

Media Outlet _____ Phone Number _____

Reporter _____ Date of Interview _____

Email Address _____ Time of Interview _____

Topic _____

Anticipated Angle _____

Primary Audience _____

Secondary Audience _____

Anticipated Questions (3-5)

1. _____
2. _____
3. _____
4. _____
5. _____

Key Messages (3-5)

1. _____
2. _____
3. _____
4. _____
5. _____

Additional Statistics/Data/Key Information

How Did I Do?

Interview Preparation	1	2	3	4	5
Developing Anticipated Questions	1	2	3	4	5
Delivering Key Messages	1	2	3	4	5
Speaking to Primary Audience	1	2	3	4	5
Notes/Follow-up	_____				
