

Observation form

Instructions:

1. Record the participant's name (if allowed), age, and experience.
2. Note the start time.
3. Inform the participant that they can begin.
4. Pay attention to the start and completion of each task to record the time it was completed.
5. Once everything is finished, record the number of minutes in the time column.
6. Note comments regarding each task in the comments column.
7. Note the end time.
8. Calculate the total minutes at the bottom.
9. Record general observations.

Name of teacher: (Not allowed)

Age:28

Previous experience: Tools to monitoring

Start time: 13:00

Number of task	End time	Total time on task	Comments
1	13:02	2min	
2	13:03	1min	
3	13:04	1min	
4	13:06	2min	
5	13:10	3min	
6	13:13	3min	
7	13:14	1min	
8	13:16	2min	

End time: 13:16

Total minutes: 15 minutes

General observation:

The participant presents a clear knowledge about the use of this kind of software, he takes time just looking at some elements and he did it really fast