CITATION STYLE GUIDE

The following examples were formatted using *Endnote* software. They are in the style proposed in *A Manual for Writers of Term Papers, Theses, and Dissertations,* by Kate L. Turabian, sixth edition, revised by John Grossman and Alice Bennett, 1996. A copy of the *Manual* is available at the Reference Desk for further consultation, as are the manuals for several other styles. You may want to ask your professor which style is preferred.

- Note the differences between the format for a **footnote** and the format for a **bibliography** entry.
- The first footnote citation to an item should be a full reference, but later citations to the same item may be shortened in the style shown at the end of this guide.
- If you are using **parenthetical** citations instead of footnotes, the list of works cited is called the **reference list**, and the entries are in a different format, as indicated below.
- A sample Bibliography and a short Reference List appear at the end of this guide.

BOOKS

Single author

Footnote

¹ Denise Chong, *The Girl in the Picture: The Story of Kim Phuc, the Photograph, and the Vietnam War*, 1st American ed. (New York: Viking, 2000), 54.

²Rhodri Jeffreys-Jones, *Peace Now! : American Society and the Ending of the Vietnam War* (New Haven: Yale University Press, 1999).

Bibliography

- Chong, Denise. The Girl in the Picture: The Story of Kim Phuc, the Photograph, and the Vietnam War. 1st American ed. New York: Viking, 2000.
- Jeffreys-Jones, Rhodri. *Peace Now! : American Society and the Ending of the Vietnam War*. New Haven: Yale University Press, 1999.

Parenthetical reference and Reference list

(Chong 2000, 54)

Chong, Denise. 2000. The girl in the picture: The story of Kim Phuc, the photograph, and the Vietnam War. New York: Viking.

Two or more authors

Footnote

¹ Kathleen Burk and Melvyn Stokes, *The United States and the European Alliance since 1945* (Oxford, UK; New York: Berg, 1999).

²Mark Bradley, Jayne Susan Werner, and Luu Doan Huynh, *The Vietnam War: Vietnamese and American Perspectives* (Armonk, NY: M.E. Sharpe, 1993), 25.

Bibliography

Burk, Kathleen, and Melvyn Stokes. *The United States and the European Alliance since 1945*. Oxford, UK; New York: Berg, 1999.

Bradley, Mark, Jayne Susan Werner, and Luu Doan Huynh. *The Vietnam War: Vietnamese and American Perspectives*. Armonk, NY: M.E. Sharpe, 1993.

Parenthetical reference and Reference list

(Burk and Stokes 1999)

Burk, Kathleen and Melvyn Stokes. 1999. *The United States and the European alliance since 1945*. Oxford, UK; New York, NY: Berg.

Note: When there are more than three authors, use the forms shown in the VIDEO example below.

Corporate author

Footnote

¹ Northwestern University, Library, Government Publications Department, *A Selected List of U.S. Government Publications on the Vietnam War* (Evanston, IL: Northwestern University, 1969).

Bibliography

Northwestern University, Library, Government Publications Department. A Selected List of U.S. Government Publications on the Vietnam War. Evanston, IL: Northwestern University, 1969.

Parenthetical reference and Reference list

(Northwestern University 1969)

Northwestern University, Library, Government Publications Department. 1969. A Selected List of U.S. Government Publications on the Vietnam War. Evanston, IL: Northwestern University.

No author

Footnote

¹ Coming to Terms: American Plays & the Vietnam War (New York: Theatre Communications Group, 1985).

Bibliography

Coming to Terms: American Plays & the Vietnam War. New York: Theatre Communications Group, 1985.

Parenthetical reference and Reference list

(Coming to terms 1985)

Coming to terms: American plays & the Vietnam War. 1985. New York: Theatre Communications Group.

Editor

Footnote

¹ John S. Bowman, ed., *The Vietnam War: An Almanac* (New York: World Almanac Publications, 1985).

Bibliography

Bowman, John S., ed. The Vietnam War: An Almanac. New York: World Almanac Publications, 1985.

