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## **INTERVIEW: A RESEARCH INSTRUMENT FOR SOCIAL SCIENCE RESEARCHERS**

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### ***ABSTRACT***

*Research is a scholastic attempt that helps to establish revised view about the particular area adopting pre-requisite procedure to establish authenticity without it research's purpose shall not be achieved. In this regard, smart academic work is required because it demands different processes to pass on. Clifford Woody explains research in a way that it encompasses describing and re-describing troubles, devising assumption or suggesting solutions; bringing information together, putting them in order and assessing data; making supposition for attainment of conclusion and above all carefully examining the conclusions to ensure whether these come out to be fit for making hypothesis. The educational research work involves the student to seek the required guidance in congregation substance and organize them systematically. Using interview method for assimilating the required records is the useful way which may be suitable to exact problem, using data, questionnaires and conducting careful tests, preserving facts, categorizing it and thereby interpreting it. After recognizing and identifying the problems, the researcher tries to figure out investigational plan to collect the desired facts in effective manner. In this paper, interview method has chosen for collection of data. Like other research tools, it is also a very important for the research purpose. This method comprises numerous types, among them few of which are discussed in this article. The interview method involves presentation of oral-verbal stimuli with respect to the change of different responses. This method offers variety of interviews as discussed in paper which help to acquire exact information required.*

**KEYWORDS**

*Interview, Instrument, Researchers, Hypothesis, Assessment.*

**1. INTRODUCTION**

Research demonstrates great difference in a number of aspects but even then, it does have a few similarities. Those common aspects which do exist in are action research, evaluation research, ethnography and phenomenology. One of the most usual aspects in the research work is to accumulate data using diverse methods like conference, prearranged group, analysis, telephone interviews, field notes, taped community contact or opinion poll. Data compilation is vital component as well as complicated and tough task to carry out research. By and large, it is also not easy enough to say as to which one is the best method of data collection. Collecting believable data is a demanding task, and it is worth-noticing that one method of data collection is not innately better than another. Therefore, it is difficult to figure out which way to be adopted for collecting data would ultimately depend upon the research purpose. To collect data, the investigator put in untiring efforts to be able to have way in the data which stands out to be crucial for the study. Data can be obtained from several sources such as printed credentials, account, workplaces, the Internet, study reviews or interviews. This paper highlights different types of interviews such as planned interviews, semi-structured interviews, unstructured interviews and indirect interviews.

**2. LITERATURE REVIEW**

According to anthropologist studies, a sociologist examines team spirit amongst players in their most often played friendly sport. Assessors take part fully in a headship instruction agenda she is filing. A strategy planner conduct interview from the persons of different school of thought living in their homes. An agronomist looks at farmers' sowing of sapling drill in countryside Minnesota. Now it is prerogative to see as to what is the common approach of researchers working in the field, investigating different disciplines in the genuine world as it looks like. This all comes into category of natural-based inquiry and, thus, emerges out to be the foundation stone of qualitative research. Such qualitative investigations characteristically set in motion with thorough storyline descriptions, then building in-depth case studies of the occurrence through extensive study, and, lastly, turning to evaluation and the exploratory findings for model that slash crossways cases (Evaluation Models: Viewpoints on Educational and Human Services Evaluation, 2012).

Qualitative research involving people comprises on three types of record collection: indefinite interviews, undeviating comments and in print credentials. Interviews capitulates straight reference from people about their practice, view, thoughts, and awareness. The data obtained from observation contains over all images of people's actions, behaviours, engagements, and the complete variety of interpersonal communications and directorial processes which are main ingredients of evident human experience (Kothari, 2004). Document scrutiny adds consulted passage, references or full size passages from managerial, quantifiable or program report; memo and exchange of letters; official magazine and reports; individual diaries; and unrestricted printed feedback to questionnaires and reviews. The statistics for qualitative research generally acquired from fieldwork. During fieldwork, the researcher spends most of his time in the preparation by

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doing intensively extensive study of designed plan, or group of people, where modifying labours can be materialized like people consultation and papers scrutinized.

