

BRVGS Interview Checklist/Rubric

This interview is to be completed to the satisfaction of your Senior Advisor **prior** to completing and submitting your Research Paper. **On a separate piece of paper**, please answer the following questions in complete sentences or provide the required information below.

1. List the date, location and start and end times of the interview. Discuss how you prepared for the interview.
2. Attach the list of questions you prepared beforehand to ask the expert, including several questions that address your research for your paper.
3. Were your expert's answers based on important facts or his/her opinions? Did you learn about his/her biases on the subject, or was the expert unbiased?
4. Discuss the feeling and tone of the interview. Were both of you comfortable or awkward? Did the expert seem rushed or was he/she patient and obliging?
5. How were you dressed for the interview and did it fit the situation?
6. Who ended the interview? Did you shake hands and thank the person?
7. Did you send a thank you note or email to this expert, or send in any follow up questions?
8. Did this interview change the direction of your research/strategy or bring to mind new questions?
9. With reasoning included, please discuss whether you need any future interviews.
10. What would you do differently if you had the interview to do over, and why?