PREPARING FOR THE INTERVIEW
CHECKLIST

The interview typically takes 2-3 hours with the option of continuing the interview in another session. Please allow some time to sign consent forms prior to the interview. Your interview will be an audio recording with the option being video-taped and your photograph taken.

You may prepare for the interview by:

1. Finding old photographs
2. Looking for documents you are willing to make public to include with your oral history. Scans/photographs will be made so that the originals will be returned to you. If, however, you want to donate these items to the library, we will set up a time to meet with our archivists.
3. Looking for other family materials or artifacts you may want to share and make public
4. Jot down some notes about what you may want to talk about
5. Review the oral history questions you will asked

Oral History Appointment	**Recommendation for Other Interviews**
Date: _____	Name: _____
Time: _____	Email: _____
Location:_____	Phone Number:_____