The researcher makes immediate observations of actions and communications to an extent that sometimes connect himself personally in those set of activities as a 'co observer'. For example, a researcher might take part in all educational programs under study as a student. The qualitative researcher exchanges views with people about their incidents and insight. The most proper and systematic interviews whether individual or in group may be conducted. In addition, the relevant records and documents may also be scrutinized. Extensive field notes are collected through these observations, interviews, and manuscript reviews. The huge unprocessed data in these field remarks are required to be set to make it readable with main important subject matter, category, and illuminating case examples taken out subject analysis. The themes, techniques, understandings, and insight that come from research fieldwork and succeeding analysis are the outcome of qualitative research.

Qualitative results may be brought to light alone or in mixture with quantitative data. In most general sense the simplest way to collect the data is to design a questionnaire of both the kinds whether closed or open-ended questions or conducting interviews are the examples as to how quantitative depth and qualitative investigation worked. The excellence of qualitative data contracts to a larger scale on the methodological skill the researcher. Methodical and scrupulous surveillance engage far more than just give the impression of being around. Skilful interviewing is much more than just only asking something. Content analysis demands more than just reading. Producing valuable and believable qualitative result through observation, interviewing, and content analysis requires order, information, training, practice, originality, and hard work.

### **3. TYPES OF INTERVIEW**

In this section, various interview types have been discussed in sub sections as under:

#### **3.1. PERSONAL INTERVIEWS**

Personal interviews have the need of a person completely familiar with the interviewee inquiring questions normally in a face-to-face contact. At times, the interviewer may also raise certain questions and the interviewee responds to, but usually the interviewer begins with the interview and collects the information (Hanson, Kulasegaram, Woods, Fechtig, & Anderson, 2012). This type of interview may often take place straight investigation or other way round. In the direct inquiry, the investigator has to collect the information through one's own involvement from the sources concerned. Conducting such kinds of interviews ensure accurate investigations. But in particular cases, it may be impossible and illogical to go directly to take interview of the persons concerned or when your interview is time taking due to vast scope of enquiry. In such situation, this technique may not be applied whereas indirect oral scrutiny shall be more beneficial to conduct interview from persons who are fully aware of the issue of which investigation for collecting the information is carried out. Most of commissions and committees of government prefer this procedure to collect the data. Besides this process of gathering information, personal interviews are often carried out in a prearranged way. Such interviews take on a set of agreed questions and of extremely indistinguishable techniques of recording. Thus, the interviewer in a structured interview, pursue an inflexible procedure which may be mutually acceptable for both interviewer and interviewee.

### **3.2. UNSTRUCTURED INTERVIEWS**

Unstructured interviews are exemplified by a suppleness to come up to questioning. Unstructured interviews are entirely different in the form and the substance than that of pre-arranged questions (Daram, Wu, & Tang, 2014). In a non-structured interview, the interviewer is much easier to collect data through this kind of interview according to the situation. He may even modify the sequence of questions. The interviewer, by all means, is at free will while recording the responses of certain aspects but this sort of plasticity results to be inadequate in comparison of one interview with another and the scrutiny of unstructured responses expand into much more hard and lengthy than that of the ordered responses in case of prepared interviews. Unstructured interviews also maintain deep knowledge and higher expertise collecting information by probing or formularizing research studies. But in graphic studies, we use this technique of structured interview on broader perspective because of its being more cost-effective, if its safety is concerned.

### **3.3. FOCUSED INTERVIEW**

Focused interview is primarily stressed upon to focus attention on the known experience of the interviewee and its impacts (Clausen, 2012). In this type of interview, the interviewer has its own choice to determine the designs and ways to respond the asking questions and has also the autonomy to come out with his own perspective and purposes. The prime objective the interviewer in terms a focused interview is to restrict the respondent to an argument of problems with which he seeks discussion. Such interviews are conducted commonly in the expansion of making hypotheses and make up a bigger sort of shapeless interviews.

### **3.4. CLINICAL INTERVIEW**

Clinical interview is uneasy with wide-ranging basic state of mind or inspiration or with the attitude of individual's life competence (Roelofs, Muris, Braet, Arntz, & Beelen, 2014). The art of elicitation of information with regard to desired discipline is normally left up to the interviewer's perception. In case of adopting roundabout manner to conduct interviews, the interviewer's focus is to influence the respondent to respond to already intended point with less probability of straight questioning. The interviewer often plays role as an intermediary to \ all-embracing turn of phrase of the respondent's mental approach and perspective and of the marginal of suggestion within which such thoughts and philosophy take on special importance.

