

Usability review

Usability review			
[Enter product name]		Score	Comments
Features & functionality			
1	Features and functionality meet common user goals and objectives.	Good	
2	Features and functionality support users desired workflows.	Good	
3	Frequently-used tasks are readily available (e.g. easily accessible from the homepage) and well supported (e.g. short cuts are available).	Excellent	
4	Users are adequately supported according to their level of expertise (e.g. short cuts for expert users, help and instructions for novice users).	Moderate	Todos los usuarios son tratados de la misma forma
5	Call to actions (e.g. register, add to basket, submit) are clear, well labelled and appear clickable.	Good	
Homepage / starting page			
6	The Homepage / starting page provides a clear snapshot and overview of the content, features and functionality available.	Excellent	Desde la primera vez que entras se ve claramente el propósito de la pagina
7	The home page / starting page is effective in orienting and directing users to their desired information and tasks.	Excellent	Todo lo que se presenta en la pagina de inicio esta bien organizado y accesible
8	The homepage / starting page layout is clear and uncluttered with sufficient 'white space'.	Excellent	La pagina esta muy bien organizada con una disposición intuitiva de todas las opciones que ofrece
Navigation			
9	Users can easily access the site or application (e.g. the URL is predictable and is returned by search engines).	Moderate	En el buscador sale la primera recomendada al buscar, pero la aplicación móvil solo se puede descargar en IOS, no en Android
10	The navigational scheme (e.g. menu) is easy to find, intuitive and consistent.	Excellent	Tanto la pagina web como la aplicación son muy intuitivas
11	The navigation has sufficient flexibility to allow users to navigate by their desired means (e.g. searching, browse by type, browse by name, most recent etc...).	Excellent	Cada usuario puede navegar como quiera
12	The site or application structure is clear, easily understood and addresses common user goals.	Excellent	La aplicación y la web son fáciles de entender
13	Links are clear, descriptive and and well labelled.	Good	
14	Browser standard functions (e.g. 'back', 'forward', 'bookmark') are supported.	Poor	No las soporta
15	The current location is clearly indicated (e.g. breadcrumb, highlighted menu item).	Good	En todo momento sabes en que parte de la aplicación estas
16	Users can easily get back to the homepage or a relevant start point.	Poor	En la aplicación móvil si se puede volver a la pagina inicial con un simple botón, pero en la pagina web no, tiene que ir hacia atrás en el buscador
17	A clear and well structure site map or index is provided (where necessary).	Moderate	Tiene un buen indice, pero solo en la pagina de inicio de la web
Search			
18	A consitent, easy to find and easy to use search function is available throughout (where desirable).	Poor	Solo se puede buscar en ciertas subpaginas de la web, no en la principal por ejemplo. En la aplicación si se pude buscar en cualquier momento
19	The search interface is appropriate to meet user goals (e.g. multi-parameter, prioritised results, filtering search results).	Poor	Solo se puede buscar por tags.
20	The search facility deals well with common searches (e.g. showing most popular results), misspellings and abbreviations.	Very poor	No hay opción de buscar lo mas buscado
21	Search results are relevant, comprehensive, precise, and well displayed.	Moderate	Los resultados son adecuados teniendo en cuanta lo que se busca
Control & feedback			
22	Prompt and appropriate feedback is given (e.g. following a successful or unsuccessful action).	Moderate	
23	Users can easily undo, go back and change or cancel actions; or are at least given the chance to confirm an action before committing (e.g. before placing an order).	Good	Se pueden cambiar tus acciones en cualquier momento
24	Users can easily give feedback (e.g. via email or an online feedback / contact us form).	Good	Todos lo pueden dar feedback en las publicaciones de otros usuarios
Forms			
25	Complex forms and processes are broken up into readily understood steps and sections. Where a process is used a progress indicator is present with clear numbers or named stages.	Moderate	No es muy lioso el registro
26	A minimal amount of information is requested and where required justification is given for asking for information (e.g. date of birth, telephone number).	Good	No es necesario dar mucha información para registrarte
27	Required and optional form fields are clearly indicated.	Good	Todo esta bien indicado
28	Appropriate input fields (e.g. calendar for date selection, drop down for selection) are used and required formats are indicated.	Excellent	
29	Help and instructions (e.g. examples, information required) are provided where necessary.	Moderate	Solo te pide la información sin especificar
Errors			
30	Errors are clear, easily identifiable and appear in appropriate location (e.g. adjacent to data entry field, adjacent to form, etc.).	Good	No hay errores visibles
31	Error messages are concise, written in easy to understand language and describe what's occurred and what action is necessary.	Good	
32	Common user errors (e.g. missing fields, invalid formats, invalid selections) have been taken into consideration and where possible prevented.	Excellent	
33	Users are able to easily recover (i.e. not have to start again) from errors.	Excellent	
