

Chicago Manual of Style Citation Guide to Print Resources
Prepared by the University of Mary Washington Library Staff

These sets of citations provide examples of--and illustrate the differences between--foot/endnotes and bibliography references. This listing is not comprehensive; researchers needing more information should consult Kate Turabian's *A Manual for Writers of Term Papers, Theses, and Dissertations* (6th edition), or *The Chicago Manual of Style* (15th edition). The "Library Help" section of the University of Mary Washington Library's home page (<http://www.library.umw.edu>) includes a link to Web resources that offer assistance in citing both print and electronic materials <<http://www.library.umw.edu/citesource.html>>.

In the following examples, the foot/endnote appears first (indented), followed by its corresponding bibliography entry (hanging indentation).

Table of Contents

Books by One Author	2
Books by Two Authors	3
Books by Three Authors	3
Books by More Than Three Authors	3
Edited Books	4
Books in Editions Other Than the First	5
Books in Series	6
Multivolume Works (Sets)	6
Multivolume Works (Individual Volumes)	7
Author's Name in Title of a Multivolume Set.	7
Essays (In an Author's Own Book)	8
Essays (In a Book Edited by Someone Else)	8
Magazine Articles	9
Magazine Articles (Issue Numbers)	10
Journal Articles	10

Journal Articles (Series Statements and Issue Numbers)	11
Newspaper Articles	12
Book Reviews	13
Theses and Dissertations	14
Subsequent References (Ibid.)	14
Subsequent References (Shortened References)	15

Books by One Author

The note appears first (indented) followed by its corresponding bibliography entry (hanging indentation).

John Colville, *The Fringes of Power: 10 Downing Street Diaries, 1939-1955* (New York: W. W. Norton, 1985), 651-52.

Colville, John. *The Fringes of Power: 10 Downing Street Diaries, 1939-1955*. New York: W. W. Norton, 1985.

Edward E. Curtis IV, *Islam in Black America: Identify, Liberation, and Difference in African-American Islamic Thought* (Albany: State University of New York Press, 2002), 169.

Curtis, Edward E., IV. *Islam in Black America: Identify, Liberation, and Difference in African-American Islamic Thought*. Albany: State University of New York Press, 2002.

Michele Gillespie, *Free Labor in an Unfree World: White Artisans in Slaveholding Georgia, 1789-1860* (Athens: University of Georgia Press, 2000), 187.

Gillespie, Michele. *Free Labor in an Unfree World: White Artisans in Slaveholding Georgia, 1789-1860*. Athens: University of Georgia Press, 2000.

James D. Hart, *The Popular Book: A History of America's Literary Taste* (New York: Oxford University Press, 1950), 101-102.

Hart, James D. *The Popular Book: A History of America's Literary Taste*. New York: Oxford University Press, 1950.

Arthur M. Schlesinger Jr., *The Age of Jackson* (Boston: Little, Brown, 1945), 133.

Schlesinger, Arthur M., Jr. *The Age of Jackson*. Boston: Little, Brown, 1945.

Barbara W. Tuchman, *Stilwell and the American Experience in China, 1911-45* (New York: Macmillan, 1970), 486-87.

Tuchman, Barbara W. *Stilwell and the American Experience in China, 1911-45*. New York: Macmillan, 1970.

Books by Two Authors

The note appears first (indented) followed by its corresponding bibliography entry (hanging indentation).

Otis W. Coan and Richard G. Lillard, *America in Fiction*, 5th ed. (Palo Alto, CA: Pacific Books, 1967), 23-25.

Coan, Otis W., and Richard G. Lillard. *America in Fiction*. 5th ed. Palo Alto, CA: Pacific Books, 1967.

R. J. Mitchell and M. D. R. Leys, *A History of the English People* (London: Longmans, Green, 1950), 539.

Mitchell, R. J., and M. D. R. Leys. *A History of the English People*. London: Longmans, Green, 1950.

