Chicago Turabian Style: How do I cite...?

Choose from

- A source I found online.
- A source I found in print.

In all examples, the following short forms are used:
E = Endnote format
B = Bibliography format

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Chicago Turabian Style: How do I cite...

A Print Resource

Books
Dictionaries & Encyclopedias
Journal Articles
Newspaper Articles
Magazine Articles
Interviews / Personal Communications
Reports
Lectures

FAQs
When Can I Use Shortened Endnotes?
How do I cite a source quoted in another source?
What if there’s no author?
What if there is more than one author?

In all examples, the following short forms are used:
E: = Endnote format
B: = Bibliography format

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Chicago Turabian Style: How do I cite...

An Online/Electronic Resource

Books
Dictionaries & Encyclopedias
Journal Articles
Newspaper Articles
Magazine Articles
Interviews / Personal Communications
Webpages
Reports
Statistical Sources
Lecture Slides / ANGEL notes

FAQs
When Can I Use Shortened Endnotes?
What’s a permalink? A DOI?
How do I cite a source quoted in another source?
What if there’s no author?
What if there is more than one author?
What if there aren’t any page numbers?

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E: = Endnote format
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How to cite print books...

- ...with one author
- ...with two authors
- ...with three authors
- ...with more than three authors
- ...with one or more editors
- An authored chapter in an edited book
How to cite e-books...

• ...with one author
• ...with two authors
• ...with three authors
• ...with more than three authors
• ...with one or more editors
• An authored chapter in an edited e-book
E-book with one author

For the Note: If there are no page numbers available, use a descriptive locator, such as a preceding subheading, as described below.

E: Note Number. Author’s First and Last Names, *Title of Book: Subtitle of Book* (Place of Publication: Publisher’s Name, Date of Publication), Pages Cited, url (*accessed* Date of Access).


B: Author’s Last Name, Author’s First Name. *Title of Book: Subtitle of Book*. Place of Publication: Publisher’s Name, Date of Publication. url (*accessed* Date of Access).


E: Note Number. Author #1’s First and Last Names and Author #2’s First and Last Names, Title of Book: Subtitle of Book (Place of Publication: Publisher’s Name, Date of Publication), Pages Cited, url (accessed Date of Access).


B: Author #1’s Last Name, Author #1’s First Name and Author #2’s First and Last Names. Title of Book: Subtitle of Book. Place of Publication: Publisher’s Name, Date of Publication. url (accessed Date of Access).


E-book with three authors

For the Note: If there are no page numbers available, use a descriptive locator, such as a preceding subheading (click here for an example).

E: Note Number. . Author #1’s First and Last Names, Author #2’s First and Last Names and, Author #3’s First and Last Names, Title of Book: Subtitle of Book (Place of Publication: Publisher’s Name, Date of Publication), Pages Cited, url (accessed Date of Access).


B: Author #1’s Last Name, Author #1’s First Name, Author #2’s First and Last Names and, Author #3’s First and Last Names. Title of Book: Subtitle of Book. Place of Publication: Publisher’s Name, Date of Publication. url (accessed Date of Access).


E-book with more than three authors

For the Note: If there are no page numbers available, use a descriptive locator, such as a preceding subheading (click here for an example).

E: Note Number. Author #1’s First and Last Names et al, Title of Book: Subtitle of Book (Place of Publication: Publisher’s Name, Date of Publication), Pages Cited, url (accessed Date of Access).


B: Author #1’s Last Name, Author #1’s First Name, Author #2’s First and Last Names, Author #3’s First and Last Names, and Last Author’s First and Last Names. Title of Book: Subtitle of Book. Place of Publication: Publisher’s Name, Date of Publication., url (accessed Date of Access).

Book with one or more editors (print)

E:  Note Number. Editor’s First and Last Name, ed., [for a single editor] or eds., [for more than one editor] Title of Book: Subtitle of Book (Place of Publication: Publisher’s Name, Date of Publication), Pages Cited.


