# Usability Testing Script Template

This script template provides a structured guide for moderators conducting usability test sessions. It includes pre-test introductions, task instructions, and post-test debrief prompts to ensure consistency and actionable feedback.

## 1. Welcome & Consent

* Thank you for joining today’s session.
* This session is being recorded for research purposes only.
* All your feedback will remain anonymous.
* You’re free to stop at any time.
* Do we have your permission to begin recording?

## 2. Context & Purpose

* Today we’re testing a prototype of [product or service].
* Our goal is to learn how intuitive and useful it is—not to test you.
* Please think aloud as you go through each task.

## 3. Background Questions

* Can you briefly describe your role or experience with [context]?
* How often do you use [related tools or tasks]?

## 4. Task Instructions

* Introduce one task at a time. Allow the participant to complete it naturally.
* Example format:
  + Task 1: “Please find and enroll in a new training module.”
  + Task 2: “Now try to complete the feedback form.”
* Observe and take notes on actions, comments, confusion, or questions.

## 5. Wrap-Up Questions

* What stood out to you about this experience?
* What would you change or improve?
* Is there anything you found confusing or frustrating?

## 6. Thank You & Next Steps

* Thank you for your time and feedback.
* Your input helps us improve this experience.
* If you have further thoughts later, feel free to email us at [contact info].