8

DOCUMENTING SOURCES

n n n

When you write about history—or any other topic that requires research—you must use documentation that will allow readers to verify your sources. Indeed, to write history is always to write about sources. Your readers might want to check the evidence to see if you have cited it accurately and interpreted it soundly. Historians also use the documentation in books and articles they read to help them in their own research. When you use information gathered from a source, tell your readers where to find the quotation or the information. When you quote the exact words of a source, enclose those words in quotation marks or use a block quotation to let readers know they are those of another author, and make a citation to the source of the quotation. If you summarize or paraphrase a source, let readers know what you are doing. Otherwise you may be guilty of plagiarism; always remember that plagiarism is the writer's unpardonable sin. In a typical history essay of more than two or three pages, you will have many more citations to ideas and paraphrased information than you will to direct quotations.

A number of style manuals provide suggestions for forms of citations, including footnotes and endnotes. The conventional practice among historians, however, is to use *The Chicago Manual of Style,* now in its fifteenth edition.1 Generations of students have also used Kate L. Turabian, *A Manual for Writers of Term Papers, Theses, and Dissertations,*2 a conveniently

sized paperback condensation of the much more comprehensive *Chicago Manual of Style*. In addition to suggestions about stylistic conventions, both provide details for note citations and bibliographies (and also for parenthetical citations and associated reference lists, frequently used and recommended to students in other disciplines). Because the format of note citations and bibliographies outlined in the *Chicago Manual* (and in Turabian's book) are the most widely used by historians, we have adopted that basic style for this brief guide to documenting your sources. Unless you receive specific instructions to the contrary, we urge you to do the same.

At the end of this chapter we have included reference charts with suggestions for both note and bibliographic citations. Of course, in this *Short Guide* we provide examples only of the most common types of sources. Turabian's manual is larger than this book, and as mentioned above, it is only an abridgment of the much larger *Chicago Manual of Style*. Both contain examples of citations for many more types of sources, and you should refer to them for additional advice. To help you locate examples of citations based on the general conventions we consider below, we have indicated (by the mark) appropriate sample entries from the reference charts found at the end of this chapter. Those examples should also help you to deal fully and fairly in making citations for other sources you may use in writing your essays. The good news is that common sense and care for precision and consistency can solve a multitude of problems and allow you to guide readers faithfully through the sources you have used, no matter what those sources may be.

BASIC PRINCIPLES

Whatever citation style you are expected to use, it must lead readers to the precise location of material quoted or summarized in your essay. This requires that you pay particular attention to a number of details and make certain that they are presented carefully and consistently in your citations. Read Penny Sonnenburg's essay in Appendix A and note the forms of citations she

uses. Although some of her sources are mentioned in the text, for the most part she uses footnote citations in her essay. They could just as well have been placed at the end of the paper as endnotes. Some institutions and individual teachers, as well as book and journal publishers, prefer one over the other for a variety reasons. From the writer's perspective, modern word-processing programs have simplified the formatting and placement of either footnotes or endnotes as well as the capacity to change from one to the other almost at will. If you are unsure which to use, ask your instructor. In our own experience, both as students and faculty members, most instructors simply ask students to be consistent.

There are some basic principles you should always keep in mind when choosing sources for your essay; you can also use them to help in deciding what information to include in citations of your documentation.

Authorship

The first principle to consider is authorship. Who created the work in question? Is there just one author, or are there several? Be sure to list multiple authors appropriately, especially in bibliographies (*n1, n4, b3*). Occasionally, a book may have an editor who is acknowledged as the principal creator of the work. For such a source, the bibliographic entry would look very similar to that for an authored book (*b1a*), while a note citation to one of the items within the book would be similar to that for any collection of essays (*n8*). For a second entry by the same author or authors in a bibliography, replace the name with a dash (or underscore line) about six spaces long in place of the names; look at the Select Bibliography of Student Resources at the end of this book to see an example of how to do so.

