GFA Label Web Application

User Testing 3

(Super Administrator)

Name:	
Company:	

Introduction

This document highlights the User Testing process for the GFA Label Web Application (Super Administrator account).

The purpose of the testing is to allow users to validate the usability of the GFA Label Web Application (Super Administrator account).

Project Overview

The GFA Label Web Application is a centralized platform that enhances the GFA Label application process for four types of users – Applicants, Assessment Partners, Green Freight Asia (GFA) personnel, and Super Administrator.

1) Applicants (Shipper or Carrier Companies) would utilize the web application to submit/view their application forms for the GFA Label.
2) Assessment Partners would validate the submitted applications via the web application
3) GFA personnel would generate the GFA Label certificate using the web application upon successful validation by the Assessment Partners.
4) Super Administrator would configure or customize information relevant to GFA application process.

Overview of functions to be tested

Users would test on the usability of the following functionalities:

- Super Admin Module

Test methodology

The users' responsibilities would be to attempt to complete a set of pre-determined tasks and to provide feedback regarding the usability of the web application's user interface and functions. Users may also perform additional tasks (e.g. navigating through the application) that are within the scope of the application.

Test Environment

Each user will execute the User Test on his/her computer. This User Test would take approximately 20 minutes.

Instructions

Please complete the following tasks using the GFA Label Web Application. Usability ranking are ranged from 1 to 5, with rank 1 being not usable and rank 5 being highly usable.

You may notify your facilitators if you encounter any difficulties during testing.

(Note: This is not a test of your ability, but a test of the web application's usability.)

Username: Admin

Password: password

You would like to change the deadlines for application submission.

Task 1.1: Change application submission deadlines

Are you able to change the submission deadlines without any errors?   Yes / No

Please navigate to 'Manage Assessment Partners' tab.

Task 1.2: Manage Assessment Partners

Are you able to insert new assessment partner without any errors?   Yes / No

Are you able to delete assessment partner without any errors?   Yes / No

Are you able to edit email templates without any errors?   Yes / No

Task	Usability Ranking (1 to 5)	Comments on what you liked / Suggestions for improvements etc.
1.2 Manage Assessment Partners		

Please navigate to 'Manage GFA' tab.

Task 1.3: Manage GFA

Are you able to create new GFA account without any errors?   Yes / No

Are you able to upload signature logo without any errors?   Yes / No

Task	Usability Ranking (1 to 5)	Comments on what you liked / Suggestions for improvements etc.
1.3 Manage GFA		

Please navigate to 'Manage Fuel Emission' tab. Select a country of your choice, and click search.

Task 1.4: Manage Fuel Emission

Are you able to edit/update the conversion factors without any errors?   Yes / No

Task	Usability Ranking (1 to 5)	Comments on what you liked / Suggestions for improvements etc.
1.4 Manage Fuel Emission		

Please navigate to 'Manage Fuel Prices' tab. Select a country of your choice, and click search.

Task 1.5: Manage Fuel Prices

Are you able to edit/update the conversion factors without any errors?   Yes / No

Task	Usability Ranking (1 to 5)	Comments on what you liked / Suggestions for improvements etc.
1.5 Manage Fuel Prices		

Other comments/suggestions for Super Admin account:

Other comments/suggestions on the web application usability/display:

This is the end of the User Test. Thank you for your participation.