

Harley, J. B., and David Woodward, eds. *Cartography in the Traditional East and Southeast Asian Societies*. Vol. 2, bk. 2, of *The History of Cartography*. Chicago: University of Chicago Press, 1987–.

14.122 Authors and editors of multivolume works

Some multivolume works have both a general editor and individual editors or authors for each volume (and, as in the third example, additional editors for new editions). When individual volumes are cited, the editor's (or translator's) name follows that part for which he or she is responsible.

1. Herbert Barrows, *Reading the Short Story*, vol. 1 of *An Introduction to Literature*, ed. Gordon N. Ray (Boston: Houghton Mifflin, 1959).

2. *The Variorum Edition of the Poetry of John Donne*, ed. Gary A. Stringer, vol. 6, *The "Anniversaries" and the "Epicedes and Obsequies,"* ed. Gary A. Stringer and Ted-Larry Pebworth (Bloomington: Indiana University Press, 1995).

3. *Orestes*, trans. William Arrowsmith, in *Euripides IV*, unnumbered vol. 6 of *The Complete Greek Tragedies*, ed. David Grene and Richmond Lattimore, 3rd ed., ed. Mark Griffith and Glenn W. Most (Chicago: University of Chicago Press, 2013).

Note the different capitalization and punctuation of *edited by* in the following alternative versions, analogous to the treatment of a chapter in a multiauthor book (see 14.107). (Certain multivolume works may, for bibliographic purposes, more conveniently be treated as series; see 14.124.)

Donne, John. *The Variorum Edition of the Poetry of John Donne*. Edited by Gary A. Stringer. Vol. 6, *"The Anniversaries" and the "Epicedes and Obsequies,"* edited by

Gary A. Stringer and Ted-Larry Pebworth. Bloomington: Indiana University Press, 1995.

or

Donne, John. *The “Anniversaries” and the “Epicedes and Obsequies.”* Edited by Gary A. Stringer and Ted-Larry Pebworth. Vol. 6 of *The Variorum Edition of the Poetry of John Donne*, edited by Gary A. Stringer. Bloomington: Indiana University Press, 1995.

Ray, Gordon N., ed. *An Introduction to Literature*. Vol. 1, *Reading the Short Story*, by Herbert Barrows. Boston: Houghton Mifflin, 1959.

or

Barrows, Herbert. *Reading the Short Story*. Vol. 1 of *An Introduction to Literature*, edited by Gordon N. Ray. Boston: Houghton Mifflin, 1959.

14.123 Series titles, numbers, and editors

Including a series title in a citation often helps readers decide whether to pursue a reference. But if books belonging to a series can be located without the series title, it may be omitted to save space (especially in a footnote). If the series title is included, it is capitalized headline-style, but it is neither italicized nor put in quotation marks or parentheses. Some series are numbered; many are not. The number (if any) follows the series title with no intervening comma unless *vol.* or *no.* is used. These abbreviations may be omitted, however, unless both are needed in a single reference (see fourth example below), or unless a series editor or other notation intervenes (see 14.124, third example). For a non-English series title, use sentence style (see 11.6 and second example below).

1. Sean Hsiang-lin Lei, *Neither Donkey nor Horse: Medicine in the Struggle over China’s Modernity*, Studies of the Weatherhead East Asian Institute (Chicago: University of Chicago Press, 2014).

Martin, Jean-Pierre. *L’autre vie d’Orwell*. Collection l’un et l’autre. Paris: Gallimard, 2013.

Mazrim, Robert F. *At Home in the Illinois Country: French Colonial Domestic Site Archaeology in the Midwest, 1730–1800*. Studies in Illinois Archaeology 9. Urbana: Illinois State Archaeological Survey, 2011.

Wauchope, Robert. *A Tentative Sequence of Pre-Classic Ceramics in Middle America*. Middle American Research Records, vol. 1, no. 14. New Orleans: Tulane University, 1950.

The name of the series editor is usually omitted. When included, it follows the series title.

Allen, Judith A. *The Feminism of Charlotte Perkins Gilman: Sexualities, Histories, Progressivism*. Women in Culture and Society, edited by Catharine R. Stimpson. Chicago: University of Chicago Press, 2009.

14.124 Series or multivolume work?

Certain types of series may lend themselves to being cited as a whole. In such cases, the series may be treated as a multivolume work, with the title of the series in italics.

Boyer, John W., and Julius Kirshner, eds. *Readings in Western Civilization*. 9 vols. Chicago: University of Chicago Press, 1986–87.

Greene, David, and Richmond Lattimore, eds. *The Complete Greek Tragedies*. 3rd ed., edited by Mark Griffith and Glenn W. Most. 9 vols. (unnumbered). Chicago: University of Chicago Press, 2013.

Usually, however, it is preferable to cite individual titles in the series, as described in 14.123; the series title then appears in roman.

Cochrane, Eric W., Charles K. Gray, and Mark Kishlansky. *Early Modern Europe: Crisis of Authority*. Readings in Western Civilization, edited by John W. Boyer and Julius Kirshner, vol. 6. Chicago: University of Chicago Press, 1987.

Euripides. *Orestes*. Translated by William Arrowsmith. In *Euripides IV*, edited by David Greene and Richmond Lattimore. 3rd ed., edited by Mark Griffith and Glenn W. Most. The Complete Greek Tragedies. Chicago: University of Chicago Press, 2013.

14.125 Multivolume work within a series

If a book within a series consists of more than one volume, the number of volumes or the volume number (if reference is to a particular volume) follows the book title.

Ferrer Benimeli, José Antonio. *Masonería, iglesia e ilustración*. Vol. 1, *Las bases de un conflicto (1700–1739)*. Vol. 2, *Inquisición: Procesos históricos (1739–1750)*. Publicaciones de la Fundación Universitaria Española, Monografías 17. Madrid, 1976.

14.126 “Old series” and “new series”

Some numbered series have gone on so long that, as with certain long-lived journals, numbering has started over again, preceded by *n.s.* (new series), *2nd ser.* (second series), or some similar notation, usually enclosed in commas. (A change of publisher may also be the occasion for a change in series designation.) Books in the old series may be identified by *o.s.*, *1st ser.*, or whatever complements the notation for the new series.

1. Charles R. Boxer, ed. *South China in the Sixteenth Century*, Hakluyt Society Publications, 2nd ser., vol. 106 (London: Hakluyt, 1953).

Palmatary, Helen C. *The Pottery of Marajó Island, Brazil*. Transactions of the American Philosophical Society, n.s., 39, pt. 3. Philadelphia: American Philosophical Society, 1950.

14.127 Place, publisher, and date

Traditionally, the facts of publication for books include the place (city), the publisher, and the date (year). These elements are put in parentheses in a note but not in a bibliography. A colon appears between place and publisher. In a note or a bibliography, the date follows the publisher, preceded by a comma. See also 14.23.

1. Virginia Woolf, *To the Lighthouse* (London: Hogarth Press, 1927).

Thomas, Matthew. *We Are Not Ourselves*. New York: Simon & Schuster, 2014.

14.128 Place and date only, for books published before 1900

For books published before 1900, it is acceptable to omit publishers' names and to include only the place and date of publication. A comma, not a colon, follows the place. See also 14.132, 14.137.

1. Oliver Goldsmith, *The Vicar of Wakefield* (Salisbury, 1766).

Cervantes Saavedra, Miguel de. *El ingenioso hidalgo Don Quixote de la Mancha*. 2 vols. Madrid, 1605–15.

14.129 Place of publication–city

The place to be included is the one that usually appears on the title page but sometimes on the copyright page of the book cited—the city where the publisher’s main editorial offices are located. Where two or more cities are given (“Chicago and London,” for example, appears on the title page of the print edition of this manual), only the first is normally included in the citation.

Oakland: University of California Press

Los Angeles: Getty Publications

New York: Macmillan

New York: Oxford University Press

Oxford: Clarendon Press

14.130 When to specify state, province, or country of publication

If the city of publication may be unknown to readers or may be confused with another city of the same name, the abbreviation of the state, province, or (sometimes) country is usually added. *Washington* is traditionally followed by *DC*, but other major cities, such as Los Angeles and Baltimore, need no state abbreviation. (For countries not easily abbreviated, spell out the name.) Chicago’s preference is for the two-letter postal codes (IL, MA, etc.), but some publishers prefer the conventional state abbreviations (Ill., Mass., etc.). See 10.4, 10.27. For Canadian provinces and territories, see 10.28.

Cambridge, MA: Harvard University Press

Cambridge, MA: MIT Press

Cheshire, CT: Graphics Press

Englewood Cliffs, NJ: Prentice Hall

Harmondsworth, UK: Penguin Books

Ithaca, NY: Cornell University Press

New Haven, CT: Yale University Press

Princeton, NJ: Princeton University Press

Reading, MA: Perseus Books

Washington, DC: Smithsonian Institution Press

Waterloo, ON: Wilfrid Laurier University Press

but

Cambridge: Cambridge University Press

When the publisher's name includes the state name, the abbreviation is not needed.

Chapel Hill: University of North Carolina Press

14.131 City names in languages other than English

Current, commonly used English names for cities such as those listed here are usually preferred whenever such forms exist. If in doubt about what form to use, record the name of the city as it appears with the source. (Names for cities such as Beijing or Mumbai that were once commonly known under older forms can usually be recorded as they appear in the source. See also 11.83.)

Belgrade (*not* Beograd)

Cologne (*not* Köln)

Mexico City (*not* México)

Milan (*not* Milano)

Munich (*not* München)

Prague (*not* Praha)

Rome (*not* Roma)

The Hague (*not* den Haag)

Turin (*not* Torino)

Vienna (*not* Wien)

14.132 No place of publication

When the place of publication is not known, the abbreviation *n.p.* (or *N.p.* if following a period) may be used before the publisher's name. If the place can be surmised, it may be given with a question mark, in brackets. See also 14.128.

(*n.p.*: Windsor, 1910)

([Lake Bluff, IL?]: Vliet & Edwards, 1890)

It is common for more recent books published through commercial self-publishing platforms not to list a place of publication. In such cases, the place of publication can usually be omitted; for examples, see 14.137.

14.133 Preferred form of publisher's name

The publisher's name may be given either in full (e.g., as printed on the title page of the book) or in a somewhat abbreviated form. The shorter forms are preferred in most bibliographies (see 14.134). The form should, however, reflect the publisher's name at the date of publication, not the current name if the name has changed. Most publishers' names at the time of publication can be double-checked through any number of reputable sources, including the catalogs of the Library of Congress, WorldCat, and the *Books in Print* resources available through R. R. Bowker (see bibliog. 4.5). For reprint and other editions, see 14.113–15.

14.134 Abbreviations and omissible parts of a publisher's name

In notes and bibliography, an initial *The* is omitted from a publisher's name, as are such abbreviations as *Inc.*, *Ltd.*, or *S.A.* following a name. *Co.*, *& Co.*, *Publishing Co.*, and the like are also omitted, even if *Company* is spelled out. Such corporate features of a publisher's name—often subject to many changes over the years—are far less important in leading a reader to the source consulted than the publication date, and attempting to include them will invariably lead to inconsistencies. A given name or initials preceding a family name, however, may be retained, as may terms such as *Sons*, *Brothers*, and so forth. *Books* is usually retained (Basic Books, Riverhead Books). The word *Press* can sometimes be omitted (for example, Pergamon Press and Ecco Press can be abbreviated to Pergamon and Ecco, but Free Press and New Press—whose names might be confusing without *Press*—must be given in full). *Press* should not be omitted from the name of a university press because the university itself may issue publications independent of its press. The word *University* may be abbreviated to *Univ.* if done consistently.

Houghton Mifflin not Houghton Mifflin Co.

Little, Brown not Little, Brown & Co.

Macmillan not Macmillan Publishing Co.

W. W. Norton not W. W. Norton & Company

Note that there is no comma in Houghton Mifflin, but there is one in Little, Brown. Likewise, Harcourt, Brace has a comma, but Harcourt Brace Jovanovich does not. If in doubt, consult one of the sources mentioned in 14.133.

14.135 “And” or ampersand in publisher’s name

Either *and* or & may be used in a publisher’s name, regardless of how it is rendered on the title page. It is advisable to stick to one or the other throughout a bibliography. If the publisher’s name is not in English, the equivalent of *and* must be used unless an ampersand is used instead.

Duncker und Humblot or Duncker & Humblot
Harper and Row or Harper & Row

In publisher names that form a series, the serial comma is usually omitted before an ampersand but not before *and* (see also 6.21). An exception may be made for Farrar, Straus and Giroux, which is generally so written (i.e., with an *and* but not with a serial comma).

14.136 Non-English publishers’ names

No part of a publisher’s name in a language other than English should be translated, even if the city has been given in its English form (see 14.131).

Mexico City: Fondo de Cultura Económica, 2010
Munich: Delphin Verlag, 2015
Paris: Presses Universitaires de France, 2011

Note that abbreviations corresponding to *Inc.* or *Ltd.* (German *GmbH*, for example) are omitted (see 14.134). Capitalization of a publisher’s name should follow the original unless the name appears in full capitals there; in that case, it should be capitalized headline-style; if in doubt about the correct capitalization, consult one of the sources mentioned in 14.133.

14.137 Self-published or privately published books

Books published by the author should be cited according to information available on the title page or copyright page or otherwise known. Unless the work has been published under a publisher or imprint name (in which case it can be cited as described elsewhere in this section), such language as “self-published” (abbreviated as “self-pub.” in a note but not in a bibliography entry) or “printed by the author” is usually appropriate. For works distributed through a commercial self-publishing platform, the name of the platform or distributor may be added. It is common for self-published books not to list a place of publication on the title page or copyright page; unless a place is listed or

otherwise known, it can usually be omitted (see also 14.132). For e-books, add the name of the application or device required to read the book or the name of the file format, or both (see also 14.159).

1. Vasily Karavaev, *GOA: Confession of the Psychedelic Oyster* (self-pub., 2015), iBooks.

2. Frank Landis, *Hot Earth Dreams: What If Severe Climate Change Happens, and Humans Survive?* (self-pub., Smashwords, 2015), EPUB.

Rai, Alisha. *Serving Pleasure*. Self-published, CreateSpace, 2015.

Shumaker, O. W. *Anna's Bear: 5 Days of Moral Conflict and Pursuit, Nazi Germany, 1939*. Self-published, Amazon Digital Services, 2014. Kindle.

Older self-published works are more likely to list a city of publication or printing (see also 14.128).

Albin, Eleazar. *A Natural History of Birds: Illustrated with a Hundred and One Copper Plates, Engraven from the Life*. London: printed by the author, 1738.

14.138 Parent companies, imprints, and such

When a parent company's name appears on the title page in addition to the publisher's name or imprint, it is usually sufficient to cite the latter (but see 14.139). For example, the title page of a 1995 edition of *Old New York: Four Novellas*, by Edith Wharton, bears the imprint "Scribner Paperback Fiction"; below that appears "Published by Simon & Schuster." (The cities listed are New York, London, Toronto, and Sydney.) The spine carries "Scribner Paperback Fiction" (but not Simon & Schuster). The copyright page gives an address for Simon & Schuster and further explains that (for the time being) Scribner Paperback Fiction is a trademark of Macmillan Library Reference USA. Such complex arrangements are common in book publishing. Cite the work as follows:

Wharton, Edith. *Old New York: Four Novellas*. New York: Scribner Paperback Fiction, 1995.

If it is not clear which name to list, check with one of the catalogs listed in 14.133 to see which publisher is listed there, being careful to find the entry in the catalog that matches the facts of publication for the item in question. If this is not possible, or if it remains unclear which name to list, include both, separated by a slash (/) with a space on either side.

14.139 Special academic imprints and joint imprints

Some academic publishers issue certain books through a special publishing division or under a special imprint or as part of a publishing consortium (or joint imprint). In such instances the imprint arrangement may be specified. If the wording is not clear on the title page, copyright page, or elsewhere, consult one of the resources mentioned in 14.133.

Buell, Lawrence. *Emerson*. Cambridge, MA: Belknap Press of Harvard University Press, 2003.

Spivack, Kathleen. *With Robert Lowell and His Circle: Sylvia Plath, Anne Sexton, Elizabeth Bishop, Stanley Kunitz, and Others*. Boston: Northeastern University Press, an imprint of University Press of New England, 2012.

Taylor, Judith M. *Visions of Loveliness: Great Flower Breeders of the Past*. Athens: Swallow Press, an imprint of Ohio University Press, 2014.

Note that in the Taylor example, the state would need to be specified (i.e., Athens, OH) if the citation were to include Swallow Press but not the parent company. See also 14.141.

14.140 Copublication

When books are published simultaneously (or almost so) by two publishers, usually in different countries, only one publisher need be listed—the one that is more relevant to the users of the citation. For example, if a book copublished by a British and an American publisher is listed in the bibliography of an American publication, only the American publication details need be given. If for some reason (e.g., as a matter of historical interest) information is included for both publishers, a semicolon should be used as a separator. (Occasionally, the dates of publication will be different; in such cases, record both.) For reprints, see 14.114.

Lévi-Strauss, Claude. *The Savage Mind*. Chicago: University of Chicago Press; London: Weidenfeld and Nicolson, 1962.

Some copublications occur between a publisher and another institution such as a museum. These can usually be handled in the same way (but for exhibition catalogs, see 14.236).

14.141 Distributed books

For a book published by one company and distributed by another, the name on the title page should be used. Since distribution agreements are sometimes impermanent, the distributor's name is best omitted unless essential to users of a bibliography.

Willke, Helmut. *Smart Governance: Governing the Global Knowledge Society*. Frankfurt am Main: Campus Verlag, 2007. Distributed by University of Chicago Press.

Wording on the title page such as "Published by arrangement with . . .," if it is of particular interest, may be included in a similar manner. For books distributed by a retail self-publishing platform, see 14.137.

14.142 Publication date—general

For books, only the year, not the month or day, is included in the publication date. The date is found on the title page or, more commonly, on the copyright page. It is usually the same as the copyright date. If two or more copyright dates appear in a book, the first being those of earlier editions or versions, the most recent indicates the publication date. Chicago's books normally carry both copyright date and publication date on the copyright page. For any edition other than the first, both the edition and the date of that edition must be included in a listing (see 14.113–15).

1. *The Chicago Manual of Style*, 17th ed. (Chicago: University of Chicago Press, 2017), 6.56; cf. 16th ed. (2010), 6.54.

Turabian, Kate L. *A Manual for Writers of Term Papers, Theses, and Dissertations*. 8th ed. Revised by Wayne C. Booth, Gregory G. Colomb, Joseph M. Williams, and the University of Chicago Press Staff. Chicago: University of Chicago Press, 2013.

14.143 New impressions and renewal of copyright

The publication date must not be confused with the date of a subsequent printing or a renewal of copyright. Such statements on the copyright page as "53rd impression" or "Copyright renewed 1980" should be disregarded. For new editions as opposed to new impressions, see 1.26; for reprints, see 14.114.

14.144 Multivolume works published over more than one year

When an entire multivolume, multiyear work is cited, the range of dates is given (see 6.78). If the work has not yet been completed, the date of the first volume is followed by an en dash (with no space between the en dash and the punctuation that follows; see 6.79). See also 9.64. If a single volume is cited, only the date of that volume need appear. See also 14.116–22.

1. *The Collected Works of F. A. Hayek*, ed. Bruce Caldwell, vol. 17, *The Constitution of Liberty: The Definitive Edition*, ed. Ronald Hamowy (Chicago: University of Chicago Press, 2011), 329.

Hayek, F. A. *The Constitution of Liberty: The Definitive Edition*. Edited by Ronald Hamowy. Vol. 17 of *The Collected Works of F. A. Hayek*, edited by Bruce Caldwell. Chicago: University of Chicago Press, 1988–.

Tillich, Paul. *Systematic Theology*. 3 vols. Chicago: University of Chicago Press, 1951–63.

14.145 No date of publication

When the publication date of a printed work cannot be ascertained, the abbreviation *n.d.* takes the place of the year in the publication details. A guessed-at date may either be substituted (in brackets) or added. See also 14.132.

Boston, n.d.

Edinburgh, [1750?] or Edinburgh, n.d., ca. 1750

A work for which no publisher, place, or date can be determined or reasonably guessed at should be included in a bibliography only if accompanied by the location where a copy can be found (e.g., “Two copies in the Special Collections Department of the University of Chicago Library”). For the use of *n.d.* in author-date citations, see 15.44.

14.146 Forthcoming publications

When a book is under contract with a publisher and is already titled, but the date of publication is not yet known, *forthcoming* is used in place of the date. Although *in press* is sometimes used (strictly speaking for a printed work that has already been typeset and paginated), Chicago recommends the more inclusive term, which can also

be used for nonprint media, for any work under contract. If page numbers are available, they may be given. Books not under contract are treated as unpublished manuscripts (see 14.215–20).

1. Jane Q. Author, *Book Title* (Place: Publisher, forthcoming).
2. John J. Writer, *Another Book Title* (Place: Publisher, forthcoming), 345–46.

Contributor, Anna. “Contribution.” In *Edited Volume*, edited by Ellen Editor. Place: Publisher, forthcoming.

When a publication that cites a forthcoming title is reprinted, the citation need not be updated. For a revised edition, on the other hand, the citation can be updated to provide the final facts of publication, but only after direct quotations and other details have been checked for accuracy against the published source.

14.147 Arabic versus roman numerals

As the examples throughout this chapter (and chapter 15) suggest, arabic numerals should be used wherever possible in source citations—for volumes, chapters, and other divisions—regardless of the way the numerals appear in the works cited, with the notable exception of pages numbered with roman numerals in the original (usually lowercased, in the front matter of a book). Occasional exceptions are made, for example, in certain legal contexts (see 14.280).

1. See the article “Feathers,” in *Johnson’s Universal Cyclopaedia*, rev. ed. (New York: A. J. Johnson, 1886), vol. 3.
2. Jerome Kagan, “Introduction to the Tenth-Anniversary Edition,” in *The Nature of the Child* (New York: Basic Books, 1994), xxii–xxiv.

Any number in a title of a work should generally be left as is (see also 14.88).

14.148 Citing a range of page numbers or other specific locators

For Chicago’s preferred style in expressing a range of consecutive pages, paragraphs, or similar numbered divisions, see 9.61. First and last numbers should be used rather than first number plus *ff.* (but see 14.149).

1. *Chicago Manual of Style*, 17th ed. (Chicago: University of Chicago Press, 2017), 14.147–58.

2. Dave Eggers, *The Circle* (New York: Alfred A. Knopf, 2013), 215–16.

See the rest of this chapter for many more examples in context. References to non-consecutive pages or other locations in the same work are separated by commas.

3. Eggers, *Circle*, 220, 222.

For author-date style, see 15.23.

14.149 Page references with “ff.” and “passim”

Only when referring to a section for which no final number can usefully be given should *ff.* (“and the following pages, paragraphs, etc.”) be resorted to. Instead of the singular *f.*, the subsequent number should be used (e.g., “140–41” *not* “140f.”). Similarly, *passim* (“here and there”) is to be discouraged unless it follows a stated range of pages within which there are more than three or four precise references (“324–32 *passim*”). When used, *ff.* has no space between it and the preceding number and is followed by a period; *passim*, being a complete word, takes no period. Neither is italicized. (For *passim* in indexes, see 16.12.)

14.150 Abbreviations for “page,” “volume,” and so on

In source citations, the words *page*, *volume*, and the like are usually abbreviated and often simply omitted (see 14.151). The most commonly used abbreviations are *p.* (pl. *pp.*), *vol.*, *pt.*, *chap.*, *bk.*, *sec.*, *n.* (pl. *nn.*), *no.*, *app.*, and *fig.*; for these and others, see chapter 10, especially 10.42. Unless following a period, all are lowercased, and none is italicized (except in the rare case where it forms part of an italicized book title). All the abbreviations mentioned in this paragraph, except for *p.* and *n.*, form their plurals by adding *s*.

A Cry of Absence, chap. 6

A Dance to the Music of Time, 4 vols.

14.151 When to omit “p.” and “pp.”

When a number or a range of numbers clearly denotes the pages in a book, *p.* or *pp.* may be omitted; the numbers alone, preceded by a comma, are sufficient. Where the presence of other numerals threatens ambiguity, *p.* or *pp.* may be added for clarity. (And if an author has used *p.* and *pp.* consistently throughout a work, there is no need to delete them.) See also 14.152, 14.156.

Charlotte's Web, 75–76

but

Complete Poems of Michelangelo, p. 89, lines 135–36

14.152 When to omit “vol.”

When a volume number is followed immediately by a page number, neither *vol.* nor *p.* or *pp.* is needed. The numbers alone are used, separated by a colon but no space. A comma usually precedes the volume number, except with periodicals (see 14.171) and certain types of classical references (see 14.242–52). For more on volume numbers, see 14.116–22. For citing a particular volume, with and without the abbreviation *vol.*, see 14.118.

The Complete Tales of Henry James, 10:122

14.153 Page and chapter numbers

Page numbers, needed for specific references in notes and parenthetical text citations, are usually unnecessary in bibliographies except when the piece cited is a part within a whole (see 14.106–12; for journal articles, see 14.174). If the chapter or other section number is given, page numbers may be omitted. The total page count of a book is not included in source citations. (Total page counts do, however, appear in headings to book reviews, catalog entries, and the like. For book review headings, see 1.98.)

1. Claire Kehrwald Cook, “Mismanaged Numbers and References,” in *Line by Line: How to Edit Your Own Writing* (Boston: Houghton Mifflin, 1985), 81.

2. Nuala O’Faolain, *Are You Somebody? The Accidental Memoir of a Dublin Woman* (New York: Holt, 1996), chap. 17.

14.154 Signed signatures

Some books printed before 1800 did not carry page numbers, but each signature (a group of consecutive pages) bore a letter, numeral, or other symbol (its “signature”) to help the binder gather them in correct sequence. In citing pages in books of this kind, the signature symbol is given first, then the number of the leaf within the signature, and finally *r* (*recto*, the front of the leaf) or *v* (*verso*, the back of the leaf). Thus, for example, G6v identifies one page, G6r–7v a range of four pages.

14.155 Numbered leaves, or folios

Some early books had leaf numbers rather than page numbers. Such leaves were typically numbered only on the front, or recto, side. A page citation therefore consists of the number on the leaf plus *r* (recto) or *v* (verso)—for example, 176r, 231v, or 232r–v. Such leaves are sometimes referred to as folios (e.g., folio 176r). For books or parts of books with no discernible numbers at all, pages can sometimes be counted and the result placed in square brackets. See also 14.154, 14.225.

14.156 Line numbers

The abbreviations *l.* (line) and *ll.* (lines) can too easily be confused with the numerals 1 and 11 and so should be avoided. *Line* or *lines* should be used or, where it has been made clear that reference is to lines, simply omitted (see 13.67).

1. Ogden Nash, “Song for Ditherers,” lines 1–4.

14.157 Citing numbered notes

Notes are cited with the abbreviation *n* or *nn*. The usage recommended here is also used for indexes (see 16.111, 16.112, 16.113). If the note cited is the only footnote on a particular page or is an unnumbered footnote, the page number is followed by *n* alone.

1. Anthony Grafton, *The Footnote: A Curious History* (Cambridge, MA: Harvard University Press, 1997), 72n, 80n.

If there are other notes on the same page as the note cited, a number must be added. In this case the page number is followed by *n* or (if two or more consecutive notes are cited) *nn*, followed by the note number (or numbers or, in rare cases, an asterisk or other symbol). No intervening space or punctuation is required.

2. Dwight Bolinger, *Language: The Loaded Weapon* (London: Longman, 1980), 192n23, 192n30, 199n14, 201nn16–17.
3. Richard Rorty, *Philosophical Papers* (New York: Cambridge University Press, 1991), 1:15n29.

