Turabian: Notes / Bibliography Style

Following the Turabian N/B style means after each use of a source in the text of your paper, you must insert a superscript number that directs readers to the bottom of the page where a specific citation to the specific section of the work that you used is listed. This specific citation corresponds to a full citation at your paper’s bibliography.

HOW TO: Insert Footnotes

![Image of Microsoft Word interface with references tab highlighted]

This system conveniently keeps track and numbers your footnotes appropriately as you proceed.

HOW TO: Write the Notes

First note, for a specific item if…

… it’s a book:
Author First Name Last Name, Full Title: With Subtitle as Necessary (Publication City: Company, Year), exact page number you used.

… it’s a journal article:
Author First Name Last Name, “Title of Article: With Subtitle as Necessary,” Title of Journal Volume (Month Year): exact page number.

Subsequent notes need only:
Author Last Name, exact page number OR page – page.

HOW TO: Write the corresponding bibliographic entries

Books:
Author Last Name, First. Full Title: With Subtitle as Necessary. Publication City: Company, Year.

Journal Articles:
Author Last Name, First. “Title of Article; With Subtitle as Necessary.” Title of Journal Volume (Month Year): page – page.

Remember, we’re here to help!
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IF your source is in an ELECTRONIC database (article) or catalog (book), simply add the item’s http:// address to the end with an (accessed Day, Month, Year) note – yes, in parenthesis.