# S2S Real Time Pilot Initiative: Researcher Questionnaire [March 2020]

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| --- | --- | --- | --- |
| Name  |  | Today’s Date | YYYY/MM/DD |
| Affiliation |  |
| Email address |  |
| Project Name |  |
| Project Start Date | YYYY/MM/DD | Project End Date | YYYY/MM/DD |

Section 1: Background

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| **Questions** | **Responses** |
| Short description of your project’s purpose/focus |  |
| Name all user partners currently involved in your project and their roles within it. | (1) User name, User affiliation (in full), User role (actual or anticipated)(2) User name, User affiliation (in full), User role (actual or anticipated) |

Section 2: Approach

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| **Questions** | **Responses** |
| Is the project the result of a user request and/or identification of a user need? If yes, please provide information on the request or need. |  |
| What is the planned S2S forecast application that your project hopes to/is delivering? |  |
| How does your project engage with users at present? Please provide information on the mode of engagement and recurrence interval. |  |
| In which activities are the users participating and what do you expect their contribution/input to be? |  |
| What specific user commitments have been agreed between researchers and users, within your project? |  |
| Are other (formal/informal) stakeholders involved? If yes, what are their roles or contributions to the project? |  |
| Do you have a forward-looking plan for interaction or engagement between your project’s researchers and users? If yes, please provide a short summary of the plan. |  |

Section 3: Design

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| **Questions** | **Responses** |
| Do the users participating in your project represent institutions or communities/sectors?  |  |
| How did your project reach a decision on the design of the forecast application being produced?  | For example, applications could be designed via consultation, coaching, training, meetings, workshops, expert-driven methods etc. |
| How were users involved in the design process? |  |
| How long did it take to obtain the final design for the S2S forecast application that your project is developing? What, if any, challenges did your project face? |  |
| Was there a need to negotiate/yield with users on aspects of scope, time, resources or design?  |  |
| How has usability of the forecast application been considered? |  |
| Have indicators to evaluate the final impact of the application been considered? If yes, please provide a short summary of how these indicators were identified. |  |
| At this stage in your project, how will you decide this projects success?  |  |
| Please add any additional comments that weren’t captured by the above questions: |