

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.