5. Interview Abstract Form
"This is an interview with[full name]
[present/former/retired?/institutional affiliation]
of
[here, you may give a one-sentence biographical sketch of this person's activities relevant to the focus of this oral history]  This interview is being conducted on
at[place of interview]
on the occasion of [note if it's some special occasion]
The interviewer is
BEFORE BEGINNING YOUR INTERVIEW, PLEASE ASSIST THE NARRATOR IN COMPLETING:
(1) THE RELEASE FORM AND (2) THE BIOGRAPHICAL QUESTIONNAIRE.
TAKE TIME TO EXPLAIN ALL ASPECTS OF THE INTERVIEW AND HOW IT MAY BE USED; ASK QUESTIONS TO BE SURE THAT THE NARRATOR UNDERSTANDS.

THANK YOU!