



# Turabian Guide

## for Master's Students

This guide is designed to acquaint students with Turabian style; how to properly format a paper and cite sources. This guide conforms to Turabian 9<sup>th</sup> Edition standards (published in 2018). However, individual instructors may have varying requirements or preferences for specific assignments. Be sure to consult the instructor and/or the course syllabus to verify any special instructions for assignments. *The instructor's requirements for any assignment take precedence over the information provided in this guide.*

Note that thesis submissions have additional guidelines related to formatting and organization. Students in the thesis writing stage should consult with their thesis supervisor regularly for guidance on thesis preparation. *Likewise, the supervisor's instructions take precedence over the information provided in this guide.*

*B. H. Carroll*

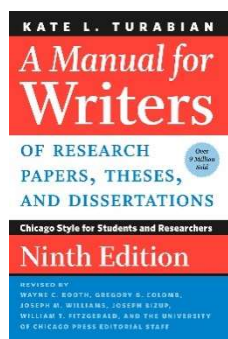
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# GENERAL NOTE ABOUT THE CARROLL TURABIAN GUIDE



This guide is intended to orient new students to Turabian citation style. Turabian is the preferred citation style for many theological publications, as well as the required format for Carroll dissertations and theses. Students are expected to purchase a copy of the official Turabian manual:

Turabian, Kate. *A Manual for Writers of Research Papers, Theses, and Dissertations*. 9th ed. Edited by Wayne C. Booth, Gregory G. Colomb, Joseph M. Williams, Joseph Bizup, and William T. FitzGerald. Chicago, University of Chicago Press, 2018.

*A Manual for Writers*, 9<sup>th</sup> ed. along with any supplemental instructions your instructor might provide, is the comprehensive authority on all Turabian matters. The official Turabian manual will be referenced by section name (Ex. See Section 17.1.1.1, p.171) or simply *A Manual for Writers* (Ex. See p. X of *A Manual for Writers* for more guidance). This guide will occasionally reference its own internal components (Ex. See Appendix A of 'this document' or 'this guide') with hyperlinks for easy navigation.

This guide is *not* intended to advise students on matters of composition or grammar. For guidance with academic writing, please see the [Additional Resources](#) section.

## A Note About Citation Management Tools

In recent years, citation management tools like Zotero and EasyBib have emerged, along with built-in citation generators in academic databases like EBSCO, to automatically format sources and keep a running bibliography (see Figure 1 for an example of an automatically-generated citation from EBSCO). Section 15.6 (p. 147) of *A Guide for Writers* advises researchers to use these tools cautiously, since the researcher is ultimately responsible for correctly formatting citations.

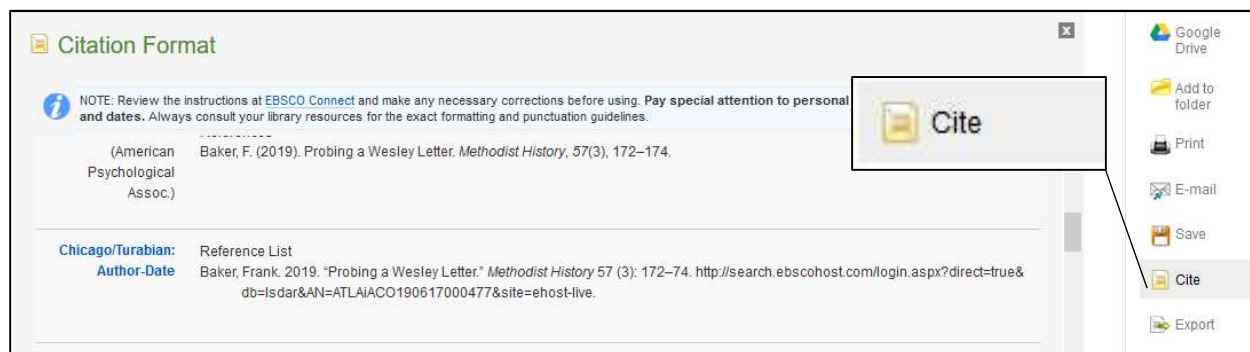


Figure 1: Citation generator in EBSCO databases

Citation management tools work best with conventional types of sources (ex. a book with one author, an article retrieved from an academic database), but less for emerging

formats (ex. a 'tweet' on Twitter, a blog post). Researchers should verify auto-formatted citations with citation standards in *A Manual for Writers*.

## Formatting Changes in the 9<sup>th</sup> edition of *A Manual for Writers*

The last edition of Carroll's Turabian manual was based on the 7<sup>th</sup> edition of *A Manual for Writers*, published in 2007. The latest edition, published in 2018, has several minor formatting changes. The changes reflect the need for guidance with citing emerging formats of information (i.e. ebooks, Twitter posts).

The major changes in the 9<sup>th</sup> edition include:

- Journal articles used headline capitalization and are enclosed in quotation marks.
- Digital object identifiers (DOI) should begin with https://
- Access dates for digital resources are now written before the date of publication (ex. Access January 1, 2020. <http://www.example.com>)
- When citing websites, you must include either the publication date/last modified date OR the date you accessed (preference is given for publication date)
- Even though the use of *Ibid.* to cite a source used consecutively in a paper is discouraged, **Carroll will continue using *Ibid.***
  - *Ibid.* is not italicized. At the beginning of a note, it will be capitalized. Because *Ibid.* is an abbreviation (*Ibidem* or *in the same place*) it should finish with a period; if the source includes a page number, add a comma (,) after *Ibid.*
  - Never use *Ibid.* after a note with more than one reference.
  - Avoid using *Ibid.* to refer to notes that do not appear in the same page.
- Do not italicize digital resources that lack a print counterpart (ex. Wikipedia). If you cite an online resource that is also available in print, italicize it (ex. *New York Times*).

