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CMOS Style Guide: Bibliography

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This article aims to inform students how to accurately format footnotes and references using the Chicago Manual of Style (17th ed.).

Chicago-Style Citations

The Chicago Manual of Style (CMOS) is used for various subject areas in the humanities and the social sciences, and as such, it uses several citation options to meet the various needs of its readers. To ensure that information is properly credited and can potentially be used by readers for further research, footnotes and citations must be included and arranged correctly. In contrast to other styles, CMOS is seldom taught to high schoolers, which might cause some anxiety for the college student unfamiliar with its system. However, it is easily practiced and mastered.

CMOS in-text citations can be divided into two systems depending on the subject area: the notes and bibliography system (used primarily by those in the humanities) and the author-date system (used primarily by those in the sciences and the social sciences). The former involves footnotes linked to superscripted numbers in the text, while the latter is characterized by parenthetical citations with author and page number. Each of these must point to a Chicago-style reference in the bibliography page at the end of the paper. If a bibliography is included, there is no need to include full publication information in a footnote – only the author, a shortened form of the title, and a page number (if applicable) will be necessary. If a bibliography is not included, a footnote should have all relevant publication information.

A Chicago bibliography should be arranged alphabetically and include every source consulted and used. All bibliographic entries must include three major components: the author's name, the title of the work, and the year of publication, with all information separated by periods. Other relevant information, such as URLs/DOIs, should also be included. Keep in mind that the author-date system places the date directly after the author, in contrast to the notes and bibliography system. This is the only difference between the two regarding reference structure.

Examples

CMOS journal *article* citation:

Author last name, first name. "Article Title." *Journal Title* Volume Number, Issue Number (Publication Date): Page number(s). DOI.

Doe, J. R. "History of CBU and Establishment as a University." *Interesting Facts About CBU*.1, no. 3 (2024): 324-326. DOI.

CMOS *website* citation:

Author last name, first name. "Title." Date of publication/review or access date. URL.

Office of Student Success. "UWC Appointments Page." Last modified May 10, 2024.
calbaptist.mywconline.com/schedule/calendar?scheduleid=sc64e791ef275a7&date=06-22-2024.

CMOS *book* citation:

Author last name, first name. *Book Title*. Publisher, Year.

Doe, J. R. *History of CBU and Establishment as a University*. California Baptist University, 2024.

These are just a few examples of the most common citations. Please consult the [Chicago Manual of Style, 17th edition](#) or [Purdue's OWL](#) for details of every kind of citation.

Conclusion

If you are writing in the fields of history, the social sciences, or the humanities, the Chicago Manual of Style is a useful style guide for organizing and presenting your research. Though it may initially seem daunting, it is intuitive enough that anyone can quickly become an expert. When in doubt, refer to various online resources or book an appointment with a writing coach to master the style.

Tips

1. Remember the difference between the notes and bibliography system and the author-date system when creating your references.
2. When using an online citation generator, confirm that citations align with the 17th Edition of the *Chicago Manual of Style*, rather than a previous edition.
3. Ensure that all footnotes align with a reference in the bibliography.

Works Consulted

The Chicago Manual of Style Online. "Chicago-Style Citation Quick Guide." The University of Chicago Press, 2017.
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