

APPENDIX E

Practice Exercises



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Exercise #1: Interviewing techniques

Ask for two volunteers from among the interviewer trainees. Ask one to act as a “respondent” and the other to play the role of the “interviewer.” Tell the respondent to respond as if she was being interviewed in real life. Please emphasize that she does not have to give her own personal experiences. She can pretend to answer like a friend or any other woman that she knows. Ask the interviewer to interview the respondent in front of the rest of the trainees. Have her begin by greeting the “respondent” and introducing herself and then proceeding to ask the questions of a specified section of the questionnaire. At the end of the section, ask for observations from the rest of the trainees. Repeat with other volunteer pairs and other sections of the questionnaire.

Exercise #2: Interviewing techniques

Ask for two volunteers from among the interviewer trainees. As with Exercise #1, assign one to act as a “respondent” and the other to act as an “interviewer.” Take the “interviewer” aside and tell her to purposely behave badly to the “respondent,” based on the Guiding Principles for Interviewers learned in the interview technique lesson (Handout 10). Ask the interviewer to interview the respondent in front of the rest of the trainees. Have her begin by greeting the “respondent” and introducing herself and then proceeding to ask the first few questions of the questionnaire. When several questions have been asked, stop the exercise and ask for observations from the rest of the trainees. Ask what was done incorrectly and what would have been a better way to interview.

Exercise #3: Filling out the questionnaire

Ask for two volunteers from among the interviewer trainees. Ask one to act as a “respondent” and the second to be an “interviewer.” Tell the respondent to respond as if she was being interviewed in real life. Please emphasize that she does not have to give her own personal experience. She can pretend to answer like a friend or any other

woman that she knows. Ask the interviewer to interview the respondent in front of the trainees, using the first section of the survey. The rest of the group should fill in their questionnaire based on the answers of the respondent. At the end of the section, ask for observations from the rest of the interviewers. You can start with the first section and then go through the questionnaire by question. Each pair does not necessarily have to do all the questions in that section. After about one page, ask a new pair of interviewers to role play. The trainer can take time in between the change of pairs to go over the answers with the rest of the group to make sure everyone has filled in the questionnaire appropriately.

Exercise #4: Filling out the questionnaire

Divide the group into smaller groups of three interviewers each. Ask one to act as a “respondent,” the second, as an “interviewer” and the third, to be an observer. Tell the respondent to respond as if she was being interviewed in real life. Please emphasize that she does not have to give her own personal experience. She can pretend to answer like a friend or any other woman that she knows. Ask the interviewer to interview the respondent using the whole questionnaire (or if time is short, give each group a different section). The third person should observe the pair and be prepared to comment on the role-playing pair’s techniques for interviewing, filling out the questionnaire, and probing at the end of the interview. At the end of the exercise, ask for observations from the rest of the interviewers. Start with their general feelings about the questions, and then go through each section and take feedback from all groups. Check questionnaires for completeness and correct skip patterns. Have individuals in each group change roles after a section is complete.

Exercise #5: Filling out the questionnaire

Divide the group into smaller groups of two interviewers each. Ask one to act as a “respondent” and the other to act as an “interviewer.” Tell the respondent to respond as if she was being interviewed in real life. Please emphasize that she does not have to give her own personal experience. She can pretend to answer like a friend or any other woman that she knows. Disperse these pairs

through out the room and ask the interviewer to interview the respondent using the entire questionnaire. The trainer should rotate through out the room and observe the pairs as they are interviewing. At the end of the questionnaire, the trainee who acted as the interviewer should bring the questionnaire to the trainer to be reviewed. The pair will then switch roles. Have people change partners once each member of the pair has finished the questionnaire.

