



# Urshan College Citation Style Guide

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## **Citations**

A *citation* is the written acknowledgment (e.g. footnotes, etc.) of any source a writer references in a document. Properly citing sources is the key to preventing plagiarism.

## **Plagiarism**

Urshan has a policy, as defined in the Catalog, designating severe penalties for students who plagiarize. Plagiarism occurs when a writer fails to provide an accurate citation for material not the writer's own. This typically involves: (a) failing to give a footnote *and* place quotation marks around text taken word-for-word from a source or (b) failing to give a footnote for content or ideas taken from a source, even if in the writer's own words.

When reviewing your paper, ask yourself these questions to catch any unintentional plagiarism:

1. Do I have both opening and closing quotation marks around any words not my own?
2. Do I have a footnote immediately following any quotes?
3. If I have a footnote but no quotation marks, am I sure that the words are completely my own?
4. Is all other content without footnotes in my paper my original words *and* ideas?

## **The Format of a Paper**

The following guidelines apply to all written work submitted at UC:

- Paper margins should be set to 1" on all sides.
- Left-align the paper except for the title or title page.
- Indent paragraphs one tab mark (1/2").
- Use twelve-point Times New Roman font for the body of the paper. Use ten-point Times New Roman font for footnotes.
- Double-space all text except block quotes and footnotes.
- Number each page except the title page, if used. Place page numbers in the top right corner of the page.
- A cover page is required for papers in every course. The title of the paper should be included in the top third of the page and student's name, course name, and date should be included in the bottom third (as shown to the right).

Title of Paper:  
Subtitle of Paper (if applicable)

Student Name  
Course Name  
Date

Figure 1. Sample Cover Page

## **Urshan College's Format for Citations**

This document specifies the format to be used for citations in written work at UC. In the event this document does not address how to format the citation for a source, Turabian format (as defined in Kate Turabian's *A Manual for Writers of Research Papers, Theses, and Dissertations*, 7<sup>th</sup> ed.) will apply.

### **General Notes about Footnotes**

- At Urshan College, footnotes will be used in lieu of parenthetical citations.
- Footnotes never take the place of quotation marks. If quoting text verbatim, use a footnote and quotation marks.
- With the exception of quotations, footnotes generally apply to individual sentences and not to an entire paragraph. It is the responsibility of the student writer to interact with sources and not merely summarize a source for an entire paragraph and apply a blanket footnote.
- Footnotes are marked within the body of a paper by a superscript number at the end of text referencing a source. (Put the footnote number behind ending punctuation, except for dashes.) The footnote number leads the reader to the bottom of the page which provides detailed information about the source.

#### **Examples:**

Literature critic Harold Bloom argues that Shakespeare invented the concept of personality.<sup>1</sup>

*or*

Literature critic Harold Bloom argues, "Shakespeare invented the concept of personality."<sup>1</sup>

- Footnotes go in sequential order (1, 2, 3, 4,...) no matter how many times you reference a source throughout the paper.
- Include the specific source page(s) you are referencing in the footnote, but not the page numbers for an entire article or book chapter unless you are citing the entire article/chapter. In the bibliography entry, however, include the total number of pages for an article/chapter. Capitalize all words in source titles except prepositions and articles.
- Use italics for titles of books and periodicals. Place quotation marks around chapter and article titles.
- If there is not a named author for a source but the source is produced by a group or institution, treat this corporate author just as a single named author. Do not invert the corporate author name; write out the corporate author completely at the beginning of the entry, just as you would an individual author.

**Example:** 1. Harvard University Social Science Department, "Statistical Case Study," ....

### **Multiple Footnotes for a Source**

- Once you footnote a source, you may use an abbreviated format for any other references to the same source anywhere else in the paper. The abbreviated footnote only includes the author's last name, the book title (without subtitles), and the page number.

