

Citation guidelines for Moving Image Research Collections

This document provides guidance for accurate citations of materials from Moving Image Research Collections (MIRC). The format of the citation will vary depending on use and on the nature of the material cited. In some cases, especially in the case of film footage licensed for use, the precise language of the citation may be specified in an agreement between MIRC and the user.

When compiling a citation the following components should be incorporated in accordance with the style sheet being used:

- repository
- collection
- item

If space is limited, information about the item may be dropped; thus, *the minimum acceptable citation identifies the collection and the repository.*

Repository: Repository information must be included in all citations.

Minimum: University of South Carolina

Preferred: Moving Image Research Collections, University of South Carolina

Collection: Minimum citation of materials in MIRC's collections adds the Collection title to the Repository information, e.g.:

Roman Vishniac Film Collection, University of South Carolina
Fox Movietone News Collection, Moving Image Research Collections,
University of South Carolina

Item: Proper citation of any of MIRC's holdings can be derived using all or some the following information in addition to the Repository and Collection information.

For individual home movies, outtakes, or other unreleased moving images:

Minimum:

Main title: (will be found on the slate prior to the film or in the metadata accompanying the video stream)

Preferred

Main title (see above)

Item title: (will be found on the slate prior to the film or in the metadata accompanying the video stream)

Creator:

For films in the Fox collection, usually the cameraman

For home movies, usually the filmmaker

For video interviews/histories, usually the interviewer

URL and date accessed (for materials in the MIRC Digital Video Repository)

Optional additions:

Other contributors: as relevant

Medium consulted (e.g., reference disc, streaming video, film)

For released moving images:

Minimum:

Main title: (will be the title under which the material was released)

Preferred:

Main title (see above)

Item title: (will be found on the slate prior to the film or in the metadata accompanying the video stream)

Distributor: (will be found in the credits or in secondary sources)

Release year: (if unknown put n.d. or undated)

Creator:

For features or educational films, usually the production unit and director

For released newsreels in the Fox Movietone News Collection, Fox Movietone News

For local television news, usually the television station

URL and date accessed (for materials in the MIRC Digital Video Repository)

Optional additions:

Other contributors: as relevant

Medium consulted: (e.g., reference disc, streaming video, film)

Manuscripts, photographs, and flat graphics:

Minimum:

Description of the item: e.g.,

Dope sheet for Fox News Story B2031

Manuscript draft of "Protozoa"

Letter to Louis Lumière

Poster for *The Skin I Live In*

Box and folder information

Preferred:

Description of the item (see above)

Box and folder information

Author:

For the dope sheets, the cameraman
For posters, the distributor
Date: (when unknown put n.d. or undated)
URL and date accessed (for materials in the MIRC Digital Video
Repository)

Equipment and other museum objects:

Minimum:

Description of the item: e.g.,
35mm motion picture camera
16mm motion picture projector

Preferred:

Manufacturer name: if known
Model No.: if known
Date of manufacture: if known

SAMPLE BIBLIOGRPHIC ENTRIES (Chicago Style)

Moving Images (unreleased):

Jones, Otto M. "New Army Pursuit Plane (*Fox News* story C9084)--outtakes." Videodisc. Fox Movietone News Collection. Moving Images Research Collections. University of South Carolina.

Adams, Fredrick C. "Boston to Nova Scotia—Adams—home movies" (Adams C-5). Streaming web video. Fredrick C. Adams Home Movies Collection. Moving Image Research Collections. University of South Carolina. Accessed November 5, 2012. <http://mirc.sc.edu/islandora/object/usc%3A1327>

Moving Images (released):

Fox Movietone News, vol. 25 no. 49. 23 February 1943. Fox Movietone News Collection. University of South Carolina.

Uproar in Heaven. 1965. Dir. Laiming, Wan. Shanghai mei shu dian ying zhi pian chang. Chinese Film Collection. Moving Image Research Collections. University of South Carolina.

Dope Sheets:

Jones, Otto M. (cameraman). "*Fox News* Story C9084 (New Army Pursuit Plane Tested)." Dope Sheet, 27 February 1929. Fox Movietone News Collection. Moving Image Research Collections. University of South Carolina.

Scripts:

Vishniac, Roman. "The Living Tide, Part I." Draft, circa 1968. Box 1, Folder 10. Roman Vishniac Film Collection. University of South Carolina.

Objects:

35mm motion picture camera, Debie Parvo (metal body), Harry and William Birch Collection, Moving Image Research Collections, University of South Carolina.