

Law Library Journal

GENERAL INSTRUCTIONS & SAMPLE ENTRIES
FOR BIBLIOGRAPHIES
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Tom Gaylord
Editor, *Law Library Journal*

IN GENERAL

All bibliographies, whether submitted independently or to accompany a substantive article, should follow the humanities style for bibliographies described in paragraphs 14.61–14.305 of *The Chicago Manual of Style* (17th ed., 2017). Footnotes, however, should follow the style for footnotes described in *The Bluebook: A Uniform System of Citation* (20th ed., 2015). Prospective compilers of bibliographies are encouraged to review examples of bibliographies recently published in *Law Library Journal* (see below), and to contact the editor (tom.gaylord@law.northwestern.edu) about their projects before committing them to final form.

RECENT LLJ BIBLIOGRAPHIES

Pat Newcombe, *Blurred Lines—Intersexuality and the Law: An Annotated Bibliography*, 109 LAW LIBR. J. 221, 2017 LAW LIBR. J. 12.

Jootaek Lee, *Contemporary Land Grabbing: Research Sources and Bibliography*, 107 LAW LIBR. J. 259, 2015 LAW LIBR. J. 11.

Beth DiFelice, *Indian Treaties: A Bibliography*, 107 LAW LIBR. J. 241, 2015 LAW LIBR. J. 10.

Michael O. Eshleman, *A Preliminary Legal Bibliography of the Pitcairn Islands, South Pacific Ocean*, 106 LAW LIBR. J. 221, 2014 LAW LIBR. J. 13.

Andrew M. Winston, *Law Firm Knowledge Management: A Selected Annotated Bibliography*, 106 LAW LIBR. J. 175, 2014 LAW LIBR. J. 10.

David Hollander, *Resources to Begin the Study of Jewish Law in Conservative Judaism*, 105 LAW LIBR. J. 305, 2013 LAW LIBR. J. 15.

Louis J. Sirico, Jr., *Donating and Procuring Organs: An Annotated Bibliography*, 104 LAW LIBR. J. 285, 2012 LAW LIBR. J. 22.

Ryan Harrington & Camilla Tubbs, *Morris L. Cohen: A Bibliography of His Works (A Tribute to Morris L. Cohen, 1927-2010)*, 104 LAW LIBR. J. 165, 2012 LAW LIBR. J. 16.

Donna S. Bennett, *Condominium Homeownership in the United States: A Selected Annotated Bibliography of Legal Sources*, 103 LAW LIBR. J. 249, 2011 LAW LIBR. J. 16.

W. Clinton Sterling, *Sources of Washington State Legal History: An Annotated Bibliography*, 102 LAW LIBR. J. 69, 2010 LAW LIBR. J. 4.

Robert H. Hu, *Protecting Intellectual Property in China: A Selective Bibliography and Resource for Research*, 101 LAW LIBR. J. 485, 2009 LAW LIBR. J. 27.

Isa Lang, *Wrestling with an Elephant: A Selected Bibliography and Resource Guide on Global Climate Change*, 100 LAW LIBR. J. 675 (2008).

Pearl Goldman, *Legal Education and Technology II: An Annotated Bibliography*, 100 LAW LIBR. J. 415 (2008).

Matthew Mantel, *Congressional Investigations: A Bibliography*, 100 LAW LIBR. J. 323 (2008).

GENERAL INFORMATION ABOUT ANNOTATED BIBLIOGRAPHIES

BASIC FORMAT:

Each entry should normally consist of two paragraphs containing: (1) bibliographic information, (2) annotation. Neither should be indented, nor should there be an extra hard return to create a line space between the two paragraphs. EXAMPLE:

Pettinato, Tammy R. "An Annotated Bibliography of Law Review Articles Addressing Feminist Perspectives on 'Law in Literature.'" *Law Library Journal* 99, no. 1 (2007): 55-72.

This selective annotated bibliography covers law review articles that address the topic of "law in literature" from a feminist perspective and includes an introductory essay explaining the motivation for the bibliography, the working definitions of law in literature and feminism used in its construction, and the methodology for finding and selecting articles for inclusion.

