

INTERVIEW NOTETAKER



Document the crucial insights from your interviews.

Interviewee.

Things that characterize the participant most

Needs.

Things the participant wants and needs

Tasks.

Things that the participant does during a regular business day

<p>Tools / Assets. Things the participant works with and the reason for this</p>
<p>Pain points. Things that keep the participant from conducting his/her daily business</p>
<p>Network. People the participant works with and the reason for this</p>
<p>Other insights. Other interesting data/facts that are of relevance</p>