**Example:** 1. Smith, *A Closer Look*, 74.

- If you reference the same source consecutively, you may simply write the word "Ibid." (to indicate the same source is repeated and to direct the reader to the previous footnote for source information). If the page numbers differ from the previous footnote, add the new page number after "Ibid."

**Example:**

1. Smith, *A Closer Look*, 74.
2. Ibid.
3. Ibid, 76.

### **Notes on Publication Information**

- If more than one place of publication is given, only list the first place. It is only necessary to include the state abbreviation if the city is not widely known.
- Type the publisher's name exactly as it appears on the title page. However, initials and abbreviations may be omitted (e.g. *The Houghton Mifflin Co.* can be written *Houghton Mifflin*).
- If the publisher name includes the state, no state abbreviation is needed for place of publication. If the place of publication cannot be determined, include *n.p.* in the footnote and *N.p.* in the Works Cited entry.
- If more than one copyright date is given, use the most recent. If the date of publication cannot be determined, include *n.d.* in the footnote and *N.d.* in the Works Cited entry.

**Examples:**

Footnote:

3. John Doe, *An Interdisciplinary Examination of the Gospels*. (n.p.: Pelican Press, n.d.), 77-78.

Works Cited Entry:

Doe, John. *An Interdisciplinary Examination of the Gospels*. N.p.: Pelican Press, N.d.

### **Format Notes for Online Sources**

- If you cannot determine the author of a web page, give the name(s) of corporate author(s) or those responsible for the content of the site.
- If a hyperlink needs to extend to a second line, break after a slash (/).
- For newspapers or magazine articles that appear online, simply add a descriptive locator, the URL, and the date accessed at the end of the entry, mirroring the format for online journals as illustrated in this document.

### **Use of Brackets**

Usually quotes should be copied exactly as they appear in the source. However, if you need to alter the verb tense of a quote to fit in with your sentence or if you need to define a pronoun, use brackets for altered or substituted text.

**Example of original quote:** Reading is the way we learn.

**Example of quote in sample paper:** Smith states, "Reading is the way [students] learn."<sup>1</sup>

## Quotes within Quotes

When a text you are quoting includes quotation marks, replace them with single quotation marks.

**Example of original quote:** Philosophy is “archaic” at best.

**Example of quote in sample paper:** One expert claims, “Philosophy is ‘archaic’ at best.”<sup>1</sup>

## Block Quotes

If a quote is longer than four lines, make that quote a block (indented) quote.

- Block quotes should be single-spaced with a blank line before and after it.
- Indent the left margin of the block quote ½” (the same distance as a normal paragraph indentation). If quoting a paragraph that is indented in the source, indent the first line of the block quote an extra ½”. If you quote more than one paragraph, do not add extra lines between paragraphs in the block quote; indent each new paragraph an extra ½”.
- No quotation marks are necessary around block quotes since the format of the block quote itself implies that the material is being quoted.
- Introduce the block quote with your own words. If you introduce the quote with a complete sentence, follow it by a colon (:). An introductory clause is followed by a comma (,), and an incomplete sentence is not followed by any punctuation.
- Include a footnote number at the end of the block quote.

