Testing Checklist

Written copy of your website goals

Written copy of tasks users take to accomplish your goals

Written copy of situations in which users would engage in these tasks

Metrics you will capture during the test

Selected test type

What point(s) during you project your tests will take place?

Number of testers you will need

If a moderator is involved: Moderator Script

Are you conducting an online test or a paper test?

Paper prototyping: have your own version of the prototype and materials for testers to create additional versions

Online testing: Select a platform for testing and create the test itself

In person testing: Reserve a space and technology if needed

Compile all the testing results

Measure against your selected metrics

Determine if your users can successfully complete the user tasks, and if these tasks satisfy your site goals