

Focus Group Protocol for Space Weather Advisory Group User Survey

HUMAN SPACE FLIGHT SECTOR

Focus Group Information

Focus Group time/date:

Moderator: [Add before focus group]

Focus Group Participants: [Make sure people complete the sign in sheet]

Focus Group Protocol

Welcome

Good [morning/afternoon] and thank you so much for agreeing to participate in this focus group.

Introduction

My name is [name] and I am a member of the Space Weather Advisory Group also known as the SWAG.

I am joined by [name] for today's conversation who is assisting by taking notes as we go along.

Our time is limited so rather than go around the group, please say your name and organization before you speak for the first time.

Purpose of The Focus Group

The purpose of this focus group is to understand how space weather affects your work and what forecasts, products, and services you would like to see.

The SWAG will use the information gathered to identify the space weather research, observations, forecasting, prediction, and modeling advances required to improve space weather products.

The PROSWIFT Act, which led to the SWAG's formation, also laid out the topics for the user survey. We will be asking you questions about current use and future needs for space weather information, technological systems, components, or elements affected by space weather, and current and future risk reduction and resilience activities.

Ground Rules

We want this to be a discussion so please feel free to respond to each other's

comments. That said, let's go over the ground rules for today's conversation.

1. We would like everyone to participate so I might call on you if I haven't heard from you in a while.
2. There are no right or wrong answers. Every person's experiences and opinions are valued and important. Speak up when you agree or respectfully, when you disagree. We want to hear a range of opinions.
3. What is said here today stays here. We want folks to be comfortable sharing information so please do not discuss who said what once you leave.
4. We want to capture everything you say so we will record the conversation. By participating today, you are consenting to being recorded. No one will be identified by name in our report. The recording will only be used for note taking. As required by the PROSWIFT Act, the results of the user need survey(s) including any recommendations will be compiled into a report that will be delivered to Congress as well as made public.

Thank you again for your time and cooperation. Before we begin, do you have any questions for me?

Let's begin with your current and future use of and need for space weather observations, information and forecasts:

1. How do you use space weather observations, information or forecasts, or other information such as advisories or alerts?
2. What are your sources for space weather information? [Examples if needed: international, commercial, agency, and academic space weather sources]
 - a. [Probe: How does your enterprise use the NOAA Space Weather Prediction Center website as a source for space weather information?
 - b. How are you seeking to expand your sources for information?
3. How satisfied are you with the current quality of the current space weather observations for your uses?
4. What regulations and/or policies require you to use space weather observations, information, or forecasts?
5. How are your operations affected by space weather?
 - a. What are the decision-making limits and thresholds?

- b. [If human health and equipment are mentioned] How do you assess the impact of space weather on human health and equipment functionality?
6. How can forecasts be improved to meet your needs?

Let's turn to technological systems, components, or elements affected by space weather:

7. Which measurements or observations would enhance monitoring of space weather?
8. What modeling information would improve space weather risk mitigation for you?
9. How would you use research, instrumentation, or modeling activities itself to obtain that information or look to other sources?

Finally, let's talk about risk reduction and resilience activities:

10. What are the risks related to personnel/equipment safety, economic viability, or operational resilience?
11. How does your risk management process account for space weather?
12. Which simulations or activities do you perform to mitigate risk of future events?
13. What different or new sources of space weather information do you need to mitigate risks?

Last Question

14. Are there any other things that we have not asked about that you wish to share?

Wrap Up

Those are all the questions we have for you. Let us know if you are interested in keeping in touch and please let us know who else to speak with as part of this effort. We hope to have initial results from the SWAG User Survey by AGU and AMS. Thank you once again for your time and energy.

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collection, including suggestions for reducing this burden to the Dr. Jennifer Meehan, National Weather Service, NAA, 1325 East West Highway, Silver Spring, MD, 20910, jennifer.meehan@noaa.gov.