



## 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, 16<sup>th</sup> ed.* Chicago: University of Chicago Press, 2010.

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 points out, "A graphical element may carry data information and also perform a design function" (2001, 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, email 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](http://www.chicagomanualofstyle.org/tools_citationguide.html)