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Style Guide

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Style Guide

Introduction

The University of Divinity is committed to the use of one basic referencing style for theology courses, which is based on the latest version of the Chicago Manual of Style (18th ed. 2024). The online version of the latest volume, *The Chicago Manual of Style Online*, is available to access by all members of the University of Divinity. This Style Guide is approved by the University's Dean of Academic Programs. If you have questions about the Style Guide, or would like to make suggestions for how it could be improved, please email library@divinity.edu.au

The University of Divinity Style Guide has 3 parts:

I. **Guide to Referencing**
   1. Scholarly Works
   2. Other Sources
   3. Ancient Texts
   4. Bible
   5. Church and Government Documents
II. **Academic Writing**
III. **Presenting Assignments**
   1. Other Styles
   2. Citation Tools
   3. FAQs

Additional Writing and Referencing Resources

Turabian, Kate L. *A Manual for Writers of Research Papers, Theses, and Dissertation: Chicago Style for Students and Researchers*. 9th ed. Revised by Wayne C. Booth, Gregory G. Colomb, Joseph M. Williams, Joseph Bizup, William T. FitzGerald, and the University of Chicago Press editorial staff. University of Chicago Press, 2018. (Available in libraries)

The Chicago Manual of Style. 18th ed. University of Chicago Press, 2024. (Available in libraries)

APA Style Reference Guide for Journal Articles, Books, and Edited Book Chapters, APA Style. 7th ed.
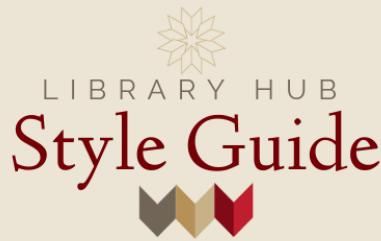
Guide to Referencing

The University of Divinity observes the notes-bibliography style of referencing in the latest edition of *The Chicago Manual of Style* (CMOS) for theology, philosophy and history courses.

This guide to referencing provides rules and examples for commonly cited materials (see tabs on left). More complex referencing advice may be found in [*The Chicago Manual of Style (CMOS) Online*](#) via the UD Library Hub[1].

Academic Integrity, Plagiarism and Artificial Intelligence

Students, researchers, scholars and academic staff at the University of Divinity are committed to maintaining the highest standards of scholarship in their assessment tasks, scholarly outputs and materials for teaching and learning. The University of Divinity has clear policies on [Academic Integrity](#) and [Assessment](#), which consider the prevalence of GenAI tools. Improper use of AI may be considered cheating in accordance with these policies. Consult the lecturer for your course or unit if you are unsure.

Referencing the Bible

The exception to this rule is that when referencing the Bible, the [*SBL Manual of Style*](#) is used for abbreviations. Ancient texts can be referenced using either SBL or CMOS. The *Bible* and *Ancient Texts* sections of this style guide have more information and examples. These can be found in the sidebar of the online version of this guide, or under the linked headings in this PDF.

Using Notes and Bibliography Entries

When referencing a work in your assessment tasks, create a "note" with a corresponding bibliography entry. When inserting a note, add a superscript numeral after the punctuation. Some word processing programs call this a "footnote" and others an "endnote" and can simplify this process. In your bibliography, only list sources mentioned in the notes, do not add entries you have not cited.

Examples, Exceptions and Outliers

This guide attempts to address most situations encountered in theological education and scholarship

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1. Previously the University of Divinity *Style Guide* was drawn from the Turabian version of the CMOS, however, this current guide was updated in 2025 to align with the *CMOS 18th ed*.

through rules and examples, however each section links to the larger body of examples provided in the *CMOS 18th Ed Online* using chapter and verse (e.g. 14:31). Following these links in the section headings can help you find examples to cover your specific circumstances.

Indents and Formatting

In *CMOS 18th ed.*, the place of publication is no longer required in book citations. Chicago Style bibliography entries use a hanging indent, while notes use a ½ inch paragraph first-line indent. Notes are numbered, whereas bibliography items are not. This guide provides rules for notes and bibliography entries as well as examples. You will need to include all the punctuation, italics and spacing specified in this guide.

Note that second and subsequent citations of a work are abbreviated in a specific way, and that ibid. and op. cit. are not used. When preparing a bibliography, sources should be presented on a separate page and listed in alphabetical order by author's last name. Sources without an author should be listed before sources with authors.

Consistency is Key

As in all referencing systems, consistency to your style is important. The citation generator in the Library Hub will produce bibliography entries consistent with the *CMOS 18th Ed* but should be checked for formatting and punctuation. This citation button does not generate notes entries.

Other Referencing Styles

In other study disciplines such as counselling and education, students will often use APA. This is an in-text citation style which is readily available in citation software or exported from the Library Hub catalogue. If you are unsure of what referencing style to use in your class, ask your lecturer or tutor.
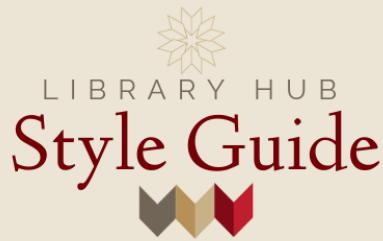
Books

This section gives a number of rules and examples that you will encounter when referencing books in your assessment tasks, theses and articles for publication.

Books with One Author (CMOS 13.77)

Rule for Notes

> #. Author's First and Last Names, *Book Title: Book Subtitle* (Publisher's Name, Publication Date), Page Number/s.

Example Notes

> 1. Peggy Brock, *Outback Ghettos: Aborigines, Institutionalisation and Survival* (Cambridge University Press, 1993), 49.
> 2. Chung Hyun Kyung, *Struggle to Be the Sun Again: Introducing Asian Women's Theology* (Orbis Books, 1990), 72.

Example Shortened Notes

> 3. Brock, *Outback Ghettos*, 50.
> 4. Chung, *Struggle to Be the Sun*, 144.

Rule for Bibliography

Author's Last Name, Author's First Name. *Book Title: Book Subtitle*. Publisher's Name, Publication Date.

Example Bibliography Entries

Brock, Peggy. *Outback Ghettos: Aborigines, Institutionalisation and Survival.* Cambridge University Press, 1993.