14.158 Citing illustrations and tables

The abbreviation *fig.* may be used for *figure*, but *table*, *map*, *plate*, and other illustration forms are spelled out. The page number, if given, precedes the illustration number, with a comma between them.

1. Jean-Paul Chavas, David Hummels, and Brian D. Wright, eds., *The Economics of Food Price Volatility* (Chicago: University of Chicago Press, 2014), 167, table 4.4.

To cite art in collections and other stand-alone works, see 14.235–37.

14.159 Books requiring a specific application or device (e-books)

Many books are published in print and as a downloadable file in one or more electronic formats. Because of the potential for differences, authors must indicate which format was consulted. E-book formats include EPUB, PDF, and many others (see 1.118). To account for differences in the ways these formats are adapted for publication, it is often more helpful to specify the name of the application (or, in some cases, the device) used to read or acquire the book than to name the specific file format (which may not be readily apparent). Like a URL for books consulted online (see 14.161), this information should be the *last* part of a full citation that follows the recommendations for citing books as detailed elsewhere in this section. The following examples show how to list different versions of the same book, formatted as a bibliography entry, starting with the print version and followed by versions acquired from a variety of different sources, from Apple to Google, for use with their branded applications or devices.

Begley, Adam. *Updike*. New York: Harper, 2014.

Begley, Adam. *Updike*. New York: Harper, 2014. iBooks.

Begley, Adam. *Updike*. New York: Harper, 2014. Kindle.

Begley, Adam. *Updike*. New York: Harper, 2014. NOOK.

Begley, Adam. *Updike*. New York: Harper, 2014. Google Play Books.

In some cases, a file format will be specified at the time a book is acquired (e.g., EPUB or PDF). In such cases, include the name of the format together with the application or device required to view or acquire the file, if any.

Borel, Brooke. *Infested: How the Bed Bug Infiltrated Our Bedrooms and Took Over the World*. Chicago: University of Chicago Press, 2015. Adobe Digital Editions EPUB.

Many e-books constitute a reprint of an earlier printed edition published before any e-book format was available (see also 1.23). In such cases, a citation should feature the original publication data (typically included in the title page and copyright information for the e-book), followed by information about the e-book. For example, to cite a Kindle version of Philip Roth's *Goodbye, Columbus* based on the 1989 30th anniversary edition of Roth's book (first published in 1959), it is sufficient to include publication details about the 1989 edition only (but see 14.114).

Roth, Philip. *Goodbye, Columbus, and Five Short Stories*. 30th anniversary ed. Boston: Houghton Mifflin, 1989. Kindle.

In a note, information about the e-book follows any page or other locator information. For examples, see 14.160. For self-published books, see 14.137.

14.160 Page or location numbers in electronic formats

Many e-books and other electronic formats feature reflowable or scrollable text and therefore do not have fixed pages. Depending on the application or device, “page” or other location numbers displayed along with the text in reflowable e-book formats may vary according to user-defined text size, making any reference to such numbers unhelpful to others wishing to consult the same text. Even where such numbers are invariable, they will be helpful only to those who consult the same e-book format. In such cases, it is often best to cite a chapter number or a section heading or other such milepost in lieu of a page or location number. (If paragraphs are numbered, as in this manual, cite those.)

1. Adam Begley, *Updike* (New York: Harper, 2014), chap. 2, iBooks.
2. Begley, *Updike*, chap. 9.

If a location number needs to be cited or referred to for any reason, include both the specific location and the total number of locations, using the terminology in the application. This will allow readers using other formats (including formats for which location numbers are variable) to calculate an approximate position in the book. (See also 14.137.)

3. Mary Ann Noe, *Ivory Trenches: Adventures of an English Teacher* (self-pub., Amazon Digital Services, 2016), loc. 444 of 3023, Kindle.

Some publishers include data about page numbers in their e-book formats that correspond to a print version—a practice that is especially helpful for orienting readers of e-book formats in terms of the printed book (see 1.123). (Such page numbers are not to be confused with the so-called pages in certain e-book formats representing screens of text.) Note, however, that such page numbers tend to be approximate: a single page in a printed book typically corresponds to two or more screens of text in an e-book format (usually without any indication in the latter of the precise location of the page breaks). If possible, such page numbers should be checked against—and cited to—the printed version.

14.161 Books consulted online

When citing the online version of a book, add a URL as part of the citation (but see below). The URL should be the *last* part of a full citation based on the principles outlined throughout this section on citing books. Note the reference to chapter in lieu of page number(s) for the source in notes 1 and 3, which lacks fixed page numbers (see 14.160). In those notes, the URLs are based on the DOIs for the chapters rather than the DOI for the work as a whole (as in the bibliography entry). See also 14.7, 14.8.

1. Mark Evan Bonds, *Absolute Music: The History of an Idea* (New York: Oxford University Press, 2014), chap. 3, <https://doi.org/10.1093/acprof:oso/9780199343638.003.0004>.
2. Karen Lystra, *Dangerous Intimacy: The Untold Story of Mark Twain's Final Years* (Berkeley: University of California Press, 2004), 59, <http://ark.cdlib.org/ark:/13030/kt8779q6kr/>.
3. Bonds, *Absolute Music*, chap. 11, <https://doi.org/10.1093/acprof:oso/9780199343638.003.0012>.
4. Lystra, *Dangerous Intimacy*, 60–61.

Bonds, Mark Evan. *Absolute Music: The History of an Idea*. New York: Oxford University Press, 2014. <https://doi.org/10.1093/acprof:oso/9780199343638.001.0001>.
 Lystra, Karen. *Dangerous Intimacy: The Untold Story of Mark Twain's Final Years*. Berkeley: University of California Press, 2004. <http://ark.cdlib.org/ark:/13030/kt8779q6kr/>.

Especially for in-copyright books consulted through a commercial library database, a suitable URL may not be available. Even suggested links listed with the source may work only for subscribers or those with access to a particular library. (A URL based on a DOI, on the other hand, will always direct readers to information about the source, if not full access to it.) In such cases, list the name of the commercial database rather than the URL.

Borel, Brooke. *Infested: How the Bed Bug Infiltrated Our Bedrooms and Took Over the World*. Chicago: University of Chicago Press, 2015. EBSCOhost.

14.162 Freely available electronic editions of older works

Books and other documents that have fallen out of copyright are often freely available online. When possible, prefer scanned pages to reflowable text for the purposes of source citation. In the James examples below, the Project Gutenberg text is apparently based on the 1909 New York edition of *The Ambassadors*—and is available in a number

of reflowable formats, including HTML and EPUB. But the scanned pages from Google Books of an actual copy of the 1909 edition (published in two volumes) are preferable. Not only is the Google Books version more authoritative (in part because the original title and copyright pages are included) but it also facilitates citations to fixed page numbers (see 14.160; see also 14.118).

1. Henry James, *The Ambassadors* (New York, 1909; Project Gutenberg, 2008), bk. 6, chap. 1, <http://www.gutenberg.org/ebooks/432>.

or, better,

2. Henry James, *The Ambassadors*, 2 vols. (New York: Charles Scribner's Sons, 1909), 1:243, <https://books.google.com/books?id=WYIUAAAAYAAJ>.

The Melville examples below further demonstrate the importance of finding and citing publication details about the original. The citations are for the same passage of text (see 14.24)—first, as it appears in a scanned copy of the first American edition, and next, as it appears in a similarly prepared copy of the first British edition (published in three volumes under a different title). The URL gives interested readers a chance to consult the same resources, but the citation does not depend on it (because the originals have been sufficiently identified).

3. Herman Melville, *Moby-Dick; or, The Whale* (New York: Harper & Brothers, 1851), 627, <http://mel.hofstra.edu/moby-dick-the-whale-proofs.html>.

4. Herman Melville, *The Whale*, 3 vols. (London: Richard Bentley, 1851), 3:302, <http://mel.hofstra.edu/moby-dick-the-whale-proofs.html>.

A bibliography entry would not include page references.

Melville, Herman. *Moby-Dick; or, The Whale*. New York: Harper & Brothers, 1851. <http://mel.hofstra.edu/moby-dick-the-whale-proofs.html>.

See also 14.10, 14.114.

14.163 Books on CD-ROM and other fixed media

In the increasingly rare case of a citation for a book on CD-ROM or other fixed media, indicate the medium after the full facts of publication, including any page or other locator information in a note.

1. *The Chicago Manual of Style*, 15th ed. (Chicago: University of Chicago Press, 2003), 1.4, CD-ROM.

Hicks, Rodney J. *Nuclear Medicine: From the Center of Our Universe*. Victoria, Austral.: ICE T Multimedia, 1996. CD-ROM.

14.164 “Periodicals” defined

In this manual, *periodical* refers to scholarly and professional journals, popular magazines, and newspapers. Periodicals are far more likely than books to be consulted online. Except for the addition of a URL (preferably based on a DOI) or, in some cases, the name of a bibliographic database, the citation of a periodical consulted online is the same as the one recommended for printed periodicals. (Some publishers may also require an access date; see 14.12.) See examples of such information, and special considerations, under specific types of periodicals. See also 14.6–18.

14.165 Information to be included

Citations of periodicals require some or all of the following data:

1. Full name(s) of author or authors
2. Title and subtitle of article or column
3. Title of periodical
4. Issue information (volume, issue number, date, etc.)
5. Page reference (where appropriate)
6. For periodicals consulted online, a URL or, in some cases, the name of the database used to consult the resource (see 14.6–18)

Indispensable for newspapers and most magazines is the specific date (month, day, and year). For journals, the volume and year plus the month or issue number are usually cited. Additional data make location easier.

14.166 Journals versus magazines

A *journal* is a scholarly or professional periodical available mainly by subscription (e.g., *Library Quarterly*, *New England Journal of Medicine*). Journals are normally cited by volume and date (see 14.171). A *magazine* is a weekly or monthly (or sometimes daily) periodical—professionally produced, sometimes specialized, but more

accessible to general readers—that is available in individual issues at libraries or bookstores or newsstands or offered online, with or without a subscription (e.g., *Scientific American*, the *New Yorker*). Magazines are normally cited by date alone (see 14.188). If in doubt whether a particular periodical is better treated as a journal or as a magazine, use journal form if the volume number is easily located, magazine form if it is not.

14.167 Basic structure of a periodical citation

In notes, commas appear between author; title of article (in quotation marks); title of magazine, newspaper, or journal (in italics); and, for sources consulted online, URL or database name. In bibliographies, periods replace these commas. Note that *in* is *not* used between the article title and the journal title. (*In* is used only with chapters or other parts of books; see 14.106, 14.107.) Punctuation relative to any volume and issue number and for dates and page numbers depends on periodical type. In bibliography entries, the first and last pages of an article are given (for inclusive numbers, see 9.61). In notes and text citations, only specific pages need be cited (unless the article as a whole is referred to). In some electronic formats, page numbers will be unavailable (see 14.22). For examples, see 14.23, 14.168–87 (journals), 14.188–90 (magazines), and 14.191–200 (newspapers).

14.168 Journal article–author’s name

Authors’ names are normally given as they appear at the heads of their articles. Adjustments can be made, however, as indicated in 14.73. For the treatment of two or more authors, see 14.76. For additional considerations related to names of authors, see 14.72–84.

14.169 Journal article–title

Titles of articles are set in roman (except for individual words or phrases that require italics, such as species names or book titles; see 14.95); they are usually capitalized headline-style and put in quotation marks. As with a book, title and subtitle are separated by a colon. For examples, see 14.23 and the paragraphs below. For shortened forms of article titles, see 14.185. For additional considerations related to titles of works, see 14.85–99.

14.170 Title of journal

Titles of journals are italicized and capitalized headline-style. They are usually given in full—except for the omission of an initial *The*—in notes and bibliographies (e.g., *Journal of Business*). With journals and magazines with non-English titles, an initial article should be retained (e.g., *Der Spiegel*). See also 8.170. Occasionally an initialism, such as *PMLA*, is the official title and is never spelled out. In some disciplines, especially in science and medicine, journal titles are routinely abbreviated (e.g., *Plant Syst Evol*), unless they consist of only one word (e.g., *Science, Mind*); see 15.46. Chicago recommends giving titles in full unless a particular publisher or discipline requires otherwise.

14.171 Journal volume, issue, and date

Most journal citations include volume, issue number or month, and year. The volume number, set in roman, follows the title without intervening punctuation; arabic numerals are used even if the journal itself uses roman numerals. The issue number follows the volume number, separated by a comma and preceded by *no.* The issue number should be recorded even if pagination is continuous throughout a volume or when a month or season precedes the year. The year, sometimes preceded by an exact date, a month, or a season, appears in parentheses after the volume and issue data. Seasons, though not capitalized in running text (see 8.88), are capitalized in source citations. Months may be abbreviated or spelled in full (as here); seasons are best spelled out (see also 10.39).

1. Margaret Lock, “Comprehending the Body in the Era of the Epigenome,” *Current Anthropology* 56, no. 2 (April 2015): 155, <https://doi.org/10.1086/680350>.

2. Sharon R. Wesoky, “Bringing the *Jia* Back into *Guojia*: Engendering Chinese Intellectual Politics,” *Signs* 40, no. 3 (Spring 2015): 651, <https://doi.org/10.1086/679524>.

3. David G. Harper, “Bringing Accommodation into Focus: The Several Discoveries of the Ciliary Muscle,” *JAMA Ophthalmology* 132, no. 5 (May 2014): 645, <https://doi.org/10.1001/jamaophthalmol.2013.5525>.

Harper, David G. “Bringing Accommodation into Focus: The Several Discoveries of the Ciliary Muscle.” *JAMA Ophthalmology* 132, no. 5 (2014): 645–48. <https://doi.org/10.1001/jamaophthalmol.2013.5525>.

Lock, Margaret Lock. “Comprehending the Body in the Era of the Epigenome.” *Current Anthropology* 56, no. 2 (April 2015): 151–77. <https://doi.org/10.1086/680350>.

Wesoky, Sharon R. “Bringing the *Jia* Back into *Guojia*: Engendering Chinese Intellectual Politics.” *Signs* 40, no. 3 (Spring 2015): 647–66. <https://doi.org/10.1086/679524>.

Where more than one issue number is included, follow the usage in the journal itself, using either plural *nos.* or singular *no.* (always lowercase) and separating the digits by a slash, a hyphen (use an en dash in the published version; see 6.78), or the like. Where a span of months or seasons is given, follow the usage of the journal (but use an en dash rather than a hyphen in the published version—e.g., September–December).

4. Ismael Galván and Francisco Solano, “Melanin Chemistry and the Ecology of Stress,” *Physiological and Biochemical Zoology* 88, no. 3 (May/June 2015): 353, <https://doi.org/10.1086/680362>.

5. Lina Perkins Wilder, “‘My Exion Is Entered’: Anatomy, Costume, and Theatrical Knowledge in 2 *Henry IV*,” *Renaissance Drama* 41, no. 1/2 (Fall 2013): 60, <https://doi.org/10.1086/673907>.

When a journal uses issue numbers only, without volume numbers, a comma follows the journal title.

6. J. M. Beattie, “The Pattern of Crime in England, 1660–1800,” *Past and Present*, no. 62 (February 1974): 52, <http://www.jstor.org/stable/650463>.

When only a date is available, treat the resource like a magazine (see 14.188).

14.172 Forthcoming journal articles

If an article has been accepted for publication by a journal but has not yet appeared, *forthcoming* stands in place of the year and the page numbers. Any article not yet accepted should be treated as an unpublished manuscript (see 14.218). See also 14.173.

1. Margaret M. Author, “Article Title,” *Journal Title* 98 (forthcoming).

Author, Margaret M. “Article Title.” *Journal Title* 98 (forthcoming).

If an article is published by a journal electronically ahead of the official publication date, use the posted publication date. In such cases, page numbers or volume and issue information, or both, may not yet be available (but see 14.174).

Jubb, Robert. “The Real Value of Equality.” *Journal of Politics* 77, no. 3. Published ahead of print, April 14, 2015. <https://doi.org/10.1086/681262>.

14.173 Journal article preprints

Not having been subject to peer review, preprints are treated as unpublished material. See also 1.113.

Huang, Zhiqi. “Revisiting the Cosmological Bias Due to Local Gravitational Redshifts.” Preprint, submitted April 24, 2015. <http://arxiv.org/abs/1504.06600v1>.

14.174 Journal page references

In citing a particular passage in a journal article, only the page or pages concerned are given. In references to the article as a whole (as in a bibliography), first and last pages are given.

1. Donald Maletz, “Tocqueville’s Tangents to Democracy,” *American Political Thought* 4, no. 4 (Fall 2015): 615.

Gold, Ann Grodzins. “Grains of Truth: Shifting Hierarchies of Food and Grace in Three Rajasthani Tales.” *History of Religions* 38, no. 2 (1998): 150–71.

To facilitate online publication schedules, some journals have adopted a continuous publishing model in which each article is assigned a unique ID and is considered final the moment it is published online; any subsequent print version is reproduced without any changes. Articles that include a PDF version are all paginated starting at 1 and can be cited in the notes accordingly. In a note, cited page numbers precede the article ID (e0124310 in the example below). In a bibliography, do not include the page range for an article published in this way.

2. Priyamvada Paudyal et al., “Obtaining Self-Samples to Diagnose Curable Sexually Transmitted Infections: A Systematic Review of Patients’ Experiences,” *PLoS ONE* 10, no. 4 (2015): 2–3, e0124310, <https://doi.org/10.1371/journal.pone.0124310>.

Paudyal, Priyamvada, Carrie Llewellyn, Jason Lau, Mohammad Mahmud, and Helen Smith. “Obtaining Self-Samples to Diagnose Curable Sexually Transmitted Infections: A Systematic Review of Patients’ Experiences,” *PLoS ONE* 10, no. 4 (2015): e0124310. <https://doi.org/10.1371/journal.pone.0124310>.

Most electronic journals provide page numbers. Where this is not the case, another type of locator such as a subheading may become appropriate in a note. None, however, is required. See also 14.22.

3. Jamison, Shelly, “I(nternet) Do(mains): The New Rules of Selection,” *Culture Critique* 3, no. 5 (2009), under “Park Avenue Revisited.”

14.175 Journal articles consulted online

Most people find journal articles through a library or other bibliographic database. To facilitate discovery by other readers (and linking in publications), information about the online resource should be added to the end of a citation. Many of the examples in this section include a URL. A URL based on a DOI (appended to <https://doi.org/>), if it is available, is preferable to the URL that appears in your browser's address bar when viewing the article (or the abstract). In the absence of a DOI, choose the form of the URL offered along with the article, if any. For articles offered online in more than one format (e.g., PDF or HTML), there is usually no need to specify which format was cited. (If an article was consulted in print, there is no need to include a URL.)

1. Frank P. Whitney, "The Six-Year High School in Cleveland," *School Review* 37, no. 4 (April 1929): 268, <http://www.jstor.org/stable/1078814>.
2. Miriam Schoenfield, "Moral Vagueness Is Ontic Vagueness," *Ethics* 126, no. 2 (2016): 260–61, <https://doi.org/10.1086/683541>.

Sometimes a suitable URL will not be available. Even suggested links listed with the source may work only for subscribers or those with access to a particular library. (A URL based on a DOI, on the other hand, will always direct readers to information about the source, if not full access to it.) In such cases, list the name of the commercial database rather than the URL.

3. Zina Giannopoulou, "Prisoners of Plot in José Saramago's *The Cave*," *Philosophy and Literature* 38, no. 2 (2014): 335, Project MUSE.

See also 14.6–18.

14.176 Access dates for journal articles

Access dates are not required by Chicago in citations of formally published electronic sources, for the reasons discussed in 14.12. Some publishers and some disciplines, however, may require them. When they are included, they should immediately precede the URL (or database information), separated from the surrounding citation by commas in a note and periods in a bibliography entry.

1. Charlotte F. Narr and Amy C. Krist, "Host Diet Alters Trematode Replication and Elemental Composition," *Freshwater Science* 34, no. 1 (March 2015): 81, accessed August 1, 2017, <https://doi.org/10.1086/679411>.
3. Narr and Krist, "Host Diet," 88–89.

Narr, Charlotte F., and Amy C. Krist, “Host Diet Alters Trematode Replication and Elemental Composition.” *Freshwater Science* 34, no. 1 (March 2015): 81–91. Accessed August 1, 2017. <https://doi.org/10.1086/679411>.

14.177 Article page numbers in relation to volume or issue numbers

When page numbers immediately follow a volume number, separated only by a colon (as in a shortened citation; see 14.185), no space follows the colon. But when parenthetical information intervenes, a space follows the colon. (This rule applies to other types of volumes as well; see, e.g., 14.116.)

Social Networks 14:213–29

Critical Inquiry 1, no. 3 (Winter 1975): 479–96

When, as occasionally happens, the page number follows an issue number, a comma—not a colon—should be used.

Diogenes, no. 25, 84–117.

14.178 Journal special issues

A journal issue (occasionally a double issue) devoted to a single theme is known as a special issue. It carries the normal volume and issue number (or numbers if a double issue). Such an issue may have an editor and a title of its own. An article within the issue is cited as in the first example; a special issue as a whole may be cited as in the second example.

1. Miwako Tezuka, “Jikken Kōbō and Takiguchi Shūzō: The New Deal Collectivism of 1950s Japan,” in “Collectivism in Twentieth-Century Japanese Art,” ed. Reiko Tomii and Midori Yoshimoto, special issue, *Positions: Asia Critique* 21, no. 2 (Spring 2013): 351–81, <https://doi.org/10.1215/10679847-2018283>.

Tomii, Reiko, and Midori Yoshimoto, eds. “Collectivism in Twentieth-Century Japanese Art.” Special issue, *Positions: Asia Critique* 21, no. 2 (Spring 2013).

14.179 Journal supplements

A journal supplement, unlike a special issue (see 14.178), is numbered separately from the regular issues of the journal. Like a special issue, however, it may have a title

and author or editor of its own.

Agha, Asif. “Tropes of Branding in Forms of Life.” In “The Semiotic Corporation,” edited by Kyung-Nan Koh and Greg Urban. Supplement, *Signs and Society* 3, no. S1 (2015): S174–94. <https://doi.org/10.1086/679004>.

14.180 Articles published in installments

Articles published in parts over two or more issues may be listed separately or in the same entry, depending on whether the part or the whole is cited.

1. George C. Brown, ed., “A Swedish Traveler in Early Wisconsin: The Observations of Fredrika Bremer,” pt. 1, *Wisconsin Magazine of History* 61 (Summer 1978): 312.

2. Brown, “Swedish Traveler,” pt. 2, *Wisconsin Magazine of History* 62 (Autumn 1978): 50.

Brown, George C., ed. “A Swedish Traveler in Early Wisconsin: The Observations of Fredrika Bremer.” Pts. 1 and 2. *Wisconsin Magazine of History* 61 (Summer 1978): 300–318; 62 (Autumn 1978): 41–56.

14.181 Article appearing in two publications

Chapters in books have sometimes begun their lives as journal articles, or vice versa. Revisions are often made along the way. The version actually consulted should be cited in a note or text citation, but annotation such as the following, if of specific interest to readers, may follow the citation. See also 14.54.

Previously published as “Article Title,” *Journal Title* 20, no. 3 (2016): 345–62.

A slightly revised version appears in *Book Title*, ed. E. Editor (Place: Publisher, 2017), 15–30.

14.182 Place where journal is published

If a journal might be confused with another with a similar title, or if it might not be known to the users of a bibliography, add the name of the place or institution where it is published in parentheses after the journal title.

1. Diane-Dinh Kim Luu, “Diethylstilbestrol and Media Coverage of the ‘Morning After’ Pill,” *Lost in Thought: Undergraduate Research Journal* (Indiana University South Bend) 2 (1999): 65–70.

Garrett, Marvin P. "Language and Design in *Pippa Passes*." *Victorian Poetry* (West Virginia University) 13, no. 1 (1975): 47–60.

14.183 Translated or edited article

A translated or edited article follows essentially the same style as a translated or edited book (see 14.104).

1. Arthur Q. Author, "Article Title," trans. Tim Z. Translator, *Journal Title* . . .

Author, Arthur Q. "Article Title." Edited by Edward A. Editor. *Journal Title* . . .

14.184 New series for journal volumes

New series in journal volumes are identified by *n.s.* (new series), *2nd ser.*, and so forth, as they are for books (see 14.126). Note the comma between the series identifier and the volume number.

1. "Letter of Jonathan Sewall," *Proceedings of the Massachusetts Historical Society*, 2nd ser., 10 (January 1896): 414.

Moraes, G. M. "St. Francis Xavier, Apostolic Nuncio, 1542–52." *Journal of the Bombay Branch of the Royal Asiatic Society*, n.s., 26 (1950): 279–313.

14.185 Short titles for articles

In subsequent references to journal articles, the author's last name and the main title of the article (often shortened) are most commonly used. In the absence of a full bibliography, however, the journal title, volume number, and page number(s) may prove more helpful guides to the source.

1. Daniel Rosenblum, "Unintended Consequences of Women's Inheritance Rights on Female Mortality in India," *Economic Development and Cultural Change* 63, no. 2 (January 2015): 223, <https://doi.org/10.1086/679059>.

2. Rosenblum, "Female Mortality in India," 225.

or

3. Rosenblum, *Economic Development and Cultural Change* 63:225.

The page numbering for *Economic Development and Cultural Change* is continuous throughout a single volume. Where that is not the case, the short form should include the issue number in addition to the volume number (i.e., “63 (2): 225”).

14.186 Abstracts

An abstract is treated like a journal article, but the word *abstract* must be added.

Matute, Daniel R. “Noisy Neighbors Can Hamper the Evolution of Reproductive Isolation by Reinforcing Selection.” Abstract. *American Naturalist* 185, no. 2 (February 2015): 253–69. <https://doi.org/10.1086/679504>.

14.187 Electronic supplements or enhancements to journal articles

Components of journal articles with a printed counterpart that are offered only online—including supplementary data or supporting information, sometimes also referred to as enhancements—can usually be cited according to how they are referred to in the journal. File formats for multimedia content should be indicated if relevant.

1. “Ghost Dancing Music,” Naraya no. 2, MP3 audio, cited in Richard W. Stoffle et al., “Ghost Dancing the Grand Canyon,” *Current Anthropology* 41, no. 1 (2000), <https://doi.org/10.1086/300101>.

2. Gemma L. Cole and John A. Endler, “Variable Environmental Effects on a Multi-component Sexually Selected Trait,” *American Naturalist* 185, no. 4 (April 2015): table A.3 (online only), <https://doi.org/10.1086/680022>.

3. M. Suárez-Rodríguez and C. Macías García, “There Is No Such a Thing as a Free Cigarette: Lining Nests with Discarded Butts Brings Short-Term Benefits, but Causes Toxic Damage,” *Journal of Evolutionary Biology* 27, no. 12 (December 2014): 2719–26, <https://doi.org/10.1111/jeb.12531>, data deposited at Dryad Digital Repository, <https://doi.org/10.5061/dryad.4t5rt>.

Song, Aiping, Linxiao Wang, Sumei Chen, Jiafu Jiang, Zhiyong Guan, Peiling Li, and Fadi Chen. Target gene sequences (file name: “Dataset S1.seq”). In “Identification of Nitrogen Starvation-Responsive MicroRNAs in *Chrysanthemum nankingense*.” *Plant Physiology and Biochemistry* 91 (June 2015): 41–48. <https://doi.org/10.1016/j.plaphy.2015.04.003>.

See also 14.159, 14.257, 14.261–68.

