

CHICAGO STYLE QUOTING INTERVIEWS

MASTERING CHICAGO STYLE QUOTING INTERVIEWS: A COMPREHENSIVE GUIDE

CHICAGO STYLE QUOTING INTERVIEWS REQUIRES METICULOUS ATTENTION TO DETAIL, ENSURING YOUR SOURCES ARE ACCURATELY ATTRIBUTED AND YOUR ACADEMIC INTEGRITY IS UPHELD. WHETHER YOU'RE A STUDENT, RESEARCHER, OR JOURNALIST, UNDERSTANDING THE NUANCES OF CITING INTERVIEWS IN CHICAGO STYLE IS CRUCIAL FOR PRODUCING POLISHED AND CREDIBLE WORK. THIS GUIDE DELVES INTO THE ESSENTIAL ELEMENTS OF CHICAGO STYLE, COVERING BOTH THE NOTES-BIBLIOGRAPHY AND AUTHOR-DATE SYSTEMS, WITH A PARTICULAR FOCUS ON HOW TO FORMAT INTERVIEW CITATIONS, WHETHER THEY ARE PUBLISHED, UNPUBLISHED, PERSONAL, OR CONDUCTED VIA DIGITAL MEANS. WE WILL EXPLORE THE SPECIFIC COMPONENTS REQUIRED FOR EACH TYPE OF INTERVIEW SOURCE, THE CRITICAL DIFFERENCES BETWEEN THE TWO CHICAGO STYLES, AND COMMON PITFALLS TO AVOID WHEN INCORPORATING INTERVIEW MATERIAL INTO YOUR RESEARCH.

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UNDERSTANDING CHICAGO STYLE: NOTES-BIBLIOGRAPHY VS. AUTHOR-DATE

THE CHICAGO MANUAL OF STYLE (CMOS) PRESENTS TWO PRIMARY CITATION SYSTEMS: THE NOTES-BIBLIOGRAPHY SYSTEM AND THE AUTHOR-DATE SYSTEM. BOTH SYSTEMS ARE WIDELY ACCEPTED IN ACADEMIC AND SCHOLARLY CIRCLES, BUT THEY DIFFER SIGNIFICANTLY IN THEIR APPLICATION AND PRESENTATION. UNDERSTANDING THESE DIFFERENCES IS FUNDAMENTAL TO CORRECTLY CITING INTERVIEWS. THE NOTES-BIBLIOGRAPHY SYSTEM, OFTEN FAVORED IN THE HUMANITIES, USES FOOTNOTES OR ENDNOTES TO CITE SOURCES, WITH A CORRESPONDING BIBLIOGRAPHY AT THE END OF THE WORK. CONVERSELY, THE AUTHOR-DATE SYSTEM, MORE COMMON IN THE SOCIAL SCIENCES AND NATURAL SCIENCES, EMPLOYS PARENTHETICAL CITATIONS WITHIN THE TEXT THAT INCLUDE THE AUTHOR'S LAST NAME AND THE PUBLICATION YEAR, FOLLOWED BY A REFERENCE LIST. WHEN DEALING WITH INTERVIEWS, THE CORE INFORMATION REQUIRED FOR CITATION REMAINS SIMILAR, BUT THE PLACEMENT AND FORMATTING WILL VARY BASED ON THE CHOSEN SYSTEM.

THE NOTES-BIBLIOGRAPHY SYSTEM FOR INTERVIEWS

IN THE NOTES-BIBLIOGRAPHY SYSTEM, INTERVIEWS ARE CITED IN FOOTNOTES OR ENDNOTES AT THE FIRST MENTION OF THE SOURCE AND AGAIN EACH TIME IT IS CITED. THE BIBLIOGRAPHY ENTRY THEN PROVIDES A MORE COMPLETE BIBLIOGRAPHIC DESCRIPTION. THIS SYSTEM ALLOWS FOR DETAILED COMMENTARY AND PRECISE SOURCING WITHIN THE TEXT ITSELF. FOR INTERVIEWS, THE NOTE TYPICALLY INCLUDES THE INTERVIEWEE'S NAME, THE INTERVIEWER'S NAME (IF DIFFERENT), THE TYPE OF INTERVIEW (E.G., PERSONAL, TELEPHONE, EMAIL), THE DATE IT WAS CONDUCTED, AND THE LOCATION OR MEDIUM OF THE INTERVIEW. THE BIBLIOGRAPHY ENTRY WILL OFTEN MIRROR THE NOTE BUT MIGHT INCLUDE ADDITIONAL PUBLICATION DETAILS IF THE INTERVIEW HAS BEEN FORMALLY PUBLISHED.