B:  Editor’s Last Name, Editor’s First Name, ed. [for a single editor] or eds. [for more than one editor] Title of Book: Subtitle of Book. Place of Publication: Publisher’s Name, Date of Publication.

E-book with one or more editors

_E: Note Number. Editor’s First and Last Name, ed., [for a single editor] or eds., [for more than one editor] Title of Book: Subtitle of Book (Place of Publication: Publisher’s Name, Date of Publication), Pages Cited, url (accessed Date of Access)._


_B: Editor’s Last Name, Editor’s First Name, ed. [for a single editor] or eds. [for more than one editor] Title of Book: Subtitle of Book. Place of Publication: Publisher’s Name, Date of Publication. url (accessed Date of Access)._

Authors Chapter in an Edited Book

E:  
Note Number. Chapter’s Author’s First Name and Last Name, “Title of Chapter,” in Title of Book, ed. [for a single editor] or eds. [for more than one editor] Editor’s First Name, Editor’s Last Name (Place of Publication: Publisher’s Name, Year of Publication), Pages Cited.


B:  
Chapter’s Author’s Last Name, Chapter’s Author’s First Name. “Title of Chapter.” In Title of Book, edited by Editor’s First Name and Last Name, Page Range of Chapter. Place of Publication: Publisher’s Name, Year of Publication).


Dictionary or Encyclopedia (Print)

Note: info in square brackets [ ] is for your information only. Do not include in your reference.

E: Note Number. Editor’s First and Last Name(s), ed. [for a single editor] or eds. [for more than one editor], Title of Book: Subtitle of Book, Edition Number [if applicable] ed. (Place of Publication: Publisher’s Name, Date of Publication), s.v. Entry Name.


B: Editor’s Last Name, Editor’s First Name, ed. [for a single editor] or eds. [for more than one editor]. Title of Book: Subtitle of Book. Edition Number [if applicable]. Place of Publication: Publisher’s Name, Date of Publication.

Ember, Carol R. and Melvin Ember, eds. Countries and Their Cultures. (New York: MacMillan Reference USA, 2001.)
Dictionary or Encyclopedia (Online)

Note: info in square brackets [ ] is for your information only. Do not include in your reference.

E:  Note Number. Editor’s First and Last Name, ed. [for a single editor] or eds. [for more than one editor], *Title of Book: Subtitle of Book*, Edition Number [if applicable] ed. (Place of Publication: Publisher’s Name, Date of Publication), s.v. Entry Name, url (accessed Date of Access).


B:  Editor’s Last Name, Editor’s First Name ed. [for a single editor] or eds. [for more than one editor] *Title of Book: Subtitle of Book*, Edition Number [if applicable] ed. Place of Publication: Publisher’s Name, Date of Publication. url (accessed Date of Access).


Magazine Article (Print)

• Even if you know the volume and issue for the article, do not include them in your citation.
• If no author is available, begin the citation after the endnote number with the Title of the Article.

E: Note Number. Author’s First and Last Name, “Title of Article: Subtitle of Article,” Newspaper/Magazine Title, Date of Publication, Pages Cited.


B: Author’s Last Name, Author’s First Name. “Title of Article: Subtitle of Article.” Newspaper/Magazine Title, Date of Publication.

Magazine Article (Electronic)

If your source is from an online database from the library, use the DOI (digital object identifier) or other stable permalink instead of the standard url. If neither of these is available, use the link to the main page of the database.

For the Note: If there are no page numbers available, use a descriptive locator, such as a preceding subheading (click here for an example).

E: Note Number. Author’s First and Last Name, “Title of Article: Subtitle of Article,” Newspaper/Magazine Title, Date of Publication, Pages Cited, url (accessed Date of Access).


B: Author’s Last Name, Author’s First Name. “Title of Article: Subtitle of Article.” Newspaper/Magazine Title, Date of Publication. url (accessed Date of Access).

