


Advice for conducting interviews

VHS Vienna

First of all establish CONTACT and explain what it is about



Arrange date/time, at a
atmospherically convenient
meeting

No coffeehouse  or something
where disturbing influences
interfere

Technical equipment

- Take along recorder/video camera
and a note book
- Write down the **most important statements**
The technical equipment can fail !!!

Dates

Important data:

- like name (also coded), age, martial status, education, ...
... have to be agreed upon and entered first

Explain again

WHAT and WHAT FOR

we need the interview

Starting and during the interview

- Getting started **emotionally** opens the approach to our interview partners
- **Interposed questions**, if the story gets too rambling, to come back to our topic and reach the goal of the interview

(for this the general questionnaire can be helpful)

The work is not done yet

- All the interviews have to be **transcribed by the interviewers afterwards.**
- That means **all the imported things** have to be summarized as a whole in written form.
Maximal two A4 pages in EN and own language

What's open ...

- It is open, how much time/space we have for video recording to transfer them onto the web page and who can help with cutting?
- Which 2 woman are representative for a ‚Role model‘ of active ageing in our country?

We wish all of you a good work and very interesting women to interview in order to find out the best 'role models' for 'active ageing'

VHS Vienna

P.P. Gerti Zupanich