

## Chicago Style 18<sup>th</sup> Guide – Articles

### APSU Writing Center Handout

#### What is a Footnote?

A footnote appears at the bottom of the page and provides source information or extra details.

A **superscript number** in the text points to the note.

The matching number at the bottom lists the full source (or a shortened version if already cited).

Footnotes let readers see sources without interrupting the text flow.

Shortened footnotes are used for subsequent references to the same source.

- If your first citation was footnote 1, the next citation (even if shortened) might be footnote 2, 3, etc., depending on other sources in between.

#### How to Create a Footnote in Microsoft Word

Place cursor where superscript appears at the end of the sentence

References → Insert Footnote → type your note.

#### Sentence Example:

Critics argue that contemporary novels explore identity through movement across cultures. <sup>1</sup>

#### Footnote:

1. Zadie Smith, *Swing Time* (New York: Penguin Press, 2016), 315–16.

#### What is a Bibliography Page?

A bibliography page is a separate page at the end of your paper that lists all sources cited.

- Entries are **alphabetized by author's last name**.
- No superscript numbers are used.

**Example:** Smith, Zadie. *Swing Time*. New York: Penguin Press, 2016.

## Chicago Style 18th Edition - Journal Articles

**Full Footnote Format:** First Name Last Name, “Title of Article,” *Journal Name* Volume, no. Issue (Year): page cited, Database/URL.

### Example:

1. B. T. Hebert, “The Island of Bolsö: A Study of Norwegian Life,” *Sociological Review* 17, no. 4 (1925): 310, EBSCOhost.

**Shortened Footnote Format:** Author Last Name, “Shortened Article Title,” page number(s).

### Example:

2. Hebert, “Island of Bolsö,” 311.

**Sentence with Footnote Example:** Norwegian island communities developed strong cooperative traditions shaped by geography and social isolation. <sup>1</sup>

### Footnote

1. B. T. Hebert, “The Island of Bolsö: A Study of Norwegian Life,” *Sociological Review* 17, no. 4 (1925): 310, EBSCOhost.

**Bibliography Format:** Last Name, First Name. “Title of Article.” *Journal Name* Volume, no. Issue (Year): full page range. Database/URL.

### Example:

Hebert, B. T. “The Island of Bolsö: A Study of Norwegian Life.” *Sociological Review* 17, no. 4 (1925): 307–13. EBSCOhost.

## Chicago Style 18th Edition - News or Magazine Articles

**Full Footnote Format:** First Name Last Name, “Title of Article,” *Publication Name*, Month Day, Year, URL or Database.

**Example:**

1. Rob Pegoraro, “Apple’s iPhone Is Sleek, Smart and Simple,” *Washington Post*, July 5, 2007, LexisNexis Academic.

**Shortened Footnote Format:** Author Last Name, “Shortened Article Title,” page number(s).

**Sentence with Footnote Example:** Early reviews of the first iPhone emphasized its simple design and easy-to-use interface.<sup>1</sup>

**Footnote**

2. Rob Pegoraro, “Apple’s iPhone Is Sleek, Smart and Simple,” *Washington Post*, July 5, 2007, LexisNexis Academic.

**Example:**

1. Pegoraro, “Apple’s iPhone.”

**Bibliography Format:** Last Name, First Name. “Title of Article.” *Publication Name*, Month Day, Year. URL or Database.

**Example:**

Pegoraro, Rob. “Apple’s iPhone Is Sleek, Smart and Simple.” *Washington Post*, July 5, 2007. LexisNexis Academic.

## **Bibliography**

General Format," *The Purdue OWL*.

<https://owl.english.purdue.edu/owl/resource/717/02/>.

*The Chicago Manual of Style*. "Notes and Bibliography: Sample Citations." 2024.

[https://www.chicagomanualofstyle.org/tools\\_citationguide/citation-guide-1.html](https://www.chicagomanualofstyle.org/tools_citationguide/citation-guide-1.html)