

A lot of us are at home right now, so why not take advantage of it & really get to know the people you live with by interviewing them!

Before you begin the interview process, take some time to review these guidelines and tips. They will ensure you and your interviewee have a meaningful experience.

### **SETTING THE SCENE:**

- Relax and don't be too formal
- Be polite and friendly
- Conduct the interview indoors so there is not as much noise
- The best place to interview is in a quiet, carpeted area
- Make sure the interviewee is sitting close to the recording device so the sound is clear
- If possible, turn off any unnecessary sounds like TVs or radios
- Remember to make sure to explain the project and ask the interviewee to consent to the interview

***\*\*Please ensure you download the Interview Consent Form and have it signed by the interviewee. You will be required to submit this form to the Museum with the audio file. If the consent form is not signed and included with the submission, it cannot be used for future research purposes.\*\****

### **INTERVIEW TIPS:**

- Organize questions so that they lead into one another.
- Begin with general questions and move into more personal questions (dating, family, etc.)
- Begin with exploratory questions to find out the interests of the interviewee. If the interviewee shows interest in a topic, go into more detail. If there is no interest move on.
- Know your interviewee and tailor your questions and language to suit them.
- Try to avoid yes or no questions, or if used, back them up with a follow up question.
- Draw on historical events to help prompt story telling.
  - Ex. Where were you when the Belvedere Hotel burned down?
  - Ex. What were you doing when Terry Fox ran through Parry Sound?
- Come up with some questions that include local culture.
  - Ex. You said you grew up in Parry Sound during the early 1900s; did you live on the wet or dry side of town?
- Provide examples to the questions you ask.
  - Ex. Did you and your friends do fun things growing up, like climbing the old Lookout Tower?
- Do not ask questions that are too personal or deal with violence.
- Don't interrupt the interviewee.
- **BE SURE TO LISTEN!**

**Typical interview time is one hour, but it can be more or less!**

The information provided within this document has been taken from Tagliamonte, Sali A. *Analyzing Sociolinguistic Variation* pg. 37-49, New York: Cambridge University Press, 2006.