14.188 Basic citation format for magazine articles

Many of the guidelines for citing journals apply to magazines also (and see 14.166). Titles of magazine articles are treated like titles of journal articles: they are capitalized headline-style, set in roman, and placed in quotation marks (see 14.169); as with the titles of journals, an initial *The* in the title of the magazine is usually dropped, and the title is set in italics (see 14.170). Weekly or monthly (or bimonthly) magazines, even if numbered by volume and issue, are usually cited by date only. The date, being an essential element in the citation, is not enclosed in parentheses. While a specific page number may be cited in a note, the inclusive page numbers of an article may be omitted, since they are often widely separated by extraneous material. When page numbers are included, a comma rather than a colon separates them from the date of issue.

1. Beth Saulnier, "From Vine to Wine," *Cornell Alumni Magazine*, September/October 2008, 48.
2. Jill Lepore, "The Man Who Broke the Music Business," *New Yorker*, April 27, 2015, 59.

Walker, Mandy. "Secrets to Stress-Free Flying." *Consumer Reports*, October 2016.

14.189 Magazine articles consulted online

For magazine articles consulted online, include a URL at the end of a citation or, if no suitable URL is available, the name of the database (see also 14.175). Specific page numbers usually will not be available but may be cited if they are (see also 14.22). See also 14.6–18.

1. Karl Vick, "Cuba on the Cusp," *Time*, March 26, 2015, <http://time.com/3759629/cuba-us-policy/>.
2. Henry William Hanemann, "French as She Is Now Spoken," *Life*, August 26, 1926, 5, ProQuest.

Magazine articles offered for download using a specific app should cite the name of the application or device used to acquire or read the article.

3. Adam Gopnik, "Trollope Trending," *New Yorker* (iPhone app), May 4, 2015.

14.190 Magazine departments

Titles of regular departments in a magazine are capitalized headline-style but not put in quotation marks.

1. Patricia Marx, "Big Skyline," Talk of the Town, *New Yorker*, April 27, 2015, <http://www.newyorker.com/magazine/2015/04/27/big-skyline>.
2. Debra Klein, Focus on Travel, *Newsweek*, April 17, 2000.

Wallraff, Barbara. Word Fugitives. *Atlantic Monthly*, July/August 2008.

A department without a named author is best cited by the title of the magazine.

Gourmet. Kitchen Notebook. May 2000.

14.191 Basic citation format for newspaper articles

The name of the author (if known) and the headline or column heading in a daily newspaper are cited much like the corresponding elements in magazines (see 14.188–90). The month (often abbreviated), day, and year are the indispensable elements. Because a newspaper's issue of any given day may include several editions, and items may be moved or eliminated in various editions, page numbers may usually be omitted (for an example of a page number in a citation, see 14.197). In a note or bibliographic entry, it may be useful to add "final edition," "Midwest edition," or some such identifier. If the paper is published in several sections, the section number (e.g., sec. 1) or title (e.g., Nation) may be given. To cite an article consulted online, include the URL or, if no suitable URL is available, the name of the database (see also 14.175).

1. Editorial, *Philadelphia Inquirer*, July 30, 1990.
2. Mike Royko, "Next Time, Dan, Take Aim at Arnold," *Chicago Tribune*, September 23, 1992.
3. Christopher Lehmann-Haupt, "Robert Giroux, Editor, Publisher and Nurturer of Literary Giants, Is Dead at 94," *New York Times*, September 6, 2008, New York edition.
4. "Pushcarts Evolve to Trendy Kiosks," *Lake Forester* (Lake Forest, IL), March 23, 2000.
5. David G. Savage, "Stanford Student Goes to Supreme Court to Fight for Her Moms," *Los Angeles Times*, April 27, 2015, Nation, <http://www.latimes.com/nation/la-na-gay-marriage-children-20150424-story.html>.
6. John Myers, "Invasive Faucet Snails Confirmed in Twin Ports Harbor," *Duluth (MN) News-Tribune*, September 26, 2014, EBSCOhost.

Because news sites may update certain stories as they unfold, it may be appropriate to include a time stamp for an article that includes one. List the time as posted with the article; if the time zone is not included, it may need to be determined from context (e.g., EST in the example below). A copy of the article should be retained as cited (see 14.15). See also 10.41.

7. Jason Samenow, “Blizzard Warning: High Winds, About Two Feet of Snow Forecast for D.C. Area,” *Washington Post*, January 21, 2016, 3:55 p.m. EST, <https://www.washingtonpost.com/news/capital-weather-gang/wp/2016/01/21/blizzard-warning-high-winds-around-two-feet-of-snow-forecast-for-d-c-area/>.

For blogs, which are cited similarly to online newspapers, see 14.205–10.

14.192 Newspaper headlines

Since headlines are often grammatical sentences, sentence-style capitalization is preferred in the headlines of many newspapers. In source citations, however, Chicago recommends headline style for citing headlines in notes and bibliographies for the sake of consistency with other titles. See also 8.158, 8.159.

“Justices Limit Visiting Rights of Grandparents in Divided Case”

Headlines presented entirely in full capitals in the original are usually converted to upper- and lowercase in a citation (but see 7.52).

14.193 Titles of newspapers

An initial *The* is omitted from the title of a newspaper (see 8.170). A city name, if not part of the title of a local newspaper, should be added. The name of the state or, in the case of Canada, province may be added in parentheses if needed (usually in abbreviated form; see 10.27, 10.28). In some cases, the city or state can be added and italicized as part of the official title; if in doubt, add the information, in parentheses and roman type, *after* the italicized title of the newspaper.

Chicago Tribune
Guardian (Manchester)
Hackensack (NJ) Record
Oregonian (Portland, OR)
Ottawa (IL) Daily Times
Saint Paul (Alberta or AB) Journal
Times (London)

For such well-known national papers as the *Wall Street Journal* or the *Christian Science Monitor*, no city name is added. In some cases, however, a newspaper will need to be identified by nation.

Times (UK)
Guardian (UK edition)
Guardian (US edition)

but

International New York Times

14.194 Non-English titles of newspapers

Names of cities not part of the titles of newspapers published in languages other than English may be added in roman and parentheses after the title (see also 14.131). An initial *The*, omitted for English-language papers, is retained in titles of non-English-language papers if the article is part of the title (see 14.98). Titles of newspapers are treated in many languages more like the names of institutions than like the titles of books and other works; in general, the capitalization of the source (in the masthead or elsewhere) can be used. If in doubt, however, prefer sentence style (see 11.6). (Titles in all capitals should be rendered in sentence style.)

Al-Akhbar (Beirut)
Al-Akhbar (Cairo)
El País (Madrid)
Frankfurter Zeitung
Il Messaggero (Rome)
La Crónica de Hoy (Mexico City)
Mladá fronta dnes (Prague)
Wen Hui Bao (Shanghai)

14.195 Regular columns or features

Regular columns or features may carry headlines as well as column titles. Like the names of sections (see 14.191), these should appear in roman, capitalized but without quotation marks, when they are included in a citation.

1. Marc Jaffe, “Finding Love in Seesawing Libidos,” *Modern Love*, *New York Times*, March 6, 2015, <http://www.nytimes.com/2015/03/08/style/finding-equilibrium-in-seesawing-libidos.html>.

Editorials and the like may be described generically.

2. “Junk Science at the F.B.I.,” editorial, *New York Times*, April 27, 2015, <http://www.nytimes.com/2015/04/27/opinion/junk-science-at-the-fbi.html>.

14.196 Letters to the editor and readers' comments

Published letters to the editor, like editorials (see 14.195), are treated generically, usually without headlines.

1. John Q. Public, letter to the editor, *Los Angeles Times*, September 7, 2008.

Readers' comments are treated like the comments for a blog post (see 14.208; see also 14.209). In a note, list names as they are recorded with the comment; any other identifying information can usually be included in parentheses. A direct link to the comment may be included if available; otherwise, link to the article. Replies can be cited in reference to the cited comment, using a short form for the latter (with the help of a cross-reference to the relevant note, if necessary; see 14.31).

2. Chris (California), April 29, 2015, comment on Sheryl Gay Stolberg and Richard Pérez-Peña, "Baltimore Police Cite Presence of Minors in Defending Response to Unrest," *New York Times*, April 28, 2015, <http://www.nytimes.com/2015/04/29/us/baltimore-riots.html#permid=14810877>.

3. Lizzy (St. Louis, MO), reply to Chris, April 29, 2015.

14.197 Weekend supplements, magazines, and the like

Articles from Sunday supplements or other special sections are treated in the same way as magazine articles—that is, cited by date. They are usually dealt with in notes or parenthetical references rather than in bibliographies. Citations of print editions may include a specific page reference (see 14.188).

1. Rachel Kaadzi Ghansah, "What Toni Morrison Saw," *New York Times Magazine*, April 12, 2015, 48.

14.198 Citing a newspaper article in text rather than in a bibliography

Newspapers are more commonly cited in notes or parenthetical references than in bibliographies. A list of works cited need not list newspaper items if these have been documented in the text. No corresponding entry in a bibliography would be needed for the following citation (nor would it be necessary in such a case to include information about edition or, for an article consulted online, a URL):

The *New York Times*, in advance of the 2015 NFL season, published a report that the Green Bay Packers would host the Chicago Bears on Thanksgiving Evening, "a renewal

of the N.F.L.'s longest-running rivalry," during which the Packers were planning to retire Brett Favre's jersey ("Patriots-Steelers to Open N.F.L. Season," Associated Press, April 22, 2015). Favre, a three-time NFL MVP, is mentioned without further attribution.

If a bibliography entry were needed, it would appear as follows (see also 14.200):

Associated Press. "Patriots-Steelers to Open N.F.L. Season." *New York Times*, April 22, 2015. <http://www.nytimes.com/2015/04/22/sports/football/patriots-steelers-to-open-nfl-season.html>.

14.199 Unsigned newspaper articles

Unsigned newspaper articles or features are best dealt with in text or notes. But if a bibliography entry should be needed, the title of the newspaper stands in place of the author.

1. "In Texas, Ad Heats Up Race for Governor," *New York Times*, July 30, 2002.

New York Times. "In Texas, Ad Heats Up Race for Governor." July 30, 2002.

14.200 News services and news releases

Names of news services, unlike titles of newspapers, are capitalized but not italicized.

the Associated Press (AP)

United Press International (UPI)

1. Associated Press, "Texas A&M Galveston Professor Fails Entire Class, Quits Course," *Dallas Morning News*, April 28, 2015, <http://www.dallasnews.com/news/education/headlines/20150428-texas-am-galveston-professor-fails-entire-class-quits-course.ece>.

A news release (also called a press release) is treated similarly.

2. Federal Emergency Management Agency, "FEMA Awards \$2,781,435 Grant to DuPage County," news release no. RV-NR-2015-006, March 19, 2015, <https://www.fema.gov/news-release/2015/03/19/fema-awards-2781435-grant-dupage-county>.

14.201 Basic citation format for reviews

In citations of reviews of publications, performances, and the like, the elements are given in the following order:

1. Name of reviewer if the review is signed
2. Title of the review, if any (a headline should be included only if needed for locating the review)
3. The words *review of*, followed by the name of the work reviewed and its author (or composer, or director, or whomever) or sponsor (network, studio, label, etc.)
4. Location and date (in the case of a performance)
5. The listing of the periodical in which the review appeared

If a review is included in a bibliography, it is alphabetized by the name of the reviewer or, if unattributed, by the title of the periodical (see 14.204).

14.202 Book reviews

Cite book reviews by author of the review and include book title and author(s) or editor(s). Follow applicable guidelines for citing periodicals.

1. Ben Ratliff, review of *The Mystery of Samba: Popular Music and National Identity in Brazil*, by Hermano Vianna, ed. and trans. John Charles Chasteen, *Lingua Franca* 9 (April 1999): B13–B14.

2. David Kamp, “Deconstructing Dinner,” review of *The Omnivore’s Dilemma: A Natural History of Four Meals*, by Michael Pollan, *New York Times*, April 23, 2006, Sunday Book Review, <http://www.nytimes.com/2006/04/23/books/review/23kamp.html>.

Brehm, William C. Review of *Strike for America: Chicago Teachers against Austerity*, by Micah Uetricht. *Comparative Education Review* 59, no. 1 (February 2015): 177–79. <https://doi.org/10.1086/679296>.

14.203 Reviews of plays, movies, television programs, concerts, and the like

Reviews of plays, concerts, movies, and the like may include the name of a director in addition to any author, producer, sponsor, or performer, as applicable.

1. Ben Brantley, review of *Our Lady of Sligo*, by Sebastian Barry, directed by Max Stafford-Clark, Irish Repertory Theater, New York, *New York Times*, April 21, 2000, Weekend section.

2. Emily Nussbaum, “Button-Pusher,” review of *Black Mirror*, Channel 4 (UK), created by Charlie Brooker, *New Yorker*, January 5, 2015, <http://www.newyorker.com/magazine/2015/01/05/button-pusher>.

3. Manohla Dargis, “She’s the Droid of His Dreams,” review of *Ex Machina*, directed by Alex Garland, *New York Times*, April 10, 2015, New York edition.

4. Nussbaum, review of *Black Mirror*.

Kozinn, Allan. Review of concert performance by Timothy Fain (violin) and Steven Beck (piano), 92nd Street Y, New York. *New York Times*, April 21, 2000, Weekend section.

14.204 Unsigned reviews

Unsigned reviews are treated similarly to unsigned articles (see 14.199). If such a review must appear in the bibliography, it is listed under the title of the periodical.

1. Unsigned review of *Geschichten der romanischen und germanischen Völker*, by Leopold von Ranke, *Ergänzungsblätter zur Allgemeinen Literatur-Zeitung*, February 1828, nos. 23–24.

Ergänzungsblätter zur Allgemeinen Literatur-Zeitung. Unsigned review of *Geschichten der romanischen und germanischen Völker*, by Leopold von Ranke. February 1828, nos. 23–24.

14.205 Websites, blogs, and social media defined

For the purposes of this discussion, *website* refers to the collection of pages (*web pages*) made publicly available via the internet at a specific location on the World Wide Web by an individual or an organization. A *blog* (from *weblog*) is a web-based forum that consists of posted entries organized by date or topic (and often also titled or signed, or both) and usually accompanied by readers’ comments. *Social media* (or *social networking*) refers to any internet-based forum for public communication shared by means of a dedicated platform or service. A website can host or consist of a blog or social media content, and blogs overlap with social media (not to mention online periodicals), blurring the distinctions between the terms. All three can include multimedia content (see 14.267–68). Social media can also consist of privately shared content, which is normally cited like other forms of personal communication (see 14.214).

14.206 Titles for websites, blogs, and social media

Titles of websites are generally set in roman without quotation marks and capitalized headline-style. In a departure from the recommendations in the previous edition, the title of a website that is analogous to a traditionally printed work but does not have (and never had) a printed counterpart can be treated like the titles of other websites, subject to editorial discretion. For example, Wikipedia can be treated as a website rather than as a conventional encyclopedia, with roman rather than italics for the title. (When in doubt, opt for roman.) Titled sections or pages of a website are usually placed in quotation marks. The titles of blogs—like those of journals and other periodicals—can usually be set in italics; titles of blog posts (analogous to articles in a periodical) are placed in quotation marks. (The distinction between a blog and a website is often unclear; when in doubt, treat the title like that of a website.) Many websites do not have titles per se; these can be identified in terms of the entity responsible for the site (and cited accordingly). For additional examples, see 8.191–92.

the website for the University of Chicago; the “Alumni & Friends” page
 the website of the *New York Times*; the *New York Times* online
The Chicago Manual of Style Online; “Chicago Style Q&A”
 Wikipedia; Wikipedia’s “Let It Be” entry; Wikipedia’s entry on the Beatles’ album *Let It Be*
 Google; Google Maps; the “Google Maps Help Center”
Dot Earth (blog); “Can Future Global Warming Matter Today?,” by Andrew C. Revkin,
 posted August 23, 2016

Social media content is usually untitled. If needed for the purposes of citation, the text of a post itself (either in part or as a whole) can stand in as title. For examples, see 14.209.

14.207 Citing web pages and websites

To cite original website content other than the types of formally published sources discussed elsewhere in this chapter, include as much of the following as can be determined: the title or description of the specific page (if cited); the title or description of the site as a whole (see 14.206); the owner or sponsor of the site; and a URL. The word *website* (or *web page*) may be added (in parentheses) after the title or description of the site if the nature of the source may otherwise be unclear. Also include a publication date or date of revision or modification (see 14.13); if no such date can be determined, include an access date (see 14.12). For frequently updated resources, a time stamp may be included (as in the Wikipedia example, which records the time as it was listed with the source; see also 9.39). Citations of website content can often be limited to the notes;

in works with no notes, they may be included in the bibliography (cited by the owner or sponsor of the site).

1. “Apps for Office Sample Pack,” Office Dev Center, Microsoft Corporation, updated October 20, 2015, <https://code.msdn.microsoft.com/office/Apps-for-Office-code-d04762b7>.

2. “Privacy Policy,” Privacy & Terms, Google, last modified March 25, 2016, <http://www.google.com/policies/privacy/>.

3. “Balkan Romani,” Endangered Languages, Alliance for Linguistic Diversity, accessed April 6, 2016, <http://www.endangeredlanguages.com/lang/5342>.

4. “Wikipedia: Manual of Style,” Wikimedia Foundation, last modified April 7, 2016, 23:58, http://en.wikipedia.org/wiki/Wikipedia:Manual_of_Style.

5. City of Ithaca, New York (website), CivicPlus Content Management System, accessed April 6, 2016, <http://www.cityofithaca.org/>.

Microsoft Corporation. “Apps for Office Sample Pack.” Office Dev Center. Updated October 20, 2015. <https://code.msdn.microsoft.com/office/Apps-for-Office-code-d04762b7>.

If a site ceases to exist before publication, or if the information cited is modified or deleted, this information should be included in the text or note.

As of April 1, 2015, the city was forecasting a completion date of “late summer [2015]” for the renovations (a projection that had been removed from the city’s website by July 15, 2015).

6. “Biography,” on Pete Townshend’s official website, accessed December 15, 2001, http://www.petetownshend.co.uk/petet_bio.html (site discontinued).

Such dates, together with the URL, give interested readers a chance to find the information through the Internet Archive or other means. At the same time, authors should retain a copy of any source that is likely to change or disappear (see 14.15).

14.208 Citing blog posts and blogs

Blog posts are cited like online newspaper articles (see 14.191–200). Citations include the author of the post; the title of the post, in quotation marks; the title of the blog, in italics (see 14.206); the date of the post; and a URL. The word *blog* may be added (in parentheses) after the title of the blog (unless the word *blog* is part of the title). Blogs that are part of a larger publication should also include the name of that publication. Citations of blog posts, like those of newspaper articles, can often be relegated to the text

or notes (see also 14.198); if a bibliography entry is needed, it should be listed under the author of the post.

1. Deb Amlen, “One Who Gives a Hoot,” *Wordplay* (blog), *New York Times*, January 26, 2015, <http://wordplay.blogs.nytimes.com/2015/01/26/one-who-gives-a-hoot/>.

2. William Germano, “Futurist Shock,” *Lingua Franca* (blog), *Chronicle of Higher Education*, February 15, 2017, <http://www.chronicle.com/blogs/linguafranca/2017/02/15/futurist-shock/>.

Germano, William. “Futurist Shock.” *Lingua Franca* (blog). *Chronicle of Higher Education*, February 15, 2017. <http://www.chronicle.com/blogs/linguafranca/2017/02/15/futurist-shock/>.

If it is necessary to cite an entire blog, list it in a bibliography under the name of the editor (if any) or the title of the blog.

Amlen, Deb, ed. *Wordplay* (blog). *New York Times*. <http://wordplay.blogs.nytimes.com/>.
Lingua Franca (blog). *The Chronicle of Higher Education*. <http://www.chronicle.com/blogs/linguafranca/>.

Comments can usually be cited in the text, in reference to the related post. If the comment is cited in a note, list the name of the commenter and the date of the comment, followed by the information for the related post. Use a shortened form to refer to a post that has been fully cited elsewhere (see 14.29–36). A URL for the comment is usually unnecessary but may be listed if available. For obviously fictitious names, there is usually no need to add *pseud.* (if known, the identity can be given in the text or in the citation, following the screen name in square brackets; see 14.80). A name in all lowercase can usually be capitalized (see 8.4).

3. Viv (Jerusalem, Isr.), January 27, 2015, comment on Amlen, “Hoot.”

4. Jim, February 16, 2017, comment on Germano, “Futurist Shock,”
<http://www.chronicle.com/blogs/linguafranca/2017/02/15/futurist-shock/#comment-3158909472>.

5. Stephanos C, February 21, 2017, reply to Jim, <http://www.chronicle.com/blogs/linguafranca/2017/02/15/futurist-shock/#comment-3167173570>.

14.209 Citing social media content

Cite publicly available content shared via social media according to the general guidelines and examples in this paragraph. Private content, including direct messages, is considered a form of personal communication and should be cited as described in 14.214. For a citation in a note or bibliography entry, include the following elements:

1. The author of the post. List the real name (of the person, group, or institution), if known, followed by a screen name, if any, in parentheses. If only a screen name is known, use the screen name in place of the author's name.
2. In place of a title, the text of the post. Quote as much as the first 160 characters, including spaces (the maximum length of a typical text message), capitalized as in the original. (If the post has been quoted in the text, it need not be repeated in a note.)
3. The type of post. List the name of the social media service and include a description if relevant (*photo*, *video*, etc.).
4. The date, including month, day, and year. Time stamps are usually unnecessary but may be included to differentiate a post or comment from others on the same day.
5. A URL. A URL for a specific item can often be found via the date stamp.

Comments are cited in reference to the related post, in a shortened form if fully cited elsewhere (see 14.29–36). A URL for the comment itself is optional but may be added if available. See also 14.208. Citations of social media content can often be limited to the text, as in the first example; if it is important to provide a link, include a note. A frequently cited account or an extensive thread related to a single subject or post may be included in a bibliography.

Conan O'Brien's tweet was characteristically deadpan: "In honor of Earth Day, I'm recycling my tweets" (@ConanOBrien, April 22, 2015).

1. Junot Díaz, "Always surprises my students when I tell them that the 'real' medieval was more diverse than the fake ones most of us consume," Facebook, February 24, 2016, <https://www.facebook.com/junotdiaz.writer/posts/972495572815454>.

2. Conan O'Brien (@ConanOBrien), "In honor of Earth Day, I'm recycling my tweets," Twitter, April 22, 2015, 11:10 a.m., <https://twitter.com/ConanOBrien/status/590940792967016448>.

3. Chicago Manual of Style, "Is the world ready for singular they? We thought so back in 1993," Facebook, April 17, 2015, <https://www.facebook.com/ChicagoManual/posts/10152906193679151>.

4. Pete Souza (@petesouza), "President Obama bids farewell to President Xi of China at the conclusion of the Nuclear Security Summit," Instagram photo, April 1, 2016, <https://www.instagram.com/p/BDrmfXTtNCt/>.

5. Kristaps Licis, "But what is the surprise here?," February 24, 2016, comment on Díaz, "Always surprises," https://www.facebook.com/junotdiaz.writer/posts/972495572815454?comment_id=972558569475821.

6. Michele Truty, “We do need a gender-neutral pronoun,” April 17, 2015, comment on Chicago Manual of Style, “singular they,” https://www.facebook.com/ChicagoManual/posts/10152906193679151?comment_id=10152906356479151.

7. Souza, “President Obama.”

Chicago Manual of Style. “Is the world ready for singular they? We thought so back in 1993.” Facebook, April 17, 2015. <https://www.facebook.com/ChicagoManual/posts/10152906193679151>.

Because social media content is subject to editing and deletion, authors are advised to retain a copy of anything they cite (see 14.15). For additional considerations, see 14.6–18.

14.210 Electronic mailing lists and forums

Content posted to electronic mailing lists or forums can be cited much like other types of social media (see 14.209). Include the name of the correspondent, the title of the subject or thread (in quotation marks and capitalized as in the original), the title of the list or forum (followed by *list* or *forum* or the like, if not part of the title), the title of any host site (see also 14.206), the date of the message or post, and a URL. (Posts on private forums or lists can be cited like personal communications; see 14.214.)

1. John Powell, “Pattern matching,” Grapevine digest mailing list archives, Electric Editors, April 23, 1998, <http://www.electriceditors.net/grapevine/archives.php>.

2. Caroline Braun, reply to “How did the ‘cool kids’ from high school turn out?,” Quora, August 9, 2016, <https://www.quora.com/How-did-the-cool-kids-from-high-school-turn-out/>.

14.211 Unpublished interviews

Unpublished interviews are best cited in text or in notes, though they occasionally appear in bibliographies. Citations should include the names of both the person interviewed and the interviewer; brief identifying information, if appropriate; the place or date of the interview (or both, if known); and, if a transcript or recording is available, where it may be found. Permission to quote may be needed; see chapter 4.

1. Andrew Macmillan (principal adviser, Investment Center Division, FAO), in discussion with the author, September 1998.

2. Benjamin Spock, interview by Milton J. E. Senn, November 20, 1974, interview 67A, transcript, Senn Oral History Collection, National Library of Medicine, Bethesda, MD.

3. Macmillan, discussion; Spock, interview.

14.212 Unattributed interviews

An interview with a person who prefers to remain anonymous or whose name the author does not wish to reveal may be cited in whatever form is appropriate in context. The absence of a name should be explained (e.g., “All interviews were conducted in confidentiality, and the names of interviewees are withheld by mutual agreement”).

1. Interview with health-care worker, July 31, 2017.

14.213 Published or broadcast interviews

An interview that has been published or broadcast or made available online can usually be treated like an article or other item in a periodical. Interviews consulted online should include a URL or similar identifier (see 14.6–18). See also 14.264, 14.267.

1. Lydia Davis, “The Art of Fiction No. 227,” interview by Andrea Aguilar and Johanne Fronth-Nygren, *Paris Review*, no. 212 (Spring 2015): 172, EBSCOhost.
2. McGeorge Bundy, interview by Robert MacNeil, *MacNeil/Lehrer NewsHour*, PBS, February 7, 1990.
3. Russell Crowe, interview by Charlie Rose, *Charlie Rose*, April 23, 2015, <http://www.charlierose.com/watch/60551640>.

Bellour, Raymond. “Alternation, Segmentation, Hypnosis: Interview with Raymond Bellour.” By Janet Bergstrom. *Camera Obscura*, nos. 3–4 (Summer 1979): 89–94.

14.214 Personal communications

References to conversations (whether face-to-face or by telephone) or to letters, email or text messages, or direct or private messages shared through social media and received by the author are usually run in to the text or given in a note. They are rarely listed in a bibliography. Most such information can be referred to simply as a conversation, message, or the like; the medium may be mentioned if relevant.

In a conversation with the author on January 6, 2009, lobbyist John Q. Advocate admitted that . . .

Though inconclusive, a fifteen-second video shared with the author via Instagram by the subject’s family did suggest significant dementia.

1. Jane E. Correspondent, email message to author, April 23, 2017.
2. Facebook direct message to author, April 30, 2017.

An email address or the like belonging to an individual should be omitted. Should it be needed in a specific context, it must be cited only with the permission of its owner. See also 13.3.

14.215 Theses and dissertations

Titles of theses and dissertations appear in quotation marks—not in italics; otherwise, they are cited like books. The kind of thesis, the academic institution, and the date follow the title. Like the publication data of a book, these are enclosed in parentheses in a note but not in a bibliography. If the document was consulted online, include a URL or, for documents retrieved from a commercial database, the name of the database and, in parentheses, any identification number supplied or recommended by the database. For dissertations issued on microfilm, see 14.115. To cite an abstract (as in the notes), simply add the word “abstract” after the title (see also 14.186).

1. Ilya Vedrashko, “Advertising in Computer Games” (master’s thesis, MIT, 2006), 59, <http://hdl.handle.net/1721.1/39144>.
2. Melanie Subacus, “*Duae Patriae*: Cicero and Political Cosmopolitanism in Rome,” abstract (PhD diss., New York University, 2015), v, <http://pqdtopen.proquest.com/pubnum/3685917.html>.
3. Vedrashko, “Advertising in Computer Games,” 61–62.

