

Digital Portfolio

Test Plan

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# Objective

The objective of this user test is to perform a cognitive walkthrough of a Digital Portfolio - My Evidence wireframe (page) to assess its usability and identify any potential usability issues or user experience challenges.

Test Materials and Tools

* A printed wireframe and/or the application to be tested.
* Supporting context for the participants.
* Note-taking tools, such as paper and pen.
* Recording equipment (with participant consent) to capture the session for review and analysis.

Participants

The test is performed with at least 8 users, each on an individual basis. Some users have experience using Portflow, other receive more context that explains what a digital portfolio is. All the participants are new to My Evidence page revamped version.

Procedure

The step-by-step process for conducting the test:

* Introduce the purpose of the test to participants and obtain their consent for recording the session.
* Provide some context for the test scenario and go over the tasks they need to complete.
* Let participants navigate through the wireframe(page) independently and encourage them to think aloud.
* Observe and take notes on their actions, comments, and any usability issues they encounter.
* Encourage participants to ask questions or seek clarification if needed.
* Conclude the session with a brief interview to gather additional feedback and insights.

# Test Scenario

Test scenario is used to provide more context for the users. It also allows to work with existing data. Since, most of them are familiar with Portflow, the context is as follows:

“Imagine this is your portfolio from the last semester, if you go to my evidence page, I will give you some tasks to perform. The tasks are intended to see if the usability of the page is clear from the first use. We will go over each task one by one, I will be taking notes and will ask questions once we are done.”

Tasks

Define a set of tasks that participants will perform on the screen. Each task should focus on a specific goal or action the user needs to accomplish. For example:

1. Upload new evidence.
2. Find evidence called “\_\_\_\_\_\_\_\_\_”.
3. View all Video Type evidence.
4. View all evidence again.
5. View only evidence that is linked to “\_\_\_\_\_\_\_\_” collection.
6. View only evidence that is linked to “\_\_\_\_\_\_\_\_” goal.
7. View all evidence from last May.
8. Remove evidence “\_\_\_\_\_\_\_\_\_” (linked).
9. Add “\_\_\_\_\_\_\_\_” evidence to a collection.
10. Find the oldest uploaded evidence.
11. Find all evidence that is linked to “\_\_\_\_\_\_\_\_” collection and “\_\_\_\_\_\_\_\_” goal.
12. Change evidence Title or description.

# Interview questions

1. Was the context and tasks clear?
2. What do you first notice about the page?
3. Did it match your expectations?
4. What was missing?
5. What stood out? Confused you?
6. How would you describe this wireframe (to a friend)?

Data Analysis and Reporting

After completing all the test sessions, the collected data will be reviewed and analyzed. Notes taken during each session will be organized and used to identify recurring issues, pain points, or usability challenges that the participants faced. The issues will be categorized based on severity and impact on the user experience and the potential solutions or improvements for each identified issue will be considered.

The summarized findings and insights from the test will be described in the recommendations section of the Graduation Internship Report.

A screenshot of a computer

Description automatically generated

Figure . An example of the wireframe.

|  |  |  |  |
| --- | --- | --- | --- |
| **Participant’s name:** | |  | |
| **Task** | | **Passed** | **Observations** |
| 1 | Upload new evidence. |  |  |
| 2 | Find evidence called “\_\_\_\_\_\_\_\_\_”. |  |  |
| 3 | View all Video Type evidence. |  |  |
| 4 | View all evidence again. |  |  |
| 5 | View only evidence that is linked to “\_\_\_\_\_\_\_\_” collection. |  |  |
| 6 | View only evidence that is linked to “\_\_\_\_\_\_\_\_” goal. |  |  |
| 7 | View all evidence from last May. |  |  |
| 8 | Remove evidence “\_\_\_\_\_\_\_\_\_” (linked). |  |  |
| 9 | Add “\_\_\_\_\_\_\_\_” evidence to a collection. |  |  |
| 10 | Find the oldest uploaded evidence. |  |  |
| 11 | Find all evidence that is linked to “\_\_\_\_\_\_\_\_” collection and “\_\_\_\_\_\_\_\_” goal. |  |  |
| 12 | Change evidence Title or description. |  |  |
| **Post Test Questions** | | | |
| 1 | Was the context and tasks clear? |  | |
| 2 | What do you first notice about the page? |  | |
| 3 | Did it match your expectations? |  | |
| 4 | What was missing? |  | |
| 5 | What stood out? Confused you? |  | |
| 6 | How would you describe this wireframe (to a friend)? |  | |

Figure . Observers notes template table

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| --- | --- |
| * Section | * Description |
| * Objective | * Assess the usability of a specific screen through cognitive walkthrough and identify potential usability issues. |
| * Test Scenario | * Imagine being a new user signing up for a social networking platform and reaching the profile creation screen. |
| * Participants | * Aim for a diverse group of at least 5 participants representing the target audience. |
| * Tasks | * Define specific tasks, such as creating a username and password, uploading a profile picture, providing email and phone number, etc. |
| * Test Material | * Prepare a functional prototype or the actual screen, supporting documents, note-taking tools, and recording equipment (with consent). |
| * Procedure | * Introduce the purpose, explain the scenario and tasks, let participants navigate independently, observe and take notes, conduct interviews. |
| * Data Analysis | * Review and analyse collected notes, identify recurring issues and their severity, categorize them, and consider potential solutions. |
| * Reporting | * Summarize the test objectives, methodology, participants, tasks, common issues, provide examples/quotes, and offer recommendations. |