**In-Depth Interview Practice - Peer Evaluation Checklist**

**Interviewer Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**1. FAMILIARITY WITH INTERVIEW TOOL**

*Rate the interviewer's knowledge and use of the interview guide*

☐ **Excellent** - Demonstrates thorough knowledge; flows naturally through guide  
☐ **Good** - Generally familiar; occasional reference to guide  
☐ **Fair** - Some familiarity; frequently refers to guide  
☐ **Needs Improvement** - Limited familiarity; heavily dependent on reading from guide

**2. RAPPORT BUILDING**

*Assess how well the interviewer established connection and trust*

☐ **Excellent** - Warm introduction; puts interviewee at ease; maintains friendly tone  
☐ **Good** - Pleasant introduction; generally comfortable atmosphere  
☐ **Fair** - Basic introduction; somewhat formal but respectful  
☐ **Needs Improvement** - Rushed or awkward introduction; limited connection

**3. ACTIVE LISTENING**

*Evaluate the interviewer's attention and responsiveness to answers*

☐ **Excellent** - Fully engaged; responds thoughtfully to answers; builds on responses  
☐ **Good** - Generally attentive; shows interest in responses  
☐ **Fair** - Basic listening; some engagement with answers  
☐ **Needs Improvement** - Distracted; doesn't engage with responses; moves on too quickly

**4. PROBING**

*Rate the quality and appropriateness of follow-up questions*

☐ **Excellent** - Uses variety of probes effectively; explores topics thoroughly; clarifies when needed  
☐ **Good** - Generally probes well; asks some follow-up questions  
☐ **Fair** - Basic probing; misses some opportunities for deeper exploration  
☐ **Needs Improvement** - Limited or inappropriate probing; accepts surface-level answers

**5. OVERALL PERFORMANCE**

*General assessment of interview conduct*

☐ **Excellent** - Professional, confident, natural flow; would be ready for field deployment  
☐ **Good** - Generally effective; minor areas for improvement  
☐ **Fair** - Adequate performance; several areas need development  
☐ **Needs Improvement** - Significant practice needed before field deployment

**Interview Pace:** ☐ Too Fast ☐ Just Right ☐ Too Slow  
**Question Clarity:** ☐ Very Clear ☐ Mostly Clear ☐ Sometimes Unclear ☐ Often Unclear