

{Name} Student

{Class} ENGL 1020 Research and Writing

{Professor} Professor Hasegawa

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{Title} Boise Bible College Paper Formatting Guide

Begin writing paper here. Boise Bible College requires all formal research papers to use **doubling spacing** and **Times New Roman or Ariel** at **size twelve**. Papers must have **page numbers** in the upper right corner and **one-inch margins** on all four sides.

At BBC all courses use Turabian documentation style, either **notes-bibliography style** or **author-date style** depending on the professor's choice. For Turabian citation templates, see Appendix A or chapters 16-19 in *A Manual for Writers of Research Papers, Theses, and Dissertations* by Kate Turabian (Turabian 2018, 149-289)¹.

Note: Turabian 8th edition requires "Date Accessed" for online sources. Turabian 9th edition does not require "Date Accessed" for online sources. **However, BBC requires student to continue adding "Date Accessed" when citing online sources.**

Author-Date Style

Notes-Bibliography Style

¹Kate Turabian. *A Manual for Writers of Research Papers, Theses, and Dissertations*, 9th ed. (Chicago: University of Chicago Press, 2018), 149-289.

Notes-Bibliography Style

Bibliography

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

Author-Date Style

References

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

Notes-Bibliography Style²

1. Books with a single author or editor

Footnote:

¹ Author's First and Last Name, *Title of the Book: Subtitle* (City of Publication: Publisher, Date Published), pages number(s).

¹ Malcom Gladwell, *The Tipping Point: How Littler Things Can Make a Big Difference* (Boston: Little, Brown, 2000), 64-65.

² Editor's First and Last Name, ed., *Title of the Book: Subtitle* (City of Publication: Publisher, Date Published), pages number(s).

² Joel Greenberg, ed., *Of Prairie, Woods, and Water . . .*

Bibliography

Author's Last Name, First Name. *Title of Book: Subtitle*. City of Publication: Publisher, Date Published.

Gladwell, Malcom. *The Tipping Point: How Littler Things Can Make a Big Difference*. Boston: Little, Brown, 2000.

Editor's Last Name, First Name. *Title of Book: Subtitle*. City of Publication: Publisher, Date Published.

Greenberg, Joel, ed. *Of Prairie, Woods, and Water . . .*

2. Books with two or three authors or editors

Footnote:

¹ First Author's First and Last Name and Second Author's First and Last Name, *Title of*

² These templates are borrowed from Kate Turabian, *A Manual for Writers of Research Papers, Theses, and Dissertations*, 9th ed. (Chicago: University of Chicago Press, 2018), 150-153. See pages 171-222 for more detailed information and for other types of source templates.

the Book: Subtitle (City of Publication: Publisher, Date Published), pages number(s).

¹ Peter Morey and Amina Yaqin, *Framing Muslims: Stereotyping and Representation after 9/11* (Cambridge, MA: Harvard University Press, 2011), 52.

² First Author's First and Last Name, Second Author's First and Last Name, and Third Author's First and Last Name, *Title of the Book: Subtitle* (City of Publication: Publisher, Date Published), pages number(s).

² Joe Soss, Richard C. Fording, and Sanford F. Schram, *Disciplining the Poor . . .*

³ Editor's First and Last Name and Editor's First and Last Name, eds., *Title of the Book: Subtitle* (City of Publication: Publisher, Date Published), pages number(s).

³ John H. Timmerman and Donald R. Hettinga, eds. *In the World . . .*

Bibliography

First Author's Last Name, First Name, and Second Author's First and Last Name. *Title of Book: Subtitle*. City of Publication: Publisher, Date Published.

Morey, Peter and Amina Yaqin. *Framing Muslims: Stereotyping and Representation after 9/11*. Cambridge, MA: Harvard University Press, 2011.

First Author's Last Name, First Name, Second Author's First and Last Name, and Third Author's First and Last Name. *Title of Book: Subtitle*. City of Publication: Publisher, Date Published.

Soss, Joe, Richard C. Fording, and Sanford F. Schram. *Disciplining the Poor . . .*

First Editor's Last Name, First Name, and Second Editor's First and Last Name, eds. *Title of Book: Subtitle*. City of Publication: Publisher, Date Published.