Books by Three Authors

The note appears first (indented) followed by its corresponding bibliography entry (hanging indentation).

Wayne C. Booth, Gregory G. Colomb, and Joseph M. Williams, *The Craft of Research* (Chicago: University of Chicago Press, 1995), 42-45.

Booth, Wayne, Gregory G. Colomb, and Joseph M. Williams. *The Craft of Research*. Chicago: University of Chicago Press, 1995.

Books by More Than Three Authors

For books by more than three authors, the foot/endnote should include the name of the first author followed by "et al." or "and others." In bibliography references usually all the authors are listed, though it is permissible to cite just the first one, followed by "et al." or "and others."

Foot/Endnote:

Cornelia Meigs et al., *A Critical History of Children's Literature*, rev. ed. (New York: Macmillan, 1969), 516.

Or:

Cornelia Meigs and others, *A Critical History of Children's Literature*, rev. ed. (New York: Macmillan, 1969), 516.

Bibliography Reference:

Meigs, Cornelia, Anne Thaxter Eaton, Elizabeth Nesbitt, and Ruth Hill Viguers. *A Critical History of Children's Literature*. Rev. ed. New York: Macmillan, 1969.

Or:

Meigs, Cornelia, and others. *A Critical History of Children's Literature*. Rev. ed. New York: Macmillan, 1969.

Edited Books

The note appears first (indented) followed by its corresponding bibliography entry (hanging indentation).

Joey Green, ed., *The Cornell Widow Hundredth Anniversary Anthology, 1894-1994* (Ithaca, NY: Cornell Widow, 1981), 19-20.

Green, Joey, ed. *The Cornell Widow Hundredth Anniversary Anthology, 1894-1994*. Ithaca, NY: Cornell Widow, 1981.

Mary Ellen Snodgrass, ed., *Celebrating Women's History: A Women's History Month Resource Book* (Detroit: Gale Research Co., 1996), 190-91.

Snodgrass, Mary Ellen, ed. *Celebrating Women's History: A Women's History Month Resource Book*. Detroit: Gale Research Co., 1996.

Catherine Clinton and Nina Silber, eds., *Divided Houses: Gender and the Civil War* (New York: Oxford University Press, 1993), 401-402.

Clinton, Catherine, and Nina Silber, eds. *Divided Houses: Gender and the Civil War*. New York: Oxford University Press, 1993.

Arthur M. Schlesinger Jr., and Morton White, eds., *Paths of American Thought* (Boston: Houghton Mifflin, 1963), 576.

Schlesinger, Arthur M., Jr., and Morton White, eds. *Paths of American Thought*. Boston: Houghton Mifflin, 1963.

The edited or translated work of one author appears under that author's name, not the name of the editor or translator. The editor's or translator's name follows the title of the book.

The note appears first (indented) followed by its corresponding bibliography entry (hanging indentation).

Benjamin Franklin, *A Benjamin Franklin Reader*, ed. Walter Isaacson (New York: Simon & Schuster, 2003), 24.

Franklin, Benjamin. *A Benjamin Franklin Reader*. Edited by Walter Isaacson. New York: Simon & Schuster, 2003.

Jean Andrew Wahl, *A Short History of Existentialism*, trans. Forrest Williams and Stanley Maron (New York: Philosophical Library, 1949), 43.

Wahl, Jean Andrew. *A Short History of Existentialism*. Translated by Forrest Williams and Stanley Maron. New York: Philosophical Library, 1949.

Books in Editions Other Than the First

The note appears first (indented) followed by its corresponding bibliography entry (hanging indentation).

William L. O'Neill, *Feminism in America: A History*, 2d rev. ed. (New Brunswick, NJ: Transaction Books, 1988), 224-25.

O'Neill, William L. *Feminism in America: A History*. 2d rev. ed. New Brunswick, NJ: Transaction Books, 1988).

James M. McPherson, *Ordeal by Fire: The Civil War and Reconstruction*, 3d ed. (Boston: McGraw-Hill, 2001), 19.