A very few sources may have several individuals who contributed to the fundamental creation and presentation of the work. Most often these are editors and/or translators in addition

to the main author (*n5, b8*); their names will be indicated prominently, usually on the title page of books and at the beginning (or occasionally at the end) of published articles. In recent years, some books—and especially textbooks—may have a long list of production credits on the copyright page, the page in the front matter that presents publication data, as does this book. An editor mentioned there is not credited in a citation for that source. If there is no author named for a source, or if the source is acknowledged as being anonymous, begin your citation with the title (*n6, b11*).

Some authorship questions can be confusing. A book review, for example, has the reviewer as the principal author of that source, although the author of the book being reviewed should also be mentioned (*n14*). In personal communications, such as letters or e-mails, the person writing should be listed first even though the person being written to is usually identified as well (*n25, n26*). Interviews are slightly more complex, as both the person being interviewed and the interviewer contribute directly to the creation of the interview. But since the person being interviewed is usually assumed to be the one supplying the crucial information (at least for historical research), their name is listed first even though the interviewer should be listed as well (*n23*).

Titles

The second basic element for each citation is the title. What is the source called? In the case of articles in a journal or newspaper, there will be more than a single title. The complete title of a book or pamphlet should be in italics (*n2, b7*). Similarly, the title of a periodical—a scholarly journal, magazine, or newspaper—should be in italics (*n9, b11*). Italics are also used for motion pictures, paintings, sculpture, and plays (*n22, b20*). But use quotation marks for short poems or speeches that have titles, just as you would for articles within a journal, magazine, newspaper, or

in a collection of essays in book form (*n9, n11, b8, b12*). A few types of sources—such as interviews, letters, and manuscripts—are merely described in regular type without quotation marks (*n23, n25, b15*). The same is true of Web site titles that are not otherwise titles of books or articles (*n17*); however, an original essay within a Web site would be treated as an article and enclosed within quotation marks (*n16*).

Location

Since a major purpose for the citation is that readers may find the same work, the third important element in your citation should be the location where you found the information. For books, this means place of publication and the publisher (*n2, b4*). For scholarly journals, you will need to list the volume and sometimes the issue number (if the journal paginates each issue separately), and also the appropriate page numbers (*n9, b9*). For newspapers divided into sections, you will need to include those in your citation as well (*b12*). Often Web sites and other electronic sources of information do not divide even long items into numbered sections or use page numbers. In such cases you need to use a discrete URL which will take a reader directly to the information you have found (*n16, b16*). At other times you may also want to indicate a search term you used to locate the specific information within the particular electronic file (*n17, b17).* (We have included further advice about citations for electronic sources later in this chapter.) For manuscripts or documents in archives, you will need to indicate both the collection name and the repository where they may be found, as well as any further location identifiers used by the repository or archive (*n15, b15*).

Date

The final element to consider is the date of your source. In the case of books, it is the year of publication (*n1, b2*); for journals, it is the year (and perhaps the month) of publication in

addition to the volume number (*n9, b9*). Newspaper and magazine citations usually include only the date, not the volume and issue numbers (*n12*). For Web sites, the date the particular source was created should be included (*n16, b17*); if the only date available is that of the most recent revision, that should be cited and so indicated. Many high quality, reputable Web sites have such information clearly visible on the opening page of the site; in other cases, you may need to view the source information from your web browser to determine these dates. If no such dates are available, you should indicate *n.d.* for no date. Given concerns about the impermanence of URLs (and indeed of Web sites themselves), many scholars suggest you also add the date you accessed the material on the Web, including that within parentheses (*n16, b17*). This practice is not universal; in fact, the current edition of the *Chicago Manual* does not recommend it as a usual practice. We disagree and believe your instructors especially will appreciate knowing when you located the item in your research.

Shortened Forms for Subsequent Note Citations

When we first began our careers as historians, writers commonly used Latin abbreviations to make subsequent citations to sources they had already identified. This habit has gradually disappeared in academic writing. In their most recent editions, both the *Chicago Manual* and Turabian's condensed guide recommend against using most of these. Both still suggest it may be appropriate in limited cases to use ibid. (for the Latin *ibidem,* "in the same place"). However, the increasing use of word-processing programs which permit the easy movement of text—and the associated notes—from one location in an essay to another, makes even that problematic. All too often we have found that notes transferred by the author from one location in an essay to another cannot easily be associated with their previous referents. Thus we recommend the exclusive use of shortened forms for subsequent citations, as we show on the reference chart for note citations.