Choi, Mihwa. “Contesting *Imaginaires* in Death Rituals during the Northern Song Dynasty.” PhD diss., University of Chicago, 2008. ProQuest (AAT 3300426).

14.216 Unpublished manuscripts

Titles of unpublished manuscripts, like the titles of other unpublished works, appear in quotation marks. (For manuscripts under contract but not yet published, see 14.146.) Include the words *unpublished manuscript* and the date of the version consulted, if known; for electronic files, a last-saved or last-modified date may be appropriate. End the citation with an indication of format.

1. Lane Redburn, “Touch-Sensitive Interiors: A Behavioral Analysis” (unpublished manuscript, May 5, 2017), LaTeX and GIF files.
- Balderdash, Pat. “Presbyopia and Screen Size: A Relational Analysis.” Unpublished manuscript, last modified May 5, 2017. Microsoft Word file.

14.217 Lectures and papers or posters presented at meetings

The sponsorship, location, and date of the meeting at which a speech was given or a paper, slides, or poster presented follow the title. This information is put in parentheses in a note but not in a bibliography. If the information is available online, include a URL.

1. David G. Harper, “The Several Discoveries of the Ciliary Muscle” (PowerPoint presentation, 25th Anniversary of the Cogan Ophthalmic History Society, Bethesda, MD, March 31, 2012).

2. Viviana Hong, “Censorship in Children’s Literature during Argentina’s Dirty War (1976–1983)” (lecture, University of Chicago, Chicago, IL, April 30, 2015).

Rohde, Hannah, Roger Levy, and Andrew Kehler. “Implicit Causality Biases Influence Relative Clause Attachment.” Poster presented at the 21st CUNY Conference on Human Sentence Processing, Chapel Hill, NC, March 2008. <http://idiom.ucsd.edu/rlevy/papers/cuny2008/rohde-levy-kehler-2008-cuny.pdf>.

Teplin, Linda A., Gary M. McClelland, Karen M. Abram, and Jason J. Washburn. “Early Violent Death in Delinquent Youth: A Prospective Longitudinal Study.” Paper presented at the Annual Meeting of the American Psychology-Law Society, La Jolla, CA, March 2005.

A paper included in the published proceedings of a meeting may be treated like a chapter in a book (see 14.120). If published in a journal, it is treated as an article (see 14.168–87).

14.218 Working papers and the like

Working papers and similar documents, sometimes produced in advance of publication on a particular topic, can be treated in much the same way as a dissertation or thesis (14.215) or a lecture, paper, or other presentation (14.217).

1. Deborah D. Lucki and Richard W. Pollay, “Content Analyses of Advertising: A Review of the Literature” (working paper, History of Advertising Archives, Faculty of Commerce, University of British Columbia, Vancouver, 1980).

Bronfenbrenner, Kate, and Dorian Warren. “The Empirical Case for Streamlining the NLRB Certification Process: The Role of Date of Unfair Labor Practice Occurrence.” ISERP Working Papers Series 2011.01, Columbia University, New York, NY, June 2011. <http://hdl.handle.net/10022/AC:P:10603>.

In the second example above the term *working paper* is part of a formal series title, therefore capitalized (see 14.123–26). Unless the item is available online, it is sometimes useful to add *photocopy* or otherwise indicate the form in which an unpublished document may be consulted.

Alarcón, Salvador Florencio de. “Compendio de las noticias correspondientes a el real y minas San Francisco de Aziz de Río Chico . . . de 20 de octubre [1771].” Photocopy, Department of Geography, University of California, Berkeley.

For journal article preprints, see 14.173.

14.219 Private contracts, wills, and such

Private documents are occasionally cited in notes but rarely in bibliographies. More appropriately they are referred to in text (e.g., “Marcy T. Feldspar, in her will dated January 20, 1976, directed . . .”) or in notes. Capitalization is usually a matter of editorial discretion.

1. Samuel Henshaw, will dated June 5, 1806, proved July 5, 1809, no. 46, box 70, Hampshire County Registry of Probate, Northampton, MA.

2. Agreement to teach in the Editing Program of the Graham School, University of Chicago, signed by Héloïse Abelard, June 1, 2017.

14.220 Pamphlets, reports, and the like

Pamphlets, corporate reports, brochures, and other freestanding publications are treated essentially as books. Data on author and publisher may not fit the normal pattern, but sufficient information should be given to identify the document.

1. Hazel V. Clark, *Mesopotamia: Between Two Rivers* (Mesopotamia, OH: Trumbull County Historical Society, 1957).

2. *Lifestyles in Retirement*, Library Series (New York: TIAA-CREF, 1996).

3. McDonald’s Corporation, *2014 Annual Report*, March 2015, http://www.aboutmcdonalds.com/mcd/investors/annual_reports.html.

Material obtained through loose-leaf services can be handled similarly.

4. *Standard Federal Tax Reporter*, 1996 ed., vol. 4 (Chicago: Commerce Clearing House, 1996), ¶2,620.

14.221 Overview and additional resources

The 1987 edition of the *Guide to the National Archives of the United States* offers the following advice: “The most convenient citation for archives is one similar to that used for personal papers and other historical manuscripts. Full identification of most unpublished material usually requires giving the title and date of the item, series title (if applicable), name of the collection, and name of the depository. Except for placing the cited item first [in a note], there is no general agreement on the sequence of the remaining elements in the citation. . . . Whatever sequence is adopted, however, should be used consistently throughout the same work” (761). This advice has been extended by the leaflet *Citing Records in the National Archives of the United States* (available from the National Archives and Records Administration; see bibliog. 4.5), which includes advice on citing textual and nontextual records, including electronic records and digitized resources. Citations of collections consulted online (to date, a relative rarity for this type of material) will usually take the same form as citations of physical collections, aside from the addition of a URL or database name (see 14.6–18).

14.222 Note forms versus bibliography entries

In a note, the main element of a manuscript citation is usually a specific item (a letter, a memorandum, or whatever) and is thus cited first. In a bibliography, the main element is usually either the collection in which the specific item may be found, the author(s) of the items in the collection, or the depository for the collection. (Entries beginning with the name of the collection or the last name of the author—which sometimes overlap—tend to be easiest to locate in a bibliography.)

1. James Oglethorpe to the Trustees, 13 January 1733, Phillipps Collection of Egmont Manuscripts, 14200:13, University of Georgia Library.
2. Alvin Johnson, memorandum, 1937, file 36, Horace Kallen Papers, YIVO Institute for Jewish Research, New York.
3. Revere’s Waste and Memoranda Book (vol. 1, 1761–83; vol. 2, 1783–97), Revere Family Papers, Massachusetts Historical Society, Boston.

Egmont Manuscripts. Phillipps Collection. University of Georgia Library.
Kallen, Horace. Papers. YIVO Institute for Jewish Research, New York.
Revere Family Papers. Massachusetts Historical Society, Boston.

Specific items are not included in a bibliography unless only one item from a collection is cited. For more examples, see 14.229, 14.230.

14.223 Specific versus generic titles for manuscript collections

In notes and bibliographies, quotation marks are used only for specific titles (e.g., “Canoeing through Northern Minnesota”), but not for generic names such as *report* or *minutes*. Generic names of this kind are capitalized if part of a formal heading actually appearing on the manuscript, lowercased if merely descriptive. Compare 14.229, example notes 7–10.

14.224 Dates for manuscript collections

Names of months may be spelled out or abbreviated, as long as done consistently (see 10.39). If there are many references to specific dates, as in a collection of letters or diaries, the day-month-year form (8 May 1945), used in some of the examples below, will reduce clutter, though the American month-day-year style used throughout this manual may be preferred instead (May 8, 1945). See also 6.38, 9.31.

14.225 Folios, page numbers, and such for manuscript collections

Older manuscripts are usually numbered by signatures only or by leaves (sometimes called folios) rather than by page (see 14.154, 14.155). More recent ones usually carry page numbers (and some older manuscripts have been paginated in the modern era); if needed, the abbreviations *p.* and *pp.* should be used to avoid ambiguity. Leaves introduced at the beginning or end of a manuscript when rebound (e.g., by a modern library or publisher) are not usually counted in the numbering. Some manuscript collections have identifying series or file numbers, which may be included in a citation.

14.226 “Papers” and “manuscripts”

In titles of manuscript collections, the terms *papers* and *manuscripts* are synonymous. Both are acceptable, as are the abbreviations *MS* and (pl.) *MSS*. If it is necessary to distinguish a typescript or computer printout from a handwritten document, the abbreviation *TS* may be used. See also 10.42.

14.227 Location of depositories

The location (city and state) of such well-known depositories as major university libraries is rarely necessary (see examples in 14.229).

University of Chicago Library
Oberlin College Library

14.228 Collections of letters and the like

A note citation of a letter starts with the name of the letter writer, followed by *to*, followed by the name of the recipient. Given names may be omitted if the identities of sender and recipient are clear from the text. (Identifying material may be added if appropriate; see 14.211.) The word *letter* is usually omitted—that is, understood—but other forms of communication (telegram, memorandum) are specified. If such other forms occur frequently in the same collection, it may be helpful to specify letters also. For capitalization and the use of quotation marks, see 14.223. For date form, see 14.224. See also 14.111, 14.214, 14.231.

14.229 Examples of note forms for manuscript collections

1. George Creel to Colonel House, 25 September 1918, Edward M. House Papers, Yale University Library.
2. James Oglethorpe to the Trustees, 13 January 1733, Phillipps Collection of Egmont Manuscripts, 14200:13, University of Georgia Library (hereafter cited as Egmont MSS).
3. Burton to Merriam, telegram, 26 January 1923, box 26, folder 17, Charles E. Merriam Papers, Special Collections Research Center, University of Chicago Library.
4. Minutes of the Committee for Improving the Condition of the Free Blacks, Pennsylvania Abolition Society, 1790–1803, Papers of the Pennsylvania Society for the Abolition of Slavery, Historical Society of Pennsylvania, Philadelphia (hereafter cited as Minutes, Pennsylvania Society).
5. Hiram Johnson to John Callan O’Laughlin, 13 and 16 July 1916, 28 November 1916, O’Laughlin Papers, Theodore Roosevelt Collection, Harvard College Library.
6. Memorandum by Alvin Johnson, 1937, file 36, Horace Kallen Papers, YIVO Institute for Jewish Research, New York.
7. Undated correspondence between French Strother and Edward Lowry, container 1-G/961 600, Herbert Hoover Presidential Library, West Branch, IA.

8. Memorandum, "Concerning a Court of Arbitration," n.d., Philander C. Knox Papers, Manuscripts Division, Library of Congress.
9. Joseph Purcell, "A Map of the Southern Indian District of North America" [ca. 1772], MS 228, Ayer Collection, Newberry Library, Chicago.
10. Louis Agassiz, report to the Committee of Overseers . . . [28 December 1859], Overseers Reports, Professional Series, vol. 2, Harvard University Archives.
11. Gilbert McMicken to Alexander Morris, 29 November 1881, Glasgow (Scotland), Document 1359, fol. 1r, Alexander Morris Papers, MG-12-84, Provincial Archives of Manitoba, Winnipeg.
12. Daily Expenses, July 1787, images 7–8, George Washington Papers, Series 5: Financial Papers, 1750–96, Library of Congress, Washington, DC, <http://memory.loc.gov/ammem/gwhtml/gwseries5.html>.

The content of subsequent citations of other items in a cited manuscript collection (short forms) will vary according to the proximity of the earlier notes, the use of abbreviations, and other factors. Absolute consistency may occasionally be sacrificed to readers' convenience.

13. R. S. Baker to House, 1 November 1919, House Papers.
14. Thomas Causton to his wife, 12 March 1733, Egmont MSS, 14200:53.
15. Minutes, 15 April 1795, Pennsylvania Society.

14.230 Examples of bibliography entries for manuscript collections

The style of the first six examples below is appropriate if more than one item from a collection is cited in the text or notes. Entries are usually listed under the name of the collection or under the author(s) of the items contained therein. See also 14.222.

- Egmont Manuscripts. Phillipps Collection. University of Georgia Library.
- Merriam, Charles E. Papers. Special Collections Research Center, University of Chicago Library.
- Pennsylvania Society for the Abolition of Slavery. Papers. Historical Society of Pennsylvania, Philadelphia.
- Strother, French, and Edward Lowry. Undated correspondence. Herbert Hoover Presidential Library, West Branch, IA.
- Washington, George. Papers. Series 5: Financial Papers, 1750–96. Library of Congress, Washington, DC. <http://memory.loc.gov/ammem/gwhtml/gwseries5.html>.
- Women's Organization for National Prohibition Reform. Papers. Alice Belin du Pont files, Pierre S. du Pont Papers. Eleutherian Mills Historical Library, Wilmington, DE.

If only one item from a collection has been mentioned in text or in a note and is considered important enough to include in a bibliography, the entry will begin with the item.

Dinkel, Joseph. Description of Louis Agassiz written at the request of Elizabeth Cary Agassiz, n.d. Louis Agassiz Papers. Houghton Library, Harvard University.

14.231 Letters and the like in private collections

Letters, memorandums, and such that have not been archived may be cited like other unpublished material. Information on the depository is replaced by such wording as “in the author’s possession” or “private collection,” and the location is not mentioned.

14.232 Reference works consulted in physical formats

Well-known reference books, such as major dictionaries and encyclopedias, are normally cited in notes rather than in bibliographies. They are also more likely than many resources to be consulted online (see 14.233). If a physical edition is cited, not only the edition number (if not the first) but also the date the volume or set was issued must be specified. References to an alphabetically arranged work cite the item (not the volume or page number) preceded by *s.v.* (*sub verbo*, “under the word”; pl. *s.vv.*).

1. *Encyclopaedia Britannica*, 15th ed. (1980), *s.v.* “salvation.”
2. *Oxford English Dictionary*, 2nd ed. (CD-ROM, version 4.0, 2009), *s.v.* “hoot(e)nanny, hootananny.”
3. *Dictionary of American Biography* (1937), *s.v.* “Wadsworth, Jeremiah.”

Most other reference works, however, are more appropriately listed with full publication details like any other book resource. (For examples of how to cite individual entries by author, see 14.234.)

4. *The Times Style and Usage Guide*, comp. Tim Austin (London: Times Books, 2003), *s.vv.* “police ranks,” “postal addresses.”
5. *MLA Style Manual and Guide to Scholarly Publishing*, 3rd ed. (New York: Modern Language Association of America, 2008), 6.8.2.

Diccionario de historia de Venezuela. 2nd ed. 4 vols. Caracas: Fundación Polar, 1997.
Garner, Bryan A. *Garner’s Modern English Usage*. 4th ed. New York: Oxford University Press, 2016.

14.233 Reference works consulted online

Online reference works can be cited much like their printed antecedents; they are normally cited in the notes rather than in bibliographies (see 14.232). For continually updated resources, an edition number will usually be unnecessary. Instead, include a posted publication or revision date for the cited entry; if none is available, supply an access date. Time stamps may be included for frequently updated resources (as in the Wikipedia example, which records the time as it was included with the entry; see also 9.39). Include a URL as the last element of citation; if the entry lists a recommended form for the URL, use that version. See also 14.6–18. The facts of publication are often omitted, but signed entries may include the name of the author. Note that names in entries are not always inverted as in printed editions; follow the usage in the source (cf. example notes 1 and 2). For the use of italics versus roman in titles like Wikipedia, see 14.206.

1. *Encyclopaedia Britannica Online*, Academic ed., s.v. “Arturo Toscanini,” accessed April 6, 2016, <http://academic.eb.com/EBchecked/topic/600338/Arturo-Toscanini>.
2. Grove Music Online, s.v. “Toscanini, Arturo,” by David Cairns, accessed April 6, 2016, <http://www.oxfordmusiconline.com/subscriber/article/grove/music/28197>.
3. Wikipedia, s.v. “Stevie Nicks,” last modified April 2, 2016, 18:30, http://en.wikipedia.org/wiki/Stevie_Nicks.
4. *Merriam-Webster*, s.v. “app (*n.*),” accessed April 6, 2016, <http://www.merriam-webster.com/dictionary/app>.

14.234 Citing individual reference entries by author

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 multiauthor book (see 14.107). Such citations may be included in a bibliography.

- Isaacson, Melissa. “Bulls.” In *Encyclopedia of Chicago*, edited by Janice L. Reiff, Ann Durkin Keating, and James R. Grossman. Chicago Historical Society, 2005. <http://www.encyclopedia.chicagohistory.org/pages/184.html>.
- Masolo, Dismas. “African Sage Philosophy.” In *Stanford Encyclopedia of Philosophy*. Stanford University, 1997–. Article published February 14, 2006; last modified February 22, 2016. <http://plato.stanford.edu/archives/spr2016/entries/african-sage/>.
- Middleton, Richard. “Lennon, John Ono (1940–1980).” In *Oxford Dictionary of National Biography*. Oxford University Press, 2004; online ed., 2011. <https://doi.org/10.1093/ref:odnb/31351>.

14.235 Citing paintings, photographs, and sculpture

Information about paintings, photographs, sculptures, or other works of art can usually be presented in the text rather than in a note or bibliography. If a note or bibliography entry is needed, list the artist, a title (in italics), and a date of creation or completion, followed by information about the medium and the location of the work. For works consulted online, add a URL.

1. Salvador Dalí, *The Persistence of Memory*, 1931, oil on canvas, 9½ x 13" (24.1 x 33 cm), Museum of Modern Art, New York, <http://www.moma.org/collection/works/79018>.
2. Dorothea Lange, *Black Maria, Oakland*, 1957, printed 1965, gelatin silver print, 39.3 x 37 cm, Art Institute, Chicago, <http://www.artic.edu/aic/collections/artwork/220174>.

McCurry, Steve. *Afghan Girl*. December 1984. Photograph. *National Geographic*, cover, June 1985.

Picasso, Pablo. *Bull's Head*. Spring 1942. Bicycle saddle and handlebars, 33.5 x 43.5 x 19 cm. Musée Picasso Paris.

To cite a work of art included as a numbered illustration in another publication, see 14.158.

14.236 Citing exhibition catalogs

An exhibition catalog is often published as a book and is treated as such.

Witkovsky, Matthew S., ed. *Sarah Charlesworth: Stills*. Chicago: Art Institute of Chicago, 2014. Published in conjunction with an exhibition of the same title, organized by and presented at the Art Institute of Chicago, September 18, 2014–January 4, 2015.

or, if space is tight,

Witkovsky, Matthew S., ed. *Sarah Charlesworth: Stills*. Chicago: Art Institute of Chicago, 2014. Exhibition catalog.

A brochure—the kind often available to visitors to an exhibition—may be treated similarly.

14.237 Citing maps

Information about maps can usually be presented in the text rather than in a note or bibliography. If a note or bibliography entry is needed, list the cartographer (if known) and the title of the map (in italics) or a description (in roman), followed by the scale and size (if known) and publication details or location of the map (see also 8.199, 14.235). Undated maps consulted online should include an access or revision date (see also 14.12, 14.13).

1. Samuel de Champlain, cartographer, *Carte géographique de la Nouvelle France*, 1612, 43 x 76 cm, in *The History of Cartography*, vol. 3, *Cartography in the European Renaissance* (Chicago: University of Chicago Press, 2007), fig. 51.3.

2. *Yu ji tu* [Map of the tracks of Yu], AD 1136, Forest of Stone Steles Museum, Xi'an, China, stone rubbing, 1933?, 84 x 82 cm, Library of Congress, <http://www.loc.gov/item/gm71005080/>.

3. Satellite view of Chicago, Google Earth, accessed April 2, 2016, <https://www.google.com/maps/@41.7682665,-87.723154,93759m/data=!3m1!1e3>.

US Geological Survey. *California: Yosemite Quadrangle*. 1909; repr., 1951. 30-minute series quadrangle, 1:125,000 scale. National Map, Historic Topographic Map Collection. <http://nationalmap.gov/>.

See also 14.158.

14.238 Biblical references—additional resource

Any writer or editor working extensively with biblical material should consult the latest edition of *The SBL Handbook of Style* (bibliog. 1.1), which offers excellent advice and numerous abbreviations.

14.239 Bible chapter and verse

References to the Jewish or Christian scriptures usually appear in text citations or notes rather than in bibliographies. Parenthetical or note references to the Bible should include book (in roman and usually abbreviated), chapter, and verse—never a page number. A colon is used between chapter and verse. Note that the traditional abbreviations use periods but the shorter forms do not. For guidance on when to abbreviate and when not to, see 10.44. For full forms and abbreviations, see 10.45, 10.46, 10.47. Traditional abbreviations:

1. 1 Thess. 4:11, 5:2–5, 5:14.
2. Heb. 13:8, 13:12.
3. Gen. 25:19–36:43.

Shorter abbreviations:

4. 2 Sm 11:1–17, 11:26–27; 1 Chr 10:13–14.
5. Jo 5:9–12; Mt 26:2–5.

14.240 Versions of the Bible

Since books and numbering are not identical in different versions, it is essential to identify which version is being cited. For a work intended for general readers, the version should be spelled out, at least on first occurrence. For specialists, abbreviations may be used throughout. For abbreviations of versions, see 10.48.

1. 2 Kings 11:8 (New Revised Standard Version).
2. 1 Cor. 6:1–10 (NRSV).

14.241 Other sacred works

References to the sacred and revered works of other religious traditions may, according to context, be treated in a manner similar to those of biblical or classical works. Citations of transliterated texts should indicate the name of the version or translator. The Koran (or Qur'an) is set in roman, and citations of its sections use arabic numerals and colons (e.g., Koran 19:17–21). Such collective terms as the Vedas or the Upanishads are normally capitalized and set in roman, but particular parts are italicized (e.g., the *Rig-Veda* or the *Brihad-Aranyaka Upanishad*). For authoritative usage, consult *History of Religions*, an international journal for comparative historical studies (bibliog. 5).

14.242 Where to cite classical references

Classical primary source references are ordinarily given in text or notes. They are included in a bibliography only when the reference is to information or annotation supplied by a modern author (see 14.246, 14.251).

The eighty days of inactivity reported by Thucydides (8.44.4) for the Peloponnesian fleet at Rhodes, terminating before the end of Thucydides's winter (8.60.2–3), suggests . . .

14.243 Identifying numbers in classical references

The numbers identifying the various parts of classical works—books, sections, lines, and so on—remain the same in all editions, whether in the original language or in translation. (In poetry, line content may vary slightly from the original in some translations.) Arabic numerals are used. Where letters also are used, they are usually lowercased but may be capitalized if the source being cited uses capitals. Page numbers are omitted except in references to introductions, notes, and the like supplied by a modern editor or to specific translations. See also 14.245, 14.250.

1. Ovid, *Amores* 1.7.27.
2. Aristotle, *Metaphysics* 3.2.996b5–8; Plato, *Republic* 360e–361b.

14.244 Abbreviations in classical references

Abbreviations of authors' names as well as of works, collections, and so forth are used extensively in classical references. The most widely accepted standard for abbreviations is the list included in *The Oxford Classical Dictionary* (bibliog. 5). When abbreviations are used, these rather than *ibid.* should be used in succeeding references to the same work. (Abbreviations are best avoided when only two letters are omitted, and they must not be used when more than one writer could be meant—Hipponax or Hipparchus, Aristotle or Aristophanes.)

1. Thuc. 2.40.2–3.
2. Pindar, *Isthm.* 7.43–45.

14.245 Punctuation in classical references

Place a comma between the name of a classical author (abbreviated or not) and the title of a work. No punctuation intervenes, however, between title and identifying number (or between author and number when the author is standing in for the title). Numerical divisions are separated by periods with no space following each period. Commas are used between two or more references to the same source, semicolons between references to different sources, and en dashes between continuing numbers. If such abbreviations as *bk.* or *sec.* are needed for clarity, commas separate the different elements.

1. Aristophanes, *Frogs* 1019–30.
2. Cic., *Verr.* 1.3.21, 2.3.120; Caes., *B Gall.* 6.19; Tac., *Germ.* 10.2–3.
3. Hdt. 7.1.2.
4. Sappho, *Invocation to Aphrodite*, st. 1, lines 1–6.

14.246 Citing specific editions of classical references

Details of the edition used, along with translator (if any) and the facts of publication, should be either specified the first time a classical work is cited or given elsewhere in the scholarly apparatus. If several editions are used, the edition (or an abbreviation) should accompany each citation. Although many classicists will recognize a well-known edition merely from the last name of the editor or translator, a full citation, at least in the bibliography, should be furnished as a courtesy.

1. Epictetus, *Dissertationes*, ed. Heinrich Schenkl (Stuttgart: Teubner, 1916).
2. Herodotus, *The History*, trans. David Grene (Chicago: University of Chicago Press, 1987).
3. Solon (Edmonds's numbering) 36.20–27.

14.247 Titles of classical works and collections

Titles of works and published collections are italicized whether given in full or abbreviated (see 14.244). Latin and transliterated Greek titles are capitalized sentence-style (see 8.158, 11.6, 11.54).

1. Cato's uses of *pater familias* in *Agr.* (2.1, 2.7, 3.1, 3.2) are exclusively in reference to estate management. For the *diligens pater familias* in Columella, see *Rust.* 1.1.3, 1.2.1, 5.6.37, 9.1.6, 12.21.6.
2. *Scholia graeca in Homeri Odysseam*, ed. Wilhelm Dindorf (Oxford, 1855; repr. 1962).
3. *Patrologiae cursus completus, series graeca* (Paris: Migne, 1857–66).

14.248 Superscripts in classical references

In classical references, a superior figure is sometimes used immediately after the title of a work (or its abbreviation), and preceding any other punctuation, to indicate the number of the edition.

1. Stolz-Schmalz, *Lat. Gram.*5 (rev. Leumann-Hoffmann; Munich, 1928), 390–91.
2. *Ausgewählte Komödien des T. M. Plautus*2, vol. 2 (1883).

In former practice, the letters accompanying numerals in citations of classical works (see 14.243) sometimes appeared as superscripts (e.g., 3.2.996b⁵–8).

14.249 Collections of inscriptions

Arabic numerals are used in references to volumes in collections of inscriptions. Periods follow the volume and inscription numbers, and further subdivisions are treated as in other classical references.

1. *IG* 22.3274. [= *Inscriptiones graecae*, vol. 2, 2nd ed., inscription no. 3274]
2. *IG Rom.* 3.739.9–10. [*IG Rom.* = *Inscriptiones graecae ad res romanas pertinentes*]
3. *POxy.* 1485. [= *Oxyrhynchus papyri*, document no. 1485]

Some collections are cited only by the name of the editor. Since the editor's name here stands in place of a title, no comma is needed.

4. Dessau 6964.23–29. [= H. Dessau, ed., *Inscriptiones latinae selectae*]

14.250 Fragments of classical texts

Fragments of classical texts (some only recently discovered) are not uniformly numbered. They are published in collections, and the numbering is usually unique to a particular edition. Two numbers separated by a period usually indicate fragment and line. The editor's name, often abbreviated in subsequent references, must therefore follow the number.

1. Empedocles, frag. 115 Diels-Kranz.
2. Anacreon, frag. 2.10 Diehl.
3. Hesiod, frag. 239.1 Merkelbach and West.
4. Anacreon, frag. 5.2 D.
5. Hesiod, frag. 220 M.-W.

In citations of two or more editions of the same set of fragments, either parentheses or an equals sign may be used.

6. Pindar, frag. 133 Bergk (frag. 127 Bowra).

or

7. Pindar, frag. 133 Bergk = 127 Bowra.

14.251 Modern editions of the classics

When Greek, Latin, or medieval classics are cited by page number, the edition must be specified, and the normal rules for citing books are followed. See also 14.246.