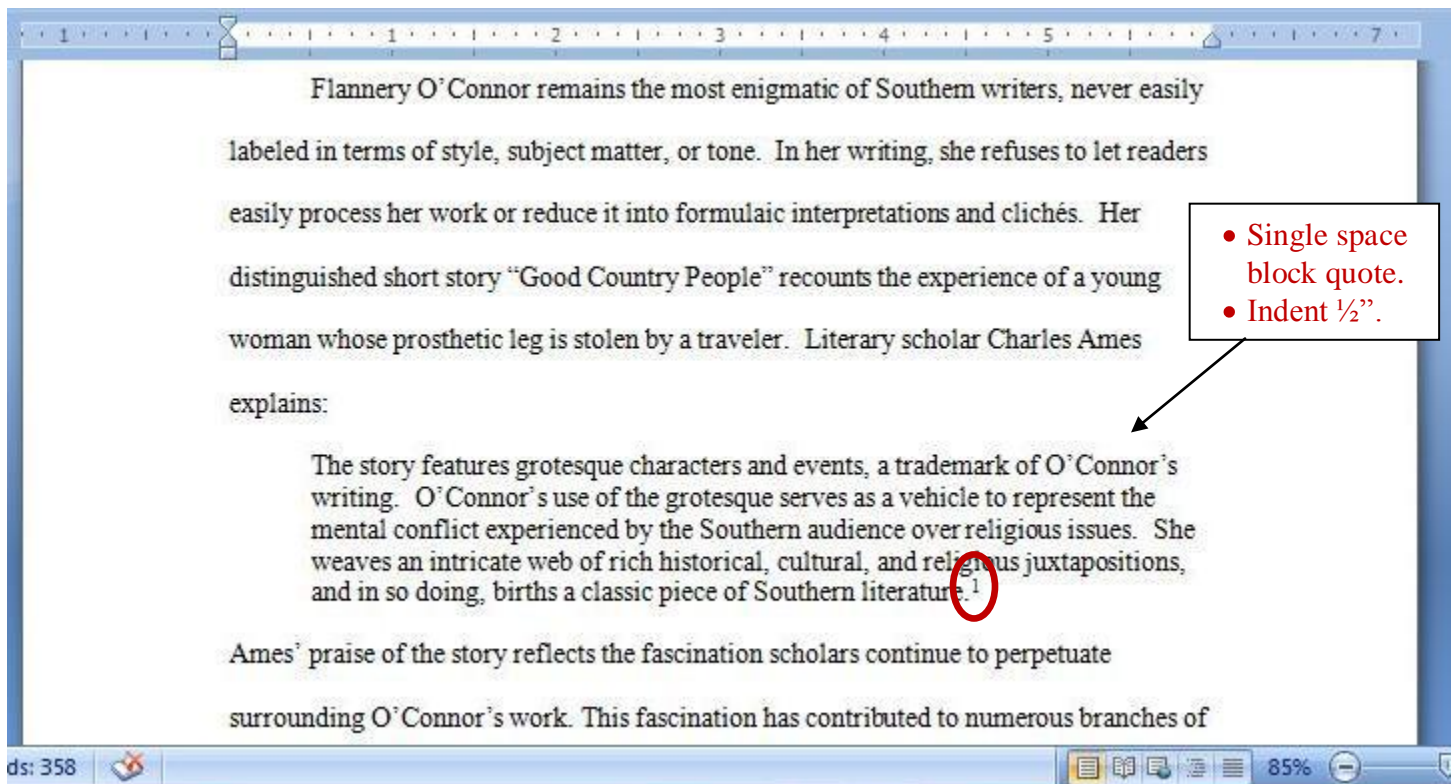


Figure 2. Sample Block Quote

## Works Cited Pages

At Urshan College, it is mandatory to include a Works Cited Page for any paper with sources. A Works Cited only lists the sources cited within the paper. Sources *consulted but not cited* are not included on the Works Cited Page. The proper format is defined as follows:

- Entries are listed alphabetically by the last name of the author, editor, or whatever is listed first in the entry.
- Entries are not numbered.
- A ½” hanging indent shall be used for each entry.
- It is not necessary to list the Bible as a source in the Works Cited unless your instructor so designates.
- When an entry contains more than one entry by the same author, put 3 dashes with no space (or six hyphens) in place of the author’s name. These consecutive dashes typically form a line (——).

