ANALYZING AND REPORTING THE RESULTS

INTRODUCTION

- Two types of reports :

  Interim test reports and final reports.

- Reports are used to make effective business decisions.
- Testers provide management with the independent assessment of the status of the project.

CONCERNS

- Test results will not be available when needed.
- Test information is inadequate.
- Test status is not delivered to the right people.

WORK BENCH

- INPUT : Test Plans, Expected processing results and data collected during testing (Test results).
- DO : Report project status.

  Report interim test results.

  Report final test results.
- CHECK : Do reports fairly represent status ?
- OUTPUT : Test report.

INPUT

- Test plan and project plan.
- Expected processing results.
- Data collected during testing.

  (4 categories of data) - test results data, test transactions and test events, defects & efficiency
- Storing data collected during testing.

REPORT THE SOFTWARE STATUS

- **Summary status report** - provides a general view of all the software components.
- **Project status report** - detailed information about a specific project component.
- Both reports are designed to present information clearly and quickly.

REPORT THE SOFTWARE STATUS

- TWO INPUTS - Measurement units and Process requirements
- Reliable measurement units established by IT and used by management as an integral part of the decision making process.
- Process requirements include functional, quality and constraint attributes.

REPORT THE SOFTWARE STATUS

SIX SUBTASKS:

- Establishing a measurement team
- Creating an inventory of existing project measurements
- Developing a consistent set of project metrics
- Defining process requirements
- Developing and implementing the process
- Monitoring the process

Establishing a measurement team

- Team includes individuals who
  1. Have a working knowledge of quality and productivity measurements
  2. Are knowledgeable in implementation of statistical process control tools
  3. Have a working understanding of benchmarking techniques
  4. Knows the organization's goals and objectives
  5. Are respected by the peers and management

Creating an inventory of existing project measurements

- Formal inventory - a systematic and independent review of all existing measurements and metrics
- Introductory meeting agenda :
  1. Introduce all members
  2. Review scope and objective of the inventory process
  3. Summarize the inventory processes to be used
  4. Establish communication channels
  5. Confirm inventory schedule with major target dates

Creating an inventory of existing project measurements

Activities involved are :

1. **Review all measurements**
2. **Document all findings**
3. **Conduct interviews to determine what and how measurement data is captured and processed**

Developing a consistent set of project metrics

- To enable senior management to quickly access the status of each project, a list of consistent measurements is developed.

DEFINING PROCESS REQUIREMENTS

- Major criteria includes :
  1. **A description of the desired output reports**
  2. **A description of common measurements**
  3. **Source of common measurements and associated software tools to capture data**
  4. **A determination of how the data will be stored (centralized or segregated)**

DEVELOPING AND IMPLEMENTING THE PROCESS

1. Document the work flow of data capture and reporting process.
2. Procure the software tools to capture, analyze and report data.
3. Develop and test system and user documentation.
4. Beta test the process using a small to medium sized project.
5. Resolve all management and project problems.
6. Conduct training sessions on how to use the process and interrelate the reports.
7. Roll out the process across all project lines.

MONITORING THE PROCESS

- **Summary status report** - 4 sections

1. Report Date information
2. Project information
3. Timeline information - T, S & B status
4. Legend information - Green, yellow and red

PROJECT STATUS REPORT

- 6 SECTIONS

1. Vital project information
2. General information
3. Project/Activities chart
4. Essential elements
5. Legend information
6. Project highlights information

REPORT FINAL TEST RESULTS

- Individual project report
- Integration test report
- System test report
- Acceptance test report

OUTPUT

- Task 1 : Project status reports
- Task 2 : Interim test reports
- Task 3 : Final test reports