**Interview**

**Facility Booking and Management:**

1. How many facilities do u have?
2. Where can users locate information about available facilities?
3. How would you describe your users’ experience?
4. Is there any place for users to give feedback, complaints or add suggestions?
5. Do you think it is sufficient for the users? Explain?
6. Do you think the users prefer the old system or do they want a new system?

**Event Management:**

1. How many events do you host per month?
2. The average number of attendees?
3. Do you keep track of the attendance?
4. If yes, do you record the attendee’s data?
5. How do receive feedback from the users?
6. Are users generally satisfied or dissatisfied with the current system?

**Student Management:**

1. How do you enroll new students?
2. How do you register courses for students?
3. Where are the student records stored?
4. How do you manage these records?
5. can the students access their data? If yes, where can they find it and how can they access it?
6. Are there any complaints from users (students or administrators)? What are the complaints?

**Communication and notification management:**

1. How do you communicate with your coworkers in the same facilities?
2. How do you communicate with the students?
3. Have you ever faced problems with communication with workers/students?
4. How do you deal with Urgent Info that needs to be sent right away?