Notwithstanding change in interview-techniques, the chief compensation and lapses of personal interviews can be taken down on the list in logical order. The main benefit of this interview method is to collect more solid information. The interview method can help build perfect image of the greater population, there is numerous chances to reform question by adopting this method for all time to come, particularly in case of unformed interviews and examination method to become purposeful to record by word of mouth answers to varied questions. Person to person knowledge go around can also be obtained only through this method. Samples can be restricted more profitably as there arises no possibility of the omitted returns and no any required information can be left away with. The interviewer can ultimately come to know as to which group of persons show interest to answer the questions. This does not necessarily mean to follow mailed scrutiny procedure. If so privileged, group discussion may be made. The interviewer intervene person who go off-guard in the context of information.

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The medium of expression of the interview can be chosen in accordance with the understanding capability of the person interviewed and as such misconception pertaining to questions can be ignored. The interviewer can collect further information about the respondent's personal which is of sheer worth in interpreting outcome. But there are also specific shortcomings of the interview procedure, but few among them are inevitable particularly when huge and widely spread environmental representation is taken. There persists the chance of the prejudice of interviewer as well as that of the respondent; there also the contains trouble of command and balanced attitude of interviewers. Sometimes, it is very difficult to convince high officials to spare their time to cooperate in responding to queries and thus make interviewer upset and fall him short of collecting sufficient data. This method is relatively more-time-taking, exactly the way when the samples are in abundance and remind the respondents are crucial. The availability of the interviewer may over-stimulate the respondent, sometime; he may share fantasized information just to make the interview more exhilarating. Exercising the interview method, any organization which strives for selecting, preparing and supervising the required work force shall stand out more complex with alarming issues. Interviewing simultaneously may also entail methodical errors. Successful interview takes for granted appropriate relationship with respondents that would facilitate friendly and honest responses. This is most probably a very hard prerequisite.

### **3.5. TELEPHONE INTERVIEWS**

This technique of gathering information involves in communicating respondents on telephone itself. It is not a very generally used technique, but has significant role in industrialized studies, chiefly in advanced constituencies (King, Marston, & Bower, 2014). The principal qualities of such a structure include more elastic in contrast to mailing technique. It is faster as compare to other methods as it is a quick method of finding data, It is inexpensive than individual interviewing technique; here the cost per reply is comparatively short. Recollection is calm; call-backs are humble and inexpensive. There is a advanced degree of reaction than what we have in mailing technique, the non-responses generally very low. Answers can be chronicled without producing discomfiture to respondents. Questioner cans clarify desires more effortlessly. At times, access can be gained to respondents who otherwise cannot be contacted for one reason or the other. No human resource for field work is required. Archetypal and broader delivery of sample is likely. But this structure of gathering data is not free from disadvantages. Mainly little period is specified to respondents for careful replies; interview period is not probably to exceed five minutes in maximum cases. Assessments are constrained to respondents who have telephone conveniences. Wide geographic attention may get limited by budget concerns. It is not appropriate for concentrated reviews where complete responses are obligatory to numerous questions. Likelihood of the partiality of the questioner is comparatively more. Queries have to be small and to the point; investigations are problematic to handle.

### **3.6. PRE-REQUISITES AND ELEMENTARY DOCTRINES OF CROSS-EXAMINING**

For fruitful application of the conversation technique, pre-requisites and elementary doctrines of interviewing, questioners should be sensibly nominated, skilled and well prepared. They should be frank, honest, scrupulous, and neutral and must have the realistic capability and indispensable applied knowledge. Occasionally field instructions should be made to maintain that questioners are neither double-dealing, nor differing from instructions given to them for implementation of their

job efficiently. Furthermore, some facility should also be made crucial so that suitable action may be taken if some of the nominated respondents reject to collaborate or are not accessible when a questioner calls upon them. In fact, questioning is an art which is done by adopting positive approach or lined by positive technical philosophies. As matter of fact, every educational smart move can be exercised in a way that may exhibit trust and loyalty, so that interviewees may feel extra ordinarily comfortable while exchanging the views whether to be asked or responded. The questioner must focus on the queries more exact and rational and that must be preserved cautiously. Simultaneously, the questioner must respond authentic queries of any nature raised by the respondent and that needs to be brought light leaving no any ambiguity. The assessor's approach must be friendly, courteous, easy and neutral. The interviewer should not expose astonishment or discontentment of a respondent's response, but he must keep hold of the path of conversation, avoid discouraging irrelevant arguments and must mark all likely exertion to save the respondent on the safe side.

