

CITING SOURCES – TURABIAN/CHICAGO STYLE GUIDE BOATWRIGHT LIBRARY – UNIVERSITY OF RICHMOND

This guide offers examples of the Turabian/Chicago style for both reference list (R) format and also footnote (N) format based on the 7th edition of *A Manual for Writers of Term Papers, Theses, and Dissertations* (2007). If you are using the Reference List format (keyed to parenthetical notes giving authors' names and dates of publication in the running text), use the parenthetical citation (P) (including author, date and relevant page numbers) next to your reference for that source.

For more examples, see *A Manual for Writers of Term Papers, Theses, and Dissertations*, 7th ed., or the Chicago Manual of Style, 15th ed. at the Main Service Desk.

Further suggestions for using Turabian format can be found on [A Manual for Writers' website](#).

R - Reference List/Parenthetical Style -- Uses parenthetical references to cited sources within your paper and a reference list at the end of your paper containing all of your cited sources.

P - Parenthetical Citations - Used with Reference List format above-- examples are of the information required with each cited source.

N - Notes/Bibliography Style -- Uses numbered footnotes at the bottom of each page or at the end of your paper and superscript numbers at the end of each sentence where a reference occurs.

****Note capitalization differences between reference list/parenthetical and notes formatting for article and book titles****

Book - Single Author:

Print Format:

R. Author's Last Name, Author's First Name. Date of Publication. *Title of book: Subtitle of book*. Place of Publication: Publisher's Name.

P. (Author's last name Year, page).

N. Note Number. Author's First and Last Name, *Title of Book: Subtitle of Book* (Place of Publication: Publisher's Name, Date of Publication), page numbers.

Electronic/Online Format (from website, not subscription database):

R. Author's Last Name, Author's First Name. Date of Publication. *Title of book: Subtitle of book*. Place of Publication: Publisher's Name if available, In section of book if available. URL (accessed Month Day, Year).

P. (Author's last name Year).

N. Note Number. Author's First and Last Name, *Title of Book: Subtitle of Book* (Place of Publication: Publisher's Name if available), In section of book/website if available, URL (accessed Month Day, Year).

R. Ciulla, Joanne B. *The Working Life: The Promise and Betrayal of Modern Work*. New York: Random House, 2000.

P. (Ciulla 2000, 143).

N. 2. Joanne B. Ciulla, *The Working Life: The Promise and Betrayal of Modern Work* (New York: Random House, 2000), 143.

Book - Multiple Authors:

Note: For entries with more than one author, list the first author's name in inverted order, followed by the other authors' names in standard order. Separate authors' names with commas. Use a comma before the and for three or more authors. Include ALL authors in a reference list, no matter how many -- do NOT use et al. (Turabian, 7th edition, page 230)

Format:

R. First Author's Last Name, First Author's First Name, Second Author's Name, and Third Author's Name. Date of Publication. *Title of book: Subtitle of book*. Place of Publication: Publisher's Name.

P. (Authors' last names Year, page).

N. Note Number. First Author's First and Last Name, Second Author's Name, and Third Author's Name. *Title of Book: Subtitle of Book* (Place of Publication: Publisher's Name, Date of Publication), page numbers.

To cite multiple authors in a note or parenthetical citation – use a comma before the *and* in a series of three or more. If there are four or more authors, list only the first author's name followed by et al. with no intervening comma. (Turabian, 7th edition, page 163).

1. First Author's Name et al., *Title of Book: Subtitle of Book* (Place of Publication: Publisher's Name, Date of Publication), page numbers.

R. Hall, Jacquelyn Dowd, James Leloudis, Robert Korstad, Mary Murphy, Lu Ann Jones, and Christopher B. Daly. 1987. *Like a family: The making of a Southern cotton mill world*. Chapel Hill: University of North Carolina Press.

P. (Hall et al. 1987, 114-115) or (Smith, Jones, and Brown 1999, 121).**for two or three authors**

et al. is used in the parenthetical citation for four or more authors - include the first author's name only.

N. 1. Jacquelyn Dowd Hall et al., *Like a Family: The Making of a Southern Cotton Mill World* (Chapel Hill: University of North Carolina Press, 1987), 114-115

Essay, Chapter or Story in a Collection:

Format:

R. Chapter Author's Last Name, Author's First Name. Date. Title of Essay. In *Title of book*, ed. Editor's Name and Second Editor's Name, page numbers of essay. Place of Publication: Publisher's Name.

P. (Author's last name Year, page).

N. Note Number. Chapter Author's First and Last Name, Title of Essay in *Title of Book: Subtitle of Book*. (Place of Publication: Publisher's Name, Date of Publication, Date), page numbers.

