What if I want to cite information from an interview, lecture, or class notes?

If you would like to cite information from a professor’s lecture, class notes, an e-mail, a phone conversation, or a web discussion, you need to use a “personal communication”.

**Personal Communication as a Paraphrase**
A personal communication is more commonly used as a paraphrase because often the writer is unable to record the exact wording in a lecture or take notes during a conversation, for instance. In this case, set up your personal communication paraphrase as follows:

M. Klimczak (personal communication, January 19, 2009) stated that nurses have multiple roles and responsibilities.

or

Nurses have multiple roles and responsibilities (M. Klimczak, personal communication, January 19, 2009).

**Personal Communication as a Quote**
If you do have the exact wording, quote a personal communication like this:

M. Imai (personal communication, June 21, 2009) argued that “caregiver stress is common.”

or

Families should be aware that “care giver stress is common” (M. Imai, personal communication, June 26, 2009).

**Important Features of the Personal Communication**
- Only cite a personal communication in the body of the paper. You do not need to reference it at the end of the paper in the reference list because there is not a published source for the information.

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• Use very few personal communications in your paper. The objective is to integrate published research into your paper, not to echo the professor’s ideas and/or words.

• Provide as exact a date as possible for the personal communication. This is a great reason to date class notes.

• For the date, write the month as a complete word, the date as a number, and the year as a four digit number. In other words, 09/09/06 and Sept. 9th, 06 are both incorrect.

• Personal communications are unique because they are the only citation that requires initials before the author’s last/family name (“M.” in the examples above).