

**A Sample Paper for the Purpose of Correct Formatting in  
Author-Date Style for all Students Using Turabian for Book Reviews**

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ENGL 100: Introduction to English

March 2022

**NOTE: Content highlighted in green throughout should NOT be included in any student's paper. Such content is included herein as flags to note and bring attention to special rules.**

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*(would not be included in a book review; included here for ease of access)*

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Turabian, Kate L. 2018. *A Manual for Writers of Research Papers, Theses, and Dissertations: Chicago Style for Students and Researchers*. 9th ed. Chicago: University of Chicago Press.

“Turabian” style is an abbreviated version of the more-comprehensive “Chicago” style. Turabian is named for Kate L. Turabian (2018), the author of *A Manual for Writers of Research Papers, Thesis, and Dissertations: Chicago Style for Students & Researchers*, which is currently in its 9th printed edition. This sample paper will strive to provide students with the foundational elements of a Turabian paper using the **Author-Date format** for students majoring in History, Government, and Divinity students. This format is permitted only for book reviews; all other class assignments must use the Notes-Bibliography format. Note that the reference entry for the book being reviewed is provided at the top of this page, as required by most professors for book-review assignments. If your professor does not require this, just omit that entry there and begin with the body of your paper.

Many incoming students have opted not to purchase the Turabian manual. This can have significant negative effects on those students’ ability to learn and master Turabian format. Fortunately, Liberty University subscribes to the [Chicago Manual of Style \(CMOS\) database](#) in its Online Library for those students who do not have a current Turabian manual readily available to them. This sample paper includes references to the correlating CMOS section(s), delineated by **red hyperlinked text** to denote the relevant CMOS section. It is not proper to include hyperlinks or colored lettering in academic class papers; those are merely included here for ease-of-access purposes

This paper will focus primarily on the stylistic elements discussed in Chapters 18 and 19 of the Turabian manual ([chapter 15 in the CMOS database](#)). Students will need to incorporate proper grammatical elements to their papers as well, but those will not be addressed in detail.

Many students' papers will require an introductory section that summarizes or previews the argument of the whole paper, though this is not universally required for all papers (Turabian 2018, 400). It should be set apart as a separate First-Level Subheading (addressed below). Leave one double-space beneath the word Introduction and the text that follows as the body of the introduction, as shown above (Turabian 2018). Turabian suggests "that "most introductions run about 10 percent of the whole" (107). This should be considered the maximum, as a proper introduction of a 10-page paper can surely be done in less than a full page. She also suggests that conclusions are typically shorter than introductions (107). Note that the page number is not included in parenthetical citations unless "citing specific passages" (18.1.1) or using a direct quote (see 18.3.1). Note also that author-date format does not ordinarily use footnotes; any footnotes included herein are for instructional side-note purposes only. Do not mix footnotes in with author-date format unless you are including a substantive comment pursuant to section 18.3.3 (15.31).

### **Basic Formatting**

Formatting elements required include:

- One-inch margins on all four sides of the paper (Turabian 2018, 384).
- The Online Writing Center recommends Times New Roman size 12-pt. font except the content in any footnotes themselves, which should be Times New Roman 10-pt. font (see 385).
- Double-spacing throughout the body of the paper, except in the footnotes, block quotes, table titles, and figure captions. Lists in appendices should be single-spaced, too (Turabian 2018, 385).
- Quotations should be blocked if the selection or passage is five or more lines (Section 25.2.2, 361). Blocked quotations are single-spaced with one blank line before and after each excerpt, and the entire left margin of the block quote is indented one half-inch. No quotation marks are used when using blocked quotations. Turabian requires blocked quotes to be introduced in the writer's own words (Turabian 2018, 361).

## Page Numbering

The title page should not include any page number (A.1.4, 385), although it is considered the first page of any paper. The front matter (anything between the title page and the first page of the body of the paper) should be numbered with lowercase Roman numerals centered in the footer (Turabian 2018, 386), beginning with ii, to correspond with the fact that it begins on page two. The paper's body, reference list, and appendices display Arabic numerals (i.e., 1, 2, 3) placed flush-right in the header, beginning with page 1 on the first page of the body of the paper (Turabian 2018, 386).

## Thesis Statements

Section A.2.1.4 of the Turabian manual discusses the placement and labeling of an abstract or thesis statement. Specifically, it acknowledges that “most departments or universities have specific models ... that you should follow exactly for content, word count, format, placement, and pagination” (Turabian 2018, 389). Since this can vary from one professor to another, this paper will not include a separate sample thesis statement page. Do not confuse a purpose statement with a thesis statement, however. A purpose statement states the reason why the paper is written. For all practical purposes, the purpose statement introduces the thesis statement. An example of a purpose statement is, “The purpose of this paper is to demonstrate that when one recognizes God’s freedom, he/she can find biblical inerrancy defensible.” An example of a thesis statement is, “Biblical inerrancy is defensible in the context of divine freedom.” Remember, it is the purpose and thesis statements that determine the form and content of an outline.

