The Chicago Manual of Style®

Socials Studies Research Essay

Referencing (Chicago Style)

Page Format

- 1" margins
- Times New Roman, 12 pt. preferred
- Double space
- Page numbers, beginning on first page (not the title page), including bibliography page

TItle Page

- No page #
- Title, centered, one-third of the way down the page
- Two-thirds of the way down: name, course, date – centered

Footnotes

- Use a footnote each time you quote or paraphrase from a source
- You don't have to do this for information that is "common knowledge"
- Footnote numbers should be in superscript following the quotation/paraphrase
- First footnote should be numbered 1, second should be numbered 2, etc.
- Appear at the bottom of the page
- Numbers next to the quotation/paraphrase should be in superscript
- Mirror the samples on the opposite side of the page
- Google Docs and Microsoft Word can help with formatting

Bibliography

- Centre the title 'Bibliography' at the top of the page
- Place your entries in alphabetical order
- First line of each entry should be flush left; every other line should be tabbed in five spaces
- Each entry should be single spaced within itself
- Invert first name/last name
- No access date needed for electronic sources
- Use 'n.d.' if you can't locate a date

Continued on next page...

Bibliography

Format – For a Website

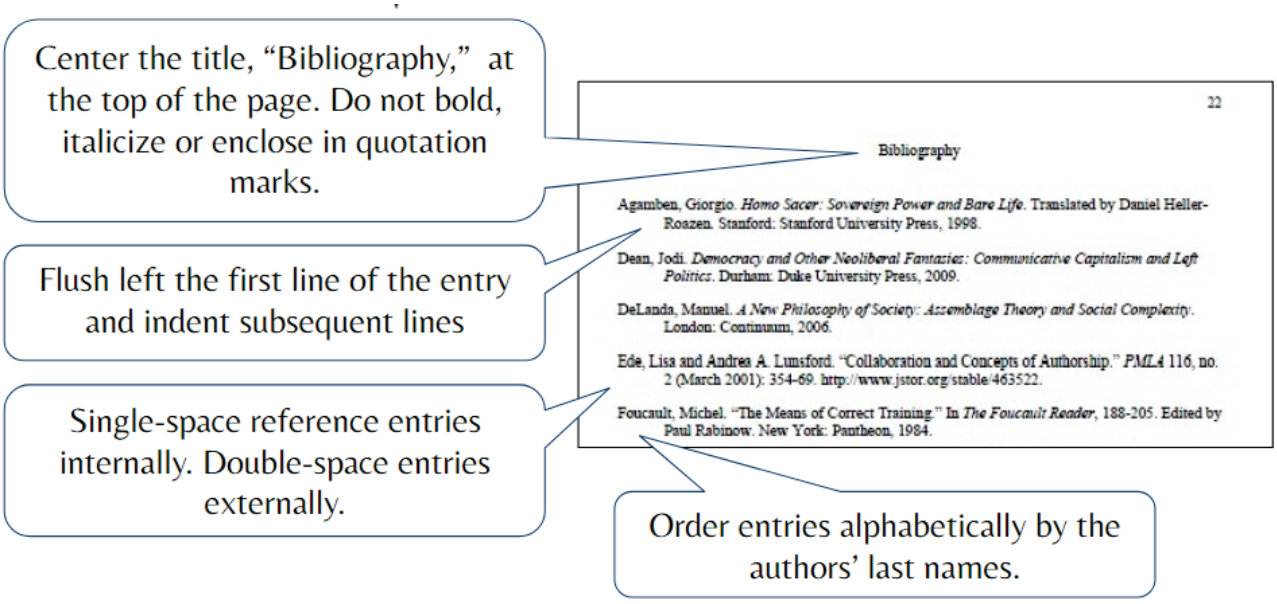
Author Last Name, First Name. "Page Title." Website Name. Month Day, Year. URL.

Marchi, Jeff. "Spectrum is Awesome." Spectrum Community School. September 9, 2026.
http://www.spectrum.sd61.bc.ca

Format – For a Book

Last name, First name. *Title of Book*. Publisher, Year of publication.

Marchi, Jeff. *A History of Spectrum.* Warm Fuzzy Publications, 2026.



-- courtesy OWL Purdue

Updated February 2026