

Preparing a Chicago/Turabian Style Bibliography

Basic Rules

- Only list sources used in writing the paper. Instead of using the heading "Bibliography", you may use "Works Cited" or "Sources Consulted."
- The document should be single-spaced. The first line of each entry is flush left, and any runover lines are indented five spaces (known as a hanging indent).
- Alphabetize the list of works cited by the first word in each entry (usually the author's last name)
- Unlike in the notes, authors' names are inverted (last name first); if a work has more than one author, invert only the first author's name, follow it with a comma, then continue listing the rest of the authors.
- Capitalize each word in the titles of articles, books, etc. This rule does not apply to articles, short prepositions, or conjunctions unless one is the first word of the title or subtitle.
- If you have cited more than one work by a particular author, order them alphabetically by title, and use eight underscores in place of the author's name for every entry after the first.

Basic Forms for Sources in Print

Books

The basic format is:

Author(s). Title of Book. Place of Publication: Publisher, Year of Publication.

Book with one author

Weiss, Daniel A. *Oedipus in Nottingham: D.H. Lawrence*. Seattle: University of Washington Press, 1962.

Book with two authors

Houghton, Walter E., and G. Robert Strange. *Victorian Poetry and Poetics*.
Cambridge: Harvard University Press, 1959.

Book with three or more authors/Book in a series

Pelikan, Jaroslav, M.G. Ross, W.G. Pollard, M.N. Eisendrath, C. Moeller, and A. Wittenberg. *Religion and the University*. York University Invitation Lecture Series. Toronto: University of Toronto Press, 1964.

Book with no author given:

New Life Options: The Working Women's Resource Book. New York: McGraw-Hill, 1976.

Book with an institution, association, or other collective "author":

American Library Association. *ALA Handbook of Organization and 1995-1996 Membership Directory*. Chicago: American Library Association, 1995.

Book with an editor or compiler:

Anderson, J.N.D., ed. *The World's Religions*. London: Inter-Varsity Fellowship, 1950.

Book that is an edition other than the first:

Shepard, William R. *Historical Atlas*, 8th ed. New York: Barnes & Noble, 1956.

A part of a book (such as an essay in a collection)

The basic format is:

Author(s). "Title of Article." Title of Collection, Pages. Ed. Editor's Name(s).
Place of Publication: Publisher, Year.

Chapter or other component of a book:

Tillich, Paul. "Being and Love." In *Moral Principles of Action*, ed. Ruth N. Anshen, 661-72. New York: Harper, 1952.

Periodicals

An article in a periodical (such as a newspaper or magazine)

The basic format is:

Author(s). "Title of Article." Title of Source Day Month Year: pages.

Newspaper article

"Profile of Marriot Corp." *New York Times*, 21 January 1990, sec. III, p. 5.

Article in a journal or magazine published monthly

Sommer, Robert. "The Personality of Vegetables: Botanical Metaphors for Human Characteristics." *Journal of Personality* 56, no. 4 (December 1988): 665-683.

Article in a magazine published weekly

Knight, Robin. "Poland's Feud in the Family." *U.S. News and World Report*, 10 September 1990, 52-53, 56.

Basic Forms for Electronic Sources

NOTE: If no author is given for a web page or electronic source, start with and alphabetize by the title of the piece and use a shortened version of the title for parenthetical citations.

NOTE: If a URL is especially long, you may separate it so that it fits on more than one line. The line break should be made either after a slash (/), or before a tilde (~), a period, a comma, a hyphen, an underline (_), a question mark, a number sign, or a percent symbol. In the case of an ampersand (&) or an equals sign, you may place the line break before or after the symbol. Do not add a hyphen at the line break.

An electronic source/ web site

The basic format is:

Author(s). Date of Posting/Revision. Name of Page. Type of electronic source. Place and name of institution/organization affiliated with the site; Available from [electronic address]. Accessed Day Month Year.

A document from a web site

Lynch, Tim. 1996. DS9 Trials and Tribble-ations review [online]. Peoria, IL: Bradley University; available from <http://www.bradley.edu/campusorg/psiphi/DS9/ep/503r.html>; Internet; accessed 8 October 1997.

Mitchell, William J. *City of Bits: Space, Place, and the Infobahn* [book online]. Cambridge, Mass.: MIT Press. Available from http://www.mitpress.mit.edu:80/City_of_Bits/Pulling_Glass/index.html; Internet; accessed 29 September 1995.

An electronic document from an online database

The basic format is:

Author. "Title of Article." Publication Name Volume Number (if necessary), Publication Date: page number-page number. Database online. Available from [database name, document identification number if there is one]. Accessed Day Month Year.

A journal article from an online database

Spetic, Wellington, Robert Kozak, and David Cohen. "Willingness to Pay and Preferences for Healthy Home Attributes in Canada." *Forest Products Journal* 55, no. 10 (October 2005): 19-24. Database online. Available from ABI/Inform; accessed 3 November 2005.

A document from an online database

Flax, Rosabel. *Guidelines for Teaching Mathematics K-12*. Topeka: Kansas Department of Education, 1979. Database online. Available from ERIC, ED 178312; accessed 5 June 2001.

The preparation of your works cited list using Chicago/Turabian style is covered more thoroughly in *A manual for writers of term papers, theses, and dissertations* (call number: LB2369 .T81996). Links are also available for Citation Style guides through the Library Homepage by clicking on Library Information and then Citation Styles. You can also call the reference desk for assistance at (708) 524-6875.

Created by Helen Long

Fall 2005