Task Analysis (Group)

Due: Tuesday, January 24, 2012

Overview
In this assignment you will use the information and the data from your prior contextual inquiry to help you perform a task analysis of your idea.

Requirements
1. Answer the standard task analysis questions (attached).
2. Present revised versions of your three tasks based on these new results.
3. Brainstorm & sketch three new interface ideas beyond the ones turned in for the CI.

Deliverables

Presentation
One member of your team will present your results from assignments 2 and 3 in class during a seven minute PowerPoint-based presentation. Practice in advance! You must make the slides available for download on your team web site. Look at the final presentations from a previous class to see what good slides look like (see http://www.cs.washington.edu/education/courses/cse440/08au/projects.html)

Web site
Create a group web site to display your project materials. It should include the project title, group members & roles, a 1 paragraph description of your project, an image or logo representing your idea, and links to your reports for the project proposal, contextual inquiry, and this assignment. Although the web site won’t be graded as part of this assignment (it will be part of your final grade), it is best to get this going well now so that we can give you feedback. All project assignments will be uploaded to both this web site (for archival purposes) and the courseware web site (for grading purposes).

Essay
You will submit an essay on the courseware web site of no more than 3 pages of text (12 pt. Times font or equivalent, single-spaced). Also put a copy of the essay on your project web site hosted on the course site. Follow the outline below. The essay will be graded using the guidelines on the next page.

1. Each team member’s name, role and a URL to an online copy of this essay.
2. Problem and solution overview (short, 1 paragraph)
3. Task analysis questions and revised tasks (1.5-2.5 pages)
4. Sketches of three different user interface ideas (free pages)

Examples
See the Green Bean’ team’s version of this assignment (without sketches) from 2008:
http://www.cs.washington.edu/education/courses/cse440/08au/project_files/greenBean/reports/Assignment_3_ESM_and_Task_Analysis.pdf
Writing Guidelines / Grading Criteria

Problem and solution overview & overall writing quality (10 pts)

Make sure that your writing is easy to read. First and foremost this means making sure your writing is clear and concise. This also means using bolded section headings, liberally adding whitespace, and including images in the body of the write-up with appropriate figure numbers and captions. Refer to the figures (e.g., “(see Figure 2)”) in the body of your text. Check your essay for grammar errors.

Make sure to include which team members are responsible for which roles:

- Team manager (coordinate – big picture)
- Design (visual/interaction)
- Documentation (writing)
- User testing
- Development (prototyping)

Problem and solution overview (20 pts)

This overview should be a concise statement of the problem you are tackling and a brief synopsis of your proposed solution.

Task analysis questions & answers (50 pts)

Answer the standard task analysis questions. Use examples from your contextual inquiry interviews. Revise your three tasks you described on the Contextual Inquiry assignment based on this new data and any new thinking you have on these results.

Sketches of interface ideas (20 pts)

Include at least three sketches different new interfaces ideas. These ideas should be different than the ones turned in for the Contextual Inquiry assignment. They can be derivative of the best of those, but they should be significantly distinguished or further developed.
Presentation Guidelines

The presentation grading will be broken into two components: the individual grade of each of the presenters and a group grade for the presentation of the task analysis. Note that you should use images liberally and try to keep the text on the slides relatively brief (and use large fonts – no less than 20 pt anywhere). The grades for each of these components are explained in more detail below. See prior year’s final presentations.

Presenter grade (NAME: _________________________________)

- Suggested Organization
  - __ Overview (1 slide)
  - __ Overall problem & solution (1 slide)
  - __ Contextual inquiry description & results (3 slides, include images)
  - __ Task analysis results (3 slides)
  - __ 3 representative tasks (3 slides)
  - __ Early design sketches (3 slides)
  - __ Summary

- Presentation
  - __ Use slides. Ensure that the presentation shows appropriate preparation, and that visual aids are effective, properly prepared, and properly employed. Make sure that people at the back of the room can see your slides.
  - __ Cover the required scope within the 7 minute time period (there will be 2 extra minutes for questions). Practice and time your presentation in advance as we will cut you off if you go over and you will not be able to gain points for the material you could not cover.
  - __ Ensure the presenter makes eye contact.
  - __ Ensure the presenter projects their voice well.

Group grade (GROUP NAME: _________________________________)

- Contextual inquiry
  - __ Was the procedure carried out experimentally sound?
  - __ Were the results illuminating in terms of the problem being attacked?

- Task Analysis
  - __ Were the questions answered sufficiently?

- Representative Tasks
  - __ Did they provide coverage of the functionality?
  - __ Where the tasks too easy or too hard?
  - __ Did they come out of the CI/TA?

- User Interface Sketches
  - __ Did the UI ideas have a strong connection to the results of the CI/TA?
  - __ Were the ideas presented appropriate for the supported tasks?
  - __ Were the ideas presented at the proper level of fidelity? (i.e., rough sketches?)
Standard Task Analysis Questions

1. Who is going to use the system?

2. What tasks do they now perform?

3. What tasks are desired?

4. How are the tasks learned?

5. Where are the tasks performed?

6. What’s the relationship between customer & data?

7. What other tools does the customer have?

8. How do users communicate with each other?

9. How often are the tasks performed?

10. What are the time constraints on the tasks?

11. What happens when things go wrong?