

**Exercise 6a: Make your list of people to interview**

Before you head in to do your interviews, there are some things you should do to make sure you're prepared to make the best impression on the business person you'll be talking to.

First of all, do your research about the company that you'll be talking about. You don't have to know small details. At least have an idea of what they do, what they sell, and if they've been in your community for a short or long time.

**People to interview**

Do your best to fill in as many details as possible before doing your interview

**Company name #1** \_\_\_\_\_

Address of business \_\_\_\_\_

Person who started the business \_\_\_\_\_

Main product or service \_\_\_\_\_

How long the business has been "in business" \_\_\_\_\_

Approximate number of employees \_\_\_\_\_

Single location? Several locations? Franchise? \_\_\_\_\_

Other important facts \_\_\_\_\_

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**Company name #2** \_\_\_\_\_

Address of business \_\_\_\_\_

Person who started the business \_\_\_\_\_

Main product or service \_\_\_\_\_

How long the business has been "in business" \_\_\_\_\_

Approximate number of employees \_\_\_\_\_

Single location? Several locations? Franchise? \_\_\_\_\_

Other important facts \_\_\_\_\_

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**Company name #3** \_\_\_\_\_

Address of business \_\_\_\_\_

Person who started the business \_\_\_\_\_

Main product or service \_\_\_\_\_

How long the business has been "in business" \_\_\_\_\_

Approximate number of employees \_\_\_\_\_

Single location? Several locations? Franchise? \_\_\_\_\_

Other important facts \_\_\_\_\_

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