Chicago Manual of Style Citation Quick Guide
The Department of Religion
Kalamazoo College
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We have adapted this “Quick Guide” from the Chicago Manual of Style web page (www.chicagomanualofstyle.org) for use at Kalamazoo College in the Department of Religion. Students should consult with professors to be sure that their citations are accurately formatted. The text and examples that follow are taken from the Manual of Style web page. We recommend that students use the “T” (Text) and “R” (Reference) styles for papers, and the “N” (Note) and “B” (Bibliography) formats for Senior Individualized Projects. Please familiarize yourself with this guide so you are familiar with the differences between these styles.

Below are some common examples of materials cited in both styles: the humanities and the author-date style commonly used in the natural sciences. Each example is given first in humanities style (a note [N], followed by a bibliographic entry [B]) and then in author-date style (an in-text citation [T], followed by a reference-list entry [R]).

Online sources that are analogous to print sources (such as articles published in online journals, magazines, or newspapers) should be cited similarly to their print counterparts but with the addition of a URL. Some publishers or disciplines may also require an access date, as the Department of Religion does. For online or other electronic sources that do not have a direct print counterpart (such as an institutional Web site or a Weblog), give as much information as you can in addition to the URL. The following examples include some of the most common types of electronic sources.

**Book**

**One author**

T:  (Doniger 1999, 65)

**Two authors**

T:  (Cowlishaw and Dunbar 2000, 104–7)

**Editor, translator, or compiler instead of author**

T:  (Lattimore 1951, 91–92)
Chapter or other part of a book


T: (Wiese 2006, 101–2)


Journal article

Article in a print journal


T: (Smith 1998, 639)


Article in an online journal

If an access date is required by your publisher or discipline, include it parenthetically at the end of the citation, as in the fourth example below.


T: (Hlatky et al. 2002)


Newspaper article

Newspaper articles may be cited in running text ("As William Niederkorn noted in a New York Times article on June 20, 2002, . . . ") instead of in a note or an in-text citation, and they are commonly omitted from a bibliography or reference list as well. The following examples show the more formal versions of the citations.


T: (Niederkorn 2002)

Book review


T: (Gorman 2002, 16)


Web site

Web sites may be cited in running text (“On its Web site, the Evanston Public Library Board of Trustees states . . .”) instead of in an in-text citation, and they are commonly omitted from a bibliography or reference list as well. The following examples show the more formal versions of the citations. If an access date is required by your publisher or discipline, include it parenthetically at the end of the citation, as in the second example below.


T: (Evanston Public Library Board of Trustees)


Item in online database

Journal articles published in online databases should be cited as shown above, under “Article in an online journal.” If an access date is required by your publisher or discipline, include it parenthetically at the end of the citation, as in the first example below.


T: (Pliny the Elder, Perseus Digital Library)