

WGFC Style Sheet
Updated: 5/1/2017

Reference Materials

Chicago Manual of Style, 16th Edition
Merriam-Webster's Collegiate Dictionary, 11th edition (first example), for spelling.

Formatting

WGFC uses Chicago Style 16th Edition, author-date format (refer to Chapter 15 of the Chicago Manual of Style, 16th edition).

Text should be consistently double-spaced, with the following exceptions:

- Block quotations, table titles, and figure captions should be single-spaced.
- A prose quotation of five or more lines should be blocked.
- A blocked quotation does not get enclosed in quotation marks.
- An extra line space should immediately precede and follow a blocked quotation.
- Blocked quotations should be indented 0.5 inches as a whole.

General usage

African Diaspora; diaspora

care giving (n), care-giving (adj)

but caregivers

care-type

child care (n), child-care (adj.)

child rearing (n), child-rearing (adj.)

health care (n); health-care (adj.)

masculinist

numbers: spell out numbers (and corresponding ordinals) one through nine, but use numbers for 10

and above: one, first; 50, 50th

percent: 17 percent, 21.6 percent

prefixes: generally closed

contra: contradistinction

inter: interfamilial

multi: multidimensional

non: nonmarried, non significant

but non-Hispanic

over: overrepresented

post: postracial

pre: preexisting, premodern

pro: prosocial

sub: subgroup, subculture

under: underappreciated

races: lower cased—black, white

United States (noun), U.S. (adj.)

African American, Chinese American, African American president

Notes and References

Author-Date References: Basic Format, with Examples and Variations, Chapter 15, *Chicago Style Manual*

*Titles of books or major works may be underlined or placed in italics (interchangeable)

In-text citations: (Allen 2012; Baker and Krehely 2011; Boehmer 2002; Mayer 2008)

- For a book with four or more authors, include all the authors in the reference list entry (see also 14.76). Word order and punctuation are the same as for two or three authors. In the text, however, cite only the last name of the first-listed author, followed by et al. (see also 15.28).
- Example: (Barnes et al. 2008, 118-19)
 - If using material that was quoted or referenced in a secondary source: *In Louis Zukofsky's "Sincerity and Objectification," from the February 1931 issue of Poetry magazine (quoted in Costello 1981)...*

Article in a Journal:

- Cochran, Bryan N., K. Michelle Peavy, and Annesa Flentje Santa. "Differentiating LGBT Individuals in Substance Abuse Treatment: Analyses Based on Sexuality and Drug Preference." Journal of LGBT Health Research 3, no. 2 (2007): 63–75.

Book:

- Adam, B., J. W. Duyvendak, and A. Krowel. The Global Emergence of Gay and Lesbian Politics: National Imprints of a Worldwide Movement. Philadelphia: Temple University Press, 1999.

Essay or Chapter in an Anthology:

- Battle, Juan, and Martha Crum. "Black LGBs, Health and Identity Development." In Handbook of Lesbian, Gay, Bisexual, and Transgender Health, edited by Ilan Meyers and Mary, 320–54. Northridge, NY: Springer Science+Business Media, LLC, 2007.

Web site Article:

- "Broad Support for Renewed Background Checks Bill, Skepticism about Its Chances: Gun Rights Proponents More Likely to Vote on Issue," Pew Research Center for the People and the Press, accessed October 2, 2013, <http://www.people-press.org/2013/05/23/broad-support-for-renewed-background-checks-bill-skepticism-about-its-chances/>

Dissertation:

- Lee, Tina. "Stratified Reproduction and Definitions of Child Neglect: State Practices and Parents' Responses." PhD diss., The City University of New York, 2010.