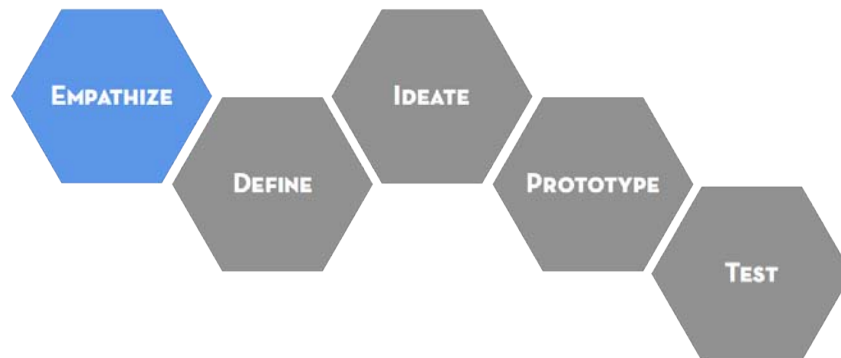


MODE

EMPATHIZE



WHAT is the empathize mode

Empathy is the foundation of a human-centered design process. To empathize, we:

- **Observe.** View users and their behavior in the context of their lives.
- **Engage.** Interact with and interview users through both scheduled and short ‘intercept’ encounters.
- **Immerse.** Experience what your user experiences.

WHY empathize

As a human-centered designer you need to understand the people for whom you are designing. The problems you are trying to solve are rarely your own—they are those of particular users; in order to design for your users, you must build empathy for who they are and what is important to them.

Watching what people do and how they interact with their environment gives you clues about what they think and feel. It also helps you to learn about what they need. By watching people you can capture physical manifestations of their experiences, what they do and say. This will allow you to interpret intangible meaning of those experiences in order to uncover insights. These insights will lead you to the innovative solutions. The best solutions come out of the best insights into human behavior. But learning to recognize those insights is harder than you might think. Why? Because our minds automatically filter out a lot of information in ways we aren’t even aware of. We need to learn to see things “with a fresh set of eyes” – tools for empathy, along with a human-centered mindset, is what gives us those new eyes.

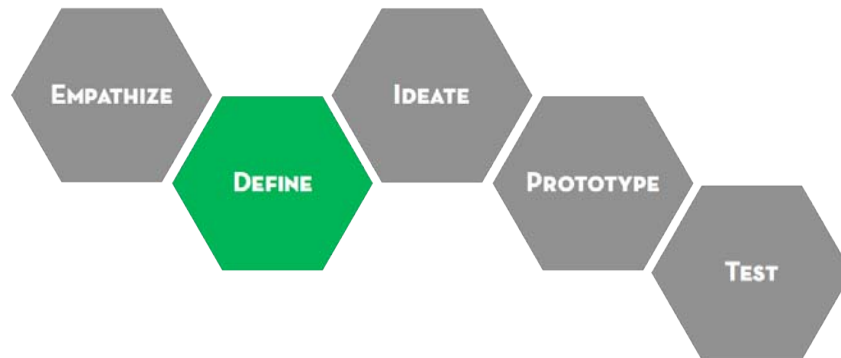
Engaging with people directly reveals a tremendous amount about the way they think and the values they hold. Sometimes these thoughts and values are not obvious to the people who hold them. A deep engagement can surprise both the designer and the designee by the unanticipated insights that are revealed. The stories that people tell and the things that people say they do—even if they are different from what they actually do—are strong indicators of their deeply held beliefs about the way the world is. Good designs are built on a solid understanding of these kinds of beliefs and values. Engage to:

- Uncover needs that people have which they may or may not be aware of
- Guide innovation efforts
- Identify the right users to design for
- Discover the emotions that guide behaviors

In addition to speaking with and observing your users, you need to have personal experience in the design space yourself. Find (or create if necessary) experiences to immerse yourself to better understand the situation that your users are in, and for which you are designing.

MODE

DEFINE



WHAT is the define mode

The define mode is when you unpack and synthesize your empathy findings into compelling needs and insights, and scope a specific and meaningful challenge. It is a mode of “focus” rather than “flaring.” Two goals of the define mode are to develop a deep understanding of your users and the design space and, based on that understanding, to come up with an actionable problem statement: **your point of view**. Your point of view should be a guiding statement that focuses on specific users, and insights and needs that you uncovered during the empathize mode.

More than simply defining the problem to work on, your point of view is your unique design vision that you crafted based on your discoveries during your empathy work. Understanding the meaningful challenge to address and the insights that you can leverage in your design work is fundamental to creating a successful solution.

