

Software Test Report

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# Overview

This document is the Software Test Report of the testing phase of the [Click/tap to add software name] software development project.

[Click/tap to add some information about the context of the testing and the purpose of the tests.]

# Testing phases

## Planning

Plan the testing by completing the table below.

Table 1 – Test plan

|  |  |  |  |
| --- | --- | --- | --- |
| Test ID | Test name | Summary | Expected result |
| [Click/tap to add unique identifier] | [Click/tap to add short name to identify test case] | [Click/tap to add brief summary, or list of data] | [Click/tap to add what the expected results are] |
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| [Click/tap to add unique identifier] | [Click/tap to add short name to identify test case] | [Click/tap to add brief summary, or list of data] | [Click/tap to add what the expected results are] |

## Method

[Click/tap to add some information about the tests performed such as:

* when the tests were run
* who was involved
* what software version and/or platform was used.]

## Results

Complete the table below with the test results. Include the Test ID (as listed in the Test planning), the actual results from the testing, screenshots of the testing and any relevant comments or information (where required), and the outcome of the test (did it pass or fail?).

Table 2 – Test results

|  |  |  |  |
| --- | --- | --- | --- |
| Test ID | Test results | Screenshots of testing/ relevant comments | Test outcome  (pass/fail) |
| [Click/tap to add unique identifier from Test plan] | [Click/tap to add the actual results] | [Click/tap to add relevant screenshot/ comments] | [Click/tap to select test outcome] |
| [Click/tap to add unique identifier from Test plan] | [Click/tap to add the actual results] | [Click/tap to add relevant screenshot/ comments] | [Click/tap to select test outcome] |
| [Click/tap to add unique identifier from Test plan] | [Click/tap to add the actual results] | [Click/tap to add relevant screenshot/ comments] | [Click/tap to select test outcome] |

## Analysis and conclusions

[Click/tap to add your analysis and conclusions from the testing. This may include:

* your analysis and identification of errors found
* any additional information and observations made during testing
* your evaluation of how well the software meets the specifications; use the table below or delete if not required.]

Table 3 – Software evaluation

|  |  |
| --- | --- |
| Software specification | Evaluation |
|  |  |
|  |  |
|  |  |

# Software approval

Software is approved for installation by:

Name

[Name of appropriate person approving the software]

Role

[Click/tap to select role]

Signature Date

[Click/tap to select date]