



Formatting Endnotes

Based on *The Chicago Manual of Style, 17th Edition*

Book

1. Joan Smith, *Book Title without the Subtitle* (New York: Publishing House, 1995), 245–56.
2. Joan Smith and John Turner, *Title of the Book but Not the Subtitle* (Germantown, TN: Publisher, 2000), 19.

Shortened note – to be used after a citation is already given in full in a previous endnote. Use a shortened note instead of “ibid.”

3. Smith, *Shortened Book Title*, 250.
4. Smith and Turner, *Shortened Title*, 19.

Book – editor instead of author

1. Edith Franks, ed., *Book Title* (Boston: Publisher Name, 1988), 33–35.

Shortened note

2. Franks, *Shortened Book Title*, 34.

Chapter or other part of an edited book

1. Fred Jones, “Chapter Title,” in *The Title of the Book*, ed. Rose Smith (London: Book Press, 1987), 157–68.

Shortened note

2. Jones, “Shortened Chapter Title,” 158.

Journal article

1. Duncan Jones, “Title of the Article,” *Journal Title* [volume]34, no. 5 (November 2005): 156.
2. John Doe, Jane Smith, and Benjamin Miller, “The Full Article Title Goes Here,” *Journal Name* 54, no. 1 (Spring 2020): 15–26, www.journalname.org [include URL if applicable].
3. Robert Jones, “Article Title,” *Journal Title* 34 (forthcoming).

According to The Chicago Manual of Style:

--“If an article was consulted in print, there is no need to include a URL” (CMS 14.175)

--Access dates are not required “unless no date of publication or revision can be determined from the source.” (CMS 14.12)

Shortened note

4. Jones, “Shortened Title,” 156.
5. Doe, Smith, and Miller, “Shortened Article Title,” 23.



Newspaper or magazine article

1. Kevin Doe, "Title of the Article Goes Here," *Magazine Title*, April 1, 2017, 15–17.
2. Kate John, "Article Title Goes Here," *Newspaper Name*, October 25, 2009, [URL if necessary].

Shortened notes

1. Doe, "Shortened Title," 16.
2. John, "Shortened Title."

Websites

1. "Title or description of the page," Website Name, accessed April 1, 2018, www.urlgoeshere.org.

The NAWCC's Publications Department discourages the use of Wikipedia as a primary source; instead, cite the original source or the reliable and relevant source referred to in the Wikipedia entry.

Blogs

1. Mary Jones, "Title of Blog Post," *Title of Blog with the Word in Parentheses After It* (blog), July 1, 2018, www.fullurlgoeshere.com/text/text/.

Social media

1. Joe Smith, "Title or Description of Post," Facebook, April 3, 2016, www.fullurlgoeshere.com/text/text/text.

Personal communication

1. Rita Smith, email message to author, May 5, 2019.