More information on changes in the 9<sup>th</sup> edition of Turabian can be found [here](#) and changes in the 17<sup>th</sup> edition of Chicago can be found [here](#).

## Page Set Up and General Formatting Notes

Margins should be at least **1" on all sides** of the page. See Section A.1.1 (p. 384).

The font chosen should be readable. Times New Roman, 12-point type is preferred, or Arial 10-point font may be used. Use the same font type consistently throughout the paper. The font size may be different for footnotes or endnotes (10-point type, preferred) than for the body of the paper. *Use one space, rather than two, between sentences.*

In general, spacing of all lines in a paper should be double-spaced, except the following, which should be single-spaced:

- Block quotations (Section 25.2.2, p. 361)
- Table titles and figure captions
- Lists in appendixes

Additionally, the following items should be single-spaced with a blank line between each item:

- Some front matter elements, such as the table of contents and lists of figures or tables
- Footnotes or endnotes
- Bibliography or reference list entries

Use only one space (not two) between the end of one sentence and the start of a new one Section A.1.3 (p. 385).

Page numbers usually appear in one of four places: 1) centered on the footer, 2) right-aligned on the footer, 3) centered in the header, or 4) right-aligned in the header (see Section A.1.4.1, p. 385). Choose one of these options and **be consistent throughout the paper**.

The page number should *not* appear on the title page (see Section A.1.4, p. 385)

## FRONT MATTER

See Section A.2.1 (p. 388) of *A Manual for Writers* for specific information related to front matter.

### Title Page

The first page of your document is the Title Page. Note that the title page does *not* include a page number.

For the Title Page for a Carroll course paper, keep in mind the following:

- Set the top margin to 2 inches
- Use headline-style capitalization (capitalize each word) through the page and center-align all the words on the title page
- The title of the paper itself should be in **bold**. If your paper has a subtitle, add a colon after the title and put a space between title and the subtitle.
- Put 4 blank lines (double-spaced hard carriage returns) between the school name and the paper's title
- Put 4 blank lines (double-spaced hard carriage returns) between the paper's title and the "A paper submitted to..." statement
- Put one blank line (double-spaced hard carriage return) between the course information and the "by" statement

- Omit page numbers on title page

This guide contains a [sample title page](#), as does Section A.2.1.7 (pp. 391-92) of *A Manual for Writers*.

## Table of Contents

Papers divided into chapters require a table of contents and sometimes, instructors will require a Table of Contents listing paper section headings—and possibly subheadings. In the event your instructor requires a paper divided into chapters, or wants headings and subheadings rendered in a Table of Contents, please refer to this section of the Guide. Formatting for a Table of Contents is discussed at on Appendix A.2.1.7 (p. 391).

Any time a Table of Contents is used in a Carroll paper, Roman numerals should be used to number that page.

- Head the page with the word **Contents** (initial caps, centered, bold).
- Insert two blank lines following the word **Contents**.
- Begin the Table of Contents with a listing of the parts, and the pages, that follow, in order: chapters, headings and subheadings (first and second level headings only) as they appear in the body (text) of the paper, and bibliography. Format each part flush left.
- In numbering Table of Contents parts or items listed, reference the page on which the item begins, not the full range of pages for the item. Format the page number on which each item starts flush right. Use Roman numerals (i, ii, iii) rather than Arabic numbers.

## BODY OF THE PAPER

Detailed information on formatting the body of the paper can be found in Section A.2.2 (p. 400).

### Headings and Subheadings

Formatting for up to five levels of headings and subheadings are detailed on Appendix A.2.2 (pp. 397-99). *A Manual for Writers* cautions against use of more than three subheading levels.

Consider limiting your uses of headings to the first two levels:

**First Level: Center-Aligned, Boldfaced, and Headline-Styled Capitalization.**

Second Level: Center-Aligned, Regular Typeface, and Headline-Styled Capitalization

In the uncommon event your instructor requires a paper divided into headings and subheadings, please refer to this section of the Guide.



(This guide contains examples of [first-level](#) and [second-level headings](#)).

## Quotations: Run-in and Block

Any time you use a source, either by directly quoting the source or by paraphrasing an idea, you must cite that source. For further details on citation, see the section [“Citing Sources”](#) below. In this section, formatting of quotations in the text (body) of the paper is discussed.

The Turabian Manual discusses two kinds of quotation at Section 7.5 (pp. 74-75), Section 25.2.1-2 (pp. 348-352), and Figure A.9 (p. 392).

The Manual distinguishes between shorter "run-in quotations" of four lines or less from longer "block quotations" of more than five lines.

- **Run-In Quotations:** format like text in the body of the paper.
- **Block Quotations:** should be single-spaced, with left side of the block indented like the first line of a paragraph.

The supplemental pages at the back of this guide contain sample text pages demonstrating use of both [run-in](#) and [block quotations](#).

## URLs (Uniform Resource Locators): Format and Line Breaks

You will likely have to cite URLs for web-based sources in your footnotes and bibliography and possibly in the body of your paper. *A Manual for Writers* discusses general formatting for URLs in Section 15.4.1.3 (p. 144) and line breaks for URLs in Section 20.4.2 (p. 304). Whenever possible, include a **permalink** or **digital object identifier** (DOI) in your citation instead of copying and pasting the URL in the address bar within a database. URLs can change quickly, leaving your reader unable to access your sources.

