ISA II Style Checklist: Chicago Manual of Style (author date in-text citation)

Spelling and Grammar	
US Spelling	i.e. “analyze”, “color”; however, in quoted material, spelling is left unchanged.
Commas	Must use serial comma in all instances: e.g. red, blue, and green; she took a photograph of her parents, the president, and the vice president.
Relative pronouns	Use ‘that’ in restrictive clauses and ‘which’ in non-restrictive clauses. For example, “The results, that have been described in Section 2, have been approved by the BMC” (author only concerned with results that have been discussed in section 2); “The results, which have been described in Section 2, have been approved by the BMC” (author is concerned with all results and all results have been described in section 2).

Numbers	
Single numbers	Spell out whole/round numbers one through one hundred. For example, “thirty two children from eleven families were packed into three vans.” Use numerals for other numbers, unless the number starts a sentence.
Series of numbers	All numbers have to be numeral: “The population grew from an initial 15, 267 in 1960 to 21,000 by 1970 and 34,000 by 1980”.
Units of measure	Abbreviate units of measure where preceded by a numerical value. Do not pluralize the abbreviated form of a unit.

Places	
United States	Spell out US in full in running text; abbreviate when used as part of an address; US; UK (Not England, Wales, Scotland).
States and territories	Spell out the names of states, territories, and possessions of the United States in the running text, when standing alone and preferably (except DC) following a city name, e.g. “Lake Bluff, Illinois, was incorporated in 1895”. Abbreviate using two letter postal code (rather than conventional abbreviations) in bibliographies, tabular mater and mailing addresses.

References	
In text citation	(Pollan 2006, 99-100)
Page range	Elide, except with four digits or more: e.g. 1185-2042
Numbers	Use Arabic numerals in documentation for volumes, chapters and other divisions regardless of the way the numerals appear in the works cited. "Feathers" in *Johnson's Universal Cyclopaedia,* rev. ed (New York: A.J. Johnson, 1886), vol 3. Exceptions are made in certain legal contexts. For example: Jerome Kagan, "Introduction to the Tenth-anniversary Edition," in *The Nature of the Child* (New York: Basic Books, 1994), xxii-xxiv.
Journal Article	Blair, Walter. 1997. "Americanized Comic Braggarts." *Critical Inquiry* 4 (2): 331-49
Online journal article	Maria de la Luz. 2008. "From the Ya Basta! To the *Carocales*: Zaptisa Mobilization under Transitional Conditions." *American Journal of Sociology* 113, no.5: 1313-50. Doi:10.1086/525508.
Book	Pollan, Michael. 2006. *The Omnivore's Dilemma: A Natural History of Four Meals.* New York: Penguin.
Two or more authors	Ward, Geoffery C., and Ken Burns. 2007. *The War: An Intimate History, 1914-1945.* New York: Knopf.
Four to ten authors	All names in bibliography, word order and punctuation same as for two or three authors; group authors: only first seven should be listed, followed by *et al.*
Chapter in book	Gould, Glenn. 1984. "Streisand as Schwarzkopf." In *The Glenn Gould Reader,* edited by Tom Page, 308-11. New York: Vintage.
Theses and dissertations	Illya Vedrashko. 2006. "Advertising in Computer Games." Master's thesis, MIT.
Conference Proceedings	Teplin, Linda A., Gary M. McClelland, Karen M. Abram, and Jason J. Washburn. 2005. "Early Violent Death in Delinquent Youth: A Prospective Longitudinal Study." Paper presented at the Annual

	meeting of the American Psychology-Law Society, LA Jolla, CA, March 3-5.
Websites	See Tyalor & Francis standard reference style
Newspaper article	Kaufman, Stanley. 1989. “Review of A Dry White Season (film), directed by Euzhan Palcy.” *New Republic*, October 9, 24-25.