~ • ~ I n s t r u c t i o n s ~ • ~

1 Introduction

Well known websites such as Flickr (http://www.flickr.com/), Del.icio.us (http://del.icio.us/), or Last.fm (http://www.last.fm/), describe their content using words provided by users. The users add so-called 'tags' to items such as photographs, bookmarks, or articles, which improves their ability to search and find different content. This approach is seen as an important way of allowing new versions of the web to develop. Describing things with words has problems though; users might misspell tags, use the wrong terms to describe things or use words that have more than one meaning. All of these issues can confuse computers and users searching on these sites. This study will explore ways of improving searching for different content by addressing some of the problems listed above.

You will first log on to the system. The log-in screen offers two options, **Simple Tagger**, and **Enhanced Tagger**. In both interfaces you can search for documents in the same way. Once you find the document that you like, it is possible to tag it in several different ways. The basic difference between **Simple Tagger** and **Enhanced Tagger** is that the latter also makes suggestions of possible tags to assign. Some suggested tags will be useful and others will not.

The main point of the study is to investigate whether you find the tagging suggestions in the **Enhanced Tagger** useful, and we would encourage you to consider them and use any that you think are appropriate for the document. You will be asked to undertake four tasks, two with the Simple Tagger and two with the Enhanced Tagger.

2 Procedure of the study

In order for the study to be scientifically valid, it is crucial that you follow the steps as outlined below.
Please refer back to this document after you have completed each step. Thank you!

I.	Requirements
II.	Learning the system
III.	Task 1
IV.	Task 2
V.	Task 3
VI.	Task 4
VII.	Final questionnaire
VIII.	Email

Welcome to the EnTag user study!
Your interest and wish to participate is greatly appreciated!

~ · ~ **Instructions** ~ · ~

I. Requirements

a) The EnTag software is optimised for **Internet Explorer 7** and this is the recommended platform.
Internet Explorer 7 can be downloaded from:
http://www.microsoft.com/windows/downloads/ie/getitnow.mspx
Please check the release notes before installing: http://msdn.microsoft.com/en-us/ie/aa740486.aspx

Limited trials of the EnTag software have been successful using **Firefox 3** under Windows XP and with **Safari 3.1** on Apple computers. Firefox 3 can be downloaded from:
http://www.mozilla.com/en-US/firefox/all-rc.html
Please read the Mozilla advice on upgrading before installing Firefox 3: http://support.mozilla.com/en-US/kb/Upgrading+to+Firefox+3
There are a number of known issues when running Firefox. Details may be found at:
http://support.mozilla.com/tiki-wiki_rankings.php?limit=500&categId=1
If you are considering using Safari under Windows please see the Microsoft Advisory Security note at:
http://www.microsoft.com/technet/security/advisory/953818.mspx

Note: Older browsers such as Internet Explorer 6 and Firefox 2 do not fully support the advanced markup tags employed in the EnTag software. It is suggested that a more up to date browser be used (see above).

b) The Entag software is designed for a screen resolution of 1280 * 1024 pixels.
(In Windows XP: adjust by Start/ Control Panel/ Display/ Display Properties/ tab Settings/ Screen Resolution.)

If your computer display will not operate at a resolution of 1280 * 1024 the Entag software may be run with Firefox 3, using the Zoom feature with the maximum screen resolution possible.
See Settings document (page 4) to set zoom.

c) Javascript should be enabled.
See Settings document to check if enabled.

If at any point you have any difficulties, please contact Kora (k.golub@ukoln.ac.uk).

II. Learning the system *(takes between 20 and 40 minutes, depending on your previous experience)*

Once you have received an email saying you can log in, please continue by going to the training step:
http://www.ukoln.ac.uk/projects/enhanced-tagging/study/training.pdf.

III. Task 1

Once you have acquainted yourself with the system, you should proceed with your first task. Please read carefully.

Task 1: Simple Tagger, "European integration"

Imagine that as part of one of your courses, you are asked to write a four-page essay on the **topic of European integration**, as a joint project in groups of four. The essay should critically discuss existing theories about the creation of the European Union and its institutions. Your lecturer has instructed you to look for resources in the EnTag system. Since you will be working together with three other students, you should tag the documents you retrieve with tags that would be useful to you but would also enable other students to find those documents in EnTag and understand from your tags what the documents are about.

Go to the EnTag login page[*], choose **Task 1** and **Simple Tagger Log In** and in the "Search for Documents" box enter these words: **European integration**.

Then, tag the **first 15 retrieved documents**. Do only the ones you can open - if a URL is unavailable move on to the next document in the Results.

Tagging each document should on average take between **5 and 10 minutes**. Please describe as many aspects and topics as you think appropriate for the task. Remember to open the URL, but you do not need to follow further internal links within a Web site. If the document is very long, focus on its abstract, introduction, conclusion, headings and table of contents.

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[*] http://reswin1.isd.glam.ac.uk/intute_test1/LogInPage2.aspx
Task 1
Simple Tagger
UserName: your e-mail address
Password: the one you entered in the questionnaire

You can log out of a task and return later, obviously choosing the same task number.

Immediately after you have completed tagging the 15 documents, click on the "**Post-Task Questionnaire**" button at the top right corner, next to "Log Out" and "Help" buttons. There you will be asked to fill-in a short questionnaire about the task you have just completed. This could take between 5 and 10 minutes.

