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|-----------------------|---|
| Qualification dossier | ICT management 2007 - 2008                |
| Position              | ICT Manager                               |
| Core task 1           | Developing (parts of) information systems |
| Work process 1.4      | Creating a test environment               |

For the assessment of progress during the practical training (PT)



Explanation of the evaluation form:

This evaluation form can be used in the PT to assess assignments and indicates how a participant has developed in carrying out the work. There is a separate evaluation form that can be used for each completed assignment (work process).

In the evaluation form, the same assessment criteria are used as in the testing of skills. The advantage of this is that the participant's progress can be assessed using the same assessment criteria during the entire course of his ROC career.

The evaluation form is oriented towards two aspects:

- Assessing the process: the method of working
- Assessing the result achieved

Indicated on each assessment table is whether it relates to the process (1) or the result (2).

The total score on the assessment form consists of four possible scores:

- score 0 = not be assessed/not applicable
- score 1 = room for major improvement, supplementation
- score 2 = room for minor improvement
- score 3 = satisfactory

In the event of a total score of 1 or 2 you are requested to show in the table of indicators below on the basis of which indicators you have reached your total score. These indicators show the participant clearly the areas in which he must improve to gain a good score (3).

The evaluation forms can be used with the practical assignments and qualification dossiers from 2007 - 2008.

|                    |                           |
|--------------------|---------------------------|
| Name of candidate: | Assessor:                 |
| Date:              | 2 <sup>nd</sup> assessor: |

## Work process 1.4 Creating a test environment

| 1.  | Realizes a test environment in an adequate manner (process) | Total score:<br>3 – 2 – 1 – 0 |
|---|---|-------------------------------|
| Indicators  |   | Score                         |
| Gains consensus with the customer on the activities to be carried out.  |   | 3 – 2 – 1 – 0                 |
| Creates a logical plan of the activities with regard to the setup of the test environment.  |   | 3 – 2 – 1 – 0                 |
| Realizes a test environment, taking into account the possibilities, availability and costs of materials and resources.  |   | 3 – 2 – 1 – 0                 |
| Draws up test procedures on the basis of quantifiable objectives from the functional design.  |   | 3 – 2 – 1 – 0                 |
| Executes the tests correctly and in accordance with the test procedures, and makes any necessary modifications.   |   | 3 – 2 – 1 – 0                 |
| Describes and interprets the test and measurement results in a test report and takes the appropriate actions on the basis of the test results.                    |   | 3 – 2 – 1 – 0                 |
| Works according to established methods.   |   | 3 – 2 – 1 – 0                 |
| If necessary, delegates work at appropriate times, instructs colleagues fully and in a correct manner and checks whether the work is being carried out as agreed. |   | 3 – 2 – 1 – 0                 |
| Monitors progress so that the test environment will be finished according to plan.  |   | 3 – 2 – 1 – 0                 |
| Remarks:<br>.....<br>.....<br>.....<br>.....<br>.....   |   |                               |

## Work process 1.4 Creating a test environment

|  |  |                               |
|--|--|-------------------------------|
| 2.1  | Test environment according to the functional and technical design (result) | Total score:<br>3 – 2 – 1 – 0 |
| Indicators   |  | Score                         |
| The test environment matches up completely to the functional and technical design. |  | 3 – 2 – 1 – 0                 |
| The test environment is provided with the right materials and resources.           |  | 3 – 2 – 1 – 0                 |
| Remarks:   |  |                               |
| .....  |  |                               |
| .....  |  |                               |
| .....  |  |                               |
| .....  |  |                               |
| .....  |  |                               |

|   |   |                               |
|---|---|-------------------------------|
| 2.2   | Complete and correct test report (result) | Total score:<br>3 – 2 – 1 – 0 |
| Indicators  |   | Score                         |
| The test results are reproduced completely.   |   | 3 – 2 – 1 – 0                 |
| The test results are interpreted correctly.   |   | 3 – 2 – 1 – 0                 |
| The test report provides a good picture of the functioning of the data system.  |   | 3 – 2 – 1 – 0                 |
| The test report provides sufficient information about the consequences for the organization of the implementation of the data system. |   | 3 – 2 – 1 – 0                 |
| The test report contains correct and practicable advise about modifications and improvements, if necessary.                           |   | 3 – 2 – 1 – 0                 |
| Remarks:  |   |                               |
| .....   |   |                               |
| .....   |   |                               |
| .....   |   |                               |
| .....   |   |                               |
| .....   |   |                               |