Parenthetical reference and Reference list

(Bowman 1985)

Bowman, John S., ed. 1985. The Vietnam War: An almanac. New York, NY: World Almanac Publications.

Essay or chapter by one author in a work edited by another

Footnote

¹ Fox Butterfield, introduction to *The Vietnam War: An Almanac*, ed. John S. Bowman (New York: World Almanac Publications, 1985).

² William Henderson and Wesley R. Fishel, "Foreign Policy of Ngo Dinh Diem," in *Vietnam: Anatomy of a Conflict*, ed. Wesley R. Fishel (Itasca, IL: F. E. Peacock Publishers, Inc., 1968), 201.

Bibliography

Butterfield, Fox. Introduction to *The Vietnam War: An Almanac*, ed. John S. Bowman. New York: World Almanac Publications, 1985.

Henderson, William, and Wesley R. Fishel. "Foreign Policy of Ngo Dinh Diem." In Vietnam: Anatomy of a Conflict, ed. Wesley R. Fishel, 192-219. Itasca, IL: F. E. Peacock Publishers, Inc., 1968.

Parenthetical reference and Reference list

(Henderson and Fishel 1968, 201)

Henderson, William and Wesley R. Fishel. 1968. Foreign policy of Ngo Dinh Diem. In *Vietnam: Anatomy* of a conflict, ed. Wesley R. Fishel, 192-219. Itasca, IL: F. E. Peacock Publishers, Inc.

Separately titled volume in a multivolume work

Footnote

¹ U.S. Department of State, Bureau of Public Affairs, Office of the Historian, *Foreign Relations of the United States*, vol. 28, *Laos*, ed. Edward C. Keefer (Washington, DC: Government Printing Office, 1998).

Bibliography

U.S. Department of State. Bureau of Public Affairs. Office of the Historian. *Foreign Relations of the United States*. Vol. 28, *Laos*, ed. Edward C. Keefer. Washington, DC: Government Printing Office, 1998.

Parenthetical reference and Reference list

(U.S. Department of State 1998)

U.S. Department of State. Bureau of Public Affairs. Office of the Historian. 1998. Foreign Relations of the United States. Vol. 28, Laos, ed. Edward C. Keefer. Washington, DC: Government Printing Office.

Edition other than the first

Footnote

¹ Richard A. Melanson, *American Foreign Policy since the Vietnam War: The Search for Consensus from Nixon to Clinton*, 2nd ed. (Armonk, NY: M.E. Sharpe, 1996).

Bibliography

Melanson, Richard A. American Foreign Policy since the Vietnam War: The Search for Consensus from Nixon to Clinton, 2nd ed. Armonk, NY: M.E. Sharpe, 1996.

Parenthetical reference and Reference list

(Melanson 1996)

Melanson, Richard A. 1996. American foreign policy since the Vietnam War: The search for consensus from Nixon to Clinton. 2nd ed. Armonk, NY: M.E. Sharpe.

Book in a series

Footnote

¹ Orrin Schwab, *Defending the Free World: John F. Kennedy, Lyndon Johnson, and the Vietnam War, 1961-1965*, Praeger Studies in Diplomacy and Strategic Thought (Westport, CT: Praeger, 1998).

Bibliography

Schwab, Orrin. Defending the Free World: John F. Kennedy, Lyndon Johnson, and the Vietnam War, 1961-1965. Praeger Studies in Diplomacy and Strategic Thought. Westport, CT: Praeger, 1998.

Parenthetical reference and Reference list

(Schwab 1998)

Schwab, Orrin. 1998. Defending the free world: John F. Kennedy, Lyndon Johnson, and the Vietnam War, 1961-1965. Praeger Studies in Diplomacy and Strategic Thought. Westport, CT: Praeger.

ARTICLES

Article in an encyclopedia

Note: According to Turabian's *Manual*, "[w]ell-known reference books are generally not listed in bibliographies. In notes or parenthetical references the facts of publication are usually omitted, but the edition, if not the first, must be specified."

Footnote

¹ Richard Butwell and Charles B. MacDonald, "Vietnam War," in *Encyclopedia Americana*, 1989

ed.

