Group Interview Template: (Feel free to modify)

Today’s Date: Oct 17, 2021 Date of Interview: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Interviewees: DCO employees

Purpose of Interview: To understand their process better and what they want.

Questions: **(for all questions include why the team is asking the question, give some context for the question. The better the question, the better the answer. The more context and clarity the better.)**

**High Level**

1. Do you want to keep track of accounting also in this project?

2. (Something about the level of systems that DCO wants. Do they want to over build to support more growth)

3. Should certain systems be locked to certain employees? Or should they be viewable but only editable by whitelisted employees?

4. Should there be a test to determine the average frequency of damaged rods so over stock can be managed and applied in situations where increased selling happens?

**More Detailed**

1. Is everything under one building or spread throughout buildings or even sub-contract?

2. Are you willing to add or relocate workstations?

3. Are we including lures as well as rods in the project?

4. What information will need to be included to facilitate a return?

**Other/Misc.**

1. How do the rod codes work? (what are the variables of the code, is it just numbers, letters, etc.)

2. What are your shipping methods?

3. What are the terms of the Rod warranties? (are they offering lifetime warranties or one time deals?)

4. Is there a better alternative to a Final/QA role that will increase the level of quality? (directed at Melissa due to her concern over the added QA role in production)

5. Should the Severity codes be changed to make more sense to the users?

6. Is there any additional information not mentioned in the initial paperwork that is relevant to any of the processes that we are working on?

7. If included, will lure inventory be separate from rod inventory? What about returns?

8. What are your personal opinions on how your company can improve the work process? (Always nice to see how a person working in that process sees how things can be improved from their perspective.)