Chicago Author-Date Template

In-Text Citations

Basic Format

Place author and year in parentheses at the end of sentence.

Example:
Recent research supports this theory (Smith 2023).

With Page Number

Recent research supports this theory (Smith 2023, 45).

Direct Quote

"This is a direct quote" (Smith 2023, 45).

In-Text Citation Variations

Two Authors

(Smith and Jones 2023)

Three or More Authors

(Smith et al. 2023)

Multiple Works by Same Author

(Smith 2022, 2023)

Multiple Authors, Same Year

(Smith 2023a, 2023b)

No Author

(*Book Title* 2023)

Organization as Author

(World Health Organization 2023)

Multiple Sources

(Smith 2023; Jones 2022; Lee 2021)

Reference List Format

General Rules

- Alphabetize by author's last name
- Use hanging indent (second line indented)
- Title: "References" (or "Bibliography" if includes non-cited sources)
- Single-space entries, double-space between entries

Book

Single Author:
Smith, John. 2023. *Book Title: Subtitle*. City: Publisher Name.

Two Authors:
Smith, John, and Mary Jones. 2023. *Book Title*. City: Publisher.

Three or More Authors:
Smith, John, Mary Jones, and Sarah Lee. 2023. *Book Title*. City: Publisher.

Edited Book:
Smith, John, ed. 2023. *Book Title*. City: Publisher.

Edition Other Than First:
Smith, John. 2023. *Book Title*. 3rd ed. City: Publisher.

Journal Article

Print Journal:
Johnson, Mary. 2023. "Article Title: Subtitle." *Journal Name* 15 (3): 45-67.

Online Journal with DOI:
Johnson, Mary. 2023. "Article Title." *Journal Name* 15 (3): 45-67.
https://doi.org/10.xxxx/xxxxx.

Online Journal without DOI:
Johnson, Mary. 2023. "Article Title." *Journal Name* 15 (3): 45-67.
https://www.journalwebsite.com/article.

Chapter in Edited Book

Lee, Sarah. 2023. "Chapter Title." In *Book Title*, edited by Editor Name, 120-135. City: Publisher.

Website

With Author and Date:
Doe, John. 2023. "Page Title." *Website Name*. May 15, 2023.
https://www.example.com/page.

Organization as Author:
Centers for Disease Control. 2023. "Page Title." Last modified March 10, 2023.
https://www.cdc.gov/page.

No Date:
Smith, John. n.d. "Page Title." *Website Name*. Accessed November 15, 2023.
https://www.example.com/page.

Newspaper/Magazine

Newspaper Article:

Smith, John. 2023. "Article Title." *New York Times*, May 15, 2023. https://www.nytimes.com/article.

Magazine Article:
Johnson, Mary. 2023. "Article Title." *Atlantic*, June, 45-52.

Other Sources

Dissertation:
Lee, Sarah. 2023. "Dissertation Title." PhD diss., University Name.

Conference Paper:
Smith, John. 2023. "Paper Title." Paper presented at Conference Name, City, Month Day.

Government Document:
U.S. Department of Education. 2023. *Report Title*. Washington, DC: Government Printing Office.

Film/Video:
Film Title. 2023. Directed by Director Name. City: Studio Name. Format.

Key Formatting Rules

Author Names

- **First author:** Last name, First name
- **Subsequent authors:** First name Last name
- **Example:** Smith, John, and Mary Jones

Date Placement

Year comes immediately after author(s), before title.

Titles

- **Books/Journals:** *Italicized*
- **Articles/Chapters:** "Quotation marks"
- **Capitalization:** Sentence case for titles

Page Numbers

- **Journal articles:** Include full page range
- **Book chapters:** Include page range
- **In-text citations:** Include specific page only when needed

Special Cases

No Author

Start with title, then year.

Book Title. 2023. City: Publisher.

No Date

Use "n.d." in place of year.

Smith, John. n.d. *Book Title*. City: Publisher.

Multiple Works by Same Author, Same Year

Add lowercase letters after year.

Smith, John. 2023a. *First Book*. City: Publisher.
Smith, John. 2023b. *Second Book*. City: Publisher.

Multiple Works by Same Author, Different Years

List chronologically (oldest first).

Smith, John. 2020. *Earlier Book*. City: Publisher.
Smith, John. 2023. *Recent Book*. City: Publisher.

Author-Date vs Notes-Bibliography

Element	Author-Date	Notes-Bibliography
In-text	(Author Year)	Superscript[1]
Citations	Parenthetical	Footnotes/Endnotes
Used for	Sciences, social sciences	Humanities, history
Reference list	References	Bibliography
Author format	Last, First	Last, First (in bib)

Quick Reference Checklist

In-Text Citations: - ☐ Author and year in parentheses - ☐ Page numbers for direct quotes - ☐ Multiple sources separated by semicolons - ☐ "et al." for 3+ authors - ☐ Consistent use throughout paper

Reference List: - ☐ Alphabetized by author last name - ☐ Year immediately after author - ☐ Hanging indent on all entries - ☐ Titles in sentence case - ☐ Italics for books/journals - ☐ Quotation marks for articles/chapters - ☐ DOI or URL for online sources

Common Mistakes to Avoid

☐ Putting year at end like APA: Smith, J. (2023)
☐ Chicago format: Smith, John. 2023.

☐ Using "&" between authors
☐ Use "and": Smith, John, and Mary Jones

☐ Missing periods after year
☐ Include: Smith, John. 2023. *Book Title*.

☐ Title case for all titles
☐ Sentence case: *Book title: A subtitle*

For complete formatting rules, consult *The Chicago Manual of Style* **(17th edition) or visit chicagomanualofstyle.org.**