



INFORMATION SYSTEM EVALUATION FORM
Form A: Overall System Evaluation

Information System	Gender Mainstreaming Monitoring System (GMMS)
Name of Respondent	
Agency	
Date	

Please rate the overall usability of the information system¹
Please note that the question construction is different for each number

	Strongly Disagree				Strongly Agree
I think that I would like to use this system frequently.	1	2	3	4	5
I found the system unnecessarily complex.	1	2	3	4	5
I thought the system was easy to use.	1	2	3	4	5
I think that I would need the support of a technical person to be able to use this system.	1	2	3	4	5
I found the various functions in this system were well integrated.	1	2	3	4	5
I thought there was too much inconsistency in this system.	1	2	3	4	5
I would imagine that most people would learn to use this system very quickly.	1	2	3	4	5
I found the system very cumbersome to use.	1	2	3	4	5
I felt very confident using the system.	1	2	3	4	5
I needed to learn a lot of things before I could get going with this system.	1	2	3	4	5

Additional Comments/ Suggestions for Improvement

¹ System Usability Scale (SUS) by John Brooke



INFORMATION SYSTEM EVALUATION FORM
Form B: Task Difficulty Evaluation²
 (To be used with ISEF Form A)

The following table assesses the level of difficulty in performing tasks in the system. Please rate each task’s level using the scale 1 to 7 with the rating 1 as very difficult and 7 being very easy. If during the testing of the system, you did not use the task identified, please rate N/A.

	Task	Overall, how difficult or easy did you find this task?							
		Very Difficult							Very Easy
1.	Account-related tasks								
1.1.	Login/ logout	1	2	3	4	5	6	7	N/A
1.2.	Edit³ my account details, i.e. designation, phone, email	1	2	3	4	5	6	7	N/A
1.3.	Change my password	1	2	3	4	5	6	7	N/A
1.4.	Recover my password	1	2	3	4	5	6	7	N/A
5.	Preparing GAD Plans								
5.1.	Initiating the encoding of my GAD Plan and saving drafts of my GAD Plan	1	2	3	4	5	6	7	N/A
5.2.	Adding/ Editing/ Deleting an activity in the GAD Plan	1	2	3	4	5	6	7	N/A
5.3.	Adding/ Editing/ Deleting a gender issue or GAD mandate in an activity	1	2	3	4	5	6	7	N/A
5.4.	Attaching a supporting file to an activity	1	2	3	4	5	6	7	N/A
5.5.	Adding/ Editing/ Deleting an attributed program in the GAD Plan	1	2	3	4	5	6	7	N/A
5.6.	Viewing the formatted copy of my GAD Plan.	1	2	3	4	5	6	7	N/A
6.	Preparing GAD Accomplishment Reports	1	2	3	4	5	6	7	N/A
6.1.	(For organizations with encoded GAD Plans for the year being evaluated) Initiating the encoding of my GAD Accomplishment Report by importing data from the previous year’s GAD Plan.	1	2	3	4	5	6	7	N/A
6.2.	Initiating the encoding of my GAD Accomplishment Report (GAD AR) and saving drafts of my GAD AR.	1	2	3	4	5	6	7	N/A
6.3.	Adding/ Editing/ Deleting an activity in the GAD AR.	1	2	3	4	5	6	7	N/A

² Uses the Single Ease Question (SEQ) developed by Jeff Sauro for assessing difficulty of tasks in information systems.

³ The “edit” term as used for this evaluation includes adding and deleting tasks.

		Overall, how difficult or easy did you find this task?								
	Task	Very Difficult			Very Easy					
6.4.	Adding/ Editing/ Deleting a gender issue or GAD mandate in an activity.	1	2	3	4	5	6	7	N/A	
6.5.	Attaching a supporting file to an activity	1	2	3	4	5	6	7	N/A	
6.6.	Adding/ Editing/ Deleting an attributed program in the GAD Accomplishment Report	1	2	3	4	5	6	7	N/A	
		1	2	3	4	5	6	7	N/A	
7.	Submission and Review of GAD Plans and/ or GAD Accomplishment Report									
7.1.	Submitting my GAD Plan and/ or GAD AR for review and endorsement.	1	2	3	4	5	6	7	N/A	
7.2.	Tracking the status of my GAD Plan and/ or GAD AR.	1	2	3	4	5	6	7	N/A	
7.3.	Viewing notifications regarding the status of my GAD Plan and/ or GAD AR submission, i.e. through the GMMS and through my registered email.	1	2	3	4	5	6	7	N/A	
	<i>(Items 7.4. to 7.9. are for users with the role Reviewers and/ or Approvers)</i>									
7.4.	Viewing GAD Plans and/ or GAD ARs for review and endorsement.	1	2	3	4	5	6	7	N/A	
7.5.	Providing comments viewable by the organizations involved in the review and submission process, i.e. public comments.	1	2	3	4	5	6	7	N/A	
7.6.	Providing comments viewable only by my organization, i.e. group comments.	1	2	3	4	5	6	7	N/A	
7.7.	Providing comments viewable only by me, i.e. private comments.	1	2	3	4	5	6	7	N/A	
7.8.	Returning GAD Plans and/ or GAD ARs for revision	1	2	3	4	5	6	7	N/A	
7.9.	Endorsing GAD Plans and/ or GAD ARs for approval	1	2	3	4	5	6	7	N/A	
8.	Viewing Reports in the GMMS	1	2	3	4	5	6	7	N/A	

Thank you for your time and cooperation!