



INTERVIEW PODCAST OUTLINE TEMPLATE

APPROXIMATE TIME	STRUCTURE	CONTENT
(_ : _ - _ : _)	Introduction Opening Statement Introduction of Host(s) Mention of Guest Brief Episode Overview	MAIN THEME HOOK TALKING POINTS
(_ : _ - _ : _)	Guest Introduction and Background Host's Introduction of Guest Guest's Background and Expertise Transition to Next Segment	TOPIC <ul style="list-style-type: none">• SUBTOPICS• TALKING POINTS TOPIC <ul style="list-style-type: none">• SUBTOPICS• TALKING POINTS
(_ : _ - _ : _)	Main Discussion - Topic 1 Introductory to Topic Questions for Guest Transition to Next Segment	TOPIC <ul style="list-style-type: none">• SUBTOPICS• TALKING POINTS QUESTIONS <ul style="list-style-type: none">• Question #1<ul style="list-style-type: none">○ Follow up question• Question #2<ul style="list-style-type: none">○ Follow up question

		<ul style="list-style-type: none"> • ...
(: - :)	<p>Main Discussion - Topic 2 Introductory to Topic Questions for Guest Transition to Conclusion</p>	<p>TOPIC</p> <ul style="list-style-type: none"> • SUBTOPICS • TALKING POINTS <p>QUESTIONS</p> <ul style="list-style-type: none"> • Question #1 <ul style="list-style-type: none"> ○ Follow up question • Question #2 <ul style="list-style-type: none"> ○ Follow up question • ...
(: - :)	<p>Conclusion Recap of Key Takeaways Closing Remarks & Thanking Guest Call to Action Outro and Credits</p>	<p>TOPIC</p> <ul style="list-style-type: none"> • SUBTOPICS • TALKING POINTS <p>TOPIC</p> <ul style="list-style-type: none"> • SUBTOPICS • TALKING POINTS