Initiative: What are you trying to do? Intervention: Specifically, what are you asking people to do? What is the change?

Smallest Change: What is the smallest level of involvement? Scope: Who needs to change?

Total # of Staff Impacted: # of staff Total # of Staff to Test: # of staff

Timeframe: Click here to enter a date.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Test Description** | **Test Plan** | **Testers** | **Lesson(s) Learned** | **Decision** | **Adaptation** |
| **1** | What will you ask your tester to do? What and how? | When and where? | Who? | What happened? | [ ] Adapt[ ] Adopt[ ] Abandon | What is the specific change needed? |
|  | What will you ask your tester to do? What and how? | When and where? | Who? | What happened? | [ ] Adapt[ ] Adopt[ ] Abandon | What is the specific change needed? |
| **3** | What will you ask your tester do? What and how? | When and where? | Who? | What happened? | [ ] Adapt[ ] Adopt[ ] Abandon | What is the specific change needed? |
| **4** | What will you ask your tester to do? What and how? | When and where? | Who? | What happened? | [ ] Adapt[ ] Adopt[ ] Abandon | What is the specific change needed? |

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