THE AUTHOR-DATE SYSTEM FOR INTERVIEWS

THE AUTHOR-DATE SYSTEM PRIORITIZES BREVITY WITHIN THE MAIN TEXT. WHEN CITING AN INTERVIEW, A PARENTHETICAL NOTE WILL APPEAR DIRECTLY AFTER THE QUOTATION OR PARAPHRASED INFORMATION, TYPICALLY INCLUDING THE INTERVIEWEE'S LAST NAME AND THE DATE OF THE INTERVIEW. A CORRESPONDING ENTRY IN THE REFERENCE LIST AT THE END OF THE DOCUMENT WILL PROVIDE FULL DETAILS, SIMILAR TO THE BIBLIOGRAPHY IN THE NOTES-BIBLIOGRAPHY SYSTEM BUT FORMATTED FOR AUTHOR-DATE. THIS SYSTEM IS DESIGNED FOR EASY TRACKING OF SOURCES WITHIN THE TEXT AND A STREAMLINED REFERENCE LIST.

CITING PUBLISHED INTERVIEWS IN CHICAGO STYLE

PUBLISHED INTERVIEWS, WHETHER APPEARING IN BOOKS, JOURNALS, OR REPUTABLE ONLINE PUBLICATIONS, REQUIRE SPECIFIC CITATION FORMATS IN CHICAGO STYLE. THE KEY IS TO IDENTIFY THE PRIMARY SOURCE OF PUBLICATION AND TREAT IT ACCORDINGLY. FOR INSTANCE, AN INTERVIEW CONDUCTED BY A JOURNALIST AND PUBLISHED IN A NEWSPAPER WOULD BE CITED

AS A NEWSPAPER ARTICLE, WHILE AN INTERVIEW EXCERPT WITHIN A SCHOLARLY BOOK WOULD BE CITED AS PART OF THAT BOOK. THE GOAL IS TO PROVIDE ENOUGH INFORMATION FOR A READER TO LOCATE THE ORIGINAL PUBLISHED SOURCE OF THE INTERVIEW.

INTERVIEWS IN BOOKS

WHEN AN INTERVIEW IS PUBLISHED AS PART OF A LARGER WORK, SUCH AS A COLLECTION OF INTERVIEWS OR AS A CHAPTER IN A BIOGRAPHY, YOU CITE IT AS YOU WOULD A CHAPTER OR SECTION OF THAT BOOK. THIS INCLUDES THE INTERVIEWEE'S NAME, THE TITLE OF THE INTERVIEW IF IT HAS ONE, AND THEN THE DETAILS OF THE BOOK: THE EDITOR OR AUTHOR OF THE BOOK, THE BOOK'S TITLE, AND PUBLICATION INFORMATION. IN THE NOTES-BIBLIOGRAPHY SYSTEM, THE FOOTNOTE WOULD DETAIL THE INTERVIEWEE, THE INTERVIEW'S TITLE, AND THE BOOK'S BIBLIOGRAPHIC INFORMATION, INCLUDING PAGE NUMBERS. THE BIBLIOGRAPHY WOULD PRESENT A FULL CITATION OF THE BOOK.

INTERVIEWS IN PERIODICALS

INTERVIEWS PUBLISHED IN JOURNALS OR MAGAZINES ARE CITED AS ARTICLES. YOU WILL NEED TO PROVIDE THE INTERVIEWEE'S NAME, THE TITLE OF THE INTERVIEW (IF APPLICABLE), THE NAME OF THE PERIODICAL, VOLUME AND ISSUE NUMBERS (FOR JOURNALS), AND THE DATE OF PUBLICATION. PAGE NUMBERS WHERE THE INTERVIEW APPEARS ARE ALSO ESSENTIAL. FOR ONLINE PERIODICALS, YOU WILL ALSO INCLUDE A URL OR DOI IF AVAILABLE. THE NOTES-BIBLIOGRAPHY SYSTEM REQUIRES A FOOTNOTE OR ENDNOTE WITH THESE DETAILS, AND THE BIBLIOGRAPHY WILL CONTAIN THE FULL CITATION.

