

# MHRA footnotes: quick crib sheet



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These references are formatted as they would appear in footnotes, rather than in the bibliography.

Notes should be marked in the text by superscript numbers. These note reference numbers should always be placed after any punctuation (including a parenthesis), and at the end of a direct quotation. Wherever possible the number should be placed at the end of a sentence.

Keeping the number of footnotes to a minimum: references to several sources mentioned close together in the same paragraph can be grouped together into one footnote.

Footnotes should end with a full stop.

## Book

Author first name or INITIAL(s) Family name, *Title: Subtitle*, Series/Edition/Volume details if relevant (Place of publication: Publisher name, Year of publication), Volume number if relevant, page reference.

Chris Cook and John Stevenson, *British Historical Facts, 1688-1760* (London: Routledge, 1988), p. 26.

Eamon Duffy, *The Stripping of the Altars: Traditional Religion in England c. 1400-1580*, 2nd edn (New Haven: Yale University Press, 2005), pp. 410-12.

Warwick Rodwell, ed., *Wells Cathedral: Excavation and Structural Studies 1978-93*, 2 vols (London: English Heritage, 2001), I, pp. 136-37.

The names of up to three authors should be given in full. Works by more than three authors should give only the name of the first author, followed by 'and others'.

## Chapter in a book

Author first name or INITIAL(s) Family name, 'Title of Chapter', in *Book Title: Subtitle*, ed. by Editor/Author (Place of publication: Publisher name, Year of publication), page numbers of chapter [Only the last two digits are required within the same hundred page range] (page reference).

Kamille Gentles-Peart, 'West Indian Immigrant Women, Body Politics, and Cultural Citizenship', in *Bodies without Borders*, ed. by Erynn Masi de Casanova and Afshan Jafar (New York: Palgrave Macmillan, 2013), pp. 25-43 (p. 30).

## Journal article (print)

Author first name or INITIAL(s) Family name, 'Title of Article', *Title of Journal*, Volume (Year of Publication), first and last page numbers of the article (page reference).

Michael Walzer, 'A Theory of Revolution', *Marxist Perspectives*, 2 (1979), 24-48 (p. 44).

The letters pp. are not required for the article page range. The page numbers usually indicate the relevant volume part, so the part number can be omitted if the parts within each volume are continuously paginated. If the parts are individually paginated the format is: Volume. Part (Year of Publication)

## Journal article (online)

Author first name(s) or INITIAL(s) Family name, 'Title of Article', *Title of Journal*, Volume. Part (Year of Publication), page numbers or article number <URL or DOI> [accessed date –not needed if using DOI link].

Robert Darnton, 'An Early Information Society: News and the Media in Eighteenth-Century Paris', *American Historical Review*, 105.1 (2003), 1-35 (p. 4) <<http://0-www.jstor.org.wam.leeds.ac.uk:80/stable/2652433>> [accessed 23 June 2008].

Jessica Hanser, 'Teatime in the North Country: Consumption of Chinese Imports in North-East England', *Northern History*, 49.1 (2012), 51-74 (p. 57) <<http://dx.doi.org/10.1179/174587012X13230354351627>>

### **Website or webpage**

Author first name(s) or INITIAL(s) Family name, 'Title of page or article', *Title of Main Website* <URL> [accessed date].

Stephen Hawking, *Stephen Hawking: The Official Website* <<http://www.hawking.org.uk/>> [accessed 3 October 2016].

'Art, Artefacts & Conservation', *ChurchCare: Cathedral and Church Buildings Division, Archbishops' Council* <<http://www.churchcare.co.uk/churches/art-artefacts-conservation>> [accessed 03 October 2016].

### **Later references**

In all subsequent references to a particular work, after the first reference, the shortest intelligible form should be used. Usually the author surname, short title of the work, and page reference are sufficient:

Duffy, *Stripping of the Altars*, p. 392.

When referencing a new book chapter, in an edited volume which has already been referenced, use a shortened version of the edited volume:

Verena Hutter, 'Images in Skin: Tattooed Performers in Germany in the Twentieth Century and Today', in *Bodies without Borders*, ed. by de Casanova and Jafar, pp. 113-36 (p. 120).