

Personal Interviews, E-mail and other Personal Communications

APA	<p><i>Private letters, memos, e-mail, electronic messages which have no archive (such as discussion groups, electronic bulletin boards) are considered personal communications. Personal communications are not based on recoverable data so they cannot be included in the reference list. However, they should be cited in the text or in notes. In text citations should include: surname and initials of communicator, the designation: personal communication, and the date of the interview, e-mail or other personal communication.</i></p> <p>Sample in-text citation for a personal interview, conversation, email, or letter: According to Mary Smith (personal communication, March 23, 2013) Or According to an expert (M. Smith, personal communication, March 23, 2009)</p> <p><i>The difference between the two examples is that the person who communicated the information is mentioned in the text of your research paper in the first example, but not in the second example. Therefore, the communicator is not in the parenthetical citation in the first example, but is included in parentheses in the second example.</i></p> <p><i>For more information see page 179 in the APA Publication Manual, 6th ed. For interviews that are available in an archival collection, see pages 212-214, "Archival documents."</i></p>
Chicago (Notes/ Bibliography)	<p><i>Interviews conducted by the writer and other personal communications such as phone conversations and email messages are generally cited only in the text or in notes. They should not appear in the reference list or bibliography. For examples of published or broadcast interviews, see the Broome Library guide for "Interviews (published or available in an archive)".</i></p> <p>Sample of citation details in the text: In an e-mail letter to the author on March 23, Mary Smith stated that...</p> <p>Sample Note: 7. Mary Smith, e-mail message to author, March 23, 2013.</p> <p><i>For more information, see page 744-746 in the Chicago Manual of Style, 16th ed.</i></p>
MLA	<p>Sample citation for a personal interview in list of works cited: Smith, Michael. Personal interview. 23 March 2013.</p> <p>Sample citation for an email or personal letter in list of works cited: Smith, Mary. "Re: New Order." Received by Jane Smith, 23 March 2013.</p> <p>Sample of citation information stated in the text: According to an expert on the subject, Mary Smith, the professional...</p> <p><i>For more information, see page 29 in the MLA Handbook, 8th ed.</i></p>
Turabian (Notes/ Bibliography)	<p><i>Interviews conducted by the writer and other personal communications such as phone conversations and email messages are generally cited only in the text or in notes. They should not appear in the bibliography unless of critical importance.</i></p> <p>Sample of citation details in the text of the report: In a telephone conversation with the author on February 15, 2011, the library interim director mentioned that...</p> <p>Sample Note: 17. Dr. Richard R. Rush, interview by author, February 15, 2011.</p> <p><i>For more information, see pages 194-195, and 154 in the Turabian Manual, 8th ed.</i></p>

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ASA

According to ASA guidelines, personal communications including interviews, e-mails, and conversations are not cited in the reference list. These sources are usually cited in the text and referenced in footnotes or endnotes.

Researcher interview:

Sample of citation information given In the text of the report:

In a personal interview, CSUCI President Richard R. Rush pointed out that, “One of things that make our program unique is that it involves the campus in a shared experience.”

Sample Note:

3. Dr. Richard R. Rush, personal interview with the author, January 30, 2011.

Some information is given on page 85 in the ASA Style Guide 5th ed., see also Chicago Manual of Style 16th ed. pages 744-746 for further details.