Newspaper Article (Print)

- For newspapers, never include a page number, instead add edition info if available. (example: final edition).
- If no author is available, begin the citation after the endnote number with the Title of the Article.

E: Note Number. Author’s First and Last Name, “Title of Article: Subtitle of Article,” Newspaper/Magazine Title, Date of Publication, Edition [if available].


B: Author’s Last Name, Author’s First Name. “Title of Article: Subtitle of Article.” Newspaper/Magazine Title. Date of Publication. Edition [if available].

Newspaper Article (Electronic)

If your source is from an online database from the library, use the DOI (digital object identifier) or other stable permalink instead of the standard url. If neither of these is available, use the link to the main page of the database.

Do not include page numbers for either the endnote or bibliography. Do include any edition details, if available.

E:  Note Number. Author’s First and Last Name, “Title of Article: Subtitle of Article,” Newspaper/Magazine Title, Date of Publication, Edition [if applicable], url (accessed Date of Access).


B:  Author’s Last Name, Author’s First Name. “Title of Article: Subtitle of Article.” Newspaper/Magazine Title. Date of Publication. Edition [if applicable]. url (accessed Date of Access).

How to Cite Interviews and Personal Communications

Personal Communications are not typically included in a bibliography. However, if you have cited the communication often within your research paper, you should include it in the bibliography.

Include the Place of interview and Date of Interview if known.

If the interviewer is also the author of the paper in which the interview is cited, use “interview by author” in place of the First and Last Name of Interviewer. For other types of personal communications, use “email to author” “conversation with author’, etc.

E: Note Number. Interviewee’s First and Last Name, interview by First and Last Name of Interviewer, Place of Interview, Date of Interview.


B: Interviewee’s Last Name, Interviewee’s First Name. Interview by First and Last Name of Interviewer. Place of Interview, Date of Interview.

How to Cite a Webpage

Use these rules for original content from an online webpage that is not an online book or periodical (magazines, newspapers, etc). If unsure of the type of website, use these rules rather than those for other online resources. If no author is listed, use the name or owner of website in the place of the author. In such a case, do not repeat the Title or Owner of the Website in its regular place after the Title of Page (as seen below).

E: Note Number. Author’s First and Last Name, “Title of Page: Subtitle of Page,” Title or Owner of Website, url (accessed Date of Access).


B: Author’s Last Name, Author’s First Name. “Title of Page: Subtitle of Page.” Title or Owner of Website. url (accessed Date of Access).

How to Cite a Lecture

E:  Note Number. Author’s First and Last Name, “Title of Lecture: Subtitle of Lecture” (lecture, Meeting Location, Meeting Date).


B: Author’s Last Name, Author’s First Name. “Title of Lecture: Subtitle of Lecture.” Lecture, Meeting Location, Meeting Date.

How to Cite Lecture Slides or other ANGEL Course Notes

E:  Note Number. Author’s First and Last Name, “Title of Slides/Notes: Subtitle of Slides/Notes” (Description of Resource, Meeting Location, Meeting Date), url (accessed Date Accessed).


B: Author’s Last Name, Author’s First Name. “Title of Lecture: Subtitle of Lecture.” Description of Resource, Meeting Location, Meeting Date. url (accessed Date Accessed).


This page is an adaption of Chicago/Turabian rules; the manual does not provide an official rule for lecture slides and ANGEL documents.
Note: The date of publication for the example below is not available. However, because the date can be inferred (annual reports are typically written the year after the year reported on), the date is included in square brackets with a question mark.

If the date is not available and can’t be inferred, use “n.d.” (for “no date”) in the place of the date.

E: Note Number. Author(s) or Owner of Report, *Title of Report: Subtitle of Report* (Place of Publication: Publisher’s Name, Date of Publication), Pages Cited.


B: Author(s) or Owner of Report. *Title of Report: Subtitle of Report*. Place of Publication: Publisher’s Name, Date of Publication.

