# Test Manager

## Definition

**# Source**: **Chatgpt (GPT-5-Standard) at [8/22/2025]**

The **Test Manager** is the person responsible for **planning, coordinating, monitoring, and controlling all testing activities** within a project. This role focuses on **ensuring the testing process meets project objectives, quality standards, and timelines**.

## Key Responsibilities

**# Source**: **Chatgpt (GPT-5-Standard) at [8/22/2025]**

1. **Test Planning**
   * Define the **test strategy, scope, objectives, and schedule**.
   * Identify required **resources, tools, and environments**.
2. **Test Team Management**
   * Allocate tasks to **testers, leads, and analysts**.
   * Monitor **team performance** and provide guidance.
3. **Test Monitoring and Control**
   * Track **test progress, defects, and coverage**.
   * Report **metrics and status** to stakeholders.
   * Take corrective actions if **testing falls behind schedule**.
4. **Risk Management**
   * Identify **testing risks** and plan mitigation strategies.
5. **Quality Assurance and Compliance**
   * Ensure testing follows **standards, processes, and regulatory requirements**.
   * Verify that **test deliverables** (plans, reports, scripts) are complete.
6. **Stakeholder Communication**
   * Communicate **status, risks, and test results** to project managers, business stakeholders, and QA leadership.

## Skills Required

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* Strong **leadership and people management** skills.
* **Project management** knowledge (scheduling, resource allocation).
* **Risk assessment** and problem-solving.
* Familiarity with **test management tools** (e.g., JIRA, TestRail, HP ALM).
* Good understanding of **software development and testing life cycle**.

## Deliverables / Outputs

**# Source**: **Chatgpt (GPT-5-Standard) at [8/22/2025]**

* **Test Plan**
* **Test Strategy Document**
* **Test Progress Reports / Metrics**
* **Defect Summary Reports**
* **Test Completion/Sign-off Reports**

## Shortcut to Remember:

**# Source**: **Chatgpt (GPT-5-Standard) at [8/22/2025]**

**Test Manager = Plans + Leads + Monitors + Reports**