McPherson, James M. *Ordeal by Fire: The Civil War and Reconstruction*. 3d ed. Boston: McGraw-Hill, 2001.

Carl Van Doren, *The American Novel, 1789-1938*, rev. and enl. ed. (New York: Macmillan, 1940), 358.

Van Doren, Carl. *The American Novel, 1789-1938*. Rev. and enl. ed. New York: Macmillan, 1940.

James Playsted Wood, *Magazines in the United States*, 2d ed. (New York: Ronald Press, 1956), 154.

Wood, James Playsted. *Magazines in the United States*. 2d ed. New York: Ronald Press, 1956.

Books in Series

Books are occasionally published as volumes in named series. Notice that the title of the series (not in italics) follows the italicized title of the book. If the titles in a series are numbered, include the volume or issue number after the name of the series (see last example).

The note appears first (indented) followed by its corresponding bibliography entry (hanging indentation).

Alexander Cowie, *The Rise of the American Novel*, American Literature Series (New York: American Book Co., 1951), 116

Cowie, Alexander. *The Rise of the American Novel*. American Literature Series. New York: American Book Co., 1951.

Rachel Ginnis Fuchs, *Abandoned Children: Foundlings and Child Welfare in Nineteenth-Century France*, SUNY Series in Modern European Social History (Albany: State University of New York Press, 1984), 278.

Fuchs, Rachel Ginnis. *Abandoned Children: Foundlings and Child Welfare in Nineteenth-Century France*. SUNY Series in Modern European Social History. Albany: State University of New York Press, 1984.

Leonard B. Irwin, *A Guide to Historical Fiction for the Use of Schools, Libraries and the General Reader*, 10th ed., new and rev, McKinley Bibliographies, vol. 1 (Brooklawn, NJ: McKinley Pub. Co., 1971), 122.

Irwin, Leonard B. *A Guide to Historical Fiction for the Use of Schools, Libraries and the General Reader*. 10th ed., new and rev. McKinley Bibliographies, vol. 1. Brooklawn, NJ: McKinley Pub. Co., 1971.

Multivolume Works (Sets)

If an entire multivolume work is cited, include the number of volumes after the title. If the volumes were published in different years, indicate the dates in the reference.

The note appears first (indented) followed by its corresponding bibliography entry (hanging indentation).

H. H. Asquith, *Memories and Reflections, 1852-1927*, 2 vols. (Boston: Little, Brown, 1928).

Asquith, H. H. *Memories and Reflections, 1852-1927*. 2 vols. Boston: Little, Brown, 1928.

Frank Freidel, *Franklin D. Roosevelt*, 4 vols. (Boston: Little, Brown, 1952-1973).

Freidel, Frank. *Franklin D. Roosevelt*. 4 vols. Boston: Little Brown, 1952-1973.

Multivolume Works (Individual Volumes)

If an individual volume has no title of its own, cite the volume number in the note, followed by a colon and the page references.

The note appears first (indented) followed by its corresponding bibliography entry (hanging indentation).

H. H. Asquith, *Memories and Reflections, 1852-1927* (Boston: Little, Brown, 1928), 2: 52-53.

Asquith, H. H. *Memories and Reflections, 1852-1927*. Vol. 2. Boston: Little, Brown, 1928.

If a volume in a multivolume work has its own title, cite both it and the general title. The individual volume title may either precede or follow the title of the entire set:

Foot/Endnote:

Frank Freidel, *Franklin D. Roosevelt*, vol. 1, *The Apprenticeship* (Boston: Little, Brown, 1952), 87-88.

Or:

Frank Freidel, *The Apprenticeship*, vol. 1 of *Franklin D. Roosevelt* (Boston: Little, Brown, 1952), 87-88.

Bibliography Reference:

Freidel, Frank. *Franklin D. Roosevelt*. Vol. 1, *The Apprenticeship*. Boston: Little, Brown, 1952.

