



Structured one-on-one interviews

Erasmus + Strategic Partnerships

Project: *“Visible Teaching for Performance”*

SSTE: Oliveira do Bairro, Portugal

20-24 March 2019



Instructions:

Two team members that hardly or only barely know each other should sit down together. They **interview** each other based on the following questions:



Questions:

- **Name and personal questions:** What are you called? Where do you live? What do you do in your free time?
- **Professional questions:** What did you study? What is your job here? For which issues are you the best contact?



Questions:

- **Previous experience** of teamwork/ projects?
- **Expectations:** Desires relating to teamwork, methods, rules in the team, self-expectations?
- How are you linked or bound to the **team's task?**



Instructions:

The interviewee should take **written notes** during the conversation for the subsequent round of introductions.

In a **plenary round** of introductions, each meeting participant should spend around **five minutes** presenting his or her interview partner to the team.

After each presentation, **the other team members** may ask the interviewee short additional questions.



Instructions:

After the presentation, the interviewee should be asked whether the interview correctly relayed all of the information. They hence have the opportunity to correct distorted information. The team members' expectations of teamwork or team building and other important subjects should be noted on a flipchart.



Thank you for the attention

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Source: A practical guide to working in and with teams”
Manfred Gellert and Claus Nowak

Project VT4P (2017-2020)
SSTE: Oliveira do Bairro, Portugal
20-24 March 2019

This project has been funded with support from the European Commission. This publication [communication] reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein.