

USING THE CHICAGO MANUAL OF STYLE (CMOS) FORMAT AUTHOR-DATE STYLE (15th ed.)

The Chicago Manual of Style (15th 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 more.

If you are asked to use the *Chicago Manual* format, consult *The Chicago Manual of Style* (15th ed.). Copies are available online and in print (call# Z253 U69 2003). Copies for in-building use can be found at the main service desks in the Evans Library, West Campus Library, Policy Sciences & Economics Library and Medical Sciences Library (call# Z253 U585c 2003).

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

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

Dick, Walter, Lou Carey, and James Carey. 2005. *The systematic design of instruction*. 6th ed. Boston: Pearson/Allyn and Bacon.

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. 26-41. New York: Citadel Press.

Article Titles and Journal Titles (multiple authors are handled the same as multiple authors for books)

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*, February 11.

Newspapers

Philadelphia Inquirer. 1990. Editorial, July 30.

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

Microfiche

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

Published, Broadcast, or Recorded Interviews

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

Unpublished Interviews

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

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

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. The William Faulkner Society Home Page. http://www.utep.edu/mortimer/faulkner/main_faulkner.htm.

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

National Association of Investors Corporation. NAIC Online. <http://www.better-investing.org>.

Pellegrino, Joseph. "Homepage." <http://www.english.eku.edu/pellegrino/default.htm>.

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> (accessed November 1, 2005).

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