

## Chicago Style 18<sup>th</sup> Guide – Interviews

### APSU Writing Center Handout

#### What is a Footnote?

A footnote appears at the bottom of the page and provides source information or extra details.

A **superscript number** in the text points to the note.

The matching number at the bottom lists the full source (or a shortened version if already cited).

Footnotes let readers see sources without interrupting the text flow.

Shortened footnotes are used for subsequent references to the same source.

- If your first citation was footnote 1, the next citation (even if shortened) might be footnote 2, 3, etc., depending on other sources in between.

#### How to Create a Footnote in Microsoft Word

Place cursor where superscript appears at the end of the sentence

References → Insert Footnote → type your note.

#### Sentence Example:

Critics argue that contemporary novels explore identity through movement across cultures. <sup>1</sup>

#### Footnote:

1. Zadie Smith, *Swing Time* (New York: Penguin Press, 2016), 315–16.

#### What is a Bibliography Page?

A bibliography page is a separate page at the end of your paper that lists all sources cited.

- Entries are **alphabetized by author's last name**.
- No superscript numbers are used.

**Example:** Smith, Zadie. *Swing Time*. New York: Penguin Press, 2016.

## Chicago Style 17th Edition - Citing Published Interviews

**Full Footnote Format:** Interviewee Full Name, "Title of Interview," interview by Interviewer Full Name, *Publication Title*, Month DD, YYYY, URL.

### Example:

1. Juan Guaidó, "Venezuela's Juan Guaidó Tells TIME How He Hopes to Win Over the Military and Remove Nicolas Maduro," interview by Ciara Nugent, *Time* (February 1, 2019), <https://time.com/5518443/juan-guaido-interview-venezuela/>.

### Sentence with Footnote Example:

In his discussion with Ciara Nugent, Juan Guaidó explained how he planned to win over the Venezuelan military to challenge Nicolás Maduro's regime.<sup>1</sup>

**Shortened Footnote Format:** Interviewee Last Name, interview.

### Example:

2. Guaidó, interview.

**Bibliography Format:** Interviewee Last Name, First Name. "Title of Interview." Interview by Interviewer Full Name. *Publication Title*, Month DD, YYYY. URL.

### Examples

Guaidó, Juan. "Venezuela's Juan Guaidó Tells TIME How He Hopes to Win Over the Military and Remove Nicolas Maduro." Interview by Ciara Nugent. *Time*, February 1, 2019. <https://time.com/5518443/juan-guaido-interview-venezuela/>.

## Chicago Style 17th Edition - Citing Unpublished Interviews

**Full Footnote Format:** Interviewee, interview by Interviewer, Date, identifier, type, repository, location.

**Example:**

1. Benjamin Spock, interview by Milton J. E. Senn, November 20, 1974, interview 67A, transcript, Senn Oral History Collection, National Library of Medicine, Bethesda, MD.

**Sentence with Footnote Example:**

In his oral history interview, Benjamin Spock reflected on the evolution of pediatric medicine during the twentieth century.<sup>1</sup>

**Footnote**

1. Benjamin Spock, interview by Milton J. E. Senn, November 20, 1974, interview 67A, transcript, Senn Oral History Collection, National Library of Medicine, Bethesda, MD.

**Shortened Format:** Interviewee Last Name, interview.

**Example:**

2. Spock, interview.

**Bibliography Format:** Last Name, First Name. Interview by Interviewer. Type. Location, Date.

**Example:**

Spock, Benjamin. Interview by Milton J. E. Senn. Transcript. November 20, 1974. Senn Oral History Collection, National Library of Medicine, Bethesda, MD.

**Chicago Style 17th Edition - Citing Unattributed Interviews**

**Full Footnote Format:** Description of the Interview, Location, Date of Interview.

**Examples:**

1. Interview with health care worker, March 23, 2010.
2. Telephone interview with expert on environmental policy, Washington D.C., March 5, 2023.

**Sentence with Footnote Example:**

The project team provided detailed insights into the new workflow implementation.<sup>1</sup>

**Footnote**

- Interview with project team, Los Angeles, CA, February 15, 2024.

**Shortened Footnote Format:** Description of the Interview.

**Examples**

3. Telephone interview with expert.
4. Company representative interview.
5. Focus group discussion with parents.

**Bibliography Format:** Description of the Interview. Location, Date of Interview.

**Examples:**

Telephone interview with expert on environmental policy. Washington D.C., March 5, 2023.

Email correspondence with project manager. October 12, 2023.

## Bibliography

Camosun College. "Chicago Style Guide - 17th Edition. <https://camosun.libguides.com/Chicago-17thEd/interviews>

Chicago Style Citation: "Chicago-Style Citation Quick Guide." The Chicago Manual of Style Online. [https://www.chicagomanualofstyle.org/tools\\_citationguide/citation-guide-1.html#cg-website](https://www.chicagomanualofstyle.org/tools_citationguide/citation-guide-1.html#cg-website)

"Purdue Online Writing Lab." "General model for Citing Web Sources in Chicago Style".

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