WHY define

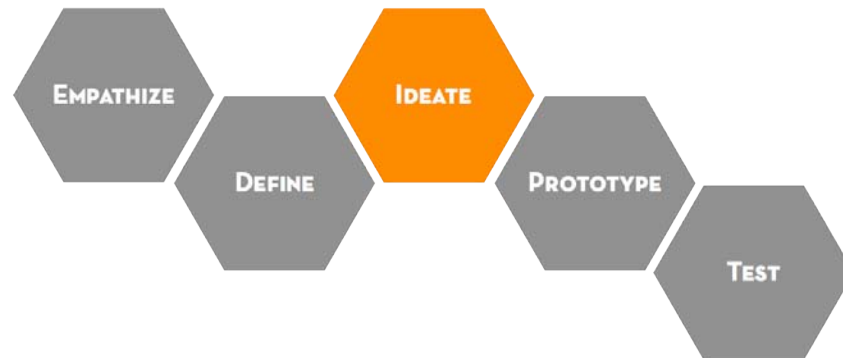
The define mode is critical to the design process because it explicitly expresses the problem you are striving to address through your efforts. In order to be truly generative, you must first craft a specific and compelling problem statement to use as a solution-generation springboard.

As a test, a good point of view (POV) is one that:

- Provides focus and frames the problem
- Inspires your team
- Provides a reference for evaluating competing ideas
- Empowers your team to make decisions independently in parallel
- Fuels brainstorming by suggesting “how might we” statements
- Captures the hearts and minds of people you meet
- Saves you from the impossible task of developing concepts that are all things to all people
- Is something you revisit and reformulate as you learn by doing
- Guides your innovation efforts

MODE

IDEATE



WHAT is the ideate mode

Ideate is the mode during your design process in which you focus on idea generation. Mentally it represents a process of “going wide” in terms of concepts and outcomes—it is a mode of “flaring” rather than “focus.” The goal of ideation is to explore a wide solution space – both a large quantity of ideas and a diversity among those ideas. From this vast depository of ideas you can build prototypes to test with users.

WHY ideate

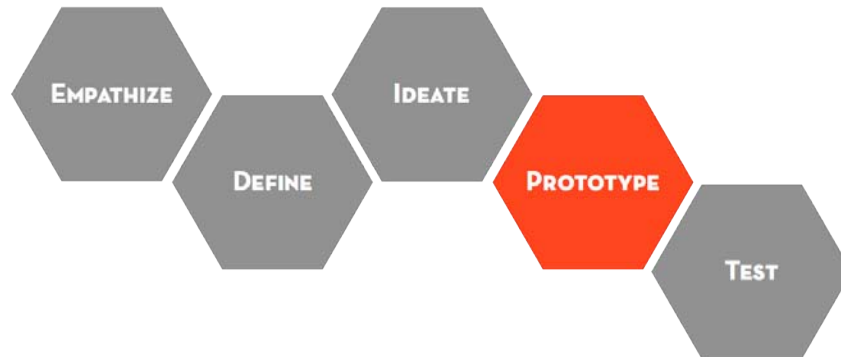
You ideate in order to transition from identifying problems into exploring solutions for your users. Various forms of ideation are leveraged to:

- Step beyond obvious solutions and thus increase the innovation potential of your solution set
- Harness the collective perspectives and strengths of your teams
- Uncover unexpected areas of exploration
- Create fluency (volume) and flexibility (variety) in your innovation options
- Get obvious solutions out of your heads, and drive your team beyond them

Regardless of what ideation method you use, the fundamental principle of ideation is to be cognizant of when you and your team are generating ideas and when you are evaluating ideas – and mix the two only intentionally.

MODE

PROTOTYPE



WHAT is the prototype mode

Prototyping is getting ideas and explorations out of your head and into the physical world. A prototype can be *anything* that takes a physical form - be it a wall of post-it notes, a role-playing activity, a space, an object, an interface, or even a storyboard. The resolution of your prototype should be commensurate with your progress in your project. In early explorations keep your prototypes rough and rapid to allow yourself to learn quickly and investigate a lot of different possibilities.

Prototypes are most successful when people (the design team, the user, and others) can experience and interact with them. What you learn from those interactions can help drive deeper empathy, as well as shape successful solutions.

