



Chicago utilizes two systems of source documentation. The first is a system of notes, either footnotes or endnotes, and a bibliography. The other is an author-date format similar to APA which is also paired with a bibliography. Each citation style has its own unique set of rules and should not be used at the same time.

Footnotes / Endnotes

Footnotes are added to the bottom of the page in which a source was referenced, and endnotes are placed at the end of your research paper (or chapter). All cited sources will also be listed in the Bibliography/Works-Cited section.

Author-Date References

Author-Date references will appear in-text as the author(s) last names, publication date of the work cited, and page number if needed. Full citation details are then placed in the Bibliography/Works-Cited section.

Bibliography

The Bibliography provides a convenient, alphabetized list of all the sources cited in a text, and is typically required for all types of research publication.

Paper Formatting

The Chicago Manual requires that all papers be formatted according to a standardized style. Important aspects include your title page, the main body, references, tables/figures, and footnote/endnote sections.

Style Handbooks

The Chicago and Turabian manuals provide answers to a variety of difficult citation, and formatting, oriented questions.

Easy Bib

Easy Bib is an easy to use web-based program that uses fill-in forms that will enable you to quickly put together a reference page for your citations.

The Writing Center is the only academic support unit on campus specifically designed to promote your development and success as a college writer. The consultant team is available to assist you in person and online with writing projects for any course and any level of instruction. The Writing Center also offers specialized assistance for multimodal compositions or new media projects like digital narratives, blogs, websites, slideware presentations, and even YouTube videos.

Writing Center: APSC 301

Monday-Friday

9:00 a.m.-5:00 p.m.

in-person and synchronous online sessions

Night Hours: HL 116

Sunday-Thursday

7:00-10:00 p.m.

walk-in sessions only: first come, first serve

Footnotes/Endnotes Citation Style

Introduction

The first Chicago style consists of notes, either footnotes or endnotes, and a bibliography. Here is an excerpt from the current manual regarding the note system:

“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.”¹

1. *The Chicago Manual of Style*. (Chicago: The University of Chicago Press, 2010), 655.

Make sure to also take a look at the rules for Shortened Citations and Ibid as they will help you decrease the amount of time spent writing footnote/endnote citations.

Basic Structure

Footnotes and endnotes follow the same elemental structure, and each element is separated by a comma. All notes are numbered and correspond to a matching, superscripted reference number in the text (as shown above). All notes should be numbered consecutively and reference numbers should be placed at the end of a sentence or clause.

Example

1. Newton N. Minow and Craig L. LaMay, *Inside the Presidential Debates: Their Improbable Past and Promising Future* (Chicago: University of Chicago Press, 2008), 24-25.
2. Michael Pollan, *The Omnivore's Dilemma: A Natural History of Four Meals* (New York: Penguin, 2006), 99-100.

Bibliography

Footnotes/Endnotes are paired together with a bibliography at the end of the research publication. Make sure to consult the bibliography section of this guide for assistance making your reference area.

Books / E-books

The method for citing books in Notes-style serves as a model for constructing bibliographic entries in many other types of sources. A complete reference should always contain enough information to enable any reader to locate the book (either physically or digitally). Within the Notes-style of citation, there are 9 elements to each entry (depending on your source, some elements will be omitted). Remember that each element is separated by a comma.

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. (Firstname Middlename Lastname)
2. Title: full title of the book, including subtitle if there is one, written in *italicized characters* with all major words capitalized. If referencing a chapter write (chapter name) in (book title) with quotation marks around the chapter title. (**e.g.** citation 2)
3. Editor, compiler, or translator, if any, if listed on title page in addition to author (Firstname Middlename Lastname). (**e.g.** citation 6)
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 (title written in *italicized* characters). (**e.g.** citation 14)
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. (**e.g.** citation 7)
9. (For electronic books accessed online) A URL or DOI, or, for other types of electronic books, an indication of the medium consulted (e.g. Kindle e-book, CD-ROM)

Basic Layout

1. Author Firstname Lastname, “*Chapter of Book*” in *Title of Book*, ed. Firstname Lastname, *nth* ed., vol. #, *volume title* (Place of Publication: Publisher, Year), page numbers, URL or DOI.

Examples

One Author

1. David Shields, *The Thing about Life Is That One Day You'll Be Dead* (New York: Alfred A. Knopf, 2008).
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).
6. Yves Bonnefoy, *New and Selected Poems*, ed. John Naughton and Anthony Rudolf (Chicago: University of Chicago Press, 1995).

Two to Four Authors

7. Steven D. Levitt and Stephen J. Dubner, *Freakonomics: A Rogue Economist Explores the Hidden Side of Everything* (New York: William Morrow, 2005), 20-21.

Four or More Authors

10. Jeri A. Sechzer et al., eds., *Women and Mental Health* (Baltimore: Johns Hopkins University Press, 1996), 243.

Editions

11. Karen V. Harper-Dorton and Martin Herbert, *Working with children, Adolescents, and Their Families*, 3rd ed. (Chicago: Lyceum Books, 2002), 43.

Volumes

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

Electronic Books

15. Elliot Antokoletz, *Musical Symbolism in the Operas of Debussy and Bartok* (New York: Oxford University Press, 2008), doi:10.1093/acprof:oso/9780195365825.001.0001
16. *The Chicago Manual of Style*, 15th ed. (Chicago: University of Chicago Press, 2003), CD-ROM, 1.4.
17. Walt Whitman, *Leaves of Grass* (New York, 1855), 22,
<http://www.whitmanarchive.org/published/LG/1855/whole.html>.

Journals

Journals will commonly form the backbone of your research literature. Citations should always include enough information for a reader to find the resource (either physically or digitally). Citations for physical and electronic journals are structured the same except for the addition of a URL or DOI for online versions.

