
How To Prepare Bibliographic Citations: Turabian Format

SOURCE: Turabian, Kate L. *A Manual for Writers of Term Papers, Theses, and Dissertations*. 6th ed., rev. Chicago: University of Chicago Press, 1996.

Ref. Desk / Ref. LB 2369 T8 1996

TURABIAN FORMATS: Notes and Bibliography
Parenthetical References (Author-Date System) and Reference List

I. Notes and Bibliography Format

The notes and bibliography format has traditionally been preferred by most areas of the **humanities**.

Preparing the Bibliography

The bibliography or "WORKS CITED" is a list of sources used in writing the research paper. It appears at the end of the paper and is usually arranged alphabetically by author's family name. The first line of each entry is flush with the left margin. All subsequent lines are indented 5 spaces. The bibliography is single-spaced **within** sources and double-spaced **between** sources. Sources without authors are arranged alphabetically by title within the same list. For successive works by the same author, use the author's name in the first entry; thereafter, replace the author's name with an eight-space line followed by a period. Use italics for titles of books and periodicals; enclose titles of periodical articles in quotations. Capitalize all words of titles except articles, prepositions and conjunctions.

Documenting Sources Using Footnotes or Endnotes

Cite the authority for statements within the text of the research paper by documenting sources. Use footnotes that appear at the bottom of the page or endnotes that appear in a numerical list at the end of the research paper. Footnotes/endnotes are single-spaced **within** notes, double-spaced **between** notes, and indented 6 spaces.

II. Parenthetical References and Reference List

The parenthetical references (author-date system) and the reference list format is generally recommended for the **natural** and **social sciences**.

Documenting Sources Using Parenthetical References (Author-Date System)

Cite the authority for statements within the text of the research paper by documenting sources. Use the author's name and date of publication enclosed in parenthesis. Place the parenthetical reference in the text just before a mark of punctuation or at a logical place in the sentence.

Preparing the Reference List

The Reference List or "WORKS CITED" is a list of sources used in writing the research paper. The facts of publication are arranged just like those for the bibliography as described above with the following exceptions: the year of publication immediately follows the name of the author; only the first word of book titles/subtitles and periodical articles are capitalized (proper nouns, adjectives continue to be capitalized); titles of periodical articles have no quotation marks.

III. Examples

Note and Bibliography Format

Parenthetical Reference and Reference List Format

Book: Single Author

NOTE

¹Lois G. Forer, *A Chilling Effect: The Mounting Threat of Libel and Invasion of Privacy Actions to the First Amendment* (New York: W.W. Norton & Co., 1987), 392.

BIBLIOGRAPHY

Forer, Lois G. *A Chilling Effect: The Mounting Threat of Libel and Invasion of Privacy Actions to the First Amendment*. New York: W.W. Norton and Company, 1987.

PARENTHETICAL REFERENCE

(Forer 1987, 275)

REFERENCE LIST

Forer, Lois G. 1987. *A chilling effect: The mounting threat of libel and invasion of privacy actions to the First Amendment*. New York: W.W. Norton and Company.

Book: Two or More Authors

NOTE

²Ronald B. Rapoport, Alan I. Abramowitz, and John McGlennon, *The Life of the Parties: Activists in Presidential Politics* (Lexington, KY: University Press of Kentucky, 1986), 15.

BIBLIOGRAPHY

Rapoport, Ronald B., Alan I. Abramowitz, and John McGlennon. *The Life of the Parties: Activists in Presidential Politics*. Lexington, KY: University Press of Kentucky, 1986.

PARENTHETICAL REFERENCE

(Rapoport, Abramowitz, and McGlennon 1986, 15)

REFERENCE LIST

Rapoport, Ronald B., Alan I. Abramowitz, and John McGlennon. 1986. *The life of the parties: Activists in presidential politics*. Lexington, KY: University Press of Kentucky.

For more than three authors, list the first followed by et al. or and others only in the note and parenthetical reference. Name all the authors in the bibliography and reference list.

Book: A Work in a Collection

NOTE

³Alicia Ostriker, "The Thieves of Language: Women Poets and Revisionist Mythmaking," in *Coming to Light: American Women Poets in the Twentieth Century*, ed. Diane Wood Middlebrook and Marilyn Yalom (Ann Arbor: University of Michigan Press, 1985), 255.

BIBLIOGRAPHY

Ostriker, Alicia. "The Thieves of Language: Women Poets and Revisionist Mythmaking." In *Coming to Light: American Women Poets in the Twentieth Century*, ed. Diane Wood Middlebrook and Marilyn Yalom, 256-299. Ann Arbor: University of Michigan Press, 1985.

PARENTHETICAL REFERENCE

(Ostriker 1985, 225)

REFERENCE LIST

Ostriker, Alicia. 1985. The thieves of language: Women poets and revisionist mythmaking. In *Coming to light: American women poets in the twentieth century*, ed. Diane Wood Middlebrook and Marilyn Yalom, 256-299. Ann Arbor: University of Michigan Press.

