Do you want to know how to cite your sources in your paper?

**DOCUMENTATION: FOOTNOTES/ENDNOTES AND BIBLIOGRAPHY**

The History Department requires that papers contain endnotes or footnotes for proper documentation. Chicago style, as found in the *Chicago Manual of Style* is mandatory; the choice between footnotes and endnotes may vary from one professor to another. MLA, APA, and AMA documentation is unacceptable for use in History papers.

The following examples provide models for use in your own paper. Please note that the first reference to a book or periodical is very detailed; the second and all subsequent references to the same book or periodical are very brief. If none of those seem to fit, ask your own professor or consult the *Chicago Manual of Style*: [http://www.chicagomanualofstyle.org/tools_citationguide.html](http://www.chicagomanualofstyle.org/tools_citationguide.html).

**FOOTNOTE/ENDNOTE REFERENCES: BOOKS**

**A. A Book by a Single Author.**

**Format:**
Author, first name first, *Title* (City of Publication: Publisher, year), page number.

**Example:**


After you provide a full citation for a given source, such as seen in notes 1 & 2, you only need to provide the author's last name, a portion of the book’s title, and page number for all subsequent citations from that same work.

3 Blaszak, *Matriarchs*, 64.

4 Egerton, *Death or Liberty*, 14.

**B. Books by Two or Three Authors.**

**Format:**
Authors, first name first, *Title* (City of Publication: Publisher, year), page number.

**Example:**


8 Sánchez, Erickson, and Gurulé, *Between Two Countries*, 119.

C. Books by Corporate Authors.

Format: 
Author, *Title*, edition (City of Publication: Publisher, year), page number.

Example:


D. Edited Books/Parts of Collections of Writings by Different Authors.

Format: 
Author(s), first name first, “Title of article,” in *Title*, ed(s). Name of editor(s) (City of Publication: Publisher, year), page number.

Example:


E. Multivolume Books with a Single Title by a Single Author.

Format: 
Author, first name first, *Title*, volumes (City of Publication: Publisher, year), volume number:page number.

Example:


NOTE: The number preceding the colon is the number of the volume.
F. **Multivolume Books by a Single Author with a Separate Title for Each Volume.**

**Format:**
Author, first name first, *Title*, Volume number of *Series title*, Number of volumes. (City of Publication: Publisher, Year), volume number:page number.

**Example:**


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G. **Multivolume Books with a Different Author and Title for Each Volume.**

**Format:**
Author, first name first, *Title*, Volume number of editor’s name, ed. *Series Title*, Number of volumes (City of Publication: Publisher, Year), volume number:page number.

**Example:**

H. Two or More Parts of a Collection of Writings by Different Authors. (Use this format if you are citing from several different sections of a multi-author book.)

Format:
Author, first name first, “Article’s title,” in Title, ed. Editor’s name (City of Publication: Publisher, year), page number.

Example:

20 Hinterberger, “Emotions,” 129.

For subsequent citations from the same book, but from a different author, use a shortened version of the collected work.

Example:
21 Andrew Louth, “Christology and Heresy,” in James, Companion to Byzantium, 189.

22 Louth, “Christology,” 190.


See Section C above. Second and subsequent references omit the number of the edition.

J. Translated Books.

Format:
Author, first name first, Title, trans. Translator’s name (City of Publication: Publisher, year), page number.

Example:

24 Fischer, War, 344.

K. A Letter (or diary entry, memo, etc.) in a published collection. (If it is a letter, you do not need to specify that, but another type of document should be specified.)

Format:
Name of sender and recipient, date, in Title, ed. Editor’s name (City of Publication: publisher, year), page number.

Example:
25 Henry Adams to Charles Milnes Gaskell, 22 September 1867, in Letters of Henry Adams,
1858-1891, ed. Worthington Chauncey Ford (Boston: Houghton Mifflin, 1930), 133-34.


28 Geiss, July 1914, 103.

L. A Primary Source Quoted by a Second Source.

Note: It is preferable that the original source is consulted and cited on its own, but if the original source cannot be obtained, use this format.

Format:
Author of original source, first name first, Title (City of Publication: Publisher, year), page number, quoted in Author of secondary source, first name first, Title (City of Publication: Publisher, year), page number.

