

Citing Sources in History & Asian Studies Papers

A Quick Guide to Chicago Style

Referencing, Academic Honesty, What to Cite:

- Plagiarism or academic dishonesty can take many forms including presenting other people's text and ideas as if they were your own, submitting a paper that you did not write, or submitting a paper that was substantially re-written by someone else (this includes editing services).
- You **may not** use a paper you wrote for one course in another course.
- You **MUST** acknowledge the sources of all your information and any ideas, arguments, or interpretations you have taken from other works. These acknowledgements are placed in footnotes or endnotes (see below). In the bibliography you acknowledge **all** of the sources you consulted in producing the work.
- **Always provide a footnote for the following types of information:** quotations (the note follows the quotation immediately); statistics; ideas attributed to another person/group (e.g., Mayan astronomers believed that the fifth and final cycle of the world would end in the year 2012 – you must footnote this unless you have personally interviewed a Mayan astronomer); or theories taken from other authors.

General Guide to Chicago-Style Citations:

1. Use of footnotes or endnotes.

- a. Footnotes and endnotes are used to indicate the exact source of every quotation used, and to acknowledge the opinions of others incorporated into the work.
- b. **Always include the exact page** on which your information appears.
- c. Footnotes/endnotes should be numbered consecutively throughout the paper and the number should be slightly above the line of text (superscript numbers).
- d. If a **work is cited more than once**, the first note should contain the full citation (see examples on reverse), while subsequent notes may include only the author's surname, a shortened form of the title, and the new page number (this is the "short form" footnote; see examples).
- e. **Titles of books and journals are ALWAYS italicized.** Titles of works within larger works (chapter within a book, article within a journal) are in quotation marks.
- f. Footnotes will appear at the bottom of the page, while endnotes will appear on a separate page, before the bibliography, at the end of the essay (with the heading Endnotes at top of page – not "Works Cited").
- g. Notes should be single-spaced. Notes should have 1.5 or 2 spaces between each note. Indent first line of footnote/endnote five spaces.
- h. **Do not use "ibid." or any other Latin abbreviation.**
- i. **DO NOT USE MLA or APA-style** internal/in-paragraph (...) citations.
- j. Notes may also be used ...¹

2. Include a Bibliography at the end of the paper, with sources listed in **alphabetical order** by last name of the author. Do not number the entries.

- a. A Bibliography is a list of all sources that were consulted for the work. This should be the final page of the paper.
- b. Your instructor may ask you to "annotate" your bibliography. An Annotated Bibliography includes a very brief description under each source explaining the contents of the source and how it was used in your research. (NOTE: This is not the same thing as a literature review.)

¹ ...in order to provide additional information which would otherwise have necessitated parentheses. These are called informational footnotes.

Basic Citation Examples

Type of Source	Bibliography entry	Long form citation/note entry	Short note
Book	Erickson, John, and David Dilks. <i>Barbarossa: the Axis and the Allies</i> . Edinburgh: Edinburgh University Press, 1994.	¹ John Erickson and David Dilks, <i>Barbarossa: The Axis and the Allies</i> (Edinburgh, 1994), 127. ⁱ	Erickson and Dilks, <i>Barbarossa</i> , 127.
Article in an Edited Volume	Jacobs, J. Bruce. "'Taiwanization' in Taiwan's Politics." In <i>Cultural, Ethnic, and Political Nationalism in Contemporary Taiwan</i> , edited by John Makeham and A-Chin Hsaiu. New York: Palgrave, 2005.	² Bruce Jacobs, "'Taiwanization' in Taiwan's Politics," in J. Makeham and A.C. Hsaiu, eds., <i>Cultural, Ethnic, and Political Nationalism in Contemporary Taiwan</i> (New York, 2005), 18.	Jacobs, "'Taiwanization'," 18.
Journal or Magazine Article	Weinberg, Gerhard L. "Unexplored Questions about the German Military During World War II." <i>The Journal of Military History</i> 62, no. 2 (1998): 371-380. ⁱⁱ	³ Gerhard Weinberg, "Unexplored Questions about the German Military During World War II," <i>Journal of Military History</i> 62, no. 2 (1998): 379.	Weinberg, "Unexplored Questions," 379.
Book with more than one author	Coates, Ken, and William Morrison. <i>The Sinking of the Princess Sophia: Taking the North Down with Her</i> . Toronto: University of Toronto Press, 1990.	⁴ Ken Coates and William Morrison, <i>The Sinking of the Princess Sophia: Taking the North Down with Her</i> (Toronto, 1990), 35-38.	Coates and Morrison, <i>The Sinking</i> , 35-38.
Lecture	Hayes, Jack. "Romanticism, the Sublime, and Early Nature Movements." HIST 3180 lecture, Kwantlen Polytechnic University, Surrey, BC, February 20, 2018.	⁵ Jack Hayes, "Romanticism, the Sublime, and Early Nature Movements" (lecture, Kwantlen Polytechnic University, Surrey, February 20, 2018).	Hayes, "Romanticism" lecture.
Videos or films	Lee, Ang, dir. <i>Brokeback Mountain</i> . With Heath Ledger, Jake Gyllenhaal, & Michelle Williams. Los Angeles, CA: Focus Features, River Road Entertainment, 2005. Film.	⁶ <i>Brokeback Mountain</i> , directed by Ang Lee (Los Angeles, 2005), film ⁱⁱⁱ .	<i>Brokeback Mountain</i> film.
Web site	Granatstein, Jack. "Canadians at Vimy." http://www.firstworldwar.com [accessed January 12, 2010]. ^{iv}	⁷ Jack Granatstein, "Canadians at Vimy," http://www.firstworldwar.com , accessed January 12, 2010.	Granatstein, "Canadians at Vimy," http://www.firstworldwar.com [accessed January 12, 2010].
Database source (Primary Source)	Sumner, Charles. "Comments made in regards to 'Bloody Kansas'." Quoted in <i>Essential Speeches</i> , January 2, 2009, 0. Academic Search Premier, EBSCOhost (8863238). ^v	⁸ Charles Sumner, "Comments made in regards to 'Bloody Kansas'," quoted in <i>Essential Speeches</i> , January 2, 2009, 0. Academic Search Premier, EBSCOhost (8868238).	Sumner, "Comments made," 0.
One source quoted in another	McDougall, John L. "The Frontier School and Canadian History." <i>Canadian Historical Association, Report of the Annual Meeting</i> held at Ottawa, May 22-23, 1929: 121. [list the source you consulted]	⁹ Frederick Jackson Turner, "The Significance of the Frontier in American History" (1893), quoted in John L. McDougall, "The Frontier School and Canadian History," <i>Canadian Historical Association, Report of the Annual Meeting</i> held at Ottawa May 22-23, 1929: 121.	Frederick Jackson Turner, "The Significance of the Frontier in American History" (1893), quoted in McDougall, "The Frontier School," 121.

