
Pre-Tryout Interview

Client – Project

*[Designer: Review the question pool below and select those that are most relevant for your audience and subject matter. It is not necessary to ask **all** of the questions. Delete those you do not need. Add enough space between the questions for you to record the responses during your interviews. Delete this text before you save this document.]*

Name (optional):	
Job Title:	
Location:	

- How long have you worked for [company]? In your current position?

- What is your level of experience with [xx]?

- What level of education do you have (high school, some college, bachelors, etc.)?

- Is English your native language?

- How many hours per week do you use a computer at work? At home?

- What do you use a computer for (Internet, email, word processing, spreadsheets, databases, job-specific applications)?

- How comfortable are you with computers?

- What courses have you previously taken at [company] related to your current role?

- How do you feel about the training you've had?

- Which learning style do you prefer (classroom, computer-based training, self-study, etc.)?

- Have you had experience with computer-based training or web-based training?

- How do you feel about computer-based training or web-based training?

- Consider times in the past when you've learned a new computer program or system. By what instructional methods was this training delivered?
 - Instructor-led (classroom)
 - Self-study workbook or book
 - On-the-job
 - CD-based or online class

- In the training noted above. What elements of the instruction made the training more effective for you? What elements made it less effective?

- After the training noted above, where did you go for help if you had a question about how to use the system?
 - Co-workers
 - Manager
 - Paper or online manuals/procedures
 - Intranet
 - Help Desk
 - Internet