Note-style citations of journals require some or all of the following elements:

1. Full name(s) of authors (Firstname Middlename Lastname).
2. Title and subtitle of article or column, with all major words capitalized (surrounded by quotation marks)
3. Title of periodical with all major words capitalized (in *italicized* characters).
4. Issue information (volume title and/or number)
5. Publication date in parentheses and ended with a colon “(month, year):”.
6. Page numbers (where appropriate).
7. Access date (for online publications)
8. URL or DOI (for online publications).

Basic Layout

1. Author Firstname Lastname, “Article Title: Subtitle,” *Title of Journal*, vol. title vol. #, (Publication Month, Year): page numbers, access date, URL or DOI.

Examples

Physical Journal

5. Hope A. Olson, “Codes, Costs, and Critiques: The Organization of Information in *Library Quarterly*, 1931-2004,” *Library Quarterly* 76, no. 1 (2006): 20.

Online-Accessed Journal

13. 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, <http://www.jstor.org/stable/176034>.

22. David Meban, “Temple Building, *Primus* Language, and the Proem to Virgil’s Third *Georgic*,” *Classical Philology* 103, no. 2 (2008): 135, doi:10.10.86/590066.

Magazines

Magazine footnotes/endnotes are styled nearly identically to journals. The only difference is that the publication date is no longer enclosed in parentheses as it is more common (and more important) than a volume or issue number (if it even exists). As with all citations, enough information should be given so that any interested reader can find the referenced materials.

Note-style citations of magazines require some or all of the following elements:

1. Full name(s) of authors (Firstname Middlename Lastname).
2. Title and subtitle of article or column, with all major words capitalized(surrounded by quotation marks)
3. Title of periodical with all major words capitalized (in *italicized* characters).
4. Issue information if it exists(volume title and/or number).
5. Publication date (generally a month and year, or just year).
6. Page numbers (where appropriate).
7. URL or DOI (for online publications).

Basic Layout

1. Author Firstname Lastname, "Article Title: Subtitle," *Title of Magazine*, vol. title vol. #, publication date, page numbers, URL or DOI.

Examples

Physical Magazine

1. Beth Saulnier, "From Vine to Wine," *Cornell Alumni Magazine*, September/October 2008, 48.
2. Emily Macel, "Beijing's Modern Movement," *Dance Magazine*, February 2009, 35.

Online-Accessed Magazine

5. Wendy Cole and Janice Castro, "Scientology's Largesse in Russia," *Time*, April 13, 1992, <http://www.time.com/time/magazine/article/0,9171,975290,00.html>.
9. Barron YoungSmith, Green Room, *Slate*, February 4, 2009, <http://www.slate.com/id/2202431/>.

Newspapers

Newspaper footnotes/endnotes share much of the same structure as journals and magazines. The author, headline, publisher, and especially the day/year are all central elements to a proper newspaper note-style citation. If the online edition of a paper was consulted as the reference, a URL should be included at the end of the citation.

Note-style citations of newspaper should include most or all of the following elements

1. Full name(s) of authors (Firstname Middlename Lastname).
2. Title and subtitle of article with all major words capitalized (article name surrounded by quotation marks).
3. Name of newspaper column, with all major words capitalized (if article is part of regular column) (e.g. citation 2)
4. Title of newspaper with all major words capitalized (in *italicized* characters).
5. Publication date (Month, Day and Year).
6. URL (for online publications).

Basic Layout

1. Author Firstname Lastname, "Article Title: Subtitle," Column Name, *Title of Magazine*, publication Month/Day/Year, URL.

Examples

Physical Newspaper

2. Marguerite Fields, "Want to Be My Boyfriend? Please Define," Modern Love, *New York Times*, May 4, 2008.

Online Newspaper

3. Julie Bosman, "Jets? Yes! Sharks? ¡Sí! In Bilingual 'West Side,'" *New York Times*, July 17, 2008, <http://www.nytimes.com/2008/07/17/theater/17bway.html>.

Interviews / Personal Communications

Published or broadcast interviews which are used as sources should be treated the same as a magazine, journal or book, and be cited as such. As always, materials which were accessed online should include a URL, and if the interview was accessed using a form of audiovisual material, an indication of the medium should be included as well.

Citations for unpublished and personal interviews should contain some or all of the following elements

1. Name of the person interviewed (firstname middlename lastname), along with identifying information of interviewee, in parentheses (e.g. job title or company name). Exclude if interviewee wishes to remain anonymous.
2. Name of the interviewer (firstname middlename lastname)
3. Place or date of the interview.
4. Location of where transcript or recording of interview may be found (if held by an organization).

Basic Layout

1. Interviewee Firstname Lastname (identifying information), interviewer firstname lastname, interview date, location where transcript or recording may be found.

Examples

Unpublished Interview

7. Andrew Macmillan (principal adviser, Investment Center Division, FAO), in discussion with the author, September 1998.

8. Benjamin Spock, interview by Milton J. E. Senn, November 20, 1974, interview 67A, transcript, Senn Oral History Collection, National Library of Medicine, Bethesda, MD.

Anonymous Interview

9. Interview with health care worker, March 23, 2010.

Personal Communications

Notation citations of personal communications should always omit any personal data (email address, cell phone number, etc). Personal communications are typically also left out of the bibliography.

10. Contance Conlon, e-mail message to author, April 17, 2000.

Websites / Webpages

A note on citing materials found on a website: If you're citing formal documentation (e.g. Word, PDF documents) found on a website, you should cite it like a book or journal article (including all relevant publisher information and a URL). For other information found on a website or page, footnote/endnote citation should include some or all of the following elements.

1. Full name of author(s) (Firstname Middlename Lastname).
2. Title of Web Page (in quotations).
3. Name of publishing entity (in italicized characters).
4. Publication date and/or access date (if no publication date given, access date is mandatory).
5. URL.

Basic Layout

1. Author Firstname Lastname, "title of webpage," *name of publishing entity*, publication date, access date, URL.

Examples

Webpage with Date; No Author

1. "Style Guide," *Wikipedia*, last modified July 18, 2008,
http://en.wikipedia.org/wiki/Style_guide.
2. "Google Privacy Policy," last modified October 14, 2005, accessed July 19, 2008,
<http://www.google.com/intl/en/privacypolicy.html>.

