

chicago manual of style bibliography examples for interviews

chicago manual of style bibliography examples for interviews can be a crucial element in academic and professional writing, ensuring proper attribution and acknowledging the insights gained from direct conversations. Navigating the specifics of citing interviews in a bibliography according to the Chicago Manual of Style (CMOS) can sometimes feel complex, especially with variations in interview types and retrieval methods. This comprehensive guide aims to demystify the process, offering detailed explanations and clear examples that adhere to CMOS guidelines. We will explore how to cite interviews conducted in person, over the phone, via email, and even those found in archives or online repositories. Understanding these nuances will empower writers to confidently construct accurate and compliant bibliographies for any research project.

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Understanding Chicago Style Interview Citations

The Chicago Manual of Style (CMOS) offers a robust framework for citing various sources, and interviews are no exception. The primary goal of any citation is to provide enough information for a reader to locate the original source, whether it's a direct conversation or a published transcript. When citing interviews, CMOS emphasizes clarity and consistency, differentiating between interviews that are unpublished, published, and those that may be accessible through specific archives or digital platforms. The author-date system and the notes-bibliography system are the two main approaches within CMOS, and while the specific format for interviews may slightly differ between them, the core information required remains the same.

The fundamental components of a bibliography entry for an interview include the interviewee's name, the interviewer's name (if different and relevant), the date of the interview, and the location or medium where the interview can be found or was conducted. For unpublished interviews, it is essential to specify the nature of its availability, such as personal possession or institutional archives. Published interviews require details about the publication, much like any other book or article citation. Writers must pay close attention to punctuation, capitalization, and the order of elements to ensure adherence to CMOS standards. The aim is always to make the source discoverable and to give credit where it is due.

Citing Unpublished Interviews

Unpublished interviews, those that have not been formally published in a book, journal, or other

widely distributed medium, require careful consideration in their bibliographic entries. These interviews are typically part of the researcher's personal collection or held within an archive. The key is to provide enough detail so that someone else could potentially access or verify the information. For an interview you conducted yourself, the focus will be on the interviewee, the date, and the fact that it is a personal record.

Interviews Conducted by the Author

When citing an interview you conducted, the entry in the bibliography will typically include the interviewee's full name, followed by the description "interview by [your full name]," the date of the interview, and an indication of its form (e.g., "personal interview," "telephone interview," "email interview"). While CMOS doesn't mandate listing your own name as the interviewer in every instance, it can add clarity, especially if the context isn't immediately obvious. The date should be specific, including the day, month, and year.

For example, a personal interview you conducted might look like this in the bibliography:

- Smith, Jane. Interview by John Doe. October 26, 2023. Personal interview.

If the interview was conducted over the phone:

- Garcia, Maria. Telephone interview by John Doe. November 10, 2023.

And for an email interview:

- Chen, Li. Email interview by John Doe. November 15, 2023.

Interviews Conducted by Others and Held in Archives

If you are citing an interview conducted by someone else and this interview is held in an archive or special collection, you need to provide information about both the interviewee and the location of the interview. This includes the interviewee's name, the interviewer's name (if known and relevant to the source's identification), the date of the interview, and the details of the archive where it is housed, including the collection name and box or file number if applicable. This allows another researcher to locate the specific interview within the archival holdings.

Here is an example of how to cite an archived interview:

- Roberts, David. Interview by Sarah Lee, May 5, 1998. David Roberts Papers, Box 12, Folder 3. Special Collections, University of Chicago Library, Chicago, IL.

It is crucial to be as precise as possible with archival references, as collections can be vast. If the interview is part of a specific oral history project, you should also include the name of that project.

Citing Published Interviews

Published interviews are treated much like other published works, but with specific attention to the nature of the source. Whether the interview appears in a book, a magazine, a newspaper, or an online publication, the bibliographic entry needs to guide the reader to that specific publication. The core information remains the interviewee's name, the interviewer's name (if identified), the title of the interview (if it has one), the publication details, and the date of publication. The key difference from unpublished interviews lies in providing the full publication context.