**Example:**

Smith, John, ed. *Title of Book by John Smith...*

——, ed. *Title of Second Book by John Smith...*

Works Cited	
Craig, Paul.	“A Song about Life.” <i>An Album Like No Other</i> . MCA Records. CD. 2001.
——.	“A Song about Family.” <i>An Album Like No Other</i> . MCA Records. CD. 2001.
Jones, Bob A., ed.,	<i>History of the Gnostic Gospels</i> . New York: Penguin Press, 2003.
Walters, Derek.	<i>Learning Strategies for Teens</i> . Houston: Rice University Research Institute: 2006. <a href="http://www.rice.edu/ed/3/aa7.html">http://www.rice.edu/ed/3/aa7.html</a> (accessed July 14, 2008).

Figure 3. Sample Works Cited

**Citation Models**

The following examples demonstrate how to format commonly used sources.

Type of Source	Citation
<u>Bible</u>	<ul style="list-style-type: none"> <li>• When citing from the Bible, parenthetical references are required in lieu of footnotes for the sake of simplicity.</li> <li>• No citation is needed if the scripture reference is included in the sentence itself.</li> <li>• After you identify which version of the Bible you are using in your first citation, unless you change versions, you can simply list the scripture reference in subsequent notes without version information.</li> </ul> <p><b>Example:</b> The psalmist acknowledges God as our creator (Ps. 121:2, KJV).  or  The psalmist acknowledges that God “made heaven and earth” (Ps. 121:2, KJV).  or  Psalm 121:2 reiterates that God “made heaven and earth.”</p>
Footnote (F)	<u>Footnotes are not permitted for Bible references. Use the parenthetical citation format specified above.</u>
Works Cited	

<b>(WC)</b>	<i>Holy Bible: King James Version</i> . Grand Rapids: Zondervan, 1988.*  *It is up to each instructor to specify whether or not the Bible should also be included in the Works Cited Page.
<b><u>Book – single author</u></b>	Author/Editor's name, <i>Title of Book</i> . (Place of publication: publisher, date.), pages [for footnotes].
<b>F</b>	3. John T. Smith, <i>A Closer Look: Matthew Re-examined</i> . (New York: Oxford University Press, 1999), 77-78.  4. Bob A. Jones, ed., <i>History of the Gnostic Gospels</i> . (New York: Penguin Press, 2003), 21.
<b>WC</b>	Smith, John T. <i>A Closer Look: Matthew Re-examined</i> . New York: Oxford University Press, 1999.  Jones, Bob A., ed., <i>History of the Gnostic Gospels</i> . New York: Penguin Press, 2003.
<b><u>Book – multiple authors (3 or fewer)</u></b>	Author #1's name, Author #2's name, and Author #3's name, <i>Title of Book</i> . (Place of publication: publisher, date.), Pages [for footnotes].
<b>F</b>	5. John T. Smith, Roger Thomas, and Paul Young, <i>A Closer Look: Matthew Re-examined</i> . (New York: Oxford University Press, 1999), 77-78.
<b>WC</b>	Smith, John T., Roger Thomas, and Paul Young. <i>A Closer Look: Matthew Re-examined</i> . New York: Oxford University Press, 1999.
<b><u>Book – 4 or more authors</u></b>	Author #1's name et al., <i>Title of Book</i> . (Place of publication: publisher, date.) Pages [for footnotes].
<b>F</b>	6. John T. Smith et al., <i>A Closer Look: Matthew Re-examined</i> . (New York: Oxford University Press, 1999), 77-78.
<b>WC</b>	Smith, John T. et al. <i>A Closer Look: Matthew Re-examined</i> . New York: Oxford University Press, 1999.
<b><u>Book – author and editor/translator</u></b>	Author's name, <i>Title of Book</i> , ed. Editor's name (Place of publication: publisher, date), Pages [for footnotes].
<b>F</b>	7. John T. Smith, <i>A Closer Look: Matthew Re-examined</i> , ed. George Campbell (New York: Oxford University Press, 1999), 77-78.
<b>WC</b>	Smith, John T. <i>A Closer Look: Matthew Re-examined</i> . Edited by George Campbell. New York: Oxford University Press, 1999.  *If a book has a translator instead of an editor, substitute the words trans. and Translated by in place of ed. and Edited by respectively.
<b><u>Book with Edition Number</u></b>	Author's name, <i>Title of Book</i> , Edition Number ed. (Place of publication: publisher, date.), pages [for footnotes].
<b>F</b>	8. John T. Smith, <i>A Closer Look: Matthew Re-examined</i> , 2 <sup>nd</sup> ed. (New York: Oxford University Press, 1999), 77-78.
<b>WC</b>	Smith, John T. <i>A Closer Look: Matthew Re-examined</i> . 2 <sup>nd</sup> ed. New York: Oxford University Press, 1999.