Webpage with Date and Author

7. Mister Jalopy, "Effulgence of the North: Storefront Arctic Panorama in Los Angeles," *Dinosaurs and Robots*, last modified January 30, 2009,
<http://www.dinosaursandrobots.com/2009/01/effulgence-of-north-storefront-arctic.html>.

Blogs

Citations of blog entries and comments are structured similarly to articles in periodicals. If you're using a blog comment as a reference, the citation should begin with the screen identify of the commenter, date/time of the comment, followed by the words "comment on". Blogs which are part of a larger publication (ex. New York Times) should also include the name of the publication in their citation. Make sure to remember to add the word 'blog' (in parentheses) after the title of the blog (unless the word 'blog' is part of the title). Citation of blogs is usually limited to footnotes/endnotes and is not included in your Bibliography unless used as a large or frequently reoccurring source.

Footnote/endnote citation of blogs should include some or all of the following elements:

1. Commenter screen name (when appropriate).
2. Commenter date and time of comment (when appropriate).
3. "comment on" (when appropriate).
4. Author name (firstname middlename lastname).
5. Blog article title (in quotation marks).
6. Blog name (in italicized characters).
7. Publishing company, if part of larger publication (in italicized characters).
8. "(blog)" (if 'blog' isn't used in the blog name).
9. Blog article date and time of publication.
10. URL.

Basic Layout

1. Commenter screen name, comment date (time), comment on Author Firstname Lastname, "blog article name," *name of blog* (blog), *parent publishing entity*, publication date (time), URL.

Examples

Blog with Publishing Company

2. Mike Nizza, "Go Ahead, Annoy Away, an Australian Court Says," *The Lede* (blog), *New York Times*, July 15, 2008, <http://thelede.blogs.nytimes.com/2008/07/15/>.

Comment on a Blog

5. Susan Woodring, September 17, 2010 (2:31 a.m.), comment on J. Robert Lennon, "How Do You Revise?," *Ward Six* (blog), September 16, 2010 (8:39 a.m.), <http://wardsix.blogspot.com/2010/09/how-do-you-revise.html>.

6. AC, July 1, 2008 (10:18 a.m.), comment on Rhian Ellis, "Squatters' Rights," *Ward Six* (blog), June 30, 2008, <http://wardsix.blogspot.com/2008/06/squatters-rights.html>.

Audiovisual

Footnote/Endnote citations of all audiovisual materials are typically structured the same and include as much information about persons involved in the creation of the materials. Materials which were found online should include URL and citations for physical materials should include supplementary information as necessary (i.e. number of discs in an album).

Audiovisual materials cited using footnote/endnote style will contain some or all of the following elements:

1. Name of the performer (firstname, middlename, lastname).
2. Title of Piece, in quotation marks (if part of a larger work).
3. Title of Work (in italicized characters).
4. 'by', if necessary (e.g. composed by, directed by)
5. Name of the composer, writer, and other content creators, when necessary.
6. Name of the publishing/recording company.
7. Some of identification number (for some recordings).
8. Copyright date or date of production.
9. Medium of the audiovisual material being used (e.g. CD, DVD, radio broadcast, etc).
10. Timestamp (if source happens at a specific point in the recording)
11. URL or DOI (for online materials).

Basic Layout

1. Performer (firstname lastname), *Title of piece*, "Title of larger work," by Creator(s) (firstname lastname), Publishing/recording company, ID# (if necessary), production date, medium, time of citation, URL/DOI.

Examples

Sound Recordings

12. Billie Holiday, vocal performance of “I’m a Fool to Want You,” by Joel Herron, Frank Sinatra, and Jack Wolf, recorded February 20, 1958, with Ray Ellis, on *Lady in Satin*, Columbia CL 1157, 33^{1/3} rpm.

14. New York 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.

15. *The Fireside Treasury of Folk Songs*, vol. 1, orchestra and chorus dir. Mitch Miller, Golden Record A198:17A-B, 1958, 33^{1/3} rpm.

Video Recordings

6. Louis J. Mihalyi, *Landscapes of Zambia, Central Africa* (Santa Barbara, CA: Visual Education, 1975), 35mm slides, 40 frames.

7. Michael Curtis and Gregory S. Malins, “The One with the Princess Leia Fantasy,” *Friends*, season 3, episode 1, directed by Gail Mancuso, aired September 19, 1996 (Burbank, CA: Warner Home Video, 2003), DVD.

8. 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, <http://lcweb2.loc.gov/ammem/papr/nychome.html>.

Shortened Citations (Footnote/Endnote)

The first time a source is used, the corresponding note should include all relevant source information. However, to reduce the overall bulk of publications which use footnotes or endnotes, subsequent usage of that source only requires you to use a shortened version of that citation. Short form information should include the author's last name, a shortened version of the title (if longer than four words), and any other directing information, such as page numbers.

If you cite the same source consecutively multiple times, remember to use "Ibid".

Basic Structure

1. Author's lastname (include first initial if multiple authors with same last name)
2. Shortened version of title (use matching stylization rule from full citation, be it italicized or in quotation marks)
3. Pointer to information, if necessary (i.e. page numbers)

Examples

Footnote/Endnote Full Citation

1. Newton N. Minow and Craig L. LaMay, *Inside the Presidential Debates: Their Improbable Past and Promising Future* (Chicago: University of Chicago Press, 2008), 24-25.
2. Michael Pollan, *The Omnivore's Dilemma: A Natural History of Four Meals* (New York: Penguin, 2006), 99-100.

Footnote/Endnote Shortened Citation

8. Minow and LaMay, *Presidential Debates*, 24-25.
9. Pollan, *Omnivore's Dilemma*, 99-100.

Using “Ibid”

If you consecutively cite the same source two or more times in a note (complete or shortened), you may use the word “Ibid” instead. Ibid is short for the Latin *ibidem*, which means “in the same place”. If you’re referencing the same source but different page, follow ‘Ibid’ with a comma and the new page number(s).

