

chicago manual footnotes examples

Mastering Chicago Manual Footnotes: Examples and Best Practices

chicago manual footnotes examples are essential for any writer aiming for academic rigor and clear citation. The Chicago Manual of Style (CMOS) offers two primary citation systems: notes-bibliography and author-date. This article delves into the intricacies of the notes-bibliography system, providing comprehensive examples of Chicago manual footnotes for various source types. We will explore how to format book citations, journal articles, web pages, and even less common sources, ensuring you can accurately attribute your research. Understanding these examples is crucial for maintaining academic integrity, avoiding plagiarism, and allowing your readers to easily locate the original sources of your information. Proper footnote formatting not only demonstrates attention to detail but also enhances the credibility of your work.

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Understanding the Chicago Manual of Style

Footnote System

The Chicago Manual of Style (CMOS) is a widely adopted style guide, particularly prevalent in the humanities and some social sciences. When employing the notes-bibliography system, writers use superscripts within the text to signal a footnote or endnote. These notes, which appear at the bottom of the page (footnotes) or at the end of the document (endnotes), provide full citation details for sources. This system allows for more flexibility in the text, as explanatory or tangential information can also be included in the notes without disrupting the main narrative flow.

The primary goal of the Chicago footnote system is to provide complete bibliographic information about a source without cluttering the main body of the text. Readers can then consult the notes to identify the exact source of a quotation, paraphrase, or piece of data. This is distinct from the author-date system, which uses parenthetical in-text citations referencing author and year, with a corresponding reference list at the end.

Core Components of a Chicago Footnote

Every Chicago footnote, regardless of the source type, generally follows a structured format to ensure clarity and completeness. While specific punctuation and order may vary slightly, several core components are consistently present. Understanding these elements is the first step to accurately constructing any footnote.

Essential Elements of Citation

- **Author's Name:** Typically presented as first name, then last name.
- **Title of Source:** Book titles are italicized; article or chapter titles are enclosed in quotation marks.
- **Publication Information:** This includes the place of publication, publisher, and year for books. For articles, it includes the journal title (italicized), volume and issue numbers, and publication date.
- **Page Numbers:** Crucial for pinpointing the exact location of the cited material.

The specific order and punctuation of these elements are vital. For instance, the first mention of a source in a footnote will contain the full bibliographic details, while subsequent mentions will use a shortened form.

Chicago Footnotes for Books: Detailed Examples

Citing books is a fundamental aspect of academic writing, and the Chicago Manual of Style provides clear guidelines for doing so in footnotes. The format for a book footnote differs slightly for the first citation of a particular source and for subsequent citations.

First Footnote Citation of a Book

When you reference a book for the first time in your paper, the footnote should include all essential publication details. This ensures that your reader has immediate access to the complete information about the source you are using.

Example:

1. Michel Foucault, *Discipline and Punish: The Birth of the Prison*, trans. Alan Sheridan (New York: Vintage Books, 1995), 23.

In this example, note the use of commas to separate elements and the placement of the translator's name. The page number is always at the end, preceded by a comma.

Subsequent Footnote Citations of a Book

Once a book has been cited in a footnote, subsequent references to the same source can be shortened. This is to avoid redundancy and keep the footnotes concise, while still providing enough information for identification.

Example:

2. Foucault, *Discipline and Punish*, 150.

The shortened form includes the author's last name, a shortened title (if necessary to distinguish from other works by the same author, though in this case, it's helpful for clarity), and the specific page number being cited.

Books with Multiple Authors or Editors

When a book has more than one author or is edited, the citation format adjusts accordingly.

Example (Two Authors):

3. Peter L. Berger and Thomas Luckmann, *The Social Construction of Reality: A Treatise in the Sociology of Knowledge* (Garden City, NY: Doubleday, 1966), 45.

