

***Teaching Guide***  
***"Interviewing Key Informants"***

1. Define "Key Informants" – Ask for "word associations" that come to mind. Focus on each word – "key" and "informant". Give definition from fact sheet.
2. Ask "Why would we use Key Informants?" (Check the fact sheet as well to include points from there). "Who might be Key Informants in your community?" "Would one Key Informant per issue be enough?" (No – one could be biased or lacking information. Enough Key Informants ensure a good sample. Maybe 2-3 – maybe more depending on issue).
3. Have the group identify some possible subjects/issue areas to explore in developing a Plan of Work that would lend themselves to interviewing Key Informants.

Brainstorm "What preparations would your CEC need to make before these interviews are done?" (Issues to be probed should be identified, some background gleaned on the subject – local, state-wide, national as available; and sample questions).

4. Cover "Steps in Conducting the Interviews" on the Fact Sheet as a summary.
5. Share the fact sheet as a resource guide as a teaching assistance.

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