

GRMA

Governance Module

GCA Functions

User Role tested: **Risk Assessor, Task User, Risk Controller, Management, Process owner**

28.02.2025

Risk Assessor: Banesh logged in

Please add the Assessment ID in addition to Assessment Name

List of Internal Assessments Scheduled

Entity Name	Unit Location	Assessment Na...	Assessment Ty...	Assessment Su...	Competency Ca...	Assessor Name	Assessment St...	Scheduled Freq...	Assessment Start ...	Assessment End D...	Assessment Reque...	Actions
ProBuds Strategy ...	Greater Noida	22.02 Mix Template	Practice Assessm...	POSH Awareness	Level of Understan...	Banesh Vardhan	Assessment Sche...	1 Weekly	22 Feb 2025	23 Feb 2025	22 Feb 2025	<button>View</button>
ProBuds Strategy ...	Greater Noida	22.02 Mix Template	Practice Assessm...	POSH Awareness	Level of Understan...	Banesh Vardhan	Assessment Sche...	1 Weekly	22 Feb 2025	23 Feb 2025	22 Feb 2025	<button>View</button>
ProBuds Strategy ...	Greater Noida	22.02 Mix Template	Practice Assessm...	POSH Awareness	Level of Understan...	Banesh Vardhan	Assessment Sche...	1 Weekly	01 Mar 2025	02 Mar 2025	22 Feb 2025	<button>View</button>
ProBuds Strategy ...	Greater Noida	22.02 Mix Template	Practice Assessm...	POSH Awareness	Level of Understan...	Banesh Vardhan	Assessment Sche...	1 Weekly	01 Mar 2025	02 Mar 2025	22 Feb 2025	<button>View</button>
ProBuds Strategy ...	Greater Noida	22.02 Mix Template	Practice Assessm...	POSH Awareness	Level of Understan...	Banesh Vardhan	Assessment Sche...	1 Weekly	08 Mar 2025	09 Mar 2025	22 Feb 2025	<button>View</button>
ProBuds Strategy ...	Greater Noida	22.02 Mix Template	Practice Assessm...	POSH Awareness	Level of Understan...	Banesh Vardhan	Assessment Sche...	1 Weekly	08 Mar 2025	09 Mar 2025	22 Feb 2025	<button>View</button>
ProBuds Strategy ...	Greater Noida	22.02 Mix Template	Practice Assessm...	POSH Awareness	Level of Understan...	Banesh Vardhan	Assessment Sche...	1 Weekly	15 Mar 2025	16 Mar 2025	22 Feb 2025	<button>View</button>
ProBuds Strategy ...	Greater Noida	22.02 Mix Template	Practice Assessm...	POSH Awareness	Level of Understan...	Banesh Vardhan	Assessment Sche...	1 Weekly	15 Mar 2025	16 Mar 2025	22 Feb 2025	<button>View</button>
ProBuds Strategy ...	Greater Noida	22.02 Mix Template	Practice Assessm...	POSH Awareness	Level of Understan...	Banesh Vardhan	Assessment Sche...	1 Weekly	22 Mar 2025	23 Mar 2025	22 Feb 2025	<button>View</button>
ProBuds Strategy ...	Greater Noida	22.02 Mix Template	Practice Assessm...	POSH Awareness	Level of Understan...	Banesh Vardhan	Assessment Sche...	1 Weekly	22 Mar 2025	23 Mar 2025	22 Feb 2025	<button>View</button>
ProBuds Strategy ...	Greater Noida	22.02 Mix Template	Practice Assessm...	POSH Awareness	Level of Understan...	Banesh Vardhan	Assessemnt Initi...	1 Weekly	29 Mar 2025	30 Mar 2025	22 Feb 2025	<button>View</button>
ProBuds Strategy ...	Greater Noida	22.02 Mix Template	Practice Assessm...	POSH Awareness	Level of Understan...	Banesh Vardhan	Assessment Sche...	1 Weekly	29 Mar 2025	30 Mar 2025	22 Feb 2025	<button>View</button>

Scheduled Assessments are getting Repeated multiple times (may be based on the number of Users mapped). It should appear once based on the Assessment ID

Validation Issue: This Assessment was scheduled on 22nd Feb with Start Date of 22nd Feb and End Date of 23rd Feb. When tested on 28th Feb, the status still shows – “Assessment Scheduled”, rather than “Assessment Expired” (as no User attempted it)