Example (Edited Book):

4. Edward Said, *Orientalism*, ed. Wendy Doniger and Bernard Williams (New York: Pantheon Books, 1978), 312.

Chicago Footnotes for Journal Articles: Essential Guidance

Journal articles are another common source in academic writing. The Chicago Manual of Style dictates a specific format for citing these scholarly works in footnotes, emphasizing precision in identifying the publication.

First Footnote Citation of a Journal Article

The first time you cite a journal article, you need to provide the author's name, the article title, the journal title, volume and issue numbers, the publication date, and the specific page number(s) of the article.

Example:

5. Judith Butler, "Performative Acts and Gender Constitution: Thoughts on Freudian Psychoanalysis," *SubStance: A Review of Theory and Literary Criticism* 20, no. 2 (1991): 74.

Note the placement of the article title in quotation marks and the journal title in italics. The volume and issue numbers are followed by the publication year in parentheses.

Subsequent Footnote Citations of a Journal Article

Similar to book citations, subsequent references to the same journal article can be shortened for conciseness.

Example:

6. Butler, "Performative Acts," 80.

This shortened footnote provides the author's last name, a brief version of the article title, and the page number.

Citing Websites and Online Resources with Chicago Footnotes

The digital age has made citing online resources a necessity. The Chicago Manual of Style provides guidance for referencing websites, articles, and other online content, though formats can be more flexible due to the dynamic

nature of the web.

Footnotes for Web Pages

When citing a specific web page, include the author (if known), the title of the page, the name of the website, the publication date (or last updated date), and the URL. It's also recommended to include an access date.

Example:

7. "The History of the Internet," accessed June 15, 2023, <https://www.examplewebsite.com/history>.

If an author and publication date are available, they should be included.

Example with Author and Date:

8. Jane Doe, "Understanding SEO Basics," *Digital Marketing Hub*, March 10, 2023, <https://www.digitalmarketinghub.com/seo-basics>.

Citing Online Articles from Databases

Articles found through academic databases, like JSTOR or Project MUSE, are often cited similarly to print journal articles but should also include database information and a URL or DOI.

Example:

9. Michael Smith, "The Evolution of Social Media," *Journal of Digital Communication* 15, no. 3 (2022): 210-225, ProQuest Central, <https://search.proquest.com/docview/1234567890>.

Formatting Other Source Types in Chicago Footnotes

Beyond books and journal articles, writers may need to cite a variety of other materials. The Chicago Manual of Style offers guidance for these, ensuring consistency across different media.

Newspaper Articles

For newspaper articles, include the author (if available), the article title, the newspaper title, the date of publication, and the page number.

Example:

10. John Adams, "City Council Debates New Zoning Laws," *Chicago Tribune*, June 14, 2023, A1.

Chapter or Essay in an Edited Book

When citing a specific chapter or essay within a larger edited collection, you must cite both the author of the chapter and the editors of the book.

Example:

11. Sarah Lee, "The Impact of Technology on Education," in *Modern Learning Theories*, ed. David Chen and Maria Garcia (New York: Academic Press, 2021), 88-105.

Dissertations and Theses

Citing unpublished or published dissertations and theses follows a specific format, including the author, title, type of work, institution, and year.

Example:

12. Emily Carter, "Investigating Climate Change Adaptation Strategies" (PhD diss., University of California, Berkeley, 2020), 150.

The Difference Between First and Subsequent Footnotes

A fundamental principle of the Chicago notes-bibliography system is the distinction between the first and subsequent citations of a source. This distinction is made to streamline the citation process while ensuring that readers can always locate the source information.

First Footnote: Full Bibliographic Detail

The very first time a specific source is referenced in your footnotes, you must provide its complete bibliographic information. This includes all the elements necessary for a reader to find the source themselves, such as author's full name, full title of the work, publication details (publisher, place, year), and relevant page numbers. This comprehensive approach ensures that the initial introduction of a source is thorough and unambiguous.