Content & text			
34	Content available (e.g. text, images, video) is appropriate and sufficiently relevant, and detailed to meet user goals.	Good	Toda la información tanto en la app como en la web es relevante
35	Links to other useful and relevant content (e.g. related pages or external websites) are available and shown in context.	Good	Hay links a todas sus redes y a la descarga de la app desde la pagina web
36	Language, terminology and tone used is appropriate and readily understood by the target audience.	Good	
37	Terms, language and tone used are consitent (e.g. the same term is used throughout).	Good	
38	Text and content is legible and scanable, with good typography and visual contrast.	Good	Todo el texto es legible
Help			
39	Online help is provided and is suitable for the user base (e.g. is written in easy to understand language and only uses recognised terms). Where appropriate contextual help is provided.	Poor	No hay ayuda online, solo en la app por medio de un "contact support"
40	Online help is concise, easy to read and written in easy to understand language.	Poor	No hay ayuda online, solo en la app por medio de un "contact support"
41	Accessing online help does not impede users (i.e. they can can resume work where they left off after accessing help).	Moderate	Solo es posible accede a un "contact support" en la aplicación de móvil
42	Users can easily get further help (e.g. telephone or email address).	Moderate	No hay ni email ni telefono de contacto en la pagina web
Performance			
43	Site or application performance doesn't inhibit the user experience (e.g. slow page downloads, long delays).	Excellent	La aplicación va bastante fluida pero la web tarda bastante en cargar.
44	Errors and reliabilty issues don't inhibit the user experience.	Excellent	No hay ningún error visible que arruine la experiencia
45	Possible user configurations (e.g. browsers, resolutions, computer specs) are supported.	Poor	No se puede configurar nada de eso
Overall usability score (out of 100) *			
* Very poor (less than 29) - Users are likely to experience very significant difficulties using this site or system and might not be able to complete a significant number of important tasks.			
* Poor (between 29 and 49) - Users are likely to experience some difficulties using this site or system and might not be able to complete some important tasks.			
* Moderate (between 49 and 69) - Users should be able to use this site or system and complete most important tasks, however the user experience could be significantly improved.			
* Good (between 69 and 89) - Users should be able to use this site or system with relative ease and should be able to complete the vast majority of important tasks.			
* Excellent (more than 89) - This site or system provides an excellent user experience for users. Users should be able to complete all important tasks on the site or system.			

Usability guidelines

		Importance		
Features & functionality				
1	Features and functionality meet common user goals and objectives Key and common user goals and objectives (e.g. carry out some transaction, find some information, carry out some research etc...) should have been identified and addressed. Ideally the site or application should allow users to meet all of their key goals and objectives.	Very high		
2	Features and functionality support users desired workflows The site or application should support or at least be compatible with the way that users wish to work. For example, users might want to be able to carry out bulk transactions or be able to save and return to their work.	Very high		
3	Frequently-used tasks are readily available (e.g. easily accessible from the homepage) and well supported For example short cuts and a login to retrieve details might be provided to speed up the completion of frequently carried out tasks.	High		
4	Users are adequately supported according to their level of expertise For example, novice users are given help and instructions and features are progressively disclosed (e.g. advanced features not being shown by default).	Medium		
5	Calls to action (e.g. register, add to basket, submit) are clear, well labelled and appear clickable Possible actions should always be clear and the primary call to action (i.e. the most common or desirable user action) should stand out on the page or screen.	Medium		
Homepage / starting page				
6	The Homepage / starting page provides a clear snapshot and overview of the content, features and functionality available For example, an introduction and overview of the site is provided together with section snapshots and example content.	Medium		
7	The homepage / starting page is effective in orienting and directing users to their desired information and tasks Users should be able to work out where they need to go to complete a given task (e.g. carry out some research, complete a transaction).	High		
8	The homepage / starting page layout is clear and uncluttered with sufficient 'white space' Users should be able to quickly scan the homepage and make sense of both the content available and of how the site is structured.	Medium		
Navigation				
9	Users can easily access the site or application For example, the URL is predictable and is returned by search engines. If a user attempts to find the site via a search engine, it should ideally be returned on the first page of search results for likely queries.	Low		
