



Chicago Style Author-Date In-Text Citations

Use the following guidelines when writing in-text citations in Chicago Author-Date documentation system. **DO NOT USE THESE GUIDELINES IF YOU ARE USING THE CHICAGO NOTES AND BIBLIOGRAPHY DOCUMENTATION SYSTEM.** For more information, consult *The Chicago Manual of Style, 17th ed.* Chicago: University of Chicago Press, 2017.

For each outside source used in a paper, you need:

- an in-text citation every time you use material from the source
- a corresponding entry in the reference list at the end of your paper

In-text citations must include the following items:

- author's last name
- date of publication
- page number(s) for direct quotations and paraphrases

Note: No punctuation appears between the author and date; page numbers follow the date, preceded by a comma. Example: (Woodward 1987, 74)

Basic Format

In-text citations can be done in two ways:

1. Use a signal phrase that introduces the author's name; place the year of publication in parentheses. If you are including a direct quote, put the page number(s) in parentheses as well.

Note: The parenthetical reference can come either before the direct quote (directly after the author's last name in the signal phrase) or after the quotation.

Example: As Edward Tufte (2001, 139) points out, "A graphical element may carry data information and also perform a design function."

OR

As Edward Tufte (2001) points out, "A graphical element may carry data information and also perform a design function" (139).

(Both of these citations show that the *direct quote* comes from page 139 of Tufte's text, which was published in 2001.)

Example: Tufte's (2001) excellent book on chart design warns against a common error of including too much data.

(This citation shows that the writer *summarized* ideas from Tufte's text published in 2001. Page numbers are not required for summarized ideas.)

2. If you do not mention the author's name in a signal phrase, it must be listed inside the parentheses along with the year of publication and page number.

Example: Many Americans continue to eat fast food and sit on their couches despite findings that suggest "[e]xercise is necessary in order to maintain a healthy lifestyle" (Raully 2001, 17).

(This citation shows that the *direct quote* in the sentence comes from page 17 of Raully's text, which was published in 2001.)

Example: While exercise offers many health benefits, Americans still refuse to move from their couches (Raully 2001).

(This citation shows that the writer *summarized* ideas from Raully's text published in 2001.)

Sources with Two or Three Authors

Include the last names of all authors.

Example: (Wards and Burns 2007, 52)

Sources with Four or More Authors

List all authors in the reference list entry. For the in-text citation, include only the first author, followed by "et al."

Example: (Barnes et al. 2010)

Book Published Electronically with no Page Numbers

If the source does not have page numbers, you may include the section title, chapter, or other identifying numbers when quoting the source.

Example: (Kurland and Lerner 1998, chap. 10, doc. 19)

Email or Text Message

These sources are generally not included in a reference list. For an in-text reference, you can use the abbreviation "pers. comm." ("personal communication").

Example: (John Doe, Facebook message to author, February 28, 2010)

OR

Example: (John Doe, pers. comm., February 28, 2010)

For more information, visit the web site companion to the *Chicago Manual of Style* at http://www.chicagomanualofstyle.org/tools_citationguide.html