

No.	Title	Date	 <i>Ingenuity for life</i>
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### CONTEXT CHECKLIST

#### 1 TECHNICAL ENVIRONMENT

Hardware	Required to run the process	E.g., processor, storage devices, input and output devices, other user equipment	
	Likely to be encountered when using the product	What tools or other hardware are associated with the machine, the work and the environment?	
Software	Required to run the product	What software is needed to run the machine?	
	Likely to be encountered when using the product	What other software is likely to be encountered when using the machine?	
Reference Materials	Reference materials, e.g., manual	What reference materials are provided to help the user learn about the machine?	

#### 2 PHYSICAL ENVIRONMENT

Environmental Conditions	Atmospheric conditions	What are the atmospheric conditions? E.g., indoors: air quality, humidity; outdoors: weather	
	Auditory environment	What are the auditory conditions? E.g., noise affecting the tasks, communication	
	Visual environment	What are the visual conditions? E.g., strength and location of light sources, reflections	
	Thermal environment	What are the thermal conditions of the workplace? E.g., temperature, air-conditioning	
	Environmental instability	Is the workplace physically unstable in any way? E.g., as a result of vibration or any other factor	
Workplace Design	Space and furniture	What are the size, layout, and furnishings of the workplace? E.g., display size, haptic buttons	
	User posture	What posture is adopted when using the machine? E.g., standing and looking down at display	
	Location of the machine	Where is the machine located in relation to the workplace? E.g., two different locations	
	Location of the workplace	Where is the workplace located? E.g., how close to resources, equipment, colleagues	

Health & Safety	Health hazards	Are there any conditions that might affect the user's health and safety?	
	Protective clothing and equipment	Any protective clothes or equipment that protects the user, e.g., gloves, face mask, etc.	

#### 3 ORGANISATIONAL ENVIRONMENT

Structure	Group working	Does the user perform the task alone, or in collaboration with others? E.g., shifts	
	Assistance	Can assistance be obtained if the user has a problem?	
	Interruptions	How frequently is the user interrupted while performing the tasks?	
	Management structure	Who has direct influence on the user's work in the organization?	
Attitudes & Culture	Communications structure	How does information related to the user's task flow between individuals?	
	Organizational aims	What are the roles, objectives, and goals of the user's organization?	
Worker/User Control	Industrial relations	What is the status of industrial relations within the company?	
	Performance monitoring	How is the quality and speed of the user's work monitored and assessed?	
	Performance feedback	How do users receive feedback about the quality and speed of their work?	
	Pacing	How is the rate at which users carry out their work controlled?	

Comments
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