

Chicago Notes and Bibliography 17th edition is commonly used in literature, history, and the arts. If you are using CMS Author-Date, then see the other CMS sample paper.

Ask your professor if you need a title page. The title should be centered a third of the way down the page. Name and class information goes a few lines below that. Use a colon between subtitles.

For CMS Notes and Bibliography include a Note at the end of each quote or paraphrase. Notes should be superscripted and have matching Footnotes at the bottom of each page. Footnotes include the source information and specific page numbers from the quotation or paraphrase.

The title should be all in caps.

From Distraction to Education: Technology and the Classroom

See this video from NCC Libraries on how to use Chicago Style. You can jump to different points in the video to help you with specifics like format, citation, and samples: <https://youtu.be/RF-oSX4ZmjQ>

Also see this video from Chegg on a quick rundown of Chicago Style Formatting Basics: <https://youtu.be/g0MYjfoayIc>

Choose fonts no less than ten-point, but twelve-point font is preferred. Times New Roman or Palatino are recommended fonts.

The author's name should be several lines below the title and be centered.

Most commonly, your professor will want your name, the class, their name, and the date. Your professor may have their own preference of how the title page should look like.

Michael B. Stevens
PSYCH 100: General Psychology
Professor Higgs
Feb. 21, 2023

Double-Space all font except for block quotes, table titles, and figure captions. Single space notes and bibliographies but leave an extra space between your note and bibliography entries.

Hook

Many professors discourage the use of laptops in the classroom as a way to prevent students from playing games and browsing Facebook during class. What many people don't realize is that technology can improve classroom instruction if it is used wisely. Although some may still disagree, there has been a strong push for technology in the classroom setting.

Bridge

Thesis

Use notes to cite sources and provide comments. Notes should be superscripted. Include a footnote at the bottom of the page.

Initially, there are some concerns involving technology when it comes to its effectiveness. "When we evaluated the correlation between reported study strategies and students' quiz scores, we did not discover any statistically significant results. Therefore, reported study strategy may not influence the efficacy of the guided notes."¹ As seen in Glowdowski and Thompson's article, the incorporation of technology does not necessarily lead to improvement in student outcomes. How and what technology is used is paramount in its effectiveness.

Topic Sentence

Additionally, some schools such as six Washington Public Schools in the District of Columbia are making budget and policy changes in order to make technology readily available to students. In an article from the Washington Post, Perry Stein discusses a school's plan to shorten the school year and use the money in order to invest into laptop computers for its students.² Such policies will ensure that each student will have access to a laptop for things like research, essay writing, and math. If all goes as planned, students will be able to learn more in less time through the use of technology.

Evidence

Analysis

Close or Link

Ask your professor if you need an access date for online sources. If you need one, then put it before the url or doi.

Moreover, some schools are addressing the inherent challenges of technology in the classroom and do well to address how to meet those challenges head on.

Include a footnote at the bottom of the page every time you quote or paraphrase a source. Footnote numbers are full size, unraised, and are followed by a period. Your note numbers should match your footnote numbers.

1. Glodowski, Kathryn, and Rachel Thompson. "The Effects of Guided Notes on Pre-Lecture Quiz Scores in Introductory Psychology." *Journal of Behavioral Education* 27, no. 1, (March 2018): 113. doi:10.1007/s10864-017-9274-7.

2. Stein, Perry. "District eliminates extended school year, invests more in classroom technology." *Washingtonpost.com*. (21 Feb. 2019): 1. *Gale In Context: Opposing Viewpoints*, <https://link.gale.com/apps/doc/A575328620/OVIC?u=yuca26750&sid=OVIC&xid=4d1c25a0>.

Check with your professor to see if they have a preferred footnote font size. CMS suggests you use the same font style and size as the rest of the paper. Do not use a font smaller than 10pts.

Signal Phrase before a block quote. Use a block quote if the quote is more than four lines long. Block quotes are single spaced.

Indent Block Quote by .5 (hanging indent) and remove quotation marks.

In “Technology in the Classroom,” Alice Armstrong discusses the challenge and training required of educators in order to implement technology effectively:

Remove quotations on block quotes.

