



## Participant ID

P

To be filled out by researcher

## **Pre-Study Questionnaire**

Name:
Gender: Male Female Female
Age: years old.
What is the highest level of education you have completed?
Less than high school
High school graduate (includes equivalency)
Bachelor's degree
Master's degree
Ph.D.

Do you capture your meetings? If yes, how do you capture your meetings (e.g.
using paper notes, audio reorder, etc.)?
Can you provide more details about your personal experience of capturing
your previous meetings?
Do you share the captured notes of your meeting?
Yes No
If yes, what kind of information do you share during or after your meetings
with others?

With whom do you mostly share such captured information (e.g., meeting
attendants, or even others)?
How do you share your captured meeting contents with others?
Why do you share such these contents?
If you do not share your meeting notes/contents, what do you think about
other people who share their meeting notes? In your opinion, how do they
share it and why?