

# ALVIN COMMUNITY COLLEGE

## Chicago Manual of Style

### The Notes-Bibliography System:

1. The **Notes-Bibliography system** provides citation information using either footnotes or endnotes which correspond to an entry in a bibliography at the end of the paper.
2. In the **footnote** or endnote, the elements are separated by commas. Publication information is in parentheses, and the **author's name is given first name, then last name**. The **footnote number in the text is superscript**, and should appear at the **end of the sentence with the referenced information, following the punctuation mark**.
3. The bibliography is simply titled "**Bibliography**", and comes as a separate page or pages at the end of your paper. In the bibliography, the elements are separated by separated by periods, and the publication information is NOT in parentheses. The author's name is displayed with the last name first, then the first name. Sources you consulted but did not directly cite may or may not be included (consult your instructor).
4. Organize the sources in the bibliography in **alphabetical order** by **author last name**. If your source does not have an author, list the source in the alphabetical list starting with its title.

### General Guidelines:

1. 1 inch margins with text flush on right margin
2. Double space, no extra lines between paragraphs
3. Indent the first line of each paragraph, ½ inch
4. Use *italics* when required, do not replace with underlines
5. CMS use a serial comma, which is a comma between the next to last item in a list of three or more items and the word *and* *Example*: Discussion of the weather, our families, and our pets continued into the night.
6. Proper nouns are always capitalized
7. Titles of works should be capitalized using headline style capitalization
8. Capitalize all major words in the title/subtitle
9. Do NOT capitalize a, an, or the, unless they are the first word in a sentence
10. Never capitalize and, but, for, or to, or as.

### Notes and Bibliography: Sample Citations

#### BOOK

#### NOTES

1. Katie Kitamura, *A Separation* (New York: Riverhead Books, 2017), 25.

2. Sharon Sassler and Amanda Jayne Miller, *Cohabitation Nation: Gender, Class, and the Remaking of Relationships* (Oakland: University of California Press, 2017), 114.

#### SHORTENED NOTES

3. Kitamura, *Separation*, 91–92.

4. Sassler and Miller, *Cohabitation Nation*, 205.

#### BIBLIOGRAPHY ENTRIES (IN ALPHABETICAL ORDER)

Kitamura, Katie. *A Separation*. New York: Riverhead Books, 2017.

Sassler, Sharon, and Amanda Jayne Miller. *Cohabitation Nation: Gender, Class, and the Remaking of Relationships*. Oakland: University of California Press, 2017.

Cited from: The Chicago Manual of Style *Online*:

[https://www.chicagomanualofstyle.org/tools\\_citationguide/citation-guide-1.html](https://www.chicagomanualofstyle.org/tools_citationguide/citation-guide-1.html)

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### E-BOOK

For books consulted online, include a URL or the name of the database. For other types of e-books, name the format. If no fixed page numbers are available, cite a section title or a chapter or other number in the notes or, if possible, track down a version with fixed page numbers.

### NOTES

1. Fyodor Dostoevsky, *Crime and Punishment*, trans. Constance Garnett, ed. William Allan Neilson (New York: P. F. Collier & Son, 1917), 444, <https://archive.org/details/crimepunishment00dostuoft>.

2. Jane Austen, *Pride and Prejudice* (New York: Penguin Classics, 2007), chap. 3, Kindle.

### SHORTENED NOTES

4. Dostoevsky, *Crime and Punishment*, 504–5.

5. Austen, *Pride and Prejudice*, chap. 14.

### BIBLIOGRAPHY ENTRIES (IN ALPHABETICAL ORDER)

Austen, Jane. *Pride and Prejudice*. New York: Penguin Classics, 2007. Kindle.

Dostoevsky, Fyodor. *Crime and Punishment*. Translated by Constance Garnett, edited by William Allan Neilson. New York: P. F. Collier & Son, 1917. <https://archive.org/details/crimepunishment00dostuoft>.

### JOURNAL ARTICLE

In a **note**, cite specific page numbers. In the **bibliography**, include the page range for the whole article. For articles consulted online, include a **URL** or the name of the database. Many journal articles list a **DOI** (Digital Object Identifier). A DOI forms a permanent URL that begins <https://doi.org/>. This URL is preferable to the URL that appears in your browser's address bar.

### NOTES

1. Ashley Hope Pérez, “Material Morality and the Logic of Degrees in Diderot’s *Le neveu de Rameau*,” *Modern Philology* 114, no. 4 (May 2017): 874, <https://doi.org/10.1086/689836>.

2. Peter LaSalle, “Conundrum: A Story about Reading,” *New England Review* 38, no. 1 (2017): 95, Project MUSE.

### SHORTENED NOTES

3. Pérez, “Material Morality,” 880–81.

4. LaSalle, “Conundrum,” 101.

### BIBLIOGRAPHY ENTRIES (IN ALPHABETICAL ORDER)

LaSalle, Peter. “Conundrum: A Story about Reading.” *New England Review* 38, no. 1 (2017): 95–109. Project MUSE.

