

## KAIZENOVA TECHNOLOGIES LLC d/b/a TEK2KAREER

### Module Catalog

#### Module 1 — Software Quality Assurance (96 Hours)

This module is an instructional component of the **Software Quality Assurance & Automation Specialist Certificate** program.

It is **not** a stand-alone licensed program.

A state-licensed certificate is issued **only after completing both Module 1 and Module 2** of the full certificate program.

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### MODULE OVERVIEW

Module 1 of the Software Quality Assurance & Automation Specialist Certificate provides a complete foundation in manual software testing, QA processes, and Agile quality practices used across IT, web, mobile, and automotive industries.

This module focuses on:

- Fundamental software testing concepts
- Test planning and documentation
- Defect lifecycle management
- Agile QA (Scrum processes & sprint testing)
- QA metrics and reporting
- Tools: Jira, TestRail, Google Workspace, GitHub
- Hands-on real-world QA project execution

Students will complete a **Manual QA Capstone Project**, testing a sample application end-to-end using professional QA documentation and defect reporting workflows.

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### MODULE OBJECTIVES

At the end of this 96-hour module, students will be able to:

#### QA Foundations

- ✓ Explain SDLC, STLC, Waterfall, Agile, and V-Model
- ✓ Analyze requirements and trace them to test cases
- ✓ Create test plans and test suites

#### Manual Testing

- ✓ Execute functional, integration, regression, smoke, usability, and exploratory tests
- ✓ Apply test design techniques (Boundary Value, Equivalence Partitioning, Decision Tables)
- ✓ Document results and defects professionally

### Defect Management

- ✓ Use Jira and TestRail to log and track bugs
- ✓ Apply severity/priority
- ✓ Communicate with developers and other teams

### Agile QA

- ✓ Participate in sprint ceremonies
- ✓ Perform sprint testing, acceptance testing, and story validation
- ✓ Use Jira boards for Agile workflow management

### Professional QA Documentation

- ✓ Write test plans, test cases, test reports
- ✓ Create traceability matrices
- ✓ Evaluate quality metrics (pass rates, defect density, stability analysis)

## DETAILED COURSE OUTLINE (96 HOURS)

Week	Topic	Skills / Tools Covered
1-2	Introduction to QA, SDLC, STLC	Phases of SDLC/STLC, roles in QA
3-4	Software Testing Principles	Test objectives, test conditions, QA vs QC
5-6	Test Design Techniques	Equivalence Partitioning, BVA, State Transition
7-8	Test Case Development	Template design, acceptance criteria
9-10	Test Execution	Manual test execution, scenario walkthroughs
11-12	Defect Lifecycle	Severity/priority, defect workflows
13-14	Jira/TestRail	Logging defects, dashboards, reporting
15-16	Agile QA	Scrum, Kanban, sprint-based QA
17-18	Regression, Smoke, Ad-Hoc Testing	Maintenance testing, quality gates
19-20	Benchmarking & Exploratory Testing	Feature comparisons, usability

Week	Topic	Skills / Tools Covered
21-24	Final Capstone Project	End-to-end manual test plan + execution

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## MODULE LENGTH & SCHEDULE

- **Total Hours:** 96 hours
- **Length:** 24 weeks
- **Schedule:** 2 days/week × 2 hours/session = 4 hours/week
- **Format:** Online instruction +homework + capstone

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## TUITION & FEES

Item	Cost
Module 1 Tuition	\$5,000
Registration Deposit (required at enrollment)	\$1,000

### Payment Plan Options

Students may pay the remaining balance in equal monthly installments during the module.

### Accepted Payment Methods

Zelle, Venmo, PayPal, Stripe, Square, Credit/Debit Card.

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## REFUND POLICY (LEO-Compliant)

Timing	Refund
7+ days before module start	100%
After 1-2 months	50%
After 3-4 months	25%
After 4 months	No refund

Refunds processed within **14 business days** after written request sent to: [info@tek2kareer.com](mailto:info@tek2kareer.com)

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## ADMISSION REQUIREMENTS

- High school diploma, GED, or equivalent
  - Basic computer literacy
  - Proficiency in English (reading/writing)
  - Government-issued photo ID
  - Completion of Registration Form & Enrollment Agreement
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### ATTENDANCE POLICY

- Minimum **80% attendance** required
  - Late arrivals count toward absentee limits
  - Documented emergencies may be excused
  - Excessive unexcused absences may result in dismissal
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### GRADING POLICY

Component	Weight
Weekly Assignments	40%
Practical Work	30%
Capstone Project	30%

**Minimum passing grade: 70%**

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### COMPLETION REQUIREMENTS

To complete this module, students must:

- ✓ Attend minimum 80% of scheduled sessions
- ✓ Submit all assignments and quizzes
- ✓ Complete all Practical projects
- ✓ Complete the Manual QA Capstone Project
- ✓ Maintain a minimum 70% final grade
- ✓ Be current on all tuition payments

Completion of Module 1 alone **does NOT** award the state-licensed certificate.

Completion of **both** modules (Module 1 + Module 2) is required.

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## TOOLS & RESOURCES PROVIDED BY SCHOOL

- Tutor LMS platform
- Zoom for live instruction
- Jira
- TestRail
- GitHub
- Google Workspace
- Microsoft Office
- Sample test environments for practice

## Student Equipment Requirements

- Laptop or desktop computer
- Webcam & microphone
- Stable internet connection

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## INSTRUCTOR QUALIFICATIONS

Instructors for this module meet LEO-required teaching standards and have:

- 5+ years experience in Software QA/Testing
- Industry experience in Agile software development
- Proficiency with Jira, TestRail, Selenium, GitHub
- Experience training or mentoring QA teams
- Bachelor's degree or equivalent industry background

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## DISCLAIMER

This program is a Michigan LEO-authorized **Software Quality Assurance & Automation Specialist Certificate** program. Modules may be taken individually for skill enhancement; however, completion of both modules is required to earn the certificate. Completion of this program does not guarantee employment but prepares students for industry-recognized software quality assurance and automation roles.

Students must complete both **Module 1 and Module 2** to earn the state-authorized certificate.