These tools do not magically solve all of the problems that classroom teachers face. They come with challenges that educators must meet head on, not the least of which is learning to wield them effectively with students. For those in the profession who are not instinctive users of technology, this challenge can be significant. That's why it is imperative that districts provide faculty with effective training and technical support.³

Not only is it important to find out what is difficult with using technology in the classroom, but it is equally important to acknowledge its uses. Armstrong goes on to explain that when it comes to the use of laptops and tablets, “technology is transforming students into explorers and teachers into guides.”⁴ So, we need to use technology to improve and expand the way that students are learning in a way that is interactive and reinforces what they have already learned.

Restate Thesis

All things considered, despite the hesitation of some, there is a driving force behind the movement to incorporate technology in the classroom. Some people believe that technology may not easily translate into better learning. Many schools are actively changing their educational systems to use more tech in classrooms. Also, there are schools who are meeting the challenges of using technology and are coming up with effective solutions. With the way that schools are embracing technology, students and teachers should take a close look at how they can make the most of it in each class.

Review

Closing Statement

The conclusion should have a restatement of a thesis, review body paragraphs, and have a closing statement.

3. Armstrong, Alice. “Technology in the Classroom It’s Not a Matter of ‘If,’ but ‘When’ and ‘How.’” *Education Digest*, vol. 79, no. 5, (Jan. 2014): 41.
<http://web.a.ebscohost.com/ehost/pdfviewer/pdfviewer?vid=29&sid=506a7a1e-e1a0-4b98-9bda-d5d54260a0c6%40sessionmgr4006>.

4. Armstrong, “Technology in the Classroom,”41

When using footnotes to cite the same source as the one before it, use a shortened form of the citation with the author, short title, and page number. You may leave the title of the work out if the previous note has the title.

Citation for an article from an academic journal. Note that the URL is included, but your professor may ask for the doi.

Bibliography

Citation of an article from a magazine.

Armstrong, Alice. "Technology in the Classroom It's Not a Matter of 'If,' but 'When' and 'How.'" *Education Digest* 79, no. 5 (January 2014): 39–46.
<https://search.ebscohost.com/login.aspx?direct=true&db=a9h&AN=93376851&site=ehost-live&scope=site>.

Glodowski, Kathryn and Rachel Thompson. "The Effects of Guided Notes on Pre-Lecture Quiz Scores in Introductory Psychology." *Journal of Behavioral Education* 27, no. 1 (March 2018): 101–123. doi:10.1007/s10864-017-9274-7.

Citation for a book with two authors

Hacker, Diana and Nancy Sommers. *A Pocket Style Manual*. 8th ed., Bedford St Martins, 2018.

Stein, Perry. "District eliminates extended school year, invests more in classroom technology." *Washingtonpost.com*. (21 February 2019): 1. *Gale in Context Opposing Viewpoints*.
<https://link.gale.com/apps/doc/A575328620/OVIC?u=yuca26750&sid=OVIC&xid=4d1c25a0>.

Citation for an article from a newspaper. Include the year, month, and day for all online sources (if available).

Ask your professor if you need an access date for online sources. If you need one, then put it before the url or doi. Generally, include access dates if publication dates are not listed. In notes, access dates have commas around them (March, 13, 2023,) and in bibliographic entries access dates have periods around them (March, 13 2023.)

Annotated Bibliography

Calkins, Steven and Kelley Garret. "Evaluating internet and scholarly sources across the disciplines: Two case studies." *College Teaching*. 55(4) (2007):151-156.

This article, written by two highly respected college professors and authors, effectively discusses the problem of unintentional online plagiarism by many students lacking in the ability to evaluate, critique, synthesize, and credit online sources properly. Two case studies from different disciplines, which were designed to foster critical evaluation of the internet and scholarly sources, are discussed in detail. I found this article to be useful because much of the content of these case studies can be easily adapted to fit assignments in different academic disciplines. One information literacy assignment in on quarter college at college is not enough. If students are expected to use the internet in a responsible way, educators must provide guidelines and relevant experience that allows students to apply those guidelines in practical ways.

Last Name. "Source Title." *Publisher*. (year): page range. URL or DOI.

Annotated bibliography entry.

Your professor may ask for an Annotated Bibliography instead of a Reference page. In this case, change "References" to "Annotated Bibliography" and include a three to five sentence paragraph after each source that does the following (don't actually color code your annotated bibliography):

1. Summarize the source.
2. Assess the credibility of the source.
3. Explain how this source has lent to the strength of your argument.

Note that you will either need an Annotated Bibliography or a Bibliography, but not both.

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