You are responsible for interviewing citizens and helping to create an interesting story about your day’s experience. You will also assist the Host/Anchor. The TV Show your business makes will be taken back to your school.

1. Remain in your business to help with business set-up, until after the Pledge of Allegiance. Your business needs everyone’s help before it opens.

2. Review your “Reporter’s Guidelines,” and begin to practice asking interview questions. Your interviews should include activity that is happening in JA BizTown with businesses, workers, and/or consumers. You may want to speak with Town leaders such as the Mayor, the teachers, volunteer facilitators, and other Town citizens.

3. During the Business Start up time, go into the city and get news of the things happening in JA BizTown. Write one story called “Start-Up News”. (See Reporter “news” suggestions in the yellow folder)

4. Wear your Press Pass when you are in JA BizTown on official TV Station business.

5. After the Opening Town Meeting, during the Red Lunch Break, use the “Reporter’s Guidelines and Suggestions” and conduct interviews for “Lunch News” stories.

6. During the Yellow Lunch Break, film your “Start Up News” and ”Lunch News”.

7. During the Red Shopping Break, review the Reporter’s Guidelines and Suggestions and conduct interviews for “Shopping News”. Return to the TV Station after completing each series of interviews and write the “newsworthy” stories to be taped.

8. When you go on break, remember to take off your Press Pass.

9. Assist with business clean-up at the end of the day.
The *JA BizTown* Reporter’s most important job today is to conduct interviews for the Television Station. It is very important that when gathering information for your articles, you gather the facts in a courteous, friendly manner. Ask good questions of your interviewees, and listen carefully to their responses.

**INTERVIEW GUIDELINES**

Listening carefully when conducting an interview is critically important because you want to be certain that you get the facts right!

You may interview anyone in *JA BizTown* today, preferably someone that is willing to give you a little of their time to answer your questions honestly. Consider speaking with the Mayor, the Savings Officer, a teacher, a JA Staff member, or anyone whom you meet while they are out on a break. Suggestions for interview questions include:

1. What is your favorite part of *JA BizTown*?
2. Is there anything about *JA BizTown* that has surprised you?
3. What is the most difficult part of your job at *JA BizTown*?
4. What have you learned about being a successful team member in a business?
5. Why do you think it is important to learn about checking accounts and savings accounts?
6. What do you like best about your job today?
7. What has been the most difficult task that you have had to perform on the job?
8. What do you think you are learning at *JA BizTown*?
9. What has been your favorite activity at *JA BizTown*?
10. What is something that happened in *JA BizTown* that was funny, sad, or unusual?
11. Your very own interview questions on topics of interest here at *JA BizTown* or at school will be good to ask also.

Have fun!

**Work hard and enjoy your day in JA BizTown!**
Ja BizTown™

Television Station
Reporter

Reporter “News” Suggestions

Business Start Ups
• Distribution & Delivery Center – businesses getting their supplies
• Restaurant – making popcorn, setting up tables & chairs
• Retail shops – making items
• Construction – measuring doors & windows
• Non Profit Director- handing out philanthropy donation jars
• Lab Works- Chemist performing experiment

Daily Business
• Package Handlers – delivering mail, getting mail from big brown mailbox
• Construction workers making chair
• Citizens depositing paychecks
• Radio DJ in booth
• Citizens eating lunch
• Restocking supplies in the Distribution & Delivery Center
• Rental Agent taking down For Rent signs in front of businesses
• Selling newspapers
• Health assessments & exercise demonstrations in the Wellness Center
• Energy Scientist reading meters
• Bank president accepting deposits
• Citizens buying items from retail shops
• Citizens voting in City Hall
• CFO paying bills
• Bank Savings officer receiving savings checks
• Citizens signing up for drawing – sports items
• Citizens getting their picture taken in the Graphics Shop
• TV station studio
• Graphics shop employees hanging business signs

Interviews
• Various Citizens about their jobs and JA BizTown experience
• Teachers
• Interesting things that are happening and newsworthy in BizTown