

Table 5-1. Overview of a Paper Prototyping Project

	What Happens	Who	Time
Kickoff meeting	<ul style="list-style-type: none"> • Discuss goals, risks, and concerns • Agree on user profile • Determine “core team” • Set schedule 	All stakeholders	3 hours
User recruitment	<ul style="list-style-type: none"> • Find people who match the user profile and schedule them 	1-2 people if you’re doing this in-house; some companies outsource this	Depends; a 2- to 3-week lead time is typical
Task design	<ul style="list-style-type: none"> • Create the tasks to be used in usability testing 	Core team plus anyone with important input about what gets tested	3-5 hours
Prototype creation and walkthroughs	<ul style="list-style-type: none"> • List interface elements that are needed to support the tasks • Split up the work • Hold periodic walkthroughs • Formal run-through <i>without real users</i> prior to usability testing 	Core team; others can come and go as schedules allow	_ to 5 days total
Usability testing and iterative refinement	<ul style="list-style-type: none"> • Perform usability tests (most last 1-2 hours) • List issues after each test • Revise the prototype before the next test 	All stakeholders	2 days total
Prioritizing issues and action plan	<ul style="list-style-type: none"> • Prioritize unresolved issues • Discuss top issues and possible solutions • Create action plan to address issues • Track issues 	Everyone who attended one or more usability tests can help prioritize; the rest is up to the development manager and/or team	3 hours
Communication of results	<p>As needed:</p> <ul style="list-style-type: none"> • Write summary of “top 10” issues • Post results on intranet • Write report • Give presentation of results • Create a walkthrough video • Create an interface spec 	1-2 team members (often, but not necessarily, the usability specialists)	1 hour to several days depending on the activities