Timmerman, John H., and Donald R. Hettinga, eds. *In the World . . .*

3. Books with four or more authors

Footnote:

¹ First Author's First and Last Name et al., *Title of the Book: Subtitle* (City of Publication: Publisher, Date Published), pages number(s).

¹ Jay M. Bernstein et al., *Art and Aesthetics after Adorno* . . .

Bibliography

First Author's Last Name, First Name, et al. *Title of Book: Subtitle*. City of Publication: Publisher, Date Published.

Bernstein, Jay M., et al. *Art and Aesthetics after Adorno* . . .

4. **Books with an Author and Editor or Translator**

Footnote:

¹ Author's First and Last Name, *Title of the Book: Subtitle*, ed. Editor's First and Last Name (City of Publication: Publisher, Date Published), pages number(s).

¹ Jane Austen, *Persuasion: An Annotated Edition*, ed. Robert Morrison (Cambridge, MA: Belknap Press of Harvard University Press, 2011), 311-12.

² Author's First and Last Name, *Title of the Book: Subtitle*, trans. Translator's First and Last Name (City of Publication: Publisher, Date Published), pages number(s).

Bibliography

Author's Last Name, First Name. *Title of Book: Subtitle*. Edited by Editor's First and Last Name. City of Publication: Publisher, Date Published.

Austen, Jane. *Persuasion: An Annotated Edition*. Edited by Robert Morrison. Cambridge, MA: Belknap Press of Harvard University Press, 2011.

5. **Books with an Edition Number**

Footnote:

¹ Author's First and Last Name, *Title of the Book: Subtitle*, Edition Number ed. (City of Publication: Publisher, Date Published), pages number(s).

¹ John Van Maanen, *Tales of the Field: On Writing Ethnography*, 2nd ed. (Chicago: University of Chicago Press, 2011), 84.

Bibliography

Author's Last Name, First Name. *Title of Book: Subtitle*. Edition Number ed. City of Publication: Publisher, Date Published.

Van Maanen, John. *Tales of the Field: On Writing Ethnography*. 2nd ed. Chicago: University of Chicago Press, 2011.

6. Single Chapter/Article in an Edited Book/Collection/Anthology

Footnote:

¹ Chapter Author's First and Last Name, "Title of the Chapter or Article: Subtitle," in *Title of the Book: Subtitle*, ed. Editor's First and Last Name (City of Publication: Publisher, Date Published), pages number(s) of the cited material.

¹ Angeles Ramirez, "Muslim Women in the Spanish Press: The Persistence of Subaltern Images," in *Muslim Women in War and Crisis: Representation and Reality*, ed. Faegheh Shirazi (Austin: University of Texas Press, 2010), 231.

Bibliography

Chapter Author's Last Name, First Name. "Title of the Chapter or Article: Subtitle." In *Title of Book: Subtitle*, edited by Editor's First and Last Name, page range of the whole chapter/article. City of Publication: Publisher, Date Published.

Ramirez, Angeles. "Muslim Women in the Spanish Press: The Persistence of Subaltern Images." In *Muslim Women in War and Crisis: Representation and Reality*, edited by Faegheh

Shirazi, 227-44. Austin: University of Texas Press, 2010.

7. **Academic Journal Article (Print)**

Footnote:

¹ Author's First and Last Name, "Title of Article: Subtitle," *Title of the Journal* Volume Number, Issue Number (Date of Publication): page number(s) of the cited material.

¹ Alexandra Bogren, "Gender and Alcohol: The Swedish Press Debate," *Journal of Gender Studies* 20, no. 2 (June 2011): 156.

Bibliography

Author's Last Name, Author's First Name. "Title of the Article: Subtitle." *Title of the Journal* Volume Number, Issue Number (Date of Publication): page range of the whole article.

Bogren, Alexandra. "Gender and Alcohol: The Swedish Press Debate." *Journal of Gender Studies* 20, no. 2 (June 2011): 155-69.

8. **Academic Journal Article (Online)**

Footnote:

¹ Author's First and Last Name, "Title of Article: Subtitle," *Title of the Journal* Volume Number, Issue Number (Date of Publication): page number(s) of the cited material, accessed Date of Access, URL/Permalink/DOI.