Or:

Freidel, Frank. *The Apprenticeship*. Vol. 1 of *Franklin D. Roosevelt*. Boston: Little, Brown, 1952.

Author's Name in Title of a Multivolume Set

In citations to multivolume works, the individual volume title may either precede or follow the title of the entire set. If an author's name is included in the work's general title, include the name in the footnote or endnote only if the separate volume title precedes the general title:

Foot/Endnote:

Winston S. Churchill, *At the Admiralty, September 1939 - May 1940*, vol. 1 of *The Churchill War Papers*, comp. Martin Gilbert (New York: W. W. Norton, 1993), 267.

Or:

The Churchill War Papers, comp. Martin Gilbert, vol. 1, *At the Admiralty, September 1939 - May 1940* (New York: W. W. Norton, 1993), 267.

The author's name is included in bibliography entries:

Churchill, Winston S. *At the Admiralty, September 1939 - May 1940*. Vol. 1 of *The Churchill War Papers*, compiled by Martin Gilbert. New York: W. W. Norton, 1993.

Or:

Churchill, Winston S. *The Churchill War Papers*. Compiled by Martin Gilbert. Vol. 1, *At the Admiralty, September 1939 - May 1940*. New York: W. W. Norton, 1993.

Essays (In an Author's Own Book)

Observe that in foot/endnotes, page numbers are listed last, while in bibliographic citations they follow the title of the book.

The note appears first (indented) followed by its corresponding bibliography entry (hanging indentation).

Willie Morris, "Weep No More My Lady," in *Terrains of the Heart, and Other Essays on Home* (Oxford, MS: Yoknapatawpha Press, 1981), 92.

Morris, Willie. "Weep No More My Lady." In *Terrains of the Heart, and Other Essays on Home*, 90-94. Oxford, MS: Yoknapatawpha Press, 1981.

Essays (In a Book Edited by Someone Else)

Observe that in foot/endnotes, page numbers are listed last, while in bibliographic citations they follow the editor(s) name(s).

The note appears first (indented) followed by its corresponding bibliography entry (hanging indentation).

Lee Coyle, "Kenneth Roberts and the American Historical Novel," in *Popular Literature in America: A Symposium in Honor of Lyon N. Richardson*, ed. James C. Austin and Donald A. Koch (Bowling Green, OH: Bowling Green University Popular Press, 1972), 71.

Coyle, Lee. "Kenneth Roberts and the American Historical Novel." In *Popular Literature in America: A Symposium in Honor of Lyon N. Richardson*, edited by James C. Austin and Donald A. Koch, 70-77. Bowling Green, OH: Bowling Green University Popular Press, 1972.

Magazine Articles

Notice that volume numbers are omitted in citations to magazine articles. A comma (not a colon) separates the magazine's date from the page numbers.

The note appears first (indented) followed by its corresponding bibliography entry (hanging indentation).

S. L. Carson, "The Second Tragic Lincoln," *American History Illustrated*, February 1985, 37.

Carson, S. L. "The Second Tragic Lincoln." *American History Illustrated*, February 1985, 36-37.

Bernard A. Weisberger, "Paul Revere: The Man, the Myth, and the Midnight Ride," *American Heritage*, April 1977, 26.

Weisberger, Bernard A. "Paul Revere: The Man, the Myth, and the Midnight Ride." *American Heritage*, April 1977, 24-37.

"Authors & Editors," *Publishers' Weekly*, October 9, 1967, 21.

"Authors & Editors." *Publishers' Weekly*, October 9, 1967, 21-22.

William C. MacCarty III, "A Prescription You Can Live With," *Virginia Wildlife*, September 2002, 25.

MacCarty, William C., III. "A Prescription You Can Live With." *Virginia Wildlife*, September 2002, 24-26.

Martha Brant and Michael Isikoff, "Going after Greed," *Newsweek*, July 15, 2002, 23.

