

ber refers not to a note but to an entry in a numbered list of works cited, placed at the end of the paper. This list may be arranged either alphabetically by authors' names or in order of appearance of each source in the text, as specified within the discipline governing the research. For guidelines recommended by particular fields in the physical and biological sciences, see the bibliography at the end of this manual.

- 10.34** In certain fields, principally the sciences, reference lists may follow a severely abbreviated style in which article titles are omitted and journal titles abbreviated. Consult the dissertation secretary or thesis adviser to determine whether the references in a paper should follow such a style and, if so, use an authoritative manual within the field.

11 Comparing the Two Documentation Systems

Books 11.3

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- 11.1 The following sets of examples illustrate note (N) and parenthetical reference (PR) forms and their corresponding bibliography (B) and reference list (RL) entries, except those used in citing public documents (for the latter, see chapter 12).
- 11.2 In a paper using parenthetical references keyed to a reference list, and even in some papers using notes and a bibliography, it may be useful to include cross-references for some citations. For example, it might be desirable to add a cross-reference in the reference list or bibliography for a work by a person who uses a pseudonym or for a work for which both the author and the writer of the foreword are listed. The choice of which name to cross-reference depends on the context within the paper, but the usage selected must be followed consistently. For the works listed below examples are included to illustrate any cross-references needed in the reference list (RL/CR) and the parenthetical text reference appropriate with each (PR/CR). Cross-references in bibliographies are the same as those in reference lists except for the dates. See also 10.10, 10.22, and 12.2.

BOOKS

SINGLE AUTHOR

- | | | |
|------|----|---|
| 11.3 | N | ¹ John Hope Franklin, <i>George Washington Williams: A Biography</i> (Chicago: University of Chicago Press, 1985), 54. |
| | B | Franklin, John Hope. <i>George Washington Williams: A Biography</i> . Chicago: University of Chicago Press, 1985. |
| | PR | (Franklin 1985, 54) |
| | RL | Franklin, John Hope. 1985. <i>George Washington Williams: A biography</i> . Chicago: University of Chicago Press. |

TWO AUTHORS

- 11.4 N 2. Robert Lynd and Helen Lynd, *Middletown: A Study in American Culture* (New York: Harcourt, Brace and World, 1929), 67.
- B Lynd, Robert, and Helen Lynd. *Middletown: A Study in American Culture*. New York: Harcourt, Brace and World, 1929.
- PR (Lynd and Lynd 1929, 67)
- RL Lynd, Robert, and Helen Lynd. 1929. *Middletown: A study in American culture*. New York: Harcourt, Brace and World.

THREE AUTHORS

- 11.5 N 'Mary Lyon, Bryce Lyon, and Henry S. Lucas, *The Wardrobe Book of William de Norwell, 12 July 1338 to 27 May 1340*, with the collaboration of Jean de Sturler (Brussels: Commission Royale d'Histoire de Belgique, 1983), 42.
- B Lyon, Mary, Bryce Lyon, and Henry S. Lucas. *The Wardrobe Book of William de Norwell, 12 July 1338 to 27 May 1340*. With the collaboration of Jean de Sturler. Brussels: Commission Royale d'Histoire de Belgique, 1983.
- PR (Lyon, Lyon, and Lucas 1983, 42)
- RL Lyon, Mary, Bryce Lyon, and Henry S. Lucas. 1983. *The wardrobe book of William de Norwell, 12 July 1338 to 27 May 1340*. With the collaboration of Jean de Sturler. Brussels: Commission Royale d'Histoire de Belgique.

MORE THAN THREE AUTHORS

- 11.6 N 4. Martin Greenberger and others, eds., *Networks for Research and Education: Sharing of Computer and Information Resources Nationwide* (Cambridge: MIT Press, 1974), 50.
- B Greenberger, Martin, Julius Aronofsky, James L. McKenney, and William F. Massy, eds. *Networks for Research and Education: Sharing of Computer and Information*

Resources Nationwide. Cambridge: MIT Press, 1974.

PR (Greenberger and others 1974, 50)

or

(Greenberger et al. 1974, 50)

RL Greenberger, Martin, Julius Aronofsky, James L. McKenney, and William F. Massy, eds. 1974. *Networks for research and education: Sharing of computer and information resources nationwide*. Cambridge: MIT Press.

NO AUTHOR GIVEN

- 11.7 N 'The Lottery (London: J. Watts, [1732]), 20-25.
- B *The Lottery*. London: J. Watts, [1732].
- PR (The lottery [1732], 20-25)
- RL *The lottery*. [1732]. London: J. Watts.

NO AUTHOR GIVEN, NAME SUPPLIED

- 11.8 N 6. [Henry K. Blank], *Art for Its Own Sake* (Chicago: Nonpareil Press, 1910), 8.
- B [Blank, Henry K.]. *Art for Its Own Sake*. Chicago: Nonpareil Press, 1910.
- PR ([Blank] 1910, 8)
- RL [Blank, Henry K.]. 1910. *Art for its own sake*. Chicago: Nonpareil Press.

PSEUDONYMOUS AUTHOR, REAL NAME SUPPLIED

- 11.9 See 8.27-30.
- N 'Mrs. Markham, *A History of France* (London: John Murray, 1872), 9.
- B Markham, Mrs. [Elizabeth Cartright Penrose]. *A History of France*. London: John Murray, 1872.
- PR (Markham 1872, 9)

11.10/Comparing the Two Documentation Systems

or

- PR/CR (Penrose 1872, 9)
- RL Markham, Mrs. [Elizabeth Cartright Penrose]. 1872. *A history of France*. London: John Murray.
- RL/CR Penrose, Elizabeth Cartright. 1872. See Markham, Mrs. [Elizabeth Cartright Penrose]. 1872.