Chung, Hyun Kyung. *Struggle to Be the Sun Again: Introducing Asian Women's Theology*. Orbis Books, 1990.
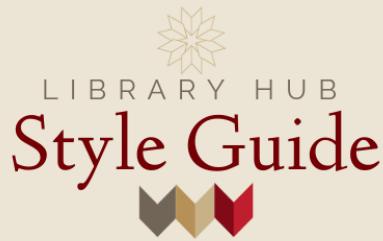
Books with Multiple Authors or Editors [(13.23)](#)

Books with Two Authors or Editors

For a book with two authors or editors, only the first-listed name is inverted in the bibliography entry. Both authors or editors are listed in a note, whether full or shortened.

Books with More than Two Authors or Editors

In a note that cites a book with more than two authors or editors (in previous editions it was more than three), list only the first author or editor, followed by "et al." (Latin for "and others"). In the bibliography, list up to six authors; if there are more than six, list only the first three, followed by "et al." (In a work with no bibliography, list up to six authors in the first, full citation in a note—as in a bibliography entry.)

Rule for Notes

> #. Author #1's First and Last Names et al., *Book Title: Book Subtitle* (Publisher's Name, Publication Date), Page Number/s.

Example Note

> 1. Bill Ashcroft et al., *Intimate Horizons: The Post-Colonial Sacred in Australian Literature* (ATF Press, 2009), 24.

Example Shortened Note

> 2. Ashcroft et al., *Intimate Horizons*, 42.

Rule for Bibliography

Author #1's Last Name, Author #1's First Name, Author #2's First and Last Names, and Author #3's First and Last Names. *Book Title: Book Subtitle*. Publisher's Name, Publication Date.

Example Bibliography Entry

Ashcroft, Bill, Frances Devlin-Glass, and Lyn McCredden. *Intimate Horizons: The Post-Colonial Sacred in Australian Literature*. ATF Press, 2009.
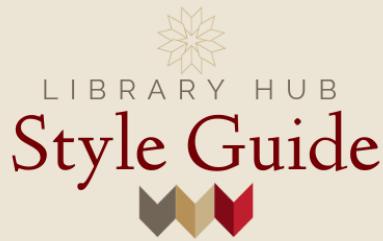
Book with Author Plus Editor or Translator ([13.24](#))

In a book with an editor or translator in addition to the author, ed. or trans. in the note becomes
Edited by or Translated by in the bibliography entry. See also [14.6](#).

Rule for Notes

    #. Author's First and Last Names, *Book Title: Book Subtitle*, ed. Editor's First and Last Names
(Publisher's Name, Publication Date), Page Number/s.

Example Note

    1. Augustine, *Confessions*, ed. W H D Rouse, trans. William Watts (Harvard University Press,
1950), 23.

    2. Alexis Mallon, *Coptic Grammar – Grammaire Copte*, trans. Boulos A. Ayad (Youssef
Kamal Printing House, 2004), 21.

Example Shortened Notes

    3. Augustine, *Confessions*, 34.

    4. Mallon, *Coptic Grammar*, 302.

Rule for Bibliography

Author's Last Name, Author's First Name. *Book Title: Book Subtitle*. Edited by Editor's First and Last
    Names. Translated by Translator's First and Last Names. Publisher's Name, Publication Date.
    DOI or URL if consulted online.

Example Bibliography Entries

Augustine. *Confessions.* Edited by W H D Rouse. Translated by William Watts. Harvard University
    Press, 1950.

Mallon, Alexis. *Coptic Grammar – Grammaire Copte*. Translated by Boulos A. Ayad. Youssef Kamal
    Printing House, 2004.

Ebooks/Books Consulted in an Electronic Format ([14:58](#))

To cite a book consulted online, include either a URL, DOI or the name of the database. For downloadable ebook formats, name the format; if no fixed page numbers are available, cite a section title or a chapter or other number in the note (or simply omit). For citing a place rather than a publisher for books published before 1900 see [14:31.](#)

Rule for Notes

#. Author's First and Last Names, *Book Title: Book Subtitle* (Publisher's Name, Publication Date) Page/Chapter/Section Number, Platform Name/DOI/URL.

Example Notes

1. M Eugene Boring, *Mark: A Commentary. New Testament Library*. (John Knox Press, 1993), ProQuest eBook Central.

2. Garry Worete Deverell and Anne Pattel-Gray, *Contemplating Country: More Gondwana Theology*, (Wipf & Stock, 2023), Chap 6, https://search.ebscohost.com/login.aspx?direct=true&scope=site&db=nlebk&db=nlabk&AN=3713503

3. Chung Hyun Kyung, *Struggle to Be the Sun Again: Introducing Asian Women's Theology*, (Orbis Books, 1990), 72, https://archive.org/details/struggletobesuna00chun.

Example Shortened Notes

4. Chung, *Struggling to Be the Sun*, 144.
5. Boring, *Mark: A Commentary*, 7.

Rule for Bibliography

Author's Last Name, Author's First Name. *Book Title: Book Subtitle*. Platform Name/DOI/URL.

Example of Bibliography Entries

Chung, Hyun Kyung. *Struggling to Be the Sun Again: Introducing Asian Women's Theology.* Orbis Books, 1990. https://archive.org/details/struggletobesuna00chun.

Boring, M. Eugene. *Mark: A Commentary.* John Knox Press, 1993. ProQuest eBook Central.
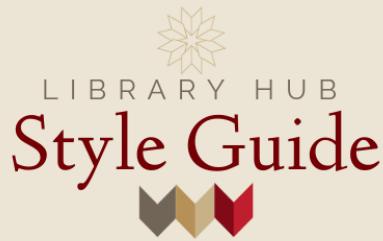
Chapter of Other Part of an Edited Book [14:8](#)

The page range for a chapter in a book is no longer required in bibliography entries (see [CMOS 14.8](#)). In a note, cite specific pages as applicable.

Rule for Notes

> #. Chapter Author's First and Last Names, "Chapter Title: Chapter Subtitle," in *Book Title: Book Subtitle*, ed. Editor's First and Last Names (Publisher's Name, Publication Date), Page number, DOI or URL if consulted online.

Example Notes

> 1. Katie Hansord, "Emily Manning: Spiritualism and Periodical Print Culture: 1860–80," in *Colonial Australian Women Poets: Political Voice and Feminist Traditions* (Anthem Press, 2021), 112, https://doi.org/10.2307/j.ctvq4c14x.10.
> 2. Henry David Thoreau, "Walking," in *The Making of the American Essay*, ed. John D'Agata (Graywolf Press, 2016), 177.