CITING UNPUBLISHED INTERVIEWS IN CHICAGO STYLE

UNPUBLISHED INTERVIEWS, OFTEN CONDUCTED FOR SPECIFIC RESEARCH PROJECTS, OFFER A DIFFERENT SET OF CITATION CHALLENGES. SINCE THESE INTERVIEWS HAVE NOT UNDERGONE FORMAL PUBLICATION, THE CITATION MUST CLEARLY INDICATE THAT THE SOURCE IS A PERSONAL COMMUNICATION OR AN ARCHIVAL DOCUMENT. THE PRIMARY PURPOSE HERE IS TO PROVIDE SUFFICIENT INFORMATION FOR YOUR READERS OR ADVISORS TO ACCESS THE INTERVIEW MATERIAL IF IT IS MADE AVAILABLE.

PERSONAL OR PRIVATE INTERVIEWS

FOR INTERVIEWS CONDUCTED DIRECTLY WITH AN INDIVIDUAL AND NOT INTENDED FOR PUBLICATION, YOU WILL TYPICALLY CITE THEM AS PERSONAL COMMUNICATIONS OR BY INDICATING THE NATURE OF THE INTERVIEW AND ITS DATE. IN THE NOTES-BIBLIOGRAPHY SYSTEM, A FOOTNOTE WOULD IDENTIFY THE INTERVIEWEE, THE TYPE OF INTERVIEW (E.G., PERSONAL INTERVIEW, TELEPHONE INTERVIEW), THE DATE OF THE INTERVIEW, AND THE INTERVIEWER. IF THE INTERVIEW IS TRANSCRIBED, YOU WOULD INDICATE THAT. IN THE AUTHOR-DATE SYSTEM, A PARENTHETICAL CITATION WOULD APPEAR, AND THE REFERENCE LIST WOULD PROVIDE A DESCRIPTION OF THE INTERVIEW, NOTING IT IS UNPUBLISHED. IT IS CRUCIAL TO OBTAIN PERMISSION FROM THE INTERVIEWEE BEFORE CITING PERSONAL INTERVIEWS, ESPECIALLY IF YOU INTEND TO SHARE THEM.

INTERVIEWS IN ARCHIVES

WHEN CITING INTERVIEWS HELD WITHIN AN ARCHIVE, YOU NEED TO PROVIDE DETAILS THAT ALLOW THE READER TO LOCATE THE SPECIFIC COLLECTION AND ITEM. THIS INCLUDES THE NAME OF THE INTERVIEWEE, THE TITLE OF THE COLLECTION (IF ANY), THE NAME OF THE ARCHIVE, AND THE SPECIFIC BOX, FOLDER, OR REEL NUMBER. THE DATE OF THE INTERVIEW IS ALSO CRITICAL. IN THE NOTES-BIBLIOGRAPHY SYSTEM, THE FOOTNOTE WOULD METICULOUSLY LIST THESE ARCHIVAL DETAILS. THE BIBLIOGRAPHY ENTRY WOULD ALSO BE COMPREHENSIVE, PROVIDING THE FULL ARCHIVAL CITATION.

QUOTING PERSONAL OR DIRECT INTERVIEWS

DIRECTLY QUOTING FROM INTERVIEWS, WHETHER PUBLISHED OR UNPUBLISHED, REQUIRES CAREFUL INTEGRATION INTO YOUR TEXT AND PROPER ATTRIBUTION. CHICAGO STYLE EMPHASIZES CLARITY AND ACCURACY. WHEN YOU QUOTE FROM AN INTERVIEW, WHETHER IN A NOTE OR A PARENTHETICAL CITATION, YOU MUST PROVIDE THE PRECISE WORDS SPOKEN BY THE INTERVIEWEE AND INDICATE WHERE THEY CAN BE FOUND. THIS ENSURES THAT READERS CAN VERIFY THE QUOTATION AND UNDERSTAND ITS CONTEXT.

INTEGRATING QUOTATIONS

QUOTATIONS FROM INTERVIEWS SHOULD BE SEAMLESSLY INTEGRATED INTO YOUR PROSE. SHORT QUOTATIONS CAN BE INCORPORATED DIRECTLY INTO SENTENCES, ENCLOSED IN QUOTATION MARKS. LONGER QUOTATIONS ARE TYPICALLY SET OFF AS BLOCK QUOTES, INDENTED FROM THE LEFT MARGIN. FOLLOWING ANY QUOTATION OR PARAPHRASED MATERIAL DERIVED FROM AN

INTERVIEW, YOU MUST IMMEDIATELY PROVIDE THE APPROPRIATE CITATION ACCORDING TO YOUR CHOSEN CHICAGO STYLE SYSTEM. THIS IMMEDIATE ATTRIBUTION IS A HALLMARK OF RESPONSIBLE ACADEMIC WRITING.