FORMAT FOR BIBLIOGRAPHIC INFORMATION:

LLJ follows the rules of the *Chicago Manual of Style* (17th ed. 2017) (CMOS), *not* the *Bluebook*, in providing bibliographic information about the sources listed in bibliographies. These rules determine which information is provided (e.g., author, title, publisher, pagination, etc.) and how it is provided (i.e., sequence, typeface, capitalization, punctuation). While much of the remainder of this guide provides direction and examples for specific types of sources, here are examples of the difference between *Bluebook* and CMOS formatted citations for an article and a book:

Patricia K. Turpening, *Survey of Preservation Efforts in Law Libraries*, 94 LAW LIBR. J. 363 (2002). [**Bluebook—consecutively paginated journal article**]

Turpening, Patricia K. "Survey of Preservation Efforts in Law Libraries." *Law Library Journal* 94, no. 3 (2002): 363–93. [**CMOS—consecutively paginated journal article**]

Mary Elizabeth Williams, *Dr. Searchlove: Or How I Learned to Stop Googling and Love Pre-Coordinate Indexing*, AALL SPECTRUM, Sept.–Oct. 2005, at 20.
[Bluebook—nonconsecutively paginated journal article]

Williams, Mary Elizabeth. “Dr. Searchlove: Or How I Learned to Stop Googling and Love Pre-Coordinate Indexing.” *AALL Spectrum* 10, no. 1 (September-October 2005): 20–21.
[CMOS—nonconsecutively paginated journal article]

ROY M. MERSKY & DONALD J. DUNN, FUNDAMENTALS OF LEGAL RESEARCH (8th ed. 2002). **[Bluebook—book]**

Mersky, Roy M., and Donald J. Dunn. *Fundamentals of Legal Research*. 8th ed. New York: Foundation Press, 2002. **[CMOS—book]**

ANNOTATION STYLE:

Annotations may be descriptive, critical, or both. Length is typically between 50 to 200 words, but may vary from this standard when necessary. Appropriate attribution should be provided for direct quotations from the source itself (see below for form). Primary (cases, statutes) or secondary authority (articles, books) that is mentioned in the annotation should be properly cited in a footnote following *Bluebook* format.

PAGINATION FOR QUOTATION USED IN ANNOTATION:

For ordinary narrative style articles, LLJ follows *Bluebook* Rule 1.1, which requires that citations for quotations be placed in footnotes, rather than in the text body of the article. However, in the case of an annotated bibliography, LLJ format calls for the pagination for a quote to be placed in the text of the annotation when the quotation is from the annotated item itself. In such instances, place the pagination in parentheses after the end quotation mark and before the punctuation at the end of the quotation. EXAMPLE:

Cohen, Morris L., chairman; Edwin Wolf II, William Jeffrey, Jr., and Morris L. Cohen, panelists. “Historical Development of the American Lawyer’s Library.” *Law Library Journal* 61, no. 4 (1968): 440–62.

The panel concludes with what now seems the remarkable assertion that “the computer may play a part in the lawyers’ library to come, but most computer advocates seem no closer than the law book publishers in defining that role” (p.460).

BOOKS AND CHAPTERS

There are several points to emphasize about book entries:

- Most of the elements of an entry for a book are separated by a period, not a comma. This includes author–title, title–edition or title–publisher. A comma is used to separate publisher–year of publication.
- If there is more than one author, the first author is listed last name first; a comma is used to separate the first author’s name from that of the next listed author. For works by or

edited by up to ten persons, all names are usually given in the bibliography. [CMOS § 14.76]

- When listing the location of the publisher, include the state in addition to the city if the city may be unknown to readers or easily confused with another city. [CMOS §14.130] Use *The Bluebook* state abbreviations, however. [*Bluebook* T10.1]
- When the entry is a chapter in a book, the title of the chapter is in quote marks, while the title of the book in which the chapter appears is in italics. Inclusive page numbers for the chapter should be provided after the title of the book (see Owens and Sprudz examples below). [CMOS §§ 14.106-14.112]

EXAMPLES:

Degler, Carl N. *Out of Our Past: The Forces That Shaped Modern America*. 3rd ed. New York: Harper and Row, 1984.

Koor, Charles P. *The End of Baseball As We Knew It: The Players Union, 1960–81*. Urbana: University of Illinois Press, 2002.

Ekman, Richard, and Richard E. Quandt, eds. *Technology and Scholarly Communication*. Berkeley: University of California Press, 1999.

Lee, Sul H., ed. *Electronic Resources and Collection Development*. Binghamton, NY: Haworth Press, 2002. Copublished simultaneously as *Journal of Library Administration* 36, no. 3 (2002).

Curry, Deborah A., Susan Griswold Blandy, and Lynne M. Martin, eds. *Racial and Ethnic Diversity in Academic Libraries: Multicultural Issues*. New York: Haworth Press, 1994. Copublished simultaneously as *Reference Librarian* 45/46 (1994).

Owens, Major. “The Specter of Racism in an Age of Cultural Diversity: The New Paradigm for African American Librarians.” In *The Black Librarian in America Revisited*, 285–97. Metuchen, NJ: Scarecrow Press, 1994.