Example Shortened Notes

> 3. Hansord, "Emily Manning," 113.
> 4. Thoreau, "Walking," 178.

Rule for Bibliography

Chapter Author's Last Name, Chapter Author's First Name. "Chapter Title: Chapter Subtitle." In
> *Book Title: Book Subtitle*, edited by Editor's First and Last Names. Publisher's Name, Publication
> Date. DOI or URL if consulted online.

Example Bibliography Entries

Hansord, Katie. "Emily Manning: Spiritualism and Periodical Print Culture: 1860–80." In *Colonial*
> *Australian Women Poets: Political Voice and Feminist Traditions*. Anthem Press, 2021.
Thoreau, Henry David. "Walking." In *The Making of the American Essay*, ed. John D'Agata.
> Graywolf Press, 2016.

Citing a Reference Work ([14.130](#))

Well-known reference works, such as major dictionaries and encyclopedias, are normally cited in notes rather than in bibliographies. They are more likely than other types of books to be consulted online (see [14.131](#)). When citing a physical edition, specify the edition number (if not the first) and the date the volume or set was published. References to an alphabetically arranged work cite the item (not the volume or page number) in quotation marks. Though the word "under" may be added for clarity, this manual no longer recommends using the Latin abbreviation s.v. ("under the word"; plural <u>s.vv</u>.).

Rule for Notes

     #. *Encyclopaedia Title*, Edition Number (Publication Date), under "entry title".

Example Note

     1. *Encyclopaedia Britannica*, 15th ed. (1980), under "salvation."

Biblical and Thematic Dictionaries

Other reference works such as Biblical dictionaries, however, are more appropriately listed with full publication details like any other book resource. (For examples of how to cite individual entries by author, see [14.132](#).)

Rules for Notes

     #. Author of Entry's First and Last Names, "Title of Entry" in *Title of Reference Work,* Edition Number Number of Volumes (Publisher's Name, Publication Date), Section number.

Example Notes

     2. M. J. Wilkins, "Disciples and Discipleship" in *Dictionary of Jesus and the Gospels*, 2nd ed., ed. Joel B. Green, Jeannine L. Brown, and Nicholas Perrin (InterVarsity Press, 2013), 202.

Example Shortened Notes

     3. Wilkins, "Disciples and Discipleship," 202.

Rule for Bibliography

Author of Entry's Last Name, Author of Entry's First Name. "Title of Entry." In *Title of Reference Work*. Publisher's Name, Publication Date. DOI or URL if consulted online.

Example bibliography entries

Wilkins, M. J. "Disciples and Discipleship" in *Dictionary of Jesus and the Gospels*. 2nd ed. Edited by Joel B. Green, Jeannine K. Brown, and Nicholas Perrin. Intervarsity Press, 2013.

Book that is Authored by an Organisation ([13:86](#))

If a publication issued by an organisation, association, or corporation carries no personal author's name on the title page, the organisation is listed as author in a bibliography, even if it is also given as publisher. Many publications issued by churches or governing bodies of churches will list the organisation as the author of a work.

Rule for Notes

#. Name of Organisation. *Book Title,* Publisher's Name, Publication Date, Section or Page number.

Example Notes

1. Uniting Church in Australia. *Basis of Union.* Uniting Church Press, 1992, para. 18.

2. Second Anglican–Roman Catholic International Commission (ARCIC). *Church as Communion: An Agreed Statement by the Second Anglican–Roman Catholic International Commission*, Church House, 1991, 11.

Example Shortened Note

3. ARCIC, *Church as Communion*, 87.
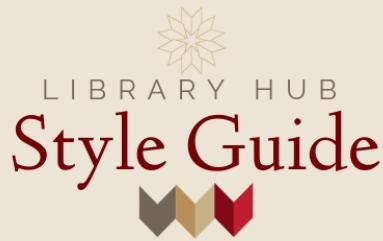4. Uniting Church in Australia, *Basis of Union*, para 20.

Example Bibliography

Second Anglican-Roman Catholic International Commission (ARCIC). *Church as Communion: An Agreed Statement by the Second Anglican–Roman Catholic International Commission.* Church House, 1991.

Other Referencing Exceptions for Books (14)

There are some exceptions to the basic principles of referencing books, here are some common exceptions that may help with your particular case, for more exceptions, consult the link above to Section 14 of the CMOS.

Foreword, Preface, Afterword Not Written by the Book's Author (14:12)

Rule for Notes

#. Writer of Preface's First and Last Names, preface (or epilogue, afterword etc.) to *BookTitle: Book Subtitle*, by Author's First and Last Names, (Publisher's Name, Publication Date), Page Number.

Example Note

3. Henry Lawson, preface to *My Brilliant Career,* by Miles Franklin, (Angus and Robertson, 1966 [1901]), iii.

Example Shortened Note

6. Lawson, preface.

Rule for Bibliography

Writer of preface's Last Name, Writer of preface's First Name. Preface (or other component) to *Book Title: Book Subtitle*, by Author's First and Last Names. Publisher's Name, Year.

Example Bibliography

Lawson, Henry. Preface to *My Brilliant Career*, by Miles Franklin, iii. Angus and Robertson, 1966 [1901].

Illustration, Map, Graph, Chart, Table from a Print Publication

When citing an illustration or other visual image from a print publication, make sure you use the correct term for the image (Table, Fig, Map etc) and then refer to it with the appropriate numbering.

Rule for Notes

1. First and Last Names, *Book Title: Book Subtitle* (Publisher's Name, Year published), fig.$ (or table 4.4 or map 3.2).

Citation Taken from a Secondary Source (Quoting a Quotation)
Ideally, quote the primary source, but if citing a citation, cite both.

1. William Hall to Clergy and School Lands Committee, 1 January 1827, Letters received from the Master of the Native Institution, NRS 780 [4/345], State Records of New South Wales, quoted in Tracey Banivanua Mar, "Shadowing Imperial Networks: Indigenous Mobility and Australia's Pacific Past," *Australian Historical Studies* 46, no. 3 (2015): 351, DOI:10.1080/1031461X.2015.1076012.

Book with a Very Long Title
In texts with long titles, common prior to the twentieth century, omit part of the title and indicate the omission with [...].

Example Note
1.Potter, Mary. *Loves in the Heart of Mary : Being Excerpts* [...] by Mary Potter, Foundress of the Congregation of the Little Company of Mary. (Largo Cristina di Svezia, 1983), 98.

