## Implementation of the user trial / testing

**Name of the company:**

**Product/service of the company:**

**Contact person of the company:**

**Persons in charge of the user trial / testing:**

**Location of the user trial / testing:**

**Start and end date of the user trial / testing:**

**In the user trial / testing, answers to the following questions are sought (questions that are registered in the development plan):**

1.

2.

3.

**Implementation of the user trial / testing**

|  |  |  |  |
| --- | --- | --- | --- |
| **Tasks** | **How the tasks are executed** | **Schedule** | **Persons in charge** |
| Users / testers |  |  |  |
| Recruitment and selection of users / testers |  |  |  |
| Informing the key persons |  |  |  |
| Permissions required |  |  |  |
| Devices:   * Location, installation, de-installation, maintenance, insurances * Checking of network connections in the authentic environment |  |  |  |
| Feedback collection during the trial:   * For what is feedback asked for * Who is asked to give feedback * How feedback is collected * How feedback is analysed |  |  |  |
| Data security:   * Where data is stored * Where data is retained and for how long * How data is disposed |  |  |  |
| Reporting of the user trial:   * What data is reported? |  |  |  |
| Schedule of interim and final assessment |  |  |  |