GENERAL INSTRUCTIONS & SAMPLE ENTRIES
FOR BIBLIOGRAPHIES
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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


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


**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:


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:


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]


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 Sprudzs examples below). [CMOS §§ 14.106-14.112]

EXAMPLES:


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


**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):**


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


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


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


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]


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.


BOOK REVIEWS [CMOS §§ 14.201-14.202]

Untitled review:


Titled review:

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]


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


DISSERTATIONS (CMOS § 14.215)


WEBSITES AND BLOGS

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

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


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


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


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


**AUDIOVISUAL MATERIALS**

**DVD** [CMOS § 14.265]


**Online Multimedia** [CMOS 14.267]