



A featured service of Foraker Design ▶

usability first

YOUR ONLINE GUIDE TO USABILITY RESOURCES

A A  
Adjust Text Size

[Home](#)

**Resources**

[Intro to Usability](#)

[Courses](#)

[Books](#)

[Humor](#)

[Links](#)

[Methods](#)

- [Cognitive Walkthrough](#)
- [Focus Groups](#)
- [GOMS](#)
- [Prototyping](#)
- [Task Analysis](#)
- [Usability Inspection](#)
- [User Testing](#)

## Methods: Task Analysis

Task analysis is a method that evaluates how people actually accomplish things with software. Through observation and interviews with users, an analyst determines a set of goals belonging to the target user. Then, a set of tasks that support these goals is determined. These are prioritized based on criteria such as the importance of the goal to the organization and the frequency of task performance.

The highest priority tasks are decomposed into their individual steps. The level of decomposition varies with the budget and type of system evaluated. The analyst then suggests ways to make the task more efficient or suggests new tasks which more effectively support the goals. It is important to recognize that the analysis is done from the perspective of the end-user—not from the point of view of managers or executives who do not necessarily use the system.

[Glossary](#)

[Job Postings](#)

**Applications**

[Website Design](#)

[Usability ROI](#)

[Accessibility](#)

[Groupware](#)

[Consulting](#)

**Site Tools**

[Site Map](#)

[About Us](#)

[Feedback](#)

[Foraker](#)

 [Design](#)