If your source does not have a permalink or DOI, simply copy the URL *exactly as it appears* in the address bar of your web browser and paste it in your document. Do not add punctuation marks (i.e. a period at the end), capitalize letters (URL addresses are case-sensitive), or enclose the URL in brackets or parentheses (this will break the link). It is not advised to break the URL, but some URLs are too long to fit on a single line. Here are some guidelines for adding line breaks to URLs.

### Line Breaks for Long URLs

While Microsoft Word and other word processors automatically inserts page breaks for URLs longer than one line, *A Manual for Writers* has specific instructions on where to create breaks in long URLs. If a URL does not fit on a single line, the break should be made:



- *before* a single slash (/), a period, a hyphen (-), or any other punctuation mark,
- *before or after* an equal sign (=) or an ampersand (&), or
- *after* a colon (:) or double slash (//).

A hyphen *should never be added to* a URL to denote a line break. Simply copy the URL from your web browser and paste it in your document. Insert a space with the spacebar (NOT the Enter key) where needed.

This guide also contains examples of how to sources with URLs in both the [notes-bibliography style](#) and [reference list style](#). Additionally Section 20.4.2 (p. 304) of *A Manual for Writers* has several examples of URLS with appropriate line breaks.

## CITING SOURCES: THE BASICS

Any time you use a source, either by *directly quoting* the source or by *paraphrasing an idea*, you must cite that source. Chapter 15 of *A Manual for Writers* discusses general citation practices.

When citing sources using Turabian style, two options are available:

1. **Footnotes/endnotes accompanied by a bibliography** (referred to as “bibliography style” or “notes-bibliography style”) Bibliography style is the citation option utilized in most Carroll courses and programs. Chapters 16 & 17 of *A Manual for Writers* discusses this form.

Examples of the bibliography style in guide will be indicated with:

**N** for footnotes or endnotes

**B** for bibliographic entries

2. **Parenthetical references accompanied by a reference list** (referred to as “reference list style” or “author-date style”). Reference list style is typically used in the social sciences (psychology and sociology) and physical sciences. Chapters 18 & 19 of *A Manual for Writers* discusses this form.

Examples of the reference list style in guide will be indicated with:

**P** for parenthetical citations

**R** for reference list entries

Both forms are outlined in this guide, while comprehensive guidelines can be found in *A Manual for Writers*. Examples of citations in this guide will be given in [blue font](#), though students should use their default font color (black) of their word processor. Your instructor will advise you on the appropriate form, along with any other formatting instructions.



## FORM 1: NOTES/BIBLIOGRAPHY FORM

When bibliography style is used, a superscript number at the end of the sentence where the quotation or paraphrase is used lets the reader know that you have referenced a source. Here is an example:

He wrote: "The perfect surrender and humiliation was undergone by Christ:

perfect because He was God, surrender and humiliation because He was man."<sup>1</sup>

Indicate the citation with a no. in superscript ↗

The superscript number should correspond with the note giving information on the source being cited. This may be done on the page where the citation occurs (called a footnote) OR in a notes listing compiled at the end of the paper (called an *endnote*). Consult with your instructor on their preference for either footnotes or endnotes.

The pattern for all footnotes or endnotes is as follows:

Indent 1 Space ↗  
Note Number ↗  
Author Name (First Name, Surname) ↗  
Title of Source ↗  
Publication Place, Publisher, Year of Pub. ↗  
1. C. S. Lewis, *The Case for Christianity* (New York: Simon & Schuster, 1996), 51. ↗  
Page no. ↗

The bibliography should be listed at the end of the paper, beginning on a new page. Bibliographic entries are like notes, but they have a slightly different form. Bibliographic entries follow this general pattern:

Author Name (Surname, First Name) ↗  
Title of Source ↗  
Publication Place, Publisher, Year of Pub. ↗  
Lewis, C. S. *The Case for Christianity*. New York: Simon & Schuster, 1996.

Use Hanging Indent for bibliographic citations (Second & subsequent lines are indented ½ in on the left margin) ↗

Chapter 16 of *A Manual for Writers* includes numerous examples of formatting footnotes or endnotes (p. 149). In general, you should:

- Indent the first line of each note as you would a paragraph
- Begin each note with its reference number, printed as regular text with a period and space between the number and the text of the note. Superscript (the default in Microsoft Word) may be used for the numbers, though regular text is preferred. To convert the note numbers from superscript to regular text, do the following for each note:
  - After you have inserted the note, select it with your cursor.
  - Go to the "Font" menu and uncheck the box labeled "Superscript." While here, make sure the text size and font are correct (i.e. Times New Roman, size 12). Make the font and font size the same as the text of your paper.
  - Hit "OK."

Keep in mind that the note numbers used in the body of your paper should always be formatted as superscript (ex. <sup>1</sup>). Regular text size should only be used for footnote or endnote numbers appearing in the notes section(s) on the page of citation (footnotes) or the end of the document (endnotes).

Use shortened notes subsequently to the first full citation as needed. This may be used to shorten a note when the full bibliographic information for the same work has already been presented earlier in the paper. Example:

25. C. S. Lewis, *The Case for Christianity* (New York: Simon & Schuster, 1996), 51.

26. David G. Myers, "On Professing Psychological Science and Christian Faith," *Journal of Psychology and Christianity* 15, no. 2 (Summer 1996): 146.

27. Lewis, *Case*, 56.  Example of shortened citation

## Basic Patterns in Notes-Bibliography Form

Chapter 16 of *A Manual for Writers* covers the notes-bibliography form in depth.

