

CHICAGO & APA WORKSHOP

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APA IN A NUTSHELL



AKA SNOOZE FEST

CHICAGO IN A NUTSHELL

It is "one of the most widely used and respected style guides in the United States".[attribution needed][1]

*copied from wikipedia



General Formatting

	APA	CHICAGO	#NEEDSHELP
Font	Times New Roman	Times New Roman or Courier	<i>Old school</i>
One inch margins	Yes	Yes	2 inches (takes more pages)
Spacing	Double space the entire paper (no block quotes)	Double space the entire paper (including block quotes)	Multiple
Page numbers	Top right corner Begins on title page	Top right corner Begins on the first page of text	As many as possible
12 point font	Yes	Yes	WHY?

Language & Tone

	APA	CHICAGO	#Blesstheirhearts
Language	Formal/Academic	Formal/Academic	Hallmark/Clickbait
Use of titles in-text	No	Only with direct quote	If the paper isn't long enough
Address the Reader?	No	No	For emphasis
First Person	No	No	Of course
Direct Quotes	Almost Never	Sparingly	Copy and paste baby
Bias	No	No	Duh
Thesis/Argument	End of literature review	Introduction	Instructor comments

CHICAGO: General rules

1. Titles mentioned in the text, notes, or bibliography are capitalized “headline-style,” meaning first words of titles and subtitles and any important words thereafter should be Capitalized.
2. *Book and periodical titles* (titles of larger works): *italicized*.
3. “Article” and “chapter titles” (titles of shorter works): double quotation marks.
4. Titles of most poems: double quotation marks
Titles of very long poems: *italicized*.
5. Titles of plays should be *italicized*.
6. Always spell out **and** in notes AND bibliography.
7. Avoid citing indirect sources (a quote quoted elsewhere)

Paragraph Structure

	APA	CHICAGO	#poorenglishprofs
Claim	Always at beginning	Somewhere in the paragraph	Probably Not
Evidence (the literature)	Always follows the claim	In the paragraph	Where would I find that?
So what statement	End of the paragraph	Usually at end	I'll let you know after I figure it out
Transitions	At the end	At the end and/or first	You mean like lenses?

APA EXAMPLE

CLAIM

EVIDENCE
with
CITATIONS

The emission of greenhouse gases attributed to burning fossil fuels, as well as rapid deforestation, has caused a shift in the earth's natural climate patterns. According to the Environmental Protection Agency (EPA) (2016) in the last 46 years burning fossil fuels has been the leading cause of greenhouse gas emissions globally, attributing to 78% of total emissions, with deforestation being the second largest. These released gases trap heat in the atmosphere, which eventually leads to the current warmer climate (EPA, 2016). This elevated temperature has the ability to negatively impact agriculture, water supply, animal habitats, etc. needed to maintain a healthy atmosphere and a viable future for the earth's population

SO
WHAT

CHICAGO - GETTING INFORMATION FROM YOUR SOURCE TO YOUR PAPER

Paraphrase

Block Quote

- Quotes that are at least 8 lines long OR over 100 words.
- Block quotes do not require the use of quotation marks
- Indent both left and right margins

CITATIONS

	APA	CHICAGO	#imalovernotawriter
Where	In-text	Notes	Rarely
What to Call List of Sources	Reference page	Bibliography	Stuff I used
Frequency	Every time	Every time	Once for each source

APA - CITATIONS HAVE TWO PARTS

1. An in-text citation

Tells the reader the source of the information

Directs the reader to the entry on the References page to find the details

2. A reference entry on the References page

Contains all the information necessary for the reader to locate and examine the original source

Occurs at the end of a paper

THE TWO PARTS MATCH

CHICAGO - CITATIONS HAVE TWO PARTS

1. Notes

- Allow space for standard citation information, unusual sources, or comments about that source
- These citations are located in one of 2 places –
 - Bottom of the page on which the note appears – **footnote**
 - End of the paper or chapter but before the bibliography - **endnote**

2. A reference entry on the Bibliography page

- Contains all the information necessary for the reader to locate and examine the original source
- Occurs at the end of a paper

NOTE: Diff rules for commas/periods in Notes and Bibliog

PURPOSE OF FOOTNOTES

1. *Source information*
2. *Additional information about the content (explanation of statistics, example, etc)*
3. *Qualifiers*
4. *Tangential information*
5. *Sometimes just Commentary*

"Footnotes are the finer-suckered surfaces that allow tentacular paragraphs to hold fast to the wider reality of the library."— Nicholson Baker, *The Mezzanine*

CHICAGO - CITATION, FIRST USE

Citation format:

Text text text, “quote quote quote.”¹

1. Author Name, *Title of Work* (Pub City: Publisher, Pub year), page number where quote appears.

Example

According to Buick, “Wilson begins with a deliberate oversimplification of stylistic modernism’s significance.”¹

1. Kirsten P. Buick, *Child of the Fire* (Durham: Duke University Press, 2010), 174.

NOTE: Diff in Notes and Bibliog regarding use of commas, periods.

