This page presents a template for reporting the results of a UX Walkthrough which can be used with any website or software product. Examples of product-specific templates with details of how they were used by the Fluid teams may be found at [Sakai User Experience Walkthrough Report](https://wiki.fluidproject.org/display/fluid/Sakai+User+Experience+Walkthrough+Report) and [uPortal User Experience Walkthrough Report](https://wiki.fluidproject.org/display/fluid/uPortal+User+Experience+Walkthrough+Report)

Generic UX/Cognitive Walkthrough Report Template

This template covers accessibility and usability heuristic evaluations combined with cognitive walkthroughs.

**Evaluation Completed by:**    [Insert evaluator name(s)]

**URL:**  http://.... [Insert URL of the test site]

**Date:**  [Insert Date and time the evaluation was performed]

Heuristic reviews and cognitive walkthroughs were performed on a [computer type] at [screen resolution] resolution (most common resolution) and [color setting] colors (most common novice resolution; if graphics work at this resolution, they'll work in higher resolutions) using [Browser and Operating System] at a [type of connection is internet required] connection rate.

**Scope of Walkthrough**

•    Functional Areas focused on for review

**User profile(s) and context of use:**

Profiles will generally only be used for the cognitive walk-through, not the heuristic evaluation. However, users may be set up with a certain role in the system (e.g. student, instructor) for the heuristic evaluation.

* User Profiles or Persona Name (submit the persona description in a separate document with this report)
* specify the particular needs, preferences, and limitations the user may have

**Scenarios**

Scenarios will generally only be used for the cognitive walk-through, not the heuristic evaluation.

•    Scenario 1 [e.g. user is attempting to buy tickets for a performance]  
•    Scenario 2 [e.g. user is attempting to search for performance schedule]  
•    Scenario 3

**Assumptions for this evaluation:**

•    [List any additional assumptions used in evaluation]

**Cognitive Walkthrough Worksheet**

This section should be used by evaluators to keep track of the steps & screens they followed through the application in the cognitive walk-through. Any positive results or issues found should be included in the two sections above.

**Scenario 1:  Brief description**

| **#** | **Step** | **Screen** | **Comments/issues** | **Principle & WCAG 2.1 Guideline** | **Suggestions for solution** |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Scenario 2:  Brief description**

| **#** | **Step** | **Screen** | **Comments/issues** | **Principle & WCAG 2.1 Guideline** | **Suggestions for solution** |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Scenario 3:  Brief description**

| **#** | **Step** | **Screen** | **Comments/issues** | **Principle** | **Suggestions for solution** |
| --- | --- | --- | --- | --- | --- |
| **#** | **Step** | **Screen** | **Comments/issues** | **Principle & WCAG 2.1 Guideline** | **Suggestions for solution** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |