USER EXPERIENCE RESEARCH SESSION INFORMATION

PURPOSE OF USER EXPERIENCE RESEARCH SESSION

Thank you so much for participating in this user experience (UX) research session. Your input is vital to making the this system usable for everyone. The primary goal of UX research is to inform the design process from the end-user's perspective. We want to learn about how you currently conduct your work and get input from you on how we can best build a new system with functionality that meets your needs.

We want you to know what information we will be collecting and how we will use it.

METHODOLOGY

For this session we will be conducting usability testing. This involves asking you to perform tasks on a test version of our application. We will ask you to narrate your actions and why you take them. To maximize the benefit of usability testing, we will ask to:

- Record the testing session, including the computer screen and your voice.
- Save the recording on a file system accessible by the Project.
- Share our findings and conclusions with the Project, and as necessary, with other agencies.

If recordings are to be taken, you will be notified in advance and asked to sign a consent form. We will ask you at the bottom of this form to consent to this recording. <u>You will not be recorded without your voluntary consent</u>.

PRIVACY/CONFIDENTIALITY

We understands that during the course of conducting user research sessions we may encounter personally identifiable information or other confidential information that may not be relevant to the development of the system. All personally identifiable information will be kept confidential to the extent permitted by law.

VOLUNTARY PARTICIPATION

Your participation in this user research session is voluntary. It is up to you to decide whether or not to take part in this session. If you decide to participate, you are still free to withdraw at any time and without stating a reason. Withdrawing from this research will not affect the relationship you have, if any, with the system.

Additionally, for any user research team activities:

- You can stop this session at any time if you feel uncomfortable, without repercussion.
- We will not document anything you ask us to leave out of our notes.
- At your request, we will show you the notes and recordings, if applicable, we have taken during our engagement.

CONTACT INFORMATION

If you have any questions or concerns, please contact anyone from the user research team - [researcher name], [researcher name]. Our contact information is below.

[name]   [name]
[email]   [email]

CONSENT

By signing this form you are consenting and agreeing that Stanfield Systems has the right to take visual/audio images or recordings of you and to use them for the purposes of development of the Project. In addition, you understand that the visual/audio images or recordings of you may be disclosable public records.

I release the State of California and Stanfield Systems, Inc., its employees and agents from any claims, damages or liability which I may have in connection with the taking or use of the images or recordings.

Participant's Name (Print):_____

Participant's Signature: _____   Date: _____