



HELP SHEET: To prepare for interviewing a STEAM professional

Before interviewing a STEAM professional, here are a few tips to consider that will also ensure you write a fantastic report:

- Know the interviewee's professional career inside-out so that you'll come up with interesting questions. Try getting answers to questions you perhaps wouldn't be able to get from the internet
- Approach your interview as a conversation by asking questions related to their previous answers
- You can record the interview or take lots of notes
- Try and get the written report done as soon as possible. The sooner you do it, the fresher in your mind it will be!

Once you have completed the interview with a STEAM professional, it's time to write the report. The best reports will be published on the STEM website and circulated to supporting organisations and the wider press.

AFTER THE INTERVIEW: Writing the report

There are two ways to write the report: in a list of questions and answers or as sentences. Both formats should include an introduction and final sentence about what you have found out, to achieve a good grade or win a prize. Here are a few tips:

- Proofread your work and check for spelling or grammatical mistakes
- Welcome a second opinion and get someone else to read over your report
- Keep to the same format throughout your report. Accidental changes in font style and size can distract from the text

Your report should have:

Your name

Your school

The name of your teacher

The name of the person you are interviewing

Where they work

What they do

You can send in a video or podcast (if you're over 9 you still have to write the interview though!)

If you are over 9 you need to write 200 words to achieve a certificate

If you are over 11 you need to write 650 words to achieve a certificate

You can be awarded a PASS or a MERIT

You need to email the report to Mrs Paddock after the interview

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