

Describe the population(s) for which the test is appropriate ...  
(Statement 1).

Describe the process of test development. Explain how the content and skills to be tested were selected. (Statement 4)

It appears that the current practice of UK examination boards does not always meet such standards.

## 2.7 Checklist

Since specifications vary according to their uses, not all the points in the following checklist will need to be covered in all specifications. Above all, specifications writers must first decide who their audience is, and provide the appropriate information.

Test specifications should include all or most of the following:

- The test's purpose
- Description of the test taker
- Test level
- Construct (theoretical framework for test)
- Description of suitable language course or textbook
- Number of sections/papers
- Time for each section/paper
- Weighting for each section/paper
- Target language situation
- Text-types
- Text length
- Language skills to be tested
- Language elements to be tested
- Test tasks
- Test methods
- Rubrics
- Criteria for marking
- Descriptions of typical performance at each level
- Description of what candidates at each level can do in the real world
- Sample papers
- Samples of students' performance on tasks

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