Risk Assessor: Banesh logged in

The screenshot shows a software interface with a sidebar on the left containing various navigation items. The 'Monitored Assessments' item is highlighted with a red oval. A modal window titled 'Monitored Assessments' is open, showing a table of scheduled assessments. A yellow callout box with a red border points to the table header, listing two types of assessments: 'Assessment Scheduled' and 'Assessment In Progress'. Another yellow callout box with a red border points to the status column of the table, which shows 'Assessment Compl...' and 'Assessment Schedu...'. A large red box highlights a validation issue in the bottom right corner of the table area, stating: 'Validation Issue: This Assessment was scheduled on 22nd Feb with Start Date of 22nd Feb and End Date of 23rd Feb. When tested on 28th Feb, the status still shows – “Assessment Scheduled”, rather than “Assessment Expired” (as no User attempted it)'. The bottom right corner of the page also shows a page number 'Page 1 of 1 (8 items)' and a navigation bar.

Feb itself, then why it appears here for modification?
Only Assessments that can appear here are:

- Assessment Scheduled (changes would reflect only to those Users who have not attempted this)
- Assessment In Progress (changes would reflect only to those Users who have not attempted this)

Drag a column header here to group by that column

Scheduled Asses...	Assessor Name	Assessment ID	Start Date	End Date	Name of Assess...	Created Date	status
internal One time	Shyam Kumar	202558948	22 Feb 2025	22 Feb 2025	22.02 Test Template	22 Feb 2025	Assessment Compl...
internal Repeat freq...	Kavya	202517789	22 Feb 2025	23 Feb 2025	22.02 Mix Template	22 Feb 2025	Assessment Schedu...
internal Repeat freq...	Kavya	202566295	01 Mar 2025	02 Mar 2025	22.02 Mix Template	22 Feb 2025	Assessment Schedu...
internal Repeat freq...	Kavya	202596704	08 Mar 2025	09 Mar 2025	22.02 Mix Template	22 Feb 2025	Assessment Schedu...
internal Repeat freq...	Kavya	202596705	08 Mar 2025	09 Mar 2025	22.02 Mix Template	22 Feb 2025	Assessment Schedu...
internal Repeat freq...	Kavya	202596706	08 Mar 2025	09 Mar 2025	22.02 Mix Template	22 Feb 2025	Assessment Schedu...
internal Repeat freq...	Kavya	202596707	08 Mar 2025	09 Mar 2025	22.02 Mix Template	22 Feb 2025	Assessment Schedu...
internal Repeat freq...	Kavya	202596708	08 Mar 2025	09 Mar 2025	22.02 Mix Template	22 Feb 2025	Assessment Schedu...
internal Repeat freq...	Kavya	202596709	08 Mar 2025	09 Mar 2025	22.02 Mix Template	22 Feb 2025	Assessment Schedu...
internal Repeat freq...	Kavya	202596710	08 Mar 2025	09 Mar 2025	22.02 Mix Template	22 Feb 2025	Assessment Schedu...

Validation Issue: This Assessment was scheduled on 22nd Feb with Start Date of 22nd Feb and End Date of 23rd Feb. When tested on 28th Feb, the status still shows – “Assessment Scheduled”, rather than “Assessment Expired” (as no User attempted it)

Page 1 of 1 (8 items) < 1 >

Task User: Supali logged in

The screenshot shows a user interface for managing assessments. On the left, there's a sidebar with icons for GCT Reports, GCA Reports, Document Awareness, Begin Assessment, Manage assessment (which is currently selected), and Assessment Result. The main area is titled 'My Assessments' and contains a table of assessment details. The table has columns for Assessment ID, Type Name, Sub Type, Competence, Assessor, Version No., Objective, Message, Start Date, End Date, and Assessee. There are two rows of data:

Assessment ID	Type Name	Sub Type	Competence	Assessor	Version No.	Objective	Message	Start Date	End Date	Assessee
22.02 Mix Te...	Practice Ass...	POSH Aware...	Level of Und...	Banesh Vard...	1	This is the O...	This message...	29 Mar 2025	30 Mar 2025	22 Feb 2025
22.02 Mix Te...	Practice Ass...	POSH Aware...	Level of Und...	Banesh Vard...	1	This is the O...	This message...	05 Apr 2025	05 Apr 2025	22 Feb 2025

Two validation issues are highlighted with red boxes and arrows pointing to specific dates in the table:

