
[report title]

by: _____

[paste your cover image here]

This report is about _____



1 Brainstorming

Check Off Your Progress!



What global warming means to me: _____

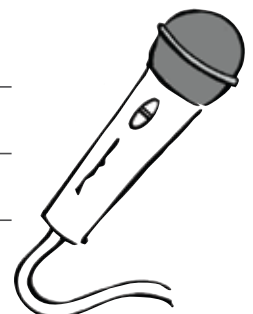
What conservation means to me: _____

What do I want to learn more about in my community? _____



Where can I go to find more information? _____

Who can I talk to? _____



2 Interviewing

Check Off Your Progress!

Plan Ahead

1. Collect information on conservation. Know what you want to ask.

Example: Before you interview someone about their work with a recycling project, find out more about recycling and why it's important for the environment. Some questions to research might be: How does recycling cut down on carbon emissions? How does recycling save natural resources?

2. Find someone to interview about a conservation project in your community. Ask your teacher or librarian if they can suggest a local community or business leader.
3. I will interview _____.
4. Have your guardian or teacher help you set up the interview.
5. Agree on place, date, and time. Be sure the person knows how long the interview will last and that you will be taking notes.

Prepare Questions

1. Learn as much as you can about the community project you are writing about.
2. Write a list of interview questions on a separate sheet of paper. Think of questions that answer Who, What, When, Where, Why, and How.

Safety Tip

Organize interviews with the help of a guardian or teacher. Visits with community members and to sites should be under the permission and supervision of a guardian.

Sample questions:

1. Tell me about yourself and your background in conservation and community activities.
 2. What is your role in the conservation project?
 3. How did you first become interested in community conservation efforts?
 4. Where and when did the conservation project take place?
 5. Why do you think it's important for communities to protect the environment?
3. Try a practice interview with a friend. You'll want to be comfortable using the equipment, asking questions, and taking notes.

Remember to Bring...

- your questions
- audio recorder or other recording device
- microphone (if necessary)
- audio cassettes (if necessary)
- new batteries (if necessary)
- notebook
- pens or pencils





2 Interviewing Continued

Check Off Your Progress!

Recording

1. The best way to keep track of what someone says during an interview is to record the conversation. You can use an audio recorder or another recording device.
2. Practice using the recorder before you do your interview.

A nationwide effort, the *Call2Recycle*™ program collects and recycles rechargeable batteries and used cell phones. So far they have recycled more than 31 million pounds of rechargeable batteries, helping to preserve the environment and reduce solid waste.



In School Clearview Elementary School in Hanover, Pennsylvania, was built with energy efficiency in mind. The school uses 30 percent less water and saves \$18,000 a year on energy costs.

The Interview

1. Arrive early, if possible. Test your recording equipment to make sure it is working.
2. Turn the recorder on before the interview and then forget about it!
3. Be natural. Talk WITH the person.
4. It's OK to skip some of the questions you prepared. If the question doesn't seem important during the interview you don't need to ask it.
5. Look at the person's eyes. Try not to look at your notes or the tape recorder.
6. Listen carefully to what the person says. They may inspire you to ask a new or clarifying question.
7. Thank the person for taking the time to give you an interview. Keep the recorder running as you say goodbye.

Keep in Mind *Reporters ask a lot of questions! It's OK to ask the person to repeat their answer if you don't understand it.*

**TRY
THIS**

For your final question, ask, "Is there anything I should have asked that I didn't?"



3 Writing Your Report



Check Off Your Progress!

The purpose of my report is to let people know _____
_____ about conservation.

Quotes I will include from the interview:

Facts I will include from my research:

The person's experiences:

Details

1. _____
2. _____
3. _____
4. _____
5. _____

The person's feelings:

Details

1. _____
2. _____
3. _____
4. _____
5. _____



TIPS

- Remember to introduce the person in the interview and state what he or she does.
- Remember to use quotation marks around a direct quote.

[report title]



[caption] _____

Beginning paragraph: _____

Middle paragraphs: _____

End paragraph: _____



Finishing

Check Off Your Progress!

What did you learn by writing your report?

Others can get involved in conservation in the community by:

Other things I can do to find out more about conservation in my community are:

[quote from your interview]

“

”

How can you help your community maintain their conservation project?

[report title]

by: _____

[paste your cover image here]

This report is about _____



Brainstorming

Check Off Your Progress!

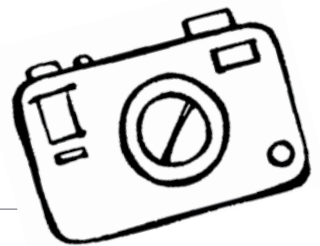


What global warming means to me: _____

What conservation means to me: _____

What is my community doing to reduce, reuse, or recycle? _____

Where I can go to photograph this: _____



When I should go to photograph this: _____

Who I should speak with to ask permission (if necessary): _____



Prepare

Check Off Your Progress!

The Camera

1. Ask an adult to show you how to use the camera if you do not already know how.
2. Make sure the camera has new batteries. If the camera uses film, make sure you have film to use. Digital cameras do not use film.
 - NEW FILM
 - NEW BATTERIES
3. Learn how to focus, zoom in and out, and use the flash
4. Practice taking pictures before you start your project.

The Place

1. If possible, visit the place you are going to photograph a day before you start your project.

The place I will photograph is:

2. Take your time. Look around to notice details you might want to photograph.

What is zoom?

Many cameras come with something called a zoom lens. Usually by pushing a button on your camera, the camera's lens can zoom in closer to the object you are photographing. The special lens magnifies quickly and smoothly without losing any focus, or clarity of the picture.

