

chicago manual of style footnotes for interviews examples

chicago manual of style footnotes for interviews examples are crucial for academic and professional writing, ensuring proper attribution and credibility for sourced information. This comprehensive guide will delve into the intricacies of citing interviews using Chicago style footnotes, providing clear examples and best practices. We will cover the essential components of a Chicago style footnote for an interview, distinguishing between published and unpublished interviews, and detailing how to format them correctly for both endnotes and footnotes. Understanding these nuances is vital for accurately representing your research and respecting the voices of your interviewees. We will also explore common pitfalls and offer solutions to ensure your citations are accurate and adhere to the rigorous standards of the Chicago Manual of Style.

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Understanding Chicago Style Footnotes for Interviews

The Chicago Manual of Style (CMOS) provides a detailed framework for citing various sources, and interviews are no exception. Properly citing interviews in footnotes is paramount to giving credit to the individuals whose insights you are incorporating into your work. This not only avoids plagiarism but also allows your readers to locate the original source material if they wish to explore it further. The fundamental goal of a footnote is to provide sufficient information for identification and retrieval.

When referencing an interview, the Chicago style emphasizes clarity and completeness. This means including essential details that uniquely identify the interview and the context in which it occurred. Whether the interview is published in a book or journal, or remains in an unpublished form, the principles of accurate citation remain consistent. The distinction between these two types of interviews, however, necessitates slight variations in the footnote format.

Essential Elements of an Interview Footnote

Regardless of whether an interview is published or unpublished, certain core pieces of information are always required in a Chicago style footnote. These elements ensure that the reader can pinpoint the exact source of your information. The absence of any of these can render the citation incomplete

and less useful.

The key components generally include:

- The full name of the interviewee.
- The date of the interview.
- The method of interview (e.g., personal interview, telephone interview, email interview, video call).
- The location of the interview (if applicable and significant).
- The interviewer's name (often implied if the author is the interviewer, but can be explicitly stated).
- Information about where the interview can be accessed (e.g., publication details for published interviews, archival information for unpublished ones).

Formatting Footnotes for Published Interviews

Published interviews are those that have appeared in a book, journal, magazine, newspaper, or other accessible printed or digital medium. The citation for these will resemble the citation for other published works, with specific attention paid to identifying the interview itself.

For a published interview that appears as a standalone piece in a periodical, the format typically includes the interviewee's name, the title of the interview (if any), the name of the publication, the date of publication, and page numbers. If the interview is part of a larger work, such as a collection of interviews or an edited book, the citation will need to reflect the structure of that larger work.

A common format for an interview published in a magazine or newspaper is:

- First Name Last Name of Interviewee, "Title of Interview," *Name of Publication*, Month Day, Year, page number(s).

If the interview is part of a book, the format would be adjusted to include the book's details. The interviewer's role is typically clear from the context of the author's own work.

Formatting Footnotes for Unpublished Interviews

Unpublished interviews are those that have not been formally published in any accessible medium. These might be personal conversations, interviews conducted for a specific research project that remain in the researcher's possession, or interviews held in an archive. Citing these requires a different approach to guide the reader to the material.

For unpublished interviews, the footnote needs to clearly state who was interviewed, by whom, when, where, and where the interview can be accessed. This often means indicating that it is a personal interview and providing details about its collection or archival location.

The general format for an unpublished interview, especially when you are the interviewer, is:

- First Name Last Name of Interviewee, interview by Author's First Name Last Name, Month Day, Year, [method of interview], [location of interview if significant].

If the interview is held in a specific archive or collection, you would include that information as well. For instance:

- First Name Last Name of Interviewee, interview by Author's First Name Last Name, Month Day, Year, [method of interview], [location of interview if significant], [Name of Archive/Collection], [Collection Name/Number].

It is crucial to be as precise as possible to allow for retrieval. If you are citing an unpublished interview conducted by someone else, you would note that in the citation.

Special Considerations for Interview Citations

Several specific scenarios require careful attention within the Chicago Manual of Style when citing interviews. These might include interviews conducted via email, those where the interviewee's name is not readily apparent, or interviews that have been transcribed. Each of these situations calls for a slight modification to ensure accuracy.

For email interviews, it is good practice to specify the medium. The format would be similar to other unpublished interviews, but with "email interview" clearly stated. When citing a transcript of an interview, you would cite the transcript itself, noting that it is a transcript of a particular interview.

If an interview was conducted over the phone or via video conferencing, including this detail in the footnote adds valuable context and helps the reader understand the nature of the interaction. The location of the interview, while often less critical than the date or interviewee's identity, can be important if it provides significant context, such as an interview conducted in the interviewee's workplace or home.

It's also worth noting that if the interview has been published in multiple formats, you should cite the specific version you consulted. For example, if you read an interview that was originally

published online but is now also in a print collection, cite the print collection if that is what you used.

Examples of Chicago Style Footnotes for Interviews

Concrete examples are invaluable for understanding and applying citation rules. Here are several scenarios illustrating Chicago style footnotes for interviews, covering both published and unpublished formats.

Example 1: Unpublished Personal Interview (You are the interviewer)

- Jane Doe, interview by John Smith, March 15, 2023, personal interview, Chicago, IL.