IV. Task 2

Please continue with the second task:

Task 2: Enhanced Tagger, "peacekeeping"

Imagine that as part of one of your courses, you are asked to write a four-page essay on **the topic of peacekeeping**, as a joint project in groups of four. The essay should describe and discuss deployment of non-partisan military forces to separate two sides of a conflict that have already agreed on an armistice (are no more at war with each other). Your lecturer has instructed you to look for resources in the EnTag system. Since you will be working together with three other students, you should tag the documents you retrieve with tags that would be useful to you but would also enable other students to find those documents in EnTag and understand from your tags what the documents are about.

Go to the EnTag login page*, choose **Task 2** and **Enhanced Tagger Log In** and in the "Search for Documents" box enter these words: **peacekeeping**.

Then, tag the **first 15 retrieved documents**. Do only the ones you can open - if a URL is unavailable move on to the next document in the Results.

Tagging each document should on average take between **5 and 10 minutes**. Please describe as many aspects and topics as you think appropriate for the task. **Please especially try to consider the suggestions in the bottom of the screen.** Remember to open the URL, but you do not need to follow further internal links within a Web site. If the document is very long, focus on its abstract, introduction, conclusion, headings and table of contents.

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* http://reswin1.isd.glam.ac.uk/intute_test1/LogInPage2.aspx
Task 2
Enhanced Tagger
UserName: your e-mail address
Password: the one you entered in the questionnaire

You can log out of a task and return later, obviously choosing the same task number.

Immediately after you have completed tagging the 15 documents, click on the "**Post-Task Questionnaire**" button at the top right corner, next to "Log Out" and "Help" buttons. There you will be asked to fill-in a short questionnaire about the task you have just completed. This could take between 5 and 10 minutes.

V. Task 3

Please continue with the third task. Please read carefully.

Task 3: Simple Tagger, free topic

Imagine that as part of one of your courses, you need to collect a number of different resources on a certain topic **of your own choice** in political science. Your lecturer has instructed you to look for resources in the EnTag system. Since the EnTag system will also be used by your fellow students, you should tag the documents you retrieve with tags that would be useful to you but would also enable other students to find those documents in EnTag and understand from your tags what the documents are about.

Go to the EnTag login page[*], choose **Task 3** and **Simple Tagger Log In** and in the "Search for Documents" box enter whichever terms you think should retrieve relevant documents. You might need to explore which search terms return the most relevant documents. On a piece of paper, write down each search term you have used, as you will be asked to enter these later in a post-study questionnaire.

Then, tag **15** documents, whichever you find relevant to you, returned to whichever of the search terms. Do only the ones you can open - if a URL is unavailable move on to the next document in the Results.

Tagging each document should on average take between **5 and 10 minutes**. Please describe as many aspects and topics as you think appropriate for the task. Remember to open the URL, but you do not need to follow further internal links within a Web site. If the document is very long, focus on its abstract, introduction, conclusion, headings and table of contents.

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[*] http://reswin1.isd.glam.ac.uk/intute_test1/LogInPage2.aspx
  Task 3
  Simple Tagger
  UserName: your e-mail address
  Password: the one you entered in the questionnaire

You can log out of a task and return later, obviously choosing the same task number.

Immediately after you have completed tagging the 15 documents, click on the "**Post-Task Questionnaire**" button at the top right corner, next to "Log Out" and "Help" buttons. There you will be asked to fill-in a short questionnaire about the task you have just completed. This could take between 5 and 10 minutes.

VI. Task 4

Please continue with the fourth task:

Task 4: Enhanced Tagger, free topic

Imagine that as part of one of your courses, you need to collect a number of different resources on a certain topic **of your own choice** in political science. Your lecturer has instructed you to look for resources in the EnTag system. Since the EnTag system will also be used by your fellow students, you should tag the documents you retrieve with tags that would be useful to you but would also enable other students to find those documents in EnTag and understand from your tags what the documents are about.

Go to the EnTag login page*, choose **Task 4** and **Enhanced Tagger Log In** and in the "Search for Documents" box enter whichever terms you think should retrieve relevant documents. You might need to explore which search terms return the most relevant documents. On a piece of paper, write down each search term you have used, as you will be asked to enter these later in a post-study questionnaire.

Then, tag **15** documents, whichever you find relevant to you, returned to whichever of the search terms. Do only the ones you can open - if a URL is unavailable move on to the next document in the Results.

Tagging each document should on average take between **5 and 10 minutes**. Please describe as many aspects and topics as you think appropriate for the task. **Please especially try to consider the suggestions in the bottom of the screen.** Remember to open the URL, but you do not need to follow further internal links within a Web site. If the document is very long, focus on its abstract, introduction, conclusion, headings and table of contents.

* http://reswin1.isd.glam.ac.uk/intute_test1/LogInPage2.aspx
  Task 4
  Enhanced Tagger
  UserName: your e-mail address
  Password: the one you entered in the questionnaire

You can log out of a task and return later, obviously choosing the same task number.

Immediately after you have completed tagging the 15 documents, click on the "**Post-Task Questionnaire**" button at the top right corner, next to "Log Out" and "Help" buttons. There you will be asked to fill-in a short questionnaire about the task you have just completed. This could take between 5 and 10 minutes.

VII. Final questionnaire *(usually takes between 5 and 10 minutes)*

Once you have diligently completed all the four tasks, you would be asked for one final questionnaire about the overall experience you had with using the EnTag system. Please follow the link below to access it:
http://www.surveymonkey.com/s.aspx?sm=o8iRom1huT_2bW3AVPA_2fNqbA_3d_3d

VIII. Please email us

Please email Kora (k.golub@ukoln.ac.uk) once you have completed the study.