ACCURACY AND CONTEXT

THE ACCURACY OF YOUR QUOTATIONS IS PARAMOUNT. TRANSCRIBE INTERVIEW MATERIAL VERBATIM, PAYING CLOSE ATTENTION TO GRAMMAR, PUNCTUATION, AND ANY HESITATIONS OR VERBAL TICS IF THEY ARE RELEVANT TO YOUR ANALYSIS. WHEN QUOTING, ENSURE THAT YOU ARE NOT MISREPRESENTING THE INTERVIEWEE'S INTENT OR TAKING THEIR WORDS OUT OF CONTEXT. PROVIDING BRIEF CONTEXTUAL INFORMATION BEFORE OR AFTER A QUOTATION CAN BE BENEFICIAL FOR YOUR READERS.

DIGITAL INTERVIEWS AND THEIR CITATION REQUIREMENTS

THE ADVENT OF DIGITAL COMMUNICATION HAS EXPANDED THE WAYS INTERVIEWS ARE CONDUCTED AND PRESERVED. CITING INTERVIEWS CONDUCTED VIA EMAIL, VIDEO CALLS (LIKE ZOOM OR SKYPE), OR SOCIAL MEDIA PLATFORMS REQUIRES ADAPTING TRADITIONAL CITATION METHODS TO NEW MEDIA. THE CORE PRINCIPLE REMAINS THE SAME: PROVIDE ENOUGH INFORMATION FOR THE READER TO ACCESS THE SOURCE.

EMAIL INTERVIEWS

EMAIL INTERVIEWS ARE TREATED MUCH LIKE PERSONAL CORRESPONDENCE. YOU WOULD CITE THE EMAIL EXCHANGE BY IDENTIFYING THE SENDER AND RECIPIENT, THE SUBJECT LINE OF THE EMAIL, AND THE DATE IT WAS SENT. IN THE NOTES-BIBLIOGRAPHY SYSTEM, A FOOTNOTE WOULD DETAIL THIS INFORMATION. IF THE INTERVIEW IS LENGTHY, YOU MIGHT REFER TO SPECIFIC MESSAGES WITHIN THE EXCHANGE. FOR AUTHOR-DATE, THE REFERENCE LIST ENTRY WOULD PROVIDE SIMILAR DETAILS.

VIDEO AND AUDIO INTERVIEWS

INTERVIEWS CONDUCTED VIA VIDEO CONFERENCING PLATFORMS LIKE ZOOM OR SKYPE, OR RECORDED AUDIO INTERVIEWS, NEED TO BE CITED WITH INFORMATION ABOUT THE RECORDING. THIS INCLUDES THE INTERVIEWEE'S NAME, THE TITLE OF THE INTERVIEW (IF ANY), THE PLATFORM USED, THE DATE OF THE INTERVIEW, AND ANY AVAILABLE URL OR FILE LOCATION. IF THE INTERVIEW IS ARCHIVED AND ACCESSIBLE ONLINE, PROVIDE THAT LINK. FOR UNPUBLISHED AUDIO OR VIDEO RECORDINGS, YOU MAY NEED TO PROVIDE DETAILS ABOUT THEIR STORAGE OR ACCESSIBILITY.

FREQUENTLY ASKED QUESTIONS ABOUT CHICAGO STYLE INTERVIEW CITATIONS

Q: WHAT IS THE MOST CRUCIAL ELEMENT TO REMEMBER WHEN CITING AN INTERVIEW IN CHICAGO STYLE?

A: THE MOST CRUCIAL ELEMENT IS TO PROVIDE ENOUGH CLEAR AND ACCURATE INFORMATION FOR YOUR READER TO LOCATE THE SPECIFIC INTERVIEW YOU ARE REFERENCING. THIS MEANS INCLUDING THE INTERVIEWEE'S NAME, THE DATE OF THE INTERVIEW, AND DETAILS ABOUT HOW AND WHERE IT WAS CONDUCTED OR PUBLISHED.

Q: HOW DO I CITE AN INTERVIEW THAT I CONDUCTED MYSELF AND AM KEEPING FOR MY RESEARCH?

