## **INTERVIEW OUTLINE**

#### **STEP 1: Preparation**

What is your objective / purpose / what do you want to know.

- a. Background of WIT, computer research of business, elements to prove.
- b. Prepare outline, questions.

#### **STEP 2: Introduction**

Explain the purpose for the interview

- a. Give them some information so they know what you want.
- b. Find some commonality or shared interest / rapport building.

#### **STEP 3: Narrative Statement**

Listen, look, and allow subject to tell their "story" without interruption. Not used in every interview situation.

- a. Ask them initial questions. "Tell me about the spill?"
- b. Limited note taking, avoid, "Just the facts."

#### **STEP 4: Paraphrase**

Paraphrase the witness statement back to them.

- a. Allows an assessment of accuracy and "fill in the holes."
- b. Focuses you on your questions.

## **STEP 5: Questions**

Ask questions that arose during narrative and "prepared" questions.

- a. Note taking permissible.
- b. Negative / alternative question here. Elimination questions.

## **STEP 5: Verification**

It's like a 2<sup>nd</sup> paraphrase.

Review "story" with witness for "final product."

## **STEP 6: Professional Close**

Is there anything else I should know?

If you were investigating this case, who else would you talk with?

Ask them if you can contact them again, if they sound unsure...good indicator.

# **10 ELIMINATION QUESTIONS**

#		th anxiety – Deceptive gestures can be bigger and therefore easier to observe.  Ity kknowledge – Possible deceptive gestures in innocent individuals who lie to protect the lty.
1	l.	How do you feel about talking with me?
2	2.	What do you think should happen to a person who did this?
3	3.	Tell me why you're not the one who did this.
۷	1.	Do you think this even happened?
4	5.	Do you know who did this, or have any suspicions? #
6	<b>5.</b>	If you were investigating this case, who would you eliminate as a suspect?#
7	7.	Did you talk with anyone about what to say when questioned? #
8	3.	If you did have something to do with this you should tell me about it now. *
Ç	).	Did you tell anyone that you did it? *
1	10.	<u>Is there any reason</u> (witness—prints—video)? *
Negative / Alternative question:		
		, it's not like you
first nar	ne	something bad

It's more like \_\_\_\_\_\_.... isn't it ? Isn't it \_\_\_\_\_? 
something good \_\_\_\_\_.... first name \_\_\_\_\_?