The Bible and Other Sacred Works (see Section 17.8.2, p. 203)

Cite these types of sources in footnotes or endnotes. They do not need to be included in the bibliography. When citing the Bible, include the name of the book, abbreviated. Also, include the chapter number and verse number, but not a page number. Identify the version of the Bible you are using in the first citation. (See pp. 351-54 for the lists of abbreviations for books of the Bible and versions of the Bible.)

Use the pattern below when citing the Bible or other sacred works.

**N**            1. 2 Cor. 4:16-18 (RSV)

Book with One Author (see Section 17.1.1, p. 171)

**N**            1. C. S. Lewis, *The Case for Christianity* (New York: Simon & Schuster, 1996), 51.

**B**            Lewis, C. S. *The Case for Christianity*. New York: Simon & Schuster, 1996.

Book with Multiple Authors (see Section 17.1.1, p. 171)

**N**            1. Henry T. Blackaby and Claude V. King, *Experiencing God: Knowing and Doing the Will of God* (Nashville: Broadman & Holman, 2004), 80.

**B**            Blackaby, Henry T., and Claude V. King. *Experiencing God: Knowing and Doing the Will of God*. Nashville: Broadman & Holman, 2004.

Book with Two Editors, No Author Listed (see Section 17.1.2, p. 172)

**N**            1. Charles F. Pfeiffer and Everett F. Harrison, ed., *The Wycliffe Bible Commentary* (Chicago: Moody Press, 1990), 451.

**B**            Pfeiffer, Charles F., and Everett F. Harrison, eds. *The Wycliffe Bible Commentary*. Chicago: Moody Press, 1990.

Journal Article (see Section 17.2, p. 187)

**N**            1. David G. Myers, "On Professing Psychological Science and Christian Faith," *Journal of Psychology and Christianity* 15, no. 2 (Summer 1996): 146.

**B**            Myers, David G. "On Professing Psychological Science and Christian Faith." *Journal of Psychology and Christianity* 15, no. 2 (Summer 1996): 143-9.

Journal Article from an Online Database (see Section 17.2, p. 187)

- N** 1. Thomas H. Tobin, "What Shall We Say that Abraham Found? The Controversy behind Romans 4," *Harvard Theological Review* 88 (October 1995): 439, [http://firstsearch.oclc.org/WebZ/FTFETCH?sessionid=fsapp8-55452-gbtqbu5zjztl6:entitypagenum=12:0:rule=100:fetchtype=fulltext:dbname=WilsonSelectPlus\\_FT:recno=1:resultset=3:ftformat=HTML:format=BI:isbillable=TRUE:numrecs=1:isdirectarticle=FALSE:entityemailfullrecno=1:entityemailfullresultset=3:entityemailftfrom=WilsonSelectPlus\\_FT:](http://firstsearch.oclc.org/WebZ/FTFETCH?sessionid=fsapp8-55452-gbtqbu5zjztl6:entitypagenum=12:0:rule=100:fetchtype=fulltext:dbname=WilsonSelectPlus_FT:recno=1:resultset=3:ftformat=HTML:format=BI:isbillable=TRUE:numrecs=1:isdirectarticle=FALSE:entityemailfullrecno=1:entityemailfullresultset=3:entityemailftfrom=WilsonSelectPlus_FT:)
- B** Tobin, Thomas H. "What Shall We Say that Abraham Found? The Controversy behind Romans 4." *Harvard Theological Review* 88 (October 1995): 437-452. [http://firstsearch.oclc.org/WebZ/FTFETCH?sessionid=Fsapp8-55452-gbtqbu5zjztl6:entitypagenum=12:0:rule=100:fetchtype=fulltext:dbname=WilsonSelectPlus\\_FT:recno=1:resultset=3:fformat=HTML:format=BI:isbillable=TRUE:numrecs=1:isdirectarticle=FALSE:entityemailfullrecno=1:entityemailfullresultset=3:entityemailftfrom=WilsonSelectPlus\\_FT:](http://firstsearch.oclc.org/WebZ/FTFETCH?sessionid=Fsapp8-55452-gbtqbu5zjztl6:entitypagenum=12:0:rule=100:fetchtype=fulltext:dbname=WilsonSelectPlus_FT:recno=1:resultset=3:fformat=HTML:format=BI:isbillable=TRUE:numrecs=1:isdirectarticle=FALSE:entityemailfullrecno=1:entityemailfullresultset=3:entityemailftfrom=WilsonSelectPlus_FT:)

Some online sources provide a permanent identifier such as a digital object identifier (DOI). In such cases, the DOI may be used instead of the website address (see, section 15.4.1.3, p. 145). An example is provided below.

- N** 1. Jerome H. Neyrey, "God, Benefactor and Patron: The Major Cultural Model for Interpreting the Deity in Greco-Roman Antiquity," *Journal for the Study of the New Testament* 27, no. 4 (June 2005): 488, <https://doi:10.1177/0142064X05055749>
- B** Neyrey, Jerome H. "God, Benefactor and Patron: The Major Cultural Model for Interpreting the Deity in Greco-Roman Antiquity." *Journal for the Study of the New Testament* 27, no. 4 (June 2005): 465-492. <https://doi:10.1177/0142064X05055749>.

Online/Electronic Book (see Section 17.1.10, p. 186)

In general, electronic book citations found on the web should list the complete web address where the source may be found (as in the example below).

