

Date: MM/DD/YYYY

## Electronic Consent Agreement

Thank you for agreeing to participate in XXXXX's efforts to make our products easier to learn and use. This Consent Agreement with XXXXX will describe the types of activities you may be participating in, the types of information we will be collecting during these activities, and how we will use this information.

**Purpose:** XXXXX is interested in learning more about the usability of its current products, and how to make its new products easier to learn and use.

**Participation Methods:** Your participation may include:

- Discussing your experience with current XXXXX products in an interview format
- Testing the usability of current XXXXX products by performing tasks with them

**Information Collected:** Two types of information will be collected:

- During discussions and interviews, we will record the information that you share, including a voice record. We may ask you to fill out a brief questionnaire regarding your usage of our products and/or other software products, to better understand the context in which XXXXX products are or may be used, as well as your comfort level and familiarity with them and/or the products of others. Your name will not be included on the audio tape, the questionnaire, or on the notes we take during the discussions and interviews.
- If you participate in usability tests of our current products or new prototypes, XXXXX will observe your screen activity as you perform tasks and record information about how you use the product and what you say about it as you are using it. XXXXX may also ask you to rate various aspects of the product's usability using a numerical or other scale. In addition, XXXXX may electronically record your verbal statements and interactions with the product including the mouse and keyboard. We will inform you before we begin to record. Your name and other identifying information will not be included with these ratings, on the notes that we take during the test or with your verbal statements.

Your participation in this study is completely voluntary. You may withdraw from the study at any time without penalty. If you have questions, you may ask them at any time before or during the study. If you have questions after the study, you may call us at XXXXX or e-mail us at XXXXX.

Please sign below to indicate your understanding and acceptance of this letter of understanding. Thank you again for your participation.

First and Last Name  
(this will serve as your  
electronic signature)

Electronic Signature

By checking the “I agree” box and hitting the Submit button, this serves as your formal agreement to all of the consent terms listed above.

I Agree

Submit      Reset

---

**Figure 8-2. Sample electronic consent form**