<p><b><u>Books in a Series</u></b></p> <p>F</p> <p>WC</p>	<p>Author/editor's name, <i>Title of Book</i>, Edition Number ed., Series Title Series Number, edited by [editors] (Place of publication: publisher, date.), pages [for footnotes].</p> <p>8. Louis Walton, <i>Justification and Sanctification</i>, 2<sup>nd</sup> ed., Tyndale New Testament Commentary 3, edited by Pat Martin and Bill Jones (New York: Oxford University Press, 1999), 77-78.</p> <p>Walton, Louis. <i>Justification and Sanctification</i>. 2<sup>nd</sup> ed. Tyndale New Testament Commentary, 3. Edited by Pat Martin and Bill Jones. New York: Oxford University Press, 1999.</p>
<p><b><u>Single Chapter in Edited Book</u></b></p> <p>F</p> <p>WC</p>	<p>Chapter Author's name, "Title of Chapter," in <i>Title of Book</i>, ed. Editor's name (Place of publication: publisher, date.), pages [for footnotes].</p> <p>9. John T. Smith, "On the Sea of Galilee," in <i>A Closer Look: Matthew Re-examined</i>, ed. Glen Marx (New York: Oxford University Press, 1999), 77-78.</p> <p>Chapter Author's name, "Title of Chapter." In <i>Title of Book</i>, edited by Editor's name, pages. Place of publication: publisher, date.</p> <p>Smith, John T. "On the Sea of Galilee." In <i>A Closer Look: Matthew Re-examined</i>, edited by Glen Marx, 77-78. New York: Oxford University Press, 1999.</p>
<p><b><u>Excerpts from Anthologies</u></b></p> <p>F</p> <p>WC</p>	<p>Excerpt Author's name, "Excerpt" (Original year of publication), in <i>Title of Anthology</i>, ed. Editor's name (Place of publication: publisher, date.), pages [for footnotes].</p> <p>10. Samuel Taylor Coleridge, "Rime of the Ancient Mariner" (1798), in <i>The Longman Anthology of Literature</i>, ed. Tom Canton (Boston: Harvard University Press, 2005), 415.</p> <p>11. William Shakespeare, Excerpt from <i>King Lear</i> (1606), in <i>The Norton Anthology of British Literature</i>, 5<sup>th</sup> ed., ed. Beth Wilson et al. (Jackson, MS: Standard Publishers, 1977), 811-12.</p> <p>Coleridge, Samuel Taylor. "Rime of the Ancient Mariner." (1798). In <i>The Longman Anthology of Literature</i>, edited by Tom Canton, 413-25. Boston: Harvard University Press, 2005.</p> <p>Shakespeare, William. Excerpt from <i>King Lear</i>. (1606). In <i>The Norton Anthology of British Literature</i>. 5<sup>th</sup> ed., edited by Tom Canton, 789-851. Jackson, MS: Standard Publishers, 1978.</p>
<p><b><u>Online and Other Electronic Books</u></b></p> <p>F</p> <p>WC</p>	<p>Author's name, <i>Title of Book</i> (Place of publication: Publisher, date), under "Descriptive Locator," URL (accessed Date of Access).</p> <p>12. Derek Walters, <i>Learning Strategies for Teens</i> (Houston: Rice University Research Institute: 2006), under "New Education Developments," <a href="http://www.rice.edu/ed/3/aa7.html">http://www.rice.edu/ed/3/aa7.html</a> (accessed July 14, 2008).</p> <p><i>*The "Descriptive Locator" refers to a section heading or any milestone that will help readers locate the cited information in the source.</i></p> <p>Walters, Derek. <i>Learning Strategies for Teens</i>. Houston: Rice University Research Institute: 2006. <a href="http://www.rice.edu/ed/3/aa7.html">http://www.rice.edu/ed/3/aa7.html</a> (accessed July 14, 2008).</p>