- N** 1. Walter Rauschenbusch, *A Theology for the Social Gospel* (New York: Macmillan, 1919), 77, [http://books.google.com/books?id=Jaw8AAAAAYAAJ&printsec=frontcover&dq=Gospel&hl=en&ei=mU1QTerfEYL8Aa3493IDg&sa=X&oi=book\\_result&ct=result&resnum=10&ved=0CGgQ6AEwCQ#v=onepage&q&f=false](http://books.google.com/books?id=Jaw8AAAAAYAAJ&printsec=frontcover&dq=Gospel&hl=en&ei=mU1QTerfEYL8Aa3493IDg&sa=X&oi=book_result&ct=result&resnum=10&ved=0CGgQ6AEwCQ#v=onepage&q&f=false).
- B** Rauschenbusch, Walter. *A Theology for the Social Gospel*. New York: Macmillan, 1919. <http://books.google.com/books?id=Jaw8AAAAAYAAJ>

[&printsec=frontcover&dq=Gospel &hl=en&ei=mU1QTerfEYL-8Aa3493IDg&sa=X&oi=book\\_result&ct=result&resnum=10&ved=0CGgQ6AEwCQ#v=onepage&q&f=false.](#)

When an electronic version of a book is downloaded from a commercial database, such as ProQuest, the URL is not needed. The following citation pattern may be used:

**N**            1. Thomas Jackson and Robert Sanderson, *Two Treatises on the Church* (London: Elliot Stock, 1901), 3, Logos.

**B**            Jackson, Thomas, and Robert Sanderson. *Two Treatises on the Church*. London: Elliot Stock, 1901. Logos.

Kindle and Other Personal E-book Services (see Section 17.1.10, p. 186)

E-books access from personal subscription services have app-specific page numbers. The pagination changes depending on the device use to read the book (i.e. a laptop vs. a tablet). Omit the page number and use fixed markers, like sections or chapters, to help readers who might be accessing the ebook on a different type of device.

**N**            1. Malcolm Gladwell, *Outliers: The Story of Success* (Boston: Little, Brown, 2008), chap. 1, sec. 4, Kindle.

**B**            Gladwell, Malcolm. *Outliers: The Story of Success*. Boston: Little, Brown, 2008. Kindle.

Some online sources provide a permanent identifier such as a digital object identifier (DOI). In such cases, the DOI may be used instead of the website address (see p. 138, section 15.4.1, and p. 243, section 19.1.8). An example of an electronic version of an edited book with a DOI is provided below.

**N**            1. Thomas Christensen, ed., *The Cambridge History of Western Music Theory* (Cambridge, UK: Cambridge University Press, 2002), 29, <https://doi:10.1017/CHOL9780521623711>.

**B**            Christensen, Thomas, ed. *The Cambridge History of Western Music Theory*. Vol. 1. Cambridge, UK: Cambridge University Press, 2002. <https://doi:10.1017/CHOL9780521623711>.

Web Site (see Section 17.5, p. 194)

Web pages often lack a fixed publication date. When available, share the latest date of publication (ex. 'Last modified July 1, 2016'). If there is no date listed, document the date you accessed the page and use the abbreviation n.d.(for 'no date') to signal an unknown date of publication.

**N**            1. Paul Lusher. n.d. "Psalms, Hymns and Spiritual Songs: Music to Shape the Soul," Center for Church Music, Accessed June 1, 2020.



<http://songsandhymns.org/music-worship/article/psalms-hymns-and-spiritual-songs:-music-to-shape-the-soul>.

- B** Lusher, Paul. n.d. "Psalms, Hymns and Spiritual Songs: Music to Shape the Soul." Center for Church Music. <http://songsandhymns.org/music-worship/article/psalms-hymns-and-spiritual-songs:-music-to-shape-the-soul>.

B. H. CARROLL THEOLOGICAL INSTITUTE

TITLE OF PAPER: 1<sup>ST</sup> LINE LONGER

2<sup>ND</sup> LINE OF TITLE

A PAPER SUBMITTED TO

DR. JOE INSTRUCTOR

IN PARTIAL FULFILLMENT OF THE  
REQUIREMENTS FOR THE COURSE

BHCTI 5000 GATEWAY

BY

STUDENT NAME

JANUARY 20, 2020

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## Introduction

"Sancte Socrates, ora pro nobis."<sup>1</sup> Erasmus dictio erat, tempus Reformationis Humanist catholicam nota. Quote eius a documentis antiquis philosophus ille aestimatus est; si consideretur tantum ut ubique Graecas literas ad indicium vigeat Renaissance tempus absolute ut ideam sine comment. Sed forte subsit veteres Socrates postea sententias diximus; et mirum esse philosophorum sententias vel abysmally humiliabit eos. In brevi charta data ego arguere ex duabus Socratis significant perceptiones stratum Fathers- Justini martyris ecclesiam Tertullian.

Ut bene cum vehitur disputatione breviter Philosophi; deinde huiusmodi exempla possumus mane sacrificium Christianorum positivus sive negativus Appraisals Socratis (ex quo et ceteris illis); deinde finis, aditus innuit amplius quaerendum.

2.500 annorum spatio tamen cognoscitur Socrates "egregiam multis modis, quod figura provocet fovet et excitat."<sup>2</sup> Born in CDLXX forte in B.C. LXX annorum et mortuus est in CCCXCIX B.C. Socrates Vita mutatur in verbo eius mane 40s auctoritatem (Delphicum oraculum), nemo sapientior quam Socrates testatur. In hoc sensu facere conari, focum Socratis ratio facta inquisitione; quaestione alii solutiones quaerere et respondendi ratione sibi multos amicos. Religiosi in patria Athenas obiceretur spe perdidit illum; Socrates autem perseverantes dimiserunt adinventiones usu et recepta sententia est hoc quod videbat sanabatur, sed ex divino mandato compromissum.

