**Milestone 1: Project Topic Description and Gathering User Information**

**Due: Wednesday 12, 2022 at 11:00 pm**

**Project Description**

* You and your team will improve/come up with a new design for a UI prototype for your chosen topic based on a current app
* Your goal is to improve an application based on your topic and chosen device type. Milestone 1 focuses on performing a contextual inquiry that is conducted **to first understand the user, their needs, and what they do and not on your design ideas**.

This group assignment will be an accumulation of Lab 1 and each group members' Assignment 2 (individual), Lab2 and Lab 3.

The assignment should be between 12-14 pages in length with the appendices (template provided for main document and appendices). Note, while best-effort has been made to make the template consistent, each group is to ensure that it is consistent (e.g., font size and type, etc.) The template is divided into the following sections:

Group Information (.5 page)

* Project Title
* Date
* Group Name and Group Members (name, BannerID and email address)

Purpose and Background (~2-2.5 pages) [2.5 pages max]

* Purpose – describe the topic area you are investigation (.5 page)
* Objectives – 3-5 objectives that you hope to learn from doing this inquiry (~.5)
* Literature Review and Application Assessment– using the individual group members' Assignment 2, write a comprehensive review of the current research/landscape of the topic area. (~1 pages). You should also include a summary of the app assessment you did between popular apps based on your topic to justify the app you chose to explore (~.5 page)

Information Gathering Approach (~1-1.5 pages)

* This provides information about where and how you will run the study
* *The location of the study, equipment/application used and description of instruments* (e.g., interview/ contextual inquiry)
  + - Describe where the study will be located (e.g., the labs in the Computer Science building)
    - Equipment used (e.g., Smartphone, Smartwatch)
    - Briefly describe the application you will be using
    - Concisely explain what you will ask of the user (e.g., questions, observation tasks) and how you will record the answers and observations (e.g. use coding sheets – refer to Appendix C).
    - Do not repeat all the questions that are already included in the appendix – just give the reader an understanding about what things you want to ask and/or have the user do).
* *The study process:*
  + This is a step-by-step explanation of what the user will do (e.g., from the moment of meeting with you, etc. For example:

1. The researchers describe the study (Appendix A)
2. The participant starts the [interview] (Appendix B) and may be asked to show how they currently do [------]
3. Once the participant has finished the interview, the researchers thank the participant
   * Include what **role** each researcher will do so everyone has a part in the process. What will each researcher do – do not use actual names rather Researcher 1, Researcher 2 (you should have a role for 4 researchers since when we run our study, one person will a 'user' for another group). For example,
     + 1. Researcher 1 will explain the study and answer questions at the start of the study.
       2. Researcher 2 and 3 will record the answers of the study, etc.
          - note you can only do one interview/contextual inquiry at a time
   * **Expected Time** to do the study - provide a breakdown of expected time for each user. For example:
     + Each interview/contextual inquiry will take ~15 minutes
       - 1-2 minutes to introduce the researchers, topic and process, and answer any questions
       - 10 minutes to go through the questions and observation tasks
       - 2 minutes to thank users and answer any questions

References (5) in ACM format (~.5 page)

Appendices

* Appendix A is a short script that will be read to all users (that describes what the topic is, introduces the researchers, what they will be asked to do) (~.5 page)
* Appendix B – Tasks/Post-task Interview Questions and Post-Study Interview Questions
  + The Task list with task scenarios (~1-1.5 pages) and post-task questions for the Contextual Inquiry/observation part
    - List of tasks and fully worded tasks that you will ask your participants to do (~4)
    - For example, if one of your tasks is "Use google maps on a smartphone to find the fastest driving route from the Computer Science Building to the Halifax Airport". The task wording might be: "Imagine, that you are currently parked at the Computer Science Building at Dalhousie University. You need to pick up a friend at the airport in 30 minutes. Can you show us using google maps on [device] how you would find the fastest route from the CS building to the airport? Also, please speak out loud what you are doing so we can follow along".
    - List the post-task questions that you will ask participants to do after they finish each of the tasks
  + Post-Study Interview Questions(~1-1.5 pages)
    - List the post-study questions by theme.
    - Remember this is NOT about your future design but about users currently do. You need to understand how users do something first before coming up with new ideas. The questions should focus on how they currently do something depending on your specific topic (e.g., find parking around campus, use transit apps, etc.) and questions related to how they used the app and apps on your specific app. You can ask users for suggestions, but you shouldn't talk about your design ideas.
* Appendix C - Coding sheets (this is what you will use to record the answers and observations from the process)(~5-6 pages)
  + You will have a place on the coding sheets where the researcher/s who are recording answers and noting observations can write their name, the participant ID (remember no names – just give each participant a unique number, eg., P1, P2, etc).
  + You will write out each task and the task questions and post-study theme with questions with room to make notes/observations under each
  + You will use these code sheets in the study (you will need at least one copy per participant on the day we run the study printed and ready to use – alternatively, you could take notes on the coding sheets on your laptops)
* Appendix D - The group breakdown of work in your submission. It is assumed that each group member sees the final report with this breakdown of work before it is submitted. (.5 pages)
* You only need to submit one copy of this assignment BUT make sure that you have someone submit it by the deadline as no late submissions are accepted!
* After the deadline, each member will submit an individual evaluation of their teammates contribution to the milestone.