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| **OBSERVATION RECORD** | |
| **Candidate name:** |  |
| **Assessor Name:** |  |
| **Unit of competency:** | *Client Project* |
| **Workplace context** | *Institute of Technology Australia* |
| **Date of assessment:** |  |
| **Brief description of task:** | *You have 1 week to complete the following tasks* |

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| **Did the candidate perform the following skills:** | | **Yes** | **No** | **Comments** |
| Objective of the Test   * Purpose * Requirement and expectation   Testing Approach   * What and how was it tested * Outline the steps to achieve the task   Areas Tested   * Test the various functionalities of the website * Prepare a test template   Example - Home page links, icons, navigation and other functionality testing of the website  Areas not tested   * The areas not tested may include the non functionality   Platform details   * Where and what browser it was tested   Final testing closure document   * Email confirmation sent to all the key users of the website | |  |  |  |
| The candidate’s performance was: | **Satisfactory** | **Not Yet Satisfactory** | | |
| **Feedback to candidate** | | | | |
| *This signature confirms candidate agreement that the above record is a true reflection of the task performed.*  **Candidate signature: Date:** | | | | |
| *This signature confirms that the candidate has demonstrated competence in the practical performance and theoretical understanding of the observed task.*  ***Assessor/s Name and Signature:* Date:** | | | | |