



Chicago Style General Format

- Margins should be between 1-1.5 inches
- Times New Roman font, 12 point font
- Double-spaced
- For longer essays include a title page and subheadings

Main Body

- Titles are capitalized; first words of titles and subtitles, and any other important words
- Books and journal titles (longer works) should be italicized
- Article and chapter titles (shorter works) should be enclosed in quotation marks
- Blocked quotations for five or more lines
 - Blocked quotations are singled spaced
 - Do not enclose in quotation marks
 - Include an extra line immediately before and after a blocked quotation
 - Indent .5 inches from the rest of the essay