Safety Tip

Organize interviews with the help of a guardian or teacher. Visits with community members and to sites should be under the permission and supervision of a guardian.

3. Take notes about what you will photograph. For example, if you are visiting a store with solar panels, you'll want to take pictures of the outside of the store, different things inside that use energy, and the solar panels themselves.

Details I will photograph are: _____

Remember to Bring...

- your camera
- lists and directions
- new batteries (if necessary)
- note pad
- pens or pencils



3 Taking Great Pictures

Check Off Your Progress!

Try this first

1. Try taking photographs that capture "large" and "small" scenes to tell the story. Large scenes show many things, but not many details. Small scenes show fewer things in greater detail
2. Try taking candid pictures that show people in action. Spend time talking with the people you photograph and you'll find that your photographs become more interesting.
3. Take group pictures and pictures of single individuals.
4. Take lots of pictures! Don't try to tell the whole story with just one photograph.



What is a candid picture?

A candid picture is one that is not set up or posed. The subject probably does not know that their picture is being taken. This creates a more natural and realistic photograph. To take candid shots you should draw as little attention to yourself or your camera as possible.



What is composition?

The composition is the arrangement of objects in a picture. If you change your position (left or right), the angle of your camera (up or down) or the zoom (close or far) you can change the arrangement.

More tips

1. Try different angles. If you are below your subject you will shoot on an upward angle. If you are above your subject you will shoot on a downward angle. You can also take photos from the left, right, front, or back of your subject.
2. Get closer or zoom in. You will capture details that might be missed from far away.
3. Imagine a tic-tack-toe on the picture you are taking. Arrange the camera so that the subject of your picture is in the center row, to the left, middle, or right.
4. You don't need to take a picture of the entire object or person.

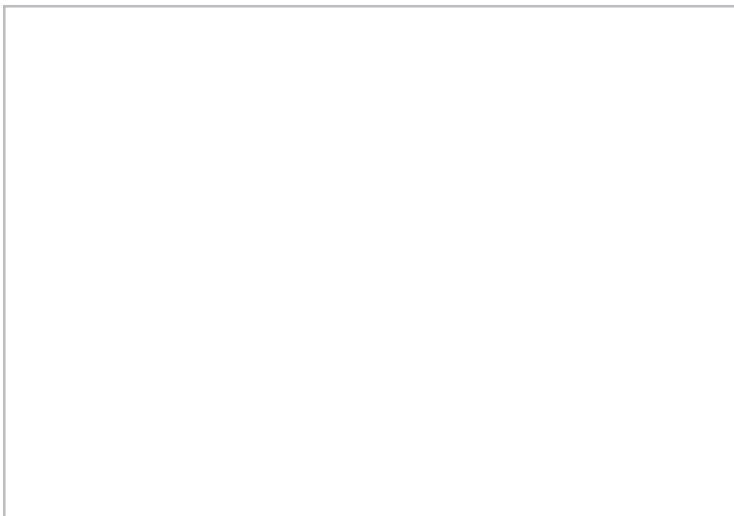
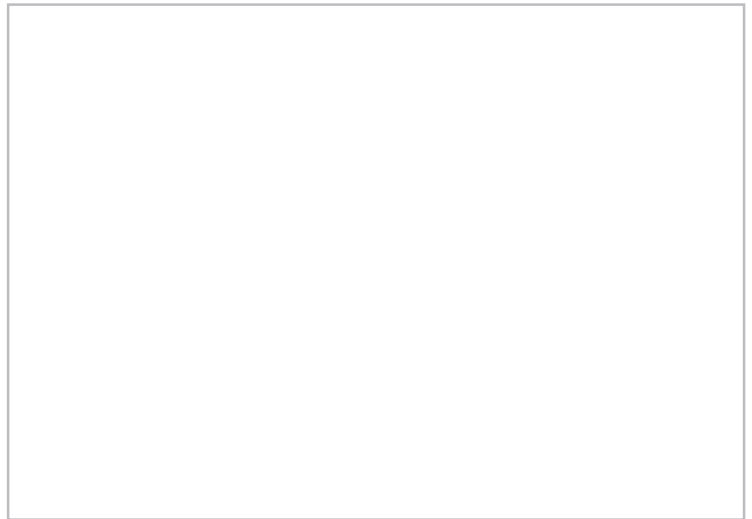


Conservation in My Community



[caption] _____

[caption] _____

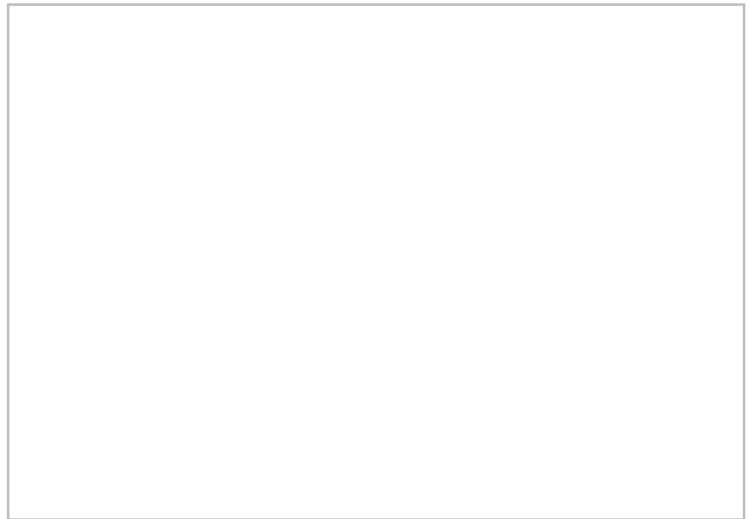


[caption] _____



[caption] _____

[caption] _____



[caption] _____