Subsequent Footnotes: Shortened Citations

For any subsequent references to a source that has already been fully cited, a shortened form is used. This typically includes the author's last name, a shortened version of the title (if necessary for clarity), and the specific page number(s). The goal is to be concise without sacrificing clarity. If a source has been cited immediately before the current footnote, the term "Ibid." (meaning "in the same place") can be used, followed by the new page

number if it differs.

Example using Ibid.:

13. Foucault, *Discipline and Punish*, 50.

14. Ibid., 55.

15. Ibid.

Common Pitfalls in Chicago Footnote Formatting

Despite the clear guidelines provided by the Chicago Manual of Style, writers often encounter challenges when formatting footnotes. Awareness of these common errors can help prevent them and ensure accurate citations.

Inconsistent Punctuation and Capitalization

One frequent mistake is inconsistent use of commas, periods, and capitalization within and between footnotes. For instance, forgetting to italicize book titles or put article titles in quotation marks, or misplacing periods at the end of notes, can detract from the professional presentation of your work.

Incorrect Order of Elements

The order of publication details matters. For example, in a book footnote, the author's name, title, publication information (place, publisher, year), and then page number must appear in the correct sequence. Deviating from this established order can lead to confusion.

Missing Essential Information

Omitting crucial details, such as the publication year for a book, the volume and issue number for a journal article, or the URL for a web page, can make it difficult or impossible for readers to locate the source. Always double-check that all necessary components are present in your initial footnotes.

Misuse of Shortened Citations

Another common issue is the incorrect application of shortened citations or the overuse of "Ibid." Writers may use a shortened form before the source has been fully cited, or misapply "Ibid." when referencing different works or different sections of the same work without indicating the specific page.

Page Number Formatting

Ensuring correct page number formatting is also important. For a single page, use "p." followed by the number. For a range of pages, use "pp." followed by the numbers (e.g., pp. 45–52). Be consistent with this convention throughout your document.

FAQ Section

Q: What is the primary difference between Chicago style footnotes and endnotes?

A: The primary difference lies in their placement. Footnotes appear at the bottom of the page where the citation is made, while endnotes are compiled at the end of the document. Both systems use the same formatting for the bibliographic information itself.

Q: Do I need to include the publisher's location for online books cited in Chicago style?

A: Generally, the publisher's location is not required for online books if the full bibliographic information is readily available through the digital platform or if it's a widely accessible e-book. However, it's always good practice to include it if easily found.

Q: How should I cite a personal communication, like an email or interview, in Chicago style footnotes?

A: Personal communications are typically cited in the text or in a footnote, but they are usually not included in the bibliography. For a footnote, include the type of communication, the recipient, and the date. Example: Personal interview with Jane Smith, March 15, 2023.

Q: What is the rule for citing multiple works by the same author in Chicago footnotes?

A: For subsequent citations of multiple works by the same author, use the author's last name followed by a shortened version of the title that is distinct enough to identify the specific work. If the titles are similar, include more of the title or a key phrase.

Q: When should I use "Ibid." in Chicago style footnotes?

A: "Ibid." is used to refer to the immediately preceding footnote. If the page number is the same, you can simply write "Ibid.". If the page number is different, you would write "Ibid., [new page number]". It should only be used if the preceding note is a citation of the same source.

Q: Can I use page numbers from an e-reader, like Kindle, in my Chicago style footnotes?

A: If an e-reader does not provide stable page numbers (e.g., location numbers), it is generally acceptable to cite the "location" number. However, if a print version is available and you can verify page numbers from it, that is often preferred. Check with your instructor or publisher for specific guidance.

Q: What is the purpose of a bibliography in the Chicago notes-bibliography system?

A: The bibliography is an alphabetical list of all the sources cited in the paper, providing full bibliographic details for each. It serves as a comprehensive reference list for readers to consult after reviewing the footnotes.

Q: How do I cite a government document in Chicago style footnotes?

A: Cite government documents by the agency or department that issued them, followed by the title of the document, publication information (place, publisher, year), and page numbers. Example: United States, Department of Education, *National Education Statistics* (Washington, DC: Government Printing Office, 2022), 45.

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