

Tips for Interview

1. Ask questions that require more than “yes” or “no” answers--the more description, the better.
2. Ask one question at a time.
3. Keep your questions brief.
4. Do not let periods of silence frustrate you--give your interviewee time to think.
5. Do not worry if your questions are not as articulate or perfectly phrased as you would like them to be. As long as your interviewee understands the question, you're fine.
6. Do not interrupt.
7. Try to get your interviewee alone. Interviews usually go best when there are few distractions.
8. Do not use the interview to show off your own intelligence. Come only with questions unless asked for an answer.
9. Keep the interview session as short as possible. You don't want to wear people out.
10. Be polite.