Brant, Martha, and Michael Isikoff. "Going after Greed." *Newsweek*, July 15, 2002, 20-23.

Henry F. Pringle and Katherine Pringle, "Rebellious Parson," *Saturday Evening Post*, February 10, 1951, 157.

Pringle, Henry F., and Katherine Pringle. "Rebellious Parson." *Saturday Evening Post*, February 10, 1951, 30, 156-58.

Magazine Articles (Issue Numbers)

If a magazine is published in issues (not volumes), include the issue number, preceded by *no.*, after the title.

The note appears first (indented) followed by its corresponding bibliography entry (hanging indentation).

James Agee, "America, Look at Your Shame!," *Oxford American*, no. 43 (January/February 2003), 37.

Agee, James. "America, Look at Your Shame!" *Oxford American*, no. 43 (January/February 2003), 34-39.

Journal Articles

Notice that volume numbers are included in citations to journal articles. A colon (not a comma) separates the date of the journal from the page numbers.

The note appears first (indented) followed by its corresponding bibliography entry (hanging indentation).

Henry Kamen, "A Forgotten Insurrection of the Seventeenth Century: The Catalan Peasant Rising of 1688," *Journal of Modern History* 49 (June 1977): 224.

Kamen, Henry. "A Forgotten Insurrection of the Seventeenth Century: The Catalan Peasant Rising of 1688." *Journal of Modern History* 49 (June 1977): 210-30.

Lawrence E. Klein, "Gender and the Public/Private Distinction in the Eighteenth Century: Some Questions about Evidence and Analytic Procedure," *Eighteenth-Century Studies* 29 (Fall 1995): 102.

Klein, Lawrence E. "Gender and the Public/Private Distinction in the Eighteenth Century: Some Questions about Evidence and Analytic Procedure." *Eighteenth-Century Studies* 29 (Fall 1995): 97-109.

Susan S. Lukesh and R. Ross Holloway, "The Non-Fraud of the Middle Bronze Age Stone Goddess from Ustica: A Reverse Piltdown Hoax," *Antiquity* 76 (December 2002): 975-76.

Lukesh, Susan S., and R. Ross Holloway. "The Non-Fraud of the Middle Bronze Age Stone Goddess from Ustica: A Reverse Piltdown Hoax." *Antiquity* 76 (December 2002): 974-79.

Jacquelyn Dowd Hall, Robert Korstad, and James Leloudis, "Cotton Mill People: Work, Community, and Protest in the Textile South, 1880-1940," *American Historical Review* 91 (April 1986): 277.

Hall, Jacquelyn Dowd, Robert Korstad, and James Leloudis. "Cotton Mill People: Work, Community, and Protest in the Textile South, 1880-1940." *American Historical Review* 91 (April 1986): 245-86.

Journal Articles (Series Statements and Issue Numbers)

Some journals are published in series, which may be numbered, lettered, or identified as old series or new series (abbreviated *o.s.* and *n.s.*). Set off series designations by commas.

The note appears first (indented) followed by its corresponding bibliography entry (hanging indentation).

Emily Clark and Virginia Meacham Gould, "The Feminine Face of Afro-Catholicism in New Orleans, 1727-1852," *William and Mary Quarterly*, 3d ser., 59 (April 2002): 418-19.

Clark, Emily, and Virginia Meacham Gould. "The Feminine Face of Afro-Catholicism in New Orleans, 1727-1852." *William and Mary Quarterly*, 3d ser., 59 (April 2002): 409-448.

Margaret Leech, "Legend and Hard Fact," *Yale Review*, n.s., 32 (Autumn 1942): 162.

Leech, Margaret. "Legend and Hard Fact." *Yale Review*, n.s., 32 (Autumn 1942): 161-63.

If a journal has no date of publication except a year, include the issue number, preceded by *no.*, after the volume number.

John B. Rosenmon, "The Rising Eye in *Johnny Tremain*," *Claflin College Review* 3, no. 2 (1979): 45.

