



# Guide to Working with a UX Researcher

## Worksheet

## Step 1: Declaring a need for a UXR project

- Create a meeting with \_\_\_\_\_ at least 2 weeks before you want the project to **START**. Note that it will take \_\_\_\_\_ to recruit participants
  - Better yet, tell \_\_\_\_\_ about the project even further in advance
  - Best yet, invite \_\_\_\_\_ into your project backlog and planning sessions, so you can set deadlines, alerts, and reminders together

## Step 2: Meeting with \_\_\_\_\_

- Set aside \_\_\_\_\_ to discuss the scope and goals of your project.
- Together, we will define the problem, best methodology, participant-base and timeline

## Step 3: \_\_\_\_\_ starts recruiting (Takes \_\_\_\_\_ )

- Recruitment begins
- \_\_\_\_\_ to schedule as potential participants, as they respond to recruitment
- \_\_\_\_\_ creates a research plan and shares with you to collaborate
- Once \_\_\_\_\_ schedules \_\_\_\_\_ participants, research begins

## Step 4: Research sessions begin \_\_\_\_\_

- \_\_\_\_\_ moderates all sessions, and squads sit in as many sessions as possible
- All research will be recorded for those who cannot make the sessions
- For in-person sessions, only \_\_\_\_\_ observers will be allowed in the room at once

## Step 5: Research ends

- Once the \_\_\_\_\_ participants have been interviewed, the research concludes
- \_\_\_\_\_ compiles all project data and creates “research summaries”

## Step 6: Research analysis

- \_\_\_\_\_ does her own analysis on the interviews, creating a research summary
- \_\_\_\_\_ creates a meeting with the squad to analyze the research together

## Step 7: Share out

- \_\_\_\_\_ and squad share the research with any relevant teams/departments

## Step 8: Brainstorming

- \_\_\_\_\_, squad, and designer have a brainstorming session to develop new ideas for implementation

## Step 9: Next steps

- The team brainstorms follow-up research that needs to be done (such as usability tests)