INSTITUTION, ASSOCIATION, OR THE LIKE AS "AUTHOR"

- 11.10 N 8. American Library Association, Young Adult Services Division, Services Statement Development Committee, *Directions for Library Service to Young Adults* (Chicago: American Library Association, 1978), 25.
- B American Library Association, Young Adult Services Division, Services Statement Development Committee. *Directions for Library Service to Young Adults*. Chicago: American Library Association, 1978.
- PR (American Library Association 1978, 25)
- RL American Library Association, Young Adult Services Division, Services Statement Development Committee. 1978. *Directions for library service to young adults*. Chicago: American Library Association.

EDITOR OR COMPILER AS "AUTHOR"

- 11.11 N 'Robert von Hallberg, ed., *Canons* (Chicago: University of Chicago Press, 1984), 225.
- B von Hallberg, Robert, ed. *Canons*. Chicago: University of Chicago Press, 1984.
- PR (von Hallberg 1984, 225)
- RL von Hallberg, Robert, ed. 1984. *Canons*. Chicago: University of Chicago Press.

AUTHOR'S WORK TRANSLATED OR EDITED BY ANOTHER

- 11.12 N 10. Jean Anouilh, *The Lark*, trans. Christopher Fry (London: Methuen, 1955), 86.

- B Anouilh, Jean. *The Lark*. Translated by Christopher Fry. London: Methuen, 1955.
- PR (Anouilh 1955, 86)
- RL Anouilh, Jean. 1955. *The lark*. Translated by Christopher Fry. London: Methuen.

AUTHOR'S WORK CONTAINED IN COLLECTED WORKS

- 11.13 N "The Complete Works of Samuel Taylor Coleridge, ed. W. G. T. Shedd, vol. 1, *Aids to Reflection* (New York: Harper & Bros., 1884), 18.
- B Coleridge, Samuel Taylor. *The Complete Works of Samuel Taylor Coleridge*. Edited by W. G. T. Shedd. Vol. 1, *Aids to Reflection*. New York: Harper & Bros., 1884.
- PR (Coleridge 1884, 18)
- RL Coleridge, Samuel Taylor. 1884. *The complete works of Samuel Taylor Coleridge*. Edited by W. G. T. Shedd. Vol. 1, *Aids to reflection*. New York: Harper & Bros.

VOLUME IN A MULTIVOLUME WORK WITH A GENERAL TITLE AND EDITOR(S)

- 11.14 N 12. Gordon N. Ray, ed., *An Introduction to Literature*, vol. 2, *The Nature of Drama*, by Hubert Hefner (Boston: Houghton Mifflin, 1959), 47-49.
- B Ray, Gordon N., ed. *An Introduction to Literature*. Vol. 2, *The Nature of Drama*, by Hubert Hefner. Boston: Houghton Mifflin, 1959.
- PR (Ray 1959, 47-49)
- or
- PR/CR (Hefner 1959, 47-49)
- RL Ray, Gordon N., ed. 1959. *An introduction to literature*. Vol. 2, *The nature of drama*, by Hubert Hefner. Boston: Houghton Mifflin.
- RL/CR Hefner, Hubert. 1959. See Ray, Gordon N., ed. 1959.

See also 8.74.

VOLUME IN A MULTIVOLUME WORK WITH A GENERAL TITLE AND ONE AUTHOR

- 11.15 N ¹¹Sewall Wright, *Evolution and the Genetics of Populations*, vol. 4, *Variability within and among Natural Populations* (Chicago: University of Chicago Press, 1978), 67.
- B Wright, Sewall. *Evolution and the Genetics of Populations*. Vol. 4, *Variability within and among Natural Populations*. Chicago: University of Chicago Press, 1978.
- PR (Wright 1978, 67)
- RL Wright, Sewall. 1978. *Evolution and the genetics of populations*. Vol. 4, *Variability within and among natural populations*. Chicago: University of Chicago Press.

BOOK IN A SERIES

- 11.16 N 14. Ellen Pollak, *The Poetics of Sexual Myth: Gender and Ideology in the Verse of Swift and Pope*, *Women in Culture and Society* (Chicago: University of Chicago Press, 1985), 124.
- B Pollak, Ellen. *The Poetics of Sexual Myth: Gender and Ideology in the Verse of Swift and Pope*. *Women in Culture and Society*. Chicago: University of Chicago Press, 1985.
- PR (Pollak 1985, 124)
- RL Pollak, Ellen. 1985. *The poetics of sexual myth: Gender and ideology in the verse of Swift and Pope*. *Women in Culture and Society*. Chicago: University of Chicago Press.

BOOKS IN A SERIES NAMING THE SERIES EDITOR

- 11.17 N ¹¹Charles Issawi, *The Economic History of Turkey, 1800-1914*, Publications of the Center for Middle Eastern Studies, ed. Richard L. Chambers, no. 13 (Chicago: University of Chicago Press, 1980), 48.

- B Issawi, Charles. *The Economic History of Turkey, 1800-1914*. Publications of the Center for Middle Eastern Studies, ed. Richard L. Chambers, no. 13. Chicago: University of Chicago Press, 1980.
- PR (Issawi 1980, 48)
- RL Issawi, Charles. 1980. *The economic history of Turkey, 1800-1914*. Publications of the Center for Middle Eastern Studies, ed. Richard L. Chambers, no. 13. Chicago: University of Chicago Press.

EDITION OTHER THAN THE FIRST

- 11.18 Copyright pages often list successive printings or impressions, with the dates of each; note that these are not new *editions* of the book (see 8.45).

- N 16. M. M. Bober, *Karl Marx's Interpretation of History*, 2d ed. Harvard Economic Studies (Cambridge: Harvard University Press, 1948), 89.
- B Bober, M. M. *Karl Marx's Interpretation of History*, 2d ed. Harvard Economic Studies. Cambridge: Harvard University Press, 1948.
- PR (Bober 1948, 89)
- RL Bober, M. M. 1948. *Karl Marx's interpretation of history*. 2d ed. Harvard Economic Studies. Cambridge: Harvard University Press.