Such short forms can be both easily managed by authors and easily recognized by readers. In creating shortened references, you should use the author's (or authors') surnames; you may, however, eliminate the names of translators and/or editors from subsequent references (*n5*). If you use only one work from the same author(s) in your essay, then simply indicate the appropriate page (and, if necessary, volume) number in any subsequent note citation (*n9, n18*). But if you use more than one source by the same author, you will also need to use a shortened title as well—of course, keeping the original order of the words. However, for titles of three or four words, you can merely eliminate any initial article (*a, an,* or *the*) and use the entire title. In these cases, too, you should also include appropriate page references (*n2, n14*).

Use the reference charts at the end of this chapter as guidelines not just for the situations we have discussed but also as models for other types of sources—keeping the basic principles for documenting sources in mind. And then compare your citations as well to the Turabian or *Chicago Manual* guides if you wish to be certain you have followed the usual historical conventions and have made them clear to your readers.

ELECTRONIC SOURCES

In recent years, historians have become more concerned about the proliferation of both primary and secondary source materials available in electronic formats. In some cases these are merely digitized versions of printed (or in a few cases, handwritten) materials. In such cases, you should first make your citation to the original version, and then indicate that you found the material on the Internet or in some other electronic form (*n17*). Along with most historians, we would recommend that when you have a choice and may use either a printed or an electronic version of a source, you should opt for the printed version. Not least, the problems you face in documenting your source will usually be less difficult if you do so. But there are many source materials you

will only be able to use in electronic formats. Therefore it is essential that you learn to make full and complete citations to such materials in your essays.

The fifteenth edition of the *Chicago Manual* for the first time makes numerous recommendations concerning citations of electronic sources. At the same time, it "anticipates a simpler and more reliable electronic source citation method...for assigning permanent identifiers to sources and methods for providing access to sources using those identifiers."3 Most of the recommendations for documenting electronic sources we make in this edition of our *Short Guide* are also interim suggestions, and for the most part follow those in the current *Chicago Manual*. Where our advice differs, we have tried to be clear by explaining our own recommendations, both in this book and in a more substantial guide one of us prepared for H-Net: Humanities and Social Sciences Online.4 We have found that many other electronic citation guides are either based on other style manuals less familiar with historical conventions or on principles which address electronic technology issues more than concerns of historical writing. One exception is that of Professor Maurice Crouse, which includes his explanations for not adhering as closely to the new *Chicago Manual* as do we.5 Until there is more general agreement in the historical community concerning the conventions for citing electronic sources, we urge you to check with your instructor and consistently follow either our suggestions or those of Professor Crouse.

We do recognize the Internet poses special problems for those who want to make fixed references to documents that are frequently less than permanent and subject to periodic alteration. Yet historians and humanists have for generations faced similar problems in citing sources. Private correspondence held by families of its recipients or in duplicate copies made by authors, for example, has long posed citation difficulties similar in nature to individual e-mail correspondence or, for that matter, materials on Internet Web sites as well. And disappearing

sources—such as long out of print books apparently not saved in any repository, or libraries and archives destroyed by fire—have also been of concern to writers who used such materials but whose readers may not be able to locate them. Using citations that include accessed dates can, however, offer some assurance that you have looked carefully for electronic materials which may later disappear from the Internet (*n16, b17*).

No method of citation can overcome these particular problems which, instead, cry out for great foresight in planning Web sites, careful explanations and links to materials that may be moved, as well as acceptance of digital object identifiers (similar to ISBN numbers) such as those favored by the University of Chicago Press. Still, citation problems for electronic materials are, for the present, quite real. While historians should be concerned about such problems and make efforts to seek solutions, as a writer you cannot solve them. So move forward, keep the basic principles of any citation we have outlined in mind, and make your citations as clear and complete as you can.

