So you need to recruit some research participants?

Here are some templates for recruiting your ideal participant.

You can use them for email or a phone script.

The {{ }} indicate to input information uniquely related to you and your project.

Happy recruiting!

Short emails with no incentive offered

Hi {{first_name}},
My name is {{your name}}, a {{User Experience Designer }}at
{{ UX Forward }}. We're currently researching {{our employer's feedback feature}} and would love to show you a sneak peek.
We are looking to {{make the feedback feature employer-focused}} and would love to hear
your feedback on our possible designs.
If you're interested, please schedule 30 with me using this link:
Thank you,

Hi {{first_name}},
My name is {{your name}}, a {{User Experience Designer}}
at{{ UX Forward }}. You have been nominated to participate in our user research and feedback.
We are currently researching _____. We're looking to make the process easier when it comes to _____.

As part of this effort, our Product Team would like to conduct a 60 minute discussion regarding the overall process of _____ and would like your feedback on our possible designs.
Please let us know if you would be willing to assist us in this evaluation by selecting a time from this link:
If you have any questions reply to this email. Thank you in advance for your partnership to improve the {{UX Forward}} experience!
Thank you,

A short email with an incentive offer

Hi {{First_name}},
My name is {{your name}}, a {{User Experience Designer}} at {{ UX Forward }}. We are conducting a study to give our platform participants the opportunity to provide feedback on our product. This study will help the {{ UX Forward }} team better understand your needs in order to incorporate them into future product enhancements.
We're currently scheduling participants for a study that takes place from ___ - ___. Sessions will be conducted remotely - you'll need high-speed internet and a computer with working microphone to participate in the study.
Details of the study:
 - *The duration of the study is 60 minutes.*
 - *We'll be discussing _____.*
 - *You'll receive a ____, as a token of our appreciation.*
Please let us know if you would be willing to assist us in this evaluation by selecting a time from this link:
If you have any questions reply to this email. Thank you in advance for your partnership to improve the {{ UX Forward }}. experience!
Thank you,

Hi {{first_name}},
My name is {{your name}}, a {{User Experience Designer}} at {{ UX Forward }} . We are conducting a study to better understand {{the thing}} and give the opportunity for {{the persona}} to provide feedback on our product. This study will help the {{ UX Forward }}. team better understand your needs as a {{persona}} and to incorporate them into future product enhancements.

We're currently scheduling participants for a remote sessions - you'll need high-speed internet and a computer with working microphone to participate in the study.

Details of the study:
- The duration of the study is 30-45 minutes.
- We're hoping to learn about your goals, your processes, tools&software used, your methods for{{thing}} (if you have any),
- We will give a quick overview of our platform and capture your feedback,
- You'll receive a ____, as a token of our appreciation.
Please let us know if you would be willing to assist us in this evaluation by selecting a time from this link:
If you have any questions reply to this email. We appreciate your partnership to improve the {{ UX Forward }}. experience!

Thank you,
{{ UX Forward }} Team