**Guided Conversation Template – Handbook for Interviewers**



**Administrative**

1. **Information about your organisation / project.**
2. **Consent Information – if you keep a record of anyone’s data, participants need to know how their data will be stored, who will have access to their data and how their data will be used, e.g. will data be anonymised, with names deleted from notes and recordings?**
3. **Consent Checklist – if data is being recorded, a ‘Yes / No’ checklist can help participants agree on how their data will be used and confirm this via their signature.**

**Guided Conversation Content**

**[Opening broad question, e.g. *How do you find living here? – if helpful, you can use the image (in participant’s handbook) here to help with your answer.*]**

**[Title for Radar 1]**

**[Topic Title 1]:**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**[Topic Title 2]:**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**[Topic Title 3]:**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**[Topic Title 4]:**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**[Topic Title 5]:**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**[Topic Title 6]:**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**[Topic Title 7]:**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**[Topic Title 8]:**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**[Title for Radar 2]**

**[Topic Title 1]:**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**[Topic Title 2]**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**[Topic Title 3]:**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**[Topic Title 4]**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**[Topic Title 5]**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**[Topic Title 6]**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**[Topic Title 7]**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**[Topic Title 8]**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**[Radar 3 Title]**

**[Topic Title 1]:**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**[Topic Title 2]:**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**[Topic Title 3]:**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**[Topic Title 4]:**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**[Topic Title 5]:**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**[Topic Title 6]:**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**[Topic Title 7]:**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**[Topic Title 8]:**

**[Introductory Question for Topic]**

***[Optional open questions to help with conversation]***

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| **Notes:** **Radar Score: /7** |

**Action Plan**

**Signpost:**

**Support:**

**Referral:**