“Robert C. Berring.” In *Reflections on Law Librarianship: A Collection of Interviews*, edited by Marjorie A. Garson, Sima Dabirashiani, Rosalie L. Sherwin, Elmo F. Dattalo, and Susan L. Perrine. 1–15. Littleton, CO: Fred B. Rothman, 1988.

Sprudz, Adolf. “Rebuilding Democracy in Latvia: Overcoming a Dual Legacy.” In *Democratic Consolidation in Eastern Europe*, edited by Jan Zielonka and Alex Pravda, 1:139–64. Oxford: Oxford University Press, 2001.

INDIVIDUAL VOLUME (WITH SEPARATE TITLE) THAT IS PART OF MULTIVOLUME PUBLICATION

Underwood, James L. *The Constitution of South Carolina*. Vol. 4, *The Struggle for Political Equality*. Columbia: University of South Carolina Press, 1994.

BOOK PUBLISHED AS PART OF A SERIES [CMOS §§ 14.123–14.126]

Hill, Katherine Hoover, ed. *Diversity and Multiculturalism in Libraries*. Foundations in Library and Information Science, vol. 32. Greenwich, CT: JAI Press, 1994.

Sprudz, Adolf. *Max Rheinstein's Writings: A Bibliography Published by the University of Chicago Law School on the Occasion of Professor Rheinstein's Retirement*. Bibliographies and Guides to Research 4. Chicago: University of Chicago Law School Library, 1968.

Johnson, George W., and Daniel W. Varin. *Designing a Coastal Public Access Program for the Ocean State: A Post-Nollan Assessment*. Division of Planning Technical Paper 132. Providence: Rhode Island Department of Administration, 1988.

Hass, Leslie, and Jan Robertson. *The Information Commons*. SPEC Kit 281. Washington, DC: Association of Research Libraries, 2004.

PERIODICAL ARTICLES IN PRINTED SOURCES

There are several points to emphasize about articles:

- Most of the elements of an entry for an article are separated by a period, not a comma. This includes author–title and title–journal.
- Journal citations include volume, issue number or month, and year.
- The issue number should be recorded even if pagination is continuous throughout a volume (or when a month or season precedes the year).

EXAMPLES:

Article from a print journal (CMOS § 14.171):

Hardy, Trotter. “Electronic Conference: The Report of an Experiment.” *Harvard Journal of Law and Technology* 6, no. 2 (1993): 213–35.

Abrams, Roger I. “Before the Flood: The History of Baseball’s Antitrust Exemption.” *Marquette Sports Law Journal* 9, no. 2 (1999): 307–13.

Article from print journal that includes a specific date (day, month, or season) to identify each issue (CMOS § 14.171):

Shiels, Rosemary. “Law School Experience in Pervasive Electronic Communications.” *Journal of Computing in Higher Education* 5, no. 2 (Spring 1994): 122–24.

Anderson, Iris W. “To Bind or Not to Bind: Pros and Cons of Maintaining Paper Periodicals in the Library’s Collection.” *Information Outlook* 3, no. 11 (November 1999): 24–28.

Article from print journal that uses year as volume number (CMOS § 14.171):

Dever, James C. “Tinker Revisited: *Fraser v. Bethel School District* and Regulation of Speech in the Public Schools.” *Duke Law Journal*, 1985, no. 6: 1164–93.

Marke, Julius J. “The *Annual Survey of American Law* at Fifty.” *Annual Survey of American Law*, 1992/1993, no. 1: 1–8.

Article from print journal that does not have a volume number and carries only an issue number (CMOS § 14.171):

Ducker, Richard D. “‘Taking’ Found for Beach Access Dedication Requirement: *Nollan v. California Coastal Commission*.” *Local Government Law Bulletin*, no. 30 (1987): 1–6.

ELECTRONIC JOURNAL ARTICLES

A DOI or a URL may be included at the end of the citation of journal articles. If using a URL, use the address that appears in your browser’s address bar when viewing the article, unless a shorter, more stable form of the URL is offered along with the electronic article. [CMOS § 14.184]

Jones, Julie M. “Not Just Key Numbers and Keywords Anymore: How User Interface Design Affects Legal Research.” *Law Library Journal* 101, no. 1 (2009): 7–30.
http://www.aallnet.org/main-menu/Publications/llj/LLJ-Archives/Vol-101/pub_llj_v101n01/2009-01.pdf

Brewer, Gene A. and J. Edward Kellough, *Administrative Values and Public Personnel Management: Reflections on Civil Service Reform, Public Personnel Management*, 45, no. 2 (2016): 171–189. doi:10.1177/0091026016644626.

For articles published in online journals only (i.e., no print equivalent), provide any identifying information included in CMOS 14.180, and include a DOI or URL at the end of the citation.

