

# DocuMed Evaluation Sheet

Use a **copy** of this document to keep track of your participant's results

**Participant code** (first initial of your first name, followed by 1,2,3,..etc): \_\_\_\_M2\_\_\_\_

## Pre-test questions

How many times a week does the participant use a computer?

Daily use for about 3-5 hours

How does the participant feel about the current system of acquiring accommodations for medical issues for school?

N/A

Has the participant ever had to acquire accommodations for school? Y **N**

Has the participant ever had any difficulty obtaining doctor's notes to approve accommodations they were seeking? Y **N**

Does the participant think that a fully online system for obtaining doctors notes and applying accommodations for each of their classes would be a more ideal setup? **Y** N

## Cognitive Evaluation

Record the participant explaining what they think each button will do, and then have them click it. If it was not the expected result, ask them how they feel about it. Jot any notes down below if needed:

- Sign Up:
  - "I thought the sign up button would create my personal account, but it looks like it just gave me the name John Doe by default"
- Sign In:
  - Participant stated that the Sign in button worked as expected but again that a personal account wasn't set up
- Forgot Password:
  - Participant was right in assuming that the "Forgot Password" button would take them to a separate screen to reset the password, but was surprised that there was no identity verification step in the process and resetting the password had no effect
- Dashboard page:
  - "I thought that the alerts were buttons that I could click to get more information"
  - The participant was also slightly confused initially because the dashboard button on the far left was the current screen and they did not realize this
  - "I feel like this should be bolded or highlighted to show that we're on this page"
- MyDocs:
  - The participant assumed that the myDocs button would take them to another screen showing doctor's notes. They were correct in assuming so
- Apply Accommodations:
  - The participant assumed that this button would take them to a page where they could see the accommodations approved by the doctor and the school and could request the professor's approval
  - "I thought there should be an easy way to contact the professor from this page or send these accommodations to someone through some kind of share feature"
  - Cancel:
    - The participant assumed that this button would take them back to the myDocs page and they were correct
  - Done:
    - "I thought there would be some kind of confirmation code or message when I hit 'done', but it just took me back to the myDocs page"
- Upload Docs:
  - This button worked as expected, but the "Done" button did not work as expected, the participant thought it should display a message rather than taking them to myDocs
  - The cancel button returned the participant to the dashboard which was unexpected
  - "I felt like the cancel button should have just cleared all of the upload documents but kept me on the page so I could try again, I was a little confused when it took me to a whole other page"
- Contact DSS:
  - The participant assumed this was a messaging portal and they were correct, the "send" button also worked as expected
- Contact Doctor:
  - The participant had the same thoughts and feelings for this page as they did for the above
- Exit:

- The participant assumed the exit button in the top right would log them out, and it did

## Benchmark Test

Time the participant in the following benchmark tests:

Test	Time taken (s)
Have the participant sign up for an account.	43s
Have the participant sign into their account.	15s
Have the participant try to request a new password	13s
Have the participant contact a member of DSS and send a message	58s
Have the participant contact a doctor and send a message	45s
Have the participant access a document via MyDocs	30s
Have the participant upload a document	32s
Have the participant upload a document, then find it in MyDocs	14s
Have the participant select a MyDocs document, and apply one accommodation per class	31s
Have the participant log out	3s

**Post-test Questionnaire:**

Have the participant take this questionnaire, but make sure to fill in their participant code: <https://forms.gle/epQtf7rbZk8QhDoAA>