

Knowledge Harvesting

4 hours



A structured approach to help an organisation understand and record the knowledge and experience of people, often before they leave or move roles.

Knowledge Harvesting:

The key stages in knowledge harvesting are;

- Identification of key knowledge areas
- Confirmation of the individuals who have this key knowledge
- Preparation for the knowledge harvest
- Knowledge harvest interview, typically 4 hours
- Initial packaging of the material
- Approval of the material by the interviewee
- Creation and then publication of the knowledge asset

Consult the Surrey and Sussex Healthcare NHS Trust knowledge retention and transfer leaver's toolkit [link below](#).

How to undertake a knowledge harvesting interview:

1. Start early

The whole process from identifying an interviewee to launching a knowledge asset typically takes around 7 weeks.

2. Ask the right questions

Input from the recipients for the expert's knowledge helps to ensure the knowledge asset will be of maximum benefit to them.

3. Decide the best way to package this knowledge

Make the harvested knowledge available for the organisation or team as a knowledge asset.

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