

Memo

To: Dr. Leslie Hankey & Mr. Ryan Webber

From: Makayla Clark, Kendria Miller, & Mason Whisler

Date: February 4, 2024

RE: Final Group Project Proposal

The purpose of this memo is to provide a proposal for our group's final project and give a general overview of our deliverables and potential scheduling.

Our team has agreed to the decision that our final group project will be a full-scale usability test and report on the app TransLoc. We chose this as our project because we all think that it would be a great addition to our portfolios, and we all have a decent amount of experience in usability testing. We chose TransLoc to do our usability test on because we feel that this app has a lot of usability issues, and we feel that highlighting those and providing solutions would be a great way to showcase our technical communication skills.

We will start by creating all the testing documents that will be needed. This will include liability waivers, user contracts, pre-testing documents, instructions, System Usability Scale form, Likert scale form, and Affinity matching cards. Then, we will start recruiting participants and scheduling testing times. Next, we'll do the usability tests and start compiling the data. From there, we will create a PowerPoint and formal report on our findings.

This project is rather extensive and features multiple data pages in the report. All of us will partake in the usability testing and assist with observations and recommendations. We will all be involved in every aspect of the project by doing our own tests and working together on expressing our findings. We will have the usability test finalized by February 16th and a grace period the next day. The first draft would likely be completed by March 5th, and the rest of the time will be done to finalize and beautify the document. This is not set and stone, but we wanted to have a general idea based on what needs to be done.

Please contact us if you have any questions!

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