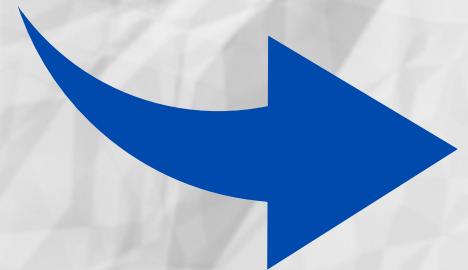
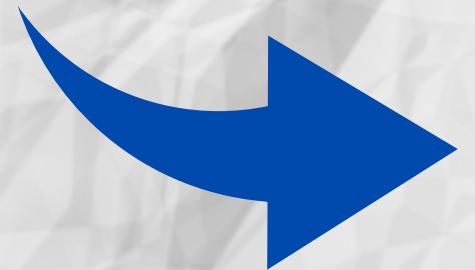


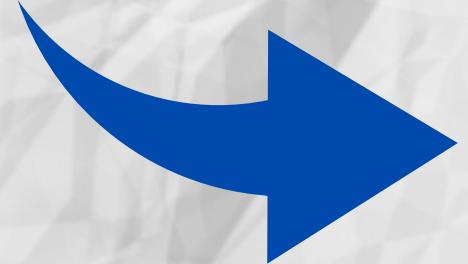
Transform from  
Amateur to  
**pro** bug reporter  
following this  
simple yet  
powerful  
**checklist**



**It is super  
important to  
report bugs  
accurately &  
effectively. in the  
bug tracking tool**



Here is simple  
yet important  
checklist

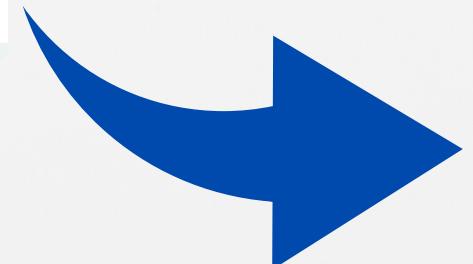


**CLEAR SUMMARY**

**SUMMARIZE BUG  
CLEARLY.**

**SUMMARY SHOULD  
GIVE BUG'S FULL  
PICTURE IN SINGLE  
SENTENCE.**

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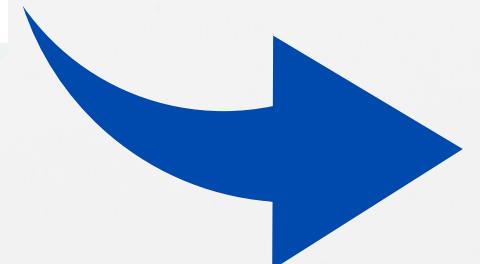


**1 ISSUE = 1 BUG**

**DO NOT COMBINE  
MULTIPLE ISSUES IN  
ONE BUG**

BECAUSE DIFFERENT  
BUGS CAN BE ASSIGNED TO  
DIFFERENT  
DEVELOPERS TO FIX

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**CLEAR & DETAILED  
DESCRIPTION**

**EXPAND SUMMARY  
IN DESCRIPTION -  
SIMPLE AND  
PRECISE**

**PROVIDE AS MUCH INFORMATION  
AS POSSIBLE**

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## STEPS TO REPRODUCE

**HOW CAN YOU  
REPRODUCE BUG-  
MENTION IN BULLET  
POINTS**

CLEAR ENOUGH,  
DEVELOPER WOULD REPRODUCE  
& FIX QUICKLY

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## EXPECTED AND ACTUAL RESULTS

WHAT IS  
REUIREMENt &  
WHAT IS HAPPENING

DEVELOPER KNOWS WHAT  
IS THE ISSUE BY  
LOOKING AT IT

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**ADDITIONAL  
DETAILS AS NOTES**