Example

1. Newton N. Minow and Craig L. LaMay, *Inside the Presidential Debates: Their Improbable Past and Promising Future* (Chicago: University of Chicago Press, 2008), 24-25.
2. Minow and LaMay, *Presidential Debates*, 24-25.
3. Ibid.
4. Ibid, 28-30.

Footnotes vs. Endnotes

Footnotes appear the bottom of a page whereas endnotes will appear at the end of the article, chapter, or back of the book. Footnotes are more common in scholarly works due to their ease of access for quick reference. The limiting factor for footnotes is the amount of physical space they occupy on each page (additionally footnotes must be located on the same page as their reference point).

Endnotes avoid the shortcoming of footnotes but are not as quickly accessible. In texts with large numbers of citations, finding a particular note can be burdensome for some. Hyperlinking of note numbers in electronic resources has helped to alleviate this issue.

There is no right or wrong answer in choosing your note-style. For most writers it comes down to personal preference and knowing how much material will be cited.

Author-Date Citation Style

Introduction

The Author-Date citation system is primarily used by those in the physical, natural, and social sciences. Instead of using notes, sources are cited directly in the text, in parentheses, by the author's last name, publication date, and page number(s) if necessary. A full citation for the source will also appear in the Works Cited page.

As a quirk of the Author-Date reference style, all bibliographic sources will have the year of publication listed directly after the author's name, as opposed to at the end. Doing so makes it easier to follow a text citation to the correct full source. This is particularly useful when differentiating multiple citations from the same author.

Author-Date Basic Structure

(authors last names, year of publication, page numbers)

note: if you use the author(s) last name in your sentence then only include the publication year and page numbers in parentheses

Here is a usage example of the author-date citation and subsequent complete citation in the reference list, taken from the Chicago Manual. I have **bolded** the author-date citations:

In-Text Author-Date Reference

As legal observers point out, much dispute resolution transpires outside the courtroom but in the "shadow of the law" (**Mnookin and Kornhauser 1979**). . . . Here we empirically demonstrate that workers' and regulatory agents' understandings of discrimination and legality emerge not only in the shadow of the law but also, as **Albiston (2005)** suggests, in the "shadow of organizations."

Matching Reference (Bibliography) List Entries

Albiston, Catherine R. 2005. "Bargaining in the Shadow of Social Institutions: Competing Discourses and Social Change in the Workplace Mobilization of Civil Rights." *Law and Society Review* 39 (1): 11-47.

Mnookin, Robert, and Lewis Kornhauser. 1979. "Bargaining in the Shadow of the Law: The Case of Divorce." *Yale Law Journal* 88 (5): 950-97.

Remember, in Author-Date citation style, the year of publication always comes after the author(s) in the bibliography, instead of at/near the end in footnote/endnote style. See the Bibliography section for more information.

Bibliography (Works Cited)

Both footnote/endnote citations and author-date citations require a bibliography or cited reference section. The way a bibliographic entry is structured will be the same regardless of which in-text citation style you use, with one exception: **if you used author-date as your in-text citation style, you will place the publication date immediately after the author section, as opposed to at/near the end.** This makes it easier for readers to find the appropriate citation in your reference list.

For example, here is a bibliographic reference entry for the same resource in each style:

Footnote/Endnote Bibliography

Judt, Tony. *A Grand Illusion? An Essay on Europe*. New York: Hill and Wang, 1996.

Author-Date Bibliography

Judt, Tony. 1996. *A Grand Illusion? An Essay on Europe*. New York: Hill and Wang.

As you can see, the only difference between these two reference entries is the date placement. All other elements are listed in the same order.

General Bibliography Rules

- The bibliography should start on a new page, and be titled 'Bibliography' at the top in 12pt. Times New Roman font. Do not embolden the title.
- Leave two blank lines between your bibliography title and the first entry.
- Use proper formatting for each type of source and always using a hanging indent. The first line of the citation will begin on the margin, subsequent lines are indented (opposite of a footnote/endnote).
- The bibliography should be alphabetical.
- Entries should be typed single-space but there should be a blank line between each separate citation.
- If you have multiple bibliographic entries from the same author, it is acceptable to use what is called the '3-em' dash to replace the name of the content creators. For Example:

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.

Books / E-books

The method for citing books serves as a model for constructing bibliographic entries in many other types of sources. A complete reference should always contain enough information to enable any reader to locate the book (either physically or digitally). There are 8 elements to each entry (depending on your source, some elements will be omitted). Remember that each element is separated by a **period**.

1. Author: full name of author(s) or editor(s) or, if no author or editor is listed, name of editors or institution standing in their place (Lastname, Firstname for the first author, Firstname Lastname for any subsequent authors)
2. Title: full title of the book, including subtitle if there is one, written in *italicized characters* with all major words capitalized. If referencing a chapter write (chapter name) in (book title), encasing the chapter title in quotation marks, and writing the book title in italicized characters.
3. Editor, compiler, or translator, if any, preceded with 'Edited by' (firstname lastname).
4. Edition, if not the first (e.g. 4th ed.)
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 (title written in *italicized* characters and preceded by 'of').
6. Series title, if applicable and volume number within series if series is numbered.
7. Facts of publication (e.g. city, publisher and date).
8. (For electronic books accessed online) A URL or DOI, or, for other types of electronic books, an indication of the medium consulted (e.g. Kindle e-book, CD-ROM)

Basic Layout

(Footnote/Endnote)

Author Lastname, Firstname (additional authors firstname lastname). "*Chapter of Book*" in *Title of Book*. Edited by Firstname Lastname. *nth* ed. vol. #, of *volume title*. City of Publication: Publisher, Year. URL, DOI, or type of medium used.

