

APPENDIX-2

Interview schedule

Research topic: A study of the roles performed by the principals in schools of Anand District

Name of the principal: _____

Name of the institution: _____

Academic qualification: _____

Experience of teaching: _____

Gender: _____

As an academician and a researcher:

1. What are your goals for the next 5 years?
2. Explain your philosophy on educating students.
3. If you want to bring about a change in your school, how would you facilitate teachers' professional development?
4. What professional qualities would you particularly encourage in your staff?
5. As the head of an educational institution you are also a teacher so what are your strong points as an educator?
6. What is the most exciting thing going on in education today?
7. How do you keep yourself updated as a leader?
8. How does professional reading help you in your role as the principal?
9. As a principal what do you think about the importance of research?
10. Have you conducted any action research at your school?

As an administrator and a manager:

1. As an administrator, what do you see as your primary goal?
2. What are the most important characteristics of an effective school?
3. Upon what criteria would you base your assessment of a teacher?

4. Creating a collaborative work environment is important in the professionalism of teaching. What strategies do you employ to create a team at your school?
5. There must be numerous complaints. Then how do you ensure that you make fair decisions, what is the teachers' share in decision making?
6. How do you deal with lack of competence in teachers?

As a mentor and a facilitator:

1. As the principal, how have you tried to create a culture of academic excellence in your school?
2. How would you help an inexperienced teacher become effective in the classroom?
3. In what ways would you encourage students who are not working up to their potentials?
4. What are the most important characteristics of a strong teaching team?
5. How do you keep the morale of your teaching high?
6. Have you ever faced communication gap between you and your staff? If yes how did you overcome the same?

As a leader:

1. How did you prepare yourself to be the principal of this school? What traits do principals need to cultivate?
2. What do you think is your most outstanding contribution to this school?
3. What tasks or responsibilities do you typically delegate and what do you do yourself?
4. Would you like to talk about programs or projects you have been responsible for implementing?
5. How would you develop the team concept with your staff? With the community?
6. What specific steps would you take to build rapport with staff?
7. What are your three best leadership qualities? Describe at least one situation where one of these qualities was exemplified?
8. What are the methods of communication between you and your staff? Which one do you use the most?