Pérez, Ashley Hope. “Material Morality and the Logic of Degrees in Diderot’s *Le neveu de Rameau*.” *Modern Philology* 114, no. 4 (May 2017): 872–98. <https://doi.org/10.1086/689836>.

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[https://www.chicagomanualofstyle.org/tools\\_citationguide/citation-guide-1.html](https://www.chicagomanualofstyle.org/tools_citationguide/citation-guide-1.html)

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**Journal articles** often **list many authors**, especially in the sciences. If there are **four or more authors**, list up to ten in the bibliography; in a note, list only the first, followed by *et al.* (“and others”). For **more than ten authors** (not shown here), list the **first seven** in the bibliography, followed by *et al.*

### NOTE

5. Jesse N. Weber et al., “Resist Globally, Infect Locally: A Transcontinental Test of Adaptation by Stickleback and Their Tapeworm Parasite,” *American Naturalist* 189, no. 1 (January 2017): 45, <https://doi.org/10.1086/689597>.

### SHORTENED NOTE

6. Weber et al., “Resist Globally,” 48–49.

### BIBLIOGRAPHY ENTRY

Weber, Jesse N., Martin Kalbe, Kum Chuan Shim, Noémie I. Erin, Natalie C. Steinel, Lei Ma, and Daniel I. Bolnick. “Resist Globally, Infect Locally: A Transcontinental Test of Adaptation by Stickleback and Their Tapeworm Parasite.” *American Naturalist* 189, no. 1 (January 2017): 43–57. <https://doi.org/10.1086/689597>.

### NEWS OR MAGAZINE ARTICLE

Articles from **newspapers or news sites, magazines, blogs**, and the like are cited similarly. **Page numbers**, if any, can be **cited in a note but are omitted from a bibliography entry**. If you consulted the **article online**, include a **URL or the name of the database**.

### NOTES

1. Farhad Manjoo, “Snap Makes a Bet on the Cultural Supremacy of the Camera,” *New York Times*, March 8, 2017, <https://www.nytimes.com/2017/03/08/technology/snap-makes-a-bet-on-the-cultural-supremacy-of-the-camera.html>.

2. Rob Pegoraro, “Apple’s iPhone is Sleek, Smart and Simple,” *Washington Post*, July 5, 2007, LexisNexis Academic.

3. Vinson Cunningham, “You Don’t Understand: John McWhorter Makes His Case for Black English,” *New Yorker*, May 15, 2017, 85.

### SHORTENED NOTES

4. Manjoo, “Snap.”

5. Pegoraro, “Apple’s iPhone.”

6. Cunningham, “Black English,” 86.

### BIBLIOGRAPHY ENTRIES (IN ALPHABETICAL ORDER)

Cunningham, Vinson. “You Don’t Understand: John McWhorter Makes His Case for Black English.” *New Yorker*, May 15, 2017.

Manjoo, Farhad. “Snap Makes a Bet on the Cultural Supremacy of the Camera.” *New York Times*, March 8, 2017. <https://www.nytimes.com/2017/03/08/technology/snap-makes-a-bet-on-the-cultural-supremacy-of-the-camera.html>.

Pegoraro, Rob. “Apple’s iPhone is Sleek, Smart and Simple.” *Washington Post*, July 5, 2007. LexisNexis Academic.

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**AUDIOVISUAL CONTENT**

**NOTES**

1. Kory Stamper, “From ‘F-Bomb’ to ‘Photobomb,’ How the Dictionary Keeps Up with English,” interview by Terry Gross, *Fresh Air*, NPR, April 19, 2017, audio, 35:25, <http://www.npr.org/2017/04/19/524618639/from-f-bomb-to-photobomb-how-the-dictionary-keeps-up-with-english>.

2. Beyoncé, “Sorry,” directed by Kahlil Joseph and Beyoncé Knowles, June 22, 2016, music video, 4:25, <https://youtu.be/QxsmWxxouIM>.

**SHORTENED NOTES**

3. Stamper, interview.

4. Beyoncé, “Sorry.”

**BIBLIOGRAPHY ENTRIES (IN ALPHABETICAL ORDER)**

Beyoncé. “Sorry.” Directed by Kahlil Joseph and Beyoncé Knowles. June 22, 2016. Music video, 4:25. <https://youtu.be/QxsmWxxouIM>.

Stamper, Kory. “From ‘F-Bomb’ to ‘Photobomb,’ How the Dictionary Keeps Up with English.” Interview by Terry Gross. *Fresh Air*, NPR, April 19, 2017. Audio, 35:25. <http://www.npr.org/2017/04/19/524618639/from-f-bomb-to-photobomb-how-the-dictionary-keeps-up-with-english>.