Journal Articles ([14:71](#))

Journal articles are usually cited by volume and issue number. In a note, cite specific page numbers. In the bibliography, include the page range for the whole article. For articles consulted online, include a URL (preferably one based on a DOI; see CMOS 13.7); alternatively, list the name of the database. A month or season need not be included in addition to the year for journals that include both a volume and an issue number.

Journal Article

Rule for Notes

#. Author's First and Last Names, "Article Title: Article Subtitle," *Journal Title* Volume Number, Issue Number (Month or Season if given Year): page number, DOI or URL if consulted online.

Example Note

1. Van Nguyen-Marshall, "Tools of Empire? Vietnamese Catholics in South Vietnam," *Social History of Empire* 20, no. 2 (2009): 140, https://doi.org/10.7202/044402ar.

Example Shortened Note

3. Nguyen-Marshall, "Tools of Empire?" 144.

Rule for Bibliography

Author's Last Name, Author's First Name. "Article Title: Article Subtitle." *Journal Title* Volume Number, Issue Number (Month or season if given Year): page range of full article. DOI or URL if consulted online.

Example Bibliography

Nguyen-Marshall, Van. "Tools of Empire? Vietnamese Catholics in South Vietnam." *Social History of Empire* 20, no. 2 (2009): 138–159. https://doi.org/10.7202/044402ar.

Book Review in a Journal ([14:100](#))

Cite book reviews by author of the review and include book title and author(s), translator(s), and editor(s). Follow applicable guidelines for citing periodicals. If the review has a title, it may be included (in quotation marks).

Rule for Notes

#. Reviewer's First and Last Names, review of *Title of Reviewed Book: Subtitle of Reviewed Book*, by First and Last Names of Book Author, *Journal Title* Volume Number, Issue Number (Month or Season if given Year): Page Number, DOI or URL if online.

Example Note

1. Mary-Jane Rubenstein, review of *Strange Wonder: The Closure of Metaphysics and the Opening of Awe*, by Catherine Keller, *Modern Theology* 26, no. 2 (2010): 311.

Example Shortened Note

3. Rubenstein, review of *Strange Wonder*, 309.

Rule for Bibliography

Reviewer's Last Name, Reviewer's First Name. Review of *Title of Reviewed Book: Subtitle of Reviewed Book,* by First and Last Names of Book Author. *Journal Title* Volume Number, Issue Number (Month or Season if given Year): page range. DOI or URL if online.

Example Bibliography

Rubenstein, Mary-Jane. Review of *Strange Wonder: The Closure of Metaphysics and the Opening of Awe*, by Catherine Keller. *Modern Theology* 26, no. 2 (2010): 308–311.

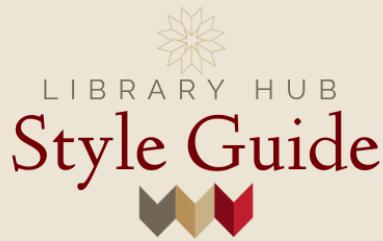## Thesis or Dissertation   ([14.113](#))

Titles of theses and dissertations appear in quotation marks—not in italics; otherwise, they are cited like books. To cite an abstract (as in the notes), simply add the word "abstract" after the title (see also [14.85](#)).

Rule for Notes

#. Author's First and Last Names, "Thesis Title: Thesis Subtitle" (Degree thesis or diss., University, Year of award), Page Number, DOI or URL if online.

Example Note

1. Georgia E. Harkness, "The Philosophy of Thomas Hill Green, with Special Reference to the Relations between Ethics and the Philosophy of Religion" (MA diss., Boston University, 1923), 26.

Example Shortened Note

3. Harkness, "Philosophy," 299.

Rule for Bibliography

Author's Last Name, Author's First Name. "Thesis Title: Thesis Subtitle." Degree thesis or diss., University, Year of award. DOI or URL if online.

Example Bibliography

Harkness, Georgia E. "The Philosophy of Thomas Hill Green, with Special Reference to the Relations between Ethics and the Philosophy of Religion." MA diss., Boston University, 1923.

Newspapers and Magazines

Newspaper or Magazine Articles ([14.87](#) and [14.89](#))

Given that newspaper and magazine articles are often online, it would be best to PDF print the article to retain a copy of the article should be retained in case its location changes (see [13.17](#)). See also [10.46](#). Because news sites may update certain stories as they unfold, it may be appropriate to include a timestamp for an article that includes one. List the time as posted with the article; if the time zone is not included, it may need to be determined from context (e.g., EST in the example below). *Newspaper articles without an author are not listed in the bibliography.*

Rule for Notes

#. Author's First and Last Names if credited in newspaper, "Newspaper Article Title: Newspaper Article Subtitle," *Newspaper Title* excluding 'The' as the first word of the title, Month Date, Year of Publication, URL if applicable.

Example Note

1. Nicola Heath, "Meet the Women who are Called to Preach," *ABC Radio National,* March 12, 2022, https://www.abc.net.au/news/2022-03-12/christian-women-preach-mass-church-female-ordination/100898246.

Example Shortened Note

2. Heath, "Meet the Women who are Called to Preach,".

Rule for Bibliography

Author's Last Name, Author's, First Name. "Title of Newspaper Article." *Title of Newspaper*
    excluding 'The' as the first word of the title, Month Date, Year of Publication. URL if applicable.

Example Bibliography

Heath, Nicola. "Meet the Women who are Called to Preach." *ABC Radio National,* March 12, 2022
    https://www.abc.net.au/news/2022-03-12/christian-women-preach-mass-church-female-ordination/100898246.

Oral Traditions and First Peoples' Knowledge

The University of Divinity wishes to show respect and honour for the valuable oral tradition and spirituality of First Peoples in Australia and Overseas and their contribution to research and scholarship with the UD and beyond. While referencing oral communications with permission from first peoples, please also pay attention to naming conventions which may differ from other traditions. When referencing First People's knowledge, we recommend following the Australian Catholic University's (ACU) guidelines, but urge you to check any guidelines with your supervisor or course coordinator.

First People's Research and Referencing Resources

The ACU guide to Referencing First People's Knowledge is [Here]. ACU's guide also links to the Indigenous Archives referencing Guide from [CAVAL], the *Australian Government's Aboriginal and Torres Strait Islander People's* guide to respectful language and communication and the *Australian Institute of Aboriginal and Torres Strait Islander Studies. (2020). AIATSIS Code of Ethics for Aboriginal and Torres Strait Islander* [Research.]

