**Test Plan**

**Application name**

Author

Aleksandra Filipkowska

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**1. Introduction**

The test plan is designed to prescribe the scope, approach, resources and schedule of all testing activities of the project XXX.

The plan identify the items to be tested, the features to be tested, the types of testing to be performed, the personnel responsible for testing, the resources and schedule required to complete testing, and the risks associated with the plan.

**2. Test object description**

*List of elements and/or functionalities that will be tested.*

**3. Scope**

**3.1. In Scope**

*Features, functional and****/****or non-functional requirements of the software that****will be****tested.*

All the features of project XXX which were defined in software requirement specification need to be tested:

**3.2. Out of Scope**

*Features, functional or and/or**non-functional requirements of the software that will NOT be tested.*

These features are not tested because they are not included in the software requirement specification:

**4. Test Methodology**

**4.1. Overview**

*Methodology overview defines which methodology will be used during testing and why.*

**4.2. Test activities and tasks**

**4.2.1. Test types**

*List of main test types that will be performed in order to complete test process.*

* End-to-end tests
* Integration tests
* Retests
* Regression tests

**4.2.2. Test data**

*List of entry data required for conducting tests.*

**4.2.3. Monitoring and reporting defects**

*Declaration of system / manner of tracking defects and types & level of detail of planned reports.*

**4.3. Suspension Criteria**

*Terms and circumstances conditioning temporary stoppage of all or selected testing activities defined in test plan.*

**4.4. Test Completeness**

*Passing criteria for every tested object / element.*

**5. Test Deliverables**

*List of expected test deliverables that will arise during all testing stages.*

* Test Plan
* Test Cases and Scenarios
* Test Data
* Test Results
* Reports

**6. Roles and Responsibilities**

*Description of responsibilities for particular test tasks, testware creation and management, environment configuration, software support and other test products. It might be presented using RACI matrix.*

**7. Resources and Environment**

**7.1. Tools**

*Tools and equipment required to maintain efficient test process.*

**7.2. Environment**

*Software and configuration required to maintain efficient test process.*

**8. Schedule**

*Estimation of the effort required to complete the project. Planned day of beginning and completion of particular tasks.*

**9. Risks**

*Possible risks that might occur during planning and implementation of tests – factors which may cause threat to test completion. For each case there must be planned countermeasures to mitigate the risk.*