A recording:


A lecture, speech, or address:


An interview:
(N) 4. Barrett Counts, interview by Christina Graham, tape recording, 26 April 2006, Rolla, MO

Updated September 24, 2008
Missouri University of Science and Technology
Writing Center
Basic format:

This is a paraphrased or quoted sentence.

Examples:

Aristotle, who said love “is to wish good to someone,” was a smart Greek.

Sigmond Freud suggests love is merely sexual impulses.

The footnotes or endnotes to which the superscript numbers refer have a very specific format. They begin with a note number which is indented by a quarter inch or 5 spaces, is not superscript, and is followed by a period and two spaces. The second and subsequent lines of the note are typed flush with the left margin. If publishing information followed by the page number. Shortened forms are often permitted when a bibliography is included or when referring to a text whose publishing information was previously given in an earlier note. You should check with your professor or editor to determine if “short notes” are sufficient, or if complete notes are required. For repeated information found in the preceding note, an unitalicized “Ibid.” may be used. More specific examples will be given later in this guide.

Basic Format:

#. First MI. Last Name, Title (Publisher name: Location, Date), page number.

Examples:


4. Ibid., 65.

5. Freud, 345.

A magazine of general interest: does not include volume number.


An article in a newspaper:


An internet page:


A musical composition:


A bibliography may be used to supplement footnotes or endnotes. This may reduce the amount of publishing information that needs to be placed in a note, simply because much of the same information is contained in notes and the bibliography, although the arrangement is somewhat different. Check with your instructor on the need for a separate list of sources. Bibliographic entries are arranged in a single alphabetical list by the author’s last name. Lines should be single-spaced within entries, and double-spaced between entries. All lines after the first line should be indented by a quarter inch (5 spaces). Do not number the entries of the bibliography.

Basic format:

Last name, First MI. Title. Location: Publisher, Date.

Examples:

Bibliography


Citation Examples

Given below are examples of different types of document citations. Formats for notes are designated as (N), bibliographic formats are designated as (B).

Books by one author:

Books by two or three authors:

Books by four to ten authors: (refer to the manual for 11+ authors, and citation in natural sciences.)

Books with no author: (begin with work’s title)
(N) 9. Stanze in lode della donna brutta (Florence, 1547).
(B) Stanze in lode della donna brutta. Florence, 1547.

Book with an author and an editor or translator:

(T) (Menchu 1999)

A multivolume work: (Indicate volume in text citations with num. and colon)
(T) (Wright 1968-78, 2:316)

A book in a series: (Series title not italicized)
(T) (Hundert 1992)

A Government publication:
(B) U.S. Congress. Senate Journal. 16th Cong. 1st sess., December 7, 1819.

A reference work: