

# Bunker Hill Community College Library

## GUIDE TO CHICAGO STYLE CITATIONS – Notes & Bibliography

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### Introduction:

The Notes and Bibliographies system consists of numbered **footnotes** or **endnotes** (ask your instructor which one to use) together with corresponding entries in the **bibliography** at the end of the paper.

Use the full citation the first time you cite the work in your notes. For subsequent notes use the author's last name only and shorten the title if it has more than four words. If consecutive notes come from the same source, you can use "ibid." (which means "in the same place") and the page number. If the work has no identifiable author or editor, start the citation with the title.

### For example:

1. Trevor R. Getz and Liz Clark, *Abina and the Important Men: A Graphic History* (New York: Oxford University Press, 2012), 42.

5. Getz and Clark, *Abina*, 71.

6. Ibid., 85. [this is a reference to the Getz and Clark book, page 85]

Alphabetize your bibliography by the first item in the citation, which is usually the author's last name. Authors' names are last name first in the bibliography. If there are multiple works by the same author, alphabetize them by title. If there are four or more authors of a work, use the first author's name followed by "et al." *in the note*, but list all of the authors in the bibliography entry. (See the examples under "Books" below.) Indent all but the first line of each bibliography citation by three or four spaces— a "hanging indent".

### Examples of commonly used resources:

**Book or e-book:** Use the first named city on the copyright page of the book for the place of publication. Use state codes after the city only if the city is not well known or may be confused with a different place. For a library e-book, include the distributor (EBSCO, ABC-CLIO, etc.).

First Note: 1. Walter Isaacson, *Steve Jobs* (New York: Simon & Schuster, 2011), 99-100.

Bibliography: Isaacson, Walter. *Steve Jobs*. New York: Simon & Schuster, 2011.

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First Note: 2. Robert M. Shusta, et al., *Multicultural Law Enforcement: Strategies for Peacekeeping in a Diverse Society* (Upper Saddle River, NJ: Pearson Prentice Hall, 2008), 24.

Bibliography: Shusta, Robert M., Deena R. Levine, Herbert Z. Wong, Aaron T. Olson, and Philip R. Harris. *Multicultural Law Enforcement: Strategies for Peacekeeping in a Diverse Society*. Upper Saddle River, NJ: Pearson Prentice Hall, 2008.

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First Note: 3. Richard Quinney, *Bearing Witness to Crime and Social Justice* (Albany: SUNY Press, 2000), 89, EBSCO eBook Collection.

Bibliography: Quinney, Richard. *Bearing Witness to Crime and Social Justice*. Albany: SUNY Press, 2000. EBSCO eBook Collection.

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### Book chapter or work in an anthology:

First Note: 4. James R. Edwards, Jr., "A Biblical Perspective on Immigration Policy," chap.7 in *Debating Immigration*, ed. Carol M. Swain (New York: Cambridge University Press, 2007).

Bibliography: Edwards, James R. "A Biblical Perspective on Immigration Policy." Chap.7 in *Debating Immigration*, edited by Carol M. Swain. New York: Cambridge University Press, 2007.

For more information, consult:  
The Online Writing Lab at Purdue University  
<https://owl.english.purdue.edu/>

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## GUIDE TO CHICAGO STYLE CITATIONS – Notes & Bibliography, cont'd

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**Journal article:** If you access the article through an LMC Library database, include a DOI (Digital Object Identifier) or a stable/persistent URL in your notes and bibliography. If there is no DOI, include the database name and a unique identifying number for the article, usually called the accession number, in parentheses:

First Note: 3. Mary Kate Donais et al., "Analyzing Lead Content in Ancient Bronze Coins by Flame Atomic Absorption Spectroscopy: An Archaeometry Laboratory with Nonscience Majors," *Journal of Chemical Education* 86, no. 3 (2009): 345, doi: 10.1021/ed086p343. p. 2

Bibliography: Donais, Mary Kate, Greg Whissel, Ashley Dumas, and Kathleen Golden. "Analyzing Lead Content in Ancient Bronze Coins by Flame Atomic Absorption Spectroscopy: An Archaeometry Laboratory with Nonscience Majors." *Journal of Chemical Education* 86, no. 3 (2009): 343-346. doi: 10.1021/ed086p343.

**Magazine or newspaper article:** These may be cited in-text and omitted from the notes and bibliography. You may choose to cite a lesser-known magazine in the notes:

Meacham (*Newsweek*, October 12, 2009) writes that Zakaria "argues that deterrence has worked since 1945."

First Note: 4. Bob Sipchen, "Everyone's Fight." *Sierra*, July 2009, 3, Academic Search Complete, EBSCOhost (42316978).

**Website:** If possible, determine author, page title, site title or site owner, and the URL. As with encyclopedias, cite the web site in the notes only, or, if your paper does not have notes, include the site in the bibliography.

First Note: 9. David Merrill, "Alcoholism and Alcohol Abuse," MedlinePlus, last modified April 29, 2009, accessed October 21, 2009, <http://www.nlm.nih.gov/medlineplus/ency/article/000944.htm>.

Bibliography: Merrill, David. "Alcoholism and Alcohol Abuse," MedlinePlus. Last modified April 29, 2009. Accessed October 21, 2009. <http://www.nlm.nih.gov/medlineplus/ency/article/000944.htm>.

**Encyclopedia entry:** Cite articles from well-known encyclopedias in your notes, but not in your bibliography. Include the edition number if you are not using the first edition. Put the entry title, in quotes, after the abbreviation s.v. (*sub verbo*, "under the word"). If it is an online encyclopedia, include a DOI or URL; if there is no date, include the date you accessed the entry.

First Note: 6. *Encyclopedia Britannica*, 11th ed.(1980), s.v. "Gilbert Keith Chesterton."

First Note: 7. *Wikipedia*, s.v. "A Rose for Emily," Wikimedia Foundation, last modified December 14, 2010, 23:58, [http://en.wikipedia.org/wiki/A\\_Rose\\_for\\_Emily](http://en.wikipedia.org/wiki/A_Rose_for_Emily).

Cite articles from a lesser-known encyclopedia with publication information in the notes and in the bibliography:

First Note: 8. Geoffrey Wigoder, ed., *The New Encyclopedia of Judaism* (New York: New York University Press, 2002), s.v. "Passover."

Bibliography: Wigoder, Geoffrey, ed. *The New Encyclopedia of Judaism*. New York: New York University Press, 2002.

If the encyclopedia entry has a named author and is "substantial" (fairly long), you can use a format similar to the one for a book chapter (see above) in the notes and bibliography:

Bibliography: Flueckiger, Joyce Burkhalter. "Vernacular Islam." In *Encyclopedia of Islam and the Muslim World*, edited by Richard C. Martin. New York: Macmillan Reference USA, 2004.

For more information, consult:

The Online Writing Lab at Purdue University  
<https://owl.english.purdue.edu/>

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