

## *Screener & consent form*

### **Email Invitation:**

Hello,

Thank you for your interest in our study!

We are a group of Master's students at the University of Washington's Human-Computer Interaction + Design program conducting research about productivity among PhD students.

For our research, we are looking to speak with PhD students for a 60-minute, remote interview sometime between Saturday, October 30th and Saturday, November 6th. **If you are interested in participating, please complete our [brief survey here](#).** If you are selected to participate, we will reach out to you via email to schedule an interview session.

Please don't hesitate to reply with any questions!

Thank you,  
NAME

### **Consent Form (at start of screener):**

University of Washington | MHCI+D  
Research Participation Agreement

Thank you for your interest in our study!

We are a group of Master's students at the University of Washington's Human-Computer Interaction + Design program conducting research about productivity among PhD students.

If you decide to participate in this research project, you may withdraw at any time. Your responses will be kept confidential and will not be associated with any personally identifiable information. Any information collected in this study will be used for scholarly purposes only and may be shared with University of Washington students and faculty.

Although we will not be able to provide monetary compensation, your participation in this study will help us learn about productivity for PhD students and eventually inform a design solution. We greatly appreciate your time and effort in participating!

Please note completing this survey does not guarantee you will be selected for participation. If you are selected to participate, we will reach out to you via email with additional details. All participation will be conducted remotely.

If you have any questions about the study, please reach out to EMAIL ADDRESS.

I have read and understood the information above and am interested in participating:

- Yes
- No

### **Screener Questions:**

What is your current academic status?

- Undergraduate student
- Grad student
- PhD student
- Work Full-time
- Other:

What are you currently studying?

Open ended: \_\_\_\_\_

What university are you affiliated with?

Open ended: \_\_\_\_\_

In the past month, how frequently have you experienced procrastination when doing academic work?

- Very often
- Somewhat often
- Sometimes
- Rarely
- Not at all

In the past month, how often have you struggled to meet deadlines?

- Very often
- Somewhat often

- Sometimes
- Rarely
- Not at all

Please briefly describe how you felt about your last academic deadline?

Open ended: \_\_\_\_\_

Within which age range do you fall?

- 17 or younger
- 18 to 24
- 25 to 29
- 30 to 34
- 35 to 39
- 40 to 44
- 50 or older
- Prefer not to answer

What gender do you identify with? (Please select all that apply)

- Woman
- Man
- Transgender
- Non-binary/non-conforming
- Other (Please specify): \_\_\_\_\_
- Prefer not to answer

How do you describe your ethnicity? (Please select all that apply)

- Asian
- Black or African American
- White
- Hispanic or Latino
- Native American Indian or Alaska Native
- Native Hawaiian or Other Pacific Islander
- Prefer not to answer
- Other (Please specify): \_\_\_\_\_

What is your name?

Open ended: \_\_\_\_\_

What is your email address?

Open ended: \_\_\_\_\_

## *Session guide*

### Introduction (3 min)

Thank you for joining us today! My name is *Moderator name*, and this is my classmate *Notetaker name*, who will be helping me take notes today. We are Master's students at UW conducting research to learn about PhD students' experiences with productivity. I'm going to ask you to share your experience and thoughts with me about this topic. There are a few things I want to let you know before we get started.

First, there are no right or wrong answers to any of these questions. Anything you say will be valuable to us. At the same time, we want to be respectful of your privacy, so please let me know if you are uncomfortable answering any questions or need to take some time. We are happy to pause or end the interview at any time.

We would also like to record this session so that we can refer to it later on for further note taking and discussion. Everything we discuss, including any information you share with us, will be confidential and won't be discussed outside of the context of the class we are conducting research for.

Do you have any questions before we begin?

Is it okay if I start the recording now?

*[Start recording]*

To give you a sense of what we'll be discussing, I'll go over the general structure of what I'll be asking you. First we'll get some thoughts about self-directed work, then we'll touch on how you think about productivity, then we'll talk about procrastination, and finally we'll wrap up with a few questions about your emotions as it relates to productivity.

### Warm up / day in the life of a PhD student (5 min)

- To start, can you please tell us a bit about your area of study?

- Why did you choose this area of study?

## Self-Directed Work

- How do you plan out your work schedule?
- How much autonomy do you have over your academic work?
- What does accountability look like as a PhD student?
- Who do you typically collaborate with on your academic work?

## Productivity (15 min)

- Which aspects of your academic work do you most enjoy and why? Which do you least enjoy and why?
- Can you tell me about a recent experience where you felt *especially productive*?  
Probe: Two adjectives to describe the feeling
- What types of productivity challenges do you encounter when conducting your work?  
Probe: Do you often get easily distracted?
- What strategies do you use to stay productive, if any? How well do these work for you?
- Is there anything that you think would help you be more productive?

## Procrastination (15 min)

- How would you personally define procrastination?
- How does procrastination operate in your work life?
- In what ways has procrastination impacted your work output?  
Probe: Your personal life?
- What types of work do you find yourself putting off?
- What activities do you engage in when you procrastinate?

- What strategies or techniques do you use to get back on task?
- Are there any strategies or techniques you use to *avoid* procrastinating?  
Probe: any challenges or pain points and any bright spots

### Emotional regulation (10 min)

- Why do you think you put off some tasks and not others?
- How do you *know* when you're procrastinating?
- What does it *feel* like in the moment you are procrastinating?
- What does it feel like after you procrastinate?

### Wrap up / final thoughts (3 min)

- Do you have any questions for our research team?
- Is there anything else you'd like to share with us?

Thank you so much for your time and for sharing your thoughts with us! Those are all the questions that I have for you. Have a great rest of the day!

*[End recording]*