**WRITE ABOUT YOUR  
ADDITIONAL  
OBSERVATIONS**

**HELPS DEVELOPER TO ANALYZE  
& HENCE FIX  
BUG QUICKLY**

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## ENVIRONMENT DETAILS

**WHERE HAVE YOU  
TESTED -  
QA/PRD/CHROME  
ETC**

DEVELOPER COMPARES THIS  
WITH OTHER ENVIRONMENT

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**BUILD NUMBER**

**IN WHICH VERSION  
OF APPLICATION  
YOU FOUND BUG**

**SUPER IMPORTANT**

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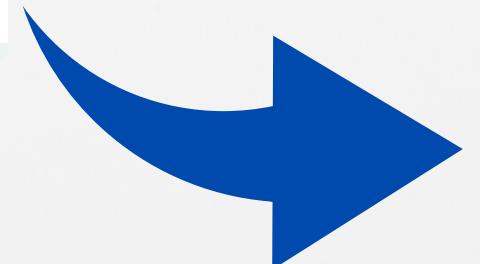


PRIORITY

# HOW SOON THE BUG SHOULD BE FIXED

CAN BE HIGH/LOW/MEDIUM

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**SEVERITY**

## **IMPACT ON THE PRODUCT**

CAN BE  
**CRITICAL/MAJOR/MINOR/TRIVIAL**

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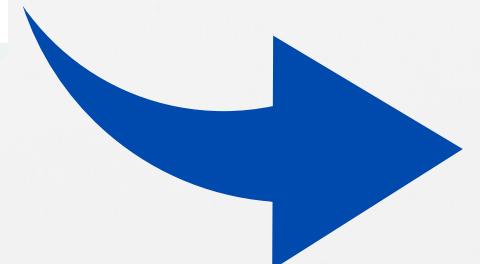


**SCREENSHOT/  
SCREEN  
RECORDING**

**EVIDENCE OF THE  
BUG**

CAN BE SCREENSHOT OR  
SCREEN RECORDING

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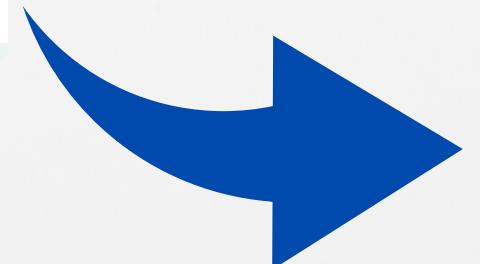


**LINK THE RELATED  
TEST CASE AND OR  
STORY**

**LINK BUG TO  
STORY/TEST CASE  
YOU ARE TESTING**

**CAN BE 'ASSOCIATED WITH'  
OR 'BLOCKED BY'**

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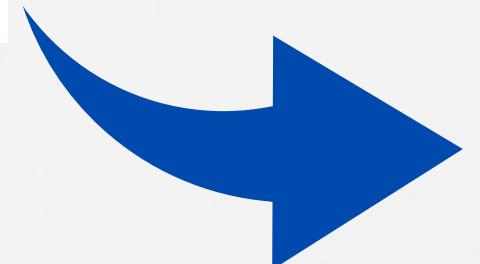


**LOGS**

**ATTACH LOG FILE  
OR SNIPPET OF LOG**

**THIS IS MINE OF DATA  
FOR DEVELOPER**

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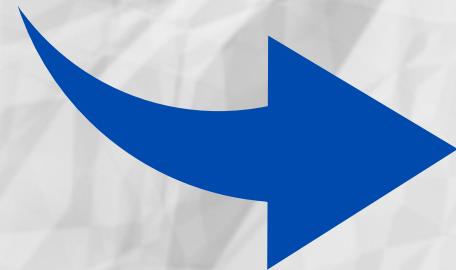


## BONUS TIP

**CHECK IF ALREADY**  
**BUG IS REPORTED**  
**BY SOMEONE**

AVOID DUPLICATES

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**LIKED IT?  
SHARE TO  
SOMEONE..LETS  
GROW TOGETHER !**

**DONT FORGET TO FOLLOW ME !**

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