Article in a Journal

NOTE

⁴V. D. Anderson, "Migrant and Motives: Religion and the Settlement of New England, 1630-1640," *New England Quarterly* 58 (September 1986): 359.

BIBLIOGRAPHY

Anderson, V.D. "Migrant and Motives: Religion and the Settlement of New England, 1630-1640." *New England Quarterly* 58 (September 1986): 339-83.

PARENTHETICAL REFERENCE

(Anderson 1986, 359)

REFERENCE LIST

Anderson, V.D. 1986. Migrant and motives: Religion and the settlement of New England, 1630-1640. *New England Quarterly* 58 (September): 359

Article in a Magazine of General Interest

NOTE

⁵R. Watson, "The High Cost of NATO," *Newsweek*, 7 March 1988, 54.

BIBLIOGRAPHY

Watson, R. "The High Cost of NATO." *Newsweek*, 7 March 1988, 54.

PARENTHETICAL REFERENCE

(Watson 1988, 54)

REFERENCE LIST

Watson, R. 1988. The high cost of NATO. *Newsweek*, 7 March, 54.

Article in an Encyclopedia

Well-known reference books are generally not listed in bibliographies; document them in footnotes/endnotes and parenthetical references.

NOTE

⁶ Winslow Ames and David M. Kunzle. "Caricature, Cartoon, and Comic Strip," in *Encyclopaedia Britannica*, 15th ed.

PARENTHETICAL REFERENCE

(Winslow Ames and David M. Kunzle "Caricature, cartoon, and comic strip," in *Encyclopaedia Britannica*, 15th ed.)

Article in a Newspaper

News items from daily newspapers are generally not listed in bibliographies; document them in footnotes/endnotes and parenthetical references.

NOTE

⁷Stuart Taylor Jr., "Court, 5-3, Widens Power of Schools to Act as Censors," *New York Times*, 14 January 1988, A1(L).

PARENTHETICAL REFERENCE

(Stuart Taylor Jr., Court, 5-3, widens power of schools to act as censors. *New York Times*, 14 January 1988, A1[L]).

Book Review in a Journal

NOTE

⁸Tom Wilhelmus, review of *American Pastoral*, by Philip Roth, *Hudson Review* 50 (Autumn 1997): 520

BIBLIOGRAPHY

Wilhelmus, Tom. Review of *American Pastoral*, by Philip Roth. *Hudson Review* 50 (Autumn 1997): 519-21.

PARENTHETICAL REFERENCE

(Wilhelmus 1997, 520)

REFERENCE LIST

Wilhelmus, Tom. 1997. Review of *American pastoral*, by Philip Roth. *Hudson Review* 50 (Autumn): 519-21.

Published Interview

NOTE

⁹Toni Morrison, "The Art of Fiction CXXXIV: Toni Morrison," interview by Elissa Schappell and Claudia Brodsky Lacour, *Paris Review*, 35 (fall 1993): 82.

BIBLIOGRAPHY

Toni Morrison, "The Art of Fiction CXXXIV: Toni Morrison," interview by Elissa Schappell and Claudia Brodsky Lacour, *Paris Review*, 35 (fall 1993): 82-125.

PARENTHETICAL REFERENCE

(Morrison 1993, 86)

REFERENCE LIST

Morrison, Toni. 1993 The Art of Fiction CXXXIV: Toni Morrison. Interview by Elissa Schappell and Claudia Brodsky Lacour. *Paris Review*, 35 (fall): 82-125.

Material Obtained Through an Information Service

NOTE

¹⁰Ed Corley, *Teacher Perceptions Regarding Block Scheduling: Reactions to Change*, paper presented at the annual meeting of the Mid-Western Educational Research Association, Chicago, Il., 18 October 1997, ERIC, ED 412 641. 359.

BIBLIOGRAPHY

Corley, Ed. *Teacher Perceptions Regarding Block Scheduling: Reactions to Change*. Paper presented at the annual meeting of the Mid-Western Educational Research Association, Chicago, Il., 18 October 1997. ERIC, ED 412 641.

PARENTHETICAL REFERENCE

(Corley 1997)

REFERENCE LIST

Corley, Ed. 1997. *Teacher perceptions regarding block scheduling: Reactions to change*. Paper presented at the annual meeting of the Mid-Western Educational Research Association, Chicago, Il., 18 October. ERIC, ED 412 641.

United States Government Documents

Hearings

NOTE

¹¹Congress, House, Committee on Small Business, *Parental Leave: Hearing before the Committee on Small Business*, 100th Cong., 1st sess., 4 August 1987, 139.

BIBLIOGRAPHY

U.S. Congress. House. Committee on Small Business. *Parental Leave: Hearing before the Committee on Small Business*. 100th Cong., 1st sess., 4 August 1987.