(Author-Date)

Author Lastname, Firstname (additional authors firstname lastname). Publication Year. "*Chapter of Book*" in *Title of Book*. Edited by Firstname Lastname. *nth* ed. vol. #, of *volume title*. City of Publication: Publisher. URL, DOI, or type of medium used.

Examples
(Footnote/Endnote and Author-Date)

One Author

Shields, David. *The Thing about Life Is That One Day You'll Be Dead*. New York: Alfred A. Knopf, 2008.

Shields, David. 2008. *The Thing about Life is That One Day You'll Be Dead*. New York: Alfred A. Knopf.

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

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

Two or More Authors

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

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

One Editor

Greenberg, Joel, ed. *Of Prairie, Woods, and Water: Two Centuries of Chicago Nature Writing*. Chicago: University of Chicago Press, 2008.

Greenberg, Joel, ed. 2008. *Of Prairie, Woods, and Water: Two Centuries of Chicago Nature Writing*. Chicago: University of Chicago Press.

Author and Editor

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

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

Editions

Harper-Dorton, Karen V. and Martin Herbert. *Working with children, Adolescents, and Their Families*, 3rd ed. Chicago: Lyceum Books, 2002.

Harper-Dorton, Karen V. and Martin Herbert. 2002. *Working with children, Adolescents, and Their Families*, 3rd ed. Chicago: Lyceum Books.

Volumes

Edel, Leon, ed. *The Complete Tales of Henry James*. vol. 5, 1883-1884. London: Rupert Hart-Davis, 1963.

Edel, Leon, ed. 1963. *The Complete Tales of Henry James*. vol. 5, 1883-1884. London: Rupert Hart-Davis.

Electronic Books

Antokoletz, Elliot. *Musical Symbolism in the Operas of Debussy and Bartok*. New York: Oxford University Press, 2008. doi:10.1093/acprof:oso/9780195365825.001.0001.

Antokoletz, Elliot. 2008. *Musical Symbolism in the Operas of Debussy and Bartok*. New York: Oxford University Press. doi:10.1093/acprof:oso/9780195365825.001.0001.

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

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

Journal Articles

Bibliographic citations of journal articles require some or all of the following elements. Remember that each element is separated by a **period** (unless shown otherwise below):

1. Full name(s) of authors (Lastname, Firstname. All other authors Firstname Lastname).
2. Title and subtitle of article or column, with all major words capitalized (surrounded by quotation marks)
3. Title of periodical with all major words capitalized (in *italicized* characters), issue information (volume title and/or number) and publication date in parentheses and ended with a colon afterwards "(month, year):".
4. URL or DOI (for online publications).

As with all other citations, the publication date of the reference will be placed directly after the title when using Author-Date style.

Basic Layout

(Footnote/Endnote)

Author Lastname, Firstname. "Article Title: Subtitle." *Title of Journal* vol. title, vol. # (Publication Month, Year): page numbers. URL or DOI.

(Author-Date)

Author Lastname, Firstname. Year. "Article Title: Subtitle." *Title of Journal* vol. title, vol. # (Publication Month): page numbers. URL or DOI.

Examples

Physical Journal

Olson, Hope A. "Codes, Costs, and Critiques: The Organization of Information in *Library Quarterly*, 1931-2004." *Library Quarterly* 76, no. 1 (2006): 20.

Olson, Hope A. 2006. "Codes, Costs, and Critiques: The Organization of Information in *Library Quarterly*, 1931-2004." *Library Quarterly* 76, no. 1: 20.

Online-Accessed Journal

Lewis, Judith. "'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. <http://www.jstor.org/stable/176034>.

Lewis, Judith. 1998. "'Tis a Misfortune to Be a Great Ladie': Maternal Mortality in the British Aristocracy, 1558-1959." *Journal of British Studies* 37, no. 1: 26-53. <http://www.jstor.org/stable/176034>.

Magazines

The bibliographic entries for magazines are styled nearly identically to journals. The only difference is that the publication date is no longer enclosed in parentheses as it is more common (and more important) than a volume or issue number (if it even exists). As with all citations, enough information should be given so that any interested reader can find the referenced materials. Remember that each element is separated by a **period** (unless shown otherwise below):

Bibliographic entries of magazines require some or all of the following elements:

1. Full name(s) of authors (Lastname, Firstname. All other authors Firstname Lastname).
2. Title and subtitle of article or column, with all major words capitalized (surrounded by quotation marks).
3. Title of periodical with all major words capitalized (in *italicized* characters).
4. Issue information if it exists (volume title and/or number), followed by the publication date (month, day, year).
5. Page numbers (where appropriate).
6. URL or DOI (for online publications).

As with all other citations, the publication date of the reference will be placed directly after the title when using Author-Date style.

Basic Layout

(Footnote/Endnote)

Author Lastname, Firstname. "Article Title:Subtitle." *Title of Journal*, vol. title, vol. # Publication Month, Day, Year. Page numbers. URL or DOI.

(Author-Date)

Author Lastname, Firstname. Year. "Article Title:Subtitle." *Title of Journal*, vol. title, vol. # Publication Month, Day. Page numbers. URL or DOI.

Examples

Physical Magazine

Saulnier, Beth. "From Vine to Wine." *Cornell Alumni Magazine*, September/October 2008. 48.

Saulnier, Beth. 2008. "From Vine to Wine." *Cornell Alumni Magazine*, September/October. 48.

Online-Accessed Magazine

Cole, Wendy and Janice Castro. "Scientology's Largesse in Russia." *Time*, April 13, 1992.
<http://www.time.com/time/magazine/article/0,9171,975290,00.html>.

Cole, Wendy and Janice Castro. 1992. "Scientology's Largesse in Russia." *Time*, April 13.
<http://www.time.com/time/magazine/article/0,9171,975290,00.html>.

Newspapers

Bibliographic entries for newspapers share much of the same structure as journals and magazines. The author, headline, publisher, and especially the day/year are all central elements to a proper newspaper note-style citation. If the online edition of a paper was consulted as the reference, a URL should be included at the end of the citation.

