Physical appearance

* clothes/shoes
* hair color/hair style
* eye color
* facial features
* size

Trademarks

* glasses
* phone
* distinctive hair cut, etc.
* cigar
* purse

Other important information

* name
* age
* job/hobby/role
* attitude/tone/emotion

Movements

* body language
* mannerisms
* how they're sitting

Environment

* objects around (furniture/tools/props)
* objects on walls (posters/pictures)
* things in their hands

**Example #1:** Jack Powers wore black cords, a white polo shirt and black shoes. Due to the lack of heat in the classroom, he wore an orange barn coat that clashed with his purple sweater. The sixty-year-old, pot-bellied Barlow teacher sat back in a plastic chair in the front of the room with his right leg crossed at the left knee, smiling and making eye contact with Zoey as they spoke. A thirty year veteran teacher, the six-footer wore wireless glasses, kept his curly gray hair cut short and looked like he could use a shave. His black backpack sat on the floor beside him.

He pushed the record button on the antique tape recorder on the faux-wood table in front of him and began to ask Zoey questions from the list displayed on the Smartboard on the front wall. "Thank you for agreeing to this interview," he said, leaning in and smiling. He glanced up as a late student entered and pointed him to a seat. Returning to Zoey, he nodded his head as she described the chaos of her kindergarten class in Bridgeport. His eyes widened in surprise when she said she began attending Easton schools in first grade.

**Example #2:** Zoey D'Amico, a seventeen year old from Bridgeport, Connecticut, sat back in the old brown chair with her arms crossed as she spoke. She wore a golden fuzzy sweater, gray t-shirt, blue jeans, a silver necklace and a rainbow bandana. She wore her eyeliner in black wings over her dark brown eyes and below her perfectly tweezed eyebrows. Her curly brown hair was tipped with blonde highlights. As she talked, she twirled the small silver rings on her fingers, twiddled her thumbs and leaned back in her chair like a Greek goddess nodding her head in agreement with her underlings.