- A red box surrounds the 'Start Date' column for the first row, with a callout text: "Validation Issue: This Assessment was scheduled on 22nd Feb with Start Date of 29th Mar and End Date of 30th Mar. When tested on 22nd Feb , the application allowed this Assessment to be attempted before Due Date. The Application should not allow the User to attempt any Assessment that is Not Due yet".
- A red box surrounds the 'Start Date' column for the second row, with a callout text: "Validation Issue: This Assessment was scheduled on 22nd Feb with Start Date of 05th Apr and End Date of 05th Apr. When tested on 22nd Feb , the application allowed this Assessment to be attempted before Due Date. The Application should not allow the User to attempt any Assessment that is Not Due yet".

Validation Issue: This Assessment was scheduled on 22nd Feb with Start Date of 29th Mar and End Date of 30th Mar. When tested on 22nd Feb , the application allowed this Assessment to be attempted before Due Date. The Application should not allow the User to attempt any Assessment that is Not Due yet

Validation Issue: This Assessment was scheduled on 22nd Feb with Start Date of 05th Apr and End Date of 05th Apr. When tested on 22nd Feb , the application allowed this Assessment to be attempted before Due Date. The Application should not allow the User to attempt any Assessment that is Not Due yet

Task User: Supali logged in

My Assessments Review

Select Assessment
22.02 Test Template

1 Select Assessment Concluded

2 Analyse Own Result

Basic Details of Assessment

Name of Assessor
Supali Dev

Assessment Start Date
22-02-2025

Assessment Type
Sample Assessment

Assessment Due Date
22-02-2025

Score Awarded Against : Overall Competency Check Level Subject/Topic

Drag a column header here to group by that column

User Name Total Questions Total Answered Questions Time Taken Over all Score Score Indicator key Improvement Indicator Name

No data

Search...

Score Analysis Data not showing under “Overall” Tab.

Scoring calculation logic discussed with Vishnu

Task User: Supali logged in

The screenshot shows the ProBuds Strategy Consulting application interface. On the left, there's a sidebar with various navigation options: GCT Reports, GCA Reports, Document Awareness, Begin Assessment, Manage assessment, and Assessment Result. The 'My Assessments' option is currently selected. The main area is titled 'My Assessments Review' and shows a progress bar for 'Select Assessment Concluded'. A dropdown menu indicates '22.02 Test Template'. Below the progress bar, there's a 'Remarks' input field. A large orange arrow points upwards from a text callout to this 'Remarks' field. A red circle highlights the 'Remarks' field. A red box encloses the text: 'Missing Fields: The Overall Score Indicator and Key Improvements fields are missing here. They need to be put together along with the Remarks column'. Another red arrow points from the 'Score Indicators' section (which contains the word 'Disappointing') to the 'Key Improvements' section (which contains 'Select Key Improvements Need More Clarity'). The 'Key Improvements' section is also circled in red. At the bottom right, there's a 'Back' button and a 'Enter Remarks' input field.

Missing Fields: The Overall Score Indicator and Key Improvements fields are missing here. They need to be put together along with the Remarks column

No. of Users with Key Result / Improvement

Score Indicators

Disappointing

Key Improvements

Select Key Improvements
Need More Clarity

Remarks

Enter Remarks

Back

The screenshot shows a user interface for 'ProBuds Strategy Consulting' in New Delhi. On the left, a sidebar menu lists various assessment-related tasks. A red circle highlights the 'My Mitigation Tasks' button at the bottom of this list. A red arrow points from this button to a red-bordered callout box containing the following text:

Why does this appear in Malini's
"My Mitigation Tasks" window.
Then, no data also shows.
Please explain the flow here

The main content area displays a table titled 'My Mitigation Tasks'. A red circle highlights the 'Assessment Na...' column header. Another red arrow points from this circle to the same text in the callout box. The table has columns for Assessment Name, TrackerID, Assessment Type, Assessment Sub..., Version-No, Competency Skill..., Assessment Due..., Tentative Due Date, Suggested Documentary Supp..., Management Remarks, and Actions. One row is visible, showing '22.02 Test Template' in the Assessment Name column and '609' in the TrackerID column.

