Appendix D3: Interview Metadata Introduction—Template Script

This is called a metadata introduction because it summarizes all of the interview's metadata (i.e., helpful identifying information about the interview).

Here's what you need:

1. Oral Historian (OH'n) Basic Information	**a.** Name **b.** Pronouns
2. Narrator Basic Information	**a.** Name **b.** Pronouns
3. Recording Information	**a.** Date **b.** Method (in person vs. Zoom) **c.** City that Oral Historian is recording from **d.** City that Narrator is recording from, if different
4. Narrator's Biographical and Public Housing (PH) Information	**a.** Year of birth **b.** Location of birth **c.** Relationship to public housing **d.** TYPE and NAME OF PH communities that lived in (or had a relationship with) **e.** Start & end years that lived in PH (or had a relationship with PH)

Oral Historian Template Script:

"Before I begin, do I have your consent to record this interview?" **[WAIT for a verbal "yes"]**

"Hello all, my name is **[1a: OH'n NAME]**, I use **[1b: OH'n PRONOUNS]** pronouns, and today's date is **[3a: DATE]**. We are recording **[3b: in person/by Zoom]** from **[3c (& 3d if needed): the city/cities that OH'n and narrator are currently in]**. I am with the National Public Housing Museum's Oral History Corps, interviewing **[2a: Narrator's NAME]** about their life history and how it relates to publicly-funded housing. **[2a: Narrator's NAME]**, please introduce yourself!"

Narrator Template Script:

For residents:

"My name is **[2a: NAME, and aliases if any]**. My pronouns are **[2b: PRONOUNS]**. I was born in **[4a & 4b: YEAR, and location if comfortable sharing]**. I lived in **[4d: TYPE OF PH AND WHICH PH COMMUNITY/IES, if known]** from **[4e: YEAR]** to **[4e: YEAR]**.

For non-residents:

"My name is **[2a: NAME, and aliases if any]**. My pronouns are **[2b: PRONOUNS]**. I was born in **[4a & 4b: YEAR, and location if comfortable sharing]**. I have connections to **[4d: PH COMMUNITY/IES]** as a **[4c. RELATIONSHIP]** from **[4e: YEAR]** to **[4e: YEAR]**.