

This assignment should be a 2 – 3 page description of how you will conduct your participant observation and interviewing. Each student must submit their own schedules, this is not a joint assignment. The first 1 – 1.5 pages should be descriptive, the final page should consist of your list of questions and questioning rationale (see below). Details that you must include:

1. Places to be observed (geographical, e.g. “Gainesville’s downtown plaza”; institutions, e.g. the City Council chambers; other particulars, e.g. “the Mayor’s office” or “the building in which the Company’s headquarters are located”; and so forth). Be clear, specific, and detailed.
2. The conditions under which these places will be observed (e.g. “the City Council chambers during regular business meetings”, or “the Florida Legislature during special sessions”; or “the clinic will be observed during regular business hours”). Be clear, specific, and detailed.
3. The persons to be observed. This can either be *particular persons* (e.g. “Mr Smith, the manager of the main office”) or *types of person* (e.g. “office staff, including managers, service personnel, and engineering staff”). Again, be clear, specific, and as detailed as you can.
4. The persons to be interviewed (same as #3).
5. The number of times you plan to observe, and the times of the day and days of the week you plan to observe, as well as a rationale as to why you have selected these times and days.
6. The number of persons you plan to interview, and brief details as to your rationale for selecting the number and type of persons to be interviewed.
7. Whether the observing is going to be participatory, and whether it will be unstructured, structured, or both. If you are using structured observation, you should include a brief (two sentences) clarification of your methods.
8. A preliminary list of interview questions. You should plan to conduct structured interviewing, and prepare a set of relevant questions for your participants. Each participant should be asked the same questions in order to elicit data that can be most analytically useful. For this assignment, you should submit a list of 15-20 questions, and a brief rationale as to the purpose of each question vis-à-vis your research project (that is, what information do you hope to elicit from your participants and how will this information be used to answer your research question(s)).