Ragan, Charles R. “Information Governance: It’s a Duty and It’s Smart Business.” *Richmond Journal of Law and Technology* 19, no. 4 (2013): 12.
<http://jolt.richmond.edu/v19i4/article12.pdf>

BOOK REVIEWS [CMOS §§ 14.201-14.202]

Untitled review:

Berring, Robert C. Review of *Law in the People’s Republic of China*, by Ralph Haughwout Folsom and John H Minan. *American Journal of Comparative Law* 38, no. 2 (1990): 395–401.

Titled review:

Berring, Robert C. “Affirmative Action in Perspective.” Review of *Silence at Boalt Hall: The Dismantling of Affirmative Action*, by Andrea Guerrero. *California Law Review* 91, no. 4 (2003): 1125–37.

PAPER PRESENTED AT A MEETING

Paper included in published proceedings of a meeting (CMOS § 14.217, pointing to CMOS § 14.120 for treating paper like a chapter in a book): [If published in a journal, it is treated as an article]

Lambert, Jo Lynn. “Agency Alert: Ignoring the *Nollan* Nexus May Cost You Money.” In *Coastal Zone '91: Proceedings of the Seventh Symposium on Coastal and Ocean Management, Long Beach, California, July 8–12, 1991*, edited by Orville T. Magoon, 1371–87. New York: American Society of Civil Engineers, 1991.

Fossum, Curtis L. “From Here to Eternity—Were They Trespassing?” In *California and the World Ocean '97: Taking a Look at California's Ocean Resources: An Agenda for the Future: Conference Proceedings*, edited by Orville T. Magoon, 1186–99. Reston, VA: American Society of Civil Engineers, 1997.

Allebach, Elizabeth, Larry Farmer, and Marc Lauritsen. “Computer-Based Practice Systems in a Law School Teaching Clinic: A Five-Year Review and Evaluation.” In *9th BILETA [British and Irish Law, Education and Technology Association] Conference: Building Systems*. Presented in Liverpool, UK, 1993.
<http://www.bileta.ac.uk/content/files/conference%20papers/1993/Computer-Based%20Practice%20Systems%20in%20a%20Law%20School%20Teaching%20Clinic%20-%20A%20Five%20Year%20Review%20and%20Evaluation.pdf>

Paper presented at meeting but not published in proceedings (CMOS § 14.217):

Lane, Kenneth E., and Michael D. Richardson. “School Dress Code Law in the 90's: ‘Tinkering’ with Fashion and Gangs.” Paper presented at the Annual Meeting of the National Organization on Legal Problems of Education, Scottsdale, AZ, November 1992. Eric Document Reproduction Services: ED 353638.

DISSERTATIONS (CMOS § 14.215)

Sher, In-Mae. “An Analysis of the Impact of School Uniforms on Students’ Academic Performance and Disciplinary Behavior.” Ed.D. diss., University of Alabama, 1995.

WEBSITES AND BLOGS

Entry for entire website with a title and author: [CMOS § 14.206]

Gillespie, Joe. *Web Page Design for Designers*. <http://www.wpdfd.com>.

**Undated online article or other source included within section of a website:
[CMOS § 14.207]**

“Balkan Romani.” *Endangered Languages, Alliance for Linguistic Diversity*. Accessed October 17, 2017, <http://www.endangeredlanguages.com/lang/5342>.

Dated online article or other source included within section of a website: [CMOS § 14.207]

Scott, Deven. “The Dress Code Debate and School Uniform Movement—A Selected Bibliography.” *Education Commission of the States*. July 1998. <https://www.ecs.org/2017-state-policy-update-school-and-district-leadership/>.

Undated document “published” on an unnamed website/home page: [CMOS § 14.207]

Felder, Richard M., and Barbara A. Soloman. “Index of Learning Styles.” Accessed October 17, 2017. <http://www4.ncsu.edu/unity/lockers/users/f/felder/public/ILSpa.html>.

A frequently cited blog may be included in a bibliography. [CMOS § 14.208]

Lat, David. *Above the Law* (blog). <http://abovethelaw.com/>.

AUDIOVISUAL MATERIALS

DVD [CMOS § 14.265]

Hampton, Henry. *Eyes on the Prize: America’s Civil Rights Movement*. 7 DVDs. Alexandria, VA: PBS Video, 2006.

Online Multimedia [CMOS 14.267]

Warren, Elizabeth. “The Coming Collapse of the Middle Class.” UC Berkeley Graduate Council Lecture. Posted January 31, 2008. Video. 57:37. <http://www.youtube.com/watch?v=akVL7QYoS8A>.