

## Building Your Portfolio

Once you have decided on a topic of interest for your research project. You will need to build your portfolio on the basis of this topic. Your portfolio will be useful in supporting your presentation.

The first document your portfolio will contain, is a 1-2 page proposal. The proposal should describe the system you propose to design or evaluate, discuss what you hope to learn from your user study and/or the hypotheses you plan to test, and provide an overview of your preliminary user study plan.

Your second step is to design your user study plan. In order to do this you need to consider the following aspects:

- What types of tasks will you ask the participants to do?
- What types of people will you recruit? Why?
- Will you use a finished software product, prototype, paper prototype, etc. in your user study?
- Will this be a between-subjects or within-subjects study?
- Will you conduct your study online, in a lab, with paper surveys?

When you do this, remember that it is important to include both what failed and what was successful. Include notes at each stage about approaches selected.

User consent is important. So you need to structure and include a user consent form in your portfolio. A guideline for how to design your consent form can be found in the document portal. Remember to get each participant in your study to read and sign this form before the participant(s) begin testing your system.

Once this is done, design all questionnaires, scripts, scenarios, interview protocols, etc. necessary to carry out the user study. Details on how to do this will be provided in class.

If you are developing testing prototypes, you need to do this so you can carry out the user study.

At this stage your portfolio should contain your proposal, user study plan, consent form, and all the material needed for the user study (questionnaires, scripts, prototypes, etc.).

You should now conduct a pilot study. This must be done on at least two people (can be members from other project groups in the class) and refine it based on these tests.

Write a brief report on your progress. Your written progress report should describe your progress, any problems you encountered, and how you addressed them. On the basis of this, design a revised user study plan (protocol) and include both this revised plan as well as the details of your initial pilot user study, and the study design and scripts (and any preliminary results) in the portfolio.

Conduct a study using the revised protocol with at least 6 subjects (or more if this is not a lab study). Optionally, you can conduct a larger study that would be likely to lead to publishable results. If your study has only 6 subjects, most likely this will be useful mostly as a pilot study and should be positioned as such in your paper.

Review the material in your portfolio and write a final report (2-3 pages), giving an overview of the proposed study, what you hoped to learn from it, what you learned from the pilot study, etc. and submit it on **August 15, 2017**.