

## Interview Outlines

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**Interviewee:**

**teacher**

**Interviewer:**

**mahmoud hamdy mahmoud**

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**Location:**

**Teacher's office**

**Appointment Date:**

**Start Time: 29/2/2019**

**End Time: 8/3/2019**

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### **Objectives:**

- collect data from teacher about his work.
  - collect data from secretary about his work.
  - studying the documents of the old system if exist.
  - trying to gain agreement and confidence.
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### **Reminders:**

- Teacher and Secretary have a good background about the system.
  - Teacher is wanting a system that is better than the old one and has more security.
  - Secretary is wanting a system that has no mistakes and easier than the old system.
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## **Agenda:**

## **Approximate Time:**

<b>Introduction</b>	<b>1 minute</b>
<b>Background on project</b>	<b>2 minutes</b>
<b>Overview of Interview</b>	
<b>Topics to Be Covered</b>	<b>1 minute</b>
<b>Permission to Record</b>	
<b>Topic 1 Questions</b>	<b>5 minutes</b>
<b>Topic 2 Questions</b>	<b>8 minutes</b>
<b>Topic 3 Questions</b>	<b>10 minutes</b>
<b>Summary of major points</b>	<b>2 minutes</b>
<b>Question from interviewee</b>	<b>5 minutes</b>
<b>Closing</b>	<b>1 minute</b>

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## **General Observations:**

-Teacher seemed busy probably need to call in a few days for following questions, because he gave only short answer.

-Secretary was busy for students and required jobs from teacher.

- PC was turned off and seemed have problems.

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## **Unresolved Issues, Topics Not Covered:**

-Teacher want to know the average degree of student's degrees, and know the status of students during the studying year.

-he raised the issue of how to secure the system data, and how to observe the system, but we did not have the time to discuss.

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**Interviewee:** Teacher

**Date:** 29/2/2019

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### **Questions:-**

#### **Question: 1**

-What do you want in the system generally?

#### **Answer**

-I want absence and attendance, Levels, groups to store student's data, store secretaries' data, internal and external outlay and print data reports.

### **Observation**

-teacher look busy and has not enough confidence about my system.

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**Interviewee:** Secretary

**Date:** 4/3/2019

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**Questions:-**

**Question: 1**

**-What do you want to perform your job?**

**Answer**

**-store students' data, manage levels and groups, manage outlay, store degrees of quiz and exams and has controls in all of these.**

**Observation**

**-Secretary was angry because of his required jobs and give me short answers .**

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**Question: 2**

**-what can I do to make it easy to perform your jobs?**

**Answer**

**-register attendance and absence easily,  
register degrees of quiz and exam easily,  
make it easy to interact with the system.**

## Observation

-secretary was more enthusiastic to get a system that is easier than the old one.

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**Interviewee:** Teacher

**Date:** 8/3/2019

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## Questions:-

### Question: 1

-how can I make your data save?

### Answer

-make me have control to have a backup of my data and can restore it in any time.

## Observation

-teacher was reassured about his data.

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**Question: 2**

**-how can I make your system save?**

**Answer**

**-make me have a monitor on the system all times**

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**Question: 3**

**-how can I make your students' data save?**

**Answer**

**-make me have a secret number to prevent secretary to delete students' data, without informing me.**

**Observation**

**-teacher has enough features to secure his system.**

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