10	The navigational scheme is easy to find, intuitive and consistent Users should be able to very easily locate and use the navigational scheme (e.g. left hand menu, top menu, tabbed menu), and it should not be significantly different across the site or application (unless a decision has been made to specifically differentiate a given section or area).	High		
11	The navigation has sufficient flexibility to allow users to navigate by their desired means For example a user might want to be able to search for an item or browse by size, name or type. Although not all user preferences can or indeed should be addressed, the most useful and common navigational means should be supported.	Medium		
12	The site or application structure is clear, easily understood and addresses common user goals For example, gathering information, submitting data, carrying out research. Users should be able to work out where they need to go to carry out common user goals and be able to quickly gain an understanding of how the site or application is structured.	Very high		
13	Links are clear, descriptive and well labelled Links should be clearly 'clickable' (e.g. underlined or colourised) and it should be clear to users where any given link goes to. Non-descriptive links such as 'click here' should be avoided and any links going to an external website or opening a new window should be identified as such.	Medium		
14	Browser standard functions (e.g. 'back', 'forward', 'bookmark') are supported Users should be able to bookmark a page (or be presented with a URL to use) and go back and forth without breaking the site or losing any information they have entered.	High		
15	The current location is clearly indicated (e.g. breadcrumb, highlighted menu item) Users should always know where they are in the site or application.	Low		
16	Users can easily get back to the homepage or a relevant start point For example, a homepage link might be part of the breadcrumb or a home link might be available as part of the header.	Low		
17	A clear and well structure site map or index is provided (where necessary) The sitemap might be part of the header or footer and should ideally be available from every page on the site.	Very low		
Search				
18	A consistent, easy to find and easy to use search function is available throughout The search function (where required) should be directly available from most pages on the site or application and should be consistently positioned (e.g. top left, top right or top centre).	High		
19	The search interface is appropriate to meet user goals For example users are able to filter search results, an advanced search is available (if necessary) and common search conventions such as quotation marks (") and natural language searches are handled.	High		
20	The search facility deals well with common searches, misspellings and abbreviations Ideally synonyms (e.g. 'coat' should also match 'jacket') should mean that logical and appropriate search results are returned for common user queries. Popular search results (e.g. top matches) should also be identified for common queries.	Low		
21	Search results are relevant, comprehensive, precise, and well displayed It should be easy for users to see what has been returned, to work out why something has been returned and to determine how many results there are.	High		
Control & feedback				
22	Prompt and appropriate feedback is given For example, a confirmation message is shown following a successful transaction, input errors are promptly highlighted and it's made clear to users when a page has been updated.	High		
23	Users can easily undo, go back and change, or cancel actions If an action can not be undo then users should at least be given the chance to confirm an action before committing (e.g. before placing an order). For example, users can return to a step and change their options or dynamically change a value without having to start again. Where an action can't be undone (e.g. a deletion), this should be made clear to users.	Medium		
24	Users can easily give feedback For example, via email or an online feedback / contact us form. There should be an indication of how long users can expect to wait for a response if a query has been made.	Very low		
Forms				
25	Complex forms and processes are broken up into readily understood steps and sections For example, a checkout process might be broken up in to 'address', 'delivery options', 'payment' and 'confirmation'. Where a process is used a progress indicator is present with clear numbers or named stages.	Medium		
26	A minimal amount of information is requested and where necessary justification is given for asking for information For example a site might outline that a telephone number is required in case there is an issue with a transaction. Users shouldn't be asked for extraneous information and where possible information should be auto populated (e.g. postcode lookup, code lookup) to keep input to a minimum.	Low		
27	Required and optional form fields are clearly indicated (e.g. using text or "**") Where most fields are required the optional fields should be identified and when most fields are optional the required fields should be identified.	Low		
28	Appropriate input fields are used and required formats are indicated Appropriate input fields might include calendar for date selection, drop downs for selection and radio button for small selections. Text might be used to indicate the required format or an example might be provided. Field lengths should correspond to the expected input so for example an email input field should be long, where as an initials input field should be very short.	Medium		
