

## Sample References, Citations, and Captions

### References

### In-text Citations

#### **[book by one author]**

Wilkins, Craig L. 1997. *Representing: Hip Hop Culture and the Production of Black Cinema*. Chicago: University of Chicago Press. (Wilkins 1997, 34)

#### **[book by two authors]**

Clairmont, Donald H., and Dennis W. Magill. 1970. *Nova Scotian Blacks: An Historical and Structural Overview*. Halifax: Institute of Public Affairs. (Clairmont and Magill 1970, 25)

#### **[book credited to an editor]**

Sexton, Adam, ed. 1995. *Rap on Rap*. New York: Dell. (Sexton 1995, 12)

#### **[book by an author and a translator]**

Guène, Faïza. 2006. *Kiffe Kiffe Tomorrow*. Translated by Sarah Adams. Orlando: Harcourt. (Guène 2006, 2)

#### **[modern reprint of a historic book]**

Darwin, Charles. (1859) 1964. *On the Origin of Species*. Reprint, Cambridge, MA: Harvard University Press. (Darwin [1859] 1964, 33)

#### **[chapter in a book edited by someone else]**

Woods, Lebbeus. 1991. "Terra Nova." In *Architecture in Transition*, edited by Peter Noever, 53–61. Munich: Prestel. (Woods 1991, 55)

#### **[chapter in a book already included in the references]**

Gates, Henry Louis, Jr. 1995. "2 Live Crew, Decoded." In *Rap on Rap*, edited by Adam Sexton, 161–63. (Gates 1995, 162)

#### **[article in a journal, with a volume, issue, month, page numbers]**

Craddock-Willis, André. 1995a. "Jazz People: Wynton Marsalis vs. James Lincoln Collier." *Transitions* 65, no. 1 (January): 140–78. (Craddock-Willis 1995a, 142)

#### **[article by the same author, same year, in a journal with a volume, issue, page numbers]**

Craddock-Willis, André. 1995b. "Rap Music and the Black Musical Tradition." *Vibe Magazine* 2, no. 3: 37–39. <http://www.vibe.com/index.htm>. (Craddock-Willis 1995b, 38)

#### **[newspaper article with an author and page numbers]**

Dorrington, Jocelyn. 2002. "The Spirit of Africville." *Chronicle-Herald*, November 12, 2002, 22–23. (Dorrington 2002, 22)

#### **[newspaper article, online, with no author or page number]**

*Chronicle-Herald*. 2018. "Hip Hop Star The Game Returns to Nova Scotia." November 18, 2018. <https://www.chrone.com>. (Chronicle-Herald 2018)

#### **[article with no author, on a news organization website]**

"Michie Mee, Canadian Rap Pioneer." 1988. CBC Digital Archives. <https://www.cbc.ca/archives/entry/michie-mee-canadian-rap-pioneer>. ("Michie Mee" 1988)

#### **[master's thesis or PhD dissertation]**

Wilkins, Craig L. 2003. "The Confluence of Race, Space, Architecture and Music." PhD diss., University of Minnesota. <http://search.proquest.com/docview/305331314>. (Wilkins 2003, 37)

#### **[article on a website with no author, no publication date, and no last modified date]**

"History of Hip Hop." n.d. Aces and Eighths. Accessed November 12, 2020. [http://www.acesandeighths.com/hip\\_hop.html](http://www.acesandeighths.com/hip_hop.html). ("History of Hip Hop" n.d.)

#### **[website with organization as author; no publication date, only a last modified date]**

The Science Museum. n.d. Making the Modern World. Last modified August 4, 2020. <http://www.makingthemodernworld.org.uk/>. (The Science Museum n.d.)

**[dictionary]**

Oxford English Dictionary. 3rd ed. 2018. Oxford: Oxford University Press. <https://oed.com>. (OED 2018)

**[government publication, with department as author]**

British Columbia. Ministry of Education. 2011. *Special Education Services: A Manual of Policies, Procedures and Guidelines*. Victoria, BC: Ministry of Education. <http://www.bced.gov.bc.ca/specialed/ppandg.htm>. (British Columbia. Ministry of Education 2011)

**[film]**

Lee, Spike, dir. 1989. *Do the Right Thing*. Film. Brooklyn, NY: Forty Acres and a Mule. (Lee 1989)

**[online video]**

Lyiscott, Jamila. 2014. "3 Ways to Speak English." Video, 4:29. TED. [https://\\_\\_\\_\\_](https://____). (Lyiscott 2014)

**[blog on a social media site]**

Hip Hop Pictures. 2020. Twitter. <https://twitter.com/TheHipHopPics>. (Hip Hop Pictures 2020)

**[untitled image credited to an author, published on a website]**

Väisänen, Mika. 1998. Photograph of Snoop Dogg. Wikimedia Commons. [https://\\_\\_\\_\\_](https://____). (Väisänen 1998)

**[map from a website with a publication date]**

Google Maps. 2019. Map of Africville Park, Halifax. <http://maps.google.ca>. (Google Maps 2019)

**[various maps from a website, with various publication dates]**

Google Maps. 2017–2020. Maps of Halifax peninsula. <http://maps.google.ca>. (Google Maps 2017–2020)

