How to Prepare Bibliographic Citations: Turabian Format

Babbidge Library/Level B/ Ref. LB 2369 T8 2013
(Note: Turabian is based on the Chicago Manual of Style.)

Turabian Formats: Notes-Bibliography Style
Parenthetical Citations—Reference List Style

I. Notes—Bibliography Style
The notes-bibliography style, or bibliography style, is widely used in literature, history and the arts.

Preparing the Bibliography
The bibliography, labeled Bibliography or Sources Consulted 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 last name. The first line of each entry is flush with the left margin. All subsequent lines are indented; 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 a long (3-em) dash (—) followed by a period. Use tabs for consistent alignment. 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. Use the font Times New Roman or Palatino.

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.

II. Parenthetical Citations—Reference List Style
The parenthetical citations-reference list style, or reference list style, is a citation style used in most social sciences and in the natural and physical sciences. It is also known as author-date-style, because the author’s name and the date of publication are the critical elements for identifying sources.

Documenting Sources Using Parenthetical Citations
Cite the authority for statements within the text of the research paper by documenting sources. Put the author’s name, date of publication, and relevant page numbers enclosed in parenthesis next to your reference to that source. Place the parenthetical reference in the text just before a mark of punctuation.

Preparing the Reference List
The Reference List, labeled References, 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

Below are some common examples of materials cited in both styles.

Each example is given in:
1. **Notes-bibliography style** (a note [N], followed by a bibliographic entry [B])
2. **Reference list style** (a parenthetical citation [P], followed by a reference list entry [R]).

Online sources that are analogous to print sources (such as articles published in online journals, magazines, or newspapers) should be cited similarly to their print counterparts but with the addition of a URL and an access date. For online or other electronic sources that do not have a direct print counterpart (such as an institutional Web site or a Weblog), give as much information as you can in addition to the URL and access date. Online sources that are analogous to print sources (such as articles published in online journals, magazines, or newspapers) should be cited similarly to their print counterparts but with the addition of a URL and an access date. For online or other electronic sources that do not have a direct print counterpart (such as an institutional Web site or a Weblog), give as much information as you can in addition to the URL and access date.

For a more detailed description of the styles and numerous specific examples, see chapters 16 and 17 of Turabian's *A Manual for Writers of Term Papers, Theses, and Dissertations* for notes—bibliography style and chapters 18 and 19 for reference list style.

**Book**

**Single Author**

| P: | (Doniger 1999, 65) |

**Two Authors**

| P: | (Cowlishaw and Dunbar 2000, 104–7) |

**Four or More Authors**

| P: | (Laumann et al. 1994, 262) |

**Editor, Translator, or Compiler Instead of Author**

| P: | (Lattimore 1951, 91–92) |
Editor, Translator, or Compiler in Addition to Author


P: (Bonnefoy 1995, 22)


Chapter or Other Part of a Book


P: (Wiese 2006, 101–2)


Chapter of an Edited Volume Originally Published Elsewhere (as in Primary Sources)


P: (Cicero 1986, 35)


Preface, Foreword, Introduction, or Similar Part of a Book


P: (Rieger 1982, xx–xxi)

Book Published Electronically


P: (Kurland and Lerner 1987)


Journal Article

Article in a Print Journal


P: (Smith 1998, 639)


Article in an Online Journal


P: (Hlatky et al. 2002)


Popular Magazine Article


P: (Martin 2002, 84)


Newspaper Article

Newspaper articles may be cited in running text (“As William Niederkorn noted in a *New York Times* article on June 20, 2002,... ”) instead of in a note or a parenthetical citation, and they are commonly omitted from a bibliography or reference list as well. The following examples show the more formal versions of the citations.


P: (Niederkorn 2002)


**Book Review**


P: (Gorman 2002, 16)


**Thesis or Dissertation**


P: (Amundin 1991, 22–29, 35)


**Paper Presented at a Meeting or Conference**


P: (Doyle 2002)


**Web Site**

Web sites may be cited in running text (“On its Web site, the Evanston Public Library Board of Trustees states…”) instead of in a parenthetical citation, and they are commonly omitted from a bibliography or reference list as well. The following examples show the more formal versions of the citations.


P: (Evanston Public Library Board of Trustees)

Weblog Entry or Comment

Weblog (i.e. blog) entries or comments may be cited in running text ("In a comment posted to the Becker-Posner Blog on March 6, 2006, Peter Pearson noted . . .") instead of in a note or a parenthetical citation, and they are commonly omitted from a bibliography or reference list as well. The following examples show the more formal versions of the citations.


P: (Peter Pearson, The Becker-Posner Blog, comment posted March 6, 2006)


E-mail Message

E-mail messages may be cited in running text ("In an e-mail message to the author on October 31, 2005, John Doe revealed . . .") instead of in a note or a parenthetical citation, and they are rarely listed in a bibliography or reference list. The following example shows the more formal version of a note.


Item in Online Database

Journal articles published in online databases should be cited as shown above, under “Article in an online journal.”


P: (Pliny the Elder, Perseus Digital Library)
