

# CHICAGO REFERENCING

The National Art School's preferred citation method is *The Chicago Manual of Style*, which uses a **footnotes & bibliography** system.

When writing essays you will need to identify all books and other sources that you consulted. This allows the reader to easily identify where you have used other people's ideas in your essay, and where they can locate these sources for themselves.

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**Citing** - also known as **referencing**, is the act of identifying a concept/idea, or an exact quote, to a specific source.

**Footnote**<sup>1</sup> - a documenting note or comment at the bottom of a page, referring the reader to a specific part of a text. Footnotes include author, title of work, place of publication, publisher, year of publication and the page number of the information that you are citing.

**Bibliography** - a list of source materials that are used or consulted in the preparation of a work or that are referred to in the text. The bibliography includes author, title of work, place of publication, publisher, year of publication.

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## Footnotes:

- Footnotes are used to indicate a citation.
- A superscript number is placed at the end of the sentence to indicate a footnote.<sup>9</sup>
- The number is repeated at the beginning of the footnote at the bottom of the page, and is full size, (not superscript) and followed by a full stop.
- When citing a source for the first time, always include all of the source information.
- In Chicago 17, subsequent footnotes from the same source are shortened & followed by the page number.
- The use of *Ibid.* is discouraged but not forbidden in **Chicago 17**.
- If a source has three or more authors, always cite in full the first time, and subsequently shorten to First Author et al.

## Formatting citations in the footnotes

Punctuation, spacing and the order of elements in the citation are important.

Note that:

- Author's name is not inverted, and is written in full. i.e. John Smith NOT Smith, John
- Titles of books and journals are italicised and written in title case, with capitalisation of major words.
- Commas are used to separate sections of the citation.
- Publication details of books are enclosed in brackets.
- Journal article titles, book chapter titles are enclosed in double quotation marks, and written in title case, but not italicised.
- Different source types may require slightly different information to be included in the citation.
- When listing an access date for an online source, the date is written in the American format – month day, year e.g. August 16, 2017.
- Footnotes finish in a full stop (unless it's a URL).

The first footnote to a specific source should include all relevant detail. Second & non-consecutive footnotes take a shorter form (author surname & title), and subsequent consecutive footnotes can use just the author surname.

First footnote:

8. Rosalind E. Krauss, *Passages in Modern Sculpture*, (Cambridge, MA: MIT Press, 1981), 27.

...

12. Krauss, *Passages in Modern Sculpture*, 125.

13. Krauss, 127.

14. Krauss, 135.

## **Bibliography:**

The bibliography alphabetically lists all sources cited and consulted for the essay. It is located at the end of the essay.

## **Formatting citations in the bibliography**

The format of citations in the bibliography is similar to that used in the full footnote citation. However, the following differences are important.

### **References must be listed alphabetically.**

- The name of the first author only is inverted, so that the surname or family name appears first. i.e. Smith, John and Edwyn Collins
- Sources in the bibliography list should be indented on the second line (in cases where reference is two or more lines).
- The elements, or sections, of the citation are separated by full stops, not commas.
- Publishing details for books are not enclosed in brackets.
- Beginning and end page numbers are given for journal articles.
- Sources listed in the bibliography end in a full stop (unless it's a URL).

## **EXAMPLES**

### **Books**

#### **Footnote**

Rozsika Parker and Griselda Pollock, *Old Mistresses: Women, Art and Ideology*, (London: Pandora, 1987), 136-137.

#### **Short form footnote**

Parker and Pollock, *Old Mistresses*, 198.

#### **Bibliography**

Parker, Rozsika and Griselda Pollock. *Old Mistresses: Women, Art and Ideology*. London: Pandora, 1987.

### **Electronic Books**

E-books are cited exactly as their print counterparts except with the addition of a media marker at the end, e.g. Kindle edition, PDF e-book, Microsoft Reader e-book etc.

\* Note: if you are using an e-reader that changes the pagination with the size of the text, use chapter numbers and/or paragraph numbers instead of page numbers. \*

#### **Footnote**

Rosalind E. Krauss, *Passages in Modern Sculpture*, (Cambridge, Mass.: MIT Press, 1981), 27, Kindle.

or

Rosalind E. Krauss, *Passages in Modern Sculpture*, (Cambridge, Mass.: MIT Press, 1981), chapter 3, par. 12, Kindle.

#### **Bibliography**

Krauss, Rosalind E. *Passages in Modern Sculpture*. Cambridge, Mass.: MIT Press, 1981. Kindle.

## Books of Essays

### Footnote

Tamar Garb, "Masculinity, Muscularity and Modernity in Caillebotte's Male Figures," in *Gustave Caillebotte and the Fashioning of Identity in Impressionist Paris*, ed. Norma Broude (New Brunswick, N.J.: Rutgers University Press, 2002), 182.