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1. Desiderius Erasmus, *Colloquies of Erasmus*, vol. 1, ed. E. Johnson, trans. N. Bailey, (London: Reeves and Taylor, 1878), 186, <http://books.google.com/books?id=WjEllSTtJqwC>.

2. C. C. W. Taylor, *Socrates: a Very Short Introduction* (Oxford: Oxford University Press, 2000), 105, ProQuest Ebrary.

Haec sententia non esse necessariam, sed ordinatur ad finem paginae cum elegantia. Quae qui scripsit, non est aliquid.

### Jesus as the Word of God

Positive sermo Socratis apud Christianos est primum in the Writings of Justin Martyr (A.D. 100-165). In 46th capitulo primo de sua Apologia, Justin, tumultuosior magis facit ad intentionem Philosophi status:

'Nos didicistis Christum primogenitum Dei esse verbum, de quo supra diximus omni genere hominum participes; et eos qui ratione Christiani etiamsi visum athei ut apud Graecos Socrates .... ['We have been taught that Christ is the first-born of God, and we have declared above that he is the Word of whom every race of men were partakers; and those who lived reasonably are Christians, even though they have been thought atheists; as, among the Greeks, Socrates....']<sup>3</sup>

Et ad Christum, Primogenitum Dei potius ex Scriptura Sacra Colossians 1:15; et potuit Petrus dicit Act X: 34-35 aperuerit ostium pro salute Iustinus, ut aiunt, in context Multiracial; unde hortus Bissexum non licere - Verbum Christi omnium gentium vocando se - qui ad christianam (ut supra dicitur Iustinus) recte vivere, ut Socrates? Tacitus de ambiguitate unico termino fundatur contendit; "Verbum logos, quod est rationis et verbum, et ab initio sui Evangelii titulus Iohannes Iesum Verbum."<sup>4</sup> Justin Hoc dat intelligi CD annus preemption Socrates in titulum Christianus etiam ante auctor

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3. A. Roberts, J. Donaldson, and A. C. Coxe, *The Ante-Nicene Fathers: Translations of the Writings of the Fathers down to A.D. 325* (Oak Harbor, WA: Logos Research Systems), 178. Logos.

4. John Ferguson, ed., *Socrates: A Source Book* (London: The Open University, 1970), p. 303.

magna.<sup>5</sup> Lectione text in hoc loco Sparks lustini; references in eodem loco, et quod "habitavit merito, est a text of meta logou, cum ratione, 'seu' in

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5. Adam Sparks, "Was Justin Martyr a Proto-Inclusivist?" *Journal of Ecumenical Studies* 43, no. 4 (2008), ProQuest.

## Bibliography

- Erasmus, Desiderius. *Colloquies of Erasmus*, vol. 1. Edited by E. Johnson. Translated by N. Bailey. London: Reeves and Taylor, 1878. <http://books.google.com/books?id=WjElSTtJqwC>.
- Ferguson, John, ed. *Socrates: A Source Book*. London: The Open University, 1970.
- Roberts, A., J. Donaldson, and A. C. Coxe. *The Ante-Nicene Fathers: Translations of the Writings of the Fathers down to A.D. 325*. Oak Harbor, WA: Logos Research Systems. Logos e-book.
- Sparks, Adam. "Was Justin Martyr a Proto-Inclusivist?" *Journal of Ecumenical Studies* 43, no. 4 (2008). ProQuest Ebook Central.
- Taylor, C. C. W. *Socrates: A Very Short Introduction*. Oxford: Oxford University Press, 2000. ProQuest Ebook Central.



## FORM 2: REFERENCE LIST STYLE (WITH PARENTHETICAL CITATIONS)

Reference list style is also known as author-date style. When using this method of citing sources, a parenthetical citation is used following the referenced material. At the end of the paper, all sources should be recorded in a reference list.

Parenthetical citations should include the following information:

- Author
- Date
- Relevant page number(s)

Here is a general example:

He wrote: "The perfect surrender and humiliation was undergone by Christ: perfect because He was God, surrender and humiliation because He was man" (Lewis 1996, 51).

Note that the parenthetical reference includes no punctuation except a comma separating the year of publication and the page number cited.

Reference list entries follow this general format:

Author's Last Name, Author's First Name. Year of Publication. *Title of Source: Subtitle of Source*. Publication Place: Publisher's Name.

Here is a general example:

Lewis, C. S. 1996. *The Case for Christianity*. New York: Simon & Schuster.

For reference list entries, use headline style for capitalizing book, journal, magazine, or newspaper titles. Arrange entries alphabetically by the last name of the author or editor of the entry. If your reference list contains two works by the same author, arrange them chronologically by publication date. For each entry, the top line should be left aligned. Any subsequent lines for the entry should be indented. When multiple works by the same author are used, include the author's name in the first entry only. For subsequent entries, replace the author's name with an orphan (a 3-em dash). (See Section 18.2, p. 228).

## Basic Patterns for Reference List Style

### The Bible and Other Sacred Works (see Section 19.8.2, p. 271)

Cite these types of sources in parenthetical citations. They do not need to be included in the reference list. When citing the Bible, include the name of the book, abbreviated. Also, include the chapter number and verse number, but not a page number. Identify the version of the Bible you are using in the first citation. (See Section 24.6, p. 351 for the lists of abbreviations for books of the Bible and versions of the Bible.)

