

Note: The tables below are designed so that note-takers, including the facilitator, can circle general responses in areas of interest. The questions specified in each section are not intended to be asked directly, but are a guide for the facilitator to nudge the discussion in certain directions.

Facilitator Guide

Adding an Evaluation Component to P.L.A.N.E.T.

As of 18 July 2011

This research is sponsored by the National Cancer Institute for the purpose of evaluating features and potential features of Cancer Control P.L.A.N.E.T., with the intention of making improvements before the features you will see go into actual use. I am a contractor hired by National Cancer Institute to perform this evaluation. There are observers in the room with me or connecting through the remote system who are interested in learning from watching you use the system and evaluate our mock-ups.

You have signed and returned an informed consent form that includes an authorization to make a screen and audio recording of this session for purposes of the study only. Unless you object, I will begin recording now.

[If no objection, start screen recorder]

Do you have any questions for me before we start?

Just as a reminder, your participation is voluntary, you may ask questions at any time, and you are free to withdraw from the study at any time without penalty and without any questions asked of you.

In a little while, I'll ask you to share your computer screen with us. Once you turn on screen sharing, we will be able to see your computer screen and observe what you are doing.

I also want you to tell us what you are thinking. As you proceed through this evaluation, please speak your thoughts out loud, particularly when you find something unexpected or confusing.

This process will take approximately 50 minutes.

Use of P.L.A.N.E.T.

Have you used the P.L.A.N.E.T. site?	Yes	No		
When	Within month	Within year	More than 1 year	
How often	Weekly	Monthly	Yearly	Less
Purpose of use				

Work Relating to Program Implementation or Development

Please tell me a little about any work you do related to cancer intervention programs.

work description	
programs currently underway or being planned	

Home Page Evaluation

I want you to take a look at a mockup of a proposed new P.L.A.N.E.T. home page. Please tell me your first impressions of the page, both positive and negative.

First impressions - positive	
First impressions – negative	
Do you notice anything new?	

Now I want you to look at an alternative version for the P.L.A.N.E.T. home page. Give me your positive and negative impressions of this mock-up.

First impressions - positive	
First impressions – negative	

Given these two new home page options, and the current home page, which do you prefer and why? You may like some things about one option and different things about another—that is fine. I'm looking for your ideas of what will make the P.L.A.N.E.T. home page work best.

Home page preferences

Evaluation Tool Addition

Notice that there is a link to an evaluation tool named RE-AIM. Are you familiar with RE-AIM? What is RE-AIM (or what do you expect RE-AIM is)?

Familiar with RE-AIM	Yes No
Description of RE-AIM (without seeing it first)	

Please follow that link (or go to RE-AIM site on D4D or Kaiser). Spend a little time clicking around the site and, as you do, give me your impressions of what you are seeing.

RE-AIM impressions

Do you think you would use RE-AIM in real life? If so, how might you use it? What sorts of tools would be most useful?

Would use RE-AIM	Yes No
How?	
Most useful tools	

RE-AIM as part of RTIPs

I'd now like for you to take a look at a prototype that integrates RE-AIM concepts with RTIPs, the part of P.L.A.N.E.T. where you can find evidence-based programs to use and adapt. Have you used RTIPs in the past? The idea here is that you might use the RE-AIM concepts as a framework for comparing programs on RTIPs that you might want to use. Take a look at this prototype and tell me if it makes sense and if you would find these additions useful. Go through each RE-AIM section and tell me if the questions there make sense in the context of comparing programs you might want to implement.

Used RTIPs	Yes	No
Thought RE-AIM would be a useful addition to RTIPs?	Yes	No
Reach		
Effectiveness		
Adoption		
Implementation		
Maintenance		
Notes:		

Wrap-up

Of all the things we've looked at today, what stands out the most for you, good or bad?

How would you rate RE-AIM's importance or usefulness as a part of P.L.A.N.E.T., on a scale of 1 to 5, with 5 being the most important or useful?

Do you have any other comments, in the areas we've looked at or in other areas?