

BIBLIOGRAPHIES

GENERAL INFORMATION

1. When referring to an author from a source listed in the bibliography or references, give the name or names of the author(s) followed by the date of publication in parentheses.

Fennema and Tartre (1985) reported on ...

If ideas from a source are used in an article, without referring to the author as part of the citation, include in parentheses both the name of the author and the date of publication.

Spatial sense is often referred to as spatial visualization (Wheatley 1990), which is the ...

If ideas from a variety of sources are used in an article, without referring to the authors as part of the citation, include in parentheses the name of each author followed by the date of each publication with semi-colons separating references.

Research studies (Silver 1986; Hiebart and Lefevre 1986; and Putnam, Lampert, and Petersen 1991) have...

2. The bibliography of a paper is single-spaced with one blank space between entries. The first line of each entry is flush left, and all subsequent lines, if any, are indented three spaces. (Be sure to use the wrap-around tab for the indentation—set at 0.25 in.—rather than hitting the space bar three times.)
3. Periods are used in a bibliographical entry at the end of each main part—author's name, title of work, and facts of publication. Bibliographical references to periodicals, however, retain the parentheses around the dates of publication when these follow volume number.
4. Underlining titles of publications—books, periodicals, and all other works—**will not be used**. See the Sections below to see whether the titles will be in italics or contained in quotation marks.
5. In a bibliography, italicize titles of independent works of arts, such as books, newspapers, magazines, operas, plays, motion pictures, statues, and paintings. Enclose in quotation marks titles of shorter works and of parts of larger works, such as songs, arias, chapters, or articles.
6. In a bibliographical entry, the family name is given first because bibliographies are usually arranged in alphabetical order by family names of authors. Where there are two or more authors' names, only the first is reversed in the bibliography, in order to alphabetize the item:

Charles, Randall, Frank Lester, and Phares O'Daffer. *How to Evaluate Progress in Problem Solving*. Reston, VA: National Council of Teachers of Mathematics, 1987.

Panday, Tej. *A Sampler of Mathematics Assessment*. Sacramento, CA: California Department of Education, 1991.

7. In a succession of works by the same author, the name is given for the first entry, and an eight-space line ending with a period takes its place in subsequent entries. The entries are arranged alphabetically by title. When alphabetizing titles, disregard introductory articles, prepositions, and conjunctions.

Eliot, T.S. *Murder in the Cathedral*. New York: Harcourt, Brace, 1935.

_____. *The Sacred Wood: Essays on Poetry and Criticism*. London: Methuen, 1920.

_____. *The Waste Land*. New York: Boni & Liveright, 1922.

8. A work for which no author (editor, compiler, or other) is known appears in a bibliography under the title of the work, alphabetized by the first word, or the first word following an initial article, preposition, or conjunction, if the title is in English.

BOOKS

1. The general format for listing books will be: author's name, title of work, and facts of publication that will include the city of publication (and the state if the city is not considered well-known), the publisher, and the date. Punctuation will place a colon after the city (or state if included) and a comma between the publisher and the date. A period should be at the end of the entry.

Farrell, Margaret A., and Walter A. Farmer. *Secondary Mathematics Instruction: An Integrated Approach*. Providence, RI: Janson Publications, 1988.

2. If an institution, association, or the like is the "author," the following format should be used:

California State Department of Education (CDE). *Mathematics Framework for California Public Schools, Kindergarten through Grade Twelve*. Sacramento, CA: CDE, 1992.

National Council of Teachers of Mathematics (NCTM). *Principles and Standards for School Mathematics*. Reston, VA: NCTM, 2000.

_____. *Professional Standards for Teaching Mathematics*. Reston, VA: NCTM, 1991.

3. If an editor or compiler is the author, use the following format:

Beecher, W.J., and G.B. Faxon, eds. *Practical Methods and Devices for Teachers*. Dansville, NY: F.W. Owens Publishing Co., 1918.

Janvier, Claude, ed. *Problems of Representation in the Teaching and Learning of Mathematics*. Hillsdale, NJ: Lawrence Erlbaum Associates, 1987.

PUBLISHED REPORTS AND PROCEEDINGS

1. If the author is named for published reports:

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.

2. If the chairman of the committee is named for published reports:

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.

3. Titles of unpublished reports and proceedings are enclosed in quotation marks. When not given in the title, place and date follow the title:

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

continued...

ARTICLES

1. Article from a yearbook or handbook:

Brown, Catherine A., and Hilda Borko. "Becoming a Mathematics Teacher." In *Handbook of Research on Mathematics Teaching and Learning*, edited by Douglas A. Grouws, pp. 209–39. New York: Macmillan Publishing, 1992.