Bibliographic citations of newspaper should include most or all of the following elements. Remember that each element is separated by a **period** (unless shown otherwise below):

1. Full name(s) of authors (Lastname, Firstname Middlename).
2. Title and subtitle of article with all major words capitalized (article name surrounded by quotation marks).
3. Name of newspaper column, with all major words capitalized (if article is part of regular column).
4. Title of newspaper with all major words capitalized (in *italicized* characters).
5. Publication date (Month, Day and Year).
6. URL (for online publications).

As with all other citations, the publication date of the reference will be placed directly after the title when using Author-Date style.

Basic Layout

(Footnote/Endnote)

Author Lastname, Firstname Middle. "Article Title: Subtitle." Column Name. *Title of Magazine*. publication Month/Day/Year. URL.

(Author-Date)

Author Lastname, Firstname Middle. Publication year. "Article Title: Subtitle." Column Name. *Title of Magazine*. publication Month/Day. URL.

Examples

Physical Newspaper

Fields, Marguerite. "Want to Be My Boyfriend? Please Define." Modern Love. *New York Times*. May 4, 2008.

Fields, Marguerite. 2008. "Want to Be My Boyfriend? Please Define." Modern Love. *New York Times*. May 4.

Online Newspaper

Bosman, Julie. "Jets? Yes! Sharks? ¡Sí! In Bilingual 'West Side.'" *New York Times*. July 17, 2008.
<http://www.nytimes.com/2008/07/17/theater/17bway.html>.

Bosman, Julie. 2008. "Jets? Yes! Sharks? ¡Sí! In Bilingual 'West Side.'" *New York Times*. July 17.
<http://www.nytimes.com/2008/07/17/theater/17bway.html>.

Interviews / Personal Communication

Published or broadcast interviews which are used as sources should be treated the same as a magazine, journal or book, and be cited in your bibliography as such. As always, materials which were accessed online should include a URL, and if the interview was accessed using a form of audiovisual material, an indication of the medium should be included as well. **Unpublished interviews are typically also left out of the bibliography. Instead, include resource information in the footnote or in author-date.**

Unpublished Interviews

Citations for unpublished and personal interviews should contain some or all of the following elements. Remember that each element is separated by a **period** (unless shown otherwise below):

1. Name of the person interviewed (lastname, firstname middle) along with identifying information of interviewee, in parentheses (e.g. job title or company name). Exclude if interviewee wishes to remain anonymous.
2. Name of the interviewer (firstname middlename lastname), preceded by 'interview with', 'discussion with', or 'interviewed by'.
3. Place or date of the interview.
4. Location of where transcript or recording of interview may be found (if held by an organization).
5. URL (if necessary).

As with all other citations, the publication date of the reference will be placed directly after the title when using Author-Date style.

Basic Layout

(Footnote/Endnote)

Interviewee Lastname, Firstname. (identifying information). "Interview with" interviewer firstname lastname. Interview Month/Day/Year. Location where transcript or recording may be found. URL.

(Author-Date)

Interviewee Lastname, Firstname. Interview Year. (identifying information). "Interview with" interviewer firstname lastname. Interview Month/Day. Location where transcript or recording may be found. URL.

Examples

Unpublished Interview

Macmillan, Andrew. (principal adviser, Investment Center Division, FAO), in discussion with the author. September 1998.

Macmillan, Andrew. 1998. (principal adviser, Investment Center Division, FAO), in discussion with the author. September.

Spock, Benjamin. Interview by Milton J. E. Senn. November 20, 1974. Interview 67A, transcript, Senn Oral History Collection, National Library of Medicine. Bethesda, MD.

Spock, Benjamin. 1974. Interview by Milton J. E. Senn. November 20. Interview 67A, transcript, Senn Oral History Collection, National Library of Medicine. Bethesda, MD.

Anonymous Interview

Anonymous interviews will always only appear in the footnote/endnote or in-text if using author-date

9. Interview with health care worker, March 23, 2010.

(Anonymous. 2010. Interview with health care worker by author. March 23)

Personal Communications

Citations of personal communications should always omit any personal data (email address, cell phone number, etc). **Personal communications are typically also left out of the bibliography. Instead, include resource information in the footnote or in-text if using author-date.**

10. Contance Conlon, e-mail message to author, April 17, 2000.

(Conlon, Contance. 2000. E-mail message to author, April 17.)

Websites / Webpages

A note on citing materials found on a website: If you're citing formal documentation (e.g. Word, PDF documents) found on a website, you should cite it like a book or journal article (including all relevant publisher information and a URL). For other information found on a website or page, make sure to include some or all of the following elements in your bibliographic entry. Remember that each element is separated by a **period** (unless shown otherwise below):

1. Full name of author(s) (Firstname Middlename Lastname). If no author is given, place the name of the publishing entity here.
2. Title of Web Page (in quotations).
3. Name of publishing entity (in italicized characters).
4. Publication date and/or access date (if no publication date given, access date is mandatory).
5. URL.

Basic Layout

(Footnote/Endnote)

Author Lastname, Firstname. "Title of webpage." *Name of publishing entity*. Publication month/day/year.
Access month/day/year. URL.

(Author-Date)

Author Lastname, Firstname. Publication Year. "Title of webpage." *Name of publishing entity*.
Publication month/day. Access month/day/year. URL.

Examples

Webpage with Date; No Author

Wikipedia. 2008. "Style Guide." *Wikipedia*. Last modified July 18.
http://en.wikipedia.org/wiki/Style_guide.

Wikipedia.. "Style Guide." *Wikipedia*. Last modified July 18, 2008.
http://en.wikipedia.org/wiki/Style_guide.

Webpage with Date and Author

Jalopy, Mister. "Effulgence of the North: Storefront Arctic Panorama in Los Angeles." *Dinosaurs and Robots*. Last modified January 30, 2009. <http://www.dinosaursandrobots.com/2009/01/effulgence-of-north-storefront-arctic.html>.