Digital Content

Web Pages (14.104)

It is often sufficient simply to describe web pages and other website content in the text ("As of November 15, 2023, Google's privacy policy stated . . ."). If a more formal citation is needed, it may be styled like the examples below. If a source does not list a date of publication or revision, include an access date. Alternatively, if a publicly available archive of the content has been saved using the Internet Archive's Wayback Machine or similar service, the link for that version may be cited.

Rule for Notes

#. Author's First and Last Names if available, "Article Title: Article Subtitle," Title of website, date of access or last modified, URL.

Example Note

1. Catholic Archdiocese of Melbourne, "Safeguarding policies and procedures," Catholic Archdiocese of Melbourne Website, Accessed May 12, 2025, https://melbournecatholic.org/safeguarding/policies-procedures.

Example Shortened Note

4. "Safeguarding policies and procedures,".

Rule for Bibliography

Author's Last Name, Author's First Name or Name of Organisation. "Article Title." Title of website. Date of access or last modified. URL.

Example Bibliography

Catholic Archdiocese of Melbourne. "Safeguarding Policies and Procedures." Catholic Archdiocese of Melbourne Website, Accessed May 12, 2025. https://melbournecatholic.org/safeguarding/policies-procedures.
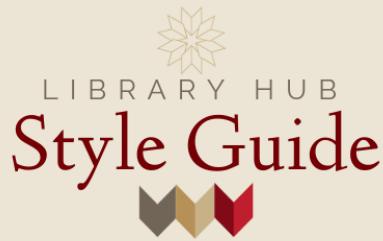
*Video or Podcast Resources ([**Video Content**](#))*

There are far more plentiful audio and audiovisual recordings available than when the style guide was last updated. This referencing can refer to YouTube video, podcasts and vodcasts or other recorded materials. This does not include social media. If you are unsure if the material you are referencing is scholarly enough for the assessment task, check with your lecturer, tutor or thesis supervisor.

Rule for Notes

#. First and Last Names, role, "Title of Performance/Podcast/Recorded Talk/Film," date of performance, Publisher's Name and Format, Duration, URL.

Example Note

1. Elizabeth Oldfield, host, "Gen Z Christian Revival? What I Learned Living Amongst Young Christian Converts" May 7, 2025, The Sacred Podcast, Theos Think Tank, 1:11. https://open.spotify.com/episode/468NPYAmZP6sYdobrPJUi2?si=BJtFhC3mR-67EBKA-4nSuA.

Example Shortened Note

2. Oldfield, "Gen Z Christian Revival?"

Rule for Bibliography

Last Name, First name, role (if relevant). "Title of Performance," Month, Day, Year. Publisher and format. Duration. URL.

Example Bibliography

Oldfield, Elizabeth, host. "Gen Z Christian Revival? What I Learned Living Amongst Young Christian Converts," May 7, 2025, The Sacred Podcast, Theos Think Tank. 1:11 https://open.spotify.com/episode/468NPYAmZP6sYdobrPJUi2?si=BJtFhC3mR-67EBKA-4nSuA

Social Media Content (14.106)

A number of organisations, public figures and institutions use social media to promote their values, make people aware of their policies, or publish snippets of larger published work. Private content, including direct messages and posts on private accounts, is treated as personal communication (and cited as described in 14.111). The medium of social media is useful for some assessment tasks, however, check with your lecturer about the use of social media sources if you are unsure. Generally, a bibliography entry is not needed for social media, but make sure that you explain the context of the note in your text.

Example Note

> 1. NASA Webb Telescope (@NASAWebb), "👀 Sneak a peek at the deepest & sharpest infrared image of the early universe ever taken—all in a day's work for the Webb telescope. (Literally, capturing it took less than a day!)," Twitter (now X), July 11, 2022, https://twitter.com/NASAWebb/status/1546621080298835970.

Example Shortened Note

> 3. NASA Webb Telescope, "👀 Sneak a peek."

Personal Communication (14.111)

References to conversations (whether face-to-face or by telephone, video, or the like) and to letters, email or text messages, and direct or private messages shared through social media and received by the author are usually run into the text or given in a note. **They are rarely listed in a bibliography.** Most such information can be referred to simply as a conversation, message, or the like; the medium may be mentioned if relevant.

Rule for Notes

> #. Interviewee's First and Last Names, means of communication with the author, Month, Day, Year.

Example Note

> 1. Jane E. Correspondent, email message to author, April 23, 2024.
> 2. Sr. Anna Gonzalez, interview with the author, August 2018.

Example Shortened Note

      3. Gonzalez, interview.

Art

Artwork in a gallery or on a website, artefact in a collection ([14:133](#))

Rule for Notes

#. Artist's First and Last Names, *Title of Work*, year in which work of art was produced, medium, dimensions, location of work, URL or place and date artwork was viewed in person.

Example Note

1. Liddy Nampijinpa Miller, *Ngapa Jukurrpa (Water Dreaming)*, 1986, gouache on cardboard, 83.9 x 59 cm, National Gallery of Victoria, Melbourne, https://www.ngv.vic.gov.au/explore/collection/work/2481/.

Example Shortened Note

3. Miller, *Ngapa Jukurrpa*.

Rule for Bibliography

Artist's Last Name, Artist's First Name. *Title of Work*. Year in which work of art was produced. Medium, dimensions. Location of work. URL or place and date artwork was viewed in person.

Example Bibliography

Miller, Liddy Nampijinpa. *Ngapa Jukurrpa (Water Dreaming)*. 1986. Gouache on cardboard, 83.9 x 59 cm. National Gallery of Victoria, Melbourne. https://www.ngv.vic.gov.au/explore/collection/work/2481/.

Ancient Texts

The University of Divinity observes either of two referencing systems for ancient texts.

1. The latest edition of *The SBL Handbook of Style* (SBL), chapter 8. Short references are given in text (in text citations), using an abbreviated title with the translation or translator's last name in square brackets. Full edition details are provided in the bibliography. Or consult the Student Supplement for an overview of using SBL to cite the Bible and/or Ancient Texts.

2. The latest edition of the *Chicago Manual of Style*. References are provided in the manner of any text with translator and/or editor.

Ask your lecturer or supervisor which is the preferred style for use in their course or subject.

Society of Biblical Literature Rules and Example
See page 9 of the SBL Student Supplement for an example Bibliography.

