

Usability Test Plan

Product: ProductName
Version: Version number if applicable
Codename: Codename if applicable
Facilitator: Facillitator Name

Introduction

Product Description

Describe the product, the stage of development, and any other background information about the product that gives context to the usability test.

Test Objectives

The goals for this round of usability testing were defined as follows:

1. List Goals in order of priority
2. Goal # 2
3. Goal # 3

Team

List the team members who will participate in usability testing. Include: all members of the planning team: UXD, doc, dev, QA, Customer Server/Tech Support. Identify key roles.

Also indicate who will be invited to observe. This can be general, for example “Joe’s Team” or “PMT: SecurID list”.

Requirements and Dependencies

Environment

What is required to setup the environment needed for the usability test? Do you need special equipment? A server? An Appliance?

Development Support

Do you need technical support from a member of the dev team?

Third Party Support

Are you relying on any third parties, internal or external, for anything?

Deliverables

How will results of the test be delivered? Formal Report? Presentation? Bug List? Bugs entered into Bugzilla?

Method

Experiment Design

Session length. Areas of the UI under investigation. In the lab or remote? Divide participants into test groups? How many participants?

Participants

Target participants:

- Who fits the profiles or personas identified for this project?
- Do you have multiple groups?

Internal or External? Recruit using Boston Fieldwork? Target actual customers? Is remote testing a possibility?

Test Groups

Will we be subdividing the groups for any reason? If yes detail groups here (table display recommended) and explain why above.

Sessions – Dates & Times

Target dates (week) for usability to be performed or results to be delivered.

Tasks

List of tasks to be included in usability testing.

Artifacts Needed for Tests

List of artifacts that must be prepared for the usability session:

- Emails
- Instructions or documentation
- Products or Prototype
 - List out multiple parts of prototype individually
 - Will there be different types of prototype used, i.e. paper, low-fi, or hi-fi
- Etc.