

The Roles of

Test Manager

and

Tester

Overall responsibility for test process and successful leadership of the test activities.

- Develop / review a **test policy** and **test strategy** for the organization
- **Plan the test activities** considering the context, understanding the test objectives and risks: selecting test approaches, estimating test time, effort and cost, acquiring resources, defining test levels and test cycles, planning defect management, etc.
- Write and update the test plans
- **Coordinate** the test plans with project managers, product owners, and others
- **Share testing perspectives** with other project activities, such as integration planning
- **Initiate** the **analysis, design, implementation, and execution of test, monitor** test progress and results, check the status of exit criteria and **facilitate test completion activities**
- Prepare and deliver test progress reports and test summary reports
- **Adapt planning** based on test results and progress, take any actions necessary for **test control**
- Support setting up the **defect management system** and adequate **configuration management** of testware
- Introduce **suitable metrics** for measuring test **progress**, evaluating the **quality** of testing and the product
 - Support the selection and implementation of **tools for supporting the test process**: recommending the budget for tools selection and purchase / support, allocating time and effort for pilot projects, providing continuing support for the selected tools use, etc.
 - **Decide** about the implementation of **test environments**
- **Promote** and **advocate** the testers, the test team, and the test professionals within the organization
- **Develop the skills and careers of testers** through training plans, performance evaluation, coaching

- Review and **contribute to test plans**
- Analyze, review, and **assess test basis**: requirements, user stories and acceptance criteria, specifications, and models for testability
- Identify and **document test conditions**, and **capture traceability** between test cases, test conditions, and the test basis
- Design, set up, and verify **test environments** (coordinating with system administration and network management, if necessary)
- Design and implement **test cases** and **test procedures**
- Prepare and acquire **test data**
- 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 developer or test automation expert)
- **Evaluate non-functional characteristics** such as performance efficiency, reliability, usability, security, compatibility, and portability
- Review tests developed by others

The role might be performed by:

- professional test manager
- project manager
- development manager
- QA manager
- test coach (in case of test management outsourcing)
- Agile team / tester working within the team (in Agile development)

The role might be performed by:

- developers (at component testing level)
- business analyst, subject matter experts, users (at acceptance test level)
- independent test team (at system test level and system integration test level)
- operations and / or system administration staff (at operational acceptance test level)