1. Propertius, *Elegies*, ed. and trans. G. P. Goold, Loeb Classical Library 18 (Cambridge, MA: Harvard University Press, 1990), 45.

Aristotle. *Complete Works of Aristotle: The Revised Oxford Translation*. Edited by J. Barnes. 2 vols. Bollingen Series. Princeton, NJ: Princeton University Press, 1983.

Maimonides. *The Code of Maimonides, Book 5: The Book of Holiness*. Edited by Leon Nemoy. Translated by Louis I. Rabinowitz and Philip Grossman. New Haven, CT: Yale University Press, 1965.

14.252 Medieval references

The form for classical references may equally well be applied to medieval works.

1. Augustine, *De civitate Dei* 20.2.
2. Augustine, *The City of God*, trans. John Healey (New York: Dutton, 1931), 20.2.
3. *Beowulf*, lines 2401–7.
4. Abelard, *Epistle 17 to Heloïse* (Migne, *PL* 180.375c–378a).
5. *Sir Gawain and the Green Knight*, trans. Theodore Silverstein (Chicago: University of Chicago Press, 1974), pt. 3, p. 57.

14.253 Citing editions of classic English poems and plays

Classic English poems and plays can often be cited by book, canto, and stanza; stanza and line; act, scene, and line; or similar divisions. Publication facts can then be omitted. For frequently cited works—especially those of Shakespeare, where variations can occur in wording, line numbering, and even scene division—the edition is normally specified in the first note reference or in the bibliography. The edition must be mentioned if page numbers are cited (see 14.251).

1. Chaucer, “Wife of Bath’s Prologue,” *Canterbury Tales*, frag. 3, lines 105–14.
2. Spenser, *The Faerie Queene*, bk. 2, canto 8, st. 14.
3. Milton, *Paradise Lost*, bk. 1, lines 83–86.
4. *King Lear*, ed. David Bevington et al. (New York: Bantam Books, 2005), 3.2.49–60. References are to act, scene, and line.

Dryden, John. *Dramatic Essays*. Everyman's Library. New York: Dutton, 1912.
 Shakespeare, William. *Hamlet*. Edited by Ann Thompson and Neil Taylor. Arden Shakespeare, 3rd ser. London: Thomson Learning, 2006.

14.254 Short forms for citing classic English poems and plays

A citation may be shortened by omitting *act*, *line*, and the like, as long as the system used has been explained. Arabic numerals are used, separated by periods. In immediately succeeding references, it is usually safer to repeat all the numbers. The author's name may be omitted if clear from the text. For citing sources in text, see 13.67.

1. Pope, *Rape of the Lock*, 3.28–29.
2. *Lear* (Bevington), 4.1.1–9, 4.1.18–24.
3. “Wife of Bath's Prologue,” 115–16.

14.255 Published scores

Published musical scores are treated in much the same way as books.

1. Giuseppe Verdi, *Il corsaro* (*melodramma tragico* in three acts), libretto by Francesco Maria Piave, ed. Elizabeth Hudson, 2 vols., *The Works of Giuseppe Verdi*, ser. 1, *Operas* (Chicago: University of Chicago Press; Milan: G. Ricordi, 1998).

Mozart, Wolfgang Amadeus. *Sonatas and Fantasies for the Piano*. Prepared from the autographs and earliest printed sources by Nathan Broder. Rev. ed. Bryn Mawr, PA: Theodore Presser, 1960.

Schubert, Franz. “Das Wandern (Wandering),” *Die schöne Müllerin* (*The Maid of the Mill*). In *First Vocal Album* (for high voice). New York: G. Schirmer, 1895.

In the last example above, the words and titles are given in both German and English in the score itself. See also 14.99.

14.256 Unpublished scores

Unpublished scores are treated in the same way as other unpublished material in manuscript collections (see 14.221–31).

1. Ralph Shapey, “Partita for Violin and Thirteen Players,” score, 1966, Special Collections, Joseph Regenstein Library, University of Chicago.

14.257 Citing data from a scientific database

In the sciences especially, it has become customary to cite data from a database by listing, at a minimum, the name of the database, a descriptive phrase or record locator (such as a data marker or accession number) indicating the part of the database being cited or explaining the nature of the reference, an access date, and a URL. In bibliographies, list under the name of the database. See also 14.6–18.

1. NASA/IPAC Extragalactic Database (object name IRAS F00400+4059; accessed April 6, 2016), <http://ned.ipac.caltech.edu/>.

2. GenBank (for RP11-322N14 BAC [accession number AC087526.3]; accessed April 6, 2016), <http://www.ncbi.nlm.nih.gov/nuccore/19683167>.

GenBank (for RP11-322N14 BAC [accession number AC087526.3]; accessed April 6, 2016). <http://www.ncbi.nlm.nih.gov/nuccore/19683167>.

NASA/IPAC Extragalactic Database (object name IRAS F00400+4059; accessed April 6, 2016). <http://ned.ipac.caltech.edu/>.

To cite supplementary data for a journal article, see 14.187.

14.258 Patents

Patents are cited under the names of the creators and dated by the year of filing.

Iizuka, Masanori, and Hideki Tanaka. Cement admixture. US Patent 4,586,960, filed June 26, 1984, and issued May 6, 1986.

14.259 Standards

To cite a standard published by a specific industry group or by a national or international standards organization, include the name of the organization, the title of the standard (in italics), an edition or other identifying number or label, and publication information. Standards consulted online should include a URL. In the notes, standards can be cited by title; in a bibliography entry, list under the group or organization, even if that entity is also the publisher.

1. *Bibliographic References*, ANSI/NISO Z39.29-2005 (Bethesda, MD: National Information Standards Organization, approved June 9, 2005; reaffirmed May 13, 2010), 3.2.2.

2. *Extensible Markup Language (XML) 1.0*, 5th ed., ed. Tim Bray, Jean Paoli, C. M. Sperberg-McQueen, Eve Maler, and François Yergeau (W3C, November 26, 2008), <http://www.w3.org/TR/2008/REC-xml-20081126/>.

National Information Standards Organization. *Bibliographic References*. ANSI/NISO Z39.29-2005. Bethesda, MD: NISO, approved June 9, 2005; reaffirmed May 13, 2010.

Worldwide Web Consortium (W3C). *Extensible Markup Language (XML) 1.0*. 5th ed. Edited by Tim Bray, Jean Paoli, C. M. Sperberg-McQueen, Eve Maler, and François Yergeau. W3C, November 26, 2008. <http://www.w3.org/TR/2008/REC-xml-20081126/>.

14.260 Citations taken from secondary sources

To cite a source from a secondary source (“quoted in . . .”) is generally to be discouraged, since authors are expected to have examined the works they cite. If an original source is unavailable, however, both the original and the secondary source must be listed.

1. Louis Zukofsky, “Sincerity and Objectification,” *Poetry* 37 (February 1931): 269, quoted in Bonnie Costello, *Marianne Moore: Imaginary Possessions* (Cambridge, MA: Harvard University Press, 1981), 78.

14.261 Multimedia—elements of the citation

The citation for recordings and other multimedia content usually includes some or all of the following elements:

1. The name of the composer, writer, performer, or other person primarily responsible for the content. Include designations such as *vocalist*, *conductor*, or *director* as appropriate.
2. The title of the work, in italics or quotation marks, as applicable (see 8.197).
3. Information about the work, including the names of additional contributors and the date and location of the recording, production, or performance.
4. Information about the publisher, including date of publication.
5. Information about the medium or format (e.g., LP, DVD, MP3, AVI). Supplementary information, such as the number of discs in an album and the duration of the recording, as applicable, may also be given.

6. Any additional information that might be relevant to the citation.
7. For sources consulted online, a URL (see 14.6–18).

The order of these elements—and which ones are included—will depend not only on the nature of the source but also on whether a part or the whole is cited and whether a particular contributor is the focus of the citation.

14.262 Discographies, filmographies, and the like

Discographies, filmographies, and the like are specialized bibliographies that list (and sometimes annotate) materials such as audio recordings, video recordings, and multimedia packages. The examples in this section are modeled on notes and bibliography entries but would be appropriately presented as a separate list, either preceding the bibliography or as an appendix (see also 14.63). For advice on music discographies, consult Suzanne E. Thorin and Carole Franklin Vidali, *The Acquisition and Cataloging of Music and Sound Recordings* (bibliog. 5). For an example, see figure 14.12.

14.263 Musical recordings

For the typographic treatment of musical compositions in running text, see 8.193–97. Those guidelines, however, do not necessarily apply to recordings when listed in a note or a bibliography. *Symphony* or *sonata*, for example, is capitalized when part of the title of a recording. A citation may begin with a title in a note; in a bibliography entry, list by author, performer, or other primary contributor. If the conductor or performer is the focus of the recording or is more relevant to the discussion than the composer, either one may be listed first. For the date, include the date of the recording or the copyright date or published date included with the recording, or both. If a date or other information cannot be determined from the recording (a common problem with older recordings and with music files downloaded out of context), consult a library catalog or other resource; citations without such information are generally unacceptable. If no date can be found, use “n.d.” (for *no date*). Recordings on LP or disc typically include acquisition numbers, which follow the name of the publisher with no intervening comma. For streaming audio formats and downloads, list the service or the file format, as applicable.

1. *The Fireside Treasury of Folk Songs*, vol. 1, orchestra and chorus dir. Mitch Miller, Golden Record A198:17A–B, 1958, 33 $\frac{1}{3}$ rpm.
2. New York Trumpet Ensemble, with Edward Carroll (trumpet) and Edward Brewer (organ), *Art of the Trumpet*, recorded at the Madeira Festival, June 1–2, 1981, Vox/Turnabout PVT 7183, 1982, compact disc.

A N N O T A T E D
D I S C O G R A P H Y

This brief discography primarily lists commercial records readily available in the United States which have selections that pertain to genres, styles, instruments, and ensemble types that I have discussed in the book.

Huayno Music of Peru, vol. 1 (1949–1989), Arhoolie (CD 320), edited with notes by John Cohen (1989). This recording includes reissues of Peruvian recordings of the type that I have called the “commercial wayno style” (or “urban-country” style) from the 1950s and 1960s in Lima. Selections 1 (Jilguero del Huascarán) and 3 (Pastorita Huaracina) are by particularly important “country music” stars from Ancash; selection 2 is by a Junín orquesta with harp, violin, saxes, and clarinets.

Kingdom of the Sun: Peru’s Inca Heritage, Nonesuch (H-72029), recorded by David Lewiston (n.d.). This recording includes an excellent example of a sikumoreno ensemble (side 1, band 4) of the type heard in the city of Puno and in the Province of Chucuito, Puno. It also includes a wayno that I refer to in chapter 9, “Adios pueblo de Ayacucho” (side 1, band 1), played in Ayacucho style, and waynos from other regions. Side 2, band 2 is a good example of a kena solo.

Music of Peru, Folkways (FE 4415), notes by Harry Tschopik, Jr. (1950 [1959]). The recordings on side 1, bands 1 and 3, and side 2, band 1, demonstrate the ensemble sound approximating early *estudiantinas* (especially side 1, band 3); the bass support provided by the guitars is particularly typical. Wayno (*huayno*) and *marinera* genres are included.

Música Andina del Perú, Patronato Popular y Porvenir Pro Música Clásica (write: Proyecto de Preservación de la Música Tradicional Andina, Pontificia Universidad Católica del Perú, Instituto Riva Agüero, Jr., Camaná 459-Lima 1, for this and other recordings from Junín, Cajamarca, and Arequipa), edited with notes by Raúl Romero (1987). This excellent survey of highland Peruvian music includes examples of charango music from Cusco (side 1, band 1); the unison *pitu* style from Cusco (side 3, band 8)—this style is quite different from the sound of *pitu* ensembles in Conima; the music for the Puneño *traje de luz* dance, “La Diablada,” performed by a brass band (side 3, band 9); chiriguano panpipe music from Huancané (side 3, band 10); and *choquela* (*chokela*) music from Puno (side 3, band 11), a tradition previously performed in Conima.

Figure 14.12: The first page of a discography. See [14.262](#).

14.264. RECORDED READINGS, LECTURES, AUDIOBOOKS, AND THE LIKE 149

3. Richard Strauss, *Don Quixote*, with Emanuel Feuermann (violoncello) and the Philadelphia Orchestra, conducted by Eugene Ormandy, recorded February 24, 1940, Biddulph LAB 042, 1991, compact disc.

4. Billie Holiday, vocalist, "I'm a Fool to Want You," by Joel Herron, Frank Sinatra, and Jack Wolf, recorded February 20, 1958, with Ray Ellis, track 1 on *Lady in Satin*, Columbia CL 1157, 33 $\frac{1}{3}$ rpm.

5. "Umbrella," featuring Jay-Z, MP3 audio, track 1 on Rihanna, *Good Girl Gone Bad*, Island Def Jam, 2007.

or

6. "Umbrella," featuring Jay-Z, Spotify, track 1 on Rihanna, *Good Girl Gone Bad*, Island Def Jam, 2007.

Mozart, Wolfgang Amadeus. *Don Giovanni*. Orchestra and Chorus of the Royal Opera House, Covent Garden. Sir Colin Davis. With Ingvar Wixell, Luigi Roni, Martina Arroyo, Stuart Burrows, Kiri Te Kanawa, et al. Recorded May 1973. Philips 422 541-2, 1991, 3 compact discs.

Pink Floyd. *Atom Heart Mother*. Capitol CDP 7 46381 2, 1990, compact disc. Originally released in 1970.

Rubinstein, Artur, pianist. *The Chopin Collection*. Recorded 1946, 1958–67. RCA Victor / BMG 60822-2-RG, 1991, 11 compact discs.

Weingartner, Felix von, conductor. *150 Jahre Wiener Philharmoniker*. Recorded in 1936. Preiser Records PR90113 (mono), 1992, compact disc. Includes Beethoven's Symphony no. 3 in E-flat Major and Symphony no. 8 in F Major.

Musical recordings are usually listed in a separate discography (see fig. 14.12) rather than in a bibliography. If included in a bibliography, they are best grouped under an appropriate subhead (see 14.63).

14.264 Recorded readings, lectures, audiobooks, and the like

Recordings of drama, prose or poetry readings, lectures, and the like are treated much the same as musical recordings (see 14.263). Facts of publication, where needed, follow the style for print media. See also 14.267–68.

1. Dylan Thomas, *Under Milk Wood*, performed by Dylan Thomas et al., Caedmon TC-2005, 1953, 33 $\frac{1}{3}$ rpm, 2 LPs.

2. Harry S. Truman, “First Speech to Congress,” April 16, 1945, Miller Center of Public Affairs, University of Virginia, transcript and Adobe Flash audio, 18:13, <http://millercenter.org/president/speeches/speech-3339>.

3. Calvin Coolidge, “Equal Rights” (speech), ca. 1920, in “American Leaders Speak: Recordings from World War I and the 1920 Election, 1918–1920,” Library of Congress, copy of an undated 78 rpm disc, RealAudio and WAV formats, 3:45, <http://memory.loc.gov/ammem/nfhhtml/>.

4. Eleanor Roosevelt, “Is America Facing World Leadership?,” convocation speech, Ball State Teacher’s College, May 6, 1959, Muncie, IN, radio broadcast, reel-to-reel tape, MPEG copy, 1:12:49, <http://libx.bsu.edu/cdm/singleitem/collection/EIRoos/id/1>.

Auden, W. H. *Selected Poems*. Read by the author. Spoken Arts 7137, 1991. Audiocassette.

Strayed, Cheryl. *Wild: From Lost to Found on the Pacific Crest Trail*. Read by Bernadette Dunne. New York: Random House Audio, 2012. Audible audio ed., 13 hr., 6 min.

14.265 Video and film recordings

Citations of video and film recordings, like citations of sound recordings, will vary according to the nature of the material (television show, movie, etc.). Any facts relevant to identifying the item should be included. Indexed scenes are treated as chapters and cited by title or by number. Ancillary material, such as critical commentary, is cited by author and title. Note that in the *Monty Python* example, the citation is of material original to the 2001 edition, so the original release date of the film (1975) is omitted. See also 14.267–68.

1. *American Crime Story: The People v. O. J. Simpson*, episode 6, “Marcia, Marcia, Marcia,” directed by Ryan Murphy, written by D. V. DeVincentis, featuring Sterling K. Brown, Kenneth Choi, and Sarah Paulson, aired March 8, 2016, on FX, <https://www.amazon.com/dp/B01ARVPCOA/>.

2. “Crop Duster Attack,” *North by Northwest*, directed by Alfred Hitchcock (1959; Burbank, CA: Warner Home Video, 2000), DVD.

3. Louis J. Mihalyi, *Landscapes of Zambia, Central Africa* (Santa Barbara, CA: Visual Education, 1975), 35 mm slides, 40 frames.

4. *The Greek and Roman World* (Chicago: Society for Visual Education, 1977), filmstrip, 44 min.

Cleese, John, Terry Gilliam, Eric Idle, Terry Jones, and Michael Palin. “Commentaries.” Disc 2. *Monty Python and the Holy Grail*, special ed. DVD. Directed by Terry Gilliam and Terry Jones. Culver City, CA: Columbia Tristar Home Entertainment, 2001.

- Cuarón, Alfonso, dir. *Gravity*. 2013; Burbank, CA: Warner Bros. Pictures, 2014. Blu-ray Disc, 1080p HD.
- Handel, George Frideric. *Messiah*. Atlanta Symphony Orchestra and Chamber Chorus, Robert Shaw. Performed December 19, 1987. Ansonia Station, NY: Video Artists International, 1988. Videocassette (VHS), 141 min.
- Mayberry, Russ, dir. *The Brady Bunch*. Season 3, episode 10, “Her Sister’s Shadow.” Aired November 19, 1971, on ABC. <https://www.hulu.com/the-brady-bunch>.

14.266 Live performances

Live performances, unlike recordings, cannot be consulted as such by readers. For that reason, it is generally sufficient to mention details in the text or in the notes rather than in a bibliography. In addition to specifying the name and location of the venue and the date of the performance, include as much information as needed to identify the performance according to the guidelines outlined in 14.261. For the use of italics and quotation marks and other considerations for titles of works, see 8.156–201.

In a performance of Lin-Manuel Miranda’s *Hamilton* at the Richard Rodgers Theatre in New York on February 2, 2016, . . .

1. *Hamilton*, music and lyrics by Lin-Manuel Miranda, dir. Thomas Kail, chor. Andy Blakenbuehler, Richard Rodgers Theatre, New York, NY, February 2, 2016.

To cite a recording of a live performance, consult the relevant examples at 14.263, 14.264, and 14.265.

14.267 Videos, podcasts, and other online multimedia

Cite online multimedia according to the recommendations throughout this section; include a URL as the final element of the citation (see also 14.261). If no date can be determined from the source, include the date the material was last accessed. (See also 14.6–18.) If the material is a recording of a speech or other performance, or if it is a digital version of a published source, include information about the original performance or source. Whether to list information about the original or the digitized copy first will depend on the information available and is usually up to the author. Copies of sources that are under copyright and which have been posted without ties to any publisher or sponsor should be cited with caution. For multimedia designed to run in a web browser, a file format does not need to be mentioned; if a downloadable file was consulted (as in example notes 1 and 3), specify format. See also 14.264, 14.187.

1. A. E. Weed, *At the Foot of the Flatiron* (American Mutoscope and Biograph Co., 1903), 35 mm film, from Library of Congress, *The Life of a City: Early Films of New York, 1898–1906*, MPEG video, 2:19 at 15 fps, <http://www.loc.gov/item/00694378>.

2. “Lang Lang: *The Chopin Album*,” interview by Jeff Spurgeon, Artists at Google, October 15, 2012, video, 54:47, October 18, 2012, featuring performances of Nocturne in E-flat Major, op. 55, no. 2; Etude in F Minor, op. 25, no. 2; Etude in E Major, op. 10, no. 3; and “Grande valse brillante” in E-flat Major, op. 18, <https://youtu.be/1d8xv1HHKtI>.

3. Mike Danforth and Ian Chillag, “F-Bombs, Chicken, and Exclamation Points,” April 21, 2015, in *How to Do Everything*, produced by Gillian Donovan, podcast, MP3 audio, 18:46, <http://www.npr.org/podcasts/510303/how-to-do-everything>.

Brown, Evan. “The 10 Commandments of Typography.” Infographic. DesignMantic, April 11, 2014. <http://www.designmantic.com/blog/infographics/ten-commandments-of-typography/>.

Kessler, Aaron M. “The Driverless Now.” Produced by Poh Si Teng and Jessica Naudziunas. *New York Times*, May 2, 2015. Video, 2:01. <http://www.nytimes.com/video/business/100000003662208/the-driverless-now.html>.

Lyiscott, Jamila. “3 Ways to Speak English.” Filmed February 2014 in New York, NY. TED video, 4:29. https://www.ted.com/talks/jamila_lyiscott_3_ways_to_speak_english.

To cite comments, adapt the recommendations for citing comments on blog posts or social media (see 14.208, 14.209).

4. Frithjof Meyer, comment on “Lang Lang,” March 2015.

14.268 Multimedia app content

Multimedia apps include video games, interactive books and encyclopedias, and other content designed to function as a stand-alone application for use on a computer or other device. To cite, list relevant information as described throughout this section on recordings and multimedia and elsewhere. Include any version number and information about the device or operating system required to run the app. In the next-to-last example, the publishing information for *Gems and Gemstones* is in parentheses because such annotations are styled like notes. See also 8.190.

1. *Gems and Jewels*, iPad ed., v. 1.01 (Touchpress, 2011), adapted from Lance Grande and Allison Augustyn, *Gems and Gemstones: Timeless Natural Beauty of the Mineral World* (Chicago: University of Chicago Press, 2009).

2. *Angry Birds Transformers*, v. 1.4.25 (Rovio Entertainment, 2014), Android 4.0 or later, soundtrack by Vince DiCola and Kenny Meriedeth.

Grande, Lance, and Allison Augustyn. *Gems and Jewels*. iPad ed., v. 1.01. Touchpress, 2011. Adapted from Lance Grande and Allison Augustyn, *Gems and Gemstones: Timeless Natural Beauty of the Mineral World* (Chicago: University of Chicago Press, 2009).

Rovio Entertainment. *Angry Birds Transformers*. V. 1.4.25. Rovio Entertainment, 2014. Android 4.0 or later. Soundtrack by Vince DiCola and Kenny Meriedeth.

14.269 Recommended stylebooks

Citations in predominantly legal works generally follow one of two guides: (1) *The Bluebook: A Uniform System of Citation*, published by the Harvard Law Review Association; or (2) the *ALWD Guide to Legal Citation*, prepared and published by the Association of Legal Writing Directors and Coleen M. Barger (see bibliog. 1.1). *The Bluebook* is the most widely used citation guide; its conventions predominate in law reviews. The *ALWD Guide* differs in some elements and aims to be somewhat simpler. Chicago recommends using one of these systems for citing legal and public documents—including cases, constitutions, statutes, and other government documents—even in works with a predominantly nonlegal subject matter. This approach recognizes the ubiquity of these citation formats in legal publications, commercial databases, and government archives. Any editor working extensively with legal and public documents should have one of these manuals on hand. Most of the examples in this section are based on *The Bluebook* (exceptions are made for secondary sources and certain unpublished government documents; see 14.291, 14.292). *The Bluebook* and the *ALWD Guide* are used in the United States. For citation guides used in Canada, see 14.293; for those used in the United Kingdom, see 14.297.

14.270 Legal and public documents online

The Bluebook includes specific guidelines for citing sources consulted online. In general, for citations of cases, constitutions and statutes, and like materials, print sources are preferred, but online versions authenticated by a government entity or considered to be the official version (or an exact copy thereof) can be treated as if they were print. (If a URL is required, it may be appended as the last element of the citation; for an example, see 14.276.) Citations of sources consulted through commercial databases such as Westlaw or LexisNexis should include the database name and any applicable identification number (or, in the case of constitutions and statutes, information about the currency of the database). For examples, see 14.276. To cite books, periodicals, and other types of nonlegal sources consulted online, Chicago's recommendations can usually be followed (see 14.6–18).

14.271 Note form for legal-style citations

Legal publications use notes for documentation and rarely include bibliographies. The examples in this section, based on the recommendations in *The Bluebook*, are accordingly given in note form only. Any work so cited need not be listed in a bibliography (but see 14.291). Works using the author-date style (chapter 15) and citing only a handful of legal and public documents may limit those citations to the text, using citation sentences and clauses that include the same information as footnotes, as suggested in *The Bluebook*; those with more than a very few legal-style citations, however, may need to supplement the author-date system with footnotes or endnotes. See 15.58–59.

14.272 Typefaces in legal-style citations

In *Bluebook* style, italics are used for titles of articles and chapters (a major difference from nonlegal usage), uncommon words or phrases in languages other than English (but not such well-known terms as *de facto* or *habeas corpus*), certain introductory signals indicating a cross-reference (such as *See*), case history (such as *aff'd*; see 14.278), and procedural phrases (such as *In re*). Italics are also used for case names in textual sentences, whether in the running text or in the notes. All other material, including case names in citations, appears in roman. (See 14.276.) In addition, formal *Bluebook* style specifies caps and small caps for constitutions, the titles of books and their authors, and the names of periodicals and websites. The examples in this section use a simpler style advocated by some law reviews, substituting upper- and lowercase roman type for caps and small caps. Note, however, that the examples in this section are limited to legal and public documents (but see 14.291). Though *Bluebook*-style citations to books, articles, and other types of secondary sources may be appropriate in works with predominantly legal subject matter, these are not covered here.

14.273 Page numbers and other locators in legal-style citations

In *Bluebook* style, for most sources the first page number is cited, following the name of the source and usually with no intervening punctuation; references to specific page numbers follow the first page number, separated by a comma. Some types of sources are cited by section (§) or paragraph (¶) number; references to specific pages within such sections follow a comma and *at* (in roman type).

14.274 Abbreviations in legal-style citations

The Bluebook specifies abbreviations for the names of reporters, cases, courts, and legislative documents, as well as journals and compilation services. It also includes guidelines for abbreviating certain terms commonly used in legal citations. Most abbreviations in *The Bluebook* use periods or apostrophes, but exceptions are made for abbreviations of organizational names such as NBC or FDA. In citations (but not in running text), *Bluebook* style specifies *2d* and *3d* rather than *2nd* and *3rd* for ordinals and capitalizes abbreviations like *No.* and *Sess.* Works that otherwise follow Chicago style—which differs on some of these points (see, e.g., 10.4)—should, for legal citations, follow *Bluebook* style, as shown in the examples in this section. The following example cites a decision by the United States Court of Appeals for the Seventh Circuit, reported in volume 206 of the *Federal Reporter*, third series, beginning on page 752, with the citation specifically referring to footnote 1 on that page (see also 14.278).

1. *NLRB v. Somerville Constr. Co.*, 206 F.3d 752, 752 n.1 (7th Cir. 2000).

In running text, most terms should be spelled out—including terms such as *chapter*, *part*, *article*, *section*, *paragraph*, and so forth (but, in case names, not *v.* or common abbreviations such as *Co.*, *Inc.*, or *Gov't*). For more specific recommendations, consult *The Bluebook*. See also 8.80, 8.82.

14.275 Short forms for legal-style citations

The Bluebook allows certain short forms for subsequent citations to the same source. Short forms include case names reduced to the name of only one party (usually the plaintiff or the nongovernmental party); statutes and legislative documents identified only by name or document and section numbers; treaties identified only by name (or sometimes a short form thereof); and the use of *id.* (in italics). Cases are the most readily shortened forms; examples are included in the section that treats them (14.276–79). Works that cite only a few legal documents may be better off using the full form for each citation. See also 14.29–36.