Use the pattern below when citing the Bible or other sacred works.

**P** (2 Cor. 4:16-18 [RSV])

### Book with One Author (see Section 19.1.1, p. 238)

**P** (Lewis 1996, 51)

**R** Lewis, C. S. 1996. *The case for Christianity*. New York: Simon & Schuster.

### Book with Multiple Authors (see Section 19.1.1, p. 238)

**P** (Blackaby and King 2004, 80)

**R** Blackaby, Henry T., and Claude V. King. 2004. *Experiencing God: Knowing and Doing the Will of God*. Nashville: Broadman & Holman.

### Book with Two Editors, No Author Listed (see Section 19.1.2, p. 239)

**P** (Pfeiffer and Harrison 1990, 451)

**R** Pfeiffer, Charles F., and Everett F. Harrison, eds. 1990. *The Wycliffe Bible C Commentary*. Chicago: Moody Press.

### Journal Article in Print (see Section 19.2, p. 254)

**P** (Myers 1996, 146)

**R** Myers, David. 1996. "On Professing Psychological Science and Christian Faith." *Journal of Psychology and Christianity* 15, no. 2 (Summer): 143-49.

### Journal Article from an Online Database (see Section 19.2, p. 254)

**P** (Tobin 1995) or, if page numbers are provided: (Tobin 1995, 439)

**R** Tobin, Thomas. 1995. "What Shall We Say That Abraham Found? The Controversy Behind Romans 4." *Harvard Theological Review* 88 (October): 437-452. FirstSearch.

Some online sources provide a permanent identifier such as a digital object identifier (DOI). In such cases, the DOI may be used instead of the website address (see p. 138, section 15.4.1, and p. 243, section 19.1.8). An example is provided below.

**P** (Neyrey 2005) or, if page numbers are provided: (Neyrey 2005, 488)

**R** Neyrey, Jerome H. 2005. "God, Benefactor and Patron: The Major Cultural Model for Interpreting the Deity in Greco-Roman Antiquity." *Journal for the Study of the New Testament* 27, no. 4 (June): 465-492. <https://doi.org/10.1177/0142064X05055749>.

Online/Electronic Book (see Section 19.1.10, p. 253)

Electronic books should follow the citation rule for books in print. If you retrieved the book online from the open web (i.e. not through a subscription ebook service like Kindle or a commercial database like ProQuest Ebook Central), you should include the DOI or the URL for the book.

**P** (Strunk and White 2000, 77)

**R** Strunk, William, Jr., and E.B. White. 2000. *The Elements of Style*. 4<sup>th</sup> ed. New York: Allyn & Bacon. <http://www.jlakes.org/ch/web/The-elements-of-style.pdf>.

When an electronic version of a book is downloaded from a site such as books.logos.com or another e-book source, the following citation pattern may be used:

**P** (Jackson and Sanderson 1901, 3)

**R** Jackson, Thomas, and Robert Sanderson. 1901. *Two Treatises on the Church*. London: Elliot Stock. <https://books.logos.com/#q=two%20treatises%20of%20the%20church/1&content=/books/5828&tab=search>.

Some online sources provide a permanent identifier such as a digital object identifier (DOI). In such cases, the DOI may be used instead of the website address (see p. 138, section 15.4.1, and p. 243, section 19.1.8). An example of an electronic version of an edited book with a DOI is provided below.

**P** (Christensen 2002, 1:29)

**R** Christensen, Thomas, ed. 2002. *The Cambridge Story of Western Music Theory*. Vol. 1. Cambridge, UK: Cambridge University Press. [https://doi:10.1017/CHOL9780521623711](https://doi.org/10.1017/CHOL9780521623711).

Kindle and Other Personal E-book Services (see Section 19.1.10, p. 253)

E-books access from personal subscription services have app-specific page numbers. The pagination changes depending on the device use to read the book (i.e. a laptop vs. a tablet). Omit the page number and use fixed markers, like sections or chapters, to help readers who might be accessing the ebook on a different type of device.

**P**      (Gladwell 2008 chap. 1, sec. 4)

**R**      Gladwell, Malcolm. *Outliers: The Story of Success*. Boston: Little, Brown, 2008. Kindle.

Web Site (see Section 19.5, p. 261)

Web pages often lack a fixed publication date. When available, share the latest date of publication (ex. 'Last modified July 1, 2016'). If there is no date listed, document the date you accessed the page and use the abbreviation n.d.(for 'no date') to signal an unknown date of publication.

**P**      (Lusher n.d.)

**R**      Lusher, Paul. n.d. "Psalms, Hymns and Spiritual Songs: Music to Shape the Soul." Center for Church Music. Accessed January 20, 2020.  
<http://songsandhymns.org/music-worship/article/psalms-hymns-and-spiritual-songs:-music-to-shape-the-soul>.

B. H. CARROLL THEOLOGICAL INSTITUTE

TITLE OF PAPER: 1<sup>ST</sup> LINE LONGER

2<sup>ND</sup> LINE OF TITLE

A PAPER SUBMITTED TO

DR. JOE INSTRUCTOR

IN PARTIAL FULFILLMENT OF THE  
REQUIREMENTS FOR THE COURSE

BHCTI 5000 GATEWAY

BY

STUDENT NAME

20 JANUARY 2011

## Contents

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## Introduction

"Sancte Socrates, ora pro nobis" (Erasmus 1878, 186). Erasmus dictio erat, tempus Reformationis Humanist catholicam nota. Quote eius a documentis antiquis philosophus ille aestimatus est; si consideretur tantum ut ubique Graecas literas ad indicium vigeat Renaissance tempus absolute ut ideam sine comment. Sed forte subsit veteres Socrates postea sententias diximus; et mirum esse philosophorum sententias vel abysmally humiliabit eos. In brevi charta data ego arguere ex duabus Socratis significant perceptiones stratum Fathers- Justini martyris ecclesiam Tertullian.