R. Sullivan, Kathleen. 2003. Under a watchful eye: Incursions on personal privacy. In *The war on our freedoms*, ed. Richard C Leone and Greg Anrig, Jr., 128-246. New York: BBS Public Affairs.

P. (Sullivan 2003, 132).

N. 1. Kathleen Sullivan, "Under a Watchful Eye: Incursions on Personal Privacy," in *The War on Our Freedoms*, ed. Richard C Leone and Greg Anrig, Jr., (New York: BBS Public Affairs, 2003), 157.

Journal Article: One Author:

Note: If both volume and issue are listed, include both in your citation (Turabian, 7th edition, p. 249)

Format:

R. Author's Last Name, Author's First Name. Year. Article title. *Journal Title* volume, Issue no. (Month or Quarter): page numbers.

P. (Author's Last Name Year, page).

N. Note number. Author's First and Last Name. "Article Title," *Journal Title* volume, Issue no. (Date): pages.

Electronic Format (from website, for subscription databases—include stable url & name of database—Turabian, 7th ed., p. 251):

R. Author's Last Name, Author's First Name. Year. Article title. *Journal Title* volume, Issue no. (Month or Quarter): page numbers if available. URL (accessed Month Day, Year).

P. (Author's Last Name Year, page if available).

N. Note number. Author's First and Last Name. "Article Title," *Journal Title* volume, Issue no. (Date): pages if available or under "Section Name," URL (accessed Month Day, Year).

R-print. Haack, Susan. 1995. Puzzling Out Science. *Academic Questions* 8, no. 2 (Spring): 20-31.

R-online.

Haack, Susan. 1995. Puzzling Out Science. *Academic Questions* 8, no. 2 (Spring): 20-31.

<http://search.ebscohost.com/login.aspx?direct=true&db=a9h&AN=9505150172&site=ehost-live>
(accessed August 5, 2009).

P. (Haack 1995, 8).

N. 2. Susan Haack, "Puzzling Out Science," *Academic Questions* 8, no. 2 (Spring 1995): 26.

Journal Article: Two or More Authors:

Note: Multiple authors are cited the same as for books (Turabian, 7th edition, p. 247)

Format:

R. First Author's Last Name, First Author's First Name, Second Author's Name, and Third Author's Name. (Year). Article title. *Journal Title* Volume, Issue (Month or Quarter): page numbers.

P. (Authors' last names Year, page).

N. Note Number. First Author's First and Last Name, Second Author's Name, and Third Author's Name. "Article Title," *Journal Title* volume, Issue no. (Date): pages.

To cite multiple authors in a note or parenthetical citation – use a comma before the *and* in a series of three or more. If there are four or more authors, list only the first author's name followed by et al. with no intervening comma. (Turabian, 7th edition, page 163).

1. First Author's Name et al., "Article Title," *Journal Title* volume, Issue no. (Date): pages.

R. Hempel, Carl G. and Paul Oppenheim. (1945). A Definition of 'Degree of Confirmation'," *Philosophy of Science* 12, no. 2 (Summer): 98-115.

P. (Hempel 1945, 100).

N. 2. Carl G. Hempel and Paul Oppenheim, "A Definition of 'Degree of Confirmation'," *Philosophy of Science* 12, no. 2 (1945): 102.

Magazine Article:

Format:

R. Author's Last Name, Author's First Name. Year. Article title. *Magazine Title*, Month and Day, page numbers.

P. (Author Last Name Year, page).

N. Note number. Author's First and Last Name. "Article Title," *Magazine Title* Month Day, Year, pages.

R. Collier, Gerard. 1993. Truth takes an overdose. *Times Educational Supplement*, March 12, 18-22.

P. (Collier 1993, 18).

N. 1. Gerard Collier, "Truth Takes an Overdose," *Times Educational Supplement*, March 12, 1993, 18.

Newspaper Article:

Note: For an unsigned article, cite the name of the newspaper in place of the author in the Reference List.

Format: **You may help to clarify by noting edition if known**

R. Author's Last Name, Author's First Name. Year. Year. Article title. *Newspaper Title*. Month and Day, section and page numbers.

R. If author unknown: *Newspaper Title*, edition. Year. Article title. Month Day.

P. (Author Last Name or *Newspaper Title* Year).

**Omit pages in parenthetical references for newspapers since the item may appear on different pages or be dropped in different editions. (*Turabian*, 7th ed., page 252).