<p><b><u>Entries in Dictionaries/Encyclopedias</u></b></p> <p>F</p>	<p><i>Title of Dictionary/Encyclopedia</i>, edition, s.v. "Item Researched."</p> <p>13. <i>Encyclopaedia Britannica</i>, 17<sup>th</sup> ed., s.v. "Calvin, John."</p> <p><i>*It is not necessary to list well-known reference works such as dictionaries and encyclopedias in the bibliography unless instructed to do so by an individual instructor.</i></p>
<p><b><u>Signed Articles in Dictionaries/Encyclopedias</u></b></p> <p>F</p> <p>WC</p>	<p>Article Author's name, "Title of Article," in <i>Title of Dictionary/Encyclopedia</i>, eds. Editor names (Place of publication: Publisher, date), pages.</p> <p>14. Greg Lowe, "Synopsis of <i>Hamlet</i>," <i>Encyclopedia of British Literature</i>, eds. Harold Bloom and Paula Norton (Bloomington, IN: Indiana University Press, 2006), 26.</p> <p>Bloom, Harold and Paula Norton, eds. <i>Encyclopedia of British Literature</i>. Bloomington, IN: Indiana University Press, 2006. s.v. "Synopsis of <i>Hamlet</i>" by Greg Lowe.</p>
<p><b><u>Journal Article</u></b></p> <p>F</p> <p>WC</p>	<p>Author's name, "Title of Article," <i>Title of Journal</i> Volume Number, no. Issue Number (Date of publication): pages.</p> <p>15. Bill Peyton, "A New Look at <i>Oliver Twist</i>," <i>Journal of Nineteenth Century Studies</i> 27, no. 2 (June 2002): 26.</p> <p>Peyton, Bill. "A New Look at <i>Oliver Twist</i>." <i>Journal of Nineteenth Century Studies</i> 27, no. 2 (June 2002): 24-28.</p>
<p><b><u>ATLA Database Reference</u></b></p> <p>F</p> <p>WC</p>	<p>Author's name, "Title of Article," <i>Title of Journal</i> Volume Number:Issue Number (Date of publication), ATLA Serials, page number.</p> <p>16. Francis Landy, "The Song of Songs and the Garden of Eden," <i>Journal of Biblical Literature</i> 98:4 (December 1979), ATLA Serials, 513.</p> <p>Landy, Francis. "The Song of Songs and the Garden of Eden." <i>Journal of Biblical Literature</i> 98:4 (December 1979), ATLA Serials, 513-528. Under "Song of Songs," <a href="http://web.ebscohost.com/ehost/pdf?vid=3&amp;hid=3&amp;sid=eeb331f5-4e2f-4dcf-a9c6-3411759dd09a%40sessionmgr13">http://web.ebscohost.com/ehost/pdf?vid=3&amp;hid=3&amp;sid=eeb331f5-4e2f-4dcf-a9c6-3411759dd09a%40sessionmgr13</a> (accessed November 11, 2009).</p>
<p><b><u>Magazine Article</u></b></p> <p>F</p> <p>WC</p>	<p>Author's name, "Title of Article," <i>Name of Magazine</i>, Date of publication, pages.</p> <p>17. Joe Penn, "Economy Booms in Asia," <i>Newsweek</i>, May 11, 2007, 23-24.</p> <p>Penn, Joe. "Economy Booms in Asia." <i>Newsweek</i>, May 11, 2007.</p>
<p><b><u>Newspaper</u></b></p> <p>F</p> <p>WC</p>	<p>Author's name or column/section name (if no individual author), "Title of Article," <i>Name of Newspaper</i>, Date of publication.</p> <p>18. Roger Clinton, "Sosa Sets Record," <i>Boston Herald</i>, April 2, 2001.</p> <p>Clinton, Roger. "Sosa Sets New Record." <i>Boston Herald</i>, April 2, 2001.</p>