**[printed map: author, date, title, scale, publisher location, publisher]**

NRC (Natural Resources Canada). Centre for Topographic Mapping. 1996. *Niagara*. Map. Scale 1:50,000. Ottawa: Natural Resources Canada. (NRC. Centre for Topographic Mapping 1996)

**[map using GIS software: author, date, map title, scale, computer database, place and producer]**

GRCA (Grand River Conservation Authority). 2016. *Wetlands and Floodplains in GRCA*. Scale 1:10,000. Map from GIS data, using *ArcView GIS*. Cambridge, ON: Grand River Conservation Authority. (GRCA 2016)

HRM (Halifax Regional Municipality). 2020. *Building Outlines*. Halifax Open Data. Map from GIS data, using *ArcGIS*. [https://\\_\\_\\_\\_](https://____). (HRM 2020)

## Captions, with Citations linked to References

**[photograph reproduced from a book]**

View of Africville from Bedford Basin, 1963; photograph by Bob Brooks (Clairmont and Magill 1970, 48)

**[photograph reproduced from a website]**

Photograph of Snoop Dogg (Väisänen 1998)

**[image of a building: architect, description, location, date; reproduced from a publication]**

Diébédo Francis Kéré, Dano Secondary School, Dano, Burkina Faso, 2006–7 (Kéré Architecture 2012)

**[drawing reproduced from a publication: author, description, location, date]**

Craig L. Wilkins, plan of Hip Hop Park, Minneapolis, 1995 (Wilkins 1997, 52)

**[painting reproduced from a publication]**

Pablo Picasso, *Les Femmes d'Alger (O. J. Version O)*, 1907 (Unger 2018, 34)

**[your own photograph of a building (no credit line is needed)]**

Aldo van Eyck, roof of Children's Home, Amsterdam, 1955–60

**[map from a website without a publication date or a last modified date]**

Map of Africville Park, Halifax (Google Maps n.d.)

**[printed map]**

Topographic map of Vancouver Island (Centre for Remote Sensing 2017)

**[map produced with GIS software]**

Map of wetlands and floodplains along the Grand River (GRCA 2016)

**[your own drawing, illustrating published data]**

Solar diagram for Halifax (data from Environment Canada 2018)

**[your own drawing, overlaid onto a base map]**

Comparison of shorelines (base map from GRCA 2016)

For other author-date examples, go to <http://tinyurl.com/chicago-full>, log in, then go to Chapter 15.

For other types of maps, see the ACMLA guidelines at <http://tinyurl.com/kfcpe2z>.

## Tips on Author-Date Style

1. **Every note source and caption source** must be included in the references. Check that the citation in the text corresponds to its alphabetical listing in the references, so that a reader can find it easily.
2. An author normally is a person, but could be an **organization**. If neither is known, start the reference with the title. If there is no title, provide a descriptive phrase (e.g., Map of downtown Vancouver).
3. If an organization is the author and has a long name, include its **acronym** in the reference list, followed by the full name in brackets: e.g., ACSA (Association of Collegiate Schools of Architecture). In the note, include just the acronym (ACSA).
4. If the reference list includes **two or more publications by the same author**, cite the earliest one first.
5. If the reference list includes two publications by the same author **in the same year**, add “a” or “b” after the year to distinguish them in both the references and the notes (e.g., 2018a, 2018b).
6. For an online source, a **date** must be included: preferably its publication year. If that’s not available, indicate its “last modified” year, as well as its month day. If that’s not available, indicate “n.d.” (no date) as the year and indicate your access month day, year. Otherwise, don’t include your access date.
7. **Names of organizations** (e.g., World Wildlife Federation) use regular text, not italics or quotation marks.
8. **Social media sites** (e.g., Facebook, Twitter) are organizations, not publications, so they are not italicized.
9. A **personal interview** would be included in a reference list only if it provided important, authoritative information for your thesis and you obtained permission from the person to be quoted or cited.
10. A **painting** is considered a major work, so its title is italicized.
11. A **photograph** normally is not considered a major work. If it has a title, enclose it in quotation marks. If it doesn’t, include a descriptive phrase (e.g., photograph of Main and Hastings). Cite the photographer in the caption, if known.
12. To distinguish **other items** that are not books, articles, or websites, indicate the type of item: photograph, painting, map, film, video, interview, etc.
13. If you cite both an **article from an edited book** and the book itself, the article need not include the full publication information for the book. It can include just an abbreviated cross-reference to the book.
14. If a publication has **no page numbers**, the note cites just the author and year.
15. When **alphabetizing** a reference list, disregard any initial articles such as “A” and “The.”
16. For a note in a paragraph, **the period** goes after the note: e.g., ... end of the sentence (Wilkins 1997, 52). Quotation marks precede the note: e.g., “... end of the sentence” (Wilkins 1997, 52).
17. At the end of a block quotation, **the note** goes after the final period: e.g.,  
... end of the block quotation. (Wilkins 1997, 52)
18. If a publication has **more than three authors**, the note cites the first author, followed by “et al.”; e.g., (Wilkins et al. 2018, 35)