# Chicago Style (CMS): Formatting Footnotes & Bibliography

The Chicago Manual of Style (CMS) citation format allows you to avoid distracting your readers with in-text citations, referring them to footnotes or endnotes instead. Professors in some disciplines, especially History and American Studies, often request that you use this style. Of the three citation styles commonly used at the university level (APA, MLA and CMS), the CMS is the only one that requires using footnotes or endnotes, rather than in-text citations. Please see some important notes on Chicago Style formatting on the other side of this handout.

## Citing a book with a single author:

### Bibliography:

Pollan, Michael. *The Omnivore’s Dilemma: A Natural History of Four Meals.* New York: Penguin, 2006.

### First footnote/endnote that cites this source:

1 Michael Pollan, *The Omnivore’s Dilemma: A Natural History of Four Meals* (New York: Penguin, 2006), 99-100.

### All other footnotes/endnotes that cite this same source:

2 Pollan, *Omnivore’s Dilemma*, 3.

## Citing a book with two or more authors:

### Bibliography:

Ward, Geoffrey C., and Ken Burns. *The War: An Intimate History, 1941-1945*. New York: Knopf, 2007.

### First footnote/endnote that cites this source:

1 Geoffrey C. Ward and Ken Burns, *The War: An Intimate History, 1941-1945* (New York: Knopf, 2007), 52.

### All other footnotes/endnotes that cite this same source:

7 Ward and Burns, *The War*, 38.

## For four or more authors, list all the authors in the bibliography entry; in the note, list only the first author, followed by *et al*.

### Bibliography:

Evans, Julie, Patricia Grimshaw, David Phillips, and Shurlee Swain. *Equal Subjects, Unequal Rights: Indigenous People in British Settler Colonies*, *1830-1910.* Manchester: Manchester University Press, 2003.

### First footnote/endnote that cites this source:

1 Julie Evans et al., *Equal Subjects, Unequal Rights: Indigenous People in British Settler Colonies, 1830-1910* (Manchester: Manchester University Press, 2003), 24.

### All other footnotes/endnotes that cite this same source:

7 Evans et al., *Equal Subjects, Unequal Rights*, 60.

## Citing a book with an editor instead of an author:

### Bibliography:

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

### First footnote/endnote that cites this source:

**4** Joel Greenberg, ed., *Of Prarie, Woods, and Water: Two Centuries of Chicago Nature Writing* (Chicago: University of Chicago Press, 2008), 42.

### All other footnotes/endnotes that cite this source:

**6** Greenberg, *Prarie, Woods, and Water*, 326-27.

## Citing an article in a scholarly journal:

### Bibliography:

Blair, Walter. “Americanized Comic Braggarts.” *Critical Inquiry* 4, no. 2 (1977): 331-49.

*First footnote/endnote that cites this source:*

**17** Walter Blair, “Americanized Comic Braggarts,” *Critical Inquiry* 4, no. 2 (1977): 331-32.

### All other footnotes/endnotes that cite this source:

**21** Blair, “Americanized Comic Braggarts,” 335.

## Citing website content:

### Bibliography:

Google. “Google Privacy Policy.” Last Modified March 31, 2014. Accessed October 12, 2014. http://www.google.com/intl/en/privacypolicy.html.

### First footnote/endnote that cites this source:

23 “Google Privacy Policy,” last modified March 31, 2014, accessed October 14, 2014, http://www.google.com/intl/en/privacypolicy.html.

## Citing an online scholarly article:

### These examples include a URL or a DOI at the end of the citation. A DOI, if it is available, is preferable to a URL.

### Bibliography:

Inclán, María de la Luz. “From the *¡Ya Basta!* to the *Caracoles*: Zapatista Mobilization under Transitional Conditions.” *American Journal of Sociology* 113, no 5 (2008): 1316-50. doi:10.1086/525508.

Whitney, Frank P. “The Six-Year High School in Cleveland.” *School Review* 37, no. 4 (1929): 267-71. http://www.jstor.org/stable/1078814.

### First footnote/endnote that cites this source:

23 María de la Luz Inclán, “From the *¡Ya Basta!* to the *Caracoles*: Zapatista Mobilization under Transitional Conditions,” *American Journal of Sociology* 113, no 5 (2008): 1316-50, doi:10.1086/525508

24 Frank P. Whitney, “The Six-Year High School in Cleveland.” *School Review* 37, no. 4 (1929): 267-71, http://www.jstor.org/stable/1078814.

## Important Notes about Formatting in Chicago Style

Note in the examples above that CMS has significant differences in both punctuation and indentation between the format used on the **Bibliography** page and in the **footnotes/endnotes** themselves. Also note that the author’s name is different; the Bibliography begins with the last name, while the footnote/endnote starts with the first name. Both should be in a readable typeface, such as Times New Roman, and no smaller than 10pt font.

Another UWC handout, *Chicago Style: Formatting Your Paper,* shows how to format your paper as a whole when you use Chicago Style. UT-Austin also has a subscription to the full *Chicago Manual of Style Online*. This can be accessed at www.chicagomanualofstyle.org from any campus network computer, or by searching the library databases at www.lib.utexas.edu/indexes/index.php.

\*Handout adapted from the *Chicago Manual of Style*, 16th Edition.