### Bibliography

Broude, Norma, ed. *Gustave Caillebotte and the Fashioning of Identity in Impressionist Paris*. New Brunswick, N.J.: Rutgers University Press, 2002

## Small Exhibition catalogues

### Footnote

Peter Sharp: *Whale: 29 June - 25 July, 2004* (East Sydney, N.S.W.: Liverpool Street Gallery, 2004), 5.

### Bibliography

Peter Sharp: *Whale: 29 June - 25 July 2004*. East Sydney, N.S.W.: Liverpool Street Gallery, 2004. An exhibition catalogue.

## Essay in an Exhibition Catalogue

### Footnote

Peter McNeil, "Thea Proctor: towards a stylish Australia" in *Sydney Moderns: Art for a New World*, Deborah Edwards and Denise Mimmocchi, (Sydney: Art Gallery of New South Wales, 2013), 98

### Bibliography

Edwards, Deborah and Denise Mimmocchi. *Sydney Moderns: Art for a New World*. Sydney: Art Gallery of New South Wales, 2013.

## Journal articles - printed version

### Footnote

Richard Kalina, "Test Patterns: Warhol's Rorschach Paintings," *Art in America* 85, no.1 (January 1997): 89.

### Bibliography

Kalina, Richard. "Test Patterns: Warhol's Rorschach Paintings." *Art in America* 85, no.1 (January 1997): 88-90.

## Journal articles - Jstor PDF version

### Footnote

Chloe Chard, "Horror on the Grand Tour." *Oxford Art Journal* 6, no. 2 (1983): 7.

### Bibliography

Chard, Chloe. "Horror on the Grand Tour." *Oxford Art Journal* 6, no. 2 (1983): 3-16.

## Journal articles – electronic version (HTML)

### Footnote

Catherine Noonan, "Art, Image, and Identity." *American Artist* (2001) ProQuest Research Library, <http://search.proquest.com>. (accessed January 15, 2015).

### Bibliography

Noonan, Catherine. "Art, Image, and Identity." *American Artist* (2001) ProQuest Research Library, <http://search.proquest.com>. (accessed January 15, 2015).

## Newspaper articles – printed version

### Footnote

Rosemary Sorensen, "Bursting With Colour, Olley Still Drawing Crowds at 84," *The Australian*, November 23, 2007, 12.

### Bibliography

Sorensen, Rosemary. "Bursting With Colour, Olley Still Drawing Crowds at 84." *The Australian*, November 23, 2007, 12.

## Newspaper articles – electronic version

### Footnote

Alison Carroll, "A scope as big as humanity can conjure: the Terracotta Warriors & Cai Guo-Qiang". *The Conversation*. May 30, 2019. <https://theconversation.com/a-scope-as-big-as-humanity-can-conjure-the-terracotta-warriors-and-cai-guo-qiang-117825>

### Bibliography

Carroll, Alison "A scope as big as humanity can conjure: the Terracotta Warriors & Cai Guo-Qiang", *The Conversation*, May 30, 2019, <https://theconversation.com/a-scope-as-big-as-humanity-can-conjure-the-terracotta-warriors-and-cai-guo-qiang-117825>

## Websites

### Footnote

"Collection: Cymon and Iphigenia." Art Gallery of NSW, (accessed January 12, 2020), <https://www.artgallery.nsw.gov.au/collection/works/210.1976/>

### Bibliography

Art Gallery of NSW. "Collection: Cymon and Iphigenia." Accessed January 12, 2020, <https://www.artgallery.nsw.gov.au/collection/works/210.1976/>

## Social Media

For a citation in a note or a bibliography, include the following:

- Author of the post – real name (if known) followed by screen name in parentheses
- Text of the post (up to 160 characters) \*Note – if the text of the post has already been included in the body of your exegesis, then you don't need to include it in your footnote.\*
- Social media carrier, and description if relevant – photo, illustration, video
- Date – (month, day, year), and time – if needed to differentiate between posts on the same day
- URL

## Instagram

### Footnote

National Art School Library (nas\_library), "Thanks to all who made it to Tuesday night's Library Stairwell Gallery opening of Twelve Eighty. Missed it? Don't despair, this rad show by third year ceramics students is open until 23 August", Instagram, August 8, 2019, <https://www.instagram.com/p/B04kulHAMyM/>.

### Bibliography

National Art School Library (nas\_library), "Thanks to all who made it to Tuesday night's Library Stairwell Gallery opening of Twelve Eighty. Missed it? Don't despair, this rad show by third year ceramics students is open until 23 August". Instagram. August 8, 2019. <https://www.instagram.com/p/B04kulHAMyM/>.

## Art viewed in print

### Footnote

Claude Monet, "Haystack at Sunset Near Giverny," 1891. Oil on Canvas. Source: William C Seitz, *Claude Monet 1840 – 1926* (London: Thames and Hudson, 1984), 114.

### Bibliography

Seitz, William C. *Claude Monet 1840 – 1926*. London: Thames and Hudson, 1984.