



How to Get Interviewed on Podcasts – Interview Preparation Document

Logistics

Date:	
Start Time:	
Media Format:	<i>Audio / video</i>
Platform	<i>Zoom, Skype or other</i>

Interview Details

Podcast Name:	
Podcast Host:	
Host's contact details:	<i>Cell number, Skype ID, log-in...</i>





Relevant information:	<i>e.g. interviewer's style/tone, recent broadcasts to note, relevant news stories...</i>
Subject:	
Format:	
Desired Outcome:	<i>Your end-goal for this interview</i>





Key messages to communicate:	1.
	2.
	3.
Incentive offered:	
Call-to-Action	<i>e.g. sign up to URL...</i>





Additional Notes