<p><b><u>CD-ROM and Software Applications (Libronix, etc.)</u></b></p>	<p>Author/editor's name, <i>Title of Source</i>, edition, CD-ROM [or Software Application as applicable], version number (Place of publication: Publisher, Year).</p> <p>19. Troy Bennett, <i>Christian Commentators' Library</i>, 2<sup>nd</sup> ed., CD-ROM, version 2.1 (Nashville: CBA Software, 2003).</p> <p><b>F</b></p> <p><b>WC</b> Bennett, Troy. <i>Christian Commentators' Library</i>. 2<sup>nd</sup> ed. CD-ROM, version 2.1. Nashville: CBA Software, 2003.</p>
<p><b><u>Electronic Databases</u></b></p>	<p>Author/editor's name, <i>Title of Source</i>, edition, Electronic Database, version number (Place of publication: Publisher, Year), under "Descriptive Locator" URL (accessed Date of Access).</p> <p>19. Bob Green, ed., <i>Steve Smith's Complete Bible Commentary</i>, 3<sup>rd</sup> ed., Electronic Database, (Nashville: University of Tennessee Special Collections, 1996), under "John 3:3" <a href="http://www.utenn.edu/lib/speccoll/ssmith/john3_3.htm">http://www.utenn.edu/lib/speccoll/ssmith/john3_3.htm</a> (accessed April 2, 2007).</p> <p><b>F</b></p> <p><b>WC</b> Green, Bob, ed. <i>Steve Smith's Complete Bible Commentary</i>. 3<sup>rd</sup> ed. Electronic Database. Nashville: University of Tennessee Special Collections, 1996. <a href="http://www.utenn.edu/lib/speccoll/ssmith/john3_3.htm">http://www.utenn.edu/lib/speccoll/ssmith/john3_3.htm</a> (accessed April 2, 2007).</p>
<p><b><u>Interviews</u></b></p>	<p>Name of person interviewed, interview by [person who conducted interview], place of interview, date.</p> <p>20. David Bernard, interview by author, San Antonio, TX, January 4, 2008.</p> <p><b>F</b></p> <p><i>*It is not necessary to list interviews in the bibliography unless instructed to do so by an individual instructor.</i></p>
<p><b><u>Lecture Notes/Paper Presentations</u></b></p>	<p>Speaker's name, "Title of Lecture/Meeting," (Type of Source, Class/Meeting Name, Location, Date).</p> <p>21. Tim Bollmann, "Conducting a Business Meeting," (Class Lecture Notes, Pastoral Administration, Urshan College, September 14, 2012).</p> <p><b>F</b></p> <p><b>WC</b> Bollmann, Tim. "Conducting a Business Meeting." Class Lecture Notes, Pastoral Administration, Urshan College, September 14, 2012.</p>
<p><b><u>Websites</u></b></p>	<p>Author, "Title of Page," Title or owner of website, URL (accessed Date of Access).</p> <p>22. Carlton Coon, "Home Missions Division Home Page," United Pentecostal Church International Home Missions Division, <a href="http://www.homemissionsdivision.com">http://www.homemissionsdivision.com</a> (accessed May 17, 2008).</p> <p><b>F</b></p> <p><i>*If there is not a named author, list the owner of website or sponsoring group in place of the author.</i></p> <p>23. United Pentecostal Church International Home Missions Division, "Home Missions Division Home Page," <a href="http://www.homemissionsdivision.com">http://www.homemissionsdivision.com</a> (accessed May 17, 2008).</p> <p><b>WC</b> Coon, Carlton. "Home Missions Division Home Page." United Pentecostal Church International Home Missions Division. <a href="http://www.homemissionsdivision.com">http://www.homemissionsdivision.com</a> (accessed May 17, 2008).</p>

