



MoReq2 Test Centre

Frequently Asked Questions

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In the following pages, we would like to answer some of the most frequently asked questions. Please take a moment to read through these FAQs carefully.

Should you have any questions of your own, please don't hesitate to contact us!

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Who can apply for MoReq2 certification?

Requests can come from both vendors and also system integrators for “**Electronic Records Management Systems**” (**ERMS**). Testing will be carried out on the system you have designated, with the system in the submitted configuration.

How can I apply for MoReq2 certification?

On receipt of a quotation, you can apply directly to imbus for certification services.

What is the basis for the scope of the certification?

The basis for the scope of the certification is the officially-authorized MoReq2 standard valid at the time of the request.

What is the procedure for carrying out MoReq2 Certification?

Only four steps to the MoReq2 certificate! This is how it works:

Step 1: Fill in the certification request

Please let us know your certification goals. To do this, please fill in the **certification request** and send it back to us. Upon receipt of your request, we will get in touch with you to arrange an appointment for the pre-verification.

You can find the official certification request at www.moreq-testcenter.eu.

Step 2: Execution of the pre-verification

Working together with you, a MoReq2 certification tester verifies the following issues in the course of a five-day workshop:

- determining the scope of functionality of your ERM system
- checking the testability of your ERM system
- executing selected test cases
- identifying the scope of the certification

You get:

- advice about preparing and executing the MoReq2 certification test
- a list of all identified deviations from the MoReq2 requirements
- all knowledge gained from the pre-verification, summarised in a closing presentation
- a verification plan for the certification test
- a reliable basis for decision making and investment planning

The pre-verification reduces risks and saves you unnecessary costs.



Step 3: Execution of the certification test

The MoReq2 certification test will be performed at your business location (on-site) or at the imbus Test Centre. The basis for the certification test is the verification plan, the agreed system configuration and the defined scope of the verification. The test cases for each test module are executed in accordance with the MoReq2 verification rules.

You get:

- A verification report which summarises the results of each test, as well as the final result of the overall verification.

The conditions for the MoReq2 certification test are the same for each vendor.

Step 4: certification

If the result of the certification test is a positive verification of your system, then you will receive a corresponding MoReq2 certificate.

You get:

- Your MoReq2 Certificate!

Is it absolutely necessary to carry out pre-verification?

Yes. The execution of pre-verification is absolutely necessary within an initial MoReq2 certification test.

What is the minimum that has to be tested for MoReq2 certification?

To receive a MoReq2 certificate, your ERMS has to be tested, as a minimum requirement, for conformity with the MoReq2 core modules. This means that you have to pass all mandatory test cases of the test modules T3 to T9.

Which MoReq2 certificates are available?

The following MoReq2 certificates are available:

- **Certificate „Core“:** The MoReq2 certificate Core is your key to the market. Confirm the compliance of your ERM system with the MoReq2 core modules by passing all mandatory test cases from the MoReq2 core modules (test modules 3 to 9).
- **Certificate „Core&Options“:** Demonstrate your competence in specific business sectors with the MoReq2 certificate Core&Options. Confirm the compliance of your ERM system with the MoReq2 core modules and selected optional MoReq2 test modules by passing all mandatory test cases for at least one of the optional test modules (one test module from T10) and passing all mandatory test cases from the MoReq2 core modules (test modules 3 to 9).
- **Certificate „Complete“:** The MoReq2 certificate Complete provides evidence of your outstanding market position. Confirm the compliance of your ERM system with the MoReq2 core modules by passing all mandatory test cases from all the optional MoReq2 test modules (all test modules from T10) and passing all mandatory test cases from the MoReq2 core modules (test modules 3 to 9).

Is it possible to forego testing of MoReq2 core modules?

No. The certification of optional MoReq2 modules is only possible as an addition to the MoReq2 core modules.

How long does the certification testing take?

The duration of the certification testing depends on various factors, such as the number of MoReq2 modules selected for certification, the test infrastructure, the status of the test data or the test execution.

In the course of the pre-verification, these factors, amongst others, are examined in more detail. The knowledge acquired is taken into consideration in the test plan. That means that a definitive statement about the duration of the certification testing can only be made once the pre-verification has been completed. However, you should calculate a period of one to two weeks on testing.



When would it be possible to begin the certification testing?

In principle, the certification testing can begin at any time. Please fill in the certification request form and let us know your desired start time.

You can download the official certification request form at www.moreq-testcenter.eu.

Are all certified ERM systems published?

Yes. All MoReq2 certified ERM systems are published at www.moreq-testcenter.eu.

Are the test results published?

No. The test results belong to the documents that are created in the course of a MoReq2 certification. That means that they are subject to the data protection guidelines of imbus AG, and that they stay within the enclosed area of the MoReq2 Test Center.

Single exception: A person appointed by the MoReq2 Governance Board can apply for the right to make an inspection of the test results. However, the software producer is informed in advance in writing of any such inspection, with the name of the appointed person cited.

Is the verification report published?

Yes. All verification reports are published at www.moreq-testcenter.eu.

Can I apply for pre-verification independently of any certification?

Yes. To get an impression of your current position, you can also apply to initially have only preverification.

Can I previously-certified ERM system be recertified for later versions?

Yes. imbus provides a recertification service.

Can I make a post-certification of further optional modules at a later point of time?

Yes. In principle this is possible. A prerequisite for this, however, is that your product has been successfully MoReq2 certified.

What will a MoReq2 certification cost me?

Please fill in the certification request form. We will gladly provide you with an appropriate quotation based on expert opinion.



About imbus

imbus AG is one of Germany's leading specialists for software quality assurance and test. With more than 120 personnel at four locations, imbus supports companies and IT-users in verifying and validating complex and demanding software systems, as well as in the optimization of their software development processes.

For more than fifteen years, our customers have trusted our knowledge and experience in the fields of consulting, training, software test services and the provision of complete solutions based on software tools. Three years ago, imbus started marketing TestBench, our own tool for test management and test design.

Our active involvement in national and international software testing boards as well as our activities in European Union research programs guarantee our customers the latest expert knowledge.

You will find satisfied imbus customers in the IT, life science, telecommunications, insurances and automotive industries.

More information about imbus AG at <http://www.imbus.de/engl>

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