Research papers generally build on the work of previous writers and researchers. Whenever you write a paper and use the material of another author, you must document that source. Documentation credits the author and publisher of the original work and provides the necessary information for readers to consult the same sources.

The Chicago and Turabian styles are basically the same. Kate L. Turabian designed her guide specifically for students and researchers when she worked as dissertation secretary at the University of Chicago for 30 years. Her ‘Turabian’ guide is based on the University of Chicago Press’s Manual of Style and focuses on the rules most important for students’ papers and other research not intended for publication.

Many of the samples in this guide are from the Chicago Manual of Style (16th edition, 2006). If needing to cite specifically in the Turabian style, please consult that particular manual and/or the electronic resources listed.

PRINT RESOURCES:

- Call number 808.027 C5327 2010; held at the Information Center
- Electronic format also available by doing a Title Search in the Mansfield Library Catalog - [http://www.lib.umt.edu/default.php](http://www.lib.umt.edu/default.php)

- Call number 808.02 T929m 2007; held at the Information Center

ONLINE RESOURCES:

- Chicago Manual of Style *(do a catalog Title search)*
  [http://www.lib.umt.edu](http://www.lib.umt.edu)
- Purdue Online Writing Lab (OWL)
  [http://owl.english.purdue.edu/owl/section/2/](http://owl.english.purdue.edu/owl/section/2/)
- Bedford / St. Martin’s Research and Documentation
  [http://bedfordstmartins.com/resdoc5e/](http://bedfordstmartins.com/resdoc5e/)
- Turabian Citation Style Guide (Ohio State University)
  [http://library.osu.edu/help/research-strategies/cite-references/turabian/](http://library.osu.edu/help/research-strategies/cite-references/turabian/)

The *difference* between the Chicago and Turabian styles is in the numbering of notes.

In Turabian style, use superscript \(^1\) for endnote and footnote numbers in the text and at the beginning of each note, as in the following example:
In Chicago style, the note number in-text is in parentheses (1) and is followed by a period and space in the note, as in the following examples:

Chicago in text \(^1\)

1. Chicago in note

<table>
<thead>
<tr>
<th>REFERENCED MATERIAL</th>
<th>NOTE</th>
<th>BIBLIOGRAPHY</th>
</tr>
</thead>
<tbody>
<tr>
<td>One Author</td>
<td>NOTE FORMAT: Note Number. Author First Name Last Name, <em>Book Title: Subtitle</em> (Place of Publication: Publisher, Year), page number.</td>
<td>BIB FORMAT: Last Name, First Name. <em>Title of Book</em>. Place of Publication: Publisher, Year.</td>
</tr>
<tr>
<td>Multiple Authors</td>
<td>NOTE FORMAT: Note Number. Author First Name Last Name and other author(s), <em>Book Title</em> (Place of Publication: Publisher, Year), page range of cited material.</td>
<td>BIB FORMAT: Last Name, First Name, 2(^{nd}) Author First Name Last Name, 3(^{rd}) Author First Name Last Name, and 4(^{th}) Author First Name Last Name. <em>Book Title</em>. Place of Publication: Publisher, Year.</td>
</tr>
<tr>
<td>Editors, Compilers,</td>
<td>NOTE FORMAT: Note Number. First Name Last Name, trans. (or ed. or comp.), <em>Book Title</em> (Place of Publication: Publisher, Year), page range of cited material.</td>
<td>BIB FORMAT: Last Name, First Name, trans. (or ed. or comp.), <em>Book Title</em>. Place of Publication: Publisher, Year.</td>
</tr>
<tr>
<td>Anonymous Author</td>
<td>NOTE FORMAT: Note Number. <em>Book Title</em> (Place of Publication: Publisher, Year), page range of cited material.</td>
<td>BIB FORMAT: <em>Book Title</em>. Place of Publication: Publisher, year.</td>
</tr>
<tr>
<td>Chapter in</td>
<td>NOTE FORMAT:</td>
<td>BIB FORMAT:</td>
</tr>
</tbody>
</table>
| Anthology | Note Number. First Name Last Name, “Title of Chapter or Article,” in *Book Title*, ed. Editor First Name Last Name (Place of Publication: Publisher, Year), page range of cited material.  

**NOTE EXAMPLE:**  

| --- | --- |
| PERIODICAL | **NOTE FORMAT:**  
Note Number. First Name Last Name, “Article Title”, *Journal Title* Volume, Issue Number (Year): specific page(s) cited.  

**NOTE EXAMPLE:**  
Last Name, First Name. “Article Title.” *Journal Title* Volume, Issue Number (Year): page range of cited material.  

| NEWSPAPER | Newspapers are usually cited in notes or parenthetical references rather than in bibliographies. When cited in text a corresponding listing in the bibliography is not necessary.  

**NOTE EXAMPLE:**  

**PARENTHETICAL EXAMPLE:** Pat Borzoi reminds us that when it comes to the aging quarterback’s uncertain prospects for yet another season, “there is final, and there is Favre” (*New York Time*, January 25, 2010). | **BIB FORMAT:**  
Last Name, First Name. “Article title.” *Newspaper Title*, Day Month Year, Edition, Section of paper.  

| ENCYCLOPEDIA ENTRY | Citing an article from a well-known encyclopedia is commonly included in the notes, not in the bibliography. Publication information is usually omitted. The edition must be specified if it is not the first one. When references are listed alphabetically in the encyclopedia, use the abbreviation s.v. (stands for sub verbo, meaning “under the word”; s.v.v. is the plural form.) before the title of the entry enclosed in quotes.  

Citing an article from a lesser-known encyclopedia should include full publication information.  

**NOTE FORMAT 1:**  

**NOTE EXAMPLE 1:**  

**NOTE FORMAT 2:**  
For lesser known reference source, give fuller publication information.  

Note Number. *Encyclopedia Name*, ed. First Name Last Name (Place of Publication: Publisher, Year), s.v. “title of entry.” |
### NOTE EXAMPLE 2:

### CITING IN TEXT
Parenthetical references are most commonly located at the end of a sentence with a following period. If the sentence is complex the parenthetical reference is placed right after the use of information source. Cite page numbers if available.

- **Basic format** is (Author Last Name Year of Publication, Page #)
  - EXAMPLE: (Long 2006, 120)

- **More than one author**
  - EXAMPLE: (Jones and Connor 1996, 42)

- **Organizations or corporate authors**: name may be shortened to its most basic title. Do not abbreviate the name.
  - EXAMPLE: (General Mills Inc. 2010, 31)

- **No author identified**: use the title of the work in place of the author name.
  - EXAMPLE: (“Noisy Treatment in Hospitals”, 2011, 184)

- **Newspaper basic format**: *(Newspaper Name, Day Month Year of Publication, Section and Page #)*
  - EXAMPLE: *(Boston Globe, 4 October 2011, B9)*

- **Author known but no publication date**: use (n.d)
  - EXAMPLE: (Nano, n.d.)