¹ Lisa J. Kiser, "Silencing the Lambs: Economics, Ethics, and Animal Life in Medieval Franciscan Hagiography," *Modern Philology* 108, no. 3 (February 2011): 340, accessed September 18, 2011, <http://dx.doi.org/10.1086/658052>.

Bibliography

Author's Last Name, Author's First Name. "Title of the Article: Subtitle." *Title of the Journal* Volume Number, Issue Number (Date of Publication): page range of the whole article.

Accessed Date of Access. URL/Permalink/DOI.

Kiser, Lisa J. “Silencing the Lambs: Economics, Ethics, and Animal Life in Medieval Franciscan Hagiography.” *Modern Philology* 108, no. 3 (February 2011): 323-42, accessed September 18, 2011. <http://dx.doi.org/10.1086/658052>.

9. Theological/Exegetical Dictionary

¹ Author’s First and Last Name, *Title of the Dictionary*, Edition Number, Volume Number (City of Publication: Publisher, Date Published), s.v. “word.”

¹ Gerhard Kittel, *Theological Dictionary of the New Testament*, vol. 6 (Grand Rapids: Wm B. Eerdmans, 1968), s.v. “πειθώ.”

Bibliography

Kittel, Gerhard. *Theological Dictionary of the New Testament*. Vol. 6. Grand Rapids: Wm B. Eerdmans, 1968.

*Author-Date Style*³

In-text parenthetical citations should usually go at the end of a sentence or clause, unless the author's name is explicitly named in the sentence. See these examples of parenthetical citation placement:

1. At the end of a sentence with quoted material:

“What on introspection seems to happen immediately and without effort is often a complex symphony of processes that take time to complete” (LeDoux 2003, 116).

2. At the end of a clause with quoted material:

While one school claims that “material culture may be the most objective source of information we have concerning American’s past” (Deetz 1996, 259), others disagree.

3. At the end of a sentence (or clause) with paraphrased material:

The color blue became more prominent in the eighteenth century (Pastoureau 2001, 124).

4. After a named author in a sentence with quoted (or paraphrased) material:

According to Gould (2007, 428), the song “spreads a deadpan Liverpudlian irony over the most clichéd sentiment in all of popular music.”

1. Books with a single author or editor

In-text Parenthetical Citation:

(Author’s Last Name Year of Publication, page number(s) of cited material)

(Gladwell 2000, 64-65)

(Editor’s Last Name Year of Publication, page number(s) of cited material)

³ These templates are borrowed from Kate Turabian, *A Manual for Writers of Research Papers, Theses, and Dissertations*, 9th ed. (Chicago: University of Chicago Press, 2018), 224-227. See pages 237-289 for more detailed information and for other types of source templates.

(Greenberg 2008, 75-80)

References

Author's Last Name, Author's First Name. Year of Publication. *Title of Book: Subtitle*. City of

Publication: Publisher.

Gladwell, Malcolm. 2000. *The Tipping Point: How Little Things Can Make a Big Difference*.

Boston: Little, Brown.

Editor's Last Name, Author's First Name, ed. Year of Publication. *Title of Book: Subtitle*. City of

Publication: Publisher.

Greenberg, Joel, ed. 2008. . .

2. Books with Two or Three Authors or Editors

In-text Parenthetical Citation:

(First Author's Last Name and Second Author's Last Name Year of Publication, page number(s) of cited material)

(Morey and Yaqin 2011, 52)

(First Author's Last Name, Second Author's Last Name, and Third Author's Last Name Year of Publication, page number(s) of cited material)

(Soss, Fording, and Schram 2011, 135-36)

References

First Author's Last Name, First Name, and Second Author's First and Last Name. Year of

Publication. *Title of Book: Subtitle*. City of Publication: Publisher.

Morey, Peter, and Amina Yaqin. 2011. *Framing Muslims: Stereotyping and Representation after 9/11*. Cambridge, MA: Harvard University Press.

First Author's Last Name, First Name, Second Author's First and Last Name, and Third

Author's First and Last Name. Year of Publication. *Title of Book: Subtitle*. City of
 Publication: Publisher.

Soss, Joe, Richard C. Fording, and Sanford F. Schram. 2011. . .

