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Project name	
Product name	
Product version	

Master Test Plan

Document ID: MTP-1.0/18

Date: dd/mm/yyyy

QA Engineer: Name/Last Name

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1. Identifier [MTP-nb/yy]

It represents test plan ID.

2. Scope

Scope describes what will be done during testing process.

Requirements	Description
1. Requirement	Requirement description...
2. Requirement	Requirement description...
3. Requirement	Requirement description...
4.	
5.	
6.	
7.	

3. Testing Goal

Testing Goal defines what we want to accomplish with the test project (stability check, fulfillment of user requirements, etc...).

Goal
Description...

4. System Overview and key features

System Overview and key features represents description of system/application key features that are to be tested. In order to do better system overview, sometimes we need to do some research on the system itself.

Feature	Description
1. Feature	
2. Feature	
3. Feature	
4. Feature	
5.	
6.	
7.	
8.	

5. Test Overview

Test Overview includes a list of detailed test plans, description of test organization, defining roles in testing team, activities schedule, list of available resources, tools and methodologies to be applied.

Test Overview	
Test Plans List	Test Plan ID
Participants	Role
Activity Schedule	
Activity	Time
Resources	
Resource Name	Amount
Tools	
Tool Name	Remark

6. Test processes

Test processes including definition of test levels represents overview of processes that will be executed, including testing levels and types. Each test process should include activities that'll be done, input and expected results, activity schedule, risks, resources, roles and responsibilities for each activity.

Test Process 01	
Name:	
Description:	
Methods:	
Activities:	
Activity Schedule:	
Input:	
Expected result:	
Risks:	
Roles and Responsibilities:	
Test Process 02	
Name:	
Description:	
Methods:	
Activities:	
Activity Schedule:	
Input:	
Expected result:	
Risks:	
Roles and Responsibilities:	
Test Process 03	
Name:	
Description:	
Methods:	
Activities:	
Activity Schedule:	
Input:	
Expected result:	
Risks:	
Roles and Responsibilities:	

7. Test documentation requirements

Test documentation requirements represent brief explanation/purpose of every document, its format and content.

Document	Format	Content

8. Test Items and their identifier

Test Items and their identifier describe unities that will be tested. Items can be features, components, system modules etc.

Test Item	ID

9. Features to Be Tested

Features to Be Tested are precisely defined and described features of the system or application that will be tested within the test plan.

