Citing Business Sources – Chicago Style

The Chicago Manual of Style can be used to cite sources in any faculty or subject. This guide will assist you in creating a works cited list/bibliography with examples relevant to business resources.

Chicago uses the NB system in which either a footnote or endnote is included for each time a source is cited:

Footnotes/Endnotes offer an example of how to cite your sources at either the end of the page (footnote) or at the end of your paper (endnote). Please see here for an explanation of footnotes/endnotes.

Author-Date/In-Text Citation offer an example of how to cite your sources within a sentence in your paper/report. Please see here for an explanation of the author-date style.

Advertisements


Author-Date/In-text citation: (Proctor & Gamble Co. 1937)

Analyst/Investment Reports


Author-Date/In-text citation: (Deutsche Bank 2013, 4-5) 4-5 refers to page numbers, if necessary

Annual Reports


Author-Date/In-text citation: (Canadian Tire Corporation 2012, 15) 15 refers to page number, if necessary
Blog Post


Author-Date/In-text citation: (Thompson 2013)

Bloomberg


Author-Date/In-text citation: (Bloomberg 2013)

Books (Electronic)

With one (1) author


Author-Date/In-text citation: (Vandenbosch 2003)

With two (2) authors


Author-Date/In-text citation: (Kotler and Kotler 2013, 121-123) 121-123 refers to page number, if necessary
With three (3) or more authors

Author-Date/In-text citation: (Smith, Jones, and Austin 2013, 121-123) 121-123 refers to page number, if necessary

With four (4) or more authors

Author-Date/In-text citation: (Kieso, Weygandt, Warfield, Young, and Wiecek 2012, 121-123) 121-123 refers to page number, if necessary

Editor, no author

Author-Date/In-text citation: (Kandampully 2012, 12-13) 12-13 refers to page number, if necessary

Chapter or article in edited book

Author-Date/In-text citation: (Quintavalle 2013, 53) 53 refers to page number, if necessary

Books (Print)

With one (1) author

Author-Date/In-text citation: (Smith 2013, 29) 29 refers to page number, if necessary
With two (2) authors

Author-Date/In-text citation: (Smith and Jones 2013, 29) 29 refers to page number, if necessary

With three (3) or more authors

Author-Date/In-text citation: (Smith, Jones, and Austin 2013, 29) 29 refers to page number, if necessary

With four (4) or more authors

Author-Date/In-text citation: (Kieso, Weygandt, Warfield, Young, and Wiecek 2012, 35) 35 refers to page number, if necessary

Editor, no author

Author-Date/In-text citation: (Smith 2013)

Chapter or article in edited book

Author-Date/In-text citation: (German 2013, 81) 81 refers to page number, if necessary

**Cases (Print)**

With one (1) author

Author-Date/In-text citation: (Hagen 2013, 15) 15 refers to page number, if necessary

With two (2) authors

Author-Date/In-text citation: (Parker and Mark 2013)
Cases (Electronic)

With one (1) author

Author-Date/In-text citation: (Beamish 2011)

With two (2) authors

Author-Date/In-text citation: (Morrison and Bouquet 2000)

Company Reports


Author-Date/In-text citation: (Mergent 2013)

Conference Proceedings


Author-Date/In-text citation: (Surulivel, Banu, Amudha, and Charumathi 2012)

Corporate Author

Footnote/Endnote: Conference Board of Canada, Travel Exclusive: Key Trends for the Travel Industry (Ottawa: Conference Board of Canada, 2013).

Author-Date/In-text citation: (Conference Board of Canada 2013)
Country Report


Author-Date/In-text citation: (Economist Intelligence Unit 2013)

Datastream


Author-Date/In-text citation: (Datastream International 2013)

Dissertation/Thesis


Author-Date/In-text citation: (Hart 2013)

Interviews

Footnote/Endnote: John Doe, interview by Calvin Smith, in discussion with the author, September 15, 2013.

Author-Date/In-text citation: (Doe 2013)

Journal Articles (Electronic)

With one (1) author


Author-Date/In-text citation: (Smith 2013)
With two (2) authors

Author-Date/In-text citation: (Smith and Jones 2013)

With three (3) or more authors

Author-Date/In-text citation: (Smith, Jones, and Cook 2013)

No author given

Author-Date/In-text citation: ("Managerial Science Success" 2013)

Journal Articles (Print)

With one (1) author

Author-Date/In-text citation: (Smith 2013)

With two (2) authors

Author-Date/In-text citation: (Smith and Jones 2013)

With three (3) or more authors

Author-Date/In-text citation: (Smith, Jones, and Cook 2013)

No author given

Author-Date/In-text citation: ("Managerial Science Success" 2013)
Newspaper Articles (Electronic)

With one (1) author

Author-Date/In-text citation: (Smith 2013)

No author given

Author-Date/In-text citation: ("Buying a Home" 2013)

Newspaper Articles (Print)

With one (1) author

Author-Date/In-text citation: (Smith 2013)

No author given

Author-Date/In-text citation: ("Buying a Home" 2013)

Maps


Author-Date/In-text citation: (Hamilton 2013)
Marketing/Industry Report


Author-Date/In-text citation: (MarketLine 2013)

Podcast (Audio)

With one (1) presenter

Author-Date/In-text citation: (Ryssdal 2013)

With two (2) presenters

Author-Date/In-text citation: (Penn and Wall 2013)

PowerPoint Slides/Presentations


Author-Date/In-text citation: (Jones 2013)

SEDAR/EDGAR (Company Filings)


Author-Date/In-text citation: (Royal Bank of Canada 2013)
Statistics/Datasets

Statistics Canada or other government statistical source


Author-Date/In-text citation: (Statistics Canada 2011)

Twitter/Tweets


Author-Date/In-text citation: (Peston 2013)

Video (Streaming)


Author-Date/In-text citation: (Films on Demand 2013)

Websites


Author-Date/In-text citation: (Loblaws 2013)