### 3.7. STRESS INTERVIEW

Stress interviewing is a by and large the most unproductive and obsolete interview method that is why employers do not prefer to move on to it. This method eventually makes competitors uncomfortable for many reasons such as fear of failure, the testing place, uneasy chairs, irrelevant questions that have nothing to do with position applied for. The aspiring applicant who are seeking livelihood are too vulnerable to endure these methods and thus this method appears unsuccessful (Tanner Stapleton et al., 2015).

### 3.8. BEHAVIOURAL-BASED INTERVIEW

Behavioural Based Interviewing is entirely based on having job related knowledge, attitude, awareness, ability and skill. This method promises past behaviour, performance and the life that he has passed. Existing literature points out that the greater part of employers exercises this sort of interviewing style (Keever, 2008).

Table 1. Comparative analysis of different types of interviews

S.No	Type of Interview	Knowledge gain	Face to face contact	Suitable for rigorous investigations	Interviewer is free to ask much extent	Restrict the respondent to an argument of problems	Cost effective
1	<b>Personal interviews</b> (Hanson, Kulasegaram, Woods, Fechtig, & Anderson, 2012)	√	√	√	√	X	√
2	<b>Unstructured interviews</b> (Daram, Wu, & Tang, 2014)	√	√	√	√	X	X
3	<b>Focused interview</b> (Clausen, 2012)	√	√	√	√	√	√
4	<b>Clinical interview</b> (Roelofs, Muris, Braet, Arntz, & Beelen, 2014)	√	√	√	√	X	X
5	<b>Telephone interviews</b> (Hanna, 2012)	√	X	√	X	X	X
6	<b>Non-directive interview</b> (King,	√	X	√	√	X	√

	Marston, & Bower, 2014)						
7	<b>Committee Interview</b> (Wickstrom, 2013)	√	√	√	X	√	√
8	<b>Testing Interview</b> (Saliba et al., 2012)	√	√	√	X	√	√
9	<b>Stress Interview</b> (Tanner Stapleton et al., 2015)	√	√	√	X	√	X
10	<b>Behavioural-Based Interview</b> (Keever, 2008)	√	√	√	X	√	√

#### 4. CHARACTERISTICS OF EXPERT INTERVIEWER

Here are some characteristics of good interviewer which have been discussed as under:

##### 4.1. UNDERSTAND ACTUAL NEEDS

This is necessary for the interviewer to know actual business need and to determine how successfully that look like, because it defines the qualities, attributes and skills looking for. It is good to think about cultural acceptance and adapt the interview in order to seek the authentic person to overcome one's critical business needs. If not, then one wastes his time.

##### 4.2. THEY WANT TO MAKE SURE THAT CANDIDATES COME UP WITH FULL PREPARATION

All candidates be prepared before the interview to know what he is going to expect, about the time, place and person who is going to conduct the interview. They must know everything about the interview and its setting as well as criteria. The most authentic interviewers enable candidates not to worry, surprise and uncertain about the interview.

##### 4.3. THEY MORE FOCUS ON THE RESEARCH ON THE CANDIDATE THAN ON HIS COMPANY

Every interviewee guides to tell the candidates that it is very essential to Research Company. It is also important for a person who conducts the interview to research the candidates. It is because one can't ask intelligent question until and unless he knows the candidate. The interviewer must start with the resume: It is necessary for the interviewer not only to focus on the qualification and jobs, but he focuses on what his resume indicates about his goals and interests regarding job. The next step is to move the job: What about previous job? Why did he/she leave previous job? What are her/his interests? The third step is to do quick overview on social media. What are interviewer interests? What does he/she like except his/her work? How much can she be fit in organization's culture?