There are certain conventions in the use of the Internet that writers of history should follow. In the past, we have recommended the use of angle (or pointed) brackets, < >, to enclose either URLs or e-mail addresses; however, the use of such brackets in some, but not all, electronic programming languages does make their use in citations problematic. Therefore, we urge you to put URLs and e-mail addresses in normal type without any brackets or parentheses, keeping the punctuation as you find it (*n17*). Nonetheless, some word-processing programs may automatically convert these to hyperlinks on your screen, on the assumption that you are only interested in electronic versions of your essays. Often these hyperlinks are underlined and presented in a color font which may be reproduced if you merely print your file. If you are preparing printed versions of your essays, we suggest you remove the hyperlinks (*b17*). To do

so, move your cursor onto the link using the arrow keys on your keyboard and then use word-processing EDIT functions to remove the hyperlink. Or you may click on your right mouse button to do this.

Standard Internet practice is also to put the URL on a single, separate line, if possible. But in printed citations it is often preferable for the address to continue from one line to another. When doing so, we recommend following the new *Chicago Manual* advice to end a line with any double or single slash, but that you carry any other punctuation—such as a period, comma, hyphen, underline, tilde (~), or any other similar mark—on to the next line in your printed text. Also take care, as much as possible, to set any subsequent punctuation apart from the citation since it is not part of the URL.

Even this suggestion will not solve the problem of complex URLs that are generated when you use some search utilities. Often the resulting electronic addresses are at best unmanageable in citations and occasionally may not even be useful as hyperlinks allowing readers to reach the same site. You may find that the stable URLs generated by some high-quality databases, such as JSTOR, are unwieldy for citation, even though they may be used independently to locate the items. But in the case of Project Muse, JSTOR, and similar utilities, the items in their databases come from printed sources such as scholarly journals. Thus it is best to use the original citation information from the journal, followed by a notation like this: (accessed in JSTOR).

Other search utilities, such as those designed to find information within large and extensive Web sites, present different problems. For example, using the search utility on the main H-Net Web site to locate a citation guide for electronic sources could result in finding messages in the H-Net discussion logs containing that guide. One of these messages is identified by this URL:

http://h-net.msu.edu/   cgi-bin/logbrowse.pl?trx=vx&list=h-africa&month=9602&week=d&

msg=sTrnwa8l9MGdmGmkVzAhGw&user=&pw=. In this case, the URL generated by the search cannot be used independently to retrieve the document and, therefore, is not even useful in making a citation. On this matter the current *Chicago Manual* does not offer clear guidance.

There is, however, a very simple solution which is comparable to a similar circumstance in using print sources. This involves use of the abbreviation s.v. (for the Latin *sub verbo,* "under the word") in making citations to standard reference works such as encyclopedias and dictionaries that are organized into individual entries usually presented in alphabetical order. Doing so in the electronic citation just mentioned would refer to the main URL of the Web site that included the search function, then indicate to the reader that the message containing the citation guide could be found by entering the words "citation guide" in that internal search utility:

www.h-net.org, s.v. "citation guide".

Note that the final period is put outside of the quotation marks since it is not a part of the search but is rather part of the punctuation of the documentation (*b17*).

Both the *Chicago Manual* and Turabian suggest that such citations employing "s.v." should be used only in notes, not in bibliographies. We believe that in the case of electronic sources—although NOT for printed encyclopedias and dictionaries—using such a citation format even in bibliographies offers writers an appropriate solution to one of the difficulties posed in documenting modern electronic sources (*n17, b17*).

One word of caution: We do NOT recommend that you make such citations to materials you find using one of the Internet-wide search engines such as Yahoo, Google, or AltaVista. Those search utilities take you to individual Web sites which you should document separately. To make your citation to the search engine itself would be comparable to citing a book by merely referring to the library catalog in which you had first found a reference to it! Only use the s.v. (or

s.vv. for multiple search terms) format for electronic searches you make from the home page of a particular Web site that contains within it the material you have used in your essay, whether using that Web site's search utility or an EDIT command on your web browser to "find (on this page)."

