

Evidence Explained: Citing History Sources from Artifacts to Cyberspace

then we place the punctuation mark at the start of the next line.

In Evidence Style citations, URLs are followed by a space and a colon, then the appropriate date. This practice serves two purposes: (1) it follows the practice already used in library cataloging of books, whereby the publication place is followed by a space, then a colon, then a space before information on the publisher and date; and (2) the space between the URL and the colon creates a clear and finite break between the URL and other punctuation that might follow it in the sentence under present or future protocols.

ORGANIZATION

2.38 Reference Notes vs. Source Lists

Reference Notes and Source Lists have significant differences in the way they are formatted.

REFERENCE NOTES (FOOTNOTES OR ENDNOTES)

AUTHORS' NAMES Names of authors are written in ordinary sequence (e.g., Laurel Thatcher Ulrich).

INDENTATION The citation is written in paragraph style, with (usually) the first line indented.

SEPARATION

OF ELEMENTS All elements that describe the source are linked together, sentence style. A period appears at the *end* of each source's citation. No period appears in the middle of elements that describe a source (aside from an occasionally abbreviated word). Specific punctuation is used to set off certain elements. For example:

1. Paul Kirn, *Politische Geschichte der deutschen Grenzen* (Mannheim: Bibliographisches Institut, 1958), 32.

2. *Vital Records of Manchester, Massachusetts, to the End of the Year 1849* (Salem: Essex Institute, 1903), 39.

SOURCE LISTS (BIBLIOGRAPHIES)

AUTHORS' NAMES Names of authors (or titles of sources when no authors exist) are arranged in alphabetical order by the first word of the Source List entry (e.g., Ulrich, Laurel Thatcher). See also 2.48.

INDENTATION The citation is formatted with a hanging indent that makes the alphabetized element easy to spot. The first line of each entry is flush with the margin; the carryover lines are indented.

SEPARATION
OF ELEMENTS The major elements that describe the source are separated by periods. In the examples below, the three major elements are (a) author [first model only], (b) title of book, and (c) publication data.

Kirn, Paul. *Politische Geschichte der deutschen Grenzen*.
Mannheim: Bibliographisches Institut, 1958.
*Vital Records of Manchester, Massachusetts, to the End of
the Year 1849*. Salem: Essex Institute, 1903.

2.39 Reference Notes, Choices of Style

Writers typically handle reference notes in one of four ways: as endnotes, footnotes, parenthetical citations, or hypertext. The first two represent Humanities Style; the third represents Scientific-Notation Style. Hypertext, a recent innovation for electronic publishing, might follow either style. All four options are not of equal merit for history researchers.

HUMANITIES STYLE

The recommended form for historians is Humanities Style. References are cited in full as either footnotes (at the bottom of a page) or endnotes (at the end of a section, chapter, or the book itself). Historical writing—when based on original research—often involves long and complex citations that would interrupt the flow of the discussion if the notes were placed amid text. Using Humanities Style for our reference notes allows unlimited space for full identification and discussion.

SCIENTIFIC NOTATION STYLE

This style embeds abridged citations in the text, within parentheses (e.g., “Jones, 1963”). To fully identify the source, readers consult an appended reference list that fully cites the 1963 item by Jones. The style is effective for scholarly fields such as scientific disciplines, where virtually all citations are to published materials. The style is not favored by history researchers whose sources are more often original manuscripts requiring complex citations, as well as descriptions or discussions of the source.