Interview Assignment

**Due Date**: Monday, October 5, 2015

**Specifications:** Typed, single-spaced, in question/answer format. Questions should be highlighted in some way (see sample).

**Directions:** After conducting an interview in preparation for your upcoming profile assignment, you are to select your best questions and responses and present them in question/answer format. You do not need to present them in the order in which the questions were asked. Arrange the order with clarity as your goal. We need to know who this person is and how they are special right at the beginning and move to lesser details from there. Try to keep it focused and interesting. You can leave out *some* of the personal observations that you recorded. Save them for later—you will need them for your profile assignment.

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| Criteria for Evaluation | Poor | Fair | Good | Very Good | Excellent |
| Questions were chosen with care and arranged to present unified picture of interview. Focus is evident. |  |  |  |  |  |
| Evidence that interviewee was encouraged to expand their ideas.  |  |  |  |  |  |
| 7-10 questions and answers presented |  |  |  |  |  |
| Presentation is neatly typed with a title, the Interviewee’s name and your name are present. |  |  |  |  |  |
| Edited for spelling and grammatical mistakes. |  |  |  |  |  |