



## How to Write Notes and Bibliographies in Turabian

### Introduction

When information is quoted or referred to in a paper, a footnote or endnote is given to identify the sources of the quotation or information. These notes refer to citations listed in the bibliography at the end of the paper. The bibliography is the list of the full works used to write the paper.

Examples shown in this handout are in the humanities style using notes and bibliography from:

Turabian, Kate L. *A Manual for Writers of Term Papers, Theses and Dissertations*. Edited by John Grossman and Alice Bennett. 6th ed. Chicago: University of Chicago Press, 1996. (kept at the Research Help Desk)

### Footnotes/Endnotes

The format and content of footnotes and endnotes are the same. It is the location of the note in your paper that determines whether it is an endnote or a footnote. Endnotes are at the back of the paper under the heading NOTES. Footnotes appear at the bottom of the page where the information is quoted or referred to. They are separated from the text of the paper by a short line. Footnotes let the reader refer to your citation without having to flip to the back of the paper.

Both types of notes are linked to the quotation(s) or reference(s) by sequential Arabic numbers. The first lines of the notes are indented the same amount as the paragraphs in the

paper. Each note is single spaced with a blank line between notes.<sup>1</sup> The numbers used before the notes themselves may be superscripts with no period (e.g. <sup>1</sup>), but regular size with a period (e.g. 1.) is preferred.

## Bibliography

The standard bibliography is in simple alphabetical order, but it may be classified. "The bibliography of a paper is single-spaced with one blank line between entries. The first line of each entry is flush left, and any runover lines are indented five spaces."<sup>2</sup>

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1. Kate L. Turabian, A Manual for Writers of Term Papers, Theses and Dissertations, ed. John Grossman and Alice Bennett, 6th ed. (Chicago: University of Chicago Press, 1996), 120-121, 254-255.
2. Ibid., 167

## Examples

The following are examples of notes and bibliography entries for the most commonly used source materials. You may use *italic* type instead of underlining titles. For examples not given here, refer to the full manual itself.

### Book

Note:

3. Linda K. Fuller, Chocolate Fads, Folklore & Fantasies: 1,000+ Chunks of Chocolate Information (New York: Haworth Press, 1994), 54.

Bibliography:

Fuller, Linda K. Chocolate Fads, Folklore & Fantasies: 1,000+ Chunks of Chocolate Information. New York: Haworth Press, 1994.

### Chapter, or article by one author in a book by another

Note:

4. Noel Vietmeyer, "Forgotten Roots of the Incas," in Chilies to Chocolate: Food the Americas Gave the World, ed. Nelson Foster and Linda S. Cordell (Tucson: University of Arizona Press, 1992), 95.

## Bibliography:

Vietmeyer, Noel. "Forgotten Roots of the Incas." In Chilies to Chocolate: Food the Americas Gave the World, ed. Nelson Foster and Linda S. Cordell, 95-104. Tucson: University of Arizona Press, 1992.

## Journal article

Note:

5. Mary Rose Prosen, "Christ in Marzipan and the Virgin in Chocolate: the Novels of Michael DeCapite," Italian Americana 3 (1977): 187.

## Bibliography:

Prosen, Mary Rose. "Christ in Marzipan and the Virgin in Chocolate: the Novels of Michael DeCapite." Italian Americana 3 (1977):186-191.

## Newspaper article without an author and from a daily newspaper

Note:

6. "Cadbury Targets Russia," Globe and Mail (Toronto), 22 May 1995, B2.

## Bibliography:

A story from a newspaper is not usually listed in the bibliography. If a number of issues are used, list them in a separate section of the bibliography.

## Internet sources

Note:

7. An Age Old Obsession: a Brief History of Chocolate [essay on-line]; available from <http://www.godiva.com:80/resources/history.html>; Internet: accessed 17 October 1996.

## Bibliography:

An Age Old Obsession: a Brief History of Chocolate [essay on-line]. Available from <http://www.godiva.com:80/resources/history.html>. Internet: accessed 17 October 1996.

