




CPUX-UR Checklist for the practical examination

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1 Introduction

This document contains the evaluation criteria for the practical examination for the Certified Professional for Usability and User Experience – Advanced Level "User requirements Engineering" (CPUX-UR). The evaluation criteria are used by the examiner to assess the responses in the practical examination taken by candidates who wish to receive CPUX-UR certification. This document can also be used to explain to parties with an interest in the exam how their CPUX-UR examination responses are evaluated.

Further information about the examination procedure for CPUX-UR is available in the document "Examination regulations CPUX-UR", see www.uxqb.org.

2 Legend

The tables on the following pages describe the evaluation criteria and the allocation of points for each assessment criterion for each task in the practical examination. The examiner enters the candidate's score and a comment about it in the last column.

3 Initial check of the delivered responses

With the initial check, the examiner determines whether the candidate has provided all the necessary examination responses. The initial check does not include an evaluation. If one of the following requirements for the examination responses is not met, the examiner should first decide whether a further evaluation of the examination responses is actually meaningful.

ID	Response	Yes/No	Examiner's comments
0a	Has the table in section 3.4 been supplemented with the as-is scenario for the non-documented interview question?		
0b	Have user groups been entered in the table in section 3.5?		
0c	Have user needs been entered in the table in section 3.6?		
0d	Have user requirements been entered in the table in section 3.6?		
0e	Has a task with preconditions, postconditions, sub-tasks and associated user requirements been entered in the table in section 3.7?		
0f	Have behavioural errors on the part of the interviewer been entered in the table in section 3.8?		

4 Reported as-is scenario for one question in the contextual interview

(Task 1 in the practical examination)

ID	Assessment criterion	Allocation of points	Comment/result
4a	Has the as-is scenario from the contextual interview (for the question in the interview checklist) been completed in full?	Up to 1/3 of the text, 1 point Up to 2/3 of the text, 2 points Up to 3/3 of the text, 3 points	
4b	Has only context information actually provided by the user been included, without the addition of artificially constructed information?	For each description that has not come from users, deduction of 1 point	

5 User groups identified in the as-is scenario

(Task 2 in the practical examination)

ID	Assessment criterion	Allocation of points	Comment/result
5	Have all the user groups been identified that appear in the social environment of the interviewed user?	For each user group, 3 points	

6 User needs identified in the as-is scenario

(Task 3 in the practical examination)

ID	Assessment criterion	Allocation of points	Comment/result
	Has the minimum number of user needs been correctly identified and formulated?		
6	For each user need that is valid and has been correctly phrased, i.e. <ul style="list-style-type: none"> prerequisite phrased as a state in terms of "needs to know" or "needs to have <resource>" or "needs to have <skill>" intended outcome phrased as a decision or activity that is enabled by the prerequisite (a maximum of 10 user needs is counted),	3 points for each user need that is valid and has been correctly phrased (30 points max.)	

Explanations:

- The as-is scenario contains a large number of identifiable user needs.
- The maximum amount of user needs from the perspective of the candidate shall be identified first.
- TEN of the identified user needs must be selected by the candidate for assessment by the examiner. The TEN user needs to be used for the assessment by the examiner must be marked with a double underline of the number of the respective user need, e. g. N3. Only the 10 user needs with a double underline will be used for the assessment by the examiner. In order to achieve the maximum number of 30 points in this examination task, the 10 double-underlined user needs will be assessed as follows:
 - A user need is valid if it can be identified in the as-is scenario and is not based on other assumptions and if it is not redundant with another already identified user need.
 - Each valid and correctly formulated user need is given THREE points, invalid user needs are given ZERO points.
 - A user need will be given ZERO points if it one of the following apply:
 - the user need cannot be traced back to the as-is scenario and is partly or fully based on assumptions or
 - the user need is redundant with another already identified user need or
 - the user need does not consist of a prerequisite in terms of "needs to know <information>" or "needs to have <resource> or <skill>" or
 - the user need does not consist of an intended outcome that it serves in terms of a specific decision or an activity that it enables
 - No user need can be allocated less than ZERO points

7 User requirements derived from the user needs

(Task 4 in the practical examination)

ID	Assessment criterion	Allocation of points	Comment/result
Have the user requirements been derived correctly?			
7	For each user requirement that is <ul style="list-style-type: none"> clearly assigned to a user need and can be derived from this user need and has been formulated correctly ("to be able to recognize ...", "to be able to select ...", "to be able to input ...") and is not immunized (i.e. does not contain statements of product attributes) (a maximum of 13 user requirements is counted)	3 points for each correct user requirement (39 points max.)	

Explanations:

- The maximum amount of user requirements from the perspective of the candidate shall be derived first.
- THIRTEEN of the derived user requirements must be selected by the candidate for assessment by the examiner. The THIRTEEN user requirements to be used for the evaluation by the examiner must be marked with a double underline of the number of the respective user requirement, e.g. UR5. Only the 13 user requirements that are double underlined will be used for the evaluation of this task by the examiner. The remaining user requirements will be used as part of the assessment in examination task 10.
- In order to achieve the maximum number of 39 points in this examination task, the 13 double-underlined user requirements will be assessed as follows:
 - A user requirement is valid if it is derived correctly from one of the 10 user needs with a double underline and is not redundant because of another already formulated user requirement.
 - Each valid and correctly formulated user requirement is given THREE points, invalid user requirements are given ZERO points.
 - A user requirement will be given ZERO points if
 - it is not clear from which user need the user requirement has been derived or
 - the user requirement cannot be derived from the referenced user need or
 - the user requirement does not specify what the user must be able to recognize, select or input or
 - has not been specified correctly according to the phrasing rules or
 - is immunized (i.e. contains statements of product attributes)

8 Contextual pre- and postcondition(s) for the task

(Task 5 in the practical examination)

ID	Assessment criterion	Allocation of points	Comment/result
	Have the contextual pre- and postcondition(s) for the task been stated appropriately?		
8a	Has (have) the contextual precondition(s) that trigger(s) this task been stated appropriately?	1 Point 0 points if inappropriately stated	
8b	Has (have) the intended outcome(s) ("contextual postcondition(s)" for this task been stated appropriately?	1 Point 0 points if inappropriately stated	

9 Task model for the task

(Task 6 in the practical examination)

ID	Assessment criterion	Allocation of points	Comment/result
	Have the subtasks been identified appropriately?		
6	Have the sub-tasks been specified completely?	1 point for each correct sub-task 1 point deduction for each incorrect sub-task(overall allocation of points never below zero)	

10 User requirements assigned to subtasks

(Task 7 in the practical examination)

ID	Assessment criterion	Allocation of points	Comment/result
	Have the user requirements been assigned correctly to the subtasks?		
7	Have all derived user requirements that can be assigned to one (or more) subtasks been correctly assigned? Note: All derived user requirements will be counted (double underlined and not underlined)	10 points maximum, if all user requirements, that can be assigned to the predefined task, have been correctly assigned to one or more subtasks. Note: The 10 points maximum do not correspond to the number of assigned user requirements.	

Explanations:

In this task, the quality of the assignment of the user requirements to subtasks is assessed. The quality of those user requirements that have not been double-underlined but assigned will not be assessed.

11 Identified behavioural errors of the interviewer

(Task 8 in the practical examination)

ID	Assessment criterion	Allocation of points	Comment/result
8	Have relevant methodological errors committed by the interviewer during the contextual interview been identified? (Maximum 4 errors are counted)	1 point for each methodological error	

12 Important changes compared to previous versions

Date, Version	Change
20-04-2022, Version 2.0	The assessment criteria in clauses 6, 7 und 10 have been updated for simplification.