Rosenmon, John B. "The Rising Eye in *Johnny Tremain*." *Claflin College Review* 3, no. 2 (1979): 44-48.

If a journal is published in issues (not volumes), include the issue number, preceded by *no.*, after the title.

Charles Kadushin, "Who Are the Elite Intellectuals?," *Public Interest*, no. 29 (Fall 1972): 116-117.

Kadushin, Charles. "Who Are the Elite Intellectuals?" *Public Interest*, no. 29 (Fall 1972): 109-125.

Newspaper Articles

Because the placement--and even the inclusion--of articles varies from one edition of a newspaper to another, it is not essential to list page numbers in citations. Writers should at least, however, include section numbers of large newspapers. If the city's name is not part of the title, it should be added and italicized. If the city is not well known, add and italicize the state's two-letter postal abbreviation. It is not necessary to include cities of publication for prominent newspapers such as the *Wall Street Journal*. See Turabian, sections 2.13 and 8.105 through 8.110.

With unsigned newspaper articles, as with unsigned book reviews, "the name of the newspaper stands in place of the author" (*The Chicago Manual of Style*, 15th edition, section 17.192).

The note appears first (indented) followed by its corresponding bibliography entry (hanging indentation).

Rick Bragg, "To a Beloved Native Son, A Mississippi Farewell," *New York Times*, 6 August 1999, sec. A, p. 10.

Bragg, Rick. "To a Beloved Native Son, A Mississippi Farewell." *New York Times*, 6 August 1999, sec. A, p. 10.

Orley Hood, "Spotlight Shines on the People Who Played," *Jackson (MS) Clarion-Ledger*, June 30, 1996, sec. A, p. 1.

Hood, Orley. "Spotlight Shines on the People Who Played." *Jackson (MS) Clarion-Ledger*, June 20, 1996, sec. A, p. 1.

Jennifer Strobel, "Walking Together Forever," *Fredericksburg (VA) Free Lance-Star*, July 7, 2002.

Strobel, Jennifer. "Walking Together Forever." *Fredericksburg (VA) Free Lance-Star*, July 7, 2002.

"Novelist Roberts to Feature Bates' Literary Conference," *Lewiston (ME) Evening Journal*, February 26, 1951.

Lewiston (ME) Evening Journal, "Novelist Roberts to Feature Bates' Literary Conference," February 26, 1951.

Paul D. Thacker, "Wanted: Artists Willing to Dig," *Christian Science Monitor*, November 14, 2002, 17.

Thacker, Paul D. "Wanted: Artists Willing to Dig." *Christian Science Monitor*, November 14, 2002, 17.

Book Reviews

According to section 8.117 of Kate Turabian's *A Manual for Writers*, 6th edition, in citations to reviews, provide "the name of the reviewer; the title of the review (if any); the phrase *review of* followed by an identification of the work reviewed . . . ; and finally the book, periodical, or newspaper in which the review appears." If the review is not titled, begin the reference with the words *Review of*, followed by the title of the book. With unsigned reviews, just as with unsigned newspaper articles, the name of the publication appears first in bibliographies. The same rules that distinguish citations to magazine articles from journal references (e.g., commas vs. colons, volume numbers) apply to book reviews in these respective publications.

The note appears first (indented) followed by its corresponding bibliography entry (hanging indentation).

Edward C. Kirkland, review of *Paul Revere and the World He Lived In*, by Esther Forbes, *Mississippi Valley Historical Review* 29 (September 1942): 257-59.

Kirkland, Edward C. Review of *Paul Revere and the World He Lived In*, by Esther Forbes. *Mississippi Valley Historical Review* 29 (September 1942): 257-59.

"Lives & Letters," review of *North Toward Home*, by Willie Morris, *Virginia Quarterly Review* 44 (Spring 1968): 42.

"Lives & Letters." Review of *North Toward Home*, by Willie Morris. *Virginia Quarterly Review* 44 (Spring 1968): 42.

