



Sample Interview Preparation Letter

Digital Stories of Our Heroes

May 20, 2004

Barat Education Foundation Teaching with Primary Sources Program
Digital Stories of Our Heroes Project
PO Box 457
Lake Forest, IL 60045

Dear Mr. Ozaki:

We, the students of Hough Street School, thank you for your willingness to participate in the Digital Stories of Our Heroes project. This project will become part of the educational experience for students in Illinois and, eventually, for anyone who searches the archives of the Library of Congress. It is an honor to have this opportunity to learn what you, both at home and in battle, did to preserve our freedoms of life, liberty, and the pursuit of happiness.

Prior to the interview, you will be asked to complete several required pieces of documentation, including a biographical data form and a release form that we have enclosed. These are required to submit the interview to the Library of Congress.

In preparation for the interview at 10:00 a.m. on June 2, there are a few items that need to be addressed. The first is our visual presentation. Since we will be recording digitally and videotaping, it is recommended that you not wear white or small patterned clothing. This can cause some distortion or possibly some blurring of the images.

The second item would be to think about some of the experiences that you might like to share. These experiences could include what you remember prior to the war, during, or after. Perhaps the following phrases might be useful in your presentation.

1. I remember the day when....
2. Once when I was....
3. The thing I remember most about this day or experience was...

While describing your experience, it would be wonderful if you could use words that create a picture in the minds of the students who will see this. Words that could describe feelings, fears, and other emotions would be very appropriate for this interview. Please remember that students love to hear stories—stories that get them involved, stories that encourage them to feel the emotions of the time, stories that evoke further questions are what we are seeking. If the students wish to research more information about the incident and they begin to ask more questions, your stories have been a great success.

If you have any manuscripts, letters, maps, etc. or copies of these artifacts which you would like to share, please bring them to the interview. If you would like to share any items with the Library of Congress, it would be greatly appreciated. They are currently cataloging a large array of historical documents from the many interviews which have been completed nationwide.

Again, we thank you for your willingness to participate in this Library of Congress project to preserve the experiences and the heritage of what truly was “Our Greatest Generation.”

Sincerely,

Fifth Grade Students
Hough Street School