

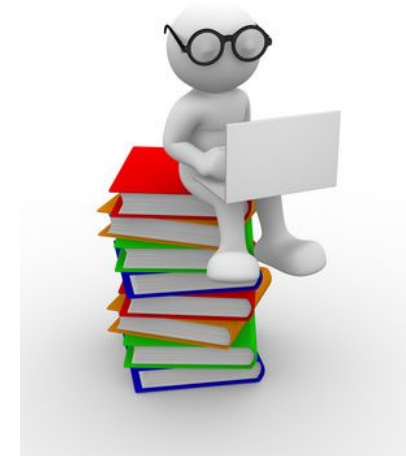
Project Team Roles and Responsibilities

September 2014, 2018

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Agenda

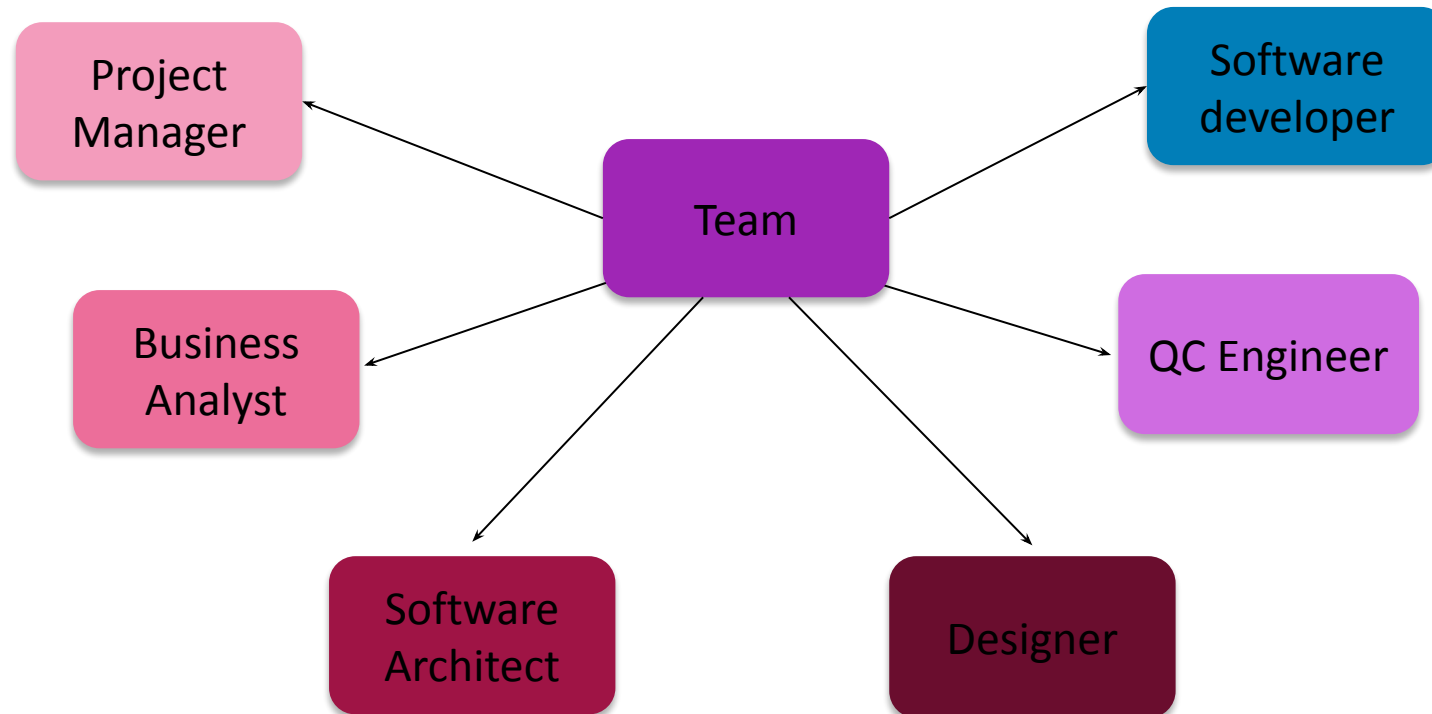
- *Project Team*
- *Team activities through project life cycle*
- *Team structure*
- *QC Lead/ QC responsibilities*
- *QC hierarchy at SoftServe*
- *Interaction between team members*



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Project Team

Project Team - a group of individuals with different skills and responsibilities assembled to perform activities that contribute toward achieving a common goal (developed product)