APA - IN-TEXT CITATIONS (TWO AUTHORS)

Beginning of the sentence:

Knowles and Swanson (2012) argued that music improves health outcomes in intensive care unit patients.

End of the sentence:

Music can aid in the relief of stress of both patients and workers in the healthcare setting (**Knowles & Swanson, 2012**).

APA - IN-TEXT CITATIONS (THREE AUTHORS) FIRST USE

Beginning of the sentence:

Knowles, Holton, and Swanson (2012) argued that music is improves health outcomes in intensive care unit patients.

End of the sentence:

Music can aid in the relief of stress of both patients and workers in the healthcare setting (**Knowles, Holton, & Swanson, 2012**).

APA - IN-TEXT CITATIONS (THREE AUTHORS) SECOND USE

Beginning of the sentence:

Knowles et al. (2012) argued that music is improves health outcomes in intensive care unit patients.

End of the sentence:

Music can aid in the relief of stress of both patients and workers in the healthcare setting (**Knowles et al., 2012**).

CHICAGO - CITATIONS – 2-4 AUTHORS

Citation format:

Author Name, Author Name, and Author Name, *Title of Work* (Pub City: Publisher, Pub year), page number where information appears.

Example

Graffiti in support of the Patriot Act appeared in urban areas across the northeast.¹

1. Dipti Desai, Jessica Hamilton, and Rachel Mattson, *History As Art Art As History: Contemporary Art and Social Studies Education* (New York: Routledge, 2010), 99.

APA - IN-TEXT CITATIONS (SIX OR MORE AUTHORS) FIRST USE

Beginning of the sentence:

Knowles et al. (2012) argued that music improves health outcomes in intensive care unit patients.

End of the sentence:

Music can aid in the relief of stress of both patients and workers in the healthcare setting (**Knowles et al., 2012**).

CHICAGO - CITATIONS — 4 OR MORE AUTHORS

Citation format:

Author Name et al., *Title of Work* (Pub City: Publisher, Pub year), page number where information appears.

Example

Some studies focus specifically on undergraduate perspectives of academic writing.¹

1. John Smith et al., *Undergraduate Assessment* (Washington D.C.: Department of Education, 2010), 53-59.

CHICAGO – CITATIONS - OTHER

Chapter in a book:

Gloria Anzaldua, “How to Tame a Wild Tongue,” in *Borderlands: The New Mestiza – La Frontera*, (San Francisco: Aunt Lute Book Company, 1987): 53-64.

Book w/ author and editor:

Edward B. Tylor, *Researches into the Early Development of Mankind and the Development of Civilization*, ed. Paul Bohannan (Chicago: University of Chicago Press, 1964), 194.

Journal article:

Susan Peck MacDonald, “The Erasure of Language,” *College Composition and Communication* 58, no. 4 (2007): 619.

Online journal article:

Henry E. Bent, “Professionalization of the Ph.D. Degree,” *College Composition and Communication* 58, no. 4 (2007): 141, accessed December 4, 2017,
<http://www.jstor.org/stable/1978286>.

CHICAGO – CITATIONS - OTHER

Website

Firstname Lastname, "Title of Web Page," Publishing Organization or Name of Website in Roman, publication date and/or access date if available, URL.

Richard G. Heck, Jr., "About the Philosophical Gourmet Report" last modified August 5, 2016, <http://rgheck.frege.org/philosophy/aboutpgr.php>

Online magazine

Barron YoungSmith, "Date Local: The case against long-distance relationships." Green Room, Slate, February 4, 2009, <http://www.slate.com/id/2202431/>.

Newspaper

Nisha Deo, "Visiting Professor Lectures on Photographer," Exponent (West Lafayette, IN), Feb. 13, 2009.

Ebook

Donald Davidson, *Essays on Actions and Events* (Oxford: Clarendon, 2001), <https://bibliotecamathom.files.wordpress.com/2012/10/essays-on-actions-and-events.pdf>.

CHICAGO - CITATIONS – 2ND USE & AFTER

- **For a single work cited multiple times in succession can but shouldn't use *ibid.* in the notes section (but CMOS doesn't really like it).**

The study of librarian stereotypes is considered a discursive approach to the cultural studies that is “related to how language and representation produce meaning.”¹ Stereotypes are organized and regulated by social practices that influence our behavior. Sadly, western culture believes librarians are their stereotypes.²

1. Simon Hall, *Representation: Cultural representations and signifying practices* (Los Angeles: Sage, 1998), 6.

2. *Ibid.*, 25.