##### 4.4. INTERVIEWEES MAKE THE INTERVIEW NOT AN EXAMINATION BUT A CONVERSATION

It is broadly said that best interviews are based on conversation, but not an interrogation. It is very hard for the interviewer to have great conversation with a person whom one doesn't know. It becomes easier with the time because the span of time interviewer knows about the candidate, then one can become able to ask question for self-analysis and introspection.

#### **4.5. IT IS A QUALITY OF INTERVIEWERS TO BRING NERVOUS AND SHY CANDIDATES OUT OF SHELLS.**

It is observed during interview that shy or nervous candidates lose their confidence and fail in first impression. But it doesn't mean that an awkward interview can't guarantee to the job.

#### **4.6. THEY WISELY GO OFF SCRIPT**

The interviewer must set a plan and ask some reasonable planned questions, but the better questions usually follow-up questions. The follow-up questions always take candidate to past the preserved responses and into details either positive or negative. To hear the initial answers, pause and then ask how as well as why and when. Not only will one get past the preserved responses, but also learn the details either positive or negative because candidate usually never planned or set to have thought to share. The skilled interviewer can get details from the candidates.

#### **4.7. INTERVIEWERS NEVER TAKE OVER**

The interviews usually turn into monologues by the interviewer unfortunately. Most of the candidates don't try to interrupt to restore balance to the interviews; even though they want candidate to like them. One can't learn about the interviewer when one talks. That's why the qualified interviewers make conversation 90% interviewee, 10% interviewer or less.

#### **4.8. THEY INTERVIEWERS MAINLY DESCRIBE THE NEXT STEPS**

There are few things which are worse than being an interviewer who has no any idea when, what or something will happen ahead. It is art of interviewer to not make interviewee to ask about step ahead, but to explain the whole process, what they are going to do and how they are going to plan. Finally, they do.

#### **4.9. THEY NEVER FALL INTO THE "CHECKLIST TRAP"**

It is natural one has to start ticking off candidate's mental boxes during the process of interview due to conduct of enough interviews. One thinks, let's see. Is experience, qualification, skills, attitudes, ethics, cultures etc. good? If everything is good, it means one starts realizing easily and thinks a candidate is awesome and has no negative things. The skilled interviewers usually don't try to hire such candidates who excel their real business needs. The absence of negative is never a superlative. The skilled interviewers never become lazy.

#### **4.10. THE INTERVIEWERS PROVIDE CLOSURE TO EACH CANDIDATE**

Failing to follow-up is unprofessional and rude. They should think about it. Candidates are paid business that is massive compliment by willing to work with them. They are also wanting to spend time for them as they do for their families.

### **5. SOME QUALITIES OF A GOOD INTERVIEWEE**

An effective interview totally depends on how interviewer is going to structure session and pose the questions and how a good interviewee is going to going to answer the questions. An interviewee should be:

- Fully prepared.



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- having confident reasonably.
  - Positive and enthusiastic about the organization and role.
  - wear neat and clean clothes, should be well dressed.
  - Good listening power in order to get easily what is being said during interview.
  - Not too lay back and unhurried.
  - having strong observation, picking up the visual clues.
  - don't be verbose but concise while giving answers.
  - Present their achievement in good manner.
  - Modest and Polite
  - follow time and be punctual
  - don't be too defensive
  - Assertive and calm.

## **6. THE SUCCESSFUL INTERVIEWS AND THEIR CHARACTERISTICS**

This section overview characteristic of successful interview which are as under:

### **6.1. INTERVIEWEES DEMONSTRATE RELIEF WITH INTERVIEW SETTING**

It is fact that nervousness is natural to humans, the successful candidates do relax them easily and quickly while enjoy giving and taking the interviews. The good interviews take place when interviewee turn them to dialogue or conversation with the interview panels in order to engage them with certain questions, rather than responds.

### **6.2. THE INTERVIEWEES SHOULD EXHIBIT A SOPHISTICATED CLUTCH OF THE ISSUES THAT SOCIETY FACES, OR IN THEIR SELECTIVE AREAS OF STUDY**

This shows that every problem has its solution, but nothing will happen overnight. The candidates should say that something must be in this way or in that way which is enough for the panels.