N. Note number. Author's First and Last Name, "Article Title," *Newspaper Title* Month Day, Year.

N. If author unknown: "Article Title," or section name, *Newspaper Title*, Month Day, Year.

R. Denison, D. 2008. Napster aims to block some music swaps. *Boston Globe*. Editorial. March 2.

P. (Kamin 2009). or (*New York Times* 2008).

N. 2. D.C. Denison, "Napster Aims to Block Some Music Swaps," *Boston Globe*, March 3, 2001.

N. Editorial, *New York Times*, June 1, 2009, national edition.

Article in Encyclopedia:

NOTES: Articles in general encyclopedias (like *Encyclopaedia Britannica*) are cited in parenthetical notes in the text or in a footnote, but not in the bibliography or reference list.

For alphabetically arranged works, such as encyclopedias, cite the item (not the volume or page number) preceded by s.v. (*sub verbo*, "under the work"; pl. s.vv.)

Format:

Encyclopedia Title, Xth ed., s.v. "word used."

R. *The Times guide to English style and usage*. 1999. Rev. ed. London: Times Books.

P. (*Times guide* 1999, s.v.. "police ranks," "postal addresses").

N. *Dictionary of American Biography*, s.v. "Wadsworth, Jeremiah."

Government Publications:

Hearing

Format:

R. U.S. Congress. Branch. Committee Name. Subcommittee Name. Year. *Hearing or Document Name*.
Congressional Number, Congressional Session. Month Day.

P. (U.S. House or Senate Year, Page).

parenthetical references are listed without titles, but include relevant committee or subcommittee name as author.

N. House or Senate Committee and Subcommittee Name, *Hearing or Document Name*, Congress Number, Session, Date, Page.

R. U.S. Congress. House. Committee on the Judiciary. Subcommittee on Crime. 1989. *Hearing on the Handgun Violence Prevention Act 1989*. 101st Congress, 2nd sess. April 26.

N. 1. House Committee on the Judiciary, Subcommittee on Crime, *Hearing on the Handgun Violence Prevention Act 1989*, 101st Cong., 2nd sess, 26 April 1990, 32.

Census

R. U. S. Bureau of the Census. U.S. Census of Population and Housing, 1990: Summary of Social Economic, and Housing Characteristics Virginia 1990 (CPH-5-48). Final Report. Washington, D.C., 1992.

N. 1. U.S. Census of Population and Housing, 1990: *Summary Population and Housing Characteristics Delaware* (CPH-1-9). Washington: Government Printing Office, 1991. (C3.223/18:CPH-1-9).

ERIC Document

R. Walker, Dean. 1995. School Violence Prevention. Eugene, Oregon: Clearinghouse on Educational Management. ERIC ED 379786.

N. 1. Dean Walker, School Violence Prevention, (Eugene, Oregon: Clearinghouse on Educational Management, 1995) 13, ERIC ED 379786.

Item from a microfiche or microfilm collection:

R. Saltonstall, Rosewell. [A] concise history and biography of Sir Richard Saltonstall since 1630 pointing out the brilliant virtues of three generations and the defectibilities of sundry in the fourth and fifth generations ... / written by Rosewell Saltonstall. Early American Imprints. Second series; no. 26688. New-York : Printed for the author, 1812. Microfiche.

N. 1. Rosewell Saltonstall, [A] concise history and biography of Sir Richard Saltonstall since 1630 pointing out the brilliant virtues of three generations and the defectibilities of sundry in the fourth and fifth generations ... / written by Rosewell Saltonstall, Early American Imprints, Second series; no. 26688 (New-York: Printed for the author, 1812), microfiche, 8.

Videorecording:

R. Bram Stoker's Dracula. 1993. Videodisc. Produced and directed by Francis Ford Coppola. 127 min. Columbia Pictures.

N. 1. Bram Stoker's Dracula, prod.and dir. Francis Ford Coppola. 127 min. Columbia Pictures, 1993, videodisc.

Photograph or Other Illustration from a Book:

Cite paintings, sculptures, photographs, and other artworks only in parenthetical citation or notes (Turabian, 7th ed., p. 200, 265).

P. (Georgia O'Keeffe, *The Cliff Chimneys*, 1938, Milwaukee Art Museum).

N. 1. Georgia O'Keeffe, *The Cliff Chimneys*, 1938, Milwaukee Art Museum.

Website:

Include as much information as you can: author, title of the page (enclosed in quotation marks), title or owner of the site, URL and access date.

R. Boatwright Memorial Library. Resources for students.
<http://library.richmond.edu/services/students/index.html> (accessed July 15, 2009).

P. (Boatwright Memorial Library website) – if unclear details are available for a website, cite within the text, rather than as a parenthetical statement: As indicated on the Boatwright Memorial Library website...

N. 1. Boatwright Memorial Library, "Resources for Students,"
<http://library.richmond.edu/services/students/> (accessed July 15, 2009).