

# Interviewing 101

## Syllabus

**Module Length:** Two Hours

**Module Components:** Reading assignment and assessment quiz.

**Module Description:**

This comprehensive module offers an in-depth exploration into the essential responsibilities of a professional security officers as they relate to witness interaction and witness statement documentation.

Learners will gain a thorough understanding of effective witness interaction. Learners will explore techniques for interacting with the reluctant witnesses, the value of non-leading questions, and the importance of creating an environment of trust during the interview process

Upon completion of the course, learners will have a solid foundation in key aspects of interview and witness interaction.

**Learning Objectives:**

By the end of this training, learners will be able to:

1. Understand the role and responsibilities of a professional security officer in the context of witness interaction.
2. Ensuring accurate documentation and preservation of witness statements.
3. Skillfully interact with witnesses, including those who may be hesitant or reluctant.
4. Apply best practices in securing helpful and accurate eyewitness accounts.
5. Understand the value of non-leading questions in gathering detailed and accurate witness testimonies.
6. Recognize and address potential challenges that may arise in the process of report writing and witness interaction.