14.276 Cases or court decisions—basic elements

Full case names in citations, including the abbreviation *v.*, are set in roman in notes; short forms in subsequent citations are italicized (as are full case names mentioned in textual sentences; see example 3). Full citations include volume number (arabic), abbreviated name of the reporter(s), the ordinal series number of the reporter (if applicable), the abbreviated name of the court (if not indicated by the reporter) and the date together

in parentheses, and other relevant information (see 14.279). A single page number designates the opening page of a decision; an additional number designates an actual page cited. In a shortened citation, *at* is used to cite a particular page (example 3); absence of *at* implies reference to the decision as a whole (example 4). See also 14.272, 14.275.

1. *United States v. Christmas*, 222 F.3d 141, 145 (4th Cir. 2000).
2. *Profit Sharing Plan v. Mbank Dallas, N.A.*, 683 F. Supp. 592 (N.D. Tex. 1988).
3. *Christmas*, 222 F.3d at 145. The court also noted that under *United States v. Sokolow*, 490 U.S. 1, 7 (1989), police may briefly detain a person without probable cause if the officer believes criminal activity “may be afoot.” *Christmas*, 222 F.3d at 143; see also *Terry v. Ohio*, 392 U.S. 1 (1968).
4. *Profit Sharing Plan*, 683 F. Supp. 592.

Cases consulted online should normally be cited to the appropriate reporter(s). Though rarely used in *Bluebook*-style citations, a URL that points directly to an official resource may be appended as shown here (see also 14.6).

5. *State v. Griffin*, 211 W. Va. 508, 566 S.E.2d 645 (2002), <http://www.courtsww.gov/supreme-court/docs/spring2002/30433.htm>.

When a commercial electronic database is cited, include the docket number, name of the database, and any identifying date and number supplied by the database. References to page or screen numbers are preceded by an asterisk. Short forms may include only the database identifier.

6. *Family Serv. Ass’n v. Wells Twp.*, No. 14-4020, 2015 U.S. App. LEXIS 6174 (6th Cir. Apr. 16, 2015).
7. *In re D.S.*, No. 13-0888, 2014 WL 1495489 (Iowa Ct. App. Apr. 16, 2014).
8. *Family Serv. Ass’n*, 2015 U.S. App. LEXIS 6174, at *5.
9. *D.S.*, 2014 WL 1495489, at *1.

See also 14.270.

14.277 United States Supreme Court decisions

All Supreme Court decisions are published in the *United States Reports* (abbreviated U.S.) and are preferably cited to that reporter. Cases not yet published therein may be cited to the *Supreme Court Reporter* (S. Ct.), which publishes decisions more quickly. Because the court’s name is indicated by the reporter, it is not repeated before the date.

1. *Citizens United v. Federal Election Comm’n*, 558 U.S. 310 (2010).
2. *Obergefell v. Hodges*, 135 S. Ct. 2584 (2015).
3. *Citizens United*, 558 U.S. at 322.

14.278 Lower federal-court decisions

Lower federal-court decisions are usually cited to the *Federal Reporter* (F.) or to the *Federal Supplement* (F. Supp.). Relevant case history should be included.

1. *United States v. Dennis*, 183 F. 201 (2d Cir. 1950).
2. *Locke v. Shore*, 682 F. Supp. 2d 1283 (N.D. Fla. 2010), *aff'd*, 634 F.3d 1185 (11th Cir. 2011).
3. *Eaton v. IBM Corp.*, 925 F. Supp. 487 (S.D. Tex. 1996).
4. *Dennis*, 183 F. at 202.
5. *Locke*, 682 F. Supp. 2d at 1292.

For the use of spaces relative to ordinals, see 14.279.

14.279 State- and local-court decisions

Decisions of state and local courts are cited much like federal-court decisions. If both the official and the commercial reporters are cited, they are separated by a comma. If the court's name is identified unambiguously by the reporter, it is not repeated before the date. If a case was decided in a lower court, the abbreviated court name appears before the date (as in example 4). Note that a space is used before an ordinal that follows an abbreviated reporter name consisting of two or more letters—"Cal. 2d" (*California Reports*, second series)—but not with initialisms like "A." in "A.2d" (*Atlantic Reporter*, second series) or "N.Y.S." in "N.Y.S.2d" (*New York Supplement*, second series). Some state courts have adopted a public domain citation format for more recent cases; consult *The Bluebook* for guidance.

1. *Williams v. Davis*, 27 Cal. 2d 746 (1946).
2. *Id.* at 747.
3. *Henningsen v. Bloomfield Motors, Inc.*, 32 N.J. 358, 161 A.2d 69 (1960).
4. *Kendig v. Kendig*, 981 N.Y.S.2d 411 (App. Div. 2014).
5. *Williams*, 27 Cal. 2d 746.

If it is important to avoid *id.* (as in an electronic format where individual notes may be presented out of context), use a shortened citation form instead. The short form for note 2, above, would be "*Williams*, 27 Cal. 2d at 747." See also 14.34, 14.35.

14.280 Constitutions

In citations to constitutions, the article and amendment numbers appear in roman numerals; other subdivision numbers are in arabic. (For nonlegal style see 9.28.) In

Bluebook style the name of the constitution is capitalized; other abbreviations are lowercased.

1. U.S. Const. art. I, §4, cl. 2.
2. U.S. Const. amend. XIV, §2.
3. Ariz. Const. art. VII, §5.
4. Ark. Const. of 1868, art. III, §2 (superseded 1874).

14.281 Legislative documents–abbreviations

Abbreviations for federal legislative documents include “Cong.” (Congress), “H.” (House), “S.” (Senate), and other standard abbreviations for such terms as *document*, *session*, and *resolution*. Unless it is not clear from the context, “U.S.” may be omitted (and, for House and Senate documents published as of 1907, the session number can generally be omitted). For lists of abbreviations and many examples, consult *The Bluebook*. See also 14.274.

14.282 Laws and statutes

Bills or joint resolutions that have been signed into law—“public laws,” or statutes—are first published separately, as slip laws, and then collected in the annual bound volumes of the *United States Statutes at Large* (abbreviated in legal style as “Stat.”), where they are referred to as session laws. Later they are incorporated into the *United States Code* (U.S.C.).

1. Homeland Security Act of 2002, Pub. L. No. 107-296, 116 Stat. 2135 (2012).
2. Homeland Security Act of 2002, 6 U.S.C. §101 (2012).

14.283 Bills and resolutions

Congressional bills (proposed laws) and resolutions are published in pamphlet form (slip bills). In citations, bills or resolutions originating in the House of Representatives are abbreviated “H.R.” or “H.R. Res.,” and those originating in the Senate, “S.” or “S. Res.” The title of the bill (if there is one) is followed by the bill number, the number of the Congress, a section number (if relevant), and the year of publication in parentheses. Authors wishing to cite a bill that has been enacted should cite it as a statute (see 14.282).

1. Safe and Accurate Food Labeling Act of 2015, H.R. 1599, 114th Cong. (2015).

14.284 Hearings

Records of testimony given before congressional committees are usually published with titles, which should be cited in full and set in italics. The relevant committee should be listed as part of the title. Note that *Before*—which Chicago would normally lowercase in a title (see 8.159)—is capitalized according to *Bluebook* style, which capitalizes prepositions of more than four letters. (This style need not be followed in a book that otherwise follows Chicago style.) Include the number of the Congress, the page number cited (if any), the year in parentheses, and the speaker’s name, title, and affiliation in parentheses.

1. *Homeland Security Act of 2002: Hearings on H.R. 5005, Day 3, Before the Select Comm. on Homeland Security*, 107th Cong. 203 (2002) (statement of David Walker, Comptroller General of the United States).

14.285 Congressional reports and documents

In *Bluebook* style, numbered reports and documents are cited by the number of the Congress, which is joined to the document number by a hyphen. House and Senate reports are abbreviated “H.R. Rep.” or “S. Rep.”; documents are abbreviated “H.R. Doc.” or “S. Doc.” A specific page reference, if needed, is added following *at*. The year of the report or document is placed in parentheses. Additional information (e.g., to indicate a conference report) follows the year, in parentheses. If not mentioned in text, a title and author (if any) may be included in the citation.

1. Select Comm. on Homeland Security, *Homeland Security Act of 2002*, H.R. Rep. No. 107-609, pt. 1 (2002).
2. H.R. Rep. No. 113-564, at 54 (2014) (Conf. Rep.).
3. S. Doc. No. 77-148, at 2–5 (1941).

14.286 Congressional debates since 1873

Since 1873, congressional debates have been published by the government in the *Congressional Record*. Daily issues are bound in paper biweekly and in permanent volumes (divided into parts) yearly. Since material may be added, deleted, or modified when the final volumes are prepared, pagination will vary among the different editions. Whenever possible, citation should be made to the permanent volumes. Note that, following *Bluebook* style, italics are not used for the name of the publication. The page number (preceded by “H” or “S,” for House or Senate, in the daily edition) is followed

by the date, which is placed in parentheses. If the identity of a speaker is necessary, include it in parentheses.

1. 147 Cong. Rec. 19,000 (2001).
2. 161 Cong. Rec. S4335 (daily ed. June 22, 2015) (statement of Sen. Hatch).

14.287 Records of congressional debates before 1873

Until 1873, congressional debates were privately printed in *Annals of the Congress of the United States* (covering the years 1789–1824; also known by other names), *Register of Debates* (1824–37), and *Congressional Globe* (1833–73). In citing the date, refer to the year of publication rather than the year in which the debate occurred. Note that the *Globe* is normally cited by number and session of Congress (and page number), whereas the *Annals* and *Debates* are cited by volume number. As with citations to the *Congressional Record*, the titles are abbreviated and not italicized.

1. Cong. Globe, 34th Cong., 3d Sess. 149 (1856).
2. 42 Annals of Cong. 1697 (1824).
3. 3 Reg. Deb. 388 (1829).

14.288 State laws and municipal ordinances

The titles of state codes (compilations) for laws and municipal ordinances are set in roman type. A name is included in parentheses where necessary to indicate the version of a code cited. The date following a code (or the version of a code) indicates the year the current code was published. Form of citation will vary by state. The date a specific law was passed may be included in parentheses at the end of the citation. For an exhaustive treatment of state-by-state variations, consult *The Bluebook*.

1. Ohio Rev. Code Ann. §3305.08 (West 2003).
2. An Act Guaranteeing Governmental Independence, Ky. Rev. Stat. Ann. §520.020 (LexisNexis 1985) (passed Jan. 3, 1974).

14.289 Presidential documents

Presidential proclamations, executive orders, vetoes, addresses, and the like are published in the *Weekly Compilation of Presidential Documents* (Weekly Comp. Pres. Doc.) and in the *Public Papers of the Presidents of the United States* (Pub. Papers). Proclamations and executive orders are also carried in the daily *Federal Register* (Fed.

Reg.) and then published in title 3 of the *Code of Federal Regulations* (C.F.R.). Some executive orders and proclamations appear in the *United States Code*; include a citation if therein (see example 3).

1. Proclamation No. 8214, 73 Fed. Reg. 1439 (Jan. 8, 2008).
2. Exec. Order No. 11,609, 3 C.F.R. 586 (1971–75).
3. Exec. Order No. 13,653, 3 C.F.R. 330 (2013), *reprinted as amended in* 42 U.S.C. §4321 app. (2012).

For more examples, consult *The Bluebook*.

14.290 Treaties

The texts of treaties signed before 1950 are published in *United States Statutes at Large*; the unofficial citation is to the *Treaty Series* (T.S.) or the *Executive Agreement Series* (E.A.S.), each of which assigns a number to a treaty covered. Those signed in 1950 and later appear in *United States Treaties and Other International Agreements* (U.S.T., 1950–) or *Treaties and Other International Acts Series* (T.I.A.S., 1945–), which also assigns a number. Treaties involving more than two nations may be found in the *United Nations Treaty Series* (U.N.T.S., 1946–) or, from 1920 to 1946, in the *League of Nations Treaty Series* (L.N.T.S., 1920–46). These and other sources are listed in *The Bluebook*. Titles of treaties are set in roman and capitalized headline-style (recall that *The Bluebook* capitalizes prepositions of more than four letters). Country names are generally abbreviated (see also 14.274). An exact date indicates the date of signing and is therefore preferable to a year alone, which may differ from the year the treaty was published in one of the works above. Page numbers are given where relevant.

1. Treaty Banning Nuclear Weapon Tests in the Atmosphere, in Outer Space and Under Water, U.S.-U.K.-U.S.S.R., Aug. 5, 1963, 14 U.S.T. 1313.
2. Convention Concerning Military Service, Den.-It., July 15, 1954, 250 T.I.A.S. 3516, at 45.

14.291 Secondary sources and freestanding publications

When citing secondary sources and other freestanding publications, Chicago rather than *Bluebook* style can usually be followed. Such materials include not just books and articles but also legislative documents, pamphlets, and reports. For subsequent citations or citations of individual documents, shortened forms may be devised as needed (as in example notes 2 and 4; see also 14.59). The following examples are not meant to

be exhaustive. Those who are required to follow *Bluebook* style should consult that manual, whose recommendations differ.

1. *The Federalist Papers*, ed. Lawrence Goldman (Oxford: Oxford University Press, 2008).
2. *Federalist*, no. 42 (James Madison).
3. *Journals of the Continental Congress, 1774–1789*, ed. Worthington C. Ford et al. (Washington, DC, 1904–37), 15:1341.
4. *JCC* 25:863.
5. *Public Papers of the Presidents of the United States: Herbert Hoover, 1929–1933*, 4 vols. (Washington, DC: Government Printing Office, 1974–77), 1:134.
6. Martha L. Minow, “Making History or Making Peace: When Prosecutions Should Give Way to Truth Commissions and Peace Negotiations,” *Journal of Human Rights* 7, no. 2 (2008): 174–75.
7. *Median Gross Rent by Counties of the United States, 1970*, prepared by the Geography Division in cooperation with the Housing Division, Bureau of the Census (Washington, DC, 1975).
8. Ralph I. Straus, *Expanding Private Investment for Free World Economic Growth*, special report prepared at the request of the Department of State, April 1959, 12.
9. Illinois General Assembly, Law Revision Commission, *Report to the 80th General Assembly of the State of Illinois* (Chicago, 1977), 14–18.

Though the legal-style citations discussed elsewhere in this section are usually limited to the notes (see 14.271), the secondary sources or freestanding works discussed here may be included in a bibliography (see also 14.61).

Continental Congress. *Journals of the Continental Congress, 1774–1789*. Edited by Worthington C. Ford et al. 34 vols. Washington, DC, 1904–37.

14.292 Unpublished government documents

For general guidelines and many examples that can be adapted to government documents, see 14.221–31. Most unpublished documents of the federal government are housed in the National Archives and Records Administration in Washington, DC, or in one of its branches. All, including films, photographs, and sound recordings as well as written materials, are cited by record group (RG) number. A list of the record groups and their numbers is given in the *Guide to the National Archives of the United States*, augmented by the leaflet *Citing Records in the National Archives of the United States* (available from the National Archives; see bibliog. 4.5), which includes advice on citing its electronic records and digitized resources. Names of specific documents are given in quotation marks.

1. Senate Committee on the Judiciary, “Lobbying,” file 71A-F15, RG 46, National Archives.
2. National Archives Branch Depository, Suitland, MD, Records of the National Commission on Law Observance and Enforcement, RG 10.

14.293 Canadian reference works

The major reference work for citing Canadian public documents and legal cases in a Canadian context is the *Canadian Guide to Uniform Legal Citation*, edited and published (in English and French) by the Carswell/McGill Law Journal (see bibliog. 1.1). Also valuable are Douglass T. MacEllven, Michael J. McGuire, Neil A. Campbell, and John N. Davis, *Legal Research Handbook* (bibliog. 5); *Canadian Almanac and Directory* (bibliog. 4.4); and Gerald L. Gall, F. Pearl Eliadis, and France Allard, *The Canadian Legal System* (bibliog. 5). Authors citing more than a few Canadian legal or public documents should consult one of these works. Additional resources may be found online through Lexum. For citing the occasional example in a US context, *The Bluebook* (see 14.269) provides some recommendations and examples.

14.294 Canadian legal cases

The following examples illustrate *Bluebook* style. The basic elements are similar to those used in US law citations; the date is enclosed in square brackets, followed by the volume number if pertinent, the abbreviated name of the reporter, and the page number. Canadian Supreme Court cases since 1876 are cited to *Supreme Court Reports* (S.C.R.). Federal Court cases are cited to *Federal Courts Reports* (F.C., 1971–2003; F.C.R., 2004–) or *Exchequer Court Reports* (Ex. C.R., 1875–1971). Cases not found in any of these sources are cited to *Dominion Law Reports* (D.L.R.). Cite the year of the decision in parentheses if it is different from the reporter year. Include the volume number of the reporter if applicable. Add “Can.” and the abbreviated court name in parentheses if not clear from the context. For citing other reporters, including those covering the provinces and territories, consult *The Bluebook*.

1. Egan v. Canada, [1995] 2 S.C.R. 513.
2. American Cyanamid Co. v. Novopharm Ltd., [1972] F.C. 739 (Can. C.A.).
3. Canada v. CBC/Radio-Canada (2012), [2014] 1 F.C.R. 142.

Since 1998, many cases have been assigned neutral citations to facilitate immediate publication online. A neutral citation should appear first, ahead of any parallel citation to an official reporter. In the following example, “SCC” (no periods) refers to the Supreme Court of Canada.

4. Robertson v. Thomson Corp., 2006 SCC 43, [2006] 2 S.C.R. 363 (Can.).

14.295 Canadian statutes

Federal statutes appeared through 1985 in the *Revised Statutes of Canada* (R.S.C.), a consolidation that was published every fifteen to thirty years; federal statutes enacted since then are cited as session laws in the annual *Statutes of Canada* (S.C.). (Current consolidated federal statutes are available online from the Justice Laws Consolidated Acts collection.) Citation elements are similar to US statutes: the name of the act, the abbreviated name of the compilation, publication date, chapter number (in R.S.C., the chapter number includes the initial letter of the name of the act), and section number if applicable. Add “Can.” in parentheses if it is not clear from the context. Statutes for the provinces and territories are cited similarly; consult *The Bluebook* for guidance.

1. Companies’ Creditors Arrangement Act, R.S.C. 1985, c. C-36, s. 5 (Can.).
2. Canada Elections Act, S.C. 2000, c. 9.

14.296 Unpublished Canadian government documents

Library and Archives Canada (LAC) houses the unpublished records of the federal government, both individually written and institutional, as well as historically significant documents from the private sector. The guide to the entire LAC collections is available online, as are the archives for each province and territory. For citing unpublished materials, see the guidelines and examples in 14.221–31.

14.297 UK reference works

The catalogs of the National Archives (the official archive for England, Wales, and the central UK government), available online, extend to the documents of the former Public Record Office, the Historical Manuscripts Commission, the Office of Public Sector Information, and Her Majesty’s Stationery Office (HMSO), among others. The UK Parliament also makes its catalogs available online. Printed guides include the *Guide to the Contents of the Public Record Office*; Frank Rodgers, *A Guide to British Government Publications*; and John E. Pemberton, ed., *The Bibliographic Control of Official Publications* (all in bibliog. 4.5). For citing UK legal and public documents in a US context, *The Bluebook* (see 14.269) provides an overview.

14.298 UK legal cases

In *Bluebook* style, the basic elements in citations to UK legal cases are similar to those used in US law citations: the name of the case, in roman (cases involving the Crown use the abbreviation “R” for Rex or Regina); the date, which is enclosed in parentheses when the volumes of the reporter are numbered cumulatively, or in square brackets when the year is essential to locating the case (there is either no volume number or the volumes for each year are numbered anew, not cumulatively); the abbreviated name of the reporter; and the opening page of the decision. If the court is not apparent from the name of the reporter, or if the jurisdiction is not clear from the context, include either or both, as necessary, in parentheses. Until recently, the courts of highest appeal in the United Kingdom (except for criminal cases in Scotland) were the House of Lords (H.L.) and the Judicial Committee of the Privy Council (P.C.). In 2005 the Supreme Court of the United Kingdom was established. In 2009 it assumed the appellate jurisdiction of the House of Lords and the devolution jurisdiction of the Judicial Committee of the Privy Council. Most cases are cited to the applicable report in the *Law Reports*, among these the Appeal Cases (A.C.), Queen’s (King’s) Bench (Q.B., K.B.), Chancery (Ch.), Family (Fam.), and Probate (P.) reports. For other reports applicable to cases dating back to AD 1094, consult *The Bluebook*.

1. R v. Dudley and Stephens, (1884) 14 Q.B.D. 273 (D.C.).
2. Regal (Hastings) Ltd. v. Gulliver, [1967] 2 A.C. 134 (H.L.) (appeal taken from Eng.).

Cases heard since 2001 are assigned a neutral citation to allow for immediate online publishing. A neutral citation should appear first, ahead of any parallel citation to an official reporter. In the following example, “UKSC” (no periods) refers to the Supreme Court of the United Kingdom.

3. HJ (Iran) v. Sec’y of State for the Home Dep’t, [2010] UKSC 31, [2011] 1 A.C. 596 (appeal taken from Eng. & Wales C.A.).

14.299 UK parliamentary publications

Parliamentary publications include all materials issued by both houses of Parliament, the House of Commons (H.C.) and the House of Lords (H.L.): journals of both houses (sometimes abbreviated *CJ* and *LJ*); votes and proceedings; debates; bills, reports, and papers; and statutes.

14.300 UK statutes

The Acts of Parliament are identified by title (in roman), year (also include the regnal year for statutes enacted before 1963), and chapter number (c. for chapter; arabic numeral for national number, lowercase roman for local). Monarchs' names in regnal-year citations are abbreviated as follows: Ann., Car. (Charles), Edw., Eliz., Geo., Hen., Jac. (James), Phil. & M., Rich., Vict., Will., W. & M. The year precedes the name; the monarch's ordinal, if any, follows it (15 Geo. 6), both in arabic numerals. An ampersand is used between regnal years and between names of dual monarchs (1 & 2 W. & M.). *The Bluebook* advises including the jurisdiction in parentheses if it is not clear from the context.

1. Act of Settlement, 1701, 12 & 13 Will. 3, c. 2.
2. Consolidated Fund Act, 1963, c. 1 (Eng.).
3. Manchester Corporation Act, 1967, c. xl.

Early statutory material for the United Kingdom is compiled in *The Statutes of the Realm* (1235–1714) and *Acts and Ordinances of the Interregnum* (1642–60); additional material through 1800 has been published in various versions of *The Statutes at Large*. Later acts have been published as Public General Acts. For more information, see legislation.gov.uk, a database of UK legislation published by the National Archives.

14.301 Publication of UK parliamentary debates

Before 1909, debates from both houses were published together; since then they have been published in separate series.

Hansard Parliamentary Debates, 1st series (1803–20)

Hansard Parliamentary Debates, 2d series (1820–30)

Hansard Parliamentary Debates, 3d series (1830–91)

Parliamentary Debates, 4th series (1892–1908)

Parliamentary Debates, Commons, 5th series (1909–81)

Parliamentary Debates, Commons, 6th series (1981–)

Parliamentary Debates, Lords, 5th series (1909–)

In *Bluebook* style, cite the volume number and series and include the year and column number. In example 3, H.C. is included to indicate the House of Commons series. (In the first two examples, no such indication is necessary.)

1. 249 Parl. Deb. (3d ser.) (1879) cols. 611–27.
2. 13 Parl. Deb. (4th ser.) (1893) col. 1273.

3. 407 Parl. Deb. H.C. (5th ser.) (1944–45) cols. 425–46.

Although no longer the official name, *Hansard* (less often, *Hansard's*) is still sometimes used in citations to all series of parliamentary debates. Such usage is best avoided, however.

14.302 UK command papers

Command papers are so called because they originate outside Parliament and are ostensibly presented to Parliament “by command of Her [His] Majesty.” The different abbreviations for “command” indicate the series and must not be altered. No *s* is added to the plural (Cmnd. 3834, 3835).

C. (1st series) 1 to C. (1st series) 4222 (1833–69)
C. (2d series) 1 to C. (2d series) 9550 (1870–99)
Cd. 1 to Cd. 9239 (1900–1918)
Cmd. 1 to Cmd. 9889 (1919–56)
Cmnd. 1–9927 (1956–86)
Cm. 1– (1986–)

A command paper may consist of a pamphlet or several volumes. If not clear from the context, the author of the report is included. Dates may include a month or just a year.

1. HM Treasury, *The Basle Facility and the Sterling Area*, 1968, Cmnd. 3787, at 15–16.
2. *First Interim Report of the Committee on Currency and Foreign Exchanges after the War*, 1918, Cd. 9182.
3. *Review Body on Doctors' and Dentists' Remuneration, Thirteenth Report*, 1983, Cmnd. 8878.

14.303 Unpublished UK government documents

For general guidelines and many examples, which can be adapted to government documents, see 14.221–31. The main depositories for unpublished government documents in the United Kingdom are the National Archives (NA) and the British Library (BL), both in London. Their catalogs are available online through the websites of the National Archives and the British Library. (The British Library is a division of the British Museum; before it was called the British Library, citations to documents housed therein used the abbreviation BM.) References usually include such classifications as

Admiralty (Adm.), Chancery (C), Colonial Office (CO), Exchequer (E), Foreign Office (FO), or State Papers (SP) as well as the collection and volume numbers and, where relevant, the folio or page number(s). Among important collections in the British Library are the Cotton Manuscripts (with subdivisions named after Roman emperors, e.g., Cotton MSS, Caligula [Calig.] D.VII), the Harleian Manuscripts, the Sloane Manuscripts, and the Additional Manuscripts (Add. or Addit.).

1. Patent Rolls, 3 Rich. 2, pt. 1, m. 12d, NA (Calendar of Patent Rolls, 1377–1381, 470).
2. Hodgson to Halifax, 22 Feb. 1752, NA, CO 137:48.
3. Clarendon to Lumley, 16 Jan. 1869, NA, FO Belgium/133, no. 6.
4. [Henry Elsynge], “The moderne forme of the Parliaments of England,” BL, Add. MSS 26645.
5. Minutes of the General Court, 17 Apr. 1733, 3:21, BL, Add. MSS 25545.
6. Letter of a Bristol Man, BL, Add. MSS 33029:152–55.

14.304 Intergovernmental bodies

The Bluebook outlines the main reporters for international courts (such as the International Court of Justice), commissions, and tribunals. Also included are abbreviations for intergovernmental bodies such as the United Nations (and its principal organs), the European Union, and those devoted to specific areas such as human rights, trade, and health. The basic elements of citations to international law cases are similar to those used in US law citations (see 14.276–79); for examples, consult *The Bluebook*. (In addition to intergovernmental bodies, *The Bluebook* covers about three dozen jurisdictions outside the United States.) For treaties, see 14.290.

14.305 United Nations documents

The United Nations makes many of its documents available online (in English)—including those published by the General Assembly and the Security Council and dating back to the first General Assembly in 1946. *The Bluebook* provides guidance primarily for citing documents in the Official Records, but it considers the website of the United Nations an acceptable alternative. In general, list by the authorizing body (and the author or editor where appropriate), the topic or title of the paper, the document number or code (if any), and the date. Series and publication numbers, place of publication, and a page reference may also be included. For documents consulted online, include a URL as the final element in the citation (see 14.6–18).

1. UN Security Council, Resolution 2222, Protection of Civilians in Armed Conflict, S/RES/2222, ¶5 (May 27, 2015), <http://www.un.org/en/sc/documents/resolutions/2015.shtml>.
2. UN General Assembly, Resolution 67/18, Education for Democracy, A/RES/67/18 (Nov. 28, 2012), <http://www.un.org/en/ga/67/resolutions.shtml>.
3. S/RES/2222, ¶16.

