

COGNITIVE SEMI-STRUCTURED INTERVIEW PROTOCOL

The purpose of this semi-structured interview is to better understand how people answer questions on a survey related to their NASA STEM Internship. We want to make sure that we are asking things in the right way. We will look at the questions on the survey together and ask you about your thoughts as you read and answered them. This will help us to better understand what people are considering when they answer each question and why they make particular choices. We are also looking for your input on how to make the survey better. There are no right or wrong answers. Please tell me at any time if what I am asking is unclear. The results of this survey will help to provide regular data to understand the NASA STEM Internship program.

We expect the interview to last approximately 40 minutes. Your participation is voluntary and you may choose to stop participating at any time; if you would like to skip a question at any time, please let me know that.

Do you agree to participate in this interview?

Yes/No (If No, thank them and excuse them from the interview.)

If it is okay with you, I will be recording the interview to ensure that I record your responses accurately and to minimize time taking notes. Only the staff assigned to this project will hear the recordings, which will be destroyed at the completion of the study.

Is it okay to record this interview?

Yes (turn on recorder) No (If No, let them know you will just be taking notes.)

Do you have any questions before we begin?

Now let's get started.

1. What are you thinking as you read these questions?
 - a. What made you think that?
2. Can you say the question in your own words?
 - a. If not, why is it hard to say the question in your own words?
3. Is it clear what these questions are asking?
 - a. If not, what is unclear?
4. What does [*topic (e.g., educational pathways, career plan, professional reference, etc.)*] mean to you?
 - a. Is there another word you would suggest we use?
5. Are there additional categories we should include for this question?
 - a. If so, what should be added?
6. Are there any questions we didn't ask that we should have?
 - a. If so, what should we have asked?
7. Is there anything else you would suggest we change to make the survey easier to take?