

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): ____M3____

Pre-test questions

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

5 days a week, 3-4 hours per day

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

The participant thinks the current system is efficient, but could use some updates

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:
 - The participant expected to be taken to a home page and they were correct, however they assumed that an account would be created for them. Due to the lack of a backend, we had to hardcode the account
- Sign In:
 - The participant expected to be taken to a home page and they were correct
- Forgot Password:
 - Participant was right in assuming that the "Forgot Password" button would take them to a separate screen to reset the password, but they were surprised that they were not asked to verify their email/identity
- Dashboard page:
 - "I second guessed that the listed items even were alerts, I thought that I would be able to click on 'alerts' and get a dropdown menu, but they were just listed below"
 - The participant reported thinking that the alerts themselves were unclear and there should be some distinction between the label 'alerts' and the alerts themselves (dropdown menu, icons, etc. could be a solution)
- MyDocs:
 - "I expected that I would click on the button and see a list of my documents"
 - "I loved the side-by-side design and the ability to view the document I clicked on while still being able to scroll through all the other documents"
- Apply Accommodations:
 - The participant assumed that this button would take them to a page where they could apply accommodations for the classroom, however they noted that it was confusing to see the words "Apply Accommodations" before any have been selected, as if they would be automatically applied with the simple click of a button. They also felt that the accommodations page should not be only accessible through myDocs
- Cancel:
 - The participant assumed that this button would take them back to the myDocs page and they were correct
- Done:
 - The participant thought that there would be some kind of confirmation message when they hit 'done', but it just exited the page abruptly
- Upload Docs:
 - This button worked as expected,
 - The "Done" button did not work as expected, the participant thought it should display a message rather than taking them straight to myDocs
 - The participant reported enjoying very much the messages at the bottom left side of the screen showing when a document has been added/removed
 - The cancel button returned the participant to the dashboard which was unexpected
- Contact DSS:
 - The participant reported that they expected to be taken to a screen where they can send a message to the Disability Support Services. The send button worked as expected
- Contact Doctor:
 - The participant had the exact same thoughts and feelings for this page as they did for the above
- Exit:
 - The participant assumed the exit button would bring up a message to confirm that they wanted to log out. Also, they thought there should be a "my account" button where the "logout" button would reside

Benchmark Test

Time the participant in the following benchmark tests:

Test	Time taken (s)
Have the participant sign up for an account.	41s
Have the participant sign into their account.	9s
Have the participant try to request a new password	15s
Have the participant contact a member of DSS and send a message	14s
Have the participant contact a doctor and send a message	12s
Have the participant access a document via MyDocs	5s
Have the participant upload a document	36s
Have the participant upload a document, then find it in MyDocs	40s
Have the participant select a MyDocs document, and apply one accommodation per class	13s
Have the participant log out	0.3s

Post-test Questionnaire:

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