First Editor's Last Name, First Name, and Second Editor's First and Last Name, eds. Year of
 Publication. *Title of Book: Subtitle*. City of Publication: Publisher.

3. **Books with Four or More Authors**

In-text Parenthetical Citation:

(First Author's Last Name et al. Year of Publication, page number(s) of cited material)

(Bernstein et al. 2010, 114-15)

References

First Author's Last Name, First Name, et al. Year of Publication. *Title of Book: Subtitle*. City of
 Publication: Publisher.

Bernstein, Jay M., et al. 2010. *Art and Aesthetics after Adorno* . . .

4. **Books with an Author and Editor/Translator**

In-text Parenthetical Citation:

(Author's Last Name Year of Publication, page number(s) of cited material)

(Austen 2011, 311-12)

References

Author's Last Name, First Name. Year of Publication. *Title of Book: Subtitle*. Edited by Editor's
 First and Last Name. City of Publication: Publisher.

Austen, Jane. 2011. *Persuasion: An Annotated Edition*. Edited by Robert Morrison. Cambridge,
 MA: Belknap Press of Harvard University Press.

Author's Last Name, First Name. Year of Publication. *Title of Book: Subtitle*. Translated by

Editor's First and Last Name. City of Publication: Publisher.

5. **Books with an Edition Number**

In-text Parenthetical Citation:

(Author's Last Name Year of Publication, page number(s) of cited material)

(Van Maanen 2011, 84)

References

Author's Last Name, First Name. Year of Publication. *Title of Book: Subtitle*. Edition Number
ed. City of Publication: Publisher.

Van Maanen, John. 2011. *Tales of the Field: On Writing Ethnography*. 2nd ed. Chicago:
University of Chicago Press.

6. **Single Chapter/Article in an Edited Book/Collection/Anthology**

In-text Parenthetical Citation:

(Chapter Author's Last Name Year of Publication, page number(s) of cited material)

(Ramirez 2010, 231)

References

Chapter Author's Last Name, First Name. Year of Publication. "Title of the Chapter or Article:
Subtitle." In *Title of Book: Subtitle*, edited by Editor's First and Last Name, page range of
the whole chapter/article. City of Publication: Publisher.

Ramirez, Angeles. 2010. "Muslim Women in the Spanish Press: The Persistence of Subaltern
Images." In *Muslim Women in War and Crisis: Representation and Reality*, edited by
Faegheh Shirazi, 227-44. Austin: University of Texas Press.

7. **Journal Article (Print)**

In-text Parenthetical Citation:

(Author's Last Name Year of Publication, page number(s) of cited material)

(Bogren 2011, 156)

References

Author's Last Name, First Name. Year of Publication. "Title of the Article: Subtitle." *Title of the Journal* Volume Number, Issue Number (Additional Date Info): page range of the whole article.

Bogren, Alexandra. 2011. "Gender and Alcohol: The Swedish Press Debate." *Journal of Gender Studies* 20, no. 2 (June): 155-69.

8. Journal Article (Online)

In-text Parenthetical Citation:

(Author's Last Name Year of Publication, page number(s) of cited material)

(Kiser 2011, 340)

References

Author's Last Name, First Name. Year of Publication. "Title of the Article: Subtitle." *Title of the Journal* Volume Number, Issue Number (Additional Date Info): page range of the whole article. Accessed Date of Access. URL/Permalink/DOI.

Kiser, Lisa J. 2011. "Silencing the Lambs: Economics, Ethics, and Animal Life in Medieval Franciscan Hagiography." *Modern Philology* 108, no. 3 (February): 323-42, accessed September 18, 2011. <http://dx.doi.org/10.1086/658052>.

9. Theological/Exegetical Dictionary

In-text Parenthetical Citation:

(Author's Last Name Year of Publication, s.v. "word you are looking up")

(Kittel 1968, s.v. “πειθώ”)

References

Author’s Last Name, First Name. Year of Publication. *Title of Book: Subtitle*. Volume Number

ed. City of Publication: Publisher.

Kittel, Gerhard. 1968. *Theological Dictionary of the New Testament*. Vol. 6. Grand Rapids: Wm
B. Eerdmans.