Management User: Varun logged in

Please add the Assessment ID in addition to Assessment Name

ProBuds Strategy Consulting
New Delhi

Select Assessment Commented

Select one Assessment
22.02 Test Template

Acknowledge Suggestive Action(s)

GCA Reports
GGT Governance
Document Awareness
Published Document Listing
Assessment Template Library
Governance Question Bank
Begin Assessment
Manage assessment
Assessment Result

Drag a column header here to group by that column

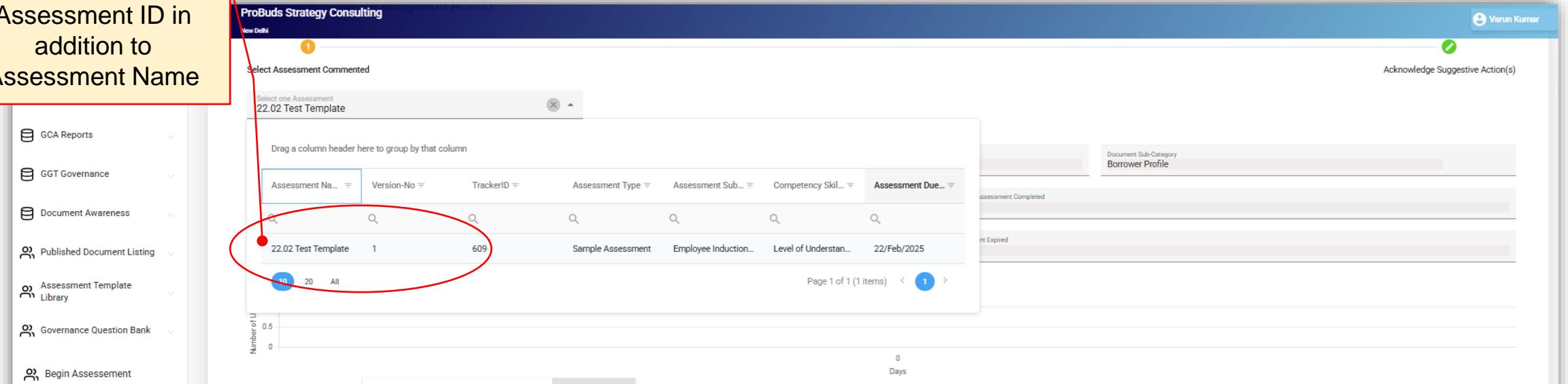
Assessment Na...	Version-No	TrackerID	Assessment Type	Assessment Sub...	Competency Skil...	Assessment Due...
22.02 Test Template	1	609	Sample Assessment	Employee Induction...	Level of Understan...	22/Feb/2025

Page 1 of 1 (1 items) < 1 >

Number of U 0.5
0

Days 0

Score Awarded Against : Overall Competency Check Level Subject/Topic



Data is showing for “Unattempted Assessment”, whereas the Management Input required should be shown for “Attempted”/“Concluded” Assessments