How to Cite Statistics...

• ...from a Database
• ...from a CD-ROM
Statistics from a CD-ROM

Use this format for statistics generated from *Generation 5 Allocate, Statistics Canada’s Financial Performance Indicators for Canadian Business*, and for any other statistical information you locate using a CD-ROM program.

**E:** Note Number. Owner/Producer of Information on CD-ROM, “Name of Data Set,” *Name of CD-ROM Program, CD-ROM* (Location: Publisher, Year).


**B:** Owner/Producer of Information on CD-ROM. “Name of Data Set.” *Name of CD-ROM Program, CD-ROM*. Location: Publisher’s Name, Year of Publication.

Use this format for statistics generated from Print Measurement Bureau and for any other statistical information you locate using a database.

E: Note Number. Owner/Producer of Information in Database, “Name of Data Set,” in Name of Database, URL (accessed date).


B: Name of Database. URL.

How Do I Cite a Source Quoted in Another Source?

Generally, you should always try to consult the original source. If the original source is not available, cite both the original source and the quoting secondary source, as in the following example.

E: Note Number. Original Source Citation, quoted in Secondary Source Citation.


B: Original Source Citation. Quoted in Secondary Source Citation.

When Can I Use Shortened Endnotes?

Use a shortened endnote when you have already referenced a source in full in an earlier note.

In the case of an online document, if there is no author, use the Owner of the Website. In all formats: if no author is available in any form, do not include an author; instead, start the shortened note with the Note Number then the Title.

For Books
Note Number. Author’s Last Name, Title of Book, Pages Cited.

For Articles or Webpages
Note Number. Author’s Last Name, “Title of Article,” Pages Cited.

If there are no page numbers available, use a descriptive locator, such as a preceding subheading, as described below:

10. Smith, How to Train a Monkey, under “Bananas are Essential.”
What are Permalinks and DOIs?

Permalinks (also called Document URLs) as well as DOIs (digital object identifiers) are all links to documents. Unlike most URLs you find online, these links are guaranteed to never change.

Most article databases provided by the LRC contain either a **permalink** or a **DOI** number. Look for them in the description for the article.

Never record a regular URL (the one from your internet Navigation Toolbar) if you’re using a database through the LRC. That link will change, and you won’t be able to return to the article at a later date. If you can’t find the permalink or DOI, use the homepage of the database for your citation.

How do I find it?

1. Do a search in a database, example: **Business Source Complete**, CBCA Business
2. In your search results list, click on the title of an article.
3. You’re now viewing the article’s description. Copy the field that says **DOI**, **Permalink** or **Document URL**.

Check out examples of each...
Adding a Descriptive Locator

For the Note: If there are no page numbers available, use a descriptive locator, such as a preceding subheading, as described below.

E: Note Number. Author’s First and Last Names, Title of Book: Subtitle of Book (Place of Publication: Publisher’s Name, Date of Publication), Pages Cited, url (accessed Date of Access).


B: Author’s Last Name, Author’s First Name. Title of Book: Subtitle of Book. Place of Publication: Publisher’s Name, Date of Publication. url (accessed Date of Access).

What if there is no author?

• **Web pages**
  – If there is no author for the web page, use the **owner of the website** in the place of the author. Example:


• **All other types of sources (example: books, magazines, etc., either in print or online)**
  – If there is no personal author, use the **corporate author** (i.e. the name of the company that authored the document). Example:


  – If there **is no corporate author**, begin the citation **with the title**. Example:

What if there more than one author?

Regardless of the type of resource you are citing (example: magazine, newspaper, website, etc.), if there is more than one author stated, use the format for citing multiple authors shown in this guide’s examples for citing a book. The rules for citing multiple authors are the same for every type of resource.

Click an option below to see examples. **Remember: the examples shown are for books, but you can use the same rules for citing authors for any resource type.**