

Name: _____

Period: _____

INTERVIEWS OF KNOWLEDGEABLE PEOPLE

Due Date: _____

I. PREPARE

- Make an appointment to interview someone who has information and ideas about your topic.
- Brainstorm, then refine a list of questions you would like to have answered. (You may want to do this with a partner.)
- Submit your list of questions to the interviewee ahead of time if possible.

II. THE INTERVIEW

- Take notes on:

1. The physical appearance of the interviewee:

2. The emotional state of the interviewee:

3. The body language of the interviewee:

4. The setting (where and when):

- Record or copy down the exact words of the interviewee.

Note: Encourage the interviewee to expand his or her answers, to tell stories, to express feelings and insights. Ask questions to help him/her give more complete responses.

- Reflect on the interview:

1. How did it progress? Were there any changes in the emotional level of the interviewee?
2. How did you experience the interview? Were you involved or distant?
3. What most interested, surprised or moved you emotionally?

III. THE PRESENTATION

- Type or write in ink the following:
 1. An introductory paragraph, which includes description of the interviewee and the setting of the interview.
 2. The questions and answers:
Q.: _____
A.: _____
 3. A concluding paragraph which includes:
 - observations about the interviewee's changing emotional levels
 - observations about the interviewee's body language
 - your own responses
 - something you learned