REPRINT EDITION

- 11.19 In notes the publisher and date of a reprint edition are given following the usual information about the book as originally issued. In reference list entries the date of the source the citation was taken from follows the author's name, and the date and publisher of the original edition are added either following the title or at the end of the entry as shown below:

- N ¹¹Michael David, *Toward Honesty in Public Relations* (Chicago: Condor Publications, 1968; reprint, New York: B. Y. Jove, 1990), 134-56 (page citations are to the reprint edition).
- B David, Michael. *Toward Honesty in Public*

Relations. Chicago: Condor Publications, 1968. Reprint, New York: B. Y. Jove, 1990.

PR (David 1990, 134-56)

RL David, Michael. 1990. *Toward honesty in public relations*. Chicago: Condor Publications, 1968. Reprint, New York: B. Y. Jove (page references are to the reprint edition).

or

David, Michael. 1990. *Toward honesty in public relations*. New York: B. Y. Jove. Original edition, Chicago: Condor Publications, 1968.

PAPERBACK EDITION

11.20 Entries for paperback reprints should also give original publication data as well as reprint data; citations of original paperbacks often are identified by the name of the paperback line (e.g., Anchor Books, Phoenix Books):

N 18. George F. Kennan, *American Diplomacy, 1900-1950* (Chicago: University of Chicago Press, 1951; Phoenix Books, 1970), 50.

B Kennan, George F. *American Diplomacy, 1900-1950*. Chicago: University of Chicago Press, 1951; Phoenix Books, 1970.

PR (Kennan 1970, 50)

RL Kennan, George F. 1970. *American diplomacy, 1900-1950*. Chicago: University of Chicago Press, 1951. Reprint, Phoenix Books (page references are to the reprint edition).

or

Kennan, George F. 1970. *American diplomacy, 1900-1950*. Chicago: University of Chicago Press, Phoenix Books. Original edition, Chicago: University of Chicago Press, 1951.

TITLE WITHIN A TITLE

11.21 A title of another work that would itself ordinarily be italicized or underlined is enclosed in double quotation marks when it appears as part of an italicized title:

N "Allen Forte, *The Harmonic Organization of "The Rite of Spring"* (New Haven: Yale University Press, 1978), 50.

B Forte, Allen. *The Harmonic Organization of "The Rite of Spring."* New Haven: Yale University Press, 1978.

PR (Forte 1978, 50)

RL Forte, Allen. 1978. *The harmonic organization of "The rite of spring."* New Haven: Yale University Press.

11.22 When the title of a book occurs within the title of a journal article, poem, or short story, whether the latter is in quotation marks or not (as in a reference list), the book title is italicized or underlined:

N 20. Carl Avren Levenson, "Distance and Presence in Augustine's *Confessions*," *Journal of Religion* 65 (October 1985): 508, n. 4.

B Levenson, Carl Avren. "Distance and Presence in Augustine's *Confessions*." *Journal of Religion* 65 (October 1985): 500-512.

PR (Levenson 1985, 508, n. 4)

RL Levenson, Carl Avren. 1985. Distance and presence in Augustine's *Confessions*. *Journal of Religion* 65 (October): 500-512.

11.23 When the title of an article appears within the title of another article, single quotation marks are used:

"Comment on 'How to Make a Burden of the Public Debt'"

BOOK WITH NAMED AUTHOR OF INTRODUCTION, PREFACE, OR FOREWORD

11.24 N "Dag Hammarskjöld, *Markings*, with a foreword by W. H. Auden (New York: Alfred A. Knopf, 1964), 10.

B Hammarskjöld, Dag. *Markings*. With a foreword by W. H. Auden. New York: Alfred A. Knopf, 1964.

PR (Hammarskjöld 1964, 10)

RL Hammarskjöld, Dag. 1964. *Markings*. With a foreword by W. H. Auden. New York: Alfred A. Knopf.

If Auden's authorship of the foreword was more significant than Hammarskjöld's book in the context of a paper citing this work, the following would be the correct form:

- N 22. W. H. Auden, foreword to *Markings*, by Dag Hammarskjöld (New York: Alfred A. Knopf, 1964), ix.
- B Auden, W. H. Foreword to *Markings*, by Dag Hammarskjöld. New York: Alfred A. Knopf, 1964.
- PR (Auden 1964, ix)
- RL Auden, W. H. 1964. Foreword to *Markings*, by Dag Hammarskjöld. New York: Alfred A. Knopf.

BOOK IN A FOREIGN LANGUAGE, TRANSLATION SUPPLIED

- 11.25 N "Martin Buber, *Das Problem des Menschen* (The problem of man) (Heidelberg: Lambert Scheider Verlag, 1948), 35.
- B Buber, Martin. *Das Problem des Menschen* (The problem of man). Heidelberg: Lambert Scheider Verlag, 1948.
- PR (Buber 1948, 35)
- RL Buber, Martin. 1948. *Das Problem des Menschen* (The problem of man). Heidelberg: Lambert Scheider Verlag.

Note that the translation of the title and its subtitle, if any, is neither italicized nor put in quotation marks but is put in parentheses and capitalized sentence style.

COMPONENT PART BY ONE AUTHOR IN A WORK BY ANOTHER

- 11.26 N 24. Mary Higdon Beech, "The Domestic Realm in the Lives of Hindu Women in Calcutta," in *Separate Worlds: Studies of Purdah in South Asia*, ed. Hanna Papanek and Gail Minault (Delhi: Chanakya, 1982), 115.
- B Beech, Mary Higdon. "The Domestic Realm in the Lives of Hindu Women in Calcutta." In *Separate Worlds: Studies of purdah in South Asia*, ed. Hanna Papanek and Gail Minault, 110-38. Delhi: Chanakya, 1982.