Users with Key Result / Improvement Areas

Indicators

Key Improvements

Remarks

Management Input for Mitigation Action

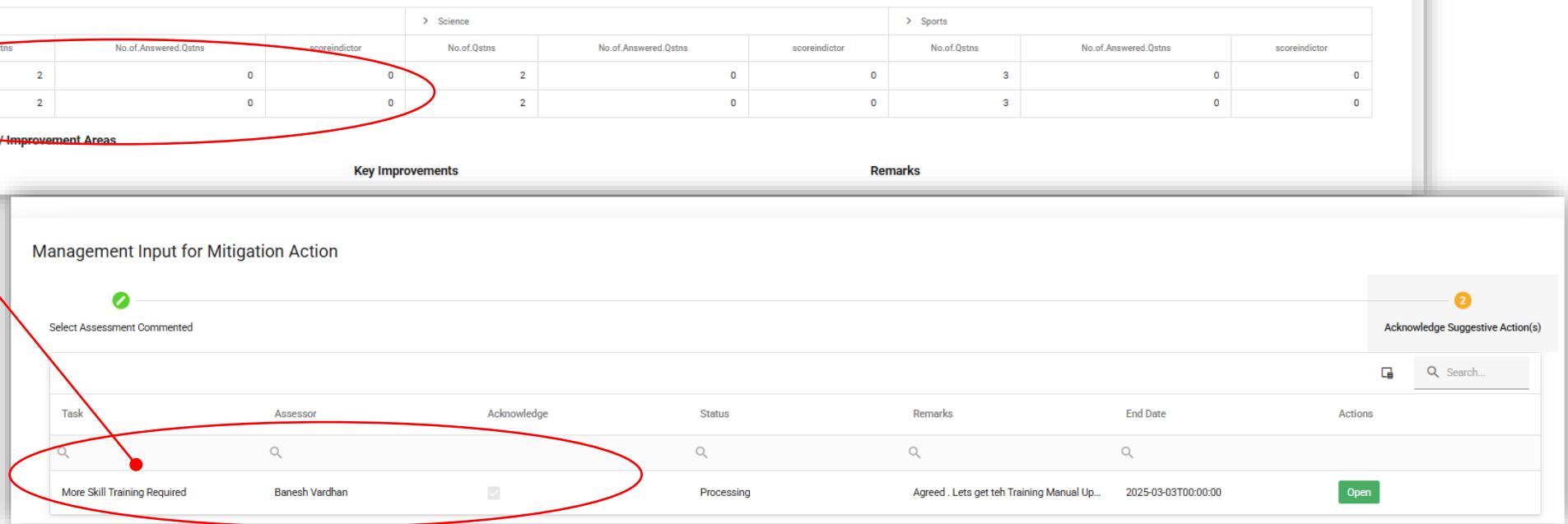
Select Assessment Commented

Acknowledge Suggestive Action(s)

Search...

Task Assessor Acknowledge Status Remarks End Date Actions

More Skill Training Required Banesh Vardhan Processing Agreed. Lets get teh Training Manual Up... 2025-03-03T00:00:00 Open



Process Owner: Tamesh logged in

The screenshot shows a software application interface with a sidebar on the left containing various menu items. The main area displays a 'Selected Task Details' dialog box. The dialog contains fields for Task (More Skill Training Required), Status (Assigned), Assessor (Banesh Vardhan), Requested by (Malini K), Mitigation Comments (Agreed . Lets get teh Ti), Tentative Due Date (2025-03-31T00:00:00), and Suggested Remarks (Updated Training Manual has been attached. Task Completed from my side). A modal window is overlaid on the dialog, displaying the message 'Error Saving Data.' with an 'Ok' button. A red arrow points from a callout box in the top right corner to the 'Ok' button. A red oval highlights the 'Submit' button at the bottom right of the dialog.

Selected Task Details

Task: More Skill Training Required

Status: Assigned

Assessor: Banesh Vardhan

Requested by: Malini K

Mitigation Comments: Agreed . Lets get teh Ti

Tentative Due Date: 2025-03-31T00:00:00

Upload File: Choose file GCT - Client Suggestive changes.pdf

Suggested Remarks: Updated Training Manual has been attached. Task Completed from my side

Ok

Error came while "Submit" was selected

Close Submit

My Mitigation Tasks

- GCT Reports
- GCA Reports
- Document Awareness
- Governance Assessment
- Assessment Template Library
- Governance Question Bank
- Scheduled Assessment
- Begin Assessment
- Manage assessment
- Assessment Result
- Assessment Mitigation

CRC – Malini Window:
Change the Label to
“Risk Controller Mitigation Remarks”

Selected Task Details

Task: More Skill Training Required

Assessor: Banesh Vardhan

Acknowledge Remarks: Agreed . Lets get teh Training Manual Updated

Action Required: Mitigation Action Required

Management Input Required: Yes

Assign Responsibility: Tamesh Jairam

Suggestive Documents: Updated Training Manual

Replace the Word – Task with “Mitigation Task”

Submit

Selected Task Details

Task: More Skill Training Required

Assessor: Banesh Vardhan

Status: Processing

End Date: 2025-03-03T00:00:00

Action Required: Mitigation Action Required

Tentative End Date: 3/31/2025

Add Remarks

I too Agree with CRC. Training Manual needs updati

Close **Submit**

Management – Varun Window:
Change the Label to
“Management Remarks”

Add New Task

Task: External Consultant must be taken onboard for better results

Close **Submit**

**CRC- Malini added this Task also, but it did not show anywhere.
Please explain the flow here.**

Selected Task Details

Task: More Skill Training Required

Status: Assigned

Mitigation Comments: Agreed . Lets get teh Training Manual Updated

Tentative Due Date: 2025-03-31T00:00:00

Upload File: Choose file GCT - Client Suggestive changes.pptx

Suggested Remarks

Updated Training Manual has been attached. Task Completed from my side

Close **Submit**

Process Owner – Tamesh Window:
Change the Label to
“Task Completion Remarks”