Team activities through project life cycle

Initiation

- Client -> PM (On big projects QA Manager & Architect)

Plan

- PM, QCL, TL, BA

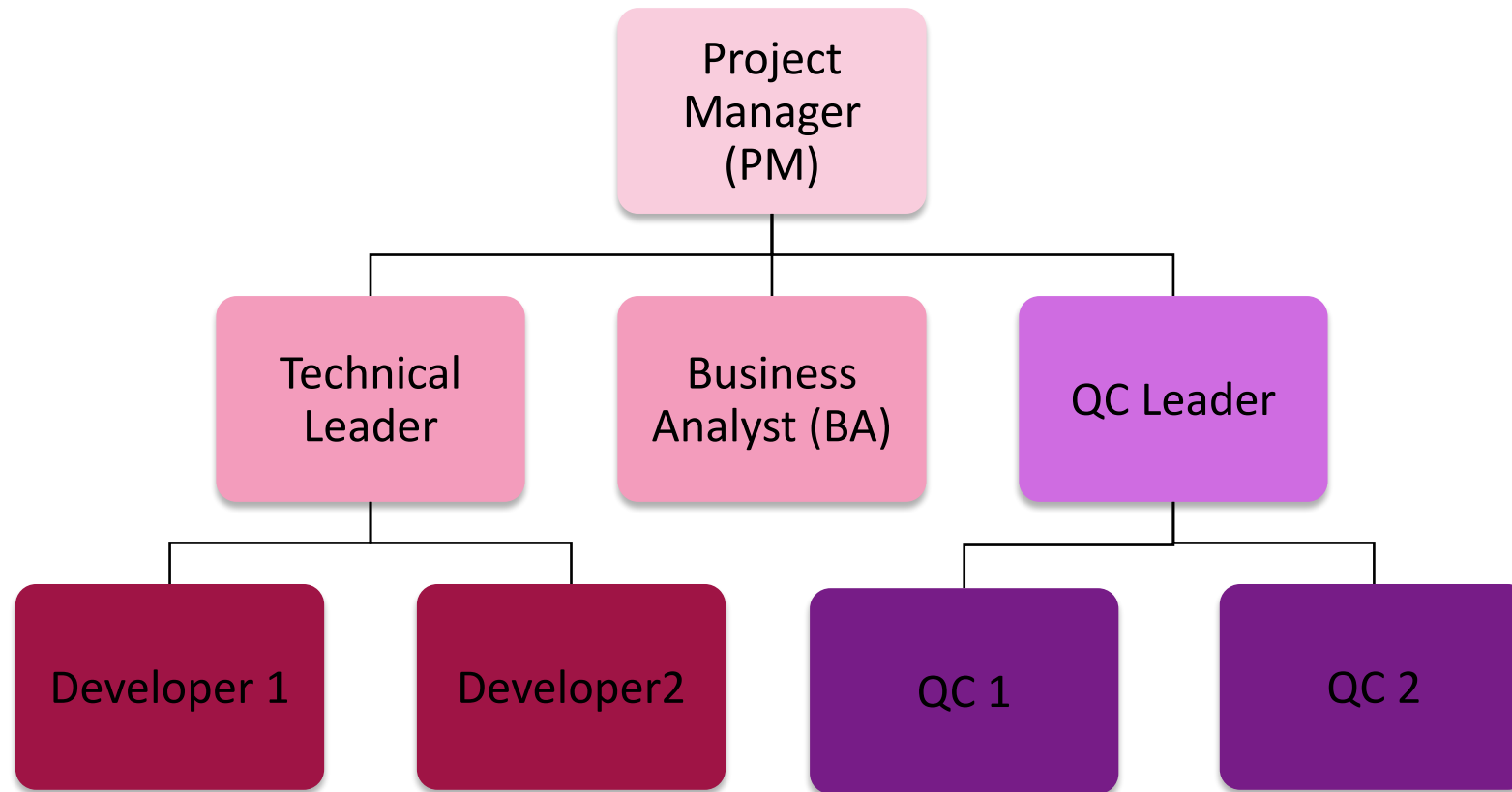
Implement

- BA(on Iterative projects), Developers & QC

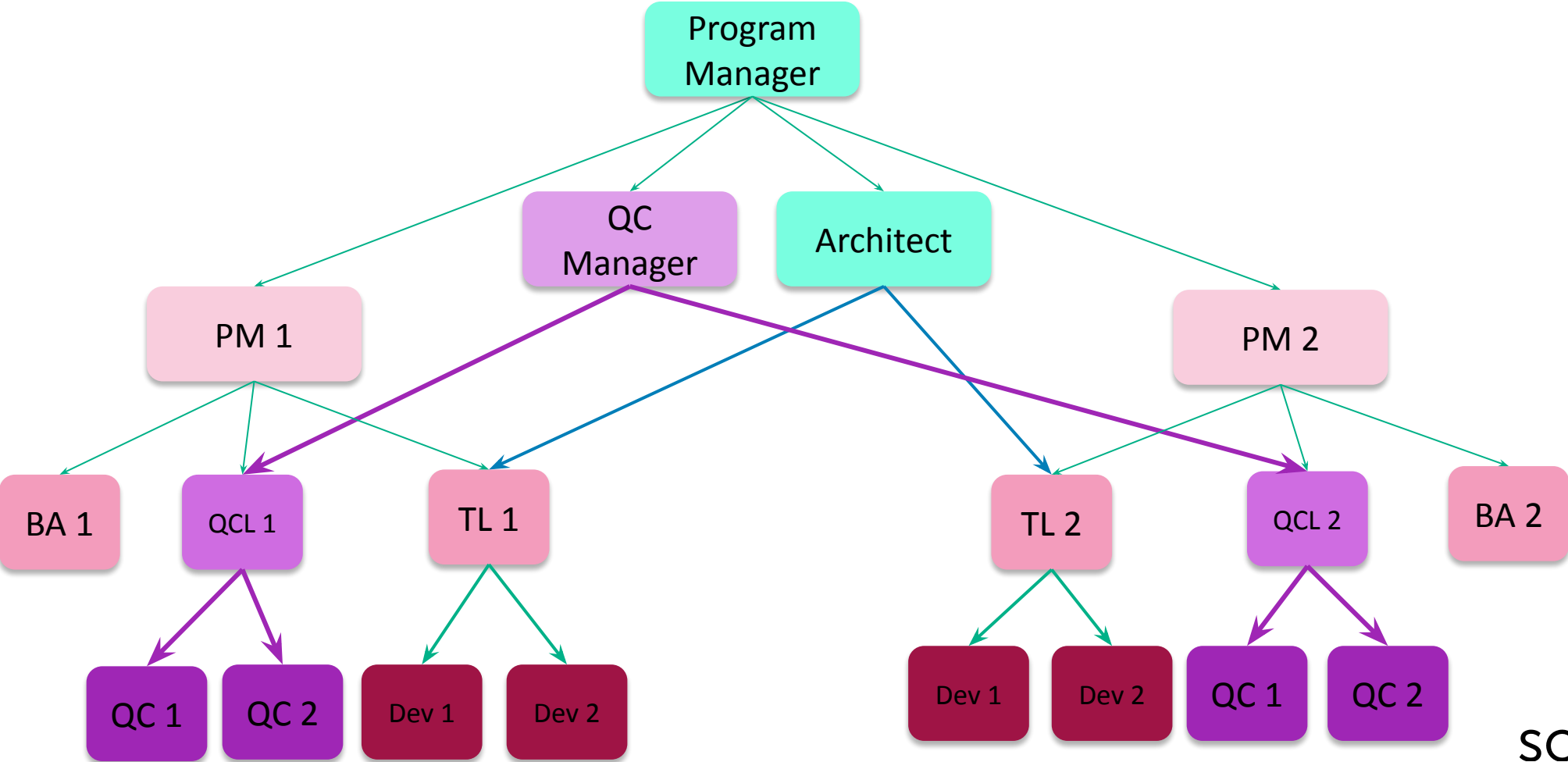
Close

- All

Typical Project Team Structure



Expanded Project Team Structure



Typical QC responsibilities

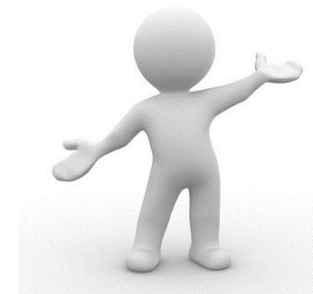
- Review and contribute to test plans
- Analyze, review, and assess requirements, user stories and acceptance criteria, specifications, and models for testability (i.e., the test basis)
- Identify and document test conditions, and capture traceability between test cases, test conditions, and the test basis
- Design, set up, and verify test environment(s), often coordinating with system administration and network management
- Design and implement test cases and test procedures
- Prepare and acquire test data