Example 2: Unpublished Personal Interview (Held in an archive)

- Robert Johnson, interview by Sarah Lee, October 22, 1998, telephone interview, Robert Johnson Papers, Box 7, Folder 3, University Archives, [University Name].

Example 3: Published Interview in a Magazine

- Alice Wonderland, "A Journey Through the Looking-Glass," *Wonderland Weekly*, April 1, 2022, 25.

Example 4: Published Interview in a Book (as a chapter or standalone piece)

- Charles Dickens, "Conversations with the Author," in *Literary Giants: A Collection of Interviews*, ed. Emily Bronte (New York: Penguin Books, 2020), 112-135.

Example 5: Email Interview

- Maria Garcia, email interview by David Chen, January 10, 2024.

These examples demonstrate the core structure and how to adapt it based on the interview's status and accessibility. Remember to follow the specific punctuation and capitalization rules of Chicago style meticulously.

Best Practices for Citing Interviews

Beyond the specific formatting rules, adopting certain best practices ensures your citations are robust and meet the highest academic standards. Consistency is key; once you decide on a format for a particular type of interview, maintain it throughout your work.

Always double-check that all necessary information is present in your footnotes. A vague citation is not helpful to your reader. If possible, and especially for unpublished interviews, consider providing access information that is as precise as you can make it. This might include specific file names for digital transcripts or detailed box and folder numbers for archival materials.

When in doubt, consult the latest edition of the Chicago Manual of Style or its online resources. The manual is the ultimate authority on these matters. Paying close attention to the details of your citations will reflect positively on the overall quality and trustworthiness of your research.

FAQ

Q: What is the primary difference in formatting Chicago style footnotes for published versus unpublished interviews?

A: The primary difference lies in how you guide the reader to the source. Published interviews can be cited with standard publication details (magazine name, book title, page numbers), similar to other published works. Unpublished interviews require more descriptive information about the interview itself, its date, method, and crucially, where it is housed or can be accessed, such as a personal archive or a university collection.

Q: Do I need to include the interviewer's name in the footnote if I conducted the interview myself?

A: While it's often implied that the author of the work is the interviewer, explicitly stating "interview by [Your Name]" in the footnote for unpublished interviews can add clarity, particularly if the interview is part of a larger collection of your own research materials. For published interviews where you are the author of the article that features the interview, the interviewer is usually not mentioned in the footnote itself as it's inherent to the context.

Q: How should I cite an interview that was conducted via email?

A: An email interview is generally treated as an unpublished interview. You would include the interviewee's name, specify it was an "email interview," and provide the date it was conducted. For example: "Jane Smith, email interview by John Doe, April 20, 2024."

Q: What if an interview is available online but not formally published?

A: If an interview is available online but not in a traditional publication like a book or journal, you would typically cite it as an unpublished interview, providing a URL if it's publicly accessible. However, if it's part of a specific online archive or repository, you should cite that repository. For instance: "Robert Davis, interview by Anna Lee, July 15, 2023, [URL if applicable], [Name of Online Archive/Repository]."

Q: Should I include a bibliography entry for interviews, and how does it differ from the footnote?

A: Yes, according to Chicago style, interviews, like other sources, should generally be included in a bibliography. The bibliography entry provides a more condensed version of the footnote, omitting page numbers unless referring to a specific quote from a published interview. For unpublished interviews, the bibliography entry will list the interviewee, the interviewer, the date, method, and location/collection, but without the specific page number reference typically found in footnotes.

Q: How do I cite a transcription of an interview if I am using the transcript rather than the audio or original recording?

A: If you are citing a transcript of an interview, you should cite the transcript itself. This means indicating that it is a transcript and providing details about its source or collection. For example: "Maria Rodriguez, transcript of interview by David Lee, August 10, 2022, Maria Rodriguez Collection, Box 5, Folder 2, [Archive Name]."

Q: What if the interview is part of a larger documentary or film?

A: When an interview is featured within a larger media work like a documentary or film, you would cite the documentary or film itself, noting that an interview with a specific individual is featured within it, and providing the timecode if possible for precise referencing. The primary citation would be for the film/documentary. For example: "*The City Rises*, directed by John Adams, documentary, 2021, features interview with Sarah Chen, 00:35:10-00:40:15."

Q: Is there a specific way to handle interviews conducted in a language other than English?

A: If you are citing an interview conducted in a language other than English, you should provide the citation in English, following the standard Chicago style for published or unpublished interviews. Additionally, it's good practice to mention the language of the interview and, if applicable, state that you consulted a translation or provide a brief description of the interview's content if it's not widely accessible.

Q: How do I ensure my footnote for an interview is accurate if I didn't conduct the interview myself and am relying on someone else's notes or recording?

A: If you are using materials from an interview conducted by someone else, you need to cite the source you are directly consulting. This means citing the notes, transcription, or recording that you have access to, and clearly attributing the original interview to the interviewee and the original interviewer. For example: "John Miller, interview by Emily White, conducted [Date of Original Interview], transcript provided to author by Emily White, [Date you accessed it]."

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