- PR (Beech 1982, 115)
- RL Beech, Mary Higdon. 1982. The domestic realm in the lives of Hindu women in Calcutta. In *Separate worlds: Studies of purdah in South Asia*, ed. Hanna Papanek and Gail Minault, 110-38. Delhi: Chanakya.

COMPONENT PART WITHIN A WORK BY ONE AUTHOR

- 11.27 N "Bruno Bettelheim, "The Frame Story of *Thousand and One Nights*," in *The Uses of Enchantment: The Meaning and Importance of Fairy Tales* (New York: Vintage Books, 1976), 87.
- B Bettelheim, Bruno. "The Frame Story of *Thousand and One Nights*." In *The Uses of Enchantment: The Meaning and Importance of Fairy Tales*. New York: Vintage Books, 1976.
- PR (Bettelheim 1976, 87)
- RL Bettelheim, Bruno. 1976. The frame story of *Thousand and one nights*. In *The uses of enchantment: The meaning and importance of fairy tales*. New York: Vintage Books.

COMPLETE WORK WITHIN A WORK BY ONE AUTHOR

- 11.28 Titles of short poems and short stories should be put in double quotation marks, but italicize or underline the titles of longer works.
- N 26. John Milton, *Paradise Lost*, in *The Complete Poetical Works of John Milton*, ed. William Vaughn Moody, Student's Cambridge Edition (Boston: Houghton Mifflin, 1899), 102.
- B Milton, John. *Paradise Lost*. In *The Complete Poetical Works of John Milton*, ed. William Vaughn Moody. Student's Cambridge Edition. Boston: Houghton Mifflin, 1899.
- PR (Milton 1899, 102).
- RL Milton, John. 1899. *Paradise lost*. In *The complete poetical works of John Milton*, ed. William Vaughn Moody. Student's Cambridge Edition. Boston: Houghton Mifflin.

BOOK PRIVATELY PRINTED

- 11.29 N "John G. Barrow, *A Bibliography of Bibliographies in Religion* (Austin, Tex.: by the author, 1955), 25.
- B Barrow, John G. *A Bibliography of Bibliographies in Religion*. Austin, Tex.: by the author, 1955.
- PR (Barrow 1955, 25)
- RL Barrow, John G. 1955. *A bibliography of bibliographies in religion*. Austin, Tex.: by the author.

BOOK PRIVATELY PRINTED, PUBLISHER NOT KNOWN

- 11.30 N 28. Frank Budgen, *Further Recollections of James Joyce* (London: privately printed, 1955), 10.
- B Budgen, Frank. *Further Recollections of James Joyce*. London: privately printed, 1955.
- PR (Budgen 1955, 10)
- RL Budgen, Frank. 1955. *Further recollections of James Joyce*. London: privately printed.

SECONDARY SOURCE OF QUOTATION

- 11.31 N "Roland Barthes, "La mort de l'auteur" (The death of the author), *Manteia*, vol. 5 (1968); trans. Stephen Heath in *Image/Music/Text* (New York: Hill and Wang, 1977), 147; quoted in Wayne C. Booth, *Critical Understanding: The Powers and Limits of Pluralism* (Chicago: University of Chicago Press, 1979), 372-73, n. 9.
- B Barthes, Roland. "La mort de l'auteur" (The death of the author). *Manteia*, vol. 5 (1968). Translated by Stephen Heath in *Image/Music/Text*. New York: Hill and Wang, 1977, 147. Quoted in Wayne C. Booth, *Critical Understanding: The Powers and Limits of Pluralism*, 372-73, n. 9. Chicago: University of Chicago Press, 1979.
- PR (Barthes 1968)

- RL Barthes, Roland. 1968. "La mort de l'auteur" (The death of the author). *Manteia*, vol. 5. Translated by Stephen Heath in *Image/music/text*. New York: Hill and Wang, 1977, 147. Quoted in Wayne C. Booth. *Critical understanding: The powers and limits of pluralism*, 372-73, n. 9. Chicago: University of Chicago Press, 1979.

PUBLISHED REPORTS AND PROCEEDINGS

PUBLISHED REPORTS

11.32 Author named

- N 30. B. G. F. Cohen, *Human Aspects in Office Automation* (Cincinnati: National Institute for Occupational Safety and Health, Division of Biomedical and Behavioral Science, 1984), 150, NTIS, PB84-240738.
- B Cohen, B. G. F. *Human Aspects in Office Automation*. Cincinnati: National Institute for Occupational Safety and Health, Division of Biomedical and Behavioral Science, 1984. NTIS, PB84-240738.
- PR (Cohen 1984, 150)
- RL Cohen, B. G. F. 1984. *Human aspects in office automation*. Cincinnati: National Institute for Occupational Safety and Health, Division of Biomedical and Behavioral Science. NTIS, PB84-240738.

11.33 Chairman of committee named

- N "Report of the Committee on Financial Institutions to the President of the United States, by Walter W. Heller, chairman (Washington, D.C.: Government Printing Office, 1963), 12.
- B *Report of the Committee on Financial Institutions to the President of the United States*. By Walter W. Heller, chairman. Washington, D.C.: Government Printing Office, 1963.
- PR (Report of the Committee on Financial Institutions 1963, 12)
- OR
- PR/CR (Heller 1963, 12)
- RL *Report of the Committee on Financial*

Institutions to the President of the United States. 1963. By Walter W. Heller, chairman. Washington, D.C.: Government Printing Office.

RL/CR Heller, Walter W. 1963. See Report of the Committee on Financial Institutions. 1963.

