

Usability task observation workbook

Practise recording a fictional task with a consenting colleague. Separate observed behaviour, quotations and interpretation. Follow approved consent and note-handling procedures.

Prepare the practice

Research question and task goal

Prototype version and task scope

Participant practice reference without name

Consent and access arrangements

Neutral task wording

Observation and note method

Observe and interpret

Task step and observed event

Exact words or clearly labelled summary

Task result and help given

Possible interpretation

Limitation or unanswered question

Follow up action owner and review

Original RDE practice aid. Personal and internal organisational adaptation permitted with Jefferson Otonbara Imgbi author credit retained. Keep restricted information in authorised systems. Use fictional examples. Do not enter passwords, recovery codes or restricted information in this document.