Parenthetical reference

(Richard Butwell and Charles B. MacDonald, "Vietnam War," in Encyclopedia Americana, 1989 ed.)

Article in a magazine

Footnote

¹"Pham Van Dong, Vietnam's Chief in War and Peace, Died on April 29th, Aged 94," *Economist*, May 6, 2000, 89.

Bibliography

"Pham Van Dong, Vietnam's Chief in War and Peace, Died on April 29th, Aged 94." *Economist*, May 6, 2000, 89.

Parenthetical reference and Reference list

(Pham Van Dong, Vietnam's chief 2000, 89)

Pham Van Dong, Vietnam's chief in war and peace, died on April 29th, aged 94. 2000. *Economist*, May 6, 89.

Note: Sometimes the inverted form of the date is used (6 May 2000). Either form is acceptable, but must be used consistently throughout the paper.

<u>Article in a journal</u>

Footnote

¹ Steven D. Danyluk, "Preventing Atrocities," *Marine Corps Gazette* 84, no. 6 (2000): 37.

² William J. Clinton, "Memorandum on Vietnamese Cooperation in Accounting for United States Prisoners of War and Missing in Action, February 18, 2000," *Weekly Compilation of Presidential Documents* 36, no. 8 (2000): 348.

Bibliography

Danyluk, Steven D. "Preventing Atrocities." Marine Corps Gazette 84, no. 6 (2000): 36-8.

Clinton, William J. "Memorandum on Vietnamese Cooperation in Accounting for United States Prisoners of War and Missing in Action, February 18, 2000." Weekly Compilation of Presidential Documents 36, no. 8 (2000): 348-9.

Parenthetical reference and Reference list

(Danyluk 2000, 37)

Danyluk, Steven D. 2000. Preventing atrocities. Marine Corps Gazette 84, no. 6: 36-8.

Foreign language title

Footnote

¹ Yoshiharu Tsuboi, "La diplomatie japonaise et le Vietnam (1972-1998)," *Etudes internationales* 30, no. 1 (1999): 89.

Bibliography

Tsuboi, Yoshiharu. "La diplomatie japonaise et le Vietnam (1972-1998)." *Etudes internationales* 30, no. 1 (1999): 85-92.

Parenthetical reference and Reference list

(Tsuboi 1999, 89)

Tsuboi, Yoshiharu. 1999. La diplomatie japonaise et le Vietnam (1972-1998). *Etudes Internationales* 30, no. 1: 85-92.

Article in a newspaper

Footnote

¹ Michael Flagg, "In Today's Vietnam the War Is a Selling Point: A TV Spot for Shoes Uses Imagery That Evokes Conflict with the U.S.," *Wall Street Journal*, October 17, 2000, A19.

² Winston Groom, "For Vietnam Today: A Hand Up," *Minneapolis Star Tribune*, November 24, 2000, 35A.

Parenthetical reference

(Winston Groom 2000. For Vietnam today: A hand up. Minneapolis Star Tribune, November 24, 35A.)

Note: According to Turabian's *Manual*, news items from daily papers are rarely listed separately in a bibliography or reference list.

Untitled book review

Footnote

¹ Marlene Chamberlain, review of *The Girl in the Picture: The Story of Kim Phuc and the Photograph That Changed the Course of the Vietnam War*, by Denise Chong, *Booklist* 96, no. 22 (2000): 2103.

Bibliography

Chamberlain, Marlene. Review of *The Girl in the Picture: The Story of Kim Phuc and the Photograph That Changed the Course of the Vietnam War,* by Denise Chong. *Booklist* 96, no. 22 (2000): 2103.

Parenthetical reference and Reference list

(Chamberlain 2000, 2103)

Chamberlain, Marlene. 2000. Review of *The girl in the picture: The story of Kim Phuc and the photograph that changed the course of the Vietnam War*, by Denise Chong. *Booklist* 96, no. 22: 2103.

