

# RECORDING AN INTERVIEW

## Checklist

- ☐ Choose a person to interview
- ☐ Create a list of questions
- ☐ Use or borrow something like a smartphone or digital recorder to record on
- ☐ Practice with the recorder/smartphone
- ☐ Choose a quiet place to do the interview
- ☐ Ask questions and listen



Māori language parade 2019

## » Hei tīmatatanga

### Getting started on a video, audio or written interview

First, don't assume that your Nan, cousin or friend will agree to be interviewed. Chances are the person you would like to interview will say, "No. I don't have anything to say about te reo Māori, my story is not important."

Letting them know how much it would mean to you and future generations of your whānau may take the pressure off.

#### ► Introducing the project to the person you want to interview

- › Keep it brief.
- › Explain why you are doing the project.
- › Explain what you will be covering in the interview.
- › Explain what will happen to the interview once you have finished with it.
- › Explain that the interviewee can place conditions on access to the interview.
- › Either start on the interview or agree a time to come back to record the interview.

## » Whakaarohia: ataata, oro, tuhinga rānei he whakatōpūtanga

### Decide: video, audio, written or a combination

Not everyone is comfortable in front of the camera. Have a think about a combination of audio and video recordings. Whichever method you choose, the goal is the same: to preserve a loved one's thoughts and stories of te reo Māori and particularly Kōhanga Reo.

## » Get ready

### Kia rite

Write down some questions that you have for the person. You will also think of questions as you talk because an interview is a conversation.

We have thought of some questions to get you started:

- › How has kōhanga reo been a part of your story?
- › Did you attend kōhanga reo? What do you remember from kōhanga reo? Who do you remember?
- › What do you want to say to your kōhanga teachers?
- › What do you want to say to the kōhanga teachers of today?
- › How did kōhanga reo impact your life?
- › How/when did your kōhanga reo open?
- › Why did you send your tamariki to kōhanga reo?
- › Why did your whānau send you to kōhanga reo?



## » Kōwhirihia ngā taputapu ngāwari ki a koe

### Choose equipment which works easily for you

The best camera/sound recorder is the one you have with you and know how to use – likely to be your phone. Before doing an interview, practice! – on your friends.

#### ► Getting a good recording

- › Test your equipment before the interview.
- › Make sure the phone is charged or the batteries are fresh.
- › Choose a quiet place to talk.
- › If you're video recording: keep the camera steady by using a tripod or a stack of books; film horizontally—in landscape orientation—to avoid leaving a space on each side of the frame; touch the screen while focusing on the person's face so the phone knows it's your focal point.
- › If you can, listen to what you are recording with headphones to make sure it sounds good. Be sure to do a sound check!
- › If the level is too high, it will sound bad. Fuzzy and distorted.
- › You can mess up the other way too and put the level too low.
- › Some smartphones/recorders can set the level for you.
- › The best thing is to practice before you go.
- › At the beginning speak into the microphone to identify yourself and the person you are going to interview.

There are apps, like [StoryCatcher Pro](#) for iOS or [StoryCorps](#) that will let you record in real time and insert previously recorded clips and photos. There are options to create a title, add captions and select a theme. After recording, you can save the finished product to your camera roll, the cloud, Dropbox or see our external storage sites.



## » Te uiuinga

### The interview

There are no rules for doing interviews. **Ask a question — and listen.** Ask another question and listen some more, especially in between the words, to the things people are suggesting. Don't be afraid to be a part of it – you can laugh, you can be sad. You can say, “Wow, I didn't know you did that.”

If someone seems nervous or quiet, ask them to show you some whānau photos and talk about the people in the photos as a way in to talking about their experiences with te reo Māori.

## » Te whakaputu i te hopukanga

### Storing the recording

It is important that recordings are stored in the best possible conditions so you and your whānau or community can have access to them in decades to come.

Here are some storage tips and options:

- › There's numerous cloud storage and file sharing services such as Microsoft OneDrive, Dropbox, IDrive, Google Drive etc.
- › Go to [oralhistory.org.nz](http://oralhistory.org.nz) for advice on [selecting a place to store your precious recording](#)
- › [Āhau](#) is a Whānau Data Platform that helps whānau (families) and tribal communities capture, preserve, and share important information and histories into secure, whānau-managed databases.
- › [Auckland Libraries' Heritage Database](#) includes a list of some of the oral histories in Collections.
- › [Te Rōpū Whakahau](#) may also have good advice about storage options
- › [Ngā Taonga Sound & Vision](#)
- › [National Library](#)
- › [Mukurtu](#) (MOOK-oo-too) is a grassroots project aiming to empower communities to manage, share, narrate, and exchange their digital heritage in culturally relevant and ethically-minded ways.
- › Ask your [local museum](#) if they collect and store recordings or other precious items.