**Checklist for performing usability evaluation   
with a participant**

This checklist is intended as a guide for applying an evaluation protocol and includes all the steps to consider for each participant.

1. Welcome the participant and perform an overall presentation of your system and how the evaluation will be carried out.
2. Present the consent form to be read and signed, then, collect the signed consent form and ask if there is any question.
3. Deliver the tasks list to the participant and explain its structure and what is to be done for each task. Do not forget to explain how to use the scale to rate perceived difficulty.
4. Instruct the participant that he/she should think aloud while using the prototype.
5. Take note of any difficulty, notable comments, and any relevant behavior while the user is trying to perform each task. Do not forget to rate how difficult you think the task was for the participant
6. When the participant finishes all tasks, provide the SUS to be filled
7. After SUS completion, talk with the participant to understand if he/she has any additional comment or feedback about the system
8. Thank the participant