

## Researching Stakeholders' Questions

### Who are they professionally?

- What is their title?
- Where are they on the organizational chart?
- What are their major roles and responsibilities in the organization?
- Do they have direct reports?
- What are the roles of their direct reports?
- How are they measured in their role?
- How long have they been with the organization?
- What roles have they had in the past?
- What is their relationship to the sponsor?
- Have they worked with the sponsor before?
- Do they have a good relationship with the sponsor?
- Are there organizational politics you need to be aware of with the stakeholder?

### What is their relationship to the project?

- What is their role in relationship to the project?
- Have they voiced any opinions about the project?
- Have they voiced opinions out loud, or in private to others?
- How does the project likely impact them or their team?
- What is in it for them to support the project and participate?
- Is this project at the top of their priorities? Why or why not?
- What is the history with the delivery team and this stakeholder? For example: Do they have a history of poor experiences on projects in the past?

### Who are they personally?

- Are they an introvert or extrovert?
- Do they like to reflect on things alone or think out loud with others?
- Are they a relationship person or more of a “just do it” person?
- Do they like to just “get to the point,” or do they like small talk?
- Do they have any common hobbies, or friends and family related to the organization or you?
- Do they have children or grandchildren they love to talk about?