

Turabian Style Documentation

The following guide lists examples for citing books, articles in periodicals and magazines, reference books, and newspapers in standard and online formats according to the 6th edition of Kate Turabian's *A Manual for Writers of Term Papers, Theses, and Dissertations* (**Ready Reference 808.02 T929 1996**).

Basic rules:

- **Formatting the Paper**
 - double spaced, with the exception of indented block quotations (14.5)
 - margin of at least one inch on all four edges of the page (14.2)
 - a separate title page typically includes the title of the paper, the course, the date, and the student's name (1.7)
 - **indented block quotations** (5.4)
 - block quotations are used for quotes of two or more sentences that take up eight or more lines of text
 - these are single spaced
 - indent four spaces from the left margin of the paragraph
 - if the start of the block quote is also the start of a paragraph in the source, indent the first line 4 additional spaces, for a total of 8 spaces
 - Do not use quotation marks around the block quotation. If what you're quoting has a quote within it, use double quotation marks for that part of the quote.
 - check with your professor for font style, font size, and border size requirements relating to your assignment

- **Works Cited Page**
 - single spaced, leaving a blank line between entries
 - arrange the items alphabetically by author, interfiling books, articles, etc.
 - indent the second and following lines of each entry 5 spaces on the Works Cited page
 - if no author is given, start with the title and then the date
 - when citing websites, include the date the page was created (or updated) and the date you looked at it
 - The first time a source is referenced, include the full citation.
 - If you cite a source listed in the preceding footnote, you may use "Ibid." If the new citation is from the same page as the previous, "Ibid." is sufficient. Otherwise, include the page number (Ibid., 68).

- **Footnotes**
 - should be single spaced, leaving a blank line between entries
 - indent the first line of each footnote 5 spaces

- For documents and situations not listed here, see the printed version of the manual.

BOOKS

Book--single author:

Footnote form

1. Neil Sheehan, *A Bright Shining Lie: John Paul Vann and America in Vietnam* (New York: Random House, 1988), 425.

Bibliographic Form (Works Cited)

Sheehan, Neil. *A Bright Shining Lie: John Paul Vann and America in Vietnam*. New York: Random House, 1988.

Book--multiple authors:

Footnote form

2. W. J. Rorabaugh and Donald T. Critchlow, *America!: A Concise History* (Belmont, Calif: Wadsworth Pub. Co, 1994), 42.

Bibliographic Form (Works Cited)

Rorabaugh, W. J., and Donald T. Critchlow. *America!: A Concise History*. Belmont, Calif: Wadsworth Pub. Co, 1994.

Book – edited work without an author

Footnote form

3. Ruth Ashby and Deborah Gore Ohrn, eds., *Herstory: Women Who Changed the World* (Viking, 1995), 106.

Bibliographic Form (Works Cited)

Ashby, Ruth and Debora Gore Ohrn, eds. *Herstory: Women Who Changed the World*. New York: Viking, 1995.

Reference article

Footnote form

4. Encyclopaedia Britannica, 15th ed., s.v. "cold war."

Note: "Well-known reference books are generally not listed in bibliographies"
(11.42)

PERIODICALS

Newspaper article

Footnote form

4. "The Wrong Issue in Bosnia," *New York Times*, 22 March 1996, 26.

Note: "News items from daily papers are rarely listed separately in a bibliography... If a newspaper is cited only once or twice, a note...is sufficient" (11.44).

Magazine Article

General interest magazines (issue date used instead of volume/issue numbers)

Footnote form

5. David Ansen, "Spielberg's Obsession," *Newsweek*, 20 December 1993, 112.

Bibliographic Form (Works Cited)

Ansen, David. "Spielberg's Obsession." *Newsweek*, 20 December 1993, 112-116.

Journal article

Footnote form

6. Sean Patrick Adams, "Warming the Poor and Growing Consumers: Fuel Philanthropy in the Early Republic's Urban North," *American History* 95, no. 1 (2008) : 81.

Bibliographic Form (Works Cited)

Adams, Sean Patrick. "Warming the Poor and Growing Consumers: Fuel Philanthropy in the Early Republic's Urban North." *American History* 95, no. 1 (2008): 69-94.

Article from an online database

Footnote form

7. Chuck Sudetic, "Grim Lifeline for 700,000 Bosnians: 60 Miles of Mud," *The New York Times*, 13 November 1992. Database on-line. Available from Lexis/Nexis, <http://www.lexisnexis.com/us/lnacademic/home/home.do?rand=0.22990598212141722> , (accessed 26 August 2008).

Bibliographic Form (Works Cited)

Sudetic, Chuck. "Grim Lifeline for 700,000 Bosnians: 60 Miles of Mud." *The New York Times*, 13 November 1992. Database on-line. Available from Lexis/Nexis, <http://www.lexisnexis.com/us/lnacademic/home/home.do?rand=0.22990598212141722> (accessed 26 August 2008).

None: "News items from daily papers are rarely listed separately in a bibliography... If a newspaper is cited only once or twice, a note...is sufficient" (11.44).

Internet/World WideWeb site

Footnote form

8. Federal Election Commission, "Receipts of 1996 Presidential Pre-Nomination Campaigns". Available from <http://www.fec.gov/pres96/presmstr.htm>, (accessed 13 May 1996).

Bibliographic Form (Works Cited)

Federal Election Commission. "Receipts of 1996 Presidential Pre-Nomination Campaigns." Available from <http://www.fec.gov/pres96/presmstr.htm>. (Accessed 13 May 1996).