



# INTERVIEW TECHNIQUES

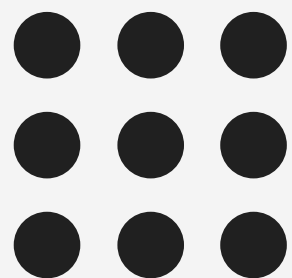


**ENTOURAGE ESSENTIALS: DAY 17**

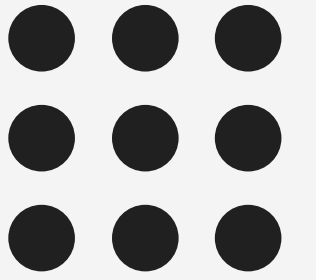
# DO NOW:

Find your interview partner.  
**Write one question you  
want to ask them.**

**WRITE IT DOWN, BE READY TO SHARE**



# OBJECTIVES:



You will learn how to prepare for a successful interview by planning open-ended questions.

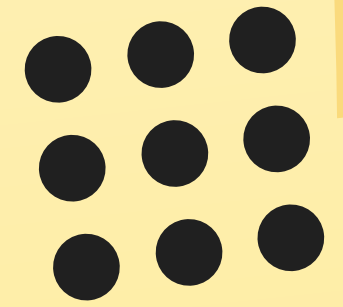
You will conduct an interview in a conversational style to get the quotes you need while making your subject feel comfortable.



# WRITING GOALS

WHAT ARE YOU TRYING TO GET OUT OF THE INTERVIEW?

To gather info about a topic



To learn someone's opinion about a topic

To feature the subject in the story you are writing



# PRE-INTERVIEW

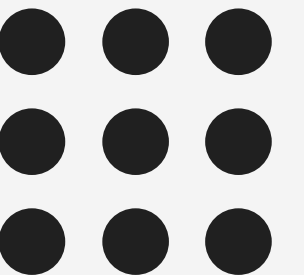
**Research:** get to know the topics you're covering and the person you're interviewing before the interview.

if you're doing a story about a Spanish Club event and you have no idea about what the Spanish Club does, that is a problem!



# GIVE NOTICE:

**when you can, try to give your subject at least 24 hours notice so they can be prepared and not caught off guard.**

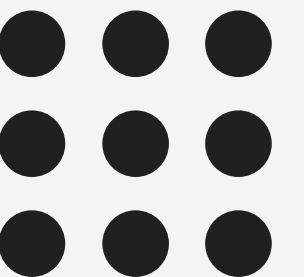


# OPEN-ENDED QUESTIONS

The **key** to getting great quotes and information out of a subject.

designed to encourage a full, meaningful answer

opposite of a closed-ended question, which encourages a short or single-word answer, like yes or no.



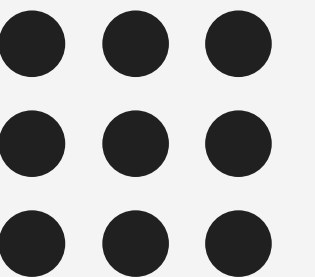
# OPEN-ENDED QUESTIONS

The key to getting great quotes and information out of a subject.

**“Why” / “How”,  
“Tell me about...”**



write more than you think you need!





# OPEN-ENDED QUESTIONS

**“Tell me what you were thinking after you made that last touchdown.”**

**“How did you prepare for tonight’s game?”**

**“How does this make you feel?”**

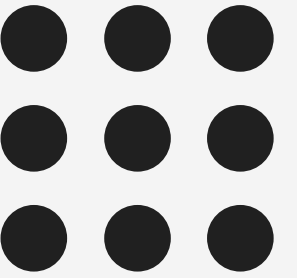
In journalism, stories are all about people and how they are affected by events. Audiences want to experience the emotion.



**MAKING YOUR  
SUBJECT FEEL  
COMFORTABLE**

**START BY GETTING YOUR OWN NERVES UNDER CONTROL.**

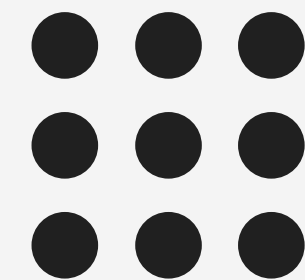
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**PEOPLE MIRROR THE INTERVIEWERS'  
BEHAVIOR. IF YOU'RE NERVOUS AND  
UPTIGHT, THERE'S A GOOD CHANCE THE  
OTHER PERSON WILL FEEL LESS  
COMFORTABLE. IF YOU'RE RELAXED, OPEN,  
UPBEAT, AND CURIOUS, THE PERSON  
YOU'RE TALKING TO WILL MIRROR THAT.**



Stephanie Thomson



INTRODUCE YOURSELF.

**BE POLITE.**

THANK THEM

FOR THEIR TIME.