Citations to e-mail and listserv messages also present problems, although even these have analogs in well-accepted conventions for the citation of similar sources. The person writing is clearly the author, although the person or group receiving the message should be noted as well, along with the date of the communication (*n26*). Many listserv messages are available in some form of publicly available electronic archive. If so, you should document that availability in your citation (*n24*); if there is no archive, the citation would end with the date. Precisely because so many listserv and e-mail messages are not available to most researchers in an electronic archive, some historians eschew them as sources. Yet just as historians may occasionally wish to document information received in private letters they have received, you may need to document such unarchived messages to an electronic mailing list or even private e-mails that have served as valuable sources for your essay. Some historians do insist on including the author's e-mail address as a means of verifying the information, although you should never do so without permission.

Despite the problems we have mentioned, we remain confident solutions to any documentation problems for source material on the Internet and in other electronic formats are possible. It is not necessary—and in fact inappropriate—simply to avoid such sources for lack of standard conventions for making citations to them. Should you confront such problems, ask your instructor or a reference librarian how you might deal with them. And use the citation reference charts at the end of this chapter as guides in making decisions about how to document all the

sources you have consulted in writing your essay. If you still have questions, you may write to Melvin Page at pagem@etsu.edu and pose the problem; he will try to offer our best suggestions for a solution.

NOTES AND BIBLIOGRAPHIES

When writing history essays, the conventional forms for citing sources have long been notes and bibliographies. While both present essentially the same information in similar ways, they do serve different functions. Notes are written in the same manner, whether they are presented as footnotes—at the bottom of each page where the citation occurs—or as endnotes—at the end of the essay, before the bibliography. Of course, each note should be preceded by a number referring to the place in your essay where you want to document sources for what you have written. These numbers, both in the text and at the start of each note, are best set as superscript numerals (*n1*), something easily achieved in a word-processing program. A style for presenting citation information in notes has evolved over the years, and that presented here and in the *Chicago Manual* has become the conventional standard for historians. Each note should begin with a paragraph indent so it can easily be distinguished in your text.

This style and format for writing notes is intended for quick, easy reading, especially at the bottom of a page of text but also in quick glances at a list positioned at the end of the essay or book. Readers want to know why your story is intended to be true. To convince them, you need to make clear what evidence you used in supporting your statements and connect that information directly to what you write. Historians use notes to do this, and you should as well. Notes also help readers search for the same specific bits of information they read about, should they wish to do so. You should take similar advantage of the notes you find in your sources when preparing to write your own essays.

Bibliographies, on the other hand, are more formal. While these citations are composed of much the same information as notes, they are alphabetized by the last name of the author, and the punctuation is somewhat different. For a second work by the same author(s), use a six space line to replace the name(s); the Select Bibliography of Student Resources at the end of this book provides an example of how to do this. If there is no author, bibliographic citations begin with the title, which is used for alphabetizing such entries along with others (*b6, b11*). In *Chicago Manual* style, a bibliographic entry does not use parentheses for publishing information; each component of the entry is separated by periods. Entries for articles, and other sources included within printed books or journals have inclusive page numbers (*b8, b9*). Dates for journals are, however, placed in parentheses to better distinguish them, although this is not done for newspapers and magazines (*b9, b12*). And each bibliographic entry is set apart using a "hanging indent" system easily created with a word-processing program.

Bibliographies are placed at the end of an essay or book to allow readers to see quickly what works have been cited or consulted by the author. A bibliography shows whether the writer has searched a wide variety of sources and whether he or she knows the latest literature in a field of inquiry. But some individual items are not generally included in a bibliography even though you may have cited them in note citations (*n21–n26*). If you have questions, be sure to consult with your instructor about what you should include in your bibliography. You may sometimes be asked to make your research efforts clearer by presenting an annotated bibliography, which includes a brief comment on the contents of the book, article, or other source. If you are asked to annotate your bibliography, begin your comments on a separate line, indenting the first line of your annotation text. The Short Bibliography of Student Resources at the end of this book is a model for your own annotated bibliography.

Use the following citation reference charts to aid you in writing the bibliographic and note citations that will document your history essays.