WHY do we prototype

Traditionally prototyping is thought of as a way to test functionality. But prototyping is used for many reasons, including these (non-mutually-exclusive) categories:

- **Empathy gaining:** Prototyping is a tool to deepen your understanding of the design space and your user, even at a pre-solution phase of your project.
- **Exploration:** Build to think. Develop multiple solution options.
- **Testing:** Create prototypes (and develop the context) to test and refine solutions with users.
- **Inspiration:** Inspire others (teammates, clients, customers, investors) by showing your vision.

Many of the goals of prototyping are shared across all four of the above categories.

We prototype to:

Learn. If a picture is worth a thousand words, a prototype is worth a thousand pictures.

Solve disagreements. Prototyping is a powerful tool that can eliminate ambiguity, assist in ideation, and reduce miscommunication.

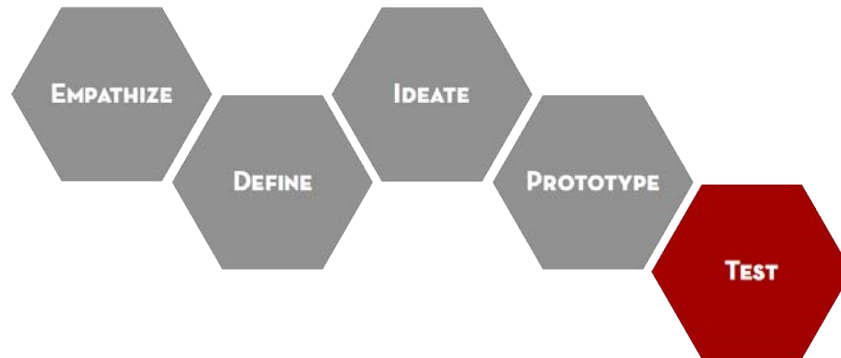
Start a conversation. A prototype can be a great way to have a different kind of conversation with users.

Fail quickly and cheaply. Creating quick and dirty prototypes allows you to test a number of ideas without investing a lot of time and money up front.

Manage the solution-building process. Identifying a variable to explore encourages you to break a large problem down into smaller, testable chunks.

MODE

TEST



WHAT is the test mode

Testing is the chance to refine our solutions and make them better. The test mode is another iterative mode in which we place our low-resolution artifacts in the appropriate context of the user's life. Prototype as if you know you're right, but test as if you know you're wrong.

WHY test

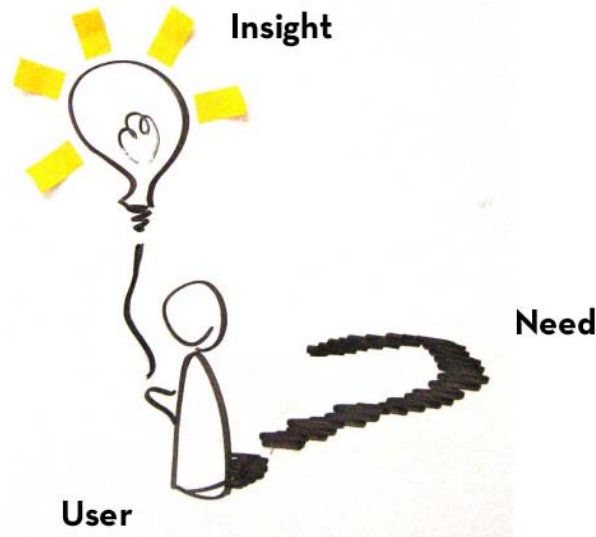
To refine our prototypes and solutions. Testing informs the next iterations of prototypes. Sometimes this means going back to the drawing board.

To learn more about our user. Testing is another opportunity to build empathy through observation and engagement—it often yields unexpected insights.

To test and refine our POV. Sometimes testing reveals that not only did we not get the solution right, but also that we have failed to frame the problem correctly.

METHOD

POINT-OF-VIEW MADLIB



WHY use a POV madlib

A point-of-view (POV) is your reframing of a design challenge into an actionable problem statement that will launch you into generative ideation. A POV Madlib provides a scaffolding to develop your POV. A good POV will allow you to ideate in a directed manner, by creating How-Might-We (HMW) questions based on your POV (see “Facilitating Brainstorms”). Most of all, your POV captures your design vision – your responsibility and opportunity as a designer is to discover and articulate the meaningful challenge.

HOW to use a POV madlib

Use the following madlib to capture and harmonize three elements of a POV: user, need, and insight.