### **6.3. SUCCESSFUL INTERVIEWEES ARE SELDOM "SINGLE-ISSUE" OR "SINGLE PROBLEM" TYPES**

They have certainly different kinds of interests and having knowledge beyond their selective career fields. They may discuss on such issues that can relate to their studies, and can create connections too many other topics.

### **6.4. THE CANDIDATES NEED TO SHOW THE ABILITIES TO EVALUATE "ON THE FLY"**

The panellists require analysing candidate how he is thinking about ethical and social concepts and what they have considered before. What are the crucial issues that society faces? is an example that candidate needs to prepare for the interview. The candidates can think about an issue from different dimensions, the books they refer in the background information and knowledge. There is no any

right answer of any questions, but the panel would like to see candidate's opinions, understanding and sense of humour. The right answer is one that an individual reflects who he is.

#### **6.5. THE CANDIDATES REFLECT STRONG COMMITMENT TO THEIR SOCIETY, COMMUNITY AND HOW THEY LEAD THEIR ACTIVE LIFE**

The panellists only look for scholars and being smart is not requirement. When any candidate handles the questions well, he or she doesn't be confused because some candidates, though successful ones, give the answer of all the questions very well. But for better interviews, it is quiet necessary to keep the answers short.

#### **6.6. PREPARE FOR INTERVIEW**

The application of candidates is signed properly, mailed and begins. A candidate doesn't know that he will be selected for interview before several weeks. He should prepare now.

It is necessary that practice for interviews now because first skills wouldn't be wasted. Second, the most important thing is the practice for the interviews, more one practice more he or she will be easing to give answers of the questions "on the fly". Some important ingredients for successful interviews are given below:

#### **6.7. CANDIDATE SHOULD KNOW WHAT TO EXPECT**

- It would be good to read what Willamette students must know about past, and scan through the years' interview file in the office of candidate's academic awards and grants for this purpose to get a sense of a range and types of questions.
- It could be good to talk those candidates who have been gone through such similar interviews before to find out about the environment and the questions which can help in process of interview.
- Before going for interview, candidate should use mock interviews to listen himself, he should frame answers and a question that may be based on the information he wants to convey, and sets timing.
- It might be good for the candidate to think before what he wants to ensure and what character traits he wants to project. Pen down them and before interview review them. He must make a brief summary of interview what the committee members would want to know regarding interview.
- Review the application carefully because interviews questions would drive from the application, related materials, statements, proposals, activities, letters and transcripts as well as recommendations.
- Brainstorming is important; a candidate should brainstorm a list of expected questions, and practice the questions and their responses. Although the committee's list of questions would be different, but he has to practice in order to build confidence, transform hesitation into an articulate and effective statement.

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- Brainstorm a list of some potential questions in related field of the study. Get help from the advisor. Candidate must focus on the issues that are from the educated generalists. Candidate needs to formulate his answers verbally.
  - Candidate doesn't need to be surprised by questions that are from the extracurricular interests, the books, newspapers, magazines and etc. he reads in free time.

### **6.8. MANAGING AN INTERVIEW**

- The committee members are very active, intelligent, successful, accomplished and occasionally popular. The candidate doesn't need to be intimidated. Engage them in the ideas confidently; he must know the difference between an argument and a debate. The candidates keep one thing in their mind to remember the timing and how other things one has to say.
- Take a sigh a while to think about the answer before. Ask for repetition if it needs to. Don't be afraid from any questions or query.
- Think about the time and in that span of time which things and what to say is very important. Keep the answers in brief as an individual respond to the questions.
- Candidate needs to remember when to stop. Give a brief and short answer and ask from the committee if they would like to go further in details.
- No matter how candidate is prepared, he will be asked questions from different angles. Candidate should not be worried about it. Though invite them through the answers and if candidate feels that he has made a mistake, don't look back and carry one.
- Be honest; well-dressed and be confident.
- Say thank to the committee! It is because they have invested time in an interview whether one gets scholarship or any grant, one member to say thanks to the panel.

### **6.9. WHAT TO AVOID DURING AN INTERVIEW?**

I don't know: candidate avoids to say like that because this response is not acceptable in any stage while interviewing. This indicates the interviewer that candidate either didn't prepare for the interview or he doesn't know the answer in real sense.

