Millersville University THE WRITING CENTER

# Chicago **Citation Guide**

### **Parenthetical/In-Text Citations**

In-text citations are when you use an outside source to support a claim in your essay. They guide readers to sources that go into more detail on a topic. It's a quote or paraphrase followed by the source information in footnotes.

#### Quotes

A direct quote is when you take the author's exact words from a source. You use direct quotes when:

- The author is a high authority and could lend you credibility to your main points
- The author's words are articulate enough to support your ideas
- You are unable to put an idea into your own words

### **Paraphrases**

A paraphrase is when you reword something that someone else said. You use paraphrases when:

- You need to simplify the author's words
- You want to explain the main point of a passage
- You want to explain an idea when exact wording isn't important

## **Citing Information with the Notes and Bibliography Format**

The Chicago Manual of Style allows for two different citation methods. The first is the Author Date method that indicates sources in parenthesis. This guide is on the second method for Chicago formatting, the Notes Bibliography method. This method cites information using footnotes at the bottom of the page or notes at

the back of the paper with a bibliography for references.



#### **Examples of Footnote Citations**

Footnote inserted after the sentence

instance, maladies like smallpox and measles that either kill or produce lasting immunity and have no carries except humans cannot exist for long among small groups of people." In this way, Crosby highlighted not only the environmental factor of disease and its effects on humans, but also the role human actions have on increasing or decreasing the effects the environment has on them. In a similar, yet somewhat different approach, Parker also discussed disease. For example, when discussing famine, he noted, "In this weakened condition, any additional stress on the body, such as disease, usually proves fatal and, amid the social disruption normally associated with famine, infectious diseases often spread rapidly." In this case, Parker illustrated the effects of disease increased when famine occurred (the famine itself was often a result of poor harvests due to environmental issues). Both Crosby and Parker acknowledged the role of disease as an environmental factor but did so in a manner that also looked into human decision. For Crosby this was peoples' choice to remain in a single location in large groups, and for Parker, this was the choice to continue with agricultural practices that were not working with

of excessive rainfall or flooding, followed by drought (or vice versa), with severe cold during some seasons and temperate weather during other times. The lasting result was a series of poor

When formatting the citation, ensure the font used in the paper aligns with the one used in the paper, and that the font size is 10 pt if the rest of your paper is 12pt. Even if your paper is double spaced, your citations need to be single spaced unless your professor requests otherwise.



Alfred Crosby, Ecological Imperialism: The Biological Expansion of Europe, 900-1900 second edition (New York: Cambridge University Press, 2015), 48-49, Kindle.

<sup>&</sup>lt;sup>2</sup> Geoffrey Parker, Global Crisis: War, Climate Change and Catastrophe in the Seventeenth Century (New Haven: Yale University Press, 2013), 104-105, Kindle.

<sup>&</sup>lt;sup>1</sup> Alfred Crosby, *Ecological Imperialism: The Biological Expansion of Europe, 900-1900* second edition (New York: Cambridge University Press, 2015), 48-49, Kindle.

<sup>&</sup>lt;sup>2</sup> Geoffrey Parker, Global Crisis: War, Climate Change and Catastrophe in the Seventeenth Century (New Haven: Yale University Press, 2013), 104-105, Kindle.

#### **Examples of Footnote Citations**

Once a source has been cited fully once in your paper, Chicago allows for a shortened form of the citation to be used throughout the rest of your footnotes.

Note that Ibid. is no longer utilized in the Chicago Manual of Style 17th edition

# Formatting Notes and Bibliography Sources

#### **Books**

The following is the standard format for Books:

**Footnote** First Name Last Name, *Title of Book* (Place of Publication: Publisher, Year of Publication),

Page Number.

**Bibliography** Last Name, First Name. *Title of Book*. Place of Publication: Publisher, Year of Publication.

### **Periodicals**

The following is the standard format for Journal Articles:

**Footnote** First Name Last Name, "Title of Article," *Journal Title* Volume, Issue Number

(Year of Publication): Page Number.

Bibliography Last Name, First Name. "Title of Article." Title of Journal Volume, Issue Number

(Year of Publication): Page Range.

#### **Electronic Sources**

The following is the standard format for Webpages:

**Footnote** First Name Last Name, "Title of Web Page," Name of Website, Publishing Organization,

publication or revision date if available, access date if no other date is available, URL.

**Bibliography** Last Name, First Name. "Title of Web Page." Name of Website. Publishing Organization,

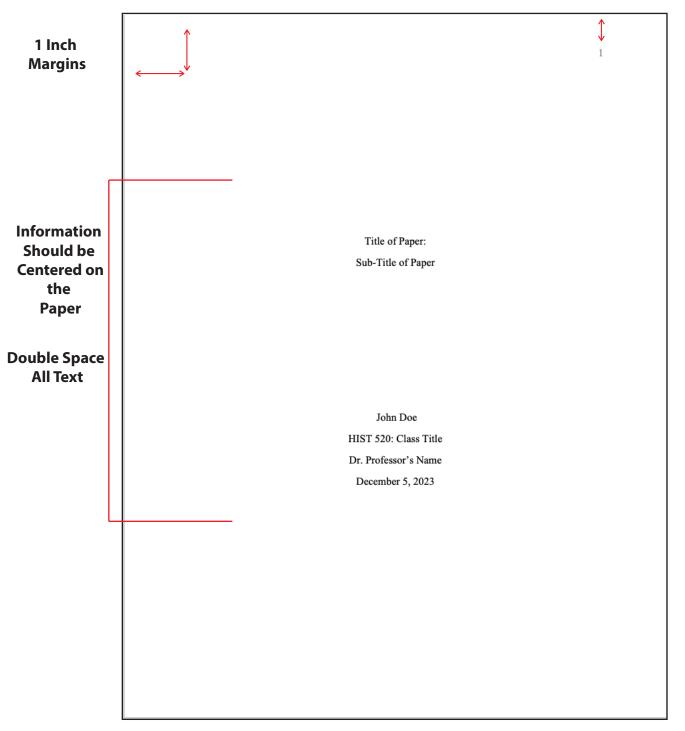
publication or revision date if available. Access date if no other date is available, URL.