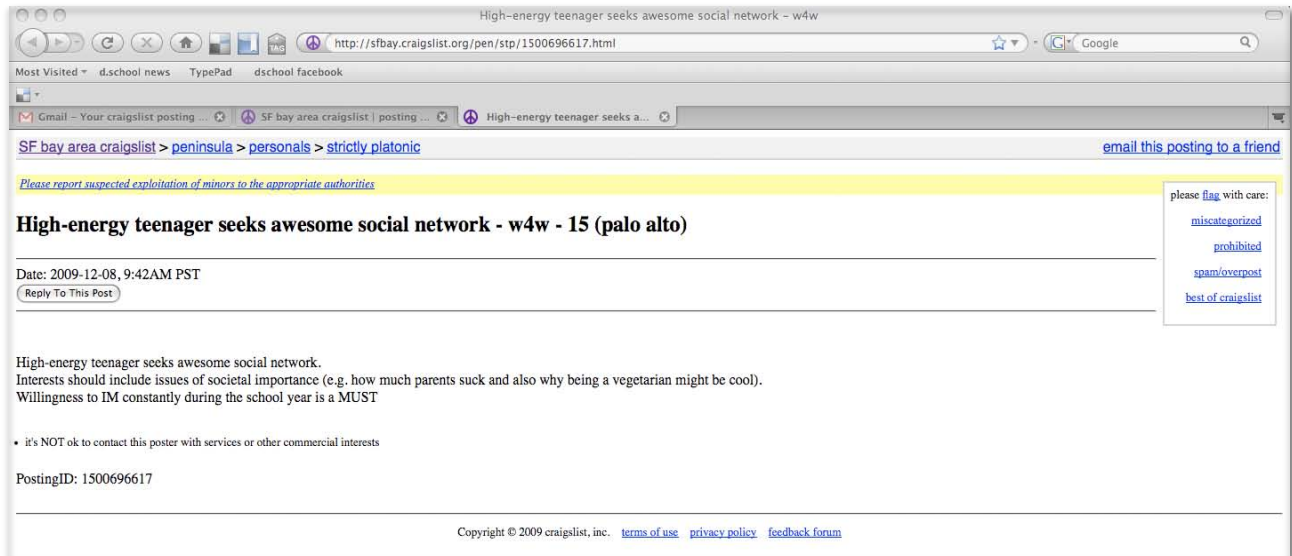
[USER] needs to [USER’S NEED] because [SURPRISING INSIGHT]

Use a whiteboard or scratch paper to try out a number of options, playing with each variable and the combinations of them. The need and insight should flow from your unpacking and synthesis work. Remember, ‘needs’ should be verbs, and the insight typically should not simply be a reason for the need, but rather a synthesized statement that you can leverage in designing a solution. Keep it sexy (it should intrigue people) and hold the tension in your POV.

For example, instead of “A teenage girl needs more nutritious food because vitamins are vital to good health” try “A teenage girl with a bleak outlook needs to feel more socially accepted when eating healthy food, because in her hood a social risk is more dangerous than a health risk.” Note how the latter is an actionable, and potentially generative, problem statement, while the former is little more than a statement of fact, which spurs little excitement or direction to develop solutions.

METHOD

POINT-OF-VIEW WANT AD



WHY use a POV want ad

A point-of-view (POV) is your reframing of a design challenge into an actionable problem statement that will launch you into generative ideation. A POV Want Ad can be a good way to express your distilled findings in an intriguing format. The want ad format tends to accentuate a specific user, and her important character traits.

HOW to use a POV want ad

Embed your user, his or her need, and your insights within the format of a want ad. This way of expressing a POV is often more playful and nuanced than the simple USER+NEED+INSIGHT madlib, but should still have a clarity about how you have reframed the problem.

Try this format:

Descriptive characterization of a user,
followed by “seeks” an ambiguous method to meet an implied need,
plus additional flavor to capture your findings.

For example: “High-energy teenager seeks awesome social network. Interests should include issues of societal importance (e.g. how much parents suck and also why being a vegetarian might be cool). Willingness to IM constantly during the school year is a MUST!”

METHOD: How to Create a Mind Map

(ThinkBuzan - Monday, 12 April 2011, www.thinkbuzan.com/us/articles/view/articlename/how-to-create-a-mind-map)

Begin your Mind Map!

1. Decide on the topic of your Mind Map - this can be anything at all. You just need a topic to form your central idea. I'm going to plan my holiday.
2. Take a sheet of plain paper and some colored pens, and turn the sheet so it's in a landscape position.
3. In the center of this page, draw an image that really represents your topic. For my holiday Mind Map, I'm going to draw the beach.
4. Now label this image for your Mind Map. I'm labeling mine, 'Our Holiday'.
5. By starting your Mind Map in the middle of the page, you have given your thoughts the freedom to spread out and go in different directions - this is the way you think naturally and it will increase inspiration and creativity!

