



Australian Government

DEFTST002 Prepare testing and evaluation processes

Release: 1

DEFTST002 Prepare testing and evaluation processes

Modification History

Release	Comments
1	This unit was released in DEF Defence Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to DEFTE002A Prepare testing and evaluation processes. • Unit code updated • Content and formatting updated to comply with the new standards • All PC transitioned from passive to active voice • PC 1.6, 2.3 and 3.2 revised

Application

This unit describes the skills required to prepare for a test and evaluation process. It includes the requirement to establish the testing process, to integrate the testing processes and to develop, review and maintain the test plan.

This unit was developed for Defence test and evaluation workers, but is applicable to any individuals who work in this field.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to.

Those undertaking this unit would work independently or as part of a team, under direct and indirect supervision, use discretion and judgement, and take responsibility for the quality of their output. They would perform sophisticated tasks in a range of contexts.

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

Competency Field

Testing

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Establish test and evaluation processes	1.1 Confirm drivers for the test and evaluation with stakeholders. 1.2 Develop test plan in accordance with direction from Test and Evaluation Master Plan. 1.3 Determine test methods by consideration of resource constraints, environmental constraints, evidence requirements, existing capabilities and their compatibility with existing procedures. 1.4 Brief and negotiate with stakeholders to obtain endorsement for testing process. 1.5 Obtain resources. 1.6 Review and analyse scope and objectives. 1.7 Develop a strategy establishing work breakdown structures in order to implement testing process. 1.8 Identify and establish testing infrastructure. 1.9 Identify and establish safety systems and procedures. 1.10 Identify and obtain specialist and technical support relevant to the testing. 1.11 Maintain security and confidentiality of data. 1.12 Establish governance structure and processes as detailed in test plan.
2. Conduct start up activities	2.1 Refine test plans in consultation with steering committee and team members, and include precise details for schedules of activities, milestones and resources. 2.2 Establish and maintain required systems throughout the process in accordance with the complexity of the testing and in line with test plan. 2.3 Confirm team members' understanding of testing and evaluation and commitment to fulfilling the requirements. 2.4 Confirm team members' roles and responsibilities for the duration of the process. 2.5 Utilise and apply management tools to achieve outcomes.
3. Manage test and evaluation preparedness	3.1 Integrate all aspects of testing and related processes and establish links to ensure objectives are met in accordance with test plan. 3.2 Establish consultation and reporting mechanisms in accordance with test plan. 3.3 Consult with staff and contractors regularly to discuss progress

	and to ensure effective results. 3.4 Monitor integration, and review and amend management plans and any related contracts as appropriate, with results reported in accordance with mechanisms identified in test plan. 3.5 Establish ongoing progress monitoring processes against agreed milestones in accordance with test plan, to provide a measure of performance throughout the life of the testing process. 3.6 Plan and establish programmed review of objectives and achievement in accordance with test plan.
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Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy NA				

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to DEFTE002A Prepare testing and evaluation processes.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6bdbab1e-11ed-4bc9-9cba-9e1a55d4e4a9>

Companion Volume implementation guides are found in VETNet -

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Assessment Requirements for DEFTST002 Prepare testing and evaluation processes

Modification History

Release	Comments
1	These Assessment Requirements were released in DEF Defence Training Package release 1.0 and meet the Standards for Training Packages. Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- using management techniques related to testing and evaluation that may be reasonably complex in terms of scope; degree of risk; environmental, political, cultural and social factors that apply; consequences of failure; degree of control
- using management tools suited to implementing testing processes
- using public relations strategies to promote and gain endorsement

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- approval processes
- change management
- cost schedule control systems
- integrated logistics support
- legislation, organisational policy and procedures that may impact on the test and evaluation process
- management tools suited to planning testing and evaluation processes
- principles relating to the planning phase of testing and evaluation processes
- resource plans
- scheduling packages

- test and evaluation planning methods which may be reasonably complex in terms of scope; degree of risk; environmental, political, cultural and social factors that apply; consequences of failure; degree of control
- work breakdown structure (WBS)

Assessment Conditions

Competency should be assessed in an actual workplace or in a simulated environment, with access to equipment and infrastructure appropriate to the outcome. Competency should be demonstrated over time to ensure the candidate is assessed across a variety of situations.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

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