Rule for In-text Citation
(Author, *Title in italics* Number reference [Translator/Translation])

Example In-text Citation
(Justin, *Apology* 1.16 [ANCL])

Chicago Manual of Style Rules and Example
Rule for Notes
#. Author, "Title," trans. Translator's First and Last Names, *Title of Volume in Italics*, vol. number if applicable, ed. Editor's First and Last Names (Place of publication: Publisher's Name, Year), page number.

Example Notes
1. Leo the Great, "Letter XXVIII to Flavian," trans. Charles Lett Feltoe, *Nicene and Post-Nicene Fathers*, Second Series, vol. 12, ed. Philip Schaff and Henry Wace (Edinburgh, UK and Grand Rapids, MI: T&T Clark and Eerdmans, 1997), 38–43.

Example Shortened Note

     2. Leo, "Letter XXVIII," 39.

Rule for Bibliography

Author. "Title." Translated by Translator's First and Last Names. *Title of Volume in Italics*, vol. number if applicable, edited by Editor's First and Last Names, Page Number. Place of publication: Publisher, Year.

Example Bibliography

Leo the Great. "Letter XXVII to Flavian." Translated by Charles Lett Feltoe. In *Nicene and Post-Nicene Fathers*, Second Series, Vol. 12, edited by Philip Schaff and Henry Wace, 38–43. Edinburgh, UK and Grand Rapids, MI: T&T Clark and Eerdmans, 1997.

Plato, Aristotle, Aquinas

The works of Plato, Aristotle and Thomas Aquinas have a plethora of different translations and editions, each with different pagination. Referencing page numbers of these texts may not be sufficient for markers to verify the quotes. Therefore, paragraph markers or argument-parts (for Aquinas), page numbers (for Aristotle and Plato), column and line numbers (for Aristotle), or vertical subdivisions of the page (for Plato). This allows every reader to locate the text being referred to, regardless of the pagination in the edition they are using. This example can also be applied to other ancient texts and works.

Plato

When referencing Plato, you will need to

a) Reference the title of the work in English,

b) Include the translation you are referring to,

c) Use the pagination and vertical subdivision from the Stephanus edition (1578, Greek-Latin)

Example Note

     1. Plato, Phaedo, in *The Collected Dialogues of Plato, Including the Letters,* ed. Edith Hamilton and Huntington Cairns, trans. Lane Cooper and others (New York: Pantheon, 1961), 65a.

Example Shortened Note

     3. Plato, *Phaedo*, 66c–67d.

Example Bibliography

Plato. "Phaedo." Translated by Lane Cooper and others. In *The Collected Dialogues of Plato, Including the Letters,* edited by Edith Hamilton and Huntington Cairns. New York: Pantheon, 1961. DOI or URL if consulted online; if consulted in a class reader: In *AP2/3/9135C Readings.* Melbourne: CTC, 2018.

Aristotle

When referencing Aristotle, you will need to

    a)   Include the standard title in English or Latin

b) Include the book number in Roman Numerals

c) The Chapter number is Arabic numerals

d) The page, column and line number of the Bekker edition (1831–36)

e) The translation you are using

Example of Note Entry

1. Aristotle, *Metaphysics*, in *The Complete Works of Aristotle: The Revised Oxford Translation*, ed. Jonathan Barnes (Princeton, N.J.: Princeton University Press, 1984), XII.10, 1075a11–24.

Shortened Note Entry

3. Aristotle, *Metaphysics*, IX.8, 1049b4–12.

Aquinas

Aquinas' writings have a lot of divisions to reference, you will need to include

a) The title of the work

b) The part number in upper case Roman numerals (Ia, IaIIae, IIaIIae, IIIa or Suppl.IIIa)

c) The question number in Arabic numerals (e.g., q. 10 or q. 94)

d) The article number (e.g., art. 2 or art. 5)

e) the article part:

    i) one of the opposing arguments ("videtur") cited in the opening

    ii) the sed contra "on the other hand" consideration

    iii) the main statement of Aquinas' position, in his general reply to the question

    iv) the response to a particular opposing argument
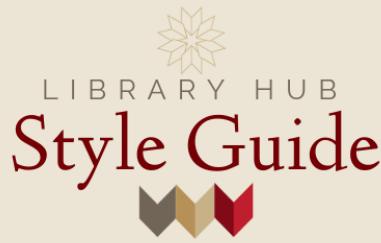
f) the translation you are using

Summa Theologiae

Example Note

1. Aquinas, *Summa Theologiae*, Blackfriars ed., vol. 2, trans. Timothy McDermott (London: Eyre and Spottiswoode, 1964), Ia, q. 4, art. 3, r.

Example Shortened Notes

2. Aquinas, *S.T.*, Ia, q. 1, art. 2, 3. [refers to the third opposing argument]

3. Aquinas, *S.T.*, Ia, q. 4, art. 3, s.c. [refers to the sed contra "on the other hand"]

4. Aquinas, *S.T.*, Ia, q. 4, art. 3, r. [refers to the general reply to the question]

5. Aquinas, *S.T.*, Ia, q. 6, art. 1, ad 3. [refers to the response to the third opposing argument]

6. Aquinas, *S.T.*, Ia, q. 5, art. 5, r. & ad 4.

Example shortened note

6. Aquinas, *Summa Theologiae*, Trans. Timothy McDermott. In Blackfriars ed., Vol. 2. London: Eyre and Spottiswoode, 1964. DOI or URL if consulted online; if consulted in a class reader: In AP2/3/9135C Readings. Melbourne: CTC, 2018.

Other works by Aquinas

You can adapt this referencing style for *Summa Contra Gentiles* (SCG), the commentary on the sentences (*# Sent.*), the *Disp. Quaestiones de Anima* (QDA), etc., as shown below.

1. *SCG*: book, chapter, and paragraph number only
2. *QDA*: article and part only
3. Parisian and Roman *Sentences* Commentaries: book number, distinction number, question number, article number, the part of the article
4. Expositions of Aristotle: Aristotle's book and chapter, followed by Aquinas' Lectio and paragraph number [n.]
5. Expositions of Scripture: chapter of the scriptural text, followed by Aquinas' Lectio and paragraph number

Example Notes

1. Aquinas, *Summa Contra Gentiles*, in *On the Truth of the Catholic Faith: Summa Contra Gentiles*, trans. Anton. C. Pegis (New York: Doubleday, 1955), I, 27, [9].