That's a nice question; avoid saying this because saying this means that candidate is hesitate while giving the answer of the question. This indicates that candidate is trying to think of the answers that are not good for professional interviews.

### **6.10. PREPARE FOR THE JOB INTERVIEW**

Prepare for a job interview depends on knowing about the common questions as well as determining the answers. It is about knowing the candidate about himself. Has he prepared for the future? What are his career goals? How much salary does he want to get? An effective job interview will take about 40 minutes.

### **6.11. KNOW THE COMPANY**

The candidate should know about the company which he is applying for. He needs to search in Google or other sources about the company because they will be asked for the company in interview, and if one doesn't know the answers of the questions he probably will not get the job.

### **6.12. Know about the Salary and its Requirements:**

Candidate needs to state salary and its requirement because they will ask for the amount. This is a very common question that every company would expect from the candidate, he has to give the answer of this question confidently. He has to prove himself and his investment.

## **7. QUALITIES OF A SUCCESSFUL INTERVIEWER**

Here are some qualities of successful interviewer as listed below:

- He possesses the qualities of professional knowledge and worth. He owns the responsibilities of conducting fair and effective interviews.
- He uses active and effective listening.
- He employs detail knowledge and observational skills.
- Able to establish rapport rapidly with an individual with whom he comes in contact in contact, irrespective of personal feelings and cultural differences
- During establishing interviews needs to maintain self-control and balance.
- Having immense knowledge about rules, regulations and laws affecting child abuse.
- Provokes irregularities while getting cooperation with the safety plan
- Determine the facts and truth.

## **8. DISCUSSION**

The amplification and growing of the literature is envisaged by the larger research doings and successive in print research material more than what they went before 20 years. The lead up review reported here illustrate or raise in the quantity (and proportion) of qualitative research articles available in APJCE (APJCE), signifying the call made by Copland Chapman (2000) has been at smallest amount answered. A good number of study articles followed varied techniques; mix them with the potency of both qualitative and quantitative study approaches. The procedure of analysing of the study articles tinted the complexity of classification research as either qualitative or quantitative. Lots of researches used diverse methods, such as the dependence of quantitative study instruments supported with qualitative open ended questions or qualitative information compilation methods such as interview supported by other structures of quantitative data resulting from, for case in point, studies or mathematical ciphering of apprentice information, Fascinatingly, regardless of loads of study articles by means of mixed techniques, incredibly a small number of plainly portray the study approach as mixed methods. The extensive variety of grouping of study approaches, together with multi-staged study scheme, was gigantic. It reveals that researchers are eager to think manifold research approaches in the effort to recognize the intricacy of learning concerns at hand. The variety of study blends may also point out the diverse punitive framework

the researchers were undertaking the study effort and possibly also the series of edifying settings of collective researchers. It is not shocking that the utilization of telephone discussion was reported. In the context of collective, where respondents are probably being physically dispersed, the utilization of telephones (internet methods such as video calling) gives a few understandable returns. It is possibly secure to presume that the utilization of telephones, internet exchanges, as fraction of the information gathering happens more frequently than presented. It was appealing to monitor that a number of qualitative study approaches mentioned in APJCE incorporated some not acknowledged by Coll and Chapman. The exercise of effort feat assessment, scholar evaluation matter, research directions, cross-sectional or longitudinal articles were not pointed out by Coll and Chapman, though, are revealed to be successfully utilized by pen researchers.

## 9. CONCLUSION

Study methods mentioned in study write ups available at APJCE has publicized a substantial change more than a decade on the way to a larger exercise of qualitative study approaches. An enhancement in the figure of reported study scheme using assorted methods is also apparent. It was projected that this document reported on beginning results which would lean-to glow on some study techniques drift and report to other scholars on the unity of these methods. Additionally, evaluation is requisite to completely recognize other development in the category of use of study techniques and also to discover some tendency in publishing patterns. Moreover, this paper is supportive for social science researchers, business organization as well impact positively in our social relations in an organization from boss to employee. This paper overviews and discusses various types of Interviews, their qualities, behaviour, characteristics and mentions reasons for being successfully interviewed by Interviewee.

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