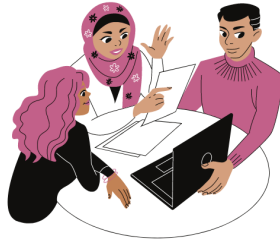


Interview Checklist Exercise



Lesson Objectives:

- Be able to use your top anthropology skills during an interview.
- Be able to determine whether a workplace fits your hopes and expectations as an employee.

Resources Needed:

- Copies of the one-page tool [“Observe and Reflect: An Interview Checklist.”](#)
- Paper and pencil.

Process:

- The activity can be completed in about 1 hour.
- Work on your own.

Activity:

1. **Review** the “Observe and Reflect: An Interview Checklist” tool before attending the interview.
2. During the interview, **observe** key factors about the work environment, the people, and the activities that go on there. If possible, take field notes of things that catch your attention.
3. Once you have exited the interview, **answer** each of the questions from the “Observe and Reflect: An Interview Checklist” tool.

Outcomes:

1. A clearer idea of what you are looking for in a workplace environment.
2. Practice in applying your observational and listening skills in a workplace setting.