PARENTHETICAL REFERENCE

(U.S. Congress, House 1987,134)

REFERENCE LIST

U.S. Congress. House. Committee on Small Business. 1987. *Parental leave: Hearing before the Committee on Small Business*. 100th Cong., 1st sess., 4 August 1987.

Executive Department Documents

NOTE

¹²Department of Health and Human Services, Public Health Service, *AIDS, A Public Health Challenge: State Issues, Policies, and Programs*, vol. 1, by Mona Rowe and Caitlin Ryan (Washington, D.C., 1987), I-9.

BIBLIOGRAPHY

U.S. Department of Health and Human Services. Public Health Service. *AIDS, A Public Health Challenge: State Issues, Policies, and Programs*, vol. 1, by Mona Rowe and Caitlin Ryan. Washington D.C., 1987.

PARENTHETICAL REFERENCE

(U.S. Department of Health and Human Services 1987, I-9)

REFERENCE LIST

U.S. Department of Health and Human Services, Public Health Service. 1987. *AIDS, a public health challenge: State issues, policies, and programs*, vol. 1, by Mona Rowe and Caitlin Ryan. Washington D.C.

Electronic Documents

Citations of electronic documents follow the same basic form used for citations of print sources: author and title; name and description of source including format such as CD-ROM or on-line; city of publication, if any; publisher, vendor or both; date of publication or access or both; identifying numbers or pathway needed to access.

NOTE

¹³"Toni Morrison," in *Contemporary Authors* [database on-line] (Gale Group, 1999, accessed 2 December 1999), p.4.

BIBLIOGRAPHY

"Toni Morrison." In *Contemporary Authors*, Database on-line. Gale Group, 1999. Accessed 2 December 1999.

PARENTHETICAL REFERENCE

("Toni Morrison" 1999, 4)

REFERENCE LIST

Toni Morrison 1999. In *Contemporary Authors*, Database on-line. Gale Group. Accessed 2 December 1999.

For more examples of citations for electronic sources based on the *Chicago Manual of Style* (which Turabian follows) see: <http://www.bedfordstmartins.com/online/citex.html>

IV. Citing References in Footnotes and Endnotes More Than Once

A. After fully citing a book or journal article, use a shortened form when citing it again. Use "ibid." when referring to the same book or journal title in sequence.

Book

FIRST REFERENCE

¹Ann Beattie, *Chilly Scenes of Winter* (Garden City, NY: Doubleday, 1976), 110.

SUBSEQUENT

²Ibid.

³Ibid., 117.

Journal

FIRST REFERENCE

⁴Max Gluckman, "The Rise of a Zulu Empire," *Scientific American* 202 (April 1960): 157-160.

SUBSEQUENT

⁵Ibid., 159.

⁶Ibid.

B. When citing again more than one book or journal article by the same author use the author's name and an abbreviated version of the title.

Book

FIRST REFERENCE

⁷Ann Beattie, *Falling In Place: A Novel* (New York, Random House, 1980), 300.

SUBSEQUENT

⁸Beattie, *Chilly Scenes*, 16-17.

⁹Beattie, *Falling In Place*, 302.

Journal

FIRST REFERENCE

¹⁰Max Gluckman, "The Utility of the Equilibrium Model in the Study of Social Change," *American Anthropologist* (April 1968): 219-221.

SUBSEQUENT

¹¹Gluckman, "Zulu Empire," 167.

¹²Gluckman, "Utility of the Equilibrium Model," 222.

C. When citing the same book or journal title again but not in sequence, repeat the information in a shortened form.

Book

FIRST REFERENCE

¹³Susan H. Aiken, *Isak Dinesen and the Engendering of Narrative*, Women in Culture and Society Series (Chicago: University of Chicago Press, 1990), 326.

¹⁴Anders Westenholz, *The Power of Aries: Myth and Reality in Karen Blixen's Life*, trans. Lise Kure-Jensen (Baton Rouge: Louisiana State University Press, 1987), 95.

SUBSEQUENT

¹⁵Aiken, 330-335.

Journal

FIRST REFERENCE

¹⁶L. Scott Quackenbush and L.L. Keeley, "Regulation of Vitellogenesis in the Fiddler Crab, *Vca Pugilator*," *Biological Bulletin* 175 (December 1988): 330.

SUBSEQUENT

¹⁷Roger John Desmond, "Adolescents and Music Lyrics: Implications of a Cognitive Perspective," *Communication Quarterly* 35 (Summer 1987): 276-278.

¹⁸Quackenbush and Keeley, 330.

V. Variation in Parenthetical References

When an author's name is part of the sentence in the text, only enclose the date in parenthesis.

As Ostriker (1985) so aptly described...

When citing more than one book or journal article by the same author in the same text reference, cite each author, date and page in the basic format, separated by semicolons.

(Beattie 1976, 110; Beattie 1980, 302)

When citing more than one book or journal article by different authors in the same text reference, cite each author, date and page in the basic format, separated by semicolons.

(Aiken 1990, 326; Westenholz 1987, 95)