Article found in an electronic database

Note: When to cite an electronic source, from The Bluebook: A Uniform System of Citation:

If a database contains documents published and available separately, it is not necessary to indicate that they are also available in database form unless the documents in original form are difficult to obtain. Thus, most newspapers, corporate or government reports, and statutory or legislative materials may be cited in their original form even if they are found by means of a database search. Wire service and other materials that are unavailable in printed form or are difficult to obtain in the original, however, may be cited as *"available in"* a database.

Most articles found in electronic databases do not indicate the original page numbers within the electronic text. If you are footnoting the article and would normally supply a page number (as for a quotation), you may want to cite the database in which you found the article, to make clear the reason for lack of a page citation, and to facilitate location of the passage by the reader.

Footnote

¹Noemie Emery, "Quagmire Nostalgia: The Media are Forever Bogged Down in Vietnam, *The Weekly Standard*, November 11, 2002. Accessed March 10, 2003. Available from LexisNexis.

Bibliography

Emery, Noemie. "Quagmire Nostalgia: The Media are Forever Bogged Down in Vietnam. *The Weekly Standard*, November 11, 2002. Accessed March 10, 2003. Available from LexisNexis.

Parenthetical reference and Reference list

(Emery 2002)

Emery, Noemie. 2002. "Quagmire nostalgia: The media are forever bogged down in Vietnam. *The Weekly Standard*, November 11. Accessed March 10, 2003. Available from LexisNexis.

<u>Website</u>

Footnote

¹ *The Vietnam War, 1961-1970* (accessed December 14, 2000); available from <u>http://www.multied.com/vietnam</u>.

² Library of Congress, Federal Research Division, *Prisoner-of-War/Missing-in-Action Database*, August, 2000 (accessed December 14, 2000); available from <u>http://lcweb2.loc.gov/pow/powhome.html</u>.

Bibliography

The Vietnam War, 1961-1970. Accessed December 14, 2000. Available from <u>http://www.multied.com/vietnam.</u>

Library of Congress, Federal Research Division. *Prisoner-of-War/Missing-in-Action Database*. August, 2000. Accessed December 14, 2000. Available from http://lcweb2.loc.gov/pow/powhome.html.

Parenthetical reference and Reference list

(The Vietnam War, 1961-1970 2000)

The Vietnam War, 1961-1970. 2000. Accessed December 14, 2000. Available from <u>http://www.multied.com/vietnam</u>.

GOVERNMENT DOCUMENTS

<u>Bill</u>

Footnote

¹ House, *A Bill to Restore Veteran's Tobacco-Related Illness Benefits*, 106th Cong., 1st sess., 1999, H. R. 832 (accessed December 20, 2000); available from Congressional Universe.

Bibliography

U.S. Congress. House. A Bill to Restore Veteran's Tobacco-Related Illness Benefits. 106th Cong., 1st sess., 1999. H. R. 832. Accessed December 20, 2000. Available from Congressional Universe.

Parenthetical reference and Reference list

(U.S. Congress, House 1999)

U.S. Congress. House. 1999. *A bill to restore veteran's tobacco-related illness benefits*. 106th Cong., 1st sess. H. R. 832. Accessed December 20, 2000. Available from Congressional Universe.

Hearing

Footnote

¹ Congress, House, Committee on National Security, Subcommittee on Military Personnel, *POW/MIA Oversight: Hearing before the Subcommittee on Military Personnel*, 105th Cong., 2nd sess., October 2, 1998.

Bibliography

U.S. Congress. House. Committee on National Security. Subcommittee on Military Personnel. POW/MIA Oversight: Hearing before the Subcommittee on Military Personnel. 105th Cong., 2nd sess., October 2, 1998.

Parenthetical reference and Reference list

- (U. S. Congress, House 1998)
- U.S. Congress. House. Committee on National Security. Subcommittee on Military Personnel. 1998. *POW/MIA Oversight: Hearing before the Subcommittee on Military Personnel*. 105th Cong., 2nd sess., October 2.

DISSERTATION

Footnote

¹ Christopher S. DeRosa, "A Million Thinking Bayonets: Political Indoctrination in the United States Army" (Ph.D. diss., Temple University, 2000).