<sup>&</sup>lt;sup>20</sup> Ó Gráda, Black '47 and Beyond, 188-190.

<sup>&</sup>lt;sup>21</sup> Mokyr and Ó Gráda, "What do people die of during famines," 344.

<sup>&</sup>lt;sup>22</sup> Mokyr and Ó Gráda, "What do people die of during famines," 340.

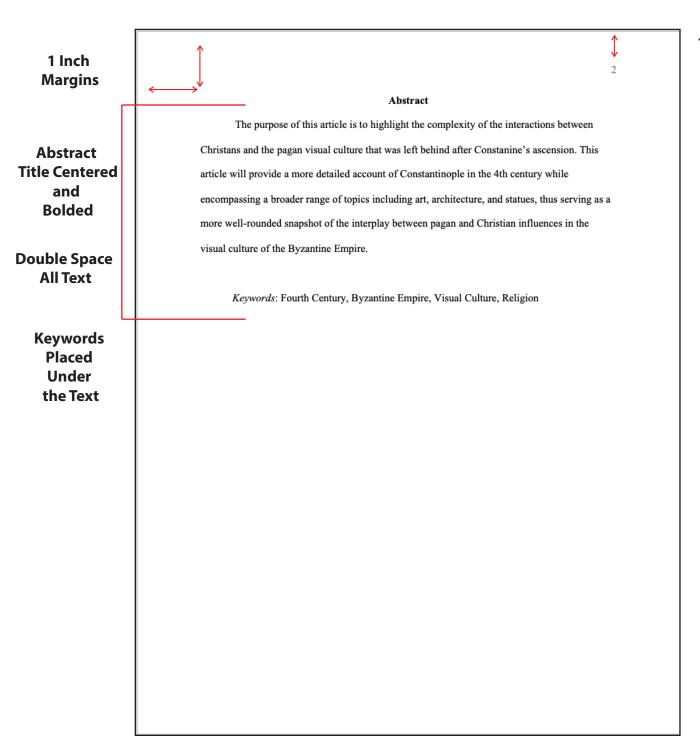
### **Title Page Format**



1/2 Inch Margin

Running Head Page #

### **Abstract Page Format**



1/2 Inch Margin

Running Head Page #

### **Works Cited Page Format**

#### 1 Inch **Margins**

#### Bibliography

Barnes, Timothy D. "Statistics and the Conversion of the Roman Aristocracy." The Journal of Romans Studies 85, (1995): 135-147.

 Constantine: Dynasty, Religion and Power in the Later Roman Empire. West Sussex: Blackwell Publishing Ltd, 2014.

Bayet, Charles. Byzantine Art (Religious art- Art of the Century), Translated by. Anne Haugen and Jessica Wagner. New York: Parkstone Press International, 2014. Kindle.

Beard, Mary, John North, and Simon Price, Religions of Rome: Volume 1 A History. Cambridge: Cambridge University Press, 1998.

Bleckmann, Bruno. "Constantine, Rome, and the Christians" In Contested Monarchy: Integrating the Roman Empire in the Fourth Century AD, edited by Johannes Wienand, 309-329. Oxford: Oxford University Press, 2014.

Cambridge. "Bibles." Cambridge. Cambridge University Press, 2023.

https://www.cambridge.org/us/bibles/bible-

versions#:~:text=The%20New%20American%20Standard%20Bible,use%20or%20changed%20t heir%20meanings.

Coogan, Michael D. ed., Fully Revised Fourth Edition The New Oxford Annotated Bible: New Revised Standard Version with Apocrypha, An Ecumenical Study Bible. Oxford: Oxford University Press, 2010.

Cormack, Robin. Byzantine Art (Oxford History of Art). Oxford: Oxford University Press, 2018.

Couzin, Robert. "Syncretism and Segregation in Early Christian Art." Studies in Iconography 38, (2017): 18-54.

Eusebius. Eusebius' Life of Constantine, Translated by Avery Cameron and Stuart Hall. Oxford, Oxford University Press, 1999.

Elsner, Jaś. The Art of the Roman Empire: AD 100-450 (Oxford History of Art). Oxford: Oxford University Press, 2018.

— "Iconoclasm as Discourse: From Antiquity to Byzantium." The Art Bulletin 94, no. 3 (2012):

Holloway, Ross. Constantine & Rome. New Haven: Yale University Press, 2004.

James, Liz. "Pray Not to Fall into Temptation and Be on Your Guard': Pagan Statues in Christian Constantinople." Gesta 35, no.1 (1996): 12-20.

2nd Citation Should be **Indented by** 1/2 inch

1/2 Inch Margin

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