1 Define purpose

Why are you doing this interview? What purpose will it serve for you and for your audience? Think about what interests you.

2 Determine audience

Who will your audience be? What do you know about them? What do they already know about the topic or interview subject?

3 Find Examples

Find some existing interviews that you like. What do you like about them? Is it the questions, style, music and/or specific shots? Anything else?
Recording an Interview

4 Brainstorm content

What information do you want to include? What’s happening in the beginning, middle and end of your video? What questions will you ask?

5 Describe a Scene

Pick a segment of your interview. Where and when is this happening? How is the scene framed? What are they doing and/or saying?

6 Brainstorm Audio

What music and/or sound effects do you want to include in this interview? Intro/outro music? What purpose will it serve for you and for your audience?
Create Your Storyboard

Each rectangle represents one shot in the video. Sketch the interview subject, interviewer, or other visuals, any action and background.

Decide exactly what questions will be asked and include the dialogue below.

**Scene:**  
**Shot:**

Circle One: Close-Up/Medium/Long-Shot

Camera Movement: Pan, Tilt, Zoom, Other ( )

**Dialogue:**

Circle One: Close-Up/Medium/Long-Shot

Camera Movement: Pan, Tilt, Zoom, Other ( )

**Description/Action:**

Audio/Effects:

**Scene:**  
**Shot:**

Circle One: Close-Up/Medium/Long-Shot

Camera Movement: Pan, Tilt, Zoom, Other ( )

**Dialogue:**

Circle One: Close-Up/Medium/Long-Shot

Camera Movement: Pan, Tilt, Zoom, Other ( )

**Description/Action:**

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Dialogue:

Description/Action:

Audio/Effects:

Scene: Shot:

Circle One: Close-Up/Medium/Long-Shot
Camera Movement: Pan, Tilt, Zoom, Other ( )

Dialogue:

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Shot:

Dialogue:

Circle One: Close-Up/Medium/Long-Shot
Camera Movement: Pan, Tilt, Zoom, Other (  )

Description/Action:

Audio/Effects:

Scene:  
Shot:

Dialogue:

Circle One: Close-Up/Medium/Long-Shot
Camera Movement: Pan, Tilt, Zoom, Other (  )

Description/Action:

Audio/Effects: