



Test Plan Elaboration

Activity description

This activity consists of carrying out all the steps and decisions involving **planning a usability testing** for a certain interactive system. The test plan main document, together with the accompanying annexes, not only gathers all of the involved decisions, but also establishes all the steps to be followed and describes the necessary resources for the usability test realization.

Remember that the most critical aspects to decide in order to tackle a good test plan are the following ones:

- The **purpose and objectives of the test**. You have to pose an approach and point of view that describes the client's needs and worries regarding the current system, in order to expose the necessity to carry out a test plan.
- Nature of data to be registered along the test. This decision establishes which aspects will be more incised during the test, as well as **the metrics to be handled**.

Once decided all of these aspects, the different points and documents that accompany the test plan can be initiated.

Test Plan main document structure:

1. Product definition
 - a. Product specification
 - b. Product state and problems in which to incise (*if any in particular*)
2. Purpose and test objectives
3. Target audience, user profile definition and the target user sample
4. Participants recruitment process
5. Methodology
 - a. Procedure and protocol
 - b. Number of participants
 - c. Description of the tasks to be evaluated
6. Test environment and equipment
7. Metrics to be handled (data to be registered)
8. List of complementary documents

It is very important that each one of the points that compose the test plan be **conveniently justified, according to the decisions taken** and furthermore, **all of them should be consistent with each other**.

*Independently of the final test to be applied with real users and considerable limitations, in this activity **you are supposed not to have any type of restriction**, neither budget nor time restrictions. So, you are encouraged to imagine **the ideal test for your app**, considering your necessities.*

Annexes that accompany the main document:

- **Screener**
- **Pre-test questionnaire**
- **Post-task questionnaire**
- **Post-test questionnaire.** This questionnaire could be either a standardized questionnaire, or a questionnaire specifically adapted to your test. You also can opt doing a complementary interview, once finalized the test.
- **List of scenarios for tasks,** together with extra instructions, to be presented to users.
- **Informed consent form** to be signed by participants.

Optionally you can also develop the following documents as well:

- **Pretty detailed calendar for the test,** considering all the steps before and after de test sessions (including the recruitment process).
- **Observation document.**
- **Test script for the moderator,** as a script guidance for the moderator along the staging of the test (in a more detailed way than in the point 6.a of the main document).

At Virtual Campus (folder *UT Material*) a set of templates for the different types of documents and questionnaires, as well as diverse examples of the different documents are available.