2. Aquinas, *Quaestiones De Anima*, in *The Soul: A Translation of St. Thomas Aquinas' 'De Anima'*, trans. James P. Rowan (St. Louis: B. Herder, 1949), art. 5, ad 1. [Refers to the reply to the first opposing argument]

3. Aquinas, II *Sent.*, in *Aquinas: Political Writings*, ed. and trans. R. W. Dyson (Cambridge, Cambridge University Press: 2002), D. 17, q. 2, art. 2,

4. [Refers to the fourth opposing argument of article 2, question 2, distinction 17 of book two of the Parisian *Sentences* Commentary] Aquinas. *In Met.*, in *Commentary on Aristotle's 'Metaphysics'*, trans. John P. Rowan (Notre Dame, IN: Dumb Ox Books, 1995), V.2, L. 3, n. 777. [Refers to Aquinas' Lectio three, paragraph 777, which is his commentary on book 5, chapter 2 of Aristotle's *Metaphysics*]

Example Shortened Note

In short notes after your first reference, you can omit the translator details and abbreviate the title, or shorten it.

6. Aquinas, *SCG,* 1, 27, [9].

Bible

For referencing of biblical texts the University of Divinity observes the latest edition of *The SBL Handbook of Style* available online via the UD Library Hub. Alternatively, you can access the Society of Biblical Literature (SBL) Student Supplement Handbook.

Bibles are not usually listed in the bibliography (except in particular types of essays, for example, a historical or missional theology study of the publication of particular Bible editions and translations).

When referencing the Bible, there are a number of referencing rules for how the specific references are made in the text as well as in footnotes and your bibliography.

a) Short biblical references are displayed in parentheses
b) Multiple bible references are separated by semicolons
c) Specify the translation after the verse in abbreviated form
d) If using the same translation throughout your work, this is only needed in the first note
e) Quote the Bible in the original language or transliteration
f) Do not begin a sentence with a numeral, but work the name of a book with a number into the text. (e.g 1 Corinthians can be First Corinthians or the first letter to the Corinthians)
g) Use the full title of the book of the Bible if mentioning in the text, if referencing in parentheses use the abbreviated title

Example Bible Reference (Full Title)

Jesus' parable of the weeds in the field in Matthew 13:36–43 Jesus' illustrates that good and evil will exist together in the world until the final judgment.

Example Bible Reference (Abbreviated)

Jesus' parable of the weeds in the field (Matt 13:36–43) illustrates that good and evil will exist together in the world until the final judgment.

Example Note Entries

3. (Gal 5:22–23a, 25; Jer 17:7–8 NRSV)

For a **range of verses** use an em dash with no spaces either side of the dash. Do not use ff.

For example: Luke 10:38–42; 15:3–10 or Luke 1:5–25, 57–66.

For **non-consecutive verses** use a comma to separate.

For example: Galatians 5:13, 26.

For a **range of chapters** use an em dash with no spaces either side of the dash.

For example: Luke 16–19.

Commonly used Abbreviations (SBL 8.3)

ch. / chs.	chapter / chapters	NIV	New International Version
v. / vv.	verse / verses	NJB	New Jerusalem Bible
LXX	Septuagint	NRSV	New Revised Standard Version
MT	Masoretic Text	RSV	Revised Standard Version

Hebrew Bible/Old Testament abbreviations

Gen	Genesis	Isa	Isaiah
Exod	Exodus	Jer	Jeremiah
Lev	Leviticus	Lam	Lamentations
Num	Numbers	Ezek	Ezekiel
Deut	Deuteronomy	Dan	Daniel
Josh	Joshua	Hos	Hosea
Judg	Judges	Joel	Joel
Ruth	Ruth	Amos	Amos
1–2 Sam	1–2 Samuel	Obad	Obadiah
1–2 Kgdms	1–2 Kings (LXX)	Jonah	Jonah

1–2 Kgs	1–2 Kings	Mic	Micah
3–4 Kgdms	3–4 Kings (LXX)	Nah	Nahum
1–2 Chr	1–2 Chronicles	Hab	Habakkuk
Ezra	Ezra	Zeph	Zephaniah
Neh	Nehemiah	Hag	Haggai
Esth	Esther	Zech	Zechariah
Job	Job	Mal	Malachi
Ps/Pss	Psalms	Prov	Proverbs
Eccl (or Qoh)	Ecclesiastes (or Qoheleth)	Song (or Cant)	Song of Songs, Song of Solomon, or Canticles

New Testament abbreviations

Matt	Matthew	1–2 Thess	1–2 Thessalonians
Mark	Mark	1–2 Tim	1–2 Timothy
Luke	Luke	Titus	Titus
John	John	Phlm	Philemon
Acts	Acts	Heb	Hebrews
Rom	Romans	Jas	James
1–2 Cor	1–2 Corinthians	1–2 Pet	1–2 Peter
Gal	Galatians	1–2–3 John	1–2–3 John
Eph	Ephesians	Jude	Jude
Phil	Philippians	Rev	Revelation
Col	Colossians		
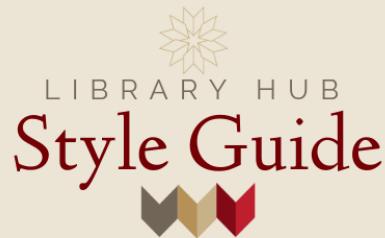
Deutero-canonical Abbreviations

Bar	Baruch	Ep Jer	Epistle of Jeremiah
Add Dan	Additions to Daniel	Jdt	Judith
Pr Azar	Prayer of Azariah	1–2 Macc	1–2 Maccabees
Bel	Bel and the Dragon	3–4 Macc	3–4 Maccabees
Sg Three	Song of the Three Young Men	Pr Man	Prayer of Manasseh
Sus	Susanna	Sir	Sirach (Ecclesiasticus)
1–2 Esd	1–2 Esdras	Tob	Tobit
Add Esth	Additions to Esther	Wis	Wisdom

Church and Government Documents

Catechism

Example Note Entry

1. *Catechism of the Catholic Church,* English translation, 2nd ed. (1997), n. 778.

Example Shortened Note Entry

3. *Catechism of the Catholic Church,* n. 778.

Example Bibliography Entry

Catechism of the Catholic Church. English translation. 2nd ed. 1997.

Church Document (Roman Catholic, Not Including Conciliar or Papal Documents)

Example Note Entry

1. Congregation for the Doctrine of the Faith, *Doctrinal Note on Some Questions regarding the Participation of Catholics in Political Life* (2002), n. 5.

