# Chicago Style- Required Fields for Each Contribution Type in School of Music

[Publications Screen]

Publications are grouped for automatic formatting in reports. Required fields for a complete Chicago citation are listed.

- **Chicago format type “Book/Book Chapter”**
  - **Contribution Types:**
    - Books
    - Book Chapters
    - Books, Textbooks
    - Broadcast Media
    - Compact Disc Liner Notes
    - Concert Program Notes
    - Conference Proceedings
    - Dictionary/Encyclopedia Articles
    - Instructional Materials
    - Manuscripts
    - Monographs
    - Music Scholarly or Performance Editions of a Composition
    - Papers
    - Research Reports
    - Scholarly Editions of Extant Music
    - Software
    - Software, Instructional
    - Web Publishing (article, blog, wiki, other)
    - Other
  - **Required fields:**
    - Contribution Type
    - Current Publication Status
    - Title of Contribution (also see “Title” for reviews)
    - Title of Larger Work
      - Only required if the contribution is a chapter/section of a larger Book, etc.
    - Series Title
      - Only required for report numbers, e.g. USDA Research Report No.
    - Peer-reviewed
    - **Authors section**
      - First Name, Middle Name/Initial, Last Name (full name)
      - Institution
        - Only required for coauthors from institutions other than KU
    - KU Faculty (check-box)
    - My Record (check-box for self)
    - Student Coauthor
  - **Editors/Translators/Compilers/ and Other Roles section** (Note: This field may not be applicable to all of the contribution types listed above)
    - First Name, Middle Name/Initial, Last Name (full name)
    - Role (Required: Editor)
    - KU Faculty (check-box)
    - My Record (check-box for self)
  - Location
- Publisher
- Page Numbers or Number of Pages
  - Required for Chapters/Sections of Books, etc.
- Date Published (year; month and day where applicable)

- **Chicago format type: “Journal”**
  - Contribution Types:
    - Journal Articles
    - Journal Issues
    - Newsletters
  - Required fields:
    - Contribution Type
    - Current Publication Status
    - Title of Contribution (also see “Title” for reviews)
    - Peer-reviewed
    - **Authors section**
      - First Name, Middle Name/Initial, Last Name (full name)
      - Institution
        - Only required for coauthors from institutions other than KU
      - KU Faculty (check-box)
      - My Record (check-box for self)
      - Student Coauthor
    - Journal Name
    - Volume
    - Issue Number/Edition
    - Page Numbers or Number of Pages
    - Date Published (year; month and day where applicable)

- **Chicago format type: “Periodical”**
  - Contribution Types:
    - Magazine/Trade Publications
    - Newspapers
    - Regular Column in Journals and Newspapers
  - Required fields:
    - Contribution Type
    - Current Publication Status
    - Title of Contribution (also see “Title” for reviews)
    - Peer-reviewed
    - **Authors section**
      - First Name, Middle Name/Initial, Last Name (full name)
      - Institution
        - Only required for coauthors from institutions other than KU
      - KU Faculty (check-box)
      - My Record (check-box for self)
• Student Coauthor
  ▪ Journal Name
  ▪ Volume (where applicable)
  ▪ Issue Number/Edition
  ▪ Page Numbers or Number of Pages
  ▪ Date Published (year; month and day as well where applicable)

• Chicago format type: “Review”
  ▪ Contribution Type:
    ▪ Book Reviews
    ▪ Journal Article Reviews
    ▪ Music Reviews
    ▪ Recording Reviews
    ▪ Reviews
    ▪ Score Reviews
  ▪ Required fields:
    ▪ Contribution Type
    ▪ Current Publication Status
    ▪ Title of Contribution (also see “Title” for reviews)
      ▪ Required if the review itself has a title
    ▪ For Reviews (in section specific for reviews)
      ▪ Review Type
      ▪ Title of Material Reviewed
      ▪ Author/Editor of Material Reviewed + Publisher
    ▪ Peer-reviewed
    ▪ Authors section
      ▪ First Name, Middle Name/Initial, Last Name (full name)
      ▪ Institution
        ▪ Only required for coauthors from institutions other than KU
      ▪ KU Faculty (check-box)
      ▪ My Record (check-box for self)
      ▪ Student Coauthor
    ▪ Journal Name
    ▪ Volume
    ▪ Issue Number/Edition
    ▪ Page Numbers or Number of Pages
    ▪ Date Published (year; month, day where applicable)