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Typical QC responsibilities

- Create the detailed test execution schedule
- Execute tests, evaluate the results, and document deviations from expected results
- Use appropriate tools to facilitate the test process
- Automate tests as needed (may be supported by a developer or a test automation expert)
- Evaluate non-functional characteristics such as performance efficiency, reliability, usability, security, compatibility, and portability
- Review tests developed by others



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Typical Test manager responsibilities

- Develop or review a test policy and test strategy for the organization
- Plan the test activities by considering the context, and understanding the test objectives and risks. This may include selecting test approaches, estimating test time, effort and cost, acquiring resources, defining test levels and test cycles, and planning defect management
- Write and update the test plan(s)
- Coordinate the test plan(s) with project managers, product owners, and others
- Share testing perspectives with other project activities, such as integration planning



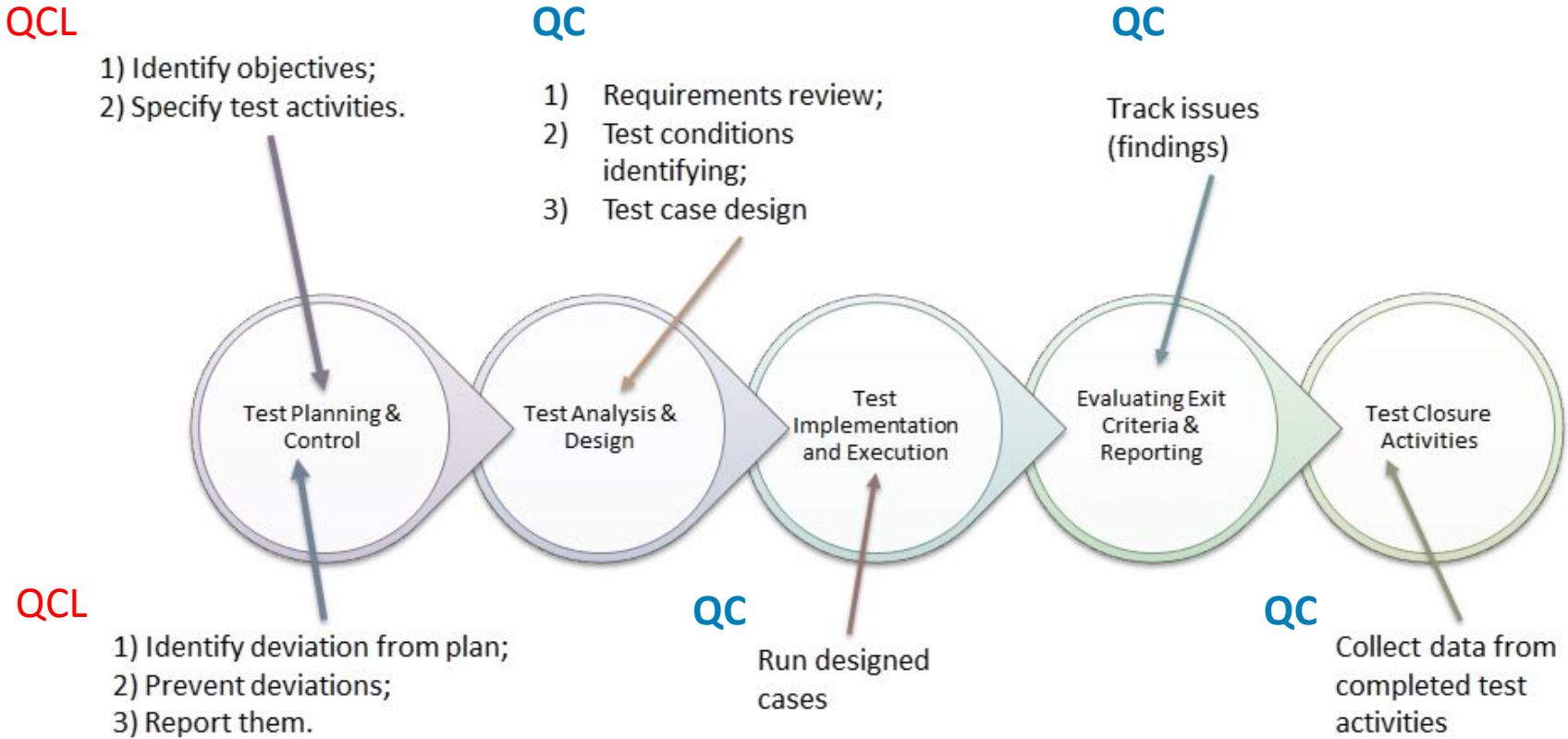
Typical Test manager responsibilities

- Initiate the analysis, design, implementation, and execution of tests, monitor test progress and results, and check the status of exit criteria (or definition of done)
- Prepare and deliver test progress reports and test summary reports based on the information gathered
- Adapt planning based on test results and progress (sometimes documented in test progress reports, and/or in test summary reports for other testing already completed on the project) and take any actions necessary for test control
- Support setting up the defect management system and adequate configuration management of testware