Allan Nevins, "Rousing Tale of the French and Indian War," review of *Northwest Passage*, by Kenneth Roberts, *New York Herald Tribune Books*, July 4, 1937, 1-2.

Nevins, Allan. "Rousing Tale of the French and Indian War." Review of *Northwest Passage*, by Kenneth Roberts. *New York Herald Tribune Books*, July 4, 1937, 1-2.

Unsigned review of *Strive and Succeed*, by Horatio Alger Jr., *Literary World*, November 1, 1872, 93.

Literary World, unsigned review of *Strive and Succeed*, by Horatio Alger Jr., November 1, 1872, 93.

Theses and Dissertations

The note appears first (indented) followed by its corresponding bibliography entry (hanging indention).

Mary Patricia Schoene, "Characterization, Action and Setting in Five Representative Novels of Kenneth Roberts" (master's thesis, Washington University, 1959), 65.

Schoene, Mary Patricia. "Characterization, Action and Setting in Five Representative Novels of Kenneth Roberts." Master's thesis, Washington University, 1959.

John Ira Kitch Jr., "From History to Fiction: Kenneth Roberts As an Historical Novelist" (PhD diss., University of Illinois, 1965), 16-17.

Kitch, John Ira, Jr. "From History to Fiction: Kenneth Roberts As an Historical Novelist." PhD diss., University of Illinois, 1965.

Subsequent References (Ibid.)

Once a work is cited in full form, it should not be cited in full again. When there are two *consecutive* citations to the same work, the abbreviation "Ibid." (for *ibidem*, "in the same place") is used to avoid repetition. Following are some sample notes that illustrate the use of Ibid. Observe that the capitalized word is followed by a period and is not italicized or underlined. In note number 3, the reference is to the same page as cited in note number 2, so the page number does not need to be included again.

- 1 Arthur M. Schlesinger Jr., *The Age of Jackson* (Boston: Little, Brown, 1945), 133.
- 2 Ibid., 134.
- 3 Ibid.
- 4 Ibid., 136-37.
- 5 Catherine Clinton and Nina Silber, eds. *Divided Houses: Gender and the Civil War* (New York: Oxford University Press, 1993), 401-402.
- 6 Ibid., 410.

Keep in mind that Ibid. is used *only* when two notes to the same source *follow one right after another*. If note number 3 had cited a different work, then note number 4 to Schlesinger's book would use a *shortened reference*, not Ibid. This is explained below.

Subsequent References (Shortened References)

As stated above, once a work is cited in full form, it should not be cited in full again. When notes to the same work do not follow one right after another but are separated by notes to other sources, then shortened references are used. An example of a shortened reference is the author's last name and the appropriate page number of the item. If other works by the same author are cited, however, then titles or abbreviated titles must also be included to avoid ambiguity; in fact, some researchers prefer to always include both authors and titles in their shortened references (see footnote number 5 below). Following are some sample notes that illustrate the use of shortened references as well as Ibid.

1 James M. McPherson, *Ordeal by Fire: The Civil War and Reconstruction*, 3d ed. (Boston: McGraw-Hill, 2001), 34.

2 Catherine Clinton, *The Plantation Mistress: Woman's Work in the Old South* (New York: Pantheon Books, 1982), 27.

3 Ibid., 28-29.

4 James M. McPherson, *The Abolitionist Legacy: From Reconstruction to the NAACP* (Princeton: Princeton University Press, 1975), 258-59.

5 Clinton, 34. [Or, Clinton, *Plantation Mistress*, 34.]

6 James M. McPherson, *Abraham Lincoln and the Second American Revolution* (New York: Oxford University Press, 1991), 313.

7 McPherson, *Ordeal by Fire*, 42.

8 McPherson, *Abraham Lincoln*, 314.

9 Ibid.

10 Ibid., 320-21.

11 McPherson, *Abolitionist Legacy*, 284.