Bibliography

DeRosa, Christopher S. "A Million Thinking Bayonets: Political Indoctrination in the United States Army." Ph.D. diss., Temple University, 2000.

Parenthetical reference and Reference list

(DeRosa 2000)

DeRosa, Christopher, S. 2000. A million thinking bayonets: Political indoctrination in the United States Army. Ph.D. diss., Temple University.

VIDEO

Footnote

¹ Barbara Sonneborn and others, *Regret to Inform* (New York: New Video Group, 2000), 1 videocassette (72 min.).

² History Channel and others, *Betrayed, Agent Orange and the Gulf War Syndrome* (New York: Distributed in the U.S. by New Video Group, 1996), 1 videocassette (ca. 50 min.).

Bibliography

Sonneborn, Barbara, Janet Cole, Sun Fountain Productions, Docurama, and New Video Group. *Regret to Inform.* 1 videocassette (72 min.). New York: New Video Group, 2000.

History Channel, CBS News, Arts and Entertainment Network, and New Video Group. *Betrayed, Agent Orange and the Gulf War Syndrome*. 1 videocassette (ca. 50 min.). New York: Distributed in the U.S. by New Video Group, 1996.

Parenthetical reference and Reference list

(Sonneborn and others 2000)

Sonneborn, Barbara, Janet Cole, Sun Fountain Productions, Docurama, and New Video Group. 2000. *Regret to inform.* 1 videocassette (72 min.). New York: New Video Group.

Subsequent References

The first time a work is cited in a footnote, the full citation must be given. Subsequently, the citation may be shortened. For instance:

² Rhodri Jeffreys-Jones, *Peace Now! : American Society and the Ending of the Vietnam War* (New Haven: Yale University Press, 1999).

³ Jeffreys-Jones. *Or*

³ Jeffreys-Jones, 14. (if a page number is needed) **Or**

³ Jeffreys-Jones, *Peace Now*, 14. (if there is more than one book cited by this author)

If the work to be cited in the footnote is exactly the same as the work cited in the footnote immediately before it (with no intervening footnotes), you may use Ibid. or Ibid. with a page number. For instance:

²Rhodri Jeffreys-Jones, *Peace Now! : American Society and the Ending of the Vietnam War* (New Haven: Yale University Press, 1999).

³Ibid. ⁴Ibid., 14

BIBLIOGRAPHY

Bowman, John S., ed. The Vietnam War: An Almanac. New York: World Almanac Publications, 1985.

- Bradley, Mark, Jayne Susan Werner, and Luu Doan Huynh. *The Vietnam War: Vietnamese and American Perspectives*. Armonk, NY: M.E. Sharpe, 1993.
- Burk, Kathleen, and Melvyn Stokes. *The United States and the European Alliance since 1945*. Oxford, UK; New York: Berg, 1999.
- Butterfield, Fox. Introduction to *The Vietnam War: An Almanac*, ed. John S. Bowman. New York: World Almanac Publications, 1985.
- Chamberlain, Marlene. Review of *The Girl in the Picture: The Story of Kim Phuc and the Photograph That Changed the Course of the Vietnam War*, by Denise Chong. *Booklist* 96, no. 22 (2000): 2103.
- Chong, Denise. The Girl in the Picture: The Story of Kim Phuc, the Photograph, and the Vietnam War. 1st American ed. New York: Viking, 2000.
- Clinton, William J. "Memorandum on Vietnamese Cooperation in Accounting for United States Prisoners of War and Missing in Action, February 18, 2000." Weekly Compilation of Presidential Documents 36, no. 8 (2000): 348-9.
- Coming to Terms: American Plays & the Vietnam War. New York: Theatre Communications Group, 1985.

DeRosa, Christopher S. "A Million Thinking Bayonets: Political Indoctrination in the United States Army." Ph.D. diss., Temple University, 2000.

Danyluk, Steven D. "Preventing Atrocities." Marine Corps Gazette 84, no. 6 (2000): 36-8.