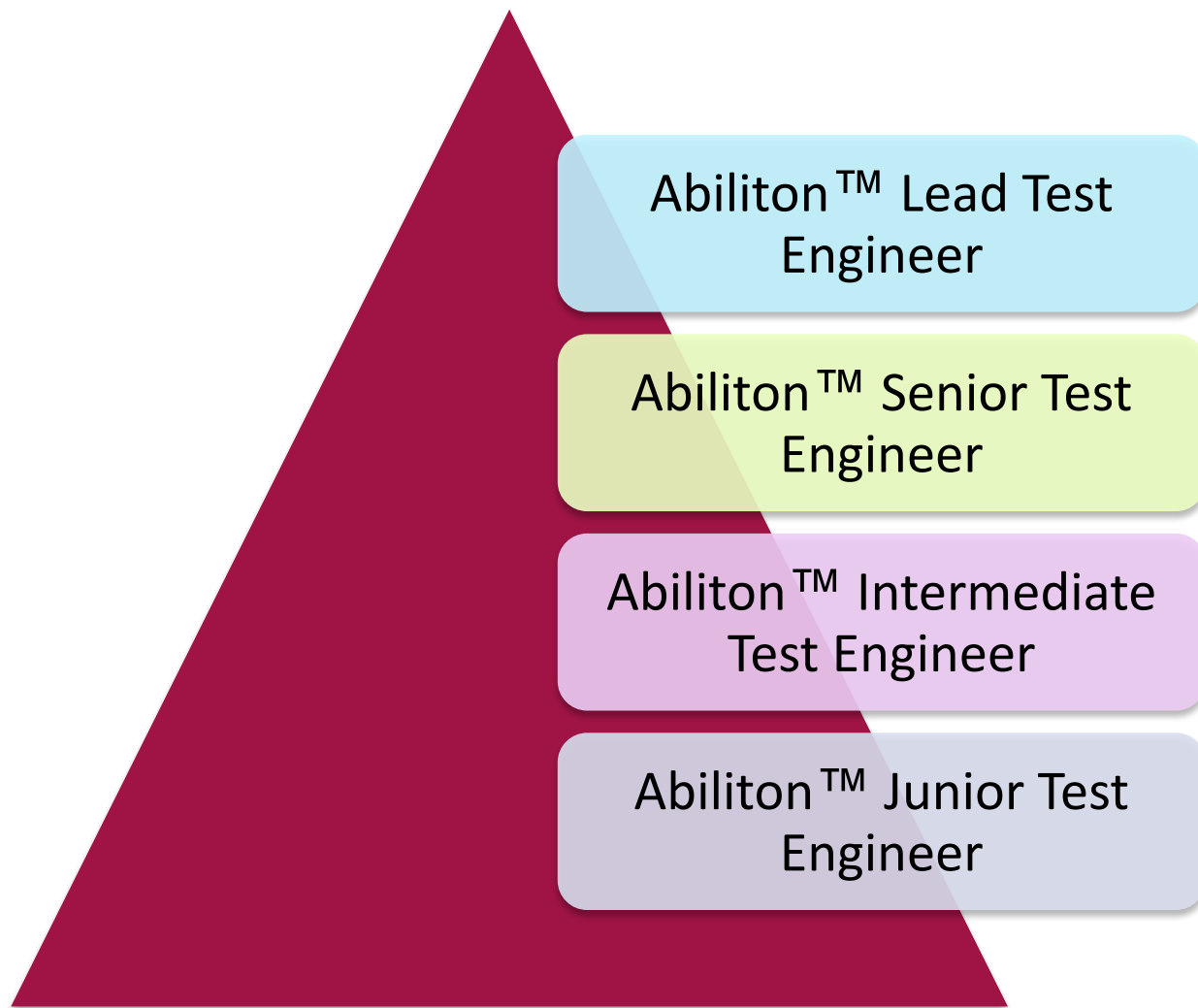
Typical Test manager responsibilities

- Introduce suitable metrics for measuring test progress and evaluating the quality of the testing and the product
- Support the selection and implementation of tools to support the test process, including
 - recommending the budget for tool selection (and possibly purchase and/or support), allocating time and effort for pilot projects, and providing continuing support in the use of the tool(s)
- Decide about the implementation of test environment(s)
- Promote and advocate the testers, the test team, and the test profession within the organization
- Develop the skills and careers of testers (e.g., through training plans, performance evaluations, coaching, etc.)

