Interview template

This tool can used as a guideline to inform your interview structure.

01 Introduce the project and research (15 min)

- [ ] Introduce the project and research clarifying state of the art and objectives;
- [ ] Introduce the workshop/interview activities, expected learning outcomes and takeaways, and set the rules for how you would like the workshop/interview to function;
- [ ] Ask to sign the Consent form.

02 Who they are (40 mins)

- [ ] Do a few activities to warm up and allow you better know who they are, how they spen their time and who are the significant people in their life.

03 Their views on the topic (45 mins)

- [ ] Ask them personal questions related to the topic itself.
  If there's more than one partecipant be sure you have prepared a template with a series of questions they can answer to and then facilitate a group discussion about the topic.

04 Their response to the concept (40 mins)

- [ ] Show the participant(s) the landing page of your proposition asking them what they think this will help you understand if the solution you're trying to offer is clear to them, if it will bring any value to them and what;
- [ ] Show the participant(s) the Product Demo allowing them to interact with it if possible (show how they would interact with it in alternative) and answer their question if they have any doubts;
- [ ] Give the participant(s) the scoresheet, share the scores and discuss with them about their scores and why they've given that answer.

05 Close up (10 mins)

- [ ] Check on data
- [ ] Take a few photos if you haven't documented the workshop already (be sure you have the consent and you keep them encripted)
- [ ] Thank your participant(s) and ask them if their interested in doing more.