



**Australian Government**

# **ICTSAS525 Develop and conduct client acceptance tests**

**Release: 1**

# ICTSAS525 Develop and conduct client acceptance tests

## Modification History

| Release   | Comments                                                                                                     |
|-----------|--------------------------------------------------------------------------------------------------------------|
| Release 1 | This version first released with ICT Information and Communications Technology Training Package Version 6.0. |

## Application

This unit describes the skills and knowledge required to plan and conduct acceptance testing as part of a process whereby clients will determine whether to accept the system.

It applies to experienced individuals working in a range of Information and Communications Technology (ICT) environments, who apply specialised and technical knowledge in the development of strategic initiatives and in performing and organising others to complete complex technical operations.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

## Unit Sector

Systems administration and support

## Elements and Performance Criteria

| ELEMENT                                               | PERFORMANCE CRITERIA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|-------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>Elements describe the essential outcomes.</i>      | <i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 1. Identify acceptance criteria and develop test plan | <ul style="list-style-type: none"><li>1.1 Review system requirements documentation and project plans and identify mandatory system objectives, optional criteria and conditions for system acceptance</li><li>1.2 Develop and document test plan according to organisational and system requirements</li><li>1.3 Review and validate test plan according to mandatory criteria, conditions and system objectives</li><li>1.4 Document test plan review findings and submit to required personnel</li><li>1.5 Schedule acceptance test and notify required personnel according to organisational policies and procedures</li></ul> |

| ELEMENT                       | PERFORMANCE CRITERIA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2. Perform functional testing | <ul style="list-style-type: none"><li>2.1 Prepare test environment according to organisational and task requirements</li><li>2.2 Perform testing according to test plan and task requirements</li><li>2.3 Execute each test cycle according to test plan</li><li>2.4 Document all errors, difficulties and problems according to task requirements</li></ul>                                                                                                                                                     |
| 3. Validate test results      | <ul style="list-style-type: none"><li>3.1 Identify and document performance discrepancies and corrections according to organisational policies, procedures and timeframes</li><li>3.2 Submit documentation to required personnel and seek feedback</li><li>3.3 Respond to feedback and reschedule required code changes and modifications</li><li>3.4 Document modifications and required code changes and submit to required personnel</li><li>3.5 Obtain final task sign off from required personnel</li></ul> |

## Foundation Skills

*This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.*

| SKILL              | DESCRIPTION                                                                                                                                                                                                                                                                                  |
|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Numeracy           | <ul style="list-style-type: none"><li>• Uses mathematical equations to calculate financial and technical data and to organise schedules</li><li>• Interprets, analyses and documents numerical and technical system data</li></ul>                                                           |
| Oral communication | <ul style="list-style-type: none"><li>• Uses listening and questioning techniques to confirm testing arrangements and convey technical information using relevant industry language for intended audience</li></ul>                                                                          |
| Reading            | <ul style="list-style-type: none"><li>• Interprets and analyses textual information and data from a range of sources to determine necessary testing and actions</li></ul>                                                                                                                    |
| Writing            | <ul style="list-style-type: none"><li>• Prepares required workplace documentation detailing test plan, findings and all problems and modifications using required language</li></ul>                                                                                                         |
| Teamwork           | <ul style="list-style-type: none"><li>• Selects, implements and manipulates communications systems, processes and practices for maximum impact</li><li>• Uses a variety of relevant communication tools and strategies in building and maintaining effective working relationships</li></ul> |

| SKILL                   | DESCRIPTION                                                                                                                                                                                                                                                                                                   |
|-------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                         | <ul style="list-style-type: none"><li>• Influences and fosters a collaborative culture and facilitates a sense of commitment and workplace cohesion</li></ul>                                                                                                                                                 |
| Planning and organising | <ul style="list-style-type: none"><li>• Plans strategic priorities and outcomes within a flexible, efficient and effective context in a diverse environment exposed to competing demands</li></ul>                                                                                                            |
| Problem solving         | <ul style="list-style-type: none"><li>• Gathers and analyses data and seeks feedback to improve plans and processes</li><li>• Addresses complex problems involving multiple variables, using formal analytical, lateral thinking techniques, experience and knowledge to focus in on the root cause</li></ul> |
| Self-management         | <ul style="list-style-type: none"><li>• Identifies and acts on issues that contravene relevant policies, procedures and legal requirements</li></ul>                                                                                                                                                          |
| Technology              | <ul style="list-style-type: none"><li>• Uses digital technologies to manage business operations and actively investigates new technologies for strategic and operational purposes</li></ul>                                                                                                                   |

## Unit Mapping Information

Supersedes and is equivalent to ICTSAS504 Develop and conduct client acceptance test and ICTTEN504 Acceptance test new systems and equipment.

## Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a53af4e4-b400-484e-b778-71c9e9d6aff2>