Branch out your Mind Map ideas

Now this is where Mind Mapping gets really interesting, as your Mind Map stimulates your brain to create new ideas, each one connecting to another thought - see how your ideas flow onto the page!

1. Make thick, colorful branches spanning out from your Mind Map. Make these curvy, as your brain will be more excited by these than straight, monochrome lines.
2. Add your main ideas as you add branches to your Mind Map. To my Mind Map, I'm adding the location of my holiday, how I'm going to get there and where I want to stay. Aim to add 5 or 6 branches.
3. Write these Mind Map ideas in bold colorful capitals and add your ideas as single keywords. By using only one word per branch, you multiply the number of possibilities these thoughts can spark!

Get creative when you Mind Map



To get the most out of Mind Mapping, release your creativity! The more imaginative your Mind Map is, the better, as you will engage all of your senses. Try adding color, wherever you can! Your Mind Map will have colored branches and keywords, which will stimulate your brain. Also add images and sketches related to your Mind Map ideas, as this will strengthen your memory of your notes. I'm adding pictures of things I will see on holiday to my Mind Map.

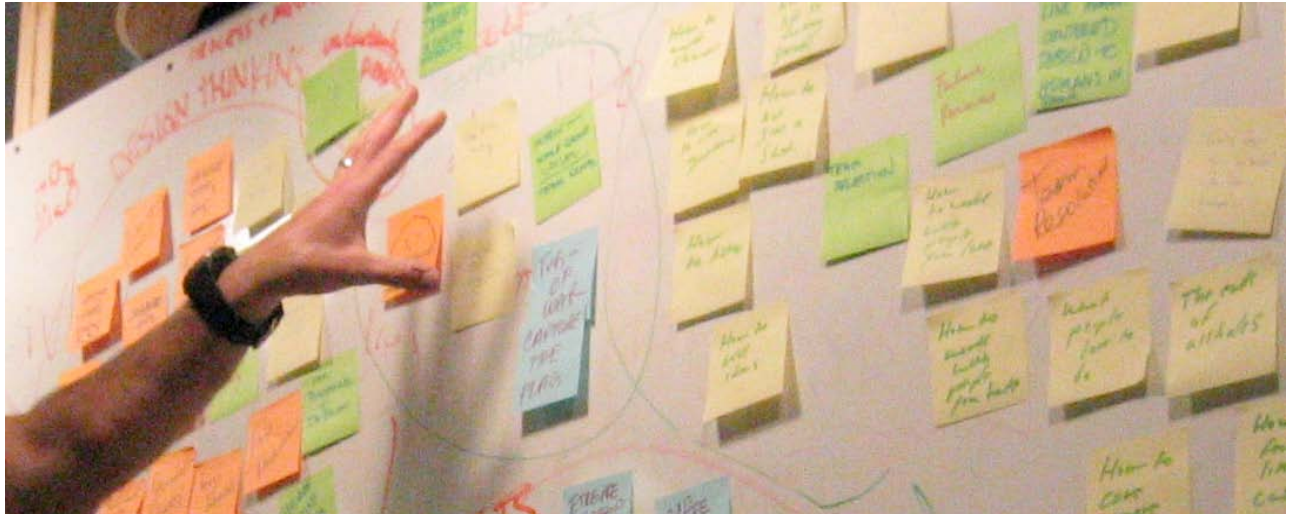
Make Mind Map connections

Use your Mind Map main ideas as inspiration to make associations and connections:

1. Draw smaller branches stemming from your Mind Map keywords. These will be associated ideas, for example, on my holiday Mind Map, I'm adding 'Summer' as a child branch to my 'Where' branch.
2. There is no limit to the number of child branches you can make. Your child branches will generate further ideas, and many more levels of child branches. Continue this Mind Mapping process until you have exhausted all of your ideas!

METHOD

SELECTION



WHY brainstorm selection is important

Your brainstorm should generate many, wide-ranging ideas. Now harvest that brainstorm, so those ideas don't just sit there on the board. Harvesting is straight forward for some brainstorms (pick a couple of ideas), but when ideating design solutions give some thought to how you select ideas. Carry forward a range of those ideas, so you preserve the breadth of solutions and don't settle only for the safe choice.

