**Welcome and Purpose**

First of all, I’d just like to thank you for coming in today / partaking in this event today. Firstly, I wanted to give you some information about what you will be doing and give you some time to ask any questions before we get started.

Today we are asking you to serve as an evaluator of a Web site and to complete a set of tasks. Our goal is to see how easy or difficult you find the site to use.

**Test Facilitator’s Role**

I am here to record your reactions and comments of the Web site you will view. In a conference room nearby, I have a colleague helping me take notes and observe your interaction with the site as well.

During this session, I would like you to think out loud as you work to complete the tasks. I won’t be able to offer you any assistance or suggestions if you get stuck, but I may ask you to clarify what you have said, what you are doing at that moment, what you are expecting to happen, or what your reasoning is behind what you are doing.

Okay, so now I am going to read out loud to you what you are going to be doing today.

**Test Participant’s Role**

* Today I will be asking you to access particular features on our site, and how easy or difficult it was to find the information. All of the following tasks I will be asking you to carry out are about how easy or difficult we have made it for people to use the site.
* With these tasks there are no right or wrong answers. If you would like some clarification on the task or comments on the task, please let me know.
* Please try, with the best of your ability to complete all the tasks. If you ever feel that you are unable to complete a task with the information that we have given you, please let me know. I will either put you on the right track or move you onto the next task.
* When you are using this site, use it as if you were using it from your home or your office. This means that at any point, if you are unsure about anything you can search it up.
* Please be aware that we are recording this session for future reference. We will / will not be capturing your face, your voice and what you are doing on the screen. However, your name and personal details will not be associated or reported with the findings or data from this evaluation.

Do you have any questions before we begin?

**User acting as student:**

1. Can you login into our website? Y
2. Are you able to create a quiz? Y
   1. Are you able to add a 2nd question to the quiz? Y
   2. Now can you preview the quiz? Y
   3. Now, can you edit the quiz? Y
   4. Now, can you post a quiz? N.. I didn’t know if I posted successfully or not
3. Can you answer the quizzes? Y
   1. Try filter the quizzes to only show your quizzes Y not that clear
   2. Can you hide ‘Exam Prep’ quizzes Y
   3. Can you open ‘How to find good ghostwriters’ quiz Y
   4. Try to Submit the quiz Y
   5. Make a dispute for Question 2 Y
   6. What percentage of students answered A for question 2? 38% not that clear… yeah thought it wud be under the mf
   7. Try to return to the Dashboard Y
4. Can you view the Leaderboards? Y
   1. Try return to the Dashboard
5. Can you log out of the website?

**User acting as staff:**

1. Can you login as staff?
2. Can you create a new course?
   1. Can you enrol a student?
3. Can you view course info for COMP313
   1. Can you edit the name?
   2. Can you delete the course?