

## **Interview a Professional in the Field Guide** **Last Updated August 15, 2012**

You are responsible for conducting an interview with a professional in the field. The individual can be an instructional designer, educational technologists, instructional technologist, technology support administrator, university faculty, and university support staff who is dedicated to faculty training. You are encouraged to find individuals to interview at your current place of work or any other settings, but the instructor will provide you with a list of individuals who have agreed to be contacted for a potential interview if you have trouble finding a volunteer respondent. When you have identified who you plan to interview please inform the instructor and obtain permission to proceed.

During the interview you will ask questions that will help you understand your respondent's experiences in the profession, gain a further understanding about the field in general, and understand what types of jobs you can anticipate to find in the field. This assignment requires the cooperation of a third party individual who you can anticipate has a very busy work schedule. Please think about how you present yourself in a professional manner and be respectful of your respondent's time. If there are situations that your respondent needs to reschedule the agreed interview time and will impact your ability to submit your work on time please contact the instructor. After the interview is completed, you are required share a draft of the written report to all participants of this course, then submit a final version of the report to the instructor. All participants will read the shared draft and engage in further insights about the field and future jobs, as well as provide constructive comments for individual participants to write the final report.

The report that you submit for this assignment must include the following sections:

1. The questions you asked during the interview;
2. Narrative summary of the interview in your own words and not a word-for-word transcript of the interview, this narrative should be thorough and help other members of the course gain new insights about your respondent's job and their role as an instructional/educational technologist;
3. Your reflections on the following required areas:
  - a. insights on the scope of the field;
  - b. insights on the role of instructional/educational technologist being a collaborator and/or a leader in the field; and
  - c. how the experience from the interview affects your professional development plan as a future professional.

**\*Note, in your report you need to refer to the respondent with a pseudonym, and do not reveal his/her true name.**

Your report should be within 1500 words double-spaced in Times New Roman font. Your submitted assignment needs a title page and a reference page if applicable, which will not count against the maximum word count. If you provide a longer report the instructor has the right to disqualify your submission and not grade your work. The title page should include interview title, interview date, your name, course number, section number, and the word count for your report.

Additionally, please remember that you need to follow APA writing style especially when citing

references. If you need help with APA style please examine the syllabus and check how the textbook is listed as a reference.

For example, your book should appear in your reference list as:

Reiser, R., & Dempsey, J. V. (2011). *Trends and Issues in Instructional Design and Technology* (3rd ed.). Allyn & Bacon.

Upload your interview report in the designated Blackboard Discussion forum and upload it using the Assignment feature in Blackboard.

If you have any further questions that need to be clarified please contact your instructor Professor Yamagata-Lynch at [Lisayl@utk.edu](mailto:Lisayl@utk.edu).