Example:


M. Books published electronically.

Note: Cite the book as you would normally, but include the online format that you used, i.e., Kindle, Nook, pdf. If you accessed the book online (such as in Google Books or through an e-book in the library), include the date accessed and the URL.

Example:

32 Kayali, Arabs, 186.

PERIODICAL ARTICLES

N. Articles in Print Journals.

Format:
Author, first name first, “Article title,” Journal Title Volume number: Issue number (Year): page number.

Example:

NOTE: 30:2 signifies volume 30 and issue number 2.


CITING ELECTRONIC SOURCES

Web-based sources should be used sparingly and very carefully. When in doubt, it is best to have all sources, Internet or otherwise, approved by the instructor before they are used. Citations of electronic resources are different from citations for published sources. The following elements must be included:

- Electronic full-text Journal articles and E-Books from the library’s databases, though they are accessed online, are regarded as published sources. Citations for these must contain full documentation of the publication as well as electronic access information.
- Subscription databases, such as JSTOR or Proquest, must be accessed through a subscribing library or other institution.
- Because material on the internet can change without notice, the last date on which the material was accessed is part of the citation.
- The web address, or URL, is a required part of the citation. Because the URLs of documents accessed through databases are often very long, the URL of the Search page of the database is sufficient.

Proper citation formats, with examples, are shown below:

O. Articles from Online Journal.

Note: Many online publications use a DOI (digital object identifier) to create a persistent link to the article’s information. If no DOI is available, use the URL and the date accessed.

Format:
Author, first name first, “Title of article,” Title of Journal or Website Volume:Issue Number (Year): page number (if specified), Date accessed, URL.

Example:

37 Egerton, “The Material Culture.”


P. Full-text newspaper articles

Format:
Author, first name first, “Title of Article,” Title of Newspaper Date of newspaper article: page number (if available), Date accessed, URL.

Example:

For subsequent citations of this source cite the author’s last name and part of title.

Note: For regular print editions, omit date accessed and URL.

Q. Articles/Newspapers retrieved from a Database.

Note: Include all journal information and provide database name and accession number or a permanent link to the article from the database.)

Format with accession number:
Author, first name first, “Title of Article,” Journal Title Volume:Issue Number (year): page number, Database name (accession number).

Example:


Format with permanent url link:
Author, first name first, “Title of Article,” Journal Title Volume:Issue number (year): page number, Database name, Permanent link.

Example:


**Format for Newspaper with Permanent URL link:**
Author, first name first (leave blank if no author), “Article Title,” *Publication Title*, Date, Database name, Permanent link.

**Example:**

For subsequent citations of this source cite the author’s last name and part of title.

**WEBSITES**

**R. Primary source documents found online.** (Use this format when using approved websites containing primary source material.) Include as many of the following elements as are available. Include page numbers when appropriate before the URL.

**Format:**
Author of original document, first name first, “Title of document,” Date of document, *Title of Web Site where document is found*, Author, Editor, or Producer of site, accessed date, URL.

**Example:**

47 Smith, “Fallacies of Anti-Reformers.”


49 Veblen, “Theory of the Leisure Class.”

**Example (no author given):**

51 “Codex Jusinianus.”
Note: Many print primary sources are reproduced in digital format on various websites, such as the ones above. Most sites should give original publication information, but if not, you can try to locate original source information by searching online (try google books or worldcat.org). When possible, cite your sources according to the appropriate print format, and include the date accessed and the URL. For example, Veblen’s book *The Theory of the Leisure Class* can now be found in Google Books and would be cited similar to section M as follows:


**S. Other Approved Websites.** (Include as much information as available.)

**Format:**
“Title of Webpage,” Author of webpage, Publication Date, Accessed Date, URL.

**Example:**

54 Popular Front, “May Day.”

For subsequent citations of this source cite the author’s last name and part of title.

If the book or article you wish to cite differs from all of the models given here, please consult [http://www.chicagomanualofstyle.org/tools_citationguide.html](http://www.chicagomanualofstyle.org/tools_citationguide.html). If none of those seem to fit, ask your professor or the History Librarian.