Attachment J: Day-of email for usability test

Subject: Confirming Today's NCSES Feedback Session

Dear NAME,

Thank you again for agreeing to provide feedback to newly proposed designs for the NCSES website.

Once again, the date and time of your session are: <DATE, TIME>

Five minutes, before our session starts, please follow these steps:

1. On your computer, please ensure that the Google Chrome browser is downloaded and installed if you don't already have it.

2. Open up this link [Link] in Chrome and follow all of the setup steps the page gives you.

3. Once you get to the screen that says, "All set, we're just waiting for the other party to join," please keep this window open while you wait for me to call you. You may do other things on your computer, but please keep this window open in the background.

4. A window on your computer should soon appear saying that I am calling you. Please select "Start" to begin our call.

5. Once the session is over, you can close your browser.

Please let me know if you have any questions.

I look forward to speaking with you soon!

[Name]