PUBLISHED PROCEEDINGS

11.34 Author and editor named

N 32. S. Akazawa, "The Scope of the Japanese Information Industry in the 1980s," in *The Challenge of Information Technology: Proceedings of the Forty-first FID (Fédération Internationale de Documentation) Congress Held in Hong Kong 13-16 September 1982*, ed. K. R. Brown (Amsterdam, New York, and Oxford: North-Holland, 1983), 20.

B Akazawa, S. "The Scope of the Japanese Information Industry in the 1980s." In *The Challenge of Information Technology: Proceedings of the Forty-first FID (Fédération Internationale de Documentation) Congress Held in Hong Kong 13-16 September 1982*, edited by K. R. Brown, 19-22. Amsterdam, New York, and Oxford: North-Holland, 1983.

PR (Akazawa 1983, 20)

RL Akazawa, S. 1983. The scope of the Japanese information industry in the 1980s. In *The challenge of information technology: Proceedings of the forty-first FID (Fédération Internationale de Documentation) congress held in Hong Kong 13-16 September 1982*, edited by K. R. Brown, 19-22. Amsterdam, New York, and Oxford: North-Holland.

11.35 Article within proceedings published by an institution, association, or the like

N "Pere Martin Oelberg, "Norway and Latin American Development," in *Latin American-European Business Cooperation: Proceedings of the Symposium in Montreaux, Switzerland, November 20-22, 1979*, by the Inter-American Development Bank (Switzerland: Inter-American Development Bank, 1979), 81.

B Oelberg, Pere Martin. "Norway and Latin American Development." In *Latin American-*

European Business Cooperation: Proceedings of the Symposium in Montreaux, Switzerland, November 20-22, 1979, by the Inter-American Development Bank, 80-83. Switzerland: Inter-American Development Bank, 1979.

PR (Oelberg 1979, 81)

RL Oelberg, Pere Martin. 1979. Norway and Latin American development. In *Latin American-European business cooperation: Proceedings of the symposium in Montreaux, Switzerland, November 20-22, 1979*, by the Inter-American Development Bank, 80-83. Switzerland: Inter-American Development Bank.

UNPUBLISHED REPORTS AND PROCEEDINGS

11.36 Titles of unpublished reports and proceedings are put in quotation marks. When not given in the title, place and date follow the title. There may also be the notation "typewritten" or "photocopied."

N 34. George Psacharopoulos and Keith Hincliffe, "Tracer Study Guidelines" (Washington, D.C.: World Bank, Education Department, 1983, photocopied), 5.

B Psacharopoulos, George, and Keith Hincliffe. "Tracer Study Guidelines." Washington, D.C.: World Bank, Education Department, 1983. Photocopied.

PR (Psacharopoulos and Hincliffe 1983, 5)

RL Psacharopoulos, George, and Keith Hincliffe. 1983. Tracer study guidelines. Washington, D.C.: World Bank, Education Department. Photocopied.

YEARBOOKS

DEPARTMENT OF GOVERNMENT

11.37 N "U.S. Department of Agriculture. *Will There Be Enough Food? The 1981 Yearbook of Agriculture* (Washington, D.C.: Government Printing Office, 1981), 250.

B U.S. Department of Agriculture. *Will There Be*

Enough Food? The 1981 Yearbook of Agriculture. Washington, D.C.: Government Printing Office, 1981.

- PR (U.S. Department of Agriculture 1981, 250)
- RL U.S. Department of Agriculture. 1981. *Will there be enough food? The 1981 yearbook of agriculture*. Washington, D.C.: Government Printing Office.

ARTICLE IN A YEARBOOK

- 11.38 N 36. G. M. Wilson, "A Survey of the Social Business Use of Arithmetic," in *Sixteenth Yearbook of the National Society for the Study of Education* (Bloomington, Ill.: Public School Publishing Co., 1917), 21.
- B Wilson, G. M. "A Survey of the Social Business Use of Arithmetic." In *Sixteenth Yearbook of the National Society for the Study of Education*, 20-22. Bloomington, Ill.: Public School Publishing Co., 1917.
- PR (Wilson 1917, 21)
- RL Wilson, G. M. 1917. A survey of the social business use of arithmetic. In *Sixteenth yearbook of the National Society for the Study of Education*, 20-22. Bloomington, Ill.: Public School Publishing Co.

ARTICLES IN JOURNALS AND MAGAZINES

ARTICLE IN A JOURNAL

- 11.39 N "Richard Jackson, "Running down the Up-Escalator: Regional Inequality in Papua New Guinea," *Australian Geographer* 14 (May 1979): 180.
- B Jackson, Richard. "Running down the Up-Escalator: Regional Inequality in Papua New Guinea." *Australian Geographer* 14 (May 1979): 175-84.
- PR (Jackson 1979, 180)
- RL Jackson, Richard. 1979. Running down the up-escalator: Regional inequality in Papua New Guinea. *Australian Geographer* 14 (May): 175-84.

- 11.40 For citing journals that are numbered only by issue, or by volume and issue, note the style shown in 8.101. For citing journals that publish volumes in successive numbered or lettered series, see 8.102.

- N 38. Lawrence P. Smith, "Sailing Close to the Wind," *Politics in Action* 10, no. 4 (1993): 82, 99-100.
- B Smith, Lawrence P. "Sailing Close to the Wind." *Politics in Action* 10, no. 4 (1993): 80-102.
- PR (Smith 1993, 82, 99-100)
- RL Smith, Lawrence P. 1993. Sailing close to the wind. *Politics in Action* 10, no. 4:80-102.
- N "R. Broom and J. T. Robinson, "Man Contemporaneous with the Swartkrans Ape-Man," *American Journal of Physical Anthropology*, n.s., 8 (1950): 154.
- B Broom, R., and J. T. Robinson. "Man Contemporaneous with the Swartkrans Ape-Man." *American Journal of Physical Anthropology*, n.s., 8 (1950): 151-56.
- PR (Broom and Robinson 1950, 154)
- RL Broom, R., and J. T. Robinson. 1950. Man contemporaneous with the Swartkrans ape-man. *American Journal of Physical Anthropology*, n.s., 8:151-56.

