

Citing the Job Shadowing Interview

Download a blank citation template from the library home page.

Insert the name of the person you interviewed. Format it correctly!

1. Author. King, Patricia

*Format as: Last Name, First Name. *If 2 authors are listed: Last, First, and First Name Last Name.

*If 3 or more: Last, First, et al. For example: King, Patricia, et al. *Skip if not given

2. "Title of Article/Section." Click or tap here to enter text.

*Capitalize all titles. *Use "quotation marks" around article titles!

Container 1 –

3. Title of Container 1, *Library Information Specialist*

*Capitalize the title. Format it in *italics*. **DO NOT SKIP!**

4. Other Contributors, Click or tap here to enter text.

*Use for editors, translators, etc. *For example: edited by Patricia King, *Skip if not given.

5. Version, Click or tap here to enter text.

*Use for edition. For example: 2nd ed., Online ed., Updated ed., Revised ed., *Skip if not given.

6. Number, Click or tap here to enter text.

*Use for volume number and issue number if given. For example: vol. 5, no. 1 *Skip if not given.

7. Publisher, Click or tap here to enter text.

*Capitalize the publisher, if given. *If more than one is listed, separate with a /. **DO NOT SKIP!**

8. Publication Date, 1 Feb. 2018

*Cite the most meaningful or most recent date for the source. Format it: Day Month Year. If day or month is not given, skip list what is given. For example: 8 Aug. 2016, or Aug. 2016, or 2016.

9. Location in Container 1. West Mifflin Area High School, Interview

*List page numbers if given. For page numbers, use the abbreviation, p. for a single page or pp. for a range. *For example, p. 5 or pp. 5-10.

*If the source was only ever available digitally, use the URL / DOI (Digital Object Identifier) for location. See the site's instructions for examples of where and what to find.

*For URLs, do not include http://. *For DOIs, use doi: before the number. *Skip if not given.

The Name of the Occupation of the Person that You Shadowed.

The date of the interview. Format as directed.

Place where the shadowing occurred. Add the word Interview at the end.