The distinction between a purpose statement and a thesis statement is important. The purpose of this sample paper is to provide a template for the correct formatting of a research

paper. The thesis is: “Students who use this paper as a sample or template are more likely to format their papers correctly in the future.”

### **Organizing a Paper Using an Outline**

When writing a paper, organize your outline first so that you are able to plan how you will make your argument and then give your reasoning and evidence to support your thesis statement. Your first paragraph of each section should explain how this will fit into your reasoning, and then each section will end with a summary of how the evidence has shown your reasoning to be correct. Also, transitions are very helpful at the end of each major section so that the reader anticipates how the next section is connected to the logical progression of the reasoning you use to support your thesis.

Most LU research papers will be no longer than twenty pages and generally will not have long and detailed outlines or subheadings beyond the third level. Details appropriate for the fourth or fifth heading level tend to distract the reader’s attention from the overall thesis within a short essay (typically fewer than 20 pages). Even if a fourth level is unavoidable, a fifth level is discouraged.

### **Citations**

Though Turabian allows two forms of citing your sources in the body of a paper, this sample paper focuses exclusively on the author-date style, which is permitted only for book review assignments at Liberty University. Chapter 19 of your Turabian manual focuses on these elements ([Chapter 15](#) in the CMOS). An example of each of the major types of resources a student may ever cite in a book review is included herein for sample purposes. Book by one author (Doniger 1999, 65; Turabian 2018, 225).

- Book by two or three authors (Owenby, Outback, and Dunn 2017, 11-12; Turabian 2018, 226).
- Book by [four or more authors](#) (Laumann et al. 1994, 262; Orphen et al. 2018, 9-11; Turabian 2018, 226). Note that your bibliography entry must name all authors for resources with three to ten authors, but resources with more than ten authors just list the first seven and add et al.
- Editor, translator, or compiler instead of author (Lattimore 1951, 91-92; Turabian 2018, 239).
- Editor, translator, or compiler in addition to author (Bonney 1995, 22; Turabian 2018, 239).<sup>1</sup>
- Book published electronically (Kurland and Lerner 1987, chap. 3; Turabian 2018, 253).
- Kindle or e-reader book with no page numbers (Earley 2013, loc 105; Turabian 2018, 253).

### Permalinks

Some resources have [permalinks](#) available. They may appear as a paperclip or linked-chains icon, or by the word Permalink. [This webpage](#) explains more. The age of internet technology has significantly increased the number of resources available online, which trend is expected to continue. URLs based on DOIs are most reliable; use those whenever possible. If no DOI-based URL, use a permalink when available (Turabian 2018, 145). If you cannot find a viable URL that does not require log-on credentials, then omit the URL altogether and substitute the name of the database (i.e., ProQuest).

### Turabian – Ebooks with No Page Numbers

Section 19.1.10 addresses electronic books (Turabian 2018, 253-54).<sup>2</sup> The third paragraph in that section on page 253 has all the specifics, including not citing app-specific location

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<sup>1</sup> Only name the [author](#) in such a parenthetical citation; see section 19.1.1.1 on page 239 of your Turabian manual.

<sup>2</sup> For those students who do not have ready access to the Turabian 9<sup>th</sup> manual, the CMOS database does not include a section in chapter 15 (author-date format) on ebooks. However, section [14.160](#) (notes-bibliography format) discusses the locator details to include when a page number is not available. In author-date format, those would only be included in the parenthetical citation when you include a direct quote.

numbers, but instead citing the details necessary for your reader to locate that content in any version of that resource (i.e., chapter or section name or number).

### **Reference List Entries and Tips**

In Turabian format, the word References is used only with author-date format; the reference entries in Turabian's notes-bibliography format are referred to as the Bibliography. The reference list itself begins on a new page following the Conclusion even though a great deal of room may be left on a final page. To do this, hold down the "Ctrl" key and then hit the "Enter" key, which will drop the cursor down to an entirely new page to start the reference list. Type the word References, centered, in bold type, followed by one blank line. The reference list is single-spaced but with a blank line (or 12-pt line space after) inserted between each entry. Chapter 19 of the Turabian manual is dedicated to the various forms of reference list entries used in author-date format. Note that the first author's name is always inverted (last name, first), and the second+ author(s)'s name(s) are not.

