What is Notes/Bibliography Style?

Notes/bibliography style uses footnotes or endnotes to cite quoted or paraphrased material in-text and is the primary form of Turabian used in history.

Notes

Notes are small numbers that appear after the period at the end of every sentence that has quoted or paraphrased material. One of the major benefits of notes-bibliography style is that notes can be seamlessly woven into a document without making the text appear cluttered.

There are two types of notes: footnotes and endnotes. Both note types cite information in the same way but appear in different places in the text.

Footnotes

Footnotes are placed at the bottom of the page, making information easy to access. In the WSU History Department, footnotes are typically preferred.

Endnotes

Endnotes are placed at the end of the document and are useful when there are so many citations that footnotes would become cumbersome. These are typically used in thesis- or dissertation-length works.

Bibliography

All quoted or paraphrased sources should be placed in the bibliography with complete source information. Even if the source information is available in footnotes or endnotes, it is recommended to include a full bibliography.

Paraphrasing vs. Direct Quotation

Paraphrasing and direct quotation involve using another author's words or ideas to support one's own, and both, therefore, must be cited. Failure to do so is intellectual dishonesty and can result in severe consequences. Because of this, it is important to understand the difference between paraphrasing and direct quotation.

Paraphrasing

Paraphrasing is writing an author's original idea, or research, in one's own words. Paraphrased material must be cited but does not require quotation marks. Citing gives the author credit for the idea, which is their unique intellectual property.

When a student puts information that is common knowledge (such as the fact that the War of 1812 happened in 1812) into his or her own words, no citation is necessary because the idea is not unique.

Direct Quotation

Direct quotation is using an author's work word for word. Quoted material must be put inside quotation marks, or given special spacing if it is over five lines, and cited appropriately.

Evaluating Sources

Using appropriate scholarly sources is critical to the credibility of any research. Although websites such as Wikipedia can be valuable places to find appropriate sources, they are not credible enough in their own right to be cited. When choosing sources, preference should be given to primary documents, and secondary documents should be carefully evaluated to determine their authority.

Primary Sources

Primary sources include newspapers, accounts from individuals who experienced events, personal journals, government documents, and other first-hand information.

Secondary Sources

Secondary sources include books written by authors using primary sources, scholarly journal articles, and other materials that have been interpreted.
Books

One Author (Turabian 143)

Two or Three Authors (Turabian 143)

Four or More Authors (Turabian 144)

Preface or Intro. of a Book (Turabian 178)

One Source Quoted in Another (Turabian 215)

Work in an Anthology (Turabian 179-180)

Newspaper Articles (Turabian 186-87)

Edited/Translated Materials

Editor or Trans. instead of Author (Turabian 143)

Editor or Trans. with Author (Turabian 144)

Journal Articles

Print Article (Turabian 145)

Online Article (Turabian 145)

Websites (Turabian 198)

Information compiled from the Turabian style guide:


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weber.edu/writingcenter/WC/handouts.html