

# Interviewing Tips

- Research
  - Preparing for story = Preparing for interviews
  - Develop focus for story
  - Generate interview questions based on focus
    - Jot down all ideas – can trim list later
    - Be curious!
  - Note different sides of story
  - Process feeds upon itself

# Interviewing Tips

- Sources
  - All have agendas
  - Who is this person?
  - In a position to know this information?
  - Does he/she have an ax to grind?
  - Using me for own purposes?

# Interviewing Tips

- Types of sources
  - Official/unofficial sources
  - Experts
  - People affected
  - Source networking

# Interviewing Tips

- Interview Preparation
  - Learn about person, how fits story focus
  - Try for in-person interviews when possible
    - Face to face, Zoom, phone, text/email
  - Make sure interviewee knows what you'll discuss
  - Questions you don't want to forget

# Interviewing Tips

- Conducting the Interview
  - Be cordial but firm (professional)
  - Listen but guide the conversation
  - Don't be a robot
  - At end:
    - Anything else to add?
    - Anyone else I should talk to?
    - How best to reach you with follow-up questions?