CSE1204 – Information Systems 1
Tutorials 4 and 5 – Interviews

Tutorial Objectives:
- to develop a basic understanding of the role of interviews in data gathering
- to understand some of the problems associated with interviewing.
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Tutorial Task 1.

In your assignment groups, quickly devise an interview plan for an interview of a fellow student (5 minutes).
Pair off with another student. You have five minutes to interview each other. At the end of the time you will be asked to introduce your partner to the rest of the class.

Listen carefully to other introductions and make notes if there was any data that, in hindsight, you should have gathered in your interview but did not.

Tutorial Task 2.

In your assignment groups discuss the characteristics of the interviewer and the interviewee that can effect the result of an interview. Choose a representative for the group to report your discussion to the class.

Tutorial Task 3.

In your groups, discuss the best way to arrange the room in which you will interview the Loaded Brush manager as a group. Illustrate your ideas to the class as best you can using the furnishings and equipment in the tutorial room.

Notes for Week 5 Tutorial:

Tutorial Task:
Your task in week 5 is to ensure that you understand all aspects of the information systems and information problems at Loaded Brush. You have been provided some preliminary details about the business. You must interview the manager, in order to understand the business function of the organisation, and the information and processing problems they are having. Your tutor will play the part of the manager. You must prepare an interview, conduct an interview with the manager and document the interview in an interview report.

Task Deliverables and Due Dates

Interview Plan – due Week 5 (during interview)
Interview – Week 5 (during tutorial or a time arranged with your tutor)
Interview Report – due Week 6 (during tutorial)
NOTE TO STUDENTS: You will need to prepare for tutorial 5 BEFORE the tutorial.

*Interview Process*
Prepare an interview plan.

*Interview Discussion*
At the end of the interview you will evaluate how the interview was conducted
Do you believe the interview was successful?
If Yes .. why?
If No .. why?
Was your plan helpful?
How were your interpersonal skills?
Was it the questions you asked?
Would you have been better if you were more prepared,
Was the personality you were dealing with difficult?
How did you deal with that type of person?
What would you do differently next time?

*General:*
Discuss what you would do to make an interview more successful.