

## Levels and checkpoints

The levels for **Reporting** are typified as follows:

- **Controlled:** *The test team and stakeholders agree on what is reported and how, thus preventing a lack of information or an information overload.*
- **Efficient:** *Reporting is tuned to specific target groups to support the decision making process.*
- **Optimizing:** *Reporting provides information that can be used to optimize the software development lifecycle.*

Please find the checkpoints below.

### Controlled

1. The reporting contains aspects of time and/or costs, results and risks.
2. The reporting frequency and content matches the basic demands of stakeholders for the decision making process.
3. Reporting is done in writing.

### Efficient

1. Fulfilling the reporting demands of stakeholders, needed for an efficient decision making process, is balanced against the effort for providing it.
2. The reporting contains trends and recommendations concerning test process progress and project risks.
3. The reporting contains trends and recommendations concerning test goals and product risks.

### Optimizing

1. Reporting provides data and/or measurements that can be used for current and future improvements of the test process and the software development lifecycle.
2. The data and/or measurements for software process improvement are handed over to a line organization at the test project closure.

(Source: “TPI Next, Business Driven Test Process Improvement” ISBN 9072194977)

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