Note Citations Reference Chart

Item	Type of Citations		Subsequent	Source Note Citations
n1	book	¹ Jerry H. Bentley, *Old World Encounters* (New York and Oxford: Oxford University Press, 1963), 183.	² Bentley, 185.	**(one author)**
n2	book	¹ John Thornton, *Africa and Africans in the Making of the Atlantic World, 1400–1800,* 2d ed. Studies in Comparative World History (Cambridge and New York: Cambridge University Press, 1998), 157.	² Thornton, *Africa and Africans,* 159.	**(subsequent edition)**
n3	book	¹ Stanley L. Engerman and Robert W. Fogel, *Time on the Cross: The Economics of American Negro Slavery* (New York: W.W. Norton, 1989), 206.	² Engerman and Fogel, 208.	**(two authors)**
n4	book	¹ Bakili Muluzi et al., *Democracy with a Price: The History of Malawi Since 1900* (Blantyre, Malawi: Jhango Heinemann, 1999), 17.	² Muluzi, 19.	**(multiple authors)**
n5	book	¹ Martin Luther, *Lectures on Romans,* ed. and trans. Wilhelm Pauck (Philadelphia: Westminster Press, 1961), 101.	² Luther, 76.	**(edited or translated)**
n6	book	¹ *Cultures and Time* (Paris: Unesco Press, 1976), 7.	² *Cultures and Time, 9.*	**(author/editor unnamed)**
n7	book in a series	¹ Robert C. Post, *Technology, Transport, and Travel in American History,* Historical Perspectives on Technology, Society, and Culture (Washington, DC: American Historical Association, 2003), 53.	² Post, 54.	
n8	article in collection	¹ Gabrielle Spiegel, "History and post-	² Spiegel, 263.	

modernism," in *The Postmodern History Reader,* ed. Keith Jenkins (London and New York: Routledge, 1997), 261.

Note Citations Reference Chart

Item	Type of Citations	Note Citations	Subsequent Citations	Source
n9	article in scholarly journal	[1] Denise S. Spooner, "A New Perspective on the Dream: Midwestern Images of Southern California in the Post–World War II Decades," *California History,* 76, no. 1 (Spring 1997): 48.	[2] Spooner, 49.	
n10	article in popular magazine	[1] Pritt J. Vesilind, "Lost Gold: Bounty from a Civil War Ship," *National Geographic,* September 2004, 114.	[2] Vesilind, 125.	
n11	article in magazine (author/editor unnamed)	[1] "War Letters," *National Geographic,* November 2005, 92.	[2] "Letters," 89.	
n12	article in newspaper	[1] David E. Sanger, "Clinton Warns Japan: Fire Up Economy to Stem a Decline," *New York Times,* 4 April 1998, A1.	[2] Sanger, A2.	
n13	article in reference work	[1] *Dictionary of the History of Ideas,* s.v. "Historiography," by Herbert Butterfield, 465.	[2] Butterfield, 465.	
n14	book review	[1] John Thornton, review of *Landlords and Strangers: Ecology, Society, and Trade in Western Africa, 1000–1630,* by George E. Brooks, *Journal of World History* 6 (1995): 133.	[2] Thornton, review of Brooks, 133.	
n15	archives document	[1] Benjamin Bowman, manuscript letter to Joseph Bowman, 24 July 1860, Bowman Family Collection, 24 Jul 1860. Acc. No. 23, Archives of Appalachia, East Tennessee State University, Johnson City, TN.	[2] B. Bowman to J. Bowman, 1860.	
n16	Web site (discrete URL)	[1] Joseph C. Miller, "History and History" (8 January Africa/Africa and 1999) http://www.ecu.edu/African/sersas/jmahapa.htm (accessed 23 November 2003).	[2] Miller.	

