**Agenda A: Interview with Internal Operational Stakeholder**

**Walk me through a typical day managing a construction task.**

→ Reveals workflow sequences for activity diagrams and task dependencies.

**Can you describe your role and typical daily responsibilities on a construction project?**→ Establishes baseline understanding of their work scope to contextualize all subsequent answers.

**Which teams or roles do you interact with most frequently during a project?**  
→ Identifies key collaboration points, critical for designing the communication and task assignment features.

**How do you currently receive new tasks or updates about project changes?**

→ Reveals current communication channels (e.g., WhatsApp, paper, email), highlighting inefficiencies the system should replace.

**What tools or systems (digital or manual) do you currently use to manage your work?**→ Uncovers legacy processes and potential integration needs or resistance points.

**Have you ever experienced schedule conflicts (e.g., two tasks assigned at once)? How were they resolved?**→ Identifies need for automated conflict detection in the scheduling module.

**How often do project schedules change? What triggers those changes?**→ Informs need for real-time rescheduling alerts and version control.

**What information do you need to see in a schedule to do your job effectively?**→ Guides UI/UX design of the scheduling dashboard

**How are individual tasks assigned to you or your team today?**→ Reveals current assignment method (verbal, paper, Excel), supports need for digital task assignment.

**How do you track task progress or mark something as “completed”?**→ Highlights gaps in real-time status tracking, a core feature of the task module.

**Do you ever work on tasks from multiple projects simultaneously? How do you manage that?**→ Validates need for multi-project task views and workload balancing.

**What happens when a task is delayed? Who gets notified, and how?**→ Informs automated escalation rules and notification logic.

**Would you find it useful to see task dependencies (e.g., “Task B can’t start until Task A finishes”)?**

→ Tests demand for workflow logic beyond simple to-do lists.

**How do you know what materials, equipment, or labor are available for your tasks?**→ Exposes visibility gaps in resource inventory, justifies real-time resource dashboards.

**Who decides how resources are allocated across projects?**→ Clarifies approval workflows, needed for resource request/approval functionality.

**Do you track resource usage (e.g., how much cement was used)? If so, how?**→ Determines if the system needs consumption logging for cost control.

**Would it help to get alerts when a resource is running low?**→ Validates automated reorder/replenishment triggers.

**Have you ever used an outdated document by mistake? What was the consequence?**→ Quantifies risk of poor document control, strengthens business case.

**How do you currently share updates or issues with the project manager?**→ Reveals communication silos, supports need for integrated messaging/boards.

**What types of documents do you create or update regularly?**→ Identifies document types the system must support (e.g., daily logs, inspection reports).

**If you could change one thing about how your team communicates or shares files, what would it be?**→ Captures unmet needs in their own words, gold for user-centered design.

**Agenda B: Interview with Internal Executive Stakeholder**

**What are your top 3 business objectives for improving construction project management?**→ Aligns system capabilities with organizational strategy.

**How do you currently measure the success of a construction project?**→ Identifies KPIs (on-time delivery, budget adherence), guides reporting/dashboard design.

**What’s the biggest operational risk you face across projects today?**→ Highlights areas where the system must reduce risk (e.g., delays, cost overruns).

**How many active projects do you typically oversee at once?**→ Determines scale and validates need for portfolio-level views.

**How are high-level project plans created? Who is involved?**→ Why: Maps planning workflow, identifies approvers and collaborators for the planning tool.

**How often do projects finish behind schedule? What are the common causes?**→ Quantifies problem severity, builds case for automated scheduling logic.

**Do you adjust resource allocation based on project priority? How?**→ Validates need for priority-based resource leveling in the system.

**What level of detail do you need in schedules to make decisions?**→ Balances executive (summary) vs. operational (granular) views.

**How do you currently monitor task completion across projects?**→ Reveals manual reporting burdens and justifies automated progress tracking.

**Are you able to see resource utilization rates (e.g., % of equipment in use)?**→ Validates need for resource analytics to optimize CAPEX (Capital Expenditure).

**How do cost overruns typically occur? Can they be traced to specific tasks or resources?**→ Links task/resource data to financial outcomes, supports future cost module.

**Do you have standard task templates for common project types (e.g., residential vs. commercial)?**→ Informs reusable workflow templates in the task module.

**How important is it to enforce standardized processes across all projects?**→ Determines if the system should include workflow enforcement.

**How do you ensure compliance with safety or contractual requirements across sites?**→ May reveal need for compliance checklists or audit trails.

**What reports do you review weekly/monthly? Who creates them?**→ Identifies automated reporting needs to reduce manual effort.

**Have you ever faced legal or financial issues due to document version confusion?**→ Strengthens justification for strict version control and access logs.

**How critical is it to have a single source of truth for all project data?**  
→ Validates the core value proposition of the unified platform.

**Do subcontractors currently have access to your planning or document systems?**→ Informs external user access controls and collaboration boundaries.

**What’s your expected ROI from this system? (e.g., 10% faster delivery, 15% cost reduction)**→ Establishes measurable success criteria for the project.

**Are there any regulatory or industry standards the system must comply with?**→ Identifies non-functional requirements (security, auditability).

**What’s your tolerance for system downtime or data loss?**  
→ Defines reliability and backup requirements.

**Would you prefer a cloud-based or on-premise solution? Why?**  
→ Guides deployment architecture decisions.

**If you could only have three features in Phase 1, what would they be?**  
→ Forces prioritization, critical for iterative development.