<p><b><u>Emails</u></b></p> <p>F</p>	<p>Name of person being cited, email to [recipient], date.</p> <p>24. David Bernard, email to author, January 4, 2008.</p> <p>*It is not necessary to list interviews in the bibliography unless instructed to do so by an individual instructor.</p>
<p><b><u>Sound Recordings</u></b></p> <p>F</p> <p>WC</p>	<p>Composer/performer's name, "Individual Track," <i>Name of Recording Project</i>, Recording Company, Identifying Number of the Recording, (Medium), Copyright Date / Date of Production.</p> <p>25. Wolfgang Amadeus Mozart, "Ah, lo previdi!" K. 272. In <i>Konzert-Arien</i> sung by Gundula Janowitz with the Wiener Symphoniker conducted by Wilfried Boettcher, Deutsche Grammophon, 449 723-2., (CD), recorded 1966, reissued 1966.</p> <p>Paul Craig, "A Song about Life," <i>An Album Like No Other</i>, MCA Records (CD), 2001.</p> <p>Mozart, Wolfgang Amadeus. "Ah, lo previdi!" K. 272. In <i>Konzert-Arien</i> sung by Gundula Janowitz with the Wiener Symphoniker conducted by Wilfried Boettcher. Deutsche Grammophon. 449 723-2. CD. Recorded 1966, reissued 1996.</p> <p>Craig, Paul. "A Song about Life." <i>An Album Like No Other</i>. MCA Records. CD. 2001.</p>
<p><b><u>One Source Quoted in Another</u></b></p> <p>F</p> <p>WC</p>	<p>List all available information on the original source using the appropriate format as prescribed in this document. Then add the term "quoted in" and list all of the source information as this guide indicates for the type of source.</p> <p><u>Example of a Book Quoted in a Book:</u></p> <p>26. John T. Smith, <i>A Closer Look: Matthew Re-examined</i>. (New York: Oxford University Press, 1999), 77-78, quoted in Jack Hunt, <i>Exploration of the Gospels</i> (Boston: Beacon Press, 2004), 93.</p> <p>Smith, John T. <i>A Closer Look: Matthew Re-examined</i>. New York: Oxford University Press, 1999. Quoted in Jack Hunt, <i>Exploration of the Gospels</i>. Boston: Beacon Press, 2004.</p>
<p><b><u>Title in a Commentary Series</u></b></p> <p>F</p> <p>WC</p>	<p>Author's name, <i>Title of Book</i>, Title of Commentary Series Number, edited by Editor Name. (Place of publication: Publisher, date), pages.</p> <p>Duane A. Garrett, <i>Proverbs—Ecclesiastes—Song of Songs</i>, The New American Commentary 14, edited by E. Ray Clendenen. (Nashville: Broadman &amp; Holman, 1993), 24.</p> <p>Garrett, Duane A. <i>Proverbs—Ecclesiastes—Song of Songs</i>. The New American Commentary, 14. Edited by E. Ray Clendenen. Nashville: Broadman &amp; Holman, 1993.</p> <p><u>*If a commentary volume contains contributions by multiple authors, use this format:</u></p> <p>Willem A. Van Gemeren, "Psalms," <i>The Expositor's Bible Commentary</i> 5, edited by Frank E. Gaebelin. (Grand Rapids: Zondervan, 1991), 24.</p> <p>Van Gemeren, Willem A. "Psalms." <i>The Expositor's Bible Commentary</i>, 5. Edited by Frank E. Gaebelin. Grand Rapids: Zondervan, 1991.</p>