Email #1:

Dear \_\_\_\_\_\_\_\_,

I am \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, a student in 6th grade at Daegu International School (DIS), in Daegu, Korea. Our school is participating in the annual National History Day (NHD) competition here in Korea and in the US. This year I am doing my NHD project on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. You are a/an \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, so I think you would be a great expert on this topic. I would like to interview you with some questions I have on \_\_\_\_\_\_\_\_\_. It would be so helpful if I could use your quotes in my project. I think that you would help me learn so much more than I might learn from a website or other sources.

It would be wonderful if you could spare some of your valuable time to answer my questions. I look forward to hearing your response to this e-mail and then I will send back my questions to you. I would be very grateful it if you would take the time to email me back.

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email #2 for positive response:

Thank you so much for getting back to me. Please answer these questions for me:

(Insert your most important guiding questions that will help you prove your thesis)

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email #2 for negative response:

Thank you so much for getting back to me. Please let me know of any other potential experts that you could recommend to me.

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email #2 for no response:

Re-send your original email again.

Always be sure to say thank you to your interviewees after they answer your questions. Good luck!