**Interview Questions for Formal Report**

**Ethical Introduction**

I am an undergraduate student at UBC engaged in a technical writing project for ENGL301 99C. The purpose of this interview is to obtain primary data to better support noter-takers and clients experience with the note-taking program provided by the Centre for Accessibility at UBC Vancouver. The final formal report will be addressed to the Centre for Accessibility and Labour Union (CUPE 2278). The data I gather from this interview will serve the ultimate purpose of providing recommendations for increasing the quality of the note-taker program. The interview contains 6 questions, and it should take about 15-20 minutes of your time. Your responses are voluntary and anonymous.

Thank-you for your time and participation in being interviewed for this formal report.

**Questions**

1. What resources are available in the current note-taking program as a note-taker/client?
2. Are the resources that are available in the current note-taking program sufficient?
3. What are the advantages of the current note-taking program as a note-taker/client?
4. What are the disadvantages of the current note-taking program as a note-taker/client
5. How could the accessibility centre better support the program for note-takers/clients?
6. What can the accessibility centre do to improve the quality of the the program?