Example Shortened Note

4. Congregation for the Doctrine of the Faith, *Catholics in Political Life*, n. 5.
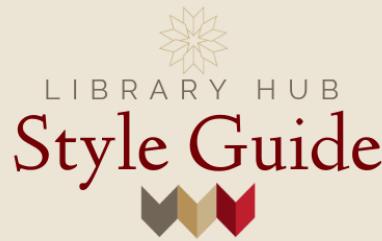
Example Bibliography Entry

Congregation for the Doctrine of the Faith. *Doctrinal Note on Some Questions regarding the Participation of Catholics in Political Life.* 2002.

Conciliar Document

Example Note Entry

1. Vatican Council II, *Dei Verbum,* Dogmatic Constitution on Divine Revelation (18 November 1965), n. 5, in *Vatican II: The Conciliar and Post Conciliar Documents*, ed. A. Flannery (Liturgical Press, 1980).

Example Shortened Note

5. Vatican Council II, *Dei Verbum*, n. 5.

Example Bibliography Entry

Vatican Council II. *Dei Verbum.* Dogmatic Constitution on Divine Revelation. 18 November 1965. In *Vatican II: The Conciliar and Post Conciliar Documents*, edited by A. Flannery. Liturgical Press, 1980.

Papal Document

Example Note Entry

1. John Paul II, *Veritatis Splendor,* Encyclical Letter (1993), n. 3.

Example Shortened Note

2. John Paul II, *Veritatis Splendor*, n. 3.

Example Bibliography Entry

John Paul II. *Veritatis Splendor.* Encyclical Letter. 1993.

The Book of Concord

In citations the following abbreviations are used for the Lutheran confessional writings:

AC	Augsburg Confession
Ap	Apology of the Augsburg Confession
SA	Smalcald Articles
Tractate	Treatise on the Power and Primacy of the Pope
LC	Large Catechism
SC	Small Catechism
FC	Formula of Concord

Epit	Epitome of the Formula of Concord
SD	Solid Declaration of the Formula of Concord

Provide the source of the confession when quoting from confessional writings. Refer to the sources as "the confessors" (The Augsburg Confession, The Apology of the Augsburg Confession, The Treatise on the Power and Primacy of the Pope, and the Formula of Concord) or "Luther" (the catechisms and The Smalcald Articles).

Example Citation

Speaking of church unity the confessors are adamant that "it is enough for the true unity of the church to agree concerning the teaching of the gospel and the administration of the sacraments" (AC 7, 2; Kolb and Wengert: 43)[2].

Luther's Works

Example Note Entry

1. Martin Luther, "The sacrament of penance," trans. E. Theodore Bachman, *Luther's Works: Word and Sacrament 1*, Vol. 35, ed. E. Theodore Bachman and Helmut T. Lehmann (Muhlenberg Press, 1960), 3–15.

Example Shortened Note

5. Luther, "The sacrament of penance," 17.

Example Bibliography Entry

Luther, Martin. "The sacrament of penance." Translated by E. Theodore Bachman. In *Luther's Works: Word and Sacrament 1*, Vol. 35, edited by E. Theodore Bachman and Helmut T. Lehmann: 3–22. Muhlenberg Press, 1960.

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2 The first part of the citation refers to Article 7 of the Augsburg Confession, paragraph 2. The second part indicates that the quotation is found on page 43 of the Kolb and Wengert edition of *The Book of Concord*.
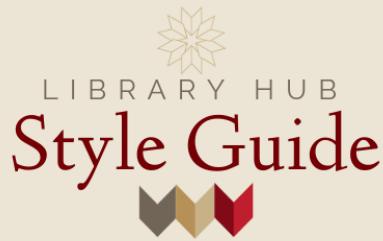
Doctrinal Statements and Theological Opinions of the Lutheran Church of Australia (DSTO)

Example Note Entry

1. Doctrinal Statements and Opinions of the Lutheran Church of Australia, "A Consensus Statement on Holy Scripture," DSTO I.B: B10–B12, adopted by the LCA General Synod, 1987 Convention.

Example Shortened Note

2. "A Consensus Statement on Holy Scripture," DSTO I.B: B10–B12.

Example Bibliography Entry

Doctrinal Statements and Opinions of the Lutheran Church of Australia. "A Consensus Statement on Holy Scripture," DSTO I.B: B10–B12. Adopted by the LCA General Synod, 1987 Convention.

### *Theses of Agreement*

Example Note Entry

1. Theses of Agreement adopted by the United Evangelical Lutheran Church in Australia and the Evangelical Lutheran Church of Australia, "The Permanent Status of the Theses of Agreement," DSTO 1.A: A31, adopted by the Commission on Theology and Inter-Church Relations, May 1976.

Example Shortened Note

3. "The Permanent Status of the Theses of Agreement," DSTO 1.A: A31.

Example Bibliography Entry

Theses of Agreement adopted by the United Evangelical Lutheran Church in Australia and the Evangelical Lutheran Church of Australia. "The Permanent Status of the Theses of Agreement,"DSTO 1.A: A31. Adopted by the Commission on Theology and Inter-Church Relations, May 1976.
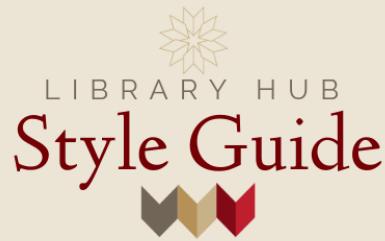
Government documents

Example Note

    1. Royal Commission into Institutional Responses to Child Sexual Abuse, *Royal Commission into Institutional Responses to Child Sexual Abuse, Final Report, Vol. 16, Religious Institutions Book 1* (Sydney, 2017), 11–12, https://www.childabuseroyalcommission.gov.au/sites/default/files/file-list/unredacted-volume-16-religious-institutions-book-1.pdf

Example Shortened Note

    2. Institutional Responses to Child Sexual Abuse 16, bk. 1, 12.

Example Bibliography Entry

Royal Commission into Institutional Responses to Child Sexual Abuse. *Royal Commission into Institutional Responses to Child Sexual Abuse, Final Report, Vol. 16, Religious Institutions Book 1*. Sydney, 2017. https://www.childabuseroyalcommission.gov.au/sites/default/files/final_report_-_volume_16_religious_institutions_book_1.pdf.