Archival Source	Partridge, Alden. Letter to Joseph Knight, 19 November 1822. Alden Partridge Collection, Kwantlen Polytechnic University Archives, Surrey Campus Library.	¹⁰ Alden Partridge, Letter to Joseph Knight, November 19, 1822 (Alden Partridge Collection, KPU Archives).	Partridge to Knight, 19 November 1822.
Newspaper Article	Sullivan, Margaret. "Public Reacts to News of Pearl Harbor Bombing with Disbelief." <i>The New York Times</i> , December 8, 1941. [see footnote for further examples]	¹¹ Margaret Sullivan, "Public Reacts to News of Pearl Harbor Bombing with Disbelief," <i>The New York Times</i> , December 8, 1941. ^{vi}	Sullivan, "Public Reacts to News," <i>The New York Times</i> .
Work by one author, translated by another	Lévesque, René. <i>Memoirs</i> . Translated by Philip Stratford. Toronto: McClelland & Stewart, 1986.	¹² René Lévesque, <i>Memoirs</i> , trans. Philip Stratford (Toronto, 1986), 28.	Lévesque, <i>Memoirs</i> , 28.
Book Written in a Language Other than English	Zola, Émile. <i>Le Débâcle</i> [The Downfall]. Paris: Bibliothèque-Charpentier, 1892.	¹³ Émile Zola, <i>Le Débâcle</i> [The Downfall] (Paris, 1892), 25.	Zola, <i>Le Débâcle</i> , 25.

ⁱ It is OK to include the publisher as well as publication location here, for example: ...(Edinburgh: Edinburgh University Press, 1994.). This is not, however, required in CMS.

ⁱⁱ If the journal appears in print, you do not need to include the stable URL and date accessed, even if you read the article online. **Online-only** journals should always include a stable URL and access date at the end of the entry.

ⁱⁱⁱ or other mediums, for example, Film, CD, DVD, medium.

^{iv} The author or owner of a site may be found in a copyright notice. If no author can be found, list by the title of the site or page.

^v This is an example of a primary source document reprinted in a Magazine (*Essential Speeches*) and then republished in a database.

^{vi} There are several ways of approaching newsprint citations. Standard CMS print version of newspaper articles are noted above. However,

Standard online newsprint citations should always include a stable URL in the bibliographic and footnote entry. For example:

Bibliography: Clines, Francis X. "Rob Ford, America's Mayor." *The New York Times*, November 20, 2013.
http://takingnote.blogs.nytimes.com/2013/11/20/rob-ford-americas-mayor/?_r=0.

Footnote: 1. Francis X. Clines, "Rob Ford, America's Mayor," *The New York Times*, November 20, 2013,
http://takingnote.blogs.nytimes.com/2013/11/20/rob-ford-americas-mayor/?_r=0.

Physical print newspapers, and most large, standard online newspapers HAVE PAGE NUMBERS. When present, they should be included—many larger newspapers (and historical ones on microfiche) can easily run over 30 pages and even as many as 70 pages (*The New York Times*, for example). If your instructor expects page numbers with newsprint—use them! For example: page number and section:

Bibliography: Sullivan, Margaret. "Public Reacts to News of Pearl Harbor Bombing with Disbelief." *The New York Times*, Sec. A, p. 1, December 8, 1941.

Footnote: *Margaret Sullivan, "Public Reacts to News of Pearl Harbor Bombing with Disbelief," *The New York Times*, Sec. A, p. 1, December 8, 1941.