- **When referencing a source after its initial entry, you cite it in the notes as Last Name, Page Number(s).**
 - Hall, 221.

SOURCES

	APA	CHICAGO	#dontcrampmystyle
Location	End of paper New page	End of paper New page	Library?
Page Title	References	Bibliography	REFERENCES:
Ordering	Alphabetical & chronological	Alphabetical & chronological	ABC order
Formatting	Hanging indent	Hanging indent	Space bar is your friend

APA - REFERENCE ENTRY — BOOKS

Print:

Knowles, M. S, Holton, E. F., & Swanson, R. A. (2012). *APA: The definitive resource guide*. Abingdon, England: Routledge.

Online without DOI:

Knowles, M. S, Holton, E. F., & Swanson, R. A. (2012). *APA: The definitive resource guide*. Retrieved from http://www.proquest.com/libraries/academic/research-tools/elibrary_acad_pub.html

APA - REFERENCE ENTRY – JOURNALS

Online with DOI:

Mastnak, W. (2016). Community sound work: Music in open health settings - Voice and body, inclusion and therapy, individuality and indication. *International Journal Of Community Music*, 9(1), 49-63.
doi:10.1386/ijcm.9.1.49_1

Online without DOI:

Washnik, N. J., Phillips, S. L., & Teglas, S. (2016). Student's music exposure: Full-day personal dose measurements. *Noise & Health*, 18(81), 98-103.
Retrieved from <http://www.noiseandhealth.org/>

APA - REFERENCE ENTRY — WEB SITES

Harvard Health Publications. (n.d.). How music can help you heal. Retrieved from <http://www.health.harvard.edu/mind-and-mood/how-music-can-help-you-heal>

McAdoo, T. (2009). You can quote me on this. Retrieved from <http://blog.apastyle.org/apastyle/2009/12/you-can-quote-me-on-this.html>

CHICAGO BIBLIOGRAPHY

Bibliography

Bent, Henry E. "Professionalization of the Ph.D. Degree." *College Composition and Communication* 58, no. 4 (2007): 120-145. Accessed December 5, 2008.
<http://www.jstor.org/stable/1978286>.

Bent, Henry E. "How Did I Get Here?" *College Composition and Communication* 25, no. 1 (1996): 25-59.

Buick, Kristen P. *Child of Fire*. Durham: Duke University Press, 2010.

"Lost in Austin." *Texas College Towns*. www.collegetowntx.com.

Potter, Ginny W. and Molly Weasley. "Cats with Jumpers." In *Wizard Knits*, edited by Luna Lovegood, 20-35. Ottery St. Catchpole, England: Prophet Press, 2015.

BIBLIOGRAPHIC CITATIONS - BOOKS

- **Books**

Author Surname, Author Name. *Title of Text*. Pub city: Publisher, Pub year.

Example

Buick, Kristen P. *Child of Fire*. Durham: Duke University Press, 2010.

Buick, Kristen P. and Heather Hollimon. (same as above for rest)

BIBLIOGRAPHIC CITATIONS — EDITED BOOKS

- **Edited book**

Author Surname, Author Name. “Title of Chapter.” In *Title of Text*, edited by First M. Last Name, page range. Place of Publication: Publisher, date.

Example

Potter, Ginny W. and Molly Weasley. “Cats with Jumpers.” In *Wizard Knits*, edited by Luna Lovegood, 20-35. Ottery St. Catchpole, England: Prophet Press, 2015.

BIBLIOGRAPHIC CITATIONS - JOURNALS

- **Citation format -**

Author Surname, Author Name. "Title of Article." *Title of Journal* volume, edition number (Pub Year): pages.

Example:

Bent, Henry E. "Professionalization of the Ph.D. Degree." *College Composition and Communication* 58, no. 4 (2007): 120-145.

Online just add doi

Peltonen, Kirsi, Noora Ellonen, Helmer B. Larsen, and Karin Helweg-Larsen. "Parental Violence and Adolescent Mental Health." *European Child & Adolescent Psychiatry* 19, no. 11 (2010): 813-822. doi: 10.1007/s00787-010-0130-8.

BIBLIOGRAPHIC ENTRY — WEB SITES

- Lastname, Firstname. “Title of Web Page.” Publishing Organization or Name of Website. Publication date and/or access date if available. URL.

QUESTIONS?

For APA videos and help

For Chicago help