## How to Evaluate an Oral History



## **ORAL HISTORY HOW-TO GUIDES**

**WHY IS THIS IMPORTANT?** Evaluation provides a systematic method to understand how well the oral history achieved the defined objectives. Evaluation helps determine what worked well and what could be improved when conducting, recording, and processing oral histories.

**WHAT TO KNOW.** For evaluation, ask questions prompting reflection on what went well and what could be improved. The *Evaluation Template* includes a full set of questions. Use the full template or select specific questions as needed.

## **START**



Once the oral history is completed, set aside 5–10 minutes to conduct the evaluation. The evaluation may be completed alone, with a peer, or with a supervisor.



**DETERMINE** which questions will be used from the comprehensive set of evaluation questions that are provided in the *Evaluation Template*.



3

**PONDER** and discuss each question. Be specific about which decisions led to specific outcomes.



2

**ASK** the following questions, which are recommended as a minimum:

- What went well? Why?
- What could have been improved?
  How can I plan for this next time?





The quality of an oral history is affected by the approach and action of the oral historian. Identify areas for improvement for future oral histories.



**HAVE QUESTIONS OR NEED HELP?** Review the *Evaluation Template* found on the Church History Specialist website.