ARTICLE IN A MAGAZINE

- 11.41 N 40. Bruce Weber, "The Myth Maker: The Creative Mind of Novelist E. L. Doctorow," *New York Times Magazine*, 20 October 1985, 42.
- B Weber, Bruce. "The Myth Maker: The Creative Mind of Novelist E. L. Doctorow." *New York Times Magazine*, 20 October 1985, 42.
- PR (Weber 1985, 42)
- RL Weber, Bruce. 1985. The myth maker: The creative mind of novelist E. L. Doctorow. *New York Times Magazine*, 20 October, 42.

See also 8.71.

ARTICLES IN ENCYCLOPEDIAS

UNSIGNED ARTICLE

- 11.42 Well-known reference books are generally not listed in bibliographies. In notes or parenthetical references the facts of publication are usually omitted, but the edition, if not the first, must be specified (see 8.112):

N "Columbia Encyclopedia, 5th ed., s.v.
"cold war."
PR (Columbia Encyclopedia, 5th ed., s.v. "cold
war")

SIGNED ARTICLE

- 11.43 If the article is signed, the author's name may be included:

N 42. Morris Jastrow, "Nebo," in
Encyclopaedia Britannica, 11th ed.
PR (Morris Jastrow, "Nebo," in *Encyclopaedia
Britannica*, 11th ed.)

NEWSPAPERS

- 11.44 News items from daily papers are rarely listed separately in a bibliography or reference list. If a newspaper is cited only once or twice, a note or a parenthetical reference in the text is sufficient:

N "Irish Daily Independent (Dublin), 16 June
1904.
PR (Irish Daily Independent (Dublin), 16 June
1904).

Several matters to be considered in referring to newspapers are discussed in 8.105-10.

REPEATED REFERENCES TO
NEWSPAPERS OR PERIODICALS

- 11.45 If the writer has used issues of a newspaper or periodical covering a considerable period, this fact may be indicated by giving

the title of the publication plus the dates. Such references are usually grouped in a separate section of the bibliography or reference list:

B *Times* (London). 4 January-6 June 1964.
RL *Times* (London). 1964. 4 January-6 June.
B *Saturday Review*. 2, 16, 30 July; 2, 20, 27
August 1966.
RL *Saturday Review*. 1966. 2, 16, 30 July; 2, 20,
27 August.

REVIEWS

BOOK REVIEW IN A JOURNAL

- 11.46 N "Dwight Frankfather, review of *The
Disabled State*, by Deborah A. Stone, *Social
Service Review* 59 (September 1985): 524.
B Frankfather, Dwight. Review of *The Disabled
State*, by Deborah A. Stone. *Social Service
Review* 59 (September 1985): 523-25.
PR (Frankfather 1985, 524)
RL Frankfather, Dwight. 1985. Review of *The
disabled state*, by Deborah A. Stone.
Social Service Review 59 (September): 523-
25.

Citations of reviews of films and performances in a journal follow the same style.

UNSIGNED PERFORMANCE REVIEW IN A NEWSPAPER

- 11.47 Citations of reviews of plays, films, and musical performances published in newspapers or weekly magazines also follow the same style, though reference to a location is customary only in a drama review.
N 46. Review of *Fool for Love*, by Sam
Shepard (Circle Repertory Company, New York),
New York Times, 27 May 1983, 18(N) and C3(L).
B Review of *Fool for Love*, by Sam Shepard. Circle
Repertory Company, New York. *New York
Times*, 27 May 1983, 18(N) and C3(L).

11.48/Comparing the Two Documentation Systems

- PR (Review of *Fool for love* 1983, 18[N])
- RL Review of *Fool for love*, by Sam Shepard. 1983. Circle Repertory Company, New York. New York Times, 27 May, 18(N) and C3(L).

INTERVIEWS

PUBLISHED INTERVIEW

- 11.48 N "John Fowles, "A Conversation with John Fowles," interview by Robert Foulke (Lyne Regis, 3 April 1984). *Salmagundi*, nos. 68-69 (fall 1985-winter 1986): 370.
- B Fowles, John. "A Conversation with John Fowles." Interview by Robert Foulke (Lyne Regis, 3 April 1984). *Salmagundi*, nos. 68-69 (fall 1985-winter 1986): 367-84.
- PR (Fowles 1985-86, 370)
- RL Fowles, John. 1985-86. A conversation with John Fowles. Interview by Robert Foulke (Lyne Regis, 3 April 1984). *Salmagundi*, nos. 68-69 (fall-winter): 367-84.

UNPUBLISHED INTERVIEW

- 11.49 N 48. Benjamin Spock, interview by Milton J. E. Senn, 20 November 1974, interview 67A, transcript, Senn Oral History Collection, National Library of Medicine, Bethesda, Md.
- B Spock, Benjamin. Interview by Milton J. E. Senn, 20 November 1974. Interview 67A, transcript. Senn Oral History Collection, National Library of Medicine, Bethesda, Md.
- PR (Spock 1974)
- RL Spock, Benjamin. 1974. Interview by Milton J. E. Senn, 20 November. Interview 67A, transcript. Senn Oral History Collection, National Library of Medicine, Bethesda, Md.

UNPUBLISHED INTERVIEW BY WRITER OF PAPER

- 11.50 N "Mayor Harold Washington of Chicago, interview by author, 23 September 1985,

Unpublished Materials/11.52

Chicago, tape recording, Chicago Historical Society, Chicago.

- B Washington, Harold, mayor of Chicago. Interview by author, 23 September 1985, Chicago. Tape recording. Chicago Historical Society, Chicago.

PR (Washington 1985)

- RL Washington, Harold, mayor of Chicago. 1985. Interview by author, 23 September, Chicago. Tape recording. Chicago Historical Society, Chicago.

