

Journal of Education & Christian Belief

Bibliographical Citation Guide

(Originally Posted: 8 August 2006 / Last updated: 7 August 2007)

I. GENERAL COMMENTS

- Articles should include both endnotes and bibliography.
- Provide the author's name *as it appears on the resource*, and maintain the original capitalization of resource titles (contra APA and some other styles).
- Endnotes should always contain explicit page references (contra APA and some other styles).
- Bibliographies should contain page spans for essays and articles and be formatted with a hanging indent.
- Other than this, endnote and bibliography citations are identical.
- The only parenthetical items followed by commas are (ed.), (eds.), and (trans.).

II. BOOKS

1. Single-author book

Smith, John, *Book Title* (Grand Rapids, MI: Eerdmans, 2004) p. 28.

- Include all digits when citing multiple page numbers: pp. 131–132.
- Publisher names may be abbreviated.

1a. Subsequent citations

Smith (2004) p. 28.

- If bibliography contains multiple writings in the same year, add “a,” “b,” etc., to the year: Smith (2004b) p. 28.

1b. Sample entries in bibliography

- Smith, John, *Aardvarks* (Chicago: Univ. of Chicago Press, 2004a).
- Smith, John, *The Bees*, 2nd ed. (Berlin: Peter Lang, 2004b).
- Smith, John, *Cheetahs* (Cambridge, MA: MIT Press, 2004c).

2. Two- or three-author book

Smith, John & Nancy Jones, *Book Title* (Grand Rapids, MI: Baker Academic, 2004) p. 29.

Smith, John, Nancy Jones & Kim Stewart, *Book Title* (Grand Rapids, MI: No Name Publ., 2004) p. 29.

3. Four or more authors

Smith, John et al., *Book Title* (Downers Grove, IL: InterVarsity, 2004) p. 31.

4. Contribution to an edited collection

Smith, John, “Essay Title” in Smith, Martha (ed.), *Collection Title* (Grand Rapids, MI: No Name Publ., 2004) pp. 27–63.

Smith, John, “Essay Title” in Smith, Martha & Kim Stewart (eds.), . . .

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5. Translated or edited works

Schmidt, Johann, *Book Title*, trans. Martha Smith (Grand Rapids, . . .

Smith, John, *Book Title*, ed. Martha Smith (Grand Rapids, . . .

Smith, Martha (ed.), *Book Title* (Grand Rapids, . . .

6. Unpublished work or presentation

Smith, John, "Thesis Title" (Unpublished Master's Thesis, School of Education, Indiana University, 1996) pp. 130-142.

Smith, John, "Reply to Martha Smith" (Paper presented at the Annual Asparagus Festival, Stockton, CA, 1996).

7. Forthcoming

Smith, John, *Book Title* (Grand Rapids, MI: Kregel, forthcoming).

8. Scripture

Quotations from Scripture should parenthetically indicate book (abbreviated, without a period), chapter, verse, and translation: (Gen 5:12 NLT)

- If a translation is not well known or is quoted often, a full citation (*in the bibliography only*) is advisable.
- Non-parenthetical references to Scripture in the body of an article should be written out in full (*never begin a sentence with a numeral*): . . . in high regard. First Samuel 3:15 states that . . .

III. PERIODICALS

1. By volume, issue, and date

Smith, John, "Article Title" in *Journal*, 94:2 (Winter 2004) p. 101.

1a. Subsequent citations

Smith, "Short Title" p. 101.

2. By volume and date

Smith, John, "Article Title" in *Journal*, 94 (2004) pp. 101-102.

3. By issue and date

Smith, John, "Article Title" in *Journal*, no. 2 (March 2004) pp. 98-104.

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4. By volume, issue, or date only

Smith, John, "Article Title" in *Journal*, 94, p. 100.

Smith, John, "Article Title" in *Journal*, no. 2, pp. 182–198.

Smith, John, "Article Title" in *Journal* (May–June 1999) pp. 17–20.

5. Forthcoming

Smith, John, "Article Title" in *Journal* (forthcoming).

IV. ONLINE RESOURCES

Due to the variety of online resources, flexibility is allowed in their citation. Whenever possible, however, the citation should contain the following information:

- the creator's name;
- the name or a description of the resource;
- the date the resource was created or most recently updated (DD Month YYYY);
- the name and full URL of the hosting website (*never hyphenate a long URL to facilitate a line break!*);
- date the resource was accessed (DD Month YYYY; *the dynamic nature of online content necessitates this*).

1. Article in an online journal

Smith, John, "Article Title" in *Journal Online* 94:2 (Winter 2004),
http://www.journal.com/sessionAj03398xHCEor32r/journal_94_2.pdf (15 October 2004).

- The name of the hosting website may be omitted if it is the same as the name of the print journal.