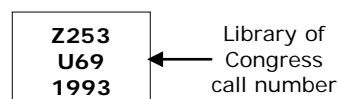


## USING THE CHICAGO MANUAL OF STYLE (CMOS) FORMAT AUTHOR-DATE STYLE (14<sup>th</sup> ed.)

*The Chicago Manual of Style* (14<sup>th</sup> ed.) contains information about citing material in text as well as about two basic documentation systems: (1) the documentary-note (or humanities) style and (2) the author-date style. The *Chicago Manual* also provides guidelines for spelling and punctuation and discusses the treatment of numbers, quotations, illustrations, tables, foreign languages, mathematical symbols, abbreviations, and so on.

If you are asked to use the *Chicago Manual* format, consult *The Chicago Manual of Style* (14th ed.). Copies are located in the following reference areas:

- Evans Library, 1<sup>st</sup> floor, Humanities/Social Sciences
- Library Annex, 5<sup>th</sup> floor, Science/Engineering
- West Campus Library (WCL)
- Policy Sciences and Economics Library (PSEL)
- Medical School Library (MSL) – call#: **Z253 U585c 1993**



### IN-TEXT CITATIONS FOR AUTHOR-DATE STYLE

- Uses “and” (written out) and no comma between name and date.
- Separate two or more references in same parenthetical citation by semicolons.
- Place author-date citations where they least interrupt the thought flow.
- Citations to interviews are best made in running text but can be added to ref list.
- Citations must agree exactly with their corresponding entries in reference list.
  - Single author: (Blinksworth 1987)
  - Two or three authors: (Collins and Wortmaster 1953)
  - More than three authors: (Zipursky et al. 1959)
  - Group as author: (EPA 1986)
  - Different authors with same last name and same date: (P. Brown 1991)
  - Page or other reference: (Blinksworth 1987, 125)
  - Multiple references: (Light 1972; Light and Wong, 1975; Rooster 1976)
  - Additional works by same author: (Garcia 1941, 1944)
  - Same author and dates: (Keller 1896a, 1896b, 1907) or (Keller 1896a,b, 1907)

### REFERENCE OR CITATION LIST

- All sources cited in text must be included in the reference list.
- May be called Works Cited, Literature Cited, Sources Cited, or simply References.
- Arrange references in a single alphabetical list according to rules used for indexing.
- Single-author entries come before multi-author entries beginning with same name.
- List all works by one author, editor, etc., together in chronological order.
- Use 3-em dashes for repeated names (e.g., Webb, J. D. 1986. / ———. 1987).

### CITATIONS IN THE AUTHOR-DATE STYLE

See *Chicago Manual of Style* and Web sites listed on handout entitled “Citation Styles for WWW Sites” for additional examples and advice, particularly for electronic resources.

#### **One Author**

Barbour, Ian. 1974. *Myths, models, and paradigms: A comparative study in science and religion*. New York: Harper and Row.

#### **Two Authors**

Unwin, Liam P., and Joseph Galway. 1984. *Calm in Ireland*. Boston: Stronghope Press.

#### **Three Authors**

Brett, P. D., S. W. Johnson, and C. R. T. Bach. 1989. *Mastering string quartets*. San Francisco: Amati Press.

[Note: Can also use semicolons between author names.]

**More Than Three Authors**

Sanders, G. S., T. R. Brice, V. L. deSantis, and C. C. Ryder. 1989. *Prediction and prevention of famine*. Los Angeles: Timothy Peters.

**Editor, Compiler, or Translator**

Wiley, Bell I., ed. 1980. *Slaves no more: Letters from Liberia, 1833-1869*. Lexington: University Press of Kentucky.

**Editor, Compiler, or Translator with an Author**

Pound, Ezra. 1953. *Literary essays*. Edited by T. S. Eliot. New York: New Directions.

**Organization, Association, or Corporation as "Author"**

International Monetary Fund (IMF). 1977. *Surveys of African economies*. Vol. 7, *Algeria, Mali, Morocco, and Tunisia*. Washington, D.C.: International Monetary Fund.

**Chapter in a Book**

Kaiser, Ernest. 1964. The literature of Harlem. In *Harlem: A community in transition*, edited by J. H. Clarke. New York: Citadel Press.

**Article Titles and Journal Titles (several styles available)**

Bennett, John W. 1946. The interpretation of Pueblo culture: A question of values. *Southwestern Journal of Anthropology* 2:361-74.

Bennett, J. W. 1946. The interpretation of Pueblo culture. *Southwestern Journal of Anthropology* 2:361-74.

Bennett, J. W. 1946. *Southwestern Journal of Anthropology* 2:361-74.

Auerbach, C. 1949. Chemical mutagenesis. *Biol. Rev.* 24:355-91.

**Popular Magazines**

Karen, Robert. 1990. Becoming attached. *Atlantic*, February, 35-70.

Currents in the news. 1980. *U.S. News and World Report*, 11 February.

**Newspapers**

*Philadelphia Inquirer*. 1990. Editorial, 30 July.

Finnonian, Albert. 1990. The Iron Curtain rises. *Wilberton Journal*, 7 February, final edition.

**Microfiche**

Beevis, D. 1983. Ergonomist's role in the weapon system development process in Canada. Downsview, Ont.: Defence and Civil Institute of Environmental Medicine. 8, NTIS, AD-A145 5713/2. Microfiche.

**Published, Broadcast, or Recorded Interviews**

Bundy, McGeorge. 1990. Interview by Robert MacNeil. *MacNeil/Lehrer News Hour*. Public Broadcasting System, 7 February.

**Unpublished Interviews**

Roemer, Merle A. 1973. Interview by author. Tape recording. Millington, Md., 26 July.

Peterson, Tim G. 1989. Interview by author. Long Beach, Calif.: 1 August.

**Electronic Resources**

Flax, Rosabel, et al. 1979. *Guidelines for teaching mathematics K-12*. Topeka: Kansas State Department of Education, Topeka Division of Education Services, June. 85, DIALOG, ERIC, ED 178312.

Mortimer, Gail. 1999. *The William Faulkner Society Home Page*, 16 September 1999. <[http://www.utep.edu/mortimer/faulkner/main\\_faulkner.htm](http://www.utep.edu/mortimer/faulkner/main_faulkner.htm)> (19 November 1999).

Myhrvold, Nathan. 1997. "Confessions of a Cybershaman," *Slate*, 12 June. <<http://www.slate.com/CriticalMass/97-06-12/CriticalMass.asp>> (19 October 1997).

National Association of Investors Corporation. 1999. *NAIC Online*, 20 September 1999. <<http://www.better-investing.org>> (1 October 1999).

Pellegrino, Joseph. 1999. "Homepage," 12 May 1999. <<http://www.english.eku.edu/pellegrino/default.htm>> (12 June 1999).

Teague, Jason Crawford. 1998. "Frames in Action." *Kairos: A Journal for Teachers of Writing in Webbed Environments* 2, no. 1, August 20. <<http://english.ttu.edu/kairos/2.1>> (7 October 1999).

Wren, Christopher. 1999. "A Body on Mt. Everest, a Mystery Half-Solved." *New York Times on the Web*, 5 May 1999. <<http://search.nytimes.com/search/daily/bin/fastweb?getdoc+site+site+87604+0+wAAA+%22a%7Ebody%7Eon%7Eemt.%7EEverest%22>> (13 May 1999).