



## Footnotes

The primary function of a footnote is to inform the reader of the specific place within a work where a writer has cited text or extracted ideas from an outside source. Footnotes allow a person to read a paper without having to go to the end of the paper to locate the bibliographic citations for the materials the author refers to on the page.

A footnote is designated with a number, inserted within the text after the punctuation, which corresponds to a number at the bottom of the page. The footnote is indented five spaces and contains the citation of the source including page numbers.

### Example

But Peter Scotto has offered another view.<sup>1</sup> Frye defined the alazon as a “self-deceiving or self-deceived character in fiction.”<sup>2</sup> Frye denies Scotto’s theory.<sup>3</sup> Scotto’s theory states: “My essay, then, is about the ways in which a reader gives voice to those silences.”<sup>4</sup>

---

<sup>1</sup>Peter Scotto, “Censorship, Reading and Interpretation: A Case Study from the Soviet Union,” *PMLA* 109, no. 1 (1994): 61.

<sup>2</sup>Nicholai Frye, *Anatomy of Criticism: Four Essays* (Princeton: Princeton University Press, 1957), 32.

<sup>3</sup>Ibid., 35.\*

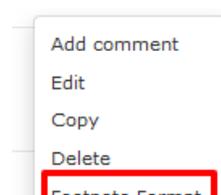
<sup>4</sup>Scotto, “Censorship, Reading, and Interpretation,” 61.\*\*

**\*Note:** Ibid. is an abbreviation for ibidem, which means “in the same place.” When a source is referenced and following the same source, ibid. can take the place of the note. However, the author must include the page number(s). An ibid. footnote can never be the first footnote on a page.

**\*\*Note:** The author can use a shortened footnote after the original source is completely cited earlier in the paper (as seen in the first footnote). An abbreviated footnote includes the author’s last name, shortened title, and page number(s).

## NoodleTools

- Go to NoodleTools: <http://www.noodletools.com>
- Log into your account
- You must have created a citation before using footnotes
- Enter your project and sources



- Next to the source you want to footnote, click **Options**
- Click **Footnote Format**

A new window will open with two examples of your source: Full footnote and Shortened footnote.

## Chicago-Style Footnote

**Example for your source**

The footnote form for this Book might look like this:

**Full footnote:**

1. Brian Matthew Jordan, *Marching Home: Union Veterans and Their Unending Civil War* (New York: Liveright Publishing, 2014), 130-131.

**Shortened footnote (for subsequent citations):**

2. Jordan, *Marching Home*, 130-131.

**Customize the example:**

Page number(s):

The first time a source is cited you must use a full footnote. You can use a shortened footnote after the original source is completely cited earlier in the paper. Remember to enter the page number(s) for each one of the footnotes.

Ibid. can be used when a source is referenced and following the same source. The use of Ibid. is outline further in the footnote example.

Finally, copy and paste the footnote into your paper from NoodleTools.