Honors LA 10 Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

December 5, 2013

Interview Planning

**Directions**: Completing this Interview Planning worksheet will help you discover useful tips for ensuring a successful oral history collection interview, and develop a detailed plan for conducting your interview. You may type directly in this document (leave the prompts intact), or print out this document and respond on separate sheets of paper.

**\*\*\*This completed Interview Planning worksheet is due by the end of the class period tomorrow, Friday December 6th.\*\*\***

**Part I: Finding a useful resource for conducting an oral history interview.**

Using either the internet or print resources (Ms. Brennan is a good source of help), you must find a substantial (over a page for printed resources) resource that, in your opinion, offers useful explanations, information, tips, and suggestions for people conducting interviews that are meant to collect stories/oral histories. Avoid selecting the top hit on Google – I would like you to do some **earnest** research for a genuinely useful text. Once you have found this resource, which could be a blog, newspaper article, video, book, etc.:

* Print out, read, and annotate the resource/watch the video and take notes. Attach your annotated copy/notes to this packet.
* Summarize below, in your own words, the information offered in this resource.
* Explain below, in a thorough paragraph or two, how you could use the information in this resource to ensure that your interview is successful.
* Email the link to Ms. Lewis so that she can put it on the class site.

1. Your summary of your resource: *(insert your text here)*
2. How this resource will help you conduct a successful interview: *(insert your text here)*

**Part 2: Forming a plan for your interview**

1. Answer each of the below prompts as thoroughly as possible. Use paragraphs or bullet points, as you wish.
2. Who is your final interview choice? (Name, age, description, other identifying details, relationship to you, anything else that is relevant for someone to know about this person)

*(insert your text here)*

1. What is the focus/subject that you have in mind for this interview?

*(insert your text here)*

1. How did your pre-interviews help you to determine that this person would be your final subject?

*(insert your text here)*

1. How will you conduct this interview? (Consider every detail: time? Place? Method of communication? Method of preserving the interview? Need to translate? How you may edit to condense or remove “dead air”?)

*(insert your text here)*

1. How much do you know about the story you want to collect, if anything?

*(insert your text here)*

1. What do you predict this person will want to talk about? Other stories as well?
2. Why is this particular story worth collecting, or if you don’t have a specific story in mind, why is this person worth interviewing? What is the value in this story collection?

*(insert your text here)*

1. What are the “rough spots” or sensitivities that you anticipate in this interview? How will you avoid them, react to them, or deal with them when they occur? And, is there any need for anonymity in this interview? Explain how/why (as much as you can).

*(insert your text here)*

1. Below, record the questions that you plan to ask your interviewee, starting from the beginning (basic details and self-identification). Remember to consider what the best kinds of questions are for collecting certain kinds of information. Refer back to our tips for good interviews/avoiding bad interviews, and consider the information you found in your interview resource.

**\*NB:** Your interview should provide enough material for a substantial project that presents this oral history in one of a choice of formats (more about this soon). This means that your interview should give you **plenty** of material to work with. It is better to have extra questions that you don’t use, than to run out of questions and end up with little material.

**A tip from Ms. Lewis: end by asking if there is anything else your interviewee would like to talk about!**

*(insert your text here)*