**LISTEN!**

CONSIDER USING AN AUDIO RECORDER SO  
YOU'RE NOT DISTRACTED TAKING NOTES



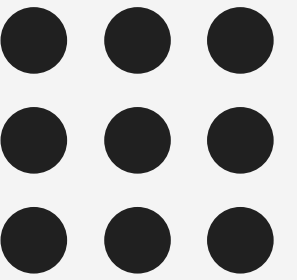
# "TELL ME ABOUT YOURSELF"

**THE BEAUTY IN OPENING WITH "TELL ME ABOUT YOURSELF" IS THAT IT ALLOWS YOU TO START A CONVERSATION WITHOUT THE FEAR THAT YOU'RE GOING TO INADVERTENTLY MAKE SOMEONE UNCOMFORTABLE OR SELF-CONSCIOUS.**



**TERRY GROSS, FRESH AIR, NPR**

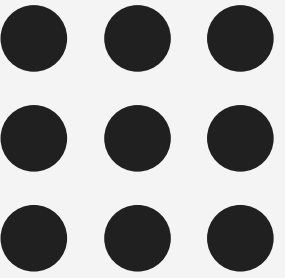
# BE CONVERSATIONAL



**INTERVIEWING A PERSON AND HAVING A CONVERSATION WITH THEM ARE TWO DIFFERENT THINGS, BUT A COMMON THREAD THAT CAN HELP YOU TO EXCEL AT BOTH, IS “BEING GENUINELY CURIOUS, AND WANTING TO HEAR WHAT THE OTHER PERSON IS TELLING YOU. I CAN RESPOND TO WHAT SOMEBODY IS SAYING BY EXPRESSING IF I’M FEELING SYMPATHY OR EMPATHY, AND EXPLAINING WHY.”**

**TERRY GROSS, FRESH AIR, NPR**





BE FUNNY IF YOU CAN,  
BUT BEING  
MENTALLY ORGANIZED,  
REASONABLY CONCISE,  
AND ENERGETIC  
WILL GO A LONG WAY  
IN IMPRESSING PEOPLE.

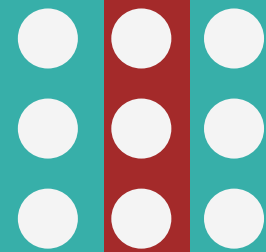


TERRY GROSS, FRESH AIR, NPR

# INTERVIEW DON'TS

## **DON'T GET AN ATTITUDE**

if someone is not cooperative or keeps giving boring answers, don't get frustrated, just thank them for their time and find a more willing subject



## **DON'T INTERRUPT**

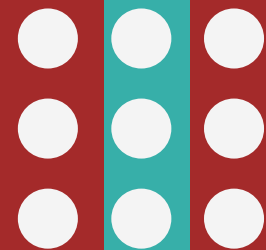
this can cause the subject to stop mid-answer so you will lose valuable content



# INTERVIEW DON'TS

## DON'T BE AFRAID OF SILENCE

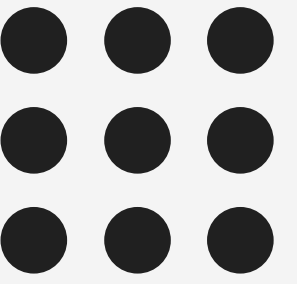
when your subject is thinking about their answer feel free to encourage them to take their time



## DON'T SAY "CAN I GET A QUOTE"

be specific in your questioning to get a quality answer

# LET'S PRACTICE:

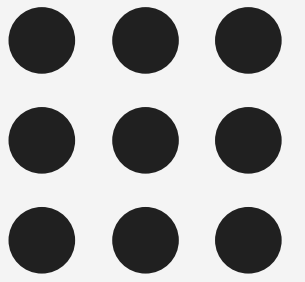


MAKE IT OPEN-ENDED!

**DID YOU HAVE  
FUN AT THE  
HOMECOMING  
DANCE?**



# LET'S PRACTICE:

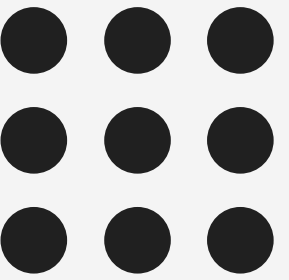


MAKE IT OPEN ENDED!

**IS YOUR MATH  
CLASS HARD?**

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# MOCK INTERVIEW



think of some things you want to know about your teacher.

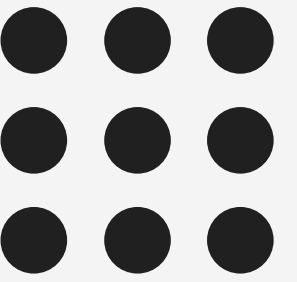
**ASK YOUR TEACHER**

**SOME OPEN-ENDED**

**QUESTIONS!**



# ASSIGNMENT:



## **FIND YOUR INTERVIEW PARTNER**

- write 10 open-ended questions
- think about your content goals
- ask away! make them comfortable
- type your notes into a google doc

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