Chapter 15

Author-Date References

15.1 The scope of this chapter

This chapter describes the second of Chicago's two systems of source citation, which uses parenthetical author-date references and a corresponding reference list. Because this system is similar in many respects to the notes and bibliography system discussed in chapter 14, much of the information from that chapter is not repeated here. For an introduction to source citations in general, including a discussion of systems other than the two recommended by Chicago, readers are encouraged to consult the overview in chapter 14 (14.1-18).

15.2 Author-date references versus notes and bibliography

Most of the recommendations in chapter 14 for how to style names of authors, titles of works, and other components in notes and bibliographies are identical for the author-date system described in this chapter. The author-date system differs primarily in its use of parenthetical text citations rather than citations in numbered notes and, in the bibliography (called a reference list in author-date style), the placement for the year of publication. For the use of notes with the author-date system, see 15.31.

15.3 Notes and bibliography entries as models for author-date references

Most of the examples in chapter 14 are readily adapted to the author-date citation style—in almost all cases by a different ordering or arrangement of elements. Most ref-

erence list entries are identical to entries in a bibliography except for the position of the year of publication, which in a reference list follows the author's name. Unlike bibliography entries (see 14.64), each entry in the reference list must correspond to a work cited in the text. Text citations differ from citations in notes by presenting only the author's last name and the year of publication, followed by a page number or other locator, if any. This chapter, by focusing on these and other differences, will show how to adapt any of the examples in chapter 14 to the author-date system.

15.4 Sources consulted online

For a detailed discussion of URLs and DOIs, access dates and revision dates, and other considerations for citing sources consulted online, see 14.6-18. Most types of sources consulted online can be cited by adding a URL (or, in some cases, the name of the bibliographic database) after the full facts of publication. For examples in the author-date style, see 15.9, under "Journal Article," and throughout 15.46-49 and 15.50-52. For more examples, see 14.161, 14.162, and throughout the discussions on periodicals (14.164-204) and elsewhere in chapter 14. For examples of access dates in author-date format, see 15.50.

15.5 The author-date system overview

The author-date system is used by many in the physical, natural, and social sciences and is recommended by Chicago for works in those areas. Sources are cited in the text, usually in parentheses, by the author's last (family) name, the publication date of the work cited, and a page number if needed. Full details appear in the reference list—usually titled "References" or "Works Cited"—in which the year of publication appears immediately after the author's name (see fig. 15.1). This arrangement makes it easy to follow a text citation to the corresponding full source in the reference list. (In electronic formats, text citations may be linked to their corresponding reference list entries.)

Text citations:

Like many other cultural fields, the video game industry is one that rewards novelty, especially when it is packaged in terms that are recognizable to consumers and critics (Lampel, Lant, and Shamsie 2000; Hutter 2011). . . . But the forefront of the industry finds continuous experimentation with the singular challenge of video gaming: how to create a convincing form of narrative storytelling that is nonetheless animated, perhaps uniquely so, by the actions of the users (Bissell 2011).

Reference list entries:

- Bissell, Tom. 2011. *Extra Lives: Why Video Games Matter*. New York: Vintage Books.
- Hutter, Michael. 2011. "Infinite Surprises: Value in the Creative Industries." In *The Worth of Goods: Valuation and Pricing in the Economy*, edited by Jens Beckert and Patrick Aspers, 201-20. New York: Oxford University Press.
- Lampel, Joseph, Theresa Lant, and Jamal Shamsie. 2000. "Balancing Act: Learning from Organizing Practices in Cultural Industries." *Organization Science* 11 (3): 263-69.

For more examples of text citations and reference list entries, see 15.9. For a detailed discussion of reference lists, see 15.10-16 and 15.17-20. For text citations, see 15.21-31.

15.6 Basic structure of a reference list entry

In a reference list entry, the year of publication is the second element, following the author's name. Otherwise, a reference list entry is structured like an entry in a bibliography (see 14.21): the elements are separated by periods, and the first-listed author's name, according to which the entry is alphabetized in the reference list, is usually inverted (last name first). Titles are capitalized headline-style unless they are in a language other than English (see 8.159, 11.6); titles of larger works such as books and journals are italicized; and titles of smaller works such as journal articles are presented in roman and enclosed in quotation marks (see 8.163, 14.86). Noun forms such as *editor*, *translator*, *volume*, and *edition* are abbreviated, but verb forms such as *edited by* and *translated by* are spelled out.

15.7 Basic structure of an in-text citation

In the author-date system, a citation in the text usually appears in parentheses and includes only the first two elements in a reference list—the author and the year of publication (hence the name of the system), with no intervening punctuation. A page number or other locator may be added, following a comma. Terms such as *editor* or *translator*, abbreviated in a reference list, are omitted from a text citation. In a parenthetical reference to two or more works, a semicolon usually separates each work from the next (but see 15.30).

15.8 Page numbers and other locators

In text citations, where reference is usually to a particular passage in a book or journal, only the page numbers pertaining to that passage are given. In reference lists, no page numbers are given for books; for easier location of journal articles or chapters

United States and the Secularization Thesis

is not sensible when, as in some of our data, cohort replacement and intracohort change work in opposite directions. In our data, cohort replacement always pushes aggregate religiosity down, but in some cases intracohort change pushes it up, although never by enough to offset the force of cohort replacement. In these instances, the cohort replacement component can be interpreted as an estimate of how much aggregate religiosity would have declined because of cohort replacement were it not for intracohort change in the other direction.

The graphical and linear decomposition methods provide distinct and complementary descriptions. In the graphical approach, multiple birth years (usually 10) are collapsed into a single cohort, and the three-survey moving averages provide a degree of smoothing within each cohort, but otherwise the points plotted show the full complexity of change between and within cohorts. By contrast, the statistical decomposition is based on raw values for each individual year of birth and survey year, from which the regression produces smooth trends.

REFERENCES

- Baker, Joseph O'Brian, and Buster Smith. 2009. "None Too Simple: Examining Issues of Religious Nonbelief and Nonbelonging in the United States." *Journal for the Scientific Study of Religion* 48 (4): 719–33.
- Bell, Andrew, and Kelvyn Jones. 2014. "Another 'Futile Quest'? A Simulation Study of Yang and Land's Hierarchical Age-Period-Cohort Model." *Demographic Research* 30: 333–60.
- Berger, Peter, Grace Davie, and Effie Fokas. 2008. *Religious America, Secular Europe? A Theme and Variations*. Burlington, Vt.: Ashgate.
- Bongaarts, John, and Tomáš Sobotka. 2012. "A Demographic Explanation for the Recent Rise in European Fertility." *Population and Development Review* 38 (1): 83–120.
- Brenner, Philip S. 2011. "Exceptional Behavior or Exceptional Identity? Overreporting of Church Attendance in the U.S." *Public Opinion Quarterly* 75 (1): 19–41.
- . 2012. "Identity as a Determinant of the Overreporting of Church Attendance in Canada." *Journal for the Scientific Study of Religion* 51 (2): 377–85.
- Bruce, Steve. 2011. *Secularization: In Defence of an Unfashionable Theory*. Oxford: Oxford University Press.
- Chaves, Mark. 1989. "Secularization and Religious Revival: Evidence from U.S. Church Attendance Rates, 1972–1986." *Journal for the Scientific Study of Religion* 28 (4): 464–77.
- . 1991. "Family Structure and Protestant Church Attendance: The Sociological Basis of Cohort and Age Effects." *Journal for the Scientific Study of Religion* 30 (4): 501–14.
- . 2011. *American Religion: Contemporary Trends*. Princeton, N.J.: Princeton University Press.
- Crockett, Alasdair, and David Voas. 2006. "Generations of Decline: Religious Change in Twentieth-Century Britain." *Journal for the Scientific Study of Religion* 45 (4): 567–84.
- De Graaf, Nan Dirk. 2013. "Secularization: Theoretical Controversies Generating Empirical Research." Pp. 321–54 in *Handbook of Rational Choice Social Research*, edited by Rafael Wittek, Tom A. B. Snijders, and Victor Nee. Stanford, Calif.: Stanford University Press.

Figure 15.1: Part of a reference list for a journal article in the social sciences. See 15.5, 15.6, sections 15.10 to 15.16.

or other sections of a book, the beginning and ending page numbers of the entire article or chapter are given. See also 15.23.

15.9 Author-date references-examples and variations

The examples that follow provide an overview of the author-date system, featuring books and journal articles as models. Each example includes a reference list entry and a corresponding text citation. For the sake of consistency, text citations are presented in parentheses, though they do not always appear that way in practice (see 15.28). For more examples, consult the sections dealing with specific types of works throughout this chapter.

Book with Single Author or Editor

For a book with a single author, invert the name in the reference list; in the text, include only the last name. Punctuate and capitalize as shown. To cite a specific passage, a page number or range is included in a text citation, separated from the year by a comma (a comma is also used between nonconsecutive page references). Page numbers are not included in a reference list unless the entry is for a chapter (see "Chapter in an Edited Book," below). See also 9.60-64.

Strayed, Cheryl. 2012. *Wild: From Lost to Found on the Pacific Crest Trail*. New York: Alfred A. Knopf.

(Strayed 2012, 87-88)

(Strayed 2012, 261, 265)

A book with an editor in place of an author includes the abbreviation *ed.* (*editor*; for more than one editor, use *eds.*). Note that the text citation does not include *ed.*

Daum, Meghan, ed. 2015. *Selfish, Shallow, and Self-Absorbed: Sixteen Writers on the Decision Not to Have Kids*. New York: Picador.

(Daum 2015, 32)

Book with Multiple Authors

For a book with two authors, only the first-listed name is inverted in the reference list.

Grazer, Brian, and Charles Fishman. 2015. *A Curious Mind: The Secret to a Bigger Life*. New York: Simon & Schuster.

(Grazer and Fishman 2015, 188)

For a book with three authors, adapt as follows:

Berkman, Alexander, Henry Bauer, and Carl Nold. 2011. *Prison Blossoms: Anarchist Voices from . . .*

(Berkman, Bauer, and Nold 2011, 7-10)

For a book with four or more authors, include all the authors in the reference list entry (see also 14.76). Word order and punctuation are the same as for two or three authors. In the text, however, cite only the last name of the first-listed author, followed by *et al.* (see also 15.29).

(Haček et al. 2015, 384)

Book with Author plus Editor or Translator

In the reference list, do not abbreviate *Edited by* or *Translated by*. See also 14.104.

García Márquez, Gabriel. 1988. *Love in the Time of Cholera*. Translated by Edith Grossman. London: Cape.

(García Márquez 1988, 242-55)

Chapter in an Edited Book

In citations of a chapter or similar part of an edited book, include the chapter author; the chapter title, in quotation marks; and the editor. Precede the title of the book with *In*. Note the location of the page range for the chapter in the reference list entry. See also 14.106-12.

Gould, Glenn. 1984. "Streisand as Schwarzkopf." In *The Glenn Gould Reader*, edited by Tim Page, 308-11. New York: Vintage Books.

(Gould 1984, 310)

Journal Article

Citations of journals typically include the volume and issue number and date of publication. The volume number follows the italicized journal title in roman and with no intervening punctuation. A specific page reference is included in the text; the page range for an article is included in the reference list, preceded by a colon. Authors should record the full information for the issue, including issue number, even if a journal is paginated consecutively across a volume or if the month or season appears with the year.

Bagley, Benjamin. 2015. "Loving Someone in Particular." *Ethics* 125, no. 2 (January): 477-507.

(Bagley 2015, 484-85)

The URL in the following example indicates that the article was consulted online; in this case, it is based on a DOI and is preferred to the URL that appears with the article (see 14.7, 14.8). Some publishers will use the URL as the basis of a link to the cited resource. For access dates (not shown here), see 14.176.

Liu, Jui-Ch'i. 2015. "Beholding the Feminine Sublime: Lee Miller's War Photography." *Signs* 40, no. 2 (Winter): 308-19. <https://doi.org/10.1086/678242>.

(Liu 2015, 312)

For the use of parentheses with issue numbers (as for a journal for which the month or season is unavailable or otherwise not listed), see 15.47. For the use of a colon with volume numbers (as for a journal for which only volume and year are listed), see 15.48.

15.10 Function and placement of reference lists

In the author-date system, the reference list is the prime vehicle for documentation. The text citations (see 15.21-31) are merely pointers to the full list. A reference list, like other types of bibliographies (see 14.64), is normally placed at the end of a work, preceding the index, if there is one. In a multiauthor book or a textbook (or any book to be offered in the form of individual chapters), each chapter is usually followed by its own reference list, in which case the list is preceded by a subhead such as References or Literature Cited. Journal articles are always treated this way.

15.11 Alphabetical arrangement of reference list entries

A reference list is arranged alphabetically (except in a numbered reference system; see 14.3) and should generally not be divided into sections. (Types of sources that are not readily adapted to author-date style are often better cited in notes; see, for example, 15.58-59.) All sources are listed by the last names of the authors (or, if no author or editor is given, by the title or, failing that, a descriptive phrase). Rules for alphabetizing an index (see 16.56-93) apply also to a reference list, with the modifications described in 14.66 and 15.17-20. For an illustration, see figure 15.1.

15.12 Authors' names in reference list entries

In a reference list as in a bibliography, record the authors' names as they appear on the title page or at the head of an article or chapter, with the exceptions noted in 14.72-84. Some publications, especially in the natural sciences, use initials rather than full given names (see 15.33). Where this practice is followed, an exception should be made where two authors share the same initials and last name. For text citations, see 15.22.

15.13 Titles in reference list entries

Titles and subtitles of books, articles, and other works in reference lists should be treated according to the rules set forth in 14.85-99 and exemplified throughout chapter 14. It is recognized, however, that some publications—particularly journals in the natural sciences—generally prefer sentence-style capitalization for titles (see 8.158), tend not to use quotation marks or italics, and abbreviate journal titles (see 15.46).

15.14 Placement of dates in reference list entries

Because the text citations consist of the last name of the author or authors (or that of the editor or translator) and the year of publication, the year in the reference list appears directly after the name, not with the publication details. (When the date of publication includes month and day, the year may be repeated to avoid any confusion; for an example, see 15.49.) This arrangement facilitates easy lookup of reference list entries.

Pager, Devah, and David S. Pedulla. 2015. "Race, Self-Selection, and the Job Search Process." *American Journal of Sociology* 120, no. 4 (January): 1005-54. <https://doi.org/10.1086/681072>.

Unger, Roberto Mangabeira, and Lee Smolin. 2014. *The Singular Universe and the Reality of Time: A Proposal in Natural Philosophy*. Cambridge: Cambridge University Press.

For *n.d.* and the use of access dates for sources consulted online, see 15.44 and 15.50. See also 15.55.

15.15 Abbreviations in reference list entries

In reference lists, spell out such phrases as *edited by* or *translated by*, which are capitalized if following a period. On the other hand, noun forms such as *editor* (*ed.*) and *translator* (*trans.*) are always abbreviated, as are such standard bibliographic terms as *volume* (*vol.*), *number* (*no.*), and so forth. Abbreviations may be used with greater frequency as long as they are used consistently. For example, *University* may be abbreviated to *Univ.*, and months given with journal citations may be abbreviated (see 10.39). See also 15.33, 15.46.

15.16 Single author versus several authors-reference list order

As in a bibliography (chapter 14), a single-author entry in a reference list precedes a multiauthor entry beginning with the same name. Only the first author's name is inverted. Successive entries by two or more authors in which only the first author's name is the same are alphabetized according to the coauthors' last names (regardless of how many coauthors there are).

Lamont, Michèle. 2012. "Toward a Comparative Sociology of Valuation and Evaluation." *Annual Review of Sociology* 38 (August): 201-22. <https://doi.org/10.1146/annurev-soc-070308-120022>.

Lamont, Michèle, and Nicolas Duvoux. 2014. "How Neo-liberalism Has Transformed France's Symbolic Boundaries?" *French Politics, Culture & Society* 32, no. 2 (Summer): 57-75. <https://doi.org/10.3167/fpcs.2014.320208>.

Lamont, Michèle, Jason Kaufman, and Michael Moody. 2000. "The Best of the Brightest: Definitions of the Ideal Self among Prize-Winning Students." *Sociological Forum* 15, no. 2 (June): 187-224. <http://www.jstor.org/stable/684814>.

Lamont, Michèle, and Ann Swidler. 2014. "Methodological Pluralism and the Possibilities and Limits of Interviewing." *Qualitative Sociology* 37, no. 2 (June): 153-71. <https://doi.org/10.1007/s11133-014-9274-z>.

15.17 The 3-em dash in reference lists-some caveats

The advice in this section, which explains how to use the 3-em dash to stand in for repeated reference list entries under the same name, is aimed primarily at publishers and editors. Authors usually should not use the 3-em dash for repeated names in their manuscripts. Among other potential pitfalls, 3-em dashes do not work in computerized sorts (i.e., all entries with 3-em dashes will line up in one place). Moreover, an incorrectly applied dash may obscure an important detail—for example, the abbreviation *ed.* or *trans.* Publishers, too, may decide not to apply 3-em dashes: 3-em dashes make it impractical to present entries outside the context of the list (e.g., in a pop-up box or when linking directly from in-text citation to reference list entry) and can hide entries from bibliographic databases, both of which are concerns for electronic publication formats. Where 3-em dashes are not used, simply repeat author name(s) and sort the entries as described throughout this section. See also 6.94.

15.18 Chronological order for repeated names in a reference list

For successive entries by the same author(s), translator(s), editor(s), or compiler(s), a 3-em dash replaces the name(s) after the first appearance (but see 15.17). The entries are arranged chronologically by year of publication in ascending order, *not* alphabetized by title (as in a bibliography; see 14.71). Undated works designated *n.d.* or *forthcoming* follow all dated works (see 15.44-45).

- Schuman, Howard, and Jacqueline Scott. 1987. "Problems in the Use of Survey Questions to Measure Public Opinion." *Science* 236 (4804): 957-59. <https://doi.org/10.1126/science.236.4804.957>.
- . 1989. "Generations and Collective Memories." *American Sociological Review* 54, no. 3 (June): 359-81. <http://www.jstor.org/stable/2095611>.

Note that the 3-em dash *cannot* stand in for the same two or more authors as in the previous entry if they appear in a different order. The following two entries are alphabetized as if they are by two different sets of authors (i.e., "Jean" comes before "John"):

- Comaroff, Jean, and John Comaroff, eds. 1993. *Modernity and Its Malcontents: Ritual and Power in Postcolonial Africa*. Chicago: University of Chicago Press.
- Comaroff, John, and Jean Comaroff. 1991-97. *Of Revelation and Revolution*. 2 vols. Chicago: University of Chicago Press.

15.19 The 3-em dash with edited, translated, or compiled works

The 3-em dash replaces the preceding name or names only, not an added *ed.*, *trans.*, *comp.*, or whatever. The chronological order is maintained, regardless of the added abbreviation.

- Woodward, David. 1977. *The All-American Map: Wax Engraving and Its Influence on Cartography*. Chicago: University of Chicago vPress. v —, ed. 1987. *Art and Cartography: Six Historical Essays*. Chicago: University of Chicago Press.
- . 1996. *Catalogue of Watermarks in Italian Printed Maps, ca. 1540-1600*. Chicago: University of Chicago Press.

Woodward is the author of the first and third items, editor of the second.

15.20 Reference list entries with same author(s), same year

Two or more works by the same author in the same year must be differentiated by the addition of *a*, *b*, and so forth (regardless of whether they were authored, edited, compiled, or translated) and are listed alphabetically by title. Text citations consist of author and year plus letter.

- Fogel, Robert William. 2004a. *The Escape from Hunger and Premature Death, 1700-2100: Europe, America, and the Third World*. New York: Cambridge University Press.
- . 2004b. "Technophysio Evolution and the Measurement of Economic Growth." *Journal of Evolutionary Economics* 14, no. 2 (June): 217-21. <https://doi.org/10.1007/s00191-004-0188-x>.

(Fogel 2004b, 218)

(Fogel 2004a, 45-46)

When works by the same two or more authors list their names in a different order, then *a*, *b*, and so forth cannot be used. See 15.18.

15.21 Agreement of text citation and reference list entry

For each author-date citation in the text, there must be a corresponding entry in the reference list under the same name and date. It is the author's responsibility to ensure

such agreement as well as the accuracy of the reference (see 2.32). Among other things, specific page references to a journal article, when given in a text citation, must fall within the range of pages given for the article in the reference list entry. Manuscript editors can help authors by cross-checking text citations and reference lists and rectifying or querying any discrepancies or omissions (see 2.63).

15.22 Text citations-basic form

An author-date citation in running text or at the end of a block quotation usually consists of the last (family) name of the author, followed by the year of publication of the work in question. In this context, *author* may refer not only to one or more authors or an institution but also to one or more editors, translators, or compilers. No punctuation appears between author and date. Abbreviations such as *ed.* or *trans.* are omitted. See also 15.23.

Text citations:

(Hetherington and Rudolph 2015)
(Grove 2015)

References:

Grove, John. "Calhoun and Conservative Reform." 2015. *American Political Thought* 4, no. 2 (March): 203-27. <https://doi.org/10.1086/680389>.
Hetherington, Marc J., and Thomas J. Rudolph. 2015. *Why Washington Won't Work: Polarization, Political Trust, and the Governing Crisis*. Chicago: University of Chicago Press.

To refer to two or more sources in the same text citation, separate the sources with semicolons (but see 15.30).

(Hetherington and Rudolph 2015; Grove 2015)

Where two or more works by different authors with the same last name are listed in a reference list, the text citation must include an initial (or two initials or a given name if necessary).Text citations:

(C. Doershuk 2017)
(J. Doershuk 2016)

References:

Doershuk, Carl. 2017. . . .
Doershuk, John. 2016. . . .

15.23 Page and volume numbers or other specific locators in text citations

When a specific page, section, equation, or other division of the work is cited, it follows the date, preceded by a comma. When a volume as a whole is referred to, without a page number, *vol.* is used. For volume plus page, only a colon is needed. The *n* in the Fischer and Siple example below indicates "note" (see 14.157). The last example shows one strategy for citing a specific location (e.g., a section heading) in a work that contains no page or section numbers or other numerical signposts—the case for some electronic formats (see 14.160).

(Piaget 1980, 74)
 (LaFree 2010, 413, 417-18)
 (Claussen 2015, para. 2.15) or (Claussen 2015, ¶ 2.15)
 (Johnson 1979, sec. 24) or (Johnson 1979, § 24)
 (Fowler and Hoyle 1965, eq. 87)
 (Hsu 2017, chap. 4)
 (García 1987, vol. 2)
 (García 1987, 2:345)
 (Barnes 1998, 2:354-55, 3:29)
 (Fischer and Siple 1990, 212n3)
 (Hellman 2017, under "The Battleground")

Some journals omit page numbers in citations of other journal articles except when citing a direct quotation.

15.24 Additional material in text citations

The parentheses that enclose a text citation may also include a comment, separated from the citation by a semicolon (see also 15.30).

(Mandolan 2017; *t*-tests are used here)

15.25 Text citations in relation to surrounding text and punctuation

Except at the end of block quotations (see 15.26), author-date citations are usually placed just before a mark of punctuation though need not be if the sentence would otherwise not require it. See also 15.28.

Recent literature has examined long-run price drifts following initial public offerings (Ritter 1991; Loughran and Ritter 1995), stock splits (Ikenberry, Rankine, and Stice 1996), seasoned equity offerings (Loughran and Ritter 1995), and equity repurchases (Ikenberry, Lakonishok, and Vermaelen 1995).

but

There is evidence, for example, that the negative outcomes associated with family structure instability are more pronounced for young children as compared with older children (Sigle-Rushton and McLanahan 2004) and for boys as compared with girls (Cooper et al. 2011).

Where the author's name appears in the text, it need not be repeated in the parenthetical citation. Note that the date should immediately follow the author's name, even if the name is used in the possessive. This usage serves the logic and economy of the author-date style. (For a reference to a person rather than the work, it may be appropriate to include the given name on first mention.)

Fiorina et al. (2005) and Fischer and Hout (2006) reach more or less the same conclusions. In contrast, Abramowitz and Saunders (2005) suggest that the mass public is deeply divided between red states and blue states and between churchgoers and secular voters.

Tufte's (2001) excellent book on chart design warns against a common error.

15.26 Text citations in relation to direct quotations

Although a source citation normally follows a direct quotation, it may precede the quotation—especially if such a placement allows the date to appear with the author's name.

As Edward Tufte points out, "A graphical element may carry data information and also perform a design function usually left to non-data-ink" (2001, 139).

or

As Edward Tufte (2001, 139) points out, "A graphical element may carry data information and also perform a design function usually left to non-data-ink."

When the source of a block quotation is given in parentheses at the end of the quotation, the opening parenthesis appears *after* the final punctuation mark of the quoted material. No period either precedes or follows the closing parenthesis.

If you happen to be fishing, and you get a strike, and whatever it is starts off with the preliminaries of a vigorous fight; and by and by, looking down over the side through the glassy water, you see a rosy golden gleam, the mere specter of a fish, shining below in the clear depths; and when you look again a sort of glory of golden light flashes and dazzles as it circles nearer beneath and around and under the boat; . . . and you land a slim and graceful and impossibly beautiful three-foot goldfish, whose fierce and vivid yellow is touched around the edges with a violent red-when all these things happen to you, fortunate but bewildered fisherman, then you may know you have been fishing in the Galapagos Islands and have taken a Golden Grouper. (Pinchot 1930, 123)

See also 13.70-72.

15.27 Several references to the same source

When the same page (or page range) in the same source is cited more than once in one paragraph, the parenthetical citation can be placed after the last reference or at the end of the paragraph (but preceding the final period). When referring to different pages in the same source, however, include a full parenthetical citation at the first reference; subsequent citations need only include page numbers.

Complexion figures prominently in Morgan's descriptions. When Jasper compliments his mother's choice of car (a twelve-cylinder Mediterranean roadster with leather and wood-grained interior), "his cheeks blotch indignantly, painted by jealousy and rage" (Chaston 2000, 47). On the other hand, his mother's mask never changes, her "even-tanned good looks" (56), "burnished visage" (101), and "air-brushed confidence" (211) providing the foil to the drama in her midst.

15.28 Syntactic considerations with text citations

An author-date citation is a form of bibliographic shorthand that corresponds to a fully cited work; it does not refer to a person. Note how, in the examples in 15.25 and 15.26, the wording distinguishes between authors and works. A locution such as "in Smith 2009," though technically proper, is usually best avoided except as part of a parenthetical citation. To help readers identify the source citation, prefer "in Smith (2009)" or, for example, "in Smith's (1999) study." Note that square brackets should be used in parenthetical text references that require additional parentheses, as in the second example (see 6.101).

There are at least three works that satisfy the criteria outlined in Smith's (1999) study (see Rowen 2006; Bettelthorp 2004a; Choi 2008).

These processes have, in turn, affected the way many Latin Americans are treated in the United States (see, e.g., Haviland [2003, 767] on how US courts disregard the existence of indigenous languages and "reluctantly" make allowance only for Spanish in translation services).

15.29 Text citations of works with more than three authors

For more than three authors (or in some science publications, more than two), only the name of the first author is used, followed by *et al.* (and others). Note that *et al.* is not italicized in text citations.

(Schonen et al. 2017)

According to the data collected by Schonen et al. (2017), . . .

If a reference list includes another work of the same date that would also be abbreviated as "Schonen et al." but whose coauthors are different persons or listed in a different order, the text citations must distinguish between them. In such cases, the first two authors (or the first three) should be cited, followed by *et al.*

(Schonen, Baker, et al. 2017)

(Schonen, Brooks, et al. 2017)

Alternatively, a shortened title, enclosed in commas, may be added. In the following examples, *et al.* refers to different coauthors, so *a*, *b*, and so on cannot be used (see 15.20):

(Schonen et al., "Tilting at Windmills," 2017)

(Schonen et al., "Gasoline Farmers," 2017)

For treatment of multiple authors in a bibliography or reference list, see 14.76, 15.9 (under "Book with Multiple Authors"), 15.16.

