

Notes

What resonated... Ideas they might consider are... I might need more information about... A person, place or program that might enrich their design is...

Take notes on what they say... include important quotes... document keywords and what you observe in their body language...

Eavesdropping Notes

Listen to the conversation and record what you hear. Listen for new ideas, resources, and next steps. Record notes and who you may want to follow up with. Note areas that may need to be clarified for subsequent presentations.