Jalopy, Mister. 2009. "Effulgence of the North: Storefront Arctic Panorama in Los Angeles." *Dinosaurs and Robots*. Last modified January 30. <http://www.dinosaursandrobots.com/2009/01/effulgence-of-north-storefront-arctic.html>.

Blogs

Note: Blogs are typically only cited in the footnote/endnote or in their entirety within the text if using author-date style. If the same resource is frequently referenced though, it may be included in the bibliography.

Bibliographic entries of blogs and comments are structured similarly to articles in periodicals. If you're using a blog comment as a reference, the citation should begin with the screen identify of the commenter, date/time of the comment, followed by the words "comment on". Blogs which are part of a larger publication (ex. New York Times) should also include the name of the publication in their citation. Make sure to remember to add the word 'blog' (in parentheses) after the title of the blog (unless the word 'blog' is part of the title).

Bibliographic entries of blogs should include some or all of the following elements. Remember that each element is separated by a **period** (unless shown otherwise below):

1. Commenter screen name (when appropriate).
2. Commenter date and time of comment (when appropriate).
3. "comment on" (when appropriate).
4. Author name (firstname middlename lastname).
5. Blog article title (in quotation marks).
6. Blog name (in italicized characters).
7. "(blog)" (if 'blog' isn't used in the blog name).
8. Publishing company, if part of larger publication (in italicized characters).
9. Blog article date and time of publication.
10. URL.

As with all other citations, the publication date of the reference will be placed directly after the title when using Author-Date style.

Basic Layout

(Footnote/Endnote)

Author (Lastname, Firstname). "Title of Blog Posting." *Name of blog* (blog). *Parent publishing entity*. Month/Day/Year of Publication. URL.

Commenter screen name. Comment date (time). Comment on Author (Firstname Lastname). "Title of blog posting." *Name of blog* (blog). *Parent publishing entity*. Month/Day/Year of publication. URL.

(Author-Date)

Author (Lastname, Firstname). Year of Publication. "Title of Blog Posting." *Name of blog* (blog). *Parent publishing entity*. Month/Day of Publication. URL.

Commenter screen name. Publication Year (Time of Comment). Comment on Author (Firstname Lastname). "Title of blog posting." *Name of blog* (blog). *Parent publishing entity*. Month/Day of publication. URL.

Examples

Blog with Publishing Company

Nizza, Mike. "Go Ahead, Annoy Away, an Australian Court Says." *The Lede* (blog). *New York Times*. July 15, 2008. <http://thelede.blogs.nytimes.com/2008/07/15/>.

Nizza, Mike. 2008. "Go Ahead, Annoy Away, an Australian Court Says." *The Lede* (blog). *New York Times*. July 15. <http://thelede.blogs.nytimes.com/2008/07/15/>.

Comment on a Blog

Susan Woodring. September 17, 2010 (2:31 a.m.). Comment on J. Robert Lennon. "How Do You Revise?" Ward Six (blog). September 16, 2010. <http://wardsix.blogspot.com/2010/09/how-do-you-revise.html>.

Susan Woodring. 2010 (2:31 a.m.). Comment on J. Robert Lennon. 2010. "How Do You Revise?." Ward Six (blog). September 16. <http://wardsix.blogspot.com/2010/09/how-do-you-revise.html>.

AC. July 1, 2008 (10:18 a.m.). Comment on Rhian Ellis. "Squatters' Rights." *Ward Six* (blog). June 30, 2008. <http://wardsix.blogspot.com/2008/06/squatters-rights.html>.

AC. 2008 (10:18 a.m.). Comment on Rhian Ellis. "Squatters' Rights." *Ward Six* (blog). June 30. <http://wardsix.blogspot.com/2008/06/squatters-rights.html>.

Audiovisual

The structure of Bibliographic entries for audiovisual materials typically contains the same types of information **but vary by medium**. Materials which were found online should include URL and citations for physical materials should include supplementary information as necessary (i.e. number of discs in an album). Remember that each element is separated by a **period** (unless shown otherwise below):

Audiovisual materials cited in your bibliography will contain some or all of the following elements:

1. Name of the performer, composer, or conductor (lastname, firstname middle).
2. Title of recording, in italicized characters (if part of a larger work).
3. Title of Work (in quotation marks).
4. 'by', if necessary (e.g. composed by, directed by)
5. Name of the composer, writer, and other content creators, when necessary.
6. Name of the publishing/recording company.
7. Some of identification number (for some recordings).
8. Recording/Copyright date or date of production.
9. Medium of the audiovisual material being used (e.g. CD, DVD, radio broadcast, etc).
10. Timestamp (if source happens at a specific point in the recording)
11. URL or DOI (for online materials).

As with all other citations, the publication date of the reference will be placed directly after the title when using Author-Date style.

Sound Recordings

Basic Layout

(Footnote/Endnote)

Performer (lastname, firstname). Title of piece (in quotations if standalone, in italicized characters if part of larger work or production). By Creator(s) (firstname lastname). Publishing/recording company. ID# (if necessary). Recording/Copyright date. *Title of larger work* (if piece is part of a larger work or album), Medium. Timestamp. URL/DOI.

(Author-Date)

Performer (lastname, firstname). Recording/Copyright Year. Title of piece (in quotations if standalone, in italicized characters if part of larger work or production). By Creator(s) (firstname lastname). Publishing/recording company. ID# (if necessary). Recording/Copyright Month/Day. *Title of larger work* (if piece is part of a larger work or album), Medium. Timestamp. URL/DOI.

Examples

Holiday, Billie. Vocal performance of “I’m a Fool to Want You.” By Joel Herron, Frank Sinatra, and Jack Wolf. Recorded February 20, 1958, with Ray Ellis. On *Lady in Satin*, Columbia CL 1157, 33^{1/3} rpm.

Holiday, Billie. 1958. Vocal performance of “I’m a Fool to Want You.” By Joel Herron, Frank Sinatra, and Jack Wolf. Recorded February 20, with Ray Ellis. On *Lady in Satin*, Columbia CL 1157, 33^{1/3} rpm.