Note Citations Reference Chart

Item	Type of Citations	Source Note Citations	Subsequent
n17	Web site **(accessed by internal search)**	[1] Irwin H. Hoover, memoir, 4 March 1913, in Library of Congress: American Memory, http://memory.loc.gov/index.html s.v. "Irwin H. Hoover" (accessed 27 April 2005).	[2] Hoover.
n18	unpublished **thesis or dissertation**	[1] William H. Gilbert, "From Condemnation to Conformity: Carter and -Reagan's Foreign Policy Towards the Argentine Junta, 1977–1982" (M.A. thesis, East Tennessee State University, 2005), 51.	[2] Gilbert, 53.
n19	unpublished **paper**	[1] Gavriel D. Rosenfeld, "Alternate -History and Memory" (paper presented at annual meeting of American Historical Association, Philadelphia, 6 January 2006).	[2] Rosenfeld.
n20	motion **picture (video/DVD)**	[1] *Breaker Morant,* videocassette, directed by Bruce Beresford (1979; -Burbank, CA: RCA/Columbia Pictures Home Video, 1985).	[2] *Breaker Morant,* 1985.
n21	photograph	-[1] "An excellent example of a pack or artillery mule," photograph, in Essin, p. 85. in *Shavetails and Bell Sharpes: The History of the U. S. Army Mule,* by Emmett M. Essin (Lincoln: University of Nebraska Press, 1997), facing p. 85.	[2] Photograph in Essin, p. 85.
n22	work of art	-[1] Jan van Eyck, *Giovanni Arnolfini and His Bride,* painting, as reproduced in Dennis Sherman et al., *World Civilizations: Sources, Images, and Interpretations,* 3d ed. (New York: McGraw-Hill, 2002), 1: 231.	[2] van Eyck, *Giovanni Arnolfini and His Bride.*
n23	interview	-[1] Stambuli Likuleka, interview by Melvin E. Page, 17 August 1972.	[2] Likuleka interview.

Note Citations Reference Chart

Item	Type of Citations	Source Note Citations	Subsequent
n24	message **in Internet discussion list**	[1] Richard Lobban, "REPLY: African Muslim Slaves in America," message -to H-Africa, h-africa@msu.edu, 4	[2] Lobban.

August 1995, archived at http:// h-net.msu.edu/~africa/archives/ august95.

Item	Type of Source	First Note	Subsequent Note
n25	**private letter**	[1] George Shepperson, letter to author, 4 October 2004.	[2] Shepperson to author.
n26	**private e-mail message**	[1] Carol Jones, e-mail message to author, 23 April 2001.	[2] Jones to author.

Bibliographic Citations Reference Chart

Item	Type of Source	Bibliographic Citations
b1	**book (one author)**	Bentley, Jerry H. *Old World Encounters*. New York and Oxford: Oxford University Press, 1963.
b1a	**book (editor as author)**	Hilliard, Constance B., ed. *Intellectual Traditions of Pre-Colonial Africa.* Boston: McGraw-Hill, 1998.
b2	**book (subsequent edition)**	Thornton, John. *Africa and Africans in the Making of the Atlantic World, 1400–1800,* 2d ed. Studies in Comparative World History. Cambridge and New York: Cambridge University Press, 1998.
b3	**book (two authors)**	Engerman, Stanley L., and Robert W. Fogel. *Time on the Cross: The Economics of American Negro Slavery.* New York: Norton, 1989.
b4	**book (multiple authors)**	Muzuli, Bakili, Yusuf M. Juwayeyi, Mercy Makhambera, and Desmond D. Phiri. *Democracy with a Price: The History of Malawi Since 1900.* Blantyre, Malawi: Jhango Heinemann, 1999.
b5	**book (edited or translated)**	Luther, Martin. *Lectures on Romans.* Edited and translated by Wilhelm Pauck. Philadelphia: Westminster Press, 1961.
b6	**book (author/editor unnamed)**	*Cultures and Time.* Paris: Unesco Press, 1976.
b7	**book in a series**	Post, Robert C. *Technology, Transport, and Travel in American History.* Historical Perspectives on Technology, Society, and Culture. Washington, DC: American Historical Association, 2003.
b8	**article in collection of essays**	Spiegel, Gabrielle. "History and Postmodernism." In *The Postmodern History Reader,* ed. Keith Jenkins, 260–273. London and New York: Routledge, 1997.

