

## **Interview Script for National History Day**

### **Before you begin, make sure you are prepared.**

1. Set up camera/phone or any other recording device if you are using it.
2. Have your questions and 'w' facts, as well as a writing utensil
3. Remember to make eye contact and allow your guest time to talk between questions.
4. Ask follow up questions on anything you don't understand or are wondering about.

**Greet** your guest and introduce yourself. Show them to their table and introduce everyone in your group. Thank them for their time.

**Release/Address:** Ask your guest to fill in the document with their name and address. If you will be recording, ask them to sign the release.

**Do not ask questions you already know the answer to unless you are introducing your expert and the subject of your interview.**

### **Conduct your interview.**

Take turns asking questions if there is more than one of you.

Remember to ask follow up questions.

Ask about anything you don't understand completely.

Allow your guest time to answer.

### **Done?**

Thank your guest.

Help them with their coat or anything they may have brought with them.

Walk them to the front door; shake their hand.

Return to the team area and help clean up, upload your video, and put your notes in your Social Studies notebook.

**Return the address/release!! Save your questions/notes!**