



## THE MOUNGER '48 WRITING CENTER

JEFFERSON HALL  
SECOND FLOOR (NE)

E/F/K/L (Mon-Fri, 1400-1600)  
ESP (Sun-Thurs, 2000-2200)

Appointments preferred;  
walk-ins welcome. Get more info  
& schedule today:

[usma.mywconline.com](http://usma.mywconline.com)

We offer regular one-on-one consultations and periodic group workshops to cadets working on writing tasks for all academic courses; all sessions are led by Cadet Writing Fellows who have excelled in their writing at West Point. Writing Fellows are trained to help you with any part of the writing process: brainstorming ideas; clarifying focuses; developing theses; organizing arguments; analyzing, integrating, and documenting sources; refining your style; revising and polishing drafts. Bring in work for courses in the humanities and social sciences as well as your scientific and technical writing—lab reports, memos, executive summaries, even writing for oral presentation. We can also talk with you about writing for personal interests and professional opportunities. **The sooner you come in, the more we can help!**

# Trouble with Chicago Style? That's HISTORY!

## A QUICK REFERENCE GUIDE FOR CHICAGO STYLE CITATIONS

**CDT Erin Savage ('17)**

So you're a cadet at West Point. You probably worked your butt off to get in here, right? So it'd sure be a tragedy to throw away that hard work and all of the effort you put into your essay because you failed to cite one of your sources. That's right, your entire cadet career could end just because you didn't cite one article, or didn't do it correctly. What a shame. But luckily for you, you picked up this handout—look at you, you're already grasping the concept of citations! Get it? Because you're grasping this sheet which explains the concept of citing?!

Look, I never claimed to be a comedian; I'm just here to help keep you away from an Honor Board... On a more serious note, keep reading to learn how to utilize Chicago style citations properly—to do your essay and hard work justice and keep yourself out of Nininger Hall!

### A Brief Background on Chicago Style

Typically, Chicago Style is used in history and social sciences courses here at USMA. This includes core history courses (like HI105 & HI108), American Politics (SS202), Economics (SS201), and International Relations (SS307), just to name a few. The full citation style is outlined in the aptly-named *The Chicago Manual of Style* (available online through the USMA library) and an abbreviated section on the style can be found in the versions of *The Little, Brown Handbook* everyone buys as plebes.

### Some [Trustworthy] Online Citation Generators and Resources

- 1) **KnightCite** [www.calvin.edu/library/knightcite/index.php](http://www.calvin.edu/library/knightcite/index.php)
- 2) **Zotero** [www.zotero.org](http://www.zotero.org)
- 3) **Purdue Online Writing Lab (OWL)** [owl.english.purdue.edu](http://owl.english.purdue.edu)

Sites like these can be helpful for managing your citations, but with any computer-generated solution, make sure the program truly understood your intent and cranked out an appropriate response that **MAKES SENSE AND LOOKS RIGHT!** You'd be surprised how often minor—even major—adjustments need to be made.

**Quick Tips**

*The first line of Footnotes is indented five spaces.*

*Individual footnotes are single-spaced but double space in between multiple footnotes.*

*In the Works Cited, triple space between the Works Cited header and the first line of citations.*

*Works Cited page: the first line of each citation is left justified with every subsequent line indented 5 spaces.*

*Italicize the titles of books and periodicals in both footnotes and Works Cited entries.*

*Do not use "p." or "pp." before page numbers.*

*Use quotation marks around article titles in both footnotes and Works Cited entries.*

*Consult your style manual regularly!*

**A Note: How to Cite Sources Multiple Times in the Same Paper**

You'll likely run into cases where you must cite a single source repeatedly throughout your essay. So, to make things easier, Chicago style allows for several different options to abbreviate citations. The first and most basic method is to simply **shorten** the note (usually using just the author and title the second time around and every time thereafter in a paper). Makes sense, right? A second method is to use the Latin abbreviation "**ibid**", which means 'in the same place.' Use 'ibid' when the same source is noted in the footnotes multiple times in a row (without interruption by another source) across *different paragraphs*. However, using the same source multiple times within *the same paragraph*, requires a third method: **in-text, parenthetical citations**. Read on for examples!

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**Shortened Method (in the Footnotes):**

<sup>1</sup>President Barack Obama, "Statement by the President on the Framework to Prevent Iran from Obtaining a Nuclear Weapon" (statement, White House, Washington D.C., April 2, 2015).

<sup>2</sup>Obama, "Statement by the President on the Framework to Prevent Iran from Obtaining a Nuclear Weapon."

**"Ibid" Method (in the Footnotes):**

<sup>1</sup>President Barack Obama, "Statement by the President on the Framework to Prevent Iran from Obtaining a Nuclear Weapon" (statement, White House, Washington D.C., April 2, 2015).

<sup>2</sup>Ibid.

**In-text Citation Method (in a Paragraph and in the Footnotes):**

Following the hurricane, as a response to the bankruptcy of insurance firms who aided those affected by Hurricane Katrina, the insurance industry lobbied as an interest group through the Disaster Coalition to secure federal reinsurance against mega-disasters' financial impact on the industry and to take necessary measures to focus on the nation's infrastructure to decrease the impact of potential disasters which would cause more bankruptcy to insurance firms.<sup>9</sup> The insurance interest group's concerns are more or less addressed in the changes outlined in the Post-Katrina Act as it provides for the building of "robust regional offices to address regional priorities using DHS resources under the Secretary's leadership" and the development and implementation of a risk-based hazards preparedness strategy (12).

**Footnotes Section:**

<sup>9</sup>Federal Emergency Management Agency. "Post-Katrina Emergency Management Reform Act."

***Remember: check your Chicago Style Manual when in doubt, and good luck!***