Bibliographies and Footnotes

Topics discussed in this guide:

1. What are bibliographies and footnotes? Why should I care about them? Which citation style should I use?
2. Examples of APA, MLA, and Chicago styles
3. More on citing online sources and webpages
4. Other style manuals

1. What are bibliographies and footnotes?

In academic writing, you are required to indicate the source of the facts or ideas used in your research paper. This is called citing your sources. You must indicate the citation information in two places.

- You insert it into the text of your essay at the point where the borrowed fact or idea appears. Some citation styles do this by means of a parenthetical reference like this: (Smith, 1998, p. 34). Other styles use footnotes.
- You also include a complete list of your sources at the end of your paper. This is commonly referred to as the bibliography, although it can be called the Reference List, List of Sources Cited, etc.

Why should I care about bibliographies and footnotes?

The short answer is: to avoid the charge of plagiarism. If you borrow an idea from another writer and fail to cite it, you are in effect stealing their work and presenting it as your own. Plagiarism carries very severe penalties at SFU.

The longer answer is that citations are necessary so that readers can 'follow' ideas and check up on facts. If you use footnotes and bibliographies consistently, it allows your professor or others to retrieve the sources you used, and do their own research on your topic. Likewise you have probably used footnotes or references in your textbook to chase down more material on a topic you were interested in. This is why it's important to cite your sources carefully and consistently.

Which citation style should I use?

There are many citation styles in use today. If you're not sure which style you should be using, ask your professor. This guide will give you basic examples of how to cite according to three of the most widely used citation styles.

- **APA** - This is the citation style of the American Psychological Association. Psychology students will almost always use this style. It is commonly used in other fields of the social sciences as well.
- **MLA** - This is the citation style of the Modern Languages Association. It is commonly used for literature essays.
- **Chicago** - From the Chicago Manual of Style, and also known as the Turabian style.

(If you need to use a citation style other than these three, we've listed sources for a few of the other styles below.)
2. Examples of APA, MLA, and Chicago Styles

<table>
<thead>
<tr>
<th></th>
<th>Footnote or Parenthetical Reference</th>
<th>Bibliography</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>APA</td>
<td>MLA</td>
</tr>
<tr>
<td>Book with one author</td>
<td>1</td>
<td>13</td>
</tr>
<tr>
<td>Book with multiple authors</td>
<td>3</td>
<td>15</td>
</tr>
<tr>
<td>Chapter in book by different author</td>
<td>5</td>
<td>17</td>
</tr>
<tr>
<td>Journal article</td>
<td>7</td>
<td>19</td>
</tr>
<tr>
<td>Online article</td>
<td>9</td>
<td>21</td>
</tr>
<tr>
<td>Webpage</td>
<td>11</td>
<td>23</td>
</tr>
</tbody>
</table>

This guide provides examples for only these six common types of sources. If the source you need to cite is more complicated than one of these, you should consult the full style guide itself. SFU Library has copies of the style guides in several places:

APA

```
```

MLA

```
```

Chicago

```
```

You may be able to buy copies of these guides in the SFU bookstore as well. Many APA examples are available at the University of Minnesota, Crookston. <http://www.crk.umn.edu/library/links/apa5th.htm>

**APA Style Guide**

Some of the features of APA style:

- parenthetical references, not footnotes; the date and “p.” before the page number are required (contrast this with MLA style in 13)
- for the author’s first name use only initials: “Smith, J.” not "Smith, Jennifer"
- italicize the title of the book or journal; capitalize only the first letter and proper nouns

The list of sources at the end of the paper should be called the Reference List.
<table>
<thead>
<tr>
<th></th>
<th><strong>Book with one author</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Reference note: (Turabian, 1996, p. 56)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th><strong>Book with multiple authors</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>Reference note: (Messenger &amp; de Bruyn, 1986, pp. 95-96)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th><strong>Chapter in book by different author</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>Reference note: (Ezell, 1977, p. 12)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th><strong>Journal article</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>Reference note: (Nelles, 1994, p. 490)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th><strong>Online article</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>9a</td>
<td>Reference note: (Horn, 2001, p. 1088)</td>
</tr>
<tr>
<td>9b</td>
<td>Reference note: (Hare, 1983, p. 290)</td>
</tr>
<tr>
<td>9c</td>
<td>Reference note: (McCall, 1999, p. 11)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th><strong>Webpage</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>11</td>
<td>Reference note: (International Federation of Library Associations, 1998)</td>
</tr>
</tbody>
</table>
MLA Style Guide

Some of the features of MLA style:

- parenthetical references are normally used, although footnotes are allowed - see the full style guide for details
- the title should be underlined, not italicized

Book with one author

13 Reference note: (Turabian 56)

Book with multiple authors

15 Reference note: (Messenger 95-96)

Chapter in book by different author

17 Reference note: (Ezell 12)

Journal article

19 Reference note: (Nelles 490)

Online article

21a Reference note: (Horn 1088)

21b Reference note: (Hare 290)

21c Reference note: (McCall 11)
Chicago/Turabian Style Guide

The Chicago style allows you to choose either footnotes and a bibliography, or parenthetical references and a ‘reference list’. This section gives you examples of the footnote & bibliography combination.

Book with one author


Book with multiple authors


Chapter in book by different author


Journal article


Online article

3. More on citing online sources and webpages

Citing sources you find online, such as webpages and e-journal articles, is always tricky. The official style guides have only just started to deal with this topic, so the rules they give are likely to evolve in the future. In the meantime there are many websites which propose their own rules for citing online sources.

- A Brief Citation Guide for Internet Sources in History and the Humanities. From Melvin E. Page, East Tennessee State University. <http://library.byu.edu/%7Erdh/eurodocs/cite.html>
- Citing Electronic Information. From Erindale College Library, University of Toronto at Mississauga. <http://www.erin.utoronto.ca/%7Ew3lib/pub/Electcit/electronic_citing.htm>
- Citation Guides for Electronic Documents. From the International Federation of Library Associations and Institutions. <http://www.ifla.org/I/training/citation/citing.htm>
- Resources for Documenting Electronic Sources. From the Purdue University Online Writing Lab. <http://owl.english.purdue.edu/handouts/research/r_docelectric.html>
4. Other style manuals

- The complete manuscript preparation style guide. 1982. Bennett Library PN 160 M8
- Form and style: theses, reports, term papers. 7th ed. Bennett Library LB 2369 C3 1986
- The Harvard System of Citation. From Bournemouth University. <http://www.bournemouth.ac.uk/using_the_library/html/harvard_system.html>

For style manuals for specific disciplines, see the Subject Research Guides <http://www.lib.sfu.ca/researchhelp/subjectguides/index.htm>. Each Library guide has a section in the table of contents listing appropriate style manuals.

Created by GC. Last edited (SW) Feb. 10, 2003