### **Conclusion**

The conclusion of a paper in Turabian style should reiterate the thesis (though not necessarily verbatim) and provide the audience with a concise summary of all the major points. The importance of an effective conclusion cannot be overstated, as it frames the writer's closing thoughts and should provide a lasting impression on the reader. This section would ordinarily be the last one in a paper, preceding the reference list.

This would be the last page of text in the body of the paper. Drop down to the next page before beginning your reference list, even if your conclusion ends on the top of a page.

Ordinarily, there should be no coloring in any research paper, and no footnotes in the reference



list. However, both are included below to help delineate among the different types of resources, as a teaching tool for students.

## References

- Bonnefoy, Yves. 1995. *New and Selected Poems*. Edited by John Naughton and Anthony Rudolf. Chicago: University of Chicago Press.<sup>3</sup>
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- Laumann, Edward O., John H. Gagnon, Robert T. Michael, and Stuart Michaels. 1994. *The Social Organization of Sexuality: Sexual Practices in the United States*. Chicago: University of Chicago Press.<sup>8</sup>
- Orphen, Mark, Linda Chastain, Ben Frankel, Caleb Frankel, Keith Miller, Barbara Martin, Chad Gowen et al. *Flying Like Eagles*. Chicago: University of Chicago Press, 2018.<sup>9</sup>
- Owenby, Silas, Marcus Outback, and Robert Dunn. 2017. *In His Service*. Chicago: University of Chicago Press.<sup>10</sup>
- Turabian, Kate L. 2018. *A Manual for Writers of Research Papers, Theses, and Dissertations: Chicago Style for Students and Researchers*. 9th ed. Chicago: University of Chicago Press.

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<sup>3</sup> Editor or translator in addition to author.

<sup>4</sup> Book with two authors.

<sup>5</sup> Book with one author.

<sup>6</sup> Book published electronically.

<sup>7</sup> Editor or translator instead of author.

<sup>8</sup> Book with four to seven authors.

<sup>9</sup> Resource with more than ten authors. Name the first seven authors, followed by et al.

<sup>10</sup> Book with two or three authors.

## Turabian Chart of Citations

Visual showing the various citation elements in Turabian's Author-Date format for book review assignments

One Author	
Parenthetical	Reference
(Huxley 1932, 25)	Huxley, Aldous. 1932. <i>Brave New World</i> . Garden City, NY: Doubleday, Doran & Co.
Two-Three Authors	
Parenthetical	Reference
(Cohn and Levithan 2007, 56)	Cohn, Rachel, and David Levithan. 2007. <i>Nick &amp; Norah's Infinite Playlist</i> . New York: Alfred K. Knopf Books for Young Readers.
(Frey, Bolton, and Lannister 2013, 300)	Frey, Walder, Roose Bolton, and Tywin Lannister. 2013. <i>Wedding Planning in Westeros</i> . King's Landing: Castamere Publishing.
Four to Ten Authors — list ALL authors, up to ten	
Parenthetical	Reference
(Blake et al. 2008, 178-182)	Blake, John, Kirk Langdon, Hannah Greenberg, and Patrick Smith. 2008. <i>The Lost Decade: History of Lost Oral Traditions</i> . New York, NY: Hunter Publishing.
More than Ten Authors — list the first seven authors and add et al.	
Parenthetical	Reference
(Orphen et al. 2018, 9-11).	Orphen, Mark, Linda Chastain, Ben Frankel, Caleb Frankel, Keith Miller, Barbara Martin, Chad Gowen et al. <i>Flying Like Eagles</i> . Chicago: University of Chicago Pres, 2018.

Author plus Editor	
Paranthenetical	Reference
(Rockwell 2006, 56)	Rockwell, Jovi. 2006. <i>The Stray Cats of Lynchburg: A Guide to Cat Identification</i> . Edited by Chris M. Schulz. Lynchburg, VA: Warwick House Publishing.
Electronic Book or ebook	
Paranthenetical	Reference
(Kacon 2007, 249)	Kacon, Bevin. 2007. <i>Not Kevin Bacon: Seriously, That's Someone Else</i> . Boston: Boston University Publishing. Kindle.
Organization as Author	
Paranthenetical	Reference
(Canadian Pro-Canada Association 2008, 184)	Canadian Pro-Canada Association. 2008. <i>Top Fifty Canadians of All Time</i> . Montreal: Canada Wild Publishers.
Anonymous Author	
Paranthenetical	Reference
( <i>A Presidential Novel</i> , 2011, 15)	<i>A Presidential Novel</i> . 2011. New York: Simon & Schuster.