New York 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.

New York Ensemble, with Edward Carroll (trumpet) and Edward Brewer (organ). 1981. *Art of the Trumpet*, recorded at the Madeira Festival, June 1-2. Vox/Turnabout, PVT 7183, 1982, compact disc.

The Fireside Treasury of Folk Songs.. Vol. 1. Orchestra and chorus dir. Mitch Miller. 1958. Golden Record A198:17A-B, 33^{1/3} rpm.

The Fireside Treasury of Folk Songs. 1958. Vol. 1. Orchestra and chorus dir. Mitch Miller. Golden Record A198:17A-B, 33^{1/3} rpm.

Television

Basic Layout

(Footnote/Endnote)

Title of program (in italicized characters). "Title of Episode." Episode number (if available). Name of important director/writers/narrators/performers. Air Date. Name of network.

(Author-Date)

Title of program (in italicized characters). Air Date. "Title of Episode." Episode number (if available). Name of important director/writers/narrators/performers. Name of network.

Examples

Journey to Planet Earth. "Land of Plenty, Land of Want." Directed by Hal Weiner. Written by Hal Weiner. Narrated by Kelly McGillis. 1999. PBS.

Journey to Planet Earth. 1999. "Land of Plenty, Land of Want." Directed by Hal Weiner. Written by Hal Weiner. Narrated by Kelly McGillis. PBS.

Video/DVD/Multimedia

Basic Layout

Creators/Directors, if most important (lastname, firstname). Title of piece (in quotations if episode). Title of Series (in italicized characters). Created/Directed by (firstname lastname). Original production date. Publishing/recording company location: name. Copyright date. Timestamp. URL/DOI.

Creators/Directors, if most important (lastname, firstname). Title of piece (in quotations if episode). Original production date. Title of Series (in italicized characters). Created/Directed by (firstname lastname). Publishing/recording company location: name. Copyright date. Timestamp. URL/DOI.

Examples

Thelma & Louise. Directed by Ridley Scott. 1991. Santa Monica, CA: MGM Home Entertainment, 2004. DVD.

Thelma & Louise. 1991. Directed by Ridley Scott. Santa Monica, CA: MGM Home Entertainment, 2004. DVD.

Weed, A. E. *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, <http://lcweb2.loc.gov/ammem/papr/nychome.html>.

Weed, A. E. 1903. *At the Foot of the Flatiron*. (American Mutoscope and Biograph Co.). 35 mm film. From Library of Congress. *The Life of a City: Early Films of New York, 1898-1906*. MPEG video, 2:19, <http://lcweb2.loc.gov/ammem/papr/nychome.html>.

This last example appears to be very complicated. In reality though, the author chose to cite the piece in its original format, and then cited the larger, digital collection the piece is a part of. This is why both titles appear in italicized characters. *At the Foot of the Flatiron* is a standalone film, but because the author accessed a digitized version of it via the Library of Congress' *The Life of a City: Early Films of New York, 1898-1906* collection, the author chose to include that information as well.

Paper Formatting

General Formatting

- Margins should be no smaller than 1" and preferably no larger than 1.5".
- Typeface should be done in Times New Roman.
- Font size should be no smaller than 10pt. and no larger than 12pt.
- Text should be double-spaced, with the exception of:
 - Block quotes
 - Table Titles
 - Figure Captions
- Use a 1/2" indent for paragraph beginnings, block quotes and bibliographic indents.
- Bibliographic and notation entries should be single spaced internally, but contain a space between each entry.
- Page numbers should be placed in the header of the first page of text, beginning with number 1. Continue your page numbers till the end of your bibliography.
- Longer publications should use Subheadings.
- Assemble your paper in the following order:
 - Cover/Title page
 - Body of the paper
 - Appendix (if needed)
 - Endnotes (if using endnote style)
 - Bibliography

Title Page

- Center the title of your page 1/3rd of the page down.
- For subtitles, end the title line with a colon and place the subtitle on the next line.
- Center your name directly under the title.
- Center your teacher's name, course title, and date, in three separate lines, near the bottom of the page (roughly 2/3rd)
- Typeface should be Times New Roman and in 12pt font. Do not bold, underline, or otherwise decorate your title.
- Do not put a page number on your cover page and do not include it in your page count total.

Names and Numbers

- Use the full name of any person or agency the first time you reference them in a paper. For agencies, include the acronym in parentheses after the full name when first used, e.g. Federal Emergency Relief Administration (FERA). After that, you may choose to use only a person's last name, or agency acronym.
- Write out any numbers lower than 100.

Footnotes/Endnotes

- Footnotes will always appear at the bottom of the page where the reference occurs and endnotes go on a separate page after the body of the paper.
- Place the note number at the end of the sentence in which the reference occurs and after any punctuation; remember to superscript it.
- If using endnotes, title the top of the first page as 'Notes' in 12pt. Times New Roman font. Do not embolden the title.
- All notes should be typed in 12pt font using Times New Roman.
- Within the notes themselves, numbers are full-sized, and are followed by a period.
- Indent the first line of any footnote 1/2" from the margin. Other lines will be flushed left (this formatting is opposite of the bibliography).
- Notes should be typed using single-space, but different notes should contain a space between them.
- Only use Arabic numerals, not Roman.
- Never reuse a number.

Bibliography

- The bibliography should start on a new page, and be titled 'Bibliography' at the top in 12pt. Times New Roman font. Do not embolden the title.
- Leave two blank lines between your bibliography title and the first entry.
- Use proper formatting for each type of source and always using a hanging indent. The first line of the citation will begin on the margin, subsequent lines are indented (opposite of a footnote/endnote).
- The bibliography should be alphabetical.
- Entries should be typed single-space but there should be a blank line between each separate citation.
- If you have multiple bibliographic entries from the same author, it is acceptable to use what is called the '3-em' dash to replace the name of the content creators. For Example:

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.