**Footnotes & Bibliography**

**(over)simplified**

“You should include a footnote each time you use a source, whether through a direct quote or through a paraphrase or summary. Footnotes will be added at the end of the page on which the source is referenced.”[[1]](#footnote-1)

To add a footnote in MS Word, click on “References” then click on “Insert Footnote.” It will automatically add numbers in sequence.

The footnote goes at the end of the quote, or the paraphrased information.

The format of information is different for the footnote than it is for your bibliography. Note differences below.

**Web:**

**Footnote or Endnote:**

      1. Firstname Lastname, “Title of Web Page,” P*ublishing Organization or Name of Website in Italics*, publication date and/or access date if available, URL.

**Corresponding Bibliographical Entry:**

Lastname, Firstname. “Title of Web Page.” *Publishing Organization or Name of Website in Italics*. Publication date and/or access date if available. URL.

**Book:**

**Footnote or endnote:**

   1. Firstname Lastname, *Title of Book* (Place of  publication: Publisher, Year of publication), page number.

**Corresponding bibliographical entry:**

Lastname, Firstname. *Title of Book*. Place of publication: Publisher, Year of publication.

Bibliography

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Pitsula, James M. *Keeping Canada British : the Ku Klux Klan in 1920s Saskatchewan.* Vancouver: UBC Press, 2013

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1. Jessica Clements et al. “General Format,” The Purdue OWL, April 3, 2013. <https://owl.english.purdue.edu/owl/resource/717/2/>. [↑](#footnote-ref-1)