

Interview

Name: _____

Page Topic: _____

Date: _____

Complete this form for interviews. Staple photo to front, upper left corner. Submit for credit, if needed.

Section A. Follow these guidelines before, during, and after the interview.

- Adults must approve and be given at least a 72 hour notice prior to interview or entering the classroom on Yearbook business.
- Introduce yourself, your position in Yearbook, and why you are interviewing.
- Have a conversation with your subject but allow them to do most of the talking.
- Make eye contact to show that you care about what is being said.
- Take good notes. Ask the subject to repeat or clarify if information is unclear.
- Keep the subject on topic. Use your questions to guide the interview.
- Ask permission to return for follow-up questions at a later date, if needed.

Section B. Record photo information.

Who? Who is in the picture?

What? What is happening?

Where? Location?

When? Time?

Why? What happened before and/or after the photo?

Section C. Theme Question: What have you dramatically changed in your life in the last year in _____? (the question should be aligned with the angle/theme in Section D)

Response:

Section D. Decide what the angle (theme/purpose) will be before the interview.

Angle: _____

Section E. Using your angle as a guide, formulate questions for the interview. Avoid closed questions (yes or no answers) and use open question (varied, complex answers) instead. If during the interview an answer to a question is interesting, ask a follow-up question (not prepared) to get more information.

1.	Question:	_____

	Answer:	_____

2.	Question:	_____

	Answer:	_____

3.	Question:	_____

	Answer:	_____