29	Help and instructions (e.g. examples, information required) are provided where necessary Where input is non trivial or is likely to require some explanation this should be provided. Where a-lot of explanation is necessary a link to a page outlining what is required should be provided.	Medium		
Errors				
30	Errors are clear, easily identified and appear in appropriate locations Errors should be immediately apparent to users and ideally be located close to the offending input or function (e.g. adjacent to an input entry field). Inputs causing an error should be highlighted, together with an explanation for the error.	High		
31	Error messages are concise, written in easy to understand language and describe what's occurred and what action is necessary Errors should avoid using very technical terms or jargon and should be written from the user's perspective.	Medium		
32	Common user errors have been taken into consideration and where possible prevented Common user errors might be missing fields, invalid formats and invalid selections. For example, fields might limit input to particular a format (e.g. numbers only) or only become available once certain criteria have been met. JavaScript might also be utilised to provide immediate feedback for common formatting errors or errors caused by missing fields.	Medium		
33	Users are able to easily recover (i.e. not have to start again) from errors For example, users might be able to re-edit and resubmit a form or enter a different value.	Medium		
Content & text				
34	Content available (e.g. text, images, video, audio) is appropriate and sufficiently relevant, and detailed to meet user goals Content should also be appropriately formatted, so for example videos and audio should be directly playable (i.e. shouldn't need to be downloaded to be played) and images should be of a sufficient quality.	Very high		
35	Links to other useful and relevant content (e.g. related pages, external websites or documents) are available and shown in context For example there might be links from an article to related articles, related content or related external websites.	Low		
36	Language, terminology and tone used is appropriate and readily understood by the target audience Jargon should be kept to a minimum and plain language should be used where ever possible.	High		
37	Terms, language and tone used are consistent (e.g. the same term is used throughout) Capitalisation (e.g. 'Main title'; 'Main Title'; 'MAIN TITLE') and grammar should be consistent, together with the use of formal or informal terms (e.g. could not vs couldn't; what's vs what is etc...).	Medium		
38	Text and content is legible and scanable, with good typography and visual contrast Users should be able to quickly scan headers and body text, in order to get an overview of what's available.	Medium		
Help				
39	Online help is provided and is suitable for the user base Help should be written in easy to understand language and only uses recognised terms. Users should be able to easily find and access help and where appropriate contextual help should be available, such as help for a specific page, feature or process.	High		
40	Online help is concise, easy to read and written in easy to understand language Help should cover the essentials without providing excessive detail and shouldn't use jargon or technical terminology that isn't likely to be understood by users.	Medium		
41	Accessing online help does not impede users Users should be able to resume work where they left off after accessing help. Ideally help should be available directly on a page or using a new window. If help is provided in the form of a document, it should be formatted for the web (e.g. PDF, rather than a Word document).	Medium		
42	Users can easily get further help (e.g. telephone or email address) If a telephone help number is provided the hours of operation should be shown. If an email address or online form is provided, an indication should be given of how long a response is likely to take (e.g. within the next 24 hrs).	Low		
Performance				
43	Site or application performance doesn't inhibit the user experience (e.g. slow page downloads, long delays) Web page downloads shouldn't take longer than 5 seconds and on page interactions (e.g. using an application or AJAX functionality) shouldn't take any longer than 1 second to respond. Interactions taking longer than 1 second to respond should provide suitable feedback to show that something is taking place (e.g. an hour glass or swirling graphic).	High		
44	Errors and reliability issues don't inhibit the user experience Sites and applications should be free of bugs and shouldn't have any broken links.	Medium		
45	Possible user configurations (e.g. browsers, resolutions, computer specs) are supported Websites should be usable at a 800x600 screen resolution and should work with the most common browsers (IE, Firefox, Opera, Chrome etc...). Applications should be usable with common computer specifications (operation system, memory, available disk space) and screen resolutions (e.g. 800x600, 1025x768).	Medium		

Rating below	Rating	Rating ranges			
0					
1	Very Poor	less than	29		
29	Poor	between	29	and	49
49	Moderate	between	49	and	69
69	Good	between	69	and	89
89	Excellent	more than	89		