Item	Type of Source	Bibliographic Citations
b9	**article in scholarly journal**	Spooner, Denise S. "A New Perspective on the Dream: Midwestern Images of Southern California in the Post–World War II Decades." *California History* 76, no. 1 (Spring 1997):45–57.
b10	**article in popular magazine**	Vesilind, Pritt. J. "Lost Gold: Bounty from a Civil War Ship." *National Geographic,* September 2004, 108–127.

Bibliographic Citations Reference Chart

Item	Type of Source	Bibliographic Citations
b11	**article (author/editor unnamed)**	"War Letters," *National Geographic,* November 2005, 78–95.
b12	**article in newspaper**	Sanger, David E. "Clinton Warns Japan: Fire Up -Economy to Stem a Decline." *New York Times,* 4 April 1998, A1.
b13	**reference work**	-Wiener, Philip P., ed. *Dictionary of the History of Ideas.* 5 vols. New York: Scribner's, 1973.
b14	**book review**	-Thornton, John. Review of *Landlords and Strangers: Ecology, Society, and Trade in Western Africa, 1000–1630,* by George E. Brooks. *Journal of World History* 6 (1995): 132–135.
b15	**archive collection**	Bowman Family Collection. Accession No. 23, -Archives of Appalachia, East Tennessee State University. Johnson City, TN.
b16	**Web site (discrete URL)**	Miller, Joseph C. "History and Africa/Africa and -History." 8 January 1999. http://www.ecu.edu/African/ sersas/jmahapa.htm. (Accessed 23 November 2003).
b17	**Web site (accessed by internal search)**	Hoover, Irwin H. Memoir. 4 March 1913. In Library of Congress: American Memory, http://memory.loc.gov/ -index.html s.v. "Irwin H. Hoover". (Accessed 27 April 2005).
b18	**unpublished thesis or dissertation**	Gilbert, William H. "From Condemnation to Conformity: Carter and Reagan's Foreign Policy -Towards the Argentine Junta, 1977–1982." M.A. thesis, East Tennessee State University, 2005.
b19	**unpublished paper**	Rosenfeld, Gavriel D. "Alternate History and -Memory." Paper presented at annual meeting of American Historical Association, Philadelphia, 6 January 2006.

b20   **motion**   *Breaker Morant.* Videocassette. Directed by Bruce   **picture** Beresford. 1979. Burbank, CA: RCA/Columbia   **(video/DVD)**   Pictures Home Video, 1985.

1 *The Chicago Manual of Style,* 15th ed. (Chicago: University of Chicago Press, 2003).

Chapter 8 n *Documenting Sources*

2 Kate L. Turabian, *A Manual for Writers of Term Papers, Theses, and Dissertations,* 6th ed., rev. by John Grossman and Alice Bennett (Chicago: University of Chicago Press, 1996). A new seventh edition is expected by 2007, which should reflect changes based on the fifteenth edition of the *Chicago Manual,* including consideration of electronic sources.

Basic Principles

Chapter 8 n *Documenting Sources*

Basic Principles

Chapter 8 n *Documenting Sources*

Electronic Sources

Chapter 8 n *Documenting Sources*

3 *Chicago Manual,* 646.

4 Melvin E. Page, "A Brief Citation Guide for Internet Sources in History and the Humanities," version 3.1 (2006), http://www.h-net.org/about/citation (accessed 29 June 2006).

5 Maurice Crouse, "Citing Electronic Information in History Papers" (7 July 2004) http://cas.memphis.edu/~mcrouse/elcite.html (accessed 27 April 2006).

Electronic Sources

Chapter 8 n *Documenting Sources*

Electronic Sources

Chapter 8 n *Documenting Sources*

Notes and Bibliographies

Chapter 8 n *Documenting Sources*

Notes and Bibliographies

(Continued)

CHAPTER 8 n *Documenting Sources*

Notes and Bibliographies

(Continued)

CHAPTER 8 n *Documenting Sources*

Notes and Bibliographies

(Continued)

CHAPTER 8 n *Documenting Sources*