Ut bene cum vehitur disputatione breviter Philosophi; deinde huiusmodi exempla possumus mane sacrificium Christianorum positivus sive negativus Appraisals Socratis (ex quo et ceteris illis); deinde finis, aditus innuit amplius quaerendum.

2.500 annorum spatio tamen cognoscitur Socrates "egregiam multis modis, quod figura provocet fovet et excitat" (Taylor 2000, 105). Born in CDLXX forte in B.C. LXX annorum et mortuus est in CCCXCIX B.C. Socrates Vita mutatur in verbo eius mane 40s auctoritatem (Delphicum oraculum), nemo sapientior quam Socrates testatur. In hoc sensu facere conari, focum Socratis ratio facta inquisitione; quaestione alii solutiones quaerere et respondendi ratione sibi multos amicos. Religiosi in patria Athenas obiceretur spe perdidit illum; Socrates autem perseverantes dimiserunt adinventiones usu et recepta sententia est hoc quod videbat sanabatur, sed ex divino mandato compromissum.

Haec sententia non esse necessariam, sed ordinatur ad finem paginae cum elegantia. Qua religiosi in patria Athenas obiceretur spe perdidit illum; Socrates autem



perseverantes dimiserunt ad inventiones usu et recepta sententia est hoc quod videbat sanabatur, sed ex divino mandato compromissum;  
Qui scripsit, non est aliquid.

## **Anxiety**

Positive sermo Socratis apud Christianos est primum in the Writings of Justin Martyr (A.D. 100-165). In 46th capitulo primo de sua Apologia, Justin, tumultuosior magis facit ad intentionem Philosophi status:

'Nos didicistis Christum primogenitum Dei esse verbum, de quo supra diximus omni genere hominum participes; et eos qui ratione Christiani etiamsi visum athei ut apud Graecos Socrates .... ['We have been taught that Christ is the first-born of God, and we have declared above that he is the Word of whom every race of men were partakers; and those who lived reasonably are Christians, even though they have been thought atheists; as, among the Greeks, Socrates....'] (Roberts, Donaldson, and Coxe n.d., 178)

Et ad Christum, Primogenitum Dei potius ex Scriptura Sacra Colossians 1:15; et potuit Petrus dicit Act X: 34-35 aperuerit ostium pro salute Iustinus, ut aiunt, in context Multiracial; unde hortus Bissexum non licere - Verbum Christi omnium gentium vocando se - qui ad christianam (ut supra dicitur Iustinus) recte vivere, ut Socrates? Tacitus de ambiguitate unico termino fundatur contendit; "Verbum logos, quod est rationis et verbum, et ab initio sui Evangelii titulus Iohannes Iesum Verbum" (Ferguson 1970, 303). Justin Hoc dat intelligi CD annus preemption Socrates in titulum Christianus etiam ante auctor magna (Sparks 2008). Lectione text in hoc loco Sparks Iustini; references in eodem loco, et quod "habuit merito, est a text of meta logou, cum ratione, 'seu' in

## References

- Erasmus, Desiderius. 1878. *Colloquies of Erasmus*, vol. 1. Ed. E. Johnson. Trans. N. Bailey. London: Reeves and Taylor. Google Books.
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- Roberts, A., J. Donaldson, and A. C. Coxe. n.d. *The Ante-Nicene Fathers: Translations of the writings of the Fathers down to A.D. 325*. Oak Harbor, WA: Logos Research Systems. Logos e-book.
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- Taylor, C. C. W. 2000. *Socrates: a very short introduction*. Oxford: Oxford University Press. ProQuest Ebook Central.

## BACK MATTER

Back matter includes any information that follows the main body of your report. Back matter can include items such as

- appendix(es),\*
- glossary of terms, \*
- illustrations, \*
- endnotes\*
- a bibliography (notes-bibliography form) or reference list (parenthetical citation form)

*\*Optional back matter components, typically used in theses & dissertations rather than standard term papers*

See Appendix A.2.3 (p.405) of *A Manual for Writers* for specific formatting standards for back matter.

## ADDITIONAL RESOURCES

### **Turabian Citation Quick Guide**

*A concise guide released by the publisher of A Manual for Writers on citing sources, contains numerous examples of citations*

<https://www.chicagomanualofstyle.org/turabian/citation-guide.html>

### **EasyBib Chicago/Turabian Guide**

*A Turabian citation guide with ample illustrations to help new researchers locate the elements (ex. publisher, publication date, etc.)*

<https://www.easybib.com/guides/citation-guides/chicago-turabian/>

### **Purdue Online Writing Lab (OWL)**

*A comprehensive guide to academic writing and composition*

[https://owl.purdue.edu/owl/general\\_writing/index.html](https://owl.purdue.edu/owl/general_writing/index.html)

### **Strunk & White's *The Elements of Style***

*A classic primer on writing, grammar, and punctuation, divided into short chapters.*

<http://www.jlakes.org/ch/web/The-elements-of-style.pdf>

### **Grammarly**

*A free grammar & spell checker that can be an 'add on' in Microsoft Word or an extension of a web browser.*

<https://www.grammarly.com/>