- Emery, Noemie. "Quagmire Nostalgia: The Media are Forever Bogged Down in Vietnam. *The Weekly Standard*, November 11, 2002. Accessed March 10, 2003. Available from LexisNexis.
- Henderson, William, and Wesley R. Fishel. "Foreign Policy of Ngo Dinh Diem." In Vietnam: Anatomy of a Conflict, ed. Wesley R. Fishel, 192-219. Itasca, IL: F. E. Peacock Publishers, Inc., 1968.
- History Channel, CBS News, Arts and Entertainment Network, and New Video Group. Betrayed, Agent Orange and the Gulf War Syndrome. 1 videocassette (ca. 50 min.). New York: Distributed in the U.S. by New Video Group, 1996.
- Jeffreys-Jones, Rhodri. *Peace Now! : American Society and the Ending of the Vietnam War*. New Haven: Yale University Press, 1999.
- Library of Congress, Federal Research Division. *Prisoner-of-War/Missing-in-Action Database*. August, 2000. Accessed December 14, 2000. Available from <u>http://lcweb2.loc.gov/pow/powhome.html</u>.
- Melanson, Richard A. American Foreign Policy since the Vietnam War: The Search for Consensus from Nixon to Clinton, 2nd ed. Armonk, NY: M.E. Sharpe, 1996.
- Northwestern University, Library, Government Publications Department. A Selected List of U.S. Government Publications on the Vietnam War. Evanston, IL: Northwestern University, 1969.
- "Pham Van Dong, Vietnam's Chief in War and Peace, Died on April 29th, Aged 94." *Economist*, May 6, 2000, 89.
- Schwab, Orrin. *Defending the Free World : John F. Kennedy, Lyndon Johnson, and the Vietnam War,* 1961-1965. Praeger Studies in Diplomacy and Strategic Thought. Westport, CT: Praeger, 1998.
- Sonneborn, Barbara, Janet Cole, Sun Fountain Productions, Docurama, and New Video Group. *Regret to Inform.* 1 videocassette (72 min.). New York: New Video Group, 2000.
- Tsuboi, Yoshiharu. "La diplomatie japonaise et le Vietnam (1972-1998)." *Etudes internationales* 30, no. 1 (1999): 85-92.
- U.S. Congress. House. A Bill to Restore Veteran's Tobacco-Related Illness Benefits. 106th Cong., 1st sess., 1999. H. R. 832. Accessed December 20, 2000. Available from Congressional Universe.
- U.S. Congress. House. Committee on National Security. Subcommittee on Military Personnel. POW/MIA Oversight: Hearing before the Subcommittee on Military Personnel. 105th Cong., 2nd sess., October 2, 1998.
- U.S. Department of State. Bureau of Public Affairs. Office of the Historian. Foreign Relations of the United States. Vol. 28, Laos, ed. Edward C. Keefer. Washington, DC: Government Printing Office, 1998.
- *The Vietnam War, 1961-1970.* Accessed December 14, 2000. Available from <u>http://www.multied.com/vietnam</u>.

Reference List

Bowman, John S., ed. 1985. The Vietnam War: An almanac. New York, NY: World Almanac Publications.

- Burk, Kathleen and Melvyn Stokes. 1999. *The United States and the European alliance since 1945*. Oxford, UK; New York, NY: Berg.
- Chong, Denise. 2000. The girl in the picture: The story of Kim Phuc, the photograph, and the Vietnam War. New York: Viking.
- Coming to terms: American plays & the Vietnam War. 1985. New York: Theatre Communications Group.
- Danyluk, Steven D. 2000. Preventing atrocities. Marine Corps Gazette 84, no. 6: 36-8.
- Henderson, William and Wesley R. Fishel. 1968. Foreign policy of Ngo Dinh Diem. In *Vietnam: Anatomy* of a conflict, ed. Wesley R. Fishel, 192-219. Itasca, IL: F. E. Peacock Publishers, Inc.
- Northwestern University, Library, Government Publications Department. 1969. A Selected List of U.S. Government Publications on the Vietnam War. Evanston, IL: Northwestern University.
- Tsuboi, Yoshiharu. 1999. La diplomatie japonaise et le Vietnam (1972-1998). *Etudes Internationales* 30, no. 1: 85-92.