Task Analysis

1. The task is\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.
2. Sub-task into chunks:
   1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
   2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
   3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
   4. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
   5. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Identify steps in subtasks. 1.1
   1. 1.1.1\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
   2. 1.1.2\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
   3. 1.1.3\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
   4. 1.1.4\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
   5. 1.1.5\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
   6. 1.2
   7. 1.2.2 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
   8. 1.2.3\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
   9. 1.2.4\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
   10. 1.2.5\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do:

* Aim for Goldilocks zone.

Don’t:

* Don’t include nouns
* Don’t get too detailed
* Don’t use subjective statements
* Don’t use goal statements