Rathmell, Edward C., and DeAnn M. Huinker. "Using 'Part-Whole' Language to Help Children Represent and Solve Word Problems." In *New Directions for Elementary School Mathematics*, 1989 Yearbook of the National Council of Teachers of Mathematics, edited by Paul R. Trafton and Albert P. Shulte, pp. 99–110. Reston, VA: NCTM, 1989.

2. Article from a journal or magazine:

Clason, Robert G. "Tiling with Golden Triangles and Penrose Rhoms Using Logo." *Journal of Computers in Mathematics and Science Teaching* 9 (Winter 1989/90): 41–53.

Kopp, Jaine. "Exploring Counting Principles with Concrete Materials." *ComMuniCator* 17 (March 1993): 52–53.

Martin, J. Susan. "Activities: The Fibonacci Sequence." *Mathematics Teacher* 74 (January 1981): 39–42.

UNPUBLISHED MATERIALS

1. Thesis or Dissertation:

Artioli, Gilberto. "Structural Studies of the Water Molecules and Hydrogen Bonding in Zeolites." Ph.D. diss., University of Chicago, 1985.

Boyd, Barbara A. "The Relationship between Mathematics Subject Matter Knowledge and Instruction: A Case Study." Master's thesis, San Diego State University, 1992.

2. Paper presented at conference or meeting:

Farivar, Sydney H. *Middle School Math Students' Reactions to Heterogeneous Small Group Work: They Like it!* Paper presented at the annual meeting of the American Educational Research Association, San Francisco, April 1992.

COMPUTER SOFTWARE

1. Computer Software Reference:

Apple Computer. HyperCard. Cupertino, CA: Apple Computer, 1989. Software.

continued...

INTERNET CITATIONS

Extending the citation practice of the *Chicago Manual* to include Internet sources produces the following model:

Author's name (in reverse order), document title, date of Internet publication, <URL> or other retrieval information (date of access), text division (if applicable).

This model combines the stylistic elements of *Chicago*-style author-date citation² with the elements necessary for identifying an Internet source. The publication date appears close to the title of the document, while the date of access follows the **URL** or other access information. The text division occupies the final position in the note, as page numbers would for a printed source.

Internet sources differ in the kinds of information that are important for retrieval, and the model for each type of source reflects the information needed to retrieve that source. The following models enable you to document Internet sources in a manner consistent with the principles of *Chicago* style. [The source for this information can be found at www.bedfordstmartins.com/online/index.html.

Personal site

Pellegrino, Joseph. "Homepage." May 12, 1999. <<http://www.english.eku.edu/pellegrino/default.htm>> (June 12, 1999).

Professional site

Mortimer, Gail. *The William Faulkner Society Home Page*. September 16, 1999.

<<http://www.utep.edu/mortimer/faulkner/mainfaulkner.htm>> (November 19, 1997).

National Association of Investors Corporation. *NAIC Online*. September 20, 1999. <<http://www.better-investing.org>> (October 1, 1999).

Book

An online book may be the electronic text of part or all of the printed book, or a book-length document available only on the Internet (e.g., a work of **hyperfiction**).

Bryant, Peter J. "The Age of Mammals." in *Biodiversity and Conservation* April 1999. <<http://darwin.bio.uci.edu/~sustain/bio65/index.html>> (May 11, 1999).

Article in an electronic journal (ejournal)

Browning, Tonya. "Embedded Visuals: Student Design in Web Spaces." *Kairos: A Journal for Teachers of Writing in Webbed Environments* 3, no. 1 (1997). <<http://english.ttu.edu/kairos/2.1/features/browning/index.html>> (October 21, 1999).

Article in an electronic magazine (ezine)

Myhrvold, Nathan. "Confessions of a Cybershaman." *Slate*. June 12, 1997. <<http://www.slate.com/CriticalMass/97-06-12/CriticalMass.asp>> (October 19, 1997).

Newspaper article

Wren, Christopher. "A Body on Mt. Everest, a Mystery Half-Solved." *New York Times on the Web*. May 5, 1999.

<<http://search.nytimes.com/search/daily/bin/fastweb?getdoc+site+site+87604+0+wAAA+%22a%7Ebody%7Eon%7Eemt.%7EEverest%22>> (May 13, 1999).

Review

Parfit, Michael. review of *The Climb: Tragic Ambitions on Everest*, by Anatoli Boukreev and G. Weston DeWalt. *New York Times on the Web*. December 7, 1997. <<http://search.nytimes.com/books/97/12/07/reviews/971207.07parfitt.html>>

Government publication

Bush, George. "Principles of Ethical Conduct for Government Officers and Employees." Executive Order 12674. April 12, 1989, pt. 1. <<http://www.usoge.gov/exorders/eo12674.html>> (October 30, 1997).