MICROFORM EDITIONS

- 11.51 N 50. William Voelke, ed., *Masterpieces of Medieval Painting: The Art of Illumination* (Pierpont Morgan Library, New York; Chicago: University of Chicago Press, 1980), text-fiche, p. 56, 4F6-4F10.
- B Voelke, William, ed. *Masterpieces of Medieval Painting: The Art of Illumination*. Pierpont Morgan Library, New York; Chicago: University of Chicago Press, 1980. Text-fiche.
- PR (Voelke 1980, p. 56, 4F6-4F10)
- RL Voelke, William, ed. 1980. *Masterpieces of medieval painting: The art of illumination*. Pierpont Morgan Library, New York; Chicago: University of Chicago Press. Text-fiche.

UNPUBLISHED MATERIALS

LETTER

- 11.52 N "Percy Bysshe Shelley, Padua, to Mary Wollstonecraft Shelley, Este, 22 September 1818, transcript in the hand of Mary Wollstonecraft Shelley, Special Collections, Joseph Regenstein Library, University of Chicago, Chicago.
- B Shelley, Percy Bysshe, Padua, to Mary Wollstonecraft Shelley, Este, 22 September 1818. Transcript in the hand of Mary Wollstonecraft Shelley. Special

Collections, Joseph Regenstein Library,
University of Chicago, Chicago.

PR (Shelley 1818)

RL Shelley, Percy Bysshe. 1818. Letter from Padua to Mary Wollstonecraft Shelley, Este, 22 September. Transcript in the hand of Mary Wollstonecraft Shelley. Special Collections, Joseph Regenstein Library, University of Chicago, Chicago.

See also 2.19 for abbreviations used to describe manuscripts and 8.131-32.

SPEECH

- 11.53 N 52. Eulogy of Charles V in Latin, apparently written at the monastery of St. Just, Spain, [ca. 1500], Special Collections, Joseph Regenstein Library, University of Chicago, Chicago.
- B Eulogy of Charles V. In Latin, apparently written at the monastery of St. Just, Spain, [ca. 1500]. Special Collections, Joseph Regenstein Library, University of Chicago, Chicago.
- PR (Eulogy of Charles V [ca. 1500])
- RL Eulogy of Charles V. [Ca. 1500.] In Latin, apparently written at the monastery of St. Just, Spain. Special Collections, Joseph Regenstein Library, University of Chicago, Chicago.

MANUSCRIPT

- 11.54 N "Robert Craft, "A Catalog of Manuscripts and Documents [of] the Original Works of Igor Stravinsky, 1970(?)," TMs (photocopy), p. 136, Special Collections, Joseph Regenstein Library, University of Chicago, Chicago.
- B Craft, Robert. "A Catalog of Manuscripts and Documents [of] the Original Works of Igor Stravinsky, 1970(?)." TMs (photocopy). Special Collections, Joseph Regenstein Library, University of Chicago, Chicago.
- PR (Craft 1970[?], 136)

- RL Craft, Robert. 1970(?). A catalog of manuscripts and documents [of] the original works of Igor Stravinsky. TMs (photocopy). Special Collections, Joseph Regenstein Library, University of Chicago, Chicago.

The use of the question mark in parentheses after the date means that its accuracy is uncertain, even though parts of the manuscript may have been dated with some certainty. Note that if an unpublished manuscript is undated but a reliable date has been supplied, this date appears in brackets (see 8.68). Brackets are also used in place of parentheses within parentheses.

THESIS OR DISSERTATION

- 11.55 N 54. Gilberto Artioli, "Structural Studies of the Water Molecules and Hydrogen Bonding in Zeolites" (Ph.D. diss., University of Chicago, 1985), 10.
- B Artioli, Gilberto. "Structural Studies of the Water Molecules and Hydrogen Bonding in Zeolites." Ph.D. diss., University of Chicago, 1985.
- PR (Artioli 1985, 10)
- RL Artioli, Gilberto. 1985. Structural studies of the water molecules and hydrogen bonding in zeolites. Ph.D. diss., University of Chicago.

MATERIAL OBTAINED THROUGH AN INFORMATION SERVICE

- 11.56 N "Susan J. Kupisch, *Stepping In*, paper presented as part of the symposium "Disrupted and Reorganized Families" at the annual meeting of the Southeastern Psychological Association, Atlanta, Ga., 23-26 March 1983, Dialog, ERIC, ED 233 276.
- B Kupisch, Susan J. *Stepping In*. Paper presented as part of the symposium "Disrupted and Reorganized Families" at the annual meeting of the Southeastern Psychological Association, Atlanta, Ga., 23-26 March 1983. Dialog, ERIC, ED 233 276.
- PR (Kupisch 1983)

- RL Kupisch, Susan J. 1983. *Stepping in*. Paper presented as part of the symposium "Disrupted and reorganized families" at the annual meeting of the Southeastern Psychological Association, Atlanta, Ga., 23-26 March. Dialog, ERIC, ED 233 276.

See also 8.139 and 12.20.

ELECTRONIC DOCUMENT

- 11.57 N 56. Rosabel Flax, *Guidelines for Teaching Mathematics K-12* (Topeka: Kansas State Department of Education, 1979) [database on-line]; available from Dialog, ERIC, ED 178312.
- B Flax, Rosabel. *Guidelines for Teaching Mathematics K-12*. Topeka: Kansas Department of Education, 1979. Database on-line. Available from Dialog, ERIC, ED 178312.
- PR (Flax 1979)
- RL Flax, Rosabel. 1979. *Guidelines for teaching mathematics K-12*. Topeka: Kansas Department of Education. Database on-line. Available from Dialog, ERIC, ED 178312.