HOW to select

In the selection process, don't narrow too fast. Don't immediately worry about feasibility. Hang on to the ideas about which the group is excited, amused, or intrigued. An idea that is not plausible may still have an aspect within it that is very useful and meaningful.

Different selection techniques can be used, including these three:

1. Post-it voting - each team member gets three votes and marks three ideas that he or she is attracted to. Independent voting allows all team members to have a voice.
2. The four categories method - the method encourages you to hang onto those crazy but meaningful ideas. Elect one or two ideas for each of these four categories: the rational choice, the most likely to delight, the darling, and the long shot.
3. Bingo selection method - like the four categories method, this is designed to help preserve innovation potential. Choose ideas that inspire you to build in different form factors: a physical prototype, a digital prototype, and an experience prototype.

Carry forward multiple ideas into prototyping. If an idea is so far out there that it seems pointless to test, ask yourselves what about that solution was attractive, and then test that aspect or integrate it into a new solution.

METHOD

PROTOTYPE TO TEST



WHY prototype to test

Prototyping to test is the iterative generation of low-resolution artifacts that probe different aspects of your design solution or design space. The fundamental way we test our prototypes is by letting users experience them and react to them. In creating prototypes to test with users you have the opportunity to examine your solution decisions as well as your perception of your users and their needs.

HOW to prototype to test

Think about what you are trying to learn with your prototypes, and create low-resolution objects and scenarios which probe those questions. Staying low-res allows you to pursue many different ideas you generated without committing to a direction too early on. The objective is not simply to create a mock-up or scale model of your solution concept; it is to create experiences to which users can react. Bring resolution to the aspects that are important for what you are trying to test, and save your efforts on other aspects. You also need to think about the context and testing scenario you will create to get meaningful feedback. It is not always the case that you can just hand an object to someone on the street and get real feedback. Test in the context that your solution would actually be used (or approximate the important parts of that context). For example, if you are creating a consumer food storage system, let users test it in their kitchens at home - some of the nuanced but important issues will only emerge there.

Some tips for prototyping to test:

Start building. Even if you aren't sure what you're doing, the act of picking up some materials (paper, tape, and found objects are a good way to start!) will be enough to get you going.

Don't spend too long on one prototype. Move on before you find yourself getting too emotionally attached to any one prototype.

Build with the user in mind. What do you hope to test with the user? What sorts of behavior do you expect? Answering these questions will help focus your prototyping and help you receive meaningful feedback in the testing phase.

ID a variable. Identify what's being tested with each prototype. A prototype should answer a particular question when tested.

METHOD

TESTING WITH USERS



WHY test with users

Testing with users is a fundamental part of a human-centered design approach. You test with users to refine your solution and also to refine your understanding of the people for whom you are designing. When you test prototypes you should consider both their feedback on your solution and use the opportunity to gain more empathy. You are back in a learning and empathy mode when you engage users with a prototype.

HOW to test with users

There are multiple aspects to be aware of when you test with users. One is your **prototype**, two is the **context and scenario** in which you are testing, three is **how you interact** with the user during testing and four is how you **observe and capture** and consider the feedback.

In regard to the first two aspects, you need to test a prototype in a context that give you the best chance for meaningful feedback; think about how the prototype and the testing scenario interact. If the prototype is a scenario, think about how to find the proper people (i.e. users relevant to your point-of-view) and get them in the right mindset so that you get genuine feedback.

Roles

During the testing itself, use intentional team roles, as you would with empathy work:

Host: You help transition the user from reality to your prototype situation and give them the basic context they need to understand the scenario (don't over-explain it, let the user discover through the experience). As the host, you will also likely be the lead questioner when the time comes.

Players: You often need to play certain roles in the scenario to create the prototype experience.

Observers: It is very important to have team members who are solely observers, watching the user experience the prototype. If you don't have enough people to run the prototype and observe, videotape the testing.

Procedure

Use a deliberate procedure when you test.

- 1. Let your user experience the prototype.** Show don't tell. Put your prototype in the user's hands (or your user in the prototype) and give just the minimum context so they understand what to do. Don't explain your thinking or reasoning for your prototype.
- 2. Have them talk through their experience.** For example, when appropriate, as the host, ask "Tell me what you are thinking as you are doing this."
- 3. Actively observe.** Watch how they use (and misuse!) what you have given them. Don't immediately "correct" what your user tester is doing.
- 4. Follow up with questions.** This is important; often this is the most valuable part of testing. "Show me why this would [not] work for you." "Can you tell me more about how this made you feel?" "Why?" Answer questions with questions (i.e. "well, what do you think that button does").