Validation Part 1 Narrative

Thank you for participating in these validation exercises. Today, you will be helping us test our product, Terp Tasker, by performing a few simple tasks. The following instructions should walk you through the entire process; if you are unsure on how to complete an instruction, this just means that our product is unclear. After setting up your account today, you will be using the tool over the course of one full day, which is referred to here as your “validation day”. Our goal from these exercises is to measure whether our product is usable and helps users better manage their time. Please think aloud as you use the tool. Take as much time as you need. We will be recording how long it takes you to complete each task and any comments you make. We will be asking you a few questions about what you think about our tool at the end. Do you have any questions?

The first stage of this exercise involves the initial configuration of your account.

1. On your computer, go to terptasker.com and create an account. Please use your actual email address. Set your name and password to any value, as you will be changing them later. After registration, log in.
2. Open the help page. Please read the entire page.
3. Open the settings menu. Change your name and password, then set default reminder times.
4. If you use an online calendar (such as Google calendar), open the calendar page and upload your personal calendar.
5. On your phone, go to terptasker.com and download and install the app file. Log in to the Terp Tasker app.
6. Import your text messages, call records, and contacts from your phone onto your Terp Tasker account.
7. On your laptop, look at the list of categories and contexts.
   1. Add, edit, and delete the contexts and categories to tailor them to how you would like to organize your work. Please make at least one category and one context that you can use later during the day-long validation test.
   2. Create the category “Validation Exercise” and make the color green with the description “temporary.”
8. Enter the Context view and create time blocks.
   1. Create a time block of each of the default context types.
   2. Create a recurring time block that occurs once a week during your scheduled validation day.

The second stage of this exercise will focus on customizing TerpTasker functionality to fit your needs.

1. Open the calendar.
   1. Tag all events scheduled for your validation day with a category. Create new categories if necessary.
2. Open the tasks view.
   1. Add the task “write in log” under the category “Validation Exercise” and the context “1 Cup of Coffee.” Set the priority to “+2”, the start date to 8:00am on your validation day, the due date to 10:00pm on your validation day, and the estimated time to 15:00. Set an email reminder for two hours before the deadline and a popup reminder for 30 minutes before the deadline.
   2. Add the task “validation exercise part 1” under the category “Validation Exercise.”
3. Open a category view for a category you created.
   1. Add one task that you will be working on during your validation day.
   2. Add a second task that you will work on during you validation day and during your time block scheduled for that day. Make sure it is in the correct context for that time block.
4. Open each “tag data” view.
   1. In each view, tag at least one contact, text message, or call with one of the categories you created.
   2. Open that category to view the newly tagged data.
5. Open the category view for “Validation Exercise.”
   1. Create the day-long event “validation day” on your validation day. Set the location to “UMD,” the URL to “http://terptasker.com,” the email reminder for 1 day before the event, and the popup reminder for 1 hour before the event.
   2. Check off the task “validation exercise part 1.”

You are now finished with part 1 of the validation exercise. On your schedule validation day, please interact with the website and Android app as part of your daily routine. Add, edit, and delete events, tasks, time blocks, categories, and contexts as you see fit throughout the day. Try to use our application as if it were your only time management tool, using the Terp Tasker calendar and to do list instead of other applications you would normally use for these purposes. Throughout the day, please record when you interact with Terp Tasker in the log. For instance, if at 11:00am you received a notification on your phone that a time block is starting, you would put that in the “event” column. If you then opened the context view for that time block in response, or if you ignored the notification, that would go in the “response” column. If you thought that the notification and the context view were helpful, or if you found the notification confusing or annoying, you would put that in the “comments” column.

When you are finished, please email your log to me. I will send you a link to a survey for you to fill out about what you liked and disliked about Terp Tasker. Thank you for helping us.