Pre-Interview Checklist

WWOHP provides the following checklist to assist interviewers as they prepare for an interview. Please contact us at info@wwhp.org with any questions.

Who to Interview

WWHP collects oral histories from women who were born, live, and/or work in the Worcester area, or feel connected to Worcester in some way. There is no age requirement or limit. You may consider interviewing family members, employers, colleagues, neighbors, or community leaders. When you invite someone to be interviewed, please explain the WWOHP initiative and the importance of the interview to our efforts to celebrate and document women's contributions to the history and social culture of Worcester and beyond.

If you need WWOHP to recommend a person to interview, please contact us at info@wwhp.org.

Equipment to Bring to Interview

- ☐ Digital recorder, iPhone, or iPad with voice recording app such as Audio Memos
  or
  Full-size cassette recorder with microphone (do not use Voice Activation feature) and ninety minute tapes and spare batteries
- ☐ Interview guide
- ☐ Pen and paper
- ☐ Camera
- ☐ Biography Sheet
- ☐ Informed Consent Form
- ☐ Deed of Gift