MUSIC

UNPUBLISHED MUSICAL SCORE

- 11.58 N "Ralph Shapey, "Partita for Violin and Thirteen Players," score, 1966, Special Collections, Joseph Regenstein Library, University of Chicago, Chicago.
- B Shapey, Ralph. "Partita for Violin and Thirteen Players." Score. 1966. Special Collections, Joseph Regenstein Library, University of Chicago, Chicago.
- PR (Shapey 1966)
- RL Shapey, Ralph. 1966. Partita for violin and thirteen players. Score. Special Collections, Joseph Regenstein Library, University of Chicago, Chicago.

PUBLISHED MUSICAL SCORE

- 11.59 N 58. Wolfgang Amadeus Mozart, *Don Giovanni*, libretto by Lorenzo da Ponte, English version

by W. H. Auden and Chester Kallman (New York and London: G. Schirmer, 1961), 55.

- B Mozart, Wolfgang Amadeus. *Don Giovanni*. Libretto by Lorenzo da Ponte, English version by W. H. Auden and Chester Kallman. New York and London: G. Schirmer, 1961.
- PR (Mozart 1961, 55)
- RL Mozart, Wolfgang Amadeus. 1961. *Don Giovanni*. Libretto by Lorenzo da Ponte, English version by W. H. Auden and Chester Kallman. New York and London: G. Schirmer.

SOUND RECORDINGS

- 11.60 N "Norman Mailer, *The Naked and the Dead*, excerpts read by the author, Caedmon CP1619, 1983, cassette.
- B Mailer, Norman. *The Naked and the Dead*. Excerpts read by the author. Caedmon CP1619, 1983. Cassette.
- PR (Mailer 1983)
- RL Mailer, Norman. 1983. *The naked and the dead*. Excerpts read by the author. Caedmon CP1619. Cassette.

VIDEORECORDINGS

- 11.61 N 60. Itzak Perlman: *In My Case Music*, prod. and dir. Tony DeNonno, 10 min., DeNonno Pix, 1985, videocassette.
- B Perlman, Itzak. *Itzak Perlman: In My Case Music*. Produced and directed by Tony DeNonno. 10 min. DeNonno Pix, 1985. Videocassette.
- PR (Perlman 1985)
- RL Perlman, Itzak. 1985. *Itzak Perlman: In my case music*. Produced and directed by Tony DeNonno. 10 min. DeNonno Pix. Videocassette.

PERFORMANCES

- 11.62 N "William Shakespeare, *The Winter's Tale*, Festival Theatre, Stratford, Ontario, 24 September 1986.
- B Shakespeare, William. *The Winter's Tale*. Festival Theatre, Stratford, Ontario, 24 September 1986.
- PR (Shakespeare 1986)
- RL Shakespeare, William. 1986. *The winter's tale*. Festival Theatre, Stratford, Ontario, 24 September.

WORKS OF ART

- 11.63 Actual works of art are normally not included in a bibliography or reference list. They may be described in a note or a parenthetical reference in the text (see 8.147):

- N 62. Jackson Pollock, *Reflection of the Big Dipper*, oil on canvas, 1946, Stedelijk Museum, Amsterdam.
- PR (Jackson Pollock, *Reflection of the Big Dipper*, oil on canvas, 1946, Stedelijk Museum, Amsterdam)

WORKS OF ART REPRODUCED IN BOOKS

- 11.64 References to reproductions of works of art in published sources are treated much like citations of a chapter or other component part of a book:

- N "Thomas Nast, "The Tammany Tiger Loose: 'What Are You Going to Do about It,'" cartoon, *Harper's Weekly*, 11 November 1871, as reproduced in J. Chal Vinson, *Thomas Nast: Political Cartoonist* (Athens: University of Georgia Press, 1967), plate 52.
- B Nast, Thomas. "The Tammany Tiger Loose: 'What Are You Going to Do about It.'" Cartoon. *Harper's Weekly*, 11 November 1871. As reproduced in J. Chal Vinson, *Thomas Nast: Political Cartoonist*, plate 52. Athens: University of Georgia Press, 1967.
- PR (Nast 1967, plate 52)

- RL Nast, Thomas. 1967. The Tammany tiger loose: "What are you going to do about it." Cartoon. *Harper's Weekly*, 11 November 1871. As reproduced in J. Chal Vinson, *Thomas Nast: Political cartoonist*, plate 52. Athens: University of Georgia Press.

MULTIPLE REFERENCES WITHIN A SINGLE NOTE

- 11.65 The individual references in a note citing several works are separated by semicolons and listed in the order in which they were cited:

64. See Samuel P. Langley, *James Smithson* (Washington, D.C.: Smithsonian Institution, 1904), 18-19; Paul Oehser, *Sons of Science* (New York: Henry Schuman, 1949), 1, 9-11; and Webster True, *The First Hundred Years of the Smithsonian Institution, 1846-1946* (Washington, D.C.: Smithsonian Institution, 1946), 2-106.

- 11.66 The bibliography entries for multiple references in a single note must, of course, be alphabetized separately:

Langley, Samuel P. *James Smithson*. Washington, D.C.: Smithsonian Institution, 1904.

Oehser, Paul. *Sons of Science*. New York: Henry Schuman, 1949.

True, Webster. *The First Hundred Years of the Smithsonian Institution, 1846-1946*. Washington, D.C.: Smithsonian Institution, 1946.

- 11.67 In papers using parenthetical references, the multiple citations appear as follows:

(Langley 1904, 18-19; Oehser 1949, 1, 9-11; True 1946, 2-106)

- 11.68 A reference list entry must be included for each author:

Langley, Samuel P. 1904. *James Smithson*. Washington, D.C.: Smithsonian Institution.

Oehser, Paul. 1949. *Sons of science*. New York: Henry Schuman.

True, Webster. 1946. *The first hundred years of the Smithsonian Institution, 1846-1946*. Washington, D.C.: Smithsonian Institution.