15.30 Multiple text references

Two or more references in a single parenthetical citation are separated by semicolons. The order in which they are given may depend on what is being cited, and in what order, or it may reflect the relative importance of the items cited. If neither criterion applies, alphabetical or chronological order may be appropriate. Unless the order is prescribed by a particular journal style, the decision is the author's.

(Armstrong and Malacinski 1989; Beigl 1989; Pickett and White 1985)

Additional works by the same author(s) are cited by date only, separated by commas except where page numbers are required.

(Whittaker 1967, 1975; Wiens 1989a, 1989b)
(Wong 1999, 328; 2000, 475; García 1998, 67)

Additional references prefaced by "see also" follow any other references (see also 15.24).

(Guest et al. 2006; see also Stolle et al. 2008; Rahn et al. 2009)

15.31 Author-date system with notes

Where footnotes or endnotes are used to supplement the author-date system, source citations within notes are treated in the same way as in text (see fig. 15.2).

1. James Wilson has noted that "no politician ever lost votes by denouncing the bureaucracy" (1989, 235). Yet little is actually ever done to bring major reforms to the system.

For the use of notes with legal-style citations, see 15.58. For more on footnotes and endnotes, see 14.24-60.

15.32 Items not necessarily covered in chapter 14

The majority of examples in chapter 14 can be adapted to the author-date system simply by moving the year of publication to follow the author's name (see 15.3). This section focuses on special cases not necessarily covered there or for which a suitable author-date form may not be apparent.

15.33 Publications preferring initials for authors' names

The reference lists in some publications, especially journals in the natural sciences, always use initials instead of given names. When periods are used, space appears between them (Wells, H. G.); when periods are omitted, as in some journals' styles, no comma intervenes between last name and initials, and no space appears between the initials (Wells HG). Chicago recommends using the form of the name as it appears with the source unless otherwise required.

Turning to the econometric evidence, I present some estimates of changes in expected retirement ages drawn from the Bank of Italy panel of household-level data. The methodology adopted is a “difference-in-difference” estimator and draws heavily on the work of Attanasio and Brugiavini (1997) described above. In particular, the basic identifying assumption is that the 1992 reform is the only relevant change (as far as differential labor supply decisions are concerned), and I therefore exploit the reform to measure behavioral responses before and after the event. The first difference is the time difference, the second that between groups. Groups in the population are assumed to be exogenously determined, and, given the availability of panel data, I can control for individuals’ characteristics throughout (Venti and Wise 1995). It is worth recalling at this stage that the Amato reform of 1992 has gradually postponed the normal retirement age but has not tackled the early retirement option, apart from restricting eligibility requirements in the public sector.⁴⁷

⁴⁷ The normal retirement age gradually moves from sixty to sixty-five for men. The early retirement option is available (Hoy 1996), but public-sector employees need thirty-five years of contributions to become eligible in place of the previous twenty years (fifteen for married women). In the public sector, normal retirement age has been sixty-five throughout.

Figure 15.2: A sample of text with both parenthetical text citations and a footnote. See 15.31.

15.34 Author-date format for anonymous works (no listed author)

If the author, editor, translator, or the like for the work is unknown, the reference list entry should normally begin with the title. An initial article is ignored in alphabetizing. Text citations may refer to a short form of the title but must include the first word (other than an initial article). See also 15.37, 15.39, 15.49, 14.79.

Stanze in lode della donna brutta. 1547. Florence.

A True and Sincere Declaration of the Purpose and Ends of the Plantation Begun in Virginia, of the Degrees Which It Hath Received, and Means by Which It Hath Been Advanced. 1610. London.

(*True and Sincere Declaration* 1610)

(*Stanze in lode della donna brutta* 1547) or (*Stanze* 1547)

As in notes and bibliographies, bracket a name in reference lists and text citations if the authorship is known or guessed at but was omitted on the title page (use a question mark to indicate uncertainty). (Note that in the Hawkes example, both New York and Tea Party are hyphenated in the original source.)

[Hawkes, James?]. 1834. *A Retrospect of the Boston Tea-Party, with a Memoir of George R. T. Hewes*. By a Citizen of New-York. New-York.

[Horsley, Samuel]. 1796. *On the Prosodies of the Greek and Latin Languages*. London.

([Horsley] 1796)

([Hawkes?] 1834)

Works explicitly attributed to "Anonymous" (e.g., on the title page or at the head of the work) should be cited accordingly.

Anonymous. 2015. "Our Family Secrets." *Annals of Internal Medicine* 163, no. 4 (August): 321. <https://doi.org/10.7326/M14-2168>.

(Anonymous 2015)

15.35 Pseudonyms in author-date references

Pseudonyms are indicated in reference lists in exactly the same manner as they are in bibliographies (see 14.80, 14.81). Text citations should refer to the first-listed name and will omit the indication *pseud.*

Centinel [*pseud.*]. 1981. Letters. In *The Complete Anti-Federalist*, edited by Herbert J. Storing. Chicago: University of Chicago Press.

Stendhal [Marie-Henri Beyle]. 1925. *The Charterhouse of Parma*. Translated by C. K. Scott-Moncrieff. New York: Boni and Liveright.

(Stendhal 1925)

(Centinel 1981)

See also 14.82. For examples of screen names in author-date references, see 15.52.

15.36 Editor in place of author in text citations

For works listed by editor(s) or compiler(s) or translator(s) in a reference list, abbreviations such as *ed.* or *eds.*, *comp.* or *comps.*, or *trans.* following the name are omitted in text citations.

Silverstein, Theodore, trans. 1974. *Sir Gawain and the Green Knight*. Chicago: University of Chicago Press.

Soltes, Ori Z., ed. 1999. *Georgia: Art and Civilization through the Ages*. London: Philip Wilson.

(Silverstein 1974)

(Soltes 1999)

15.37 Organization as author in author-date references

If a publication issued by an organization, association, or corporation carries no personal author's name on the title page, the organization may be listed as author in the reference list, even if it is also given as publisher. To facilitate shorter parenthetical text citations, the organization may be listed under an abbreviation, in which case the entry must be alphabetized under that abbreviation (rather than the spelled-out name) in the reference list.

ISO (International Organization for Standardization). 1997. *Information and Documentation-Rules for the Abbreviation of Title Words and Titles of Publications*. ISO 4:1997. Paris: ISO.

NISO (National Information Standards Organization). 2010. *Bibliographic References*. ANSI/NISO Z39.29-2005. Bethesda, MD: NISO, approved June 9, 2005; reaffirmed May 13, 2010.

(NISO 2010)

(ISO 1997)

See also 15.55, 14.259.

15.38 Publications preferring sentence-style capitalization for titles

Especially in the natural sciences, many publications that use a version of the author-date style prefer sentence-style capitalization for cited titles (except, usually, the titles of journals, which are often abbreviated; see 15.46). In sentence style, only the first word in a title or a subtitle and any proper names are capitalized (see 8.158). Some publications do not capitalize the first word in a subtitle unless it is a proper noun. Works that prefer this style also may not use quotation marks for chapter or article titles or italics for titles of books (and sometimes journals). (Such usage is normally limited to reference lists; in the text, the use of headline-style capitalization, quotation marks, and italics for titles is the norm for English-language publications.) Though Chicago recommends headline style and the use of quotation marks or italics in both its systems of documentation, these forms can be readily adapted to other, sparser systems.

15.39 Citing author-date sources by title

Works for which no author is credited or can be determined (including any organization or publisher as author; see 15.37, 15.49) are listed by title in a reference list entry. In the text, a short version of the title (up to four words) may be used. Unlike short forms for titles in notes and bibliography style (see 14.33), short forms for in-text references must include the first word of the title (aside from any article) to facilitate alphabetical lookup. For examples, see 15.34.

15.40 Reprint editions and modern editions-more than one date

When citing a reprint or modern edition in the author-date system, it is sometimes desirable to include the original date of publication. Whether or not any information about the original publication is included, the original date is listed first, in parentheses. If the pagination of the original edition does not match that of the reprint, indicate the edition cited.

- Austen, Jane. (1813) 2003. *Pride and Prejudice*. London: T. Egerton. Reprint, New York: Penguin Classics. Citations refer to the Penguin edition.
- Darwin, Charles. (1859) 1964. *On the Origin of Species*. Facsimile of the first edition, with an introduction by Ernest Mayr. Cambridge, MA: Harvard University Press.
- Maitland, Frederic W. (1898) 1998. *Roman Canon Law in the Church of England*. Reprint, Union, NJ: Lawbook Exchange.

The parentheses are rendered as square brackets in the in-text citation (see 6.101).

- (Austen [1813] 2003)
(Darwin [1859] 1964)
(Maitland [1898] 1998)

For more than one work by the same author, the first date determines placement in the reference list (see 15.18).

- Maitland, Frederic W. (1898) 1998. *Roman Canon Law in the Church of England*. Reprint, Union, NJ: Lawbook Exchange.
- . (1909) 1926. *Equity, Also the Forms of Action at Common Law: Two Courses of Lectures*. Edited by A. H. Chaytor and W. J. Whittaker. Reprint, Cambridge: Cambridge University Press.

When the original date is less important to the discussion, use the date of the modern source. The date of original publication may be included at the end of the reference list entry but need not be.

Trollope, Anthony. 1977. *The Claverings*. With a new introduction by Norman Donaldson. New York: Dover. First published 1866-67.

—. 1983. *He Knew He Was Right*. 2 vols. in one. New York: Dover. First published 1869.

(Trollope 1977)

(Trollope 1983)

15.41 Multivolume works published over more than one year

When a multivolume, multiyear work is included as an entry in the reference list (as in the Tillich example below), the range of dates for the work as a whole follows the author's name. The corresponding text citation should include a volume number with any references to specific page numbers or to cite a specific volume (see also 15.23). When an individual volume is listed (as in the Hayek example), the date for that volume should follow the name of the author; information about the work as a whole follows information about the individual volume. If the work has not yet been completed, the date of the first volume is followed by an en dash (with no space between the en dash and the punctuation that follows). Text citations of volumes listed individually in the reference list do *not* include the volume number, even with references to specific page numbers. See also 14.116-22. For en dashes with numbers, see 6.78, 6.79, 9.64.

Hayek, F. A. 2011. *The Constitution of Liberty: The Definitive Edition*. Edited by Ronald Hamowy. Vol. 17 of *The Collected Works of F. A. Hayek*, edited by Bruce Caldwell. Chicago: University of Chicago Press, 1988-.

Tillich, Paul. 1951-63. *Systematic Theology*. 3 vols. Chicago: University of Chicago Press.

(Tillich 1951-63, 1:133)

(Tillich 1951-63, vol. 2)

(Hayek 2011, 329)

15.42 Cross-references to multiauthor books in reference lists

To avoid repeating information, individual contributions to an edited volume may include cross-references to an entry for the volume as a whole. Note that cross-references to other titles in the reference list take the form of text citations but without any parentheses.

Draper, Joan E. 1987. "Paris by the Lake: Sources of Burnham's Plan of Chicago." In Zukowsky 1987, 107-19.

Harrington, Elaine. 1987. "International Influences on Henry Hobson Richardson's Glessner House." In Zukowsky 1987, 189-207.

Zukowsky, John, ed. 1987. *Chicago Architecture, 1872-1922: Birth of a Metropolis*. Munich: Prestel-Verlag in association with the Art Institute of Chicago.

This approach is best used only if more than a few individual contributions to the same volume are cited or if the volume itself is also cited in the text. Otherwise, include full publication details in the entry for each individual contribution. See also 14.107.

Draper, Joan E. 1987. "Paris by the Lake: Sources of Burnham's Plan of Chicago." In *Chicago Architecture, 1872-1922: Birth of a Metropolis*, edited by John Zukowsky, 107-19. Munich: Prestel-Verlag in association with the Art Institute of Chicago.

15.43 Author-date style for letters in published collections

In the author-date system, letters in published collections should be cited by the date of the collection. The dates of individual correspondence should be woven into the text. The material in the examples at 14.111 could be cited as follows:

Adams, Henry. 1930. *Letters of Henry Adams, 1858-1891*. Edited by Worthington Chauncey Ford. Boston: Houghton Mifflin.

White, E. B. 1976. *Letters of E. B. White*. Edited by Dorothy Lobrano Guth. New York: Harper & Row.

In a letter to Charles Milnes Gaskell from London, March 30, 1868 (Adams 1930, 141), Adams wrote . . .

White (1976, 273) sent Ross an interoffice memo on May 2, 1946, pointing out that . . .

15.44 No date of publication in author-date references

When the publication date of a book or other work cannot be ascertained, the abbreviation *n.d.* takes the place of the year in the reference list entry and text citations. Though it follows a period in the reference list, *n.d.* remains lowercased to avoid conflation with the author's name; in text citations, it is preceded by a comma. A guessed-at date may be substituted (in brackets, with a question mark to indicate uncertainty). See also 14.132, 15.18.

Nano, Jasmine L. [1750?]. *Title of Work . . .*
 —. n.d. *Title of Another Work . . .*

(Nano [1750?])
 (Nano, n.d.)

For the use of *n.d.* for website content cited by access date, see 15.50. See also 15.54.

15.45 “Forthcoming” in author-date references

Like *n.d.* (see 15.44), *forthcoming* can stand in place of the date in author-date references. It should be reserved for books under contract with a publisher and already titled but for which the date of publication is not yet known. If page numbers are available, they should be given as needed. Books not under contract are treated as unpublished manuscripts (see 14.216). In text citations, *forthcoming* is preceded by a comma. See also 14.146.

Faraday, Carry. Forthcoming. "Protean Photography." In *Seven Trips beyond the Asteroid Belt*, edited by James Oring. Cape Canaveral, FL: Launch Press.

(Faraday, forthcoming)

15.46 Publications preferring abbreviations for journal titles

In many publications in the sciences, journal titles are abbreviated (often with periods omitted) unless they consist of only one word. ISO 4, a standard developed by the International Organization for Standardization, is the main authority for abbreviations of words in serial titles (bibliog. 4.7). Standard abbreviations for scientific journals may also be found in *BIOSIS Serial Sources* and through the NLM Catalog, a service

of the US National Library of Medicine, among other resources (bibliog. 4.5). For more detailed information, including lists of additional resources, see the latest edition of *Scientific Style and Format* or the *AMA Manual of Style* (bibliog. 1.1).

15.47 Parentheses or comma with issue number

Though authors are encouraged to record all available data for their manuscripts (see 15.9, under "Journal Article"), sometimes only a volume and issue number will be available (and in some cases, it may be a publisher's preferred style not to record a month or season). When that is the case, the issue number is placed in parentheses. When only an issue number is used, it is set off by commas and not enclosed in parentheses. Compare 15.48.

Glass, Jennifer, and Philip Levchak. 2014. "Red States, Blue States, and Divorce: Understanding the Impact of Conservative Protestantism on Regional Variation in Divorce Rates." *American Journal of Sociology* 119 (4): 1002-46. <https://doi.org/10.1086/674703>.

Meyerovitch, Eva. 1959. "The Gnostic Manuscripts of Upper Egypt." *Diogenes*, no. 25, 84-117.

15.48 Colon with volume number

Authors are encouraged to record all available data for their manuscripts (see 15.9, under "Journal Article"). Sometimes, however, there is no issue number, or it may be intentionally omitted (usually according to a publisher's preferred style), either for a reference to a journal that is paginated continuously throughout a volume or when a month or season is included. When there is no issue number, and where no month or season is recorded, the page number reference follows the volume number, separated by a colon and with no intervening space. If the month or season is included, it is enclosed in parentheses, and a space follows the colon. Compare 15.47.

Gunderson, Alex R., and Manuel Leal. 2015. "Patterns of Thermal Constraint on Ectotherm Activity." *American Naturalist* 185:653-64. <https://doi.org/10.1086/680849>.

but

Gunderson, Alex R., and Manuel Leal. 2015. "Patterns of Thermal Constraint on Ectotherm Activity." *American Naturalist* 185 (May): 653-64. <https://doi.org/10.1086/680849>.

15.49 Newspapers and magazines in reference lists

It is usually sufficient to cite newspaper and magazines articles entirely within the text—a strategy that is identical in form in both systems of citation. See 14.198. If a reference list entry is needed, repeat the year of publication with the month and day to avoid any confusion.

Kauffman, Stanley. 1989. Review of *A Dry White Season* (film), directed by Euzhan Palcy. *New Republic*, October 9, 1989, 24-25.

Meikle, James. 2015. “Nearly 75% of Men and 65% of Women in UK to Be Overweight by 2030-Study.” *Guardian* (UK edition), May 5, 2015. <http://www.theguardian.com/society/2015/may/05/obesity-crisis-projections-uk-2030-men-women>.

If a newspaper article is unsigned, the title of the newspaper stands in place of the author.

New York Times. 2002. "In Texas, Ad Heats Up Race for Governor." July 30, 2002.

(*New York Times* 2002)

See also 15.34, 15.37.

15.50 Websites and access dates in author-date format

Chicago requires an access date in citations of websites and other sources consulted online only if no date of publication or revision can be determined from the source (see 14.12). In those cases—that is, when only an access date is used—record *n.d.* as the date of publication in the reference list entry and for the in-text citation. To avoid conflation with the name of the author, *n.d.* is always lowercase (see also 15.44).

Alliance for Linguistic Diversity. n.d. "Balkan Romani." *Endangered Languages*. Accessed April 6, 2016. <http://www.endangeredlanguages.com/lang/5342>.

CivicPlus Content Management System. n.d. City of Ithaca, New York (website). Accessed April 6, 2016. <http://www.cityofithaca.org/>.

(Alliance for Linguistic Diversity, n.d.)

(CivicPlus, n.d.)

For sources that include a date of publication or revision, use the year of publication in the reference list entry. Repeat the year with the month and day to avoid any confusion.

Google. 2016. "Privacy Policy." Privacy & Terms. Last modified March 25, 2016. <http://www.google.com/policies/privacy/>.

(Google 2016)

See also 15.37.

15.51 Citing blogs in author-date format

Blogs and blog posts are cited in author-date format by adapting the recommendations outlined in 14.208. It is often sufficient to cite blog posts, like newspaper and magazine articles, entirely within the text (see 15.49). If a reference list entry is needed, repeat the year of publication with the month and day to avoid any confusion.

Germano, William. 2017. "Futurist Shock." *Lingua Franca* (blog), *Chronicle of Higher Education*. February 15, 2017. <http://www.chronicle.com/blogs/linguafranca/2017/02/15/futurist-shock/>.

(Germano 2017)

Comments are not included in reference lists; instead, they should be cited in the text, in reference to the related post.

A comment on Germano (2017) from WordObsessed (on March 15, 2017) insisted that . . .

References to an entire blog should likewise be made in the text rather than in a reference list. The URL can be listed in parentheses.

Lingua Franca, a blog published by the *Chronicle of Higher Education* (<http://www.chronicle.com/blogs/linguafranca/>) . . .

For the use of screen names in author-date format, see 15.52.

15.52 Citing social media content in author-date format

Social media content can be cited in author-date format by adapting the recommendations outlined and exemplified in 14.209. Like citations for text messages and other personal communications (see 15.53), citations of social media content can often be limited to the text. A frequently cited account or an extensive thread related to a single subject or post, however, may be included in a reference list. In the reference list,

include the real name and a screen name, if both are available. In the text, cite the name under which the entry is listed (usually the real name unless only a screen name is available). Repeat the year with the month and day in the reference list to avoid any confusion. See also 15.35.

Chicago Manual of Style. 2015. "Is the world ready for singular they? We thought so back in 1993." Facebook, April 17, 2015. <https://www.facebook.com/ChicagoManual/posts/10152906193679151>.

Díaz, Junot. 2016. "Always surprises my students when I tell them that the 'real' medieval was more diverse than the fake ones most of us consume." Facebook, February 24, 2016. <https://www.facebook.com/junotdiaz.writer/posts/972495572815454>.

O'Brien, Conan (@ConanOBrien). 2015. "In honor of Earth Day, I'm recycling my tweets." Twitter, April 22, 2015, 11:10 a.m. <https://twitter.com/ConanOBrien/status/590940792967016448>.

Souza, Pete (@petesouza). 2016. "President Obama bids farewell to President Xi of China at the conclusion of the Nuclear Security Summit." Instagram photo, April 1, 2016. <https://www.instagram.com/p/BDrmfXTtNCt/>.

(Chicago Manual of Style 2015)

(Díaz 2016)

(O'Brien 2015)

(Souza 2016)

Comments are cited only in the text, in reference to the related post.

Michele Truty agreed, saying that "we do need a gender-neutral pronoun" (April 17, 2015, comment on Chicago Manual of Style 2015).

Direct or private messages shared through social media and received by the author are cited as personal communications (see 15.53).

15.53 Unpublished interviews and personal communications

In a parenthetical citation, the terms *personal communication* (or *pers. comm.*), *unpublished data*, and the like may be used after the name(s) of the person(s) concerned, following a comma. If the medium is important and not mentioned in the text, it may be incorporated into the parenthetical reference. Reference list entries are unneeded, though each person cited must be fully identified elsewhere in the text. Initials may be used for first names. Unless it is mentioned in the text, a date should be added in

parentheses, following a comma. The abbreviation *et al.* should be avoided in such citations.

(Julie Cantor, pers. comm.)

(Jonathan Lee, Facebook direct message to author, May 5, 2017)

(Brenda Hasbrouck, text message to author, May 5, 2017)

(A. P. Møller, unpublished data; C. R. Brown and M. B. Brown, unpublished data)

15.54 Manuscript collections in author-date format

When citing manuscript collections in author-date format, it is unnecessary to use *n.d.* (no date) in place of the date. Dates of individual items should be mentioned in the text, when applicable.

Egmont Manuscripts. Phillipps Collection. University of Georgia Library.

Kallen, Horace. Papers. YIVO Institute for Jewish Research, New York.

Oglethorpe wrote to the trustees on January 13, 1733 (Egmont Manuscripts), to say . . .

Alvin Johnson, in a memorandum prepared sometime in 1937 (Kallen Papers, file 36), observed that . . .

If only one item from a collection has been mentioned in the text, however, the entry may begin with the writer's name (if known). In such a case, the use of *n.d.* may be appropriate. See also 15.44.

Dinkel, Joseph. n.d. Description of Louis Agassiz written at the request of Elizabeth Cary Agassiz. Agassiz Papers. Houghton Library, Harvard University.

(Dinkel, n.d.)

15.55 Patents or other documents cited by more than one date

Cite patents and other documents that include more than one date as follows (note that the year of issue is repeated to avoid ambiguity):

Iizuka, Masanori, and Hideki Tanaka. 1986. Cement admixture. US Patent 4,586,960, filed June 26, 1984, and issued May 6, 1986.

For examples of standards cited in author-date format, see 15.37.

15.56 “Quoted in” in author-date references

To cite a source from a secondary source ("quoted in . . .") is generally to be discouraged, since authors are expected to have examined the works they cite. If an original source is unavailable, however, mention the original author and date in the text, and cite the secondary source in the reference list entry.

Costello, Bonnie. 1981. *Marianne Moore: Imaginary Possessions*. Cambridge, MA: Harvard University Press.

In Louis Zukofsky's "Sincerity and Objectification," from the February 1931 issue of *Poetry* magazine (quoted in Costello 1981) . . .

15.57 Citing recordings and multimedia in author-date format

Audiovisual recordings and other multimedia can be cited in author-date format by adapting the recommendations and examples outlined and exemplified in 14.261-68. (In many cases, however, it will be more appropriate to list such materials in running text and group them in a separate section or discography; see 14.262.) Older sources on outdated media are more likely to be consulted in the form of a digital copy; though authors should cite the format consulted, it is generally useful to give information about the original source, if available. Moreover, the date of the original recording should be privileged in the citation. Whom to list as "author" depends on the focus of the citation and is a matter of authorial discretion.

Coolidge, Calvin. [1920?]. "Equal Rights" (speech). In "American Leaders Speak: Recordings from World War I and the 1920 Election, 1918-1920." Library of Congress. Copy of an undated 78 rpm disc, RealAudio and WAV formats, 3:45. <http://memory.loc.gov/ammem/nfhtml/>.

Grande, Lance, and Allison Augustyn. 2011. *Gems and Jewels*. iPad ed., v. 1.01. Touchpress. Adapted from Lance Grande and Allison Augustyn, *Gems and Gemstones: Timeless Natural Beauty of the Mineral World* (Chicago: University of Chicago Press, 2009).

Holiday, Billie, vocalist. 1958. "I'm a Fool to Want You." By Joel Herron, Frank Sinatra, and Jack Wolf. Recorded February 20, 1958, with Ray Ellis. Track 1 on *Lady in Satin*. Columbia CL 1157, 33 $\frac{1}{3}$ rpm.

Lyiscott, Jamila. 2014. "3 Ways to Speak English." Filmed February 2014 in New York, NY. TED video, 4:29. https://www.ted.com/talks/jamila_lyiscott_3_ways_to_speak_english.

- Pink Floyd. 1970. *Atom Heart Mother*. Capitol CDP 7 46381 2, 1990, compact disc.
- Rihanna [Robin Fenty], vocalist. 2007. "Umbrella." Featuring Jay-Z. MP3 audio. Track 1 on Rihanna, *Good Girl Gone Bad*. Island Def Jam.
- Rovio Entertainment. 2014. *Angry Birds Transformers*. V. 1.4.25. Rovio Entertainment. Android 4.0 or later. Soundtrack by Vince DiCola and Kenny Meriedeth.
- Strayed, Cheryl. 2012. *Wild: From Lost to Found on the Pacific Crest Trail*. Read by Bernadette Dunne. New York: Random House Audio. Audible audio ed., 13 hr., 6 min.
- Weingartner, Felix von, conductor. 1936. *150 Jahre Wiener Philharmoniker*. Preiser Records PR90113 (mono), 1992, compact disc. Includes Beethoven's Symphony no. 3 in E-flat Major and Symphony no. 8 in F Major.

(Coolidge [1920?])
 (Grande and Augustyn 2011)
 (Holiday 1958)
 (Lyiscott 2014)
 (Pink Floyd 1970, track 2)
 (Rihanna 2007)
 (Rovio Entertainment 2014)
 (Strayed 2012)
 (Weingartner 1936)

Live performances, which cannot be consulted as such by readers, are generally not cited in a reference list. Instead, incorporate the details about the performance into the text. See also 14.266.

In a performance of Lin-Manuel Miranda's *Hamilton* at the Richard Rodgers Theatre in New York on February 2, 2016, . . .

15.58 Using notes for legal and public documents

Legal publications use notes for documentation and few include bibliographies. Any work using the author-date style that needs to do more than mention the occasional source in the text should therefore use supplementary footnotes or endnotes; see 15.31. This advice does not extend to documents that are collected in secondary sources or published as freestanding works (see 14.291), since these are readily adaptable to the author-date system (see 15.3). For a full discussion of legal and public documents, including examples, see 14.269-305.

15.59 Citing legal and public documents in text

Works with only a handful of citations to legal and public documents may be able to limit these to the text, using the forms detailed in 14.269-305. Note that in legal style, parentheses within parentheses are used (see also 6.97).

In *NLRB v. Somerville Construction Co.* (206 F.3d 752 (7th Cir. 2000)), the court ruled that . . .

In the *Congressional Record* for that day (147 Cong. Rec. 19,000 (2001)), Senator Burns is quoted as saying that . . .

In order to avoid such awkward constructions in the text, however, Chicago advises using notes for citations to legal and public documents whenever possible (see 14.271).