A: YOU WOULD CITE IT AS A PERSONAL INTERVIEW, NOTING YOUR NAME AS THE INTERVIEWER, THE INTERVIEWEE'S NAME, THE TYPE OF INTERVIEW (E.G., PERSONAL, TELEPHONE), AND THE DATE IT WAS CONDUCTED. IN THE NOTES-BIBLIOGRAPHY SYSTEM, THIS WOULD TYPICALLY BE IN A FOOTNOTE. IN THE AUTHOR-DATE SYSTEM, IT WOULD BE A PARENTHETICAL CITATION FOLLOWED BY A REFERENCE LIST ENTRY DESCRIBING THE INTERVIEW.

Q: IS THERE A DIFFERENCE IN CITING INTERVIEWS PUBLISHED ONLINE VERSUS IN PRINT?

A: YES, THERE IS. FOR ONLINE INTERVIEWS, YOU WILL NEED TO INCLUDE A URL OR DOI (DIGITAL OBJECT IDENTIFIER) IF AVAILABLE, IN ADDITION TO THE PUBLICATION DETAILS. FOR PRINT INTERVIEWS, PAGE NUMBERS ARE ESSENTIAL.

Q: WHAT IF AN INTERVIEW HAS BEEN PUBLISHED IN MULTIPLE PLACES? WHICH VERSION SHOULD I CITE?

A: YOU SHOULD CITE THE VERSION YOU CONSULTED. IF YOU USED A PUBLISHED VERSION, CITE THAT SPECIFIC PUBLICATION. IF YOU ACCESSED AN INTERVIEW THROUGH A DATABASE OR A LATER COLLECTION, CITE THAT SPECIFIC SOURCE.

Q: DO I NEED TO MENTION THE INTERVIEWER'S NAME IN MY CITATION?

A: IT IS GOOD PRACTICE TO MENTION THE INTERVIEWER'S NAME, ESPECIALLY IF IT IS NOT OBVIOUS FROM THE CONTEXT (E.G., IF THE INTERVIEW IS PUBLISHED UNDER A SPECIFIC INTERVIEWER'S BYLINE). IN THE NOTES-BIBLIOGRAPHY SYSTEM, THE INTERVIEWER IS OFTEN INCLUDED IN THE NOTE.

Q: HOW DO I HANDLE INTERVIEW TRANSCRIPTS?

A: IF YOU HAVE ACCESS TO A TRANSCRIPT OF AN INTERVIEW, YOU WOULD CITE IT BY REFERENCING THE TRANSCRIPT ITSELF, NOTING ITS CREATOR OR SOURCE, AND ITS LOCATION (E.G., WITHIN AN ARCHIVAL COLLECTION, OR AS A PERSONAL DOCUMENT).

Q: CAN I QUOTE ANONYMOUSLY FROM AN INTERVIEW?

A: GENERALLY, CHICAGO STYLE EMPHASIZES TRANSPARENCY. IF YOU ARE QUOTING FROM AN INTERVIEW, YOU SHOULD IDEALLY IDENTIFY THE INTERVIEWEE. IF ANONYMITY IS ABSOLUTELY NECESSARY FOR ETHICAL REASONS, YOU MUST DISCUSS THIS WITH YOUR INSTRUCTOR OR EDITOR AND FOLLOW THEIR SPECIFIC GUIDELINES. YOU WOULD TYPICALLY REFER TO THE INTERVIEWEE AS "AN ANONYMOUS INTERVIEWEE" AND PROVIDE THE DATE AND CONTEXT.

Q: WHAT IS THE DIFFERENCE BETWEEN A NOTE AND A BIBLIOGRAPHY ENTRY FOR AN INTERVIEW?

A: THE NOTE (FOOTNOTE OR ENDNOTE) PROVIDES A CONCISE CITATION FOR THE SPECIFIC INSTANCE YOU ARE REFERENCING IN THE TEXT. THE BIBLIOGRAPHY ENTRY IS A MORE COMPLETE BIBLIOGRAPHIC DESCRIPTION OF THE SOURCE, APPEARING AT THE END OF YOUR WORK, AND IT ALLOWS READERS TO LOCATE THE FULL SOURCE.

Q: DO I NEED TO GET PERMISSION TO QUOTE FROM AN INTERVIEW I CONDUCTED?

A: WHILE NOT STRICTLY A CITATION REQUIREMENT, IT IS ETHICALLY IMPERATIVE TO OBTAIN CONSENT FROM INTERVIEWEES BEFORE QUOTING OR PUBLISHING THEIR WORDS, ESPECIALLY IF YOU INTEND TO MAKE THE INTERVIEW PUBLIC. CITATION STYLES GUIDE ATTRIBUTION, BUT ETHICAL CONSIDERATIONS PRECEDE THEM.

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