

Turabian 8TH Edition Guidelines
School of Religion& Philosophy
Wayland Baptist University

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M ' O u ' A Manual for Writers of Research Papers, Theses and Dissertations: Chicago
Style for Students and Researchers ' # u y # h
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“Kate Larimore Turabian (1893-1987) was the graduate school dissertation secretary at the University of Chicago for nearly three decades, from 1930 to 1958. She was also the editor of official publications for the university.

In 1930 she became the [University of Chicago] dissertation secretary, a newly created position in which every accepted doctoral thesis had to cross her desk. It was there she wrote a small pamphlet describing the correct style for writing college dissertations. That pamphlet eventually became *A Manual for Writers* and has gone on to sell more than nine million copies in eight editions.

She also authored *The Student's Guide for Writing College Papers*. Chicago has always insisted on the highest standards for the substantive content of dissertations at the university; Kate Turabian enforced the highest standards for the form of those dissertations as well. *A Manual for Writers* carried her reputation for exactitude well beyond the halls of Chicago.” († M u y #
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Turabian and Chicago Style

The Turabian manual is a detailed guide to using Chicago Style. The Chicago Style Manual is expensive and over 1000 pages. Many schools use require students to use Turabian rather than the full Chicago Style because of its relative brevity and ease of use.

Turabian Overview

Turabian is organized in three parts with an appendix. Part 1 provides guidelines for research and writing. This is an excellent student guide and something every student should read; however, this guide will focus on parts two, three, and the appendix.

Part 2 provides guidelines for citing the sources of the information you use in your paper. Chapter 16 gives the basic form of the notes-bibliography style, and chapter 17 gives examples for citing specific types of sources. These two chapters are central to understanding the requirements for your paper.

Chapters 18 and 19 are concerned with the author-date style of citation. Because the School of Religion and Philosophy requires notes-bibliography style, do not use the guidelines in these chapters.

Part 3 has to do with general style. It covers spelling, punctuation, names, special terms, titles of works, numbers, abbreviations, quotations and tables and figures.

The appendix covers general formatting requirements.

School of Religion and Philosophy Requirements

Several sections of Turabian provide options for formatting depending on the requirement of the school using this style. This section provides the specific requirements of the School of Religion and Philosophy.

Length

The length of papers does not include the cover page, appendices, or bibliography. Most professors will provide specifications for the length of the paper. In general it is 2500 to 4000 words for undergraduate students and 5000 to 7000 words for graduate students.

Notes-Bibliography Style

Papers and projects must use the notes-bibliography style of citation (see chapters 17 and 18). Turabian provides two options within this style, endnotes and footnotes. Papers in the School of Religion and Philosophy must use footnotes.

General Formatting

Margins A.1.1

Leave a margin of 1 inch on all four edges of the page.

Typeface A.1.2

Choose a readable typeface (also called font) such as Times New Roman, Courier New, or Helvetica. Avoid ornamental typefaces. All text size should be 12 point

Spacing and Indentation A.1.3

Double space all text except block quotations, footnotes, and bibliography pages. Indent all paragraphs one tab (For additional guidelines, see section A.1.3).

Pagination A.1.4

Number all pages with Arabic numerals starting on the first page of text (number 2 counting the title page). Do not number the title page. Page numbers should be placed flush right in the header (at the top of the page).

Title Page

Follow the example on page 377 (Figure A.1).

Sections and Subsections

Follow the guidelines given in section A.2.2.4 on page 393.

Varying Course Requirements

It is your responsibility to review the guidelines set by each professor before you submit any assignments. Guidelines set by professors always take precedence over the guidance provided here.

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General Formatting

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The Death Penalty: A Christian Perspective

The Death Penalty: A Christian Perspective

Introduction

Brief History of Capital Punishment in the United States

Capital Punishment and the Bible

On Crimes and Punishment

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The Death Penalty on Trial

The Bible

Knowledge Commentary: An Exposition of the Scriptures

Perspectives in Religious Studies

Conclusion

*Beyond Retribution: A New Testament Vision for Justice,
Crime, and Punishment*

Bibliography

The Triumph of Justice.

*Journal of
the Evangelical Theological Society*

*Debating the Death Penalty Should America Have Capital
Punishment? The Experts on Both Sides Make Their Best Case.*

First Things,

Perspectives in Religious Studies ,

*Journal for
Preachers*

Ethics for a Brave New World.