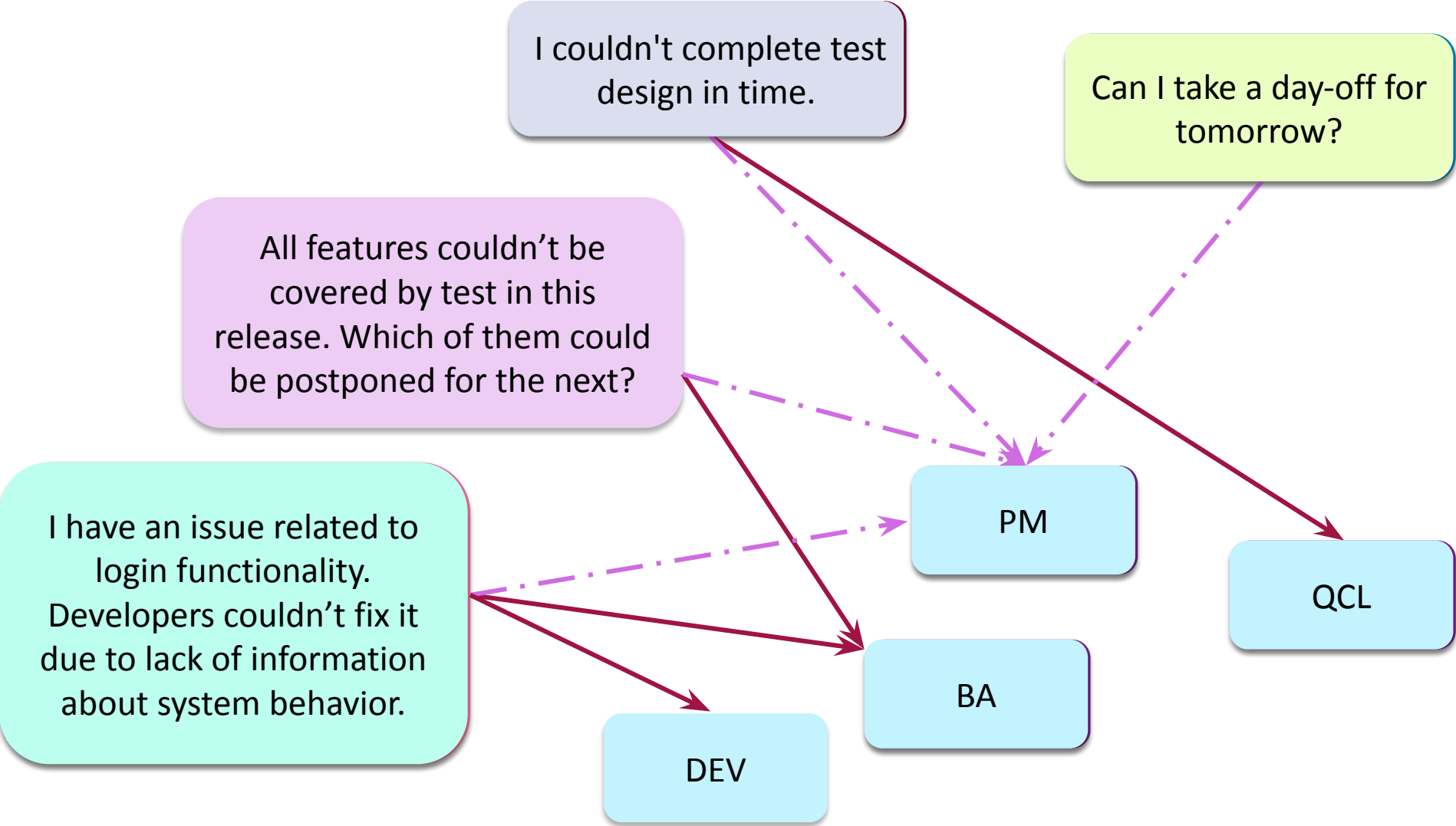
QC responsibilities through the Test Process



QC levels at SoftServe



Interaction between team members



Revision History

Version	Date	Remark	Author
v.1	September, 2014		M. Harasym
v.2	October, 2018	Update according to new ISTQB Standard	V. Ryazhska

Thank you

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