Interviews Published in Books

When an interview is published as part of a book, either as a standalone chapter or integrated within the text, you will cite it similar to how you would cite a chapter in an edited collection. This includes the interviewee's name, the title of the interview (if it has one), the word "interview" (if not clear from the title), the interviewer's name (if provided), the title of the book, the editor(s) of the book (if applicable), the publisher, and the page numbers where the interview appears. The year of publication of the book is also essential.

An example for an interview in a book:

- Thompson, Eleanor. "A Conversation with Eleanor Thompson." Interview by Robert Green. In *Modern Voices: American Thinkers*, edited by Susan Bell, 45-62. New York: Academic Press, 2022.

If the interview doesn't have a specific title, you can simply state "Interview" or "Interview by [Interviewer Name]".

Interviews Published in Periodicals (Magazines, Newspapers)

Interviews appearing in magazines or newspapers are cited by providing the interviewee's name, the title of the interview (if applicable), the word "interview" (if necessary), the interviewer's name, the title of the periodical, the date of publication, and the page numbers. For online periodicals, you will

also include the URL and an access date if the content is likely to change.

Example of an interview in a magazine:

- Williams, Michael. "The Future of AI: An Interview with Michael Williams." Interview by Emily Carter. *Tech Monthly*, October 15, 2023, 34-39.

Example of an interview in a newspaper:

- Jones, Sarah. "My Journey: Sarah Jones on Activism." Interview by David Lee. *City Chronicle*, November 1, 2023, A4.

For online newspaper or magazine articles, you would add the URL:

- Brown, Kevin. "Navigating the Digital Landscape: A Talk with Kevin Brown." Interview by Anna White. *Online Tech Journal*, December 1, 2023.
<https://www.onlinetechjournal.com/interviews/kevin-brown>.

Special Cases for Interview Citations

Beyond the standard unpublished and published interviews, CMOS also provides guidance for more unique scenarios. These might include interviews found on broadcast media, in online databases, or as part of a larger recorded collection. The principle remains the same: provide sufficient information for retrieval and attribution, adapting the general guidelines to the specific medium.

Broadcast Interviews (Radio or Television)

Citing interviews that aired on radio or television requires indicating the program name, the interviewee, the interviewer, the broadcast network, and the date of broadcast. If the interview is available in a transcribed or archived format, it is good practice to cite that specific version for ease of access. If you viewed a recording or transcript, that should be noted.

An example for a broadcast interview:

- Miller, Robert. "In Conversation with Robert Miller." Interview by Susan Davis. *Evening News*, ABC Network, October 20, 2023.

If you accessed a transcript of this interview:

- Miller, Robert. "In Conversation with Robert Miller." Interview by Susan Davis. Transcript of *Evening News* broadcast, October 20, 2023. Available at [URL or archive location].

Interviews Available Online (e.g., Podcasts, YouTube)

With the rise of digital media, interviews are frequently found on platforms like YouTube or in podcast form. When citing these, you should include the speaker's name, the title of the interview or episode, the name of the podcast or channel, the host/interviewer's name (if specified), the platform, the date of release or upload, and the URL. For podcasts, referencing the episode title is crucial.

Example for a podcast interview:

- Garcia, Sofia. "Artistic Processes with Sofia Garcia." Interview by Mark Johnson. *The Creative Mind* podcast. [Date of episode release].
<https://www.thecreativemindpodcast.com/episodes/sofia-garcia>.

Example for a YouTube interview:

- Patel, Anil. "Anil Patel on Entrepreneurship." Interview by Lisa Wong. YouTube, November 5, 2023. <https://www.youtube.com/watch?v=xxxxxxxxx>.

The Importance of the Interviewer

In many cases, especially in academic writing, the interviewer's name is included as part of the citation. This is because the interviewer frames the questions and influences the direction of the conversation, and their role is often a significant part of the source's context. However, if you are the interviewer and the interview is unpublished and primarily for your own research, you may not always need to list yourself as the interviewer, though doing so can add clarity. Always check specific style requirements or instructor preferences.

Formatting Bibliography Entries for Interviews

The consistent formatting of bibliography entries is paramount in Chicago style. This includes punctuation, capitalization, and the order of information. While the specific details vary slightly between the notes-bibliography system and the author-date system, the core information remains. In the bibliography (which appears at the end of your work), entries are typically arranged alphabetically by the interviewee's last name.

Key formatting points to remember for bibliography entries:

- **Names:** Use the full name of the interviewee. For the interviewer, list their full name as well if it is included in the citation. In the bibliography, the last name of the interviewee comes first, followed by a comma and their first name.
- **Titles:** Titles of interviews, if they exist, are usually enclosed in quotation marks. Titles of books and periodicals are italicized.
- **Dates:** Dates are generally formatted as Month Day, Year.
- **Publication Information:** Include publisher, place of publication, and page numbers as appropriate for the source type.
- **URLs and Access Dates:** For online sources, provide the URL and, if the content is likely to change, the date you accessed it.

The consistency of your formatting across all entries in your bibliography demonstrates attention to detail and scholarly rigor. When in doubt, always consult the latest edition of *The Chicago Manual of Style* for definitive guidance.

The Notes-Bibliography System vs. Author-Date System

While this article focuses on bibliography examples, it's worth noting the difference in how interviews might be cited in footnotes or endnotes within the notes-bibliography system compared to the author-date system. In the bibliography, entries are usually more complete than their first footnote/endnote appearance. The author-date system relies on in-text citations like (Smith 2023), with the bibliography providing the full details. The core information required for an interview remains consistent, but the presentation adapts to the chosen citation method.

Regardless of the system used, the goal is the same: to provide clear, accurate, and complete bibliographic information for every source consulted, including interviews. This ensures academic integrity and allows readers to follow your research trail.

FAQ

Q: How do I cite an interview I conducted myself that I plan to keep in my personal research files?

A: For an unpublished interview you conducted yourself, you would list the interviewee's name, followed by "interview by [your name]," the specific date of the interview, and its format (e.g., "Personal interview," "Telephone interview," "Email interview"). For example: Doe, John. Interview by Jane Smith. November 15, 2023. Personal interview.

Q: What if the interview I want to cite was published online but the website is no longer active?

A: If an online interview is no longer accessible via its original URL, you should indicate this. It is best practice to try and find an archived version if possible. If not, you can cite it as published and note that the link is defunct or has been removed. If you accessed a print version of the same interview (e.g., a magazine article that was also published online), cite the print version.

Q: Should I include the interviewer's name in the bibliography entry for an interview they conducted?

A: Yes, generally you should include the interviewer's name if it is provided with the interview source. It helps to fully identify the context of the interview, especially if the interviewer is a known figure or if their role in shaping the conversation is relevant to your research.

Q: How do I cite a lecture or talk given by someone, which is similar to an interview but might not be explicitly called one?

A: Lectures or talks are typically cited as unpublished or published works depending on their availability. If it's an unpublished lecture you attended, cite it as "Lecture by [Speaker's Name]," date, and location (if applicable). If it's published in proceedings or online, cite it accordingly, similar to an article or chapter.

Q: What is the difference in citing an interview in Chicago style versus MLA style?

A: The primary differences lie in the order of elements, punctuation, and the overall structure of the entry. Chicago style often places more emphasis on the publication medium and date, while MLA might prioritize the author and title differently. Always consult the specific style guide for definitive rules.

Q: If I found an interview transcript in an archive, but it doesn't have a specific title, how should I format it?

A: If the interview transcript in an archive does not have a specific title, you can use the description "Interview" or "Transcript of interview" followed by the interviewee and interviewer names, the date,

and then the archival information. For example: Smith, John. Interview, May 10, 1985. John Smith Papers, Box 3, Folder 1. University Archives, State University Library.

Q: How should I handle interviews conducted via social media direct messages?

A: Interviews conducted via social media direct messages are generally treated as personal, unpublished communication. You would cite them similarly to personal emails or phone calls, including the interviewee's name, the platform, the date, and specifying it as a direct message exchange. For example: Doe, Jane. Direct message to [Your Name], Facebook Messenger, November 20, 2023.

Q: Do I need to italicize the word "interview" in the bibliography entry?

A: No, the word "interview" itself is generally not italicized. It is treated as descriptive text within the citation. However, titles of books, journals, magazines, and newspapers where the interview might be published are italicized.

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