Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_

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Parent Interview

![C:\Users\mwalsh\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\0IQ09G50\construction[1].jpg]()![C:\Users\mwalsh\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\0IQ09G50\Woman-Police-Officer-5565-large[1].png]()![C:\Users\mwalsh\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\GRSG58P1\milovanderlinden-businessman[1].png]()

**Relationship to Interviewee** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Interviewee’s Occupation** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Directions:** Interview a parent or guardian about the skills he/she uses in the workplace on a regular or daily basis. They may choose between **all the time, sometimes, or not at all.** Be sure to discuss each topic with them!

|  |  |  |  |
| --- | --- | --- | --- |
| **Topic** | **All the time** | **Sometimes** | **Not at all** |
| Reading (articles, research, e-mails, etc.) |  |  |  |
| Writing and sending e-mails, documents or contracts |  |  |  |
| Using proper grammar in both writing and speaking (spelling, capitalization, punctuation, subject verb agreement, etc.) |  |  |  |
| Proofreading |  |  |  |
| Editing your writing or another’s writing |  |  |  |
| Conducting research on a topic |  |  |  |
| Compiling research and using citations |  |  |  |
| “Reading / listening between the lines” (contract analysis, etc.) |  |  |  |
| Working with colleagues to create a presentation or document |  |  |  |
| Speaking and interacting with coworkers and management |  |  |  |
| Presenting information to colleagues |  |  |  |

**Interview Question**

Is it important to have strong skills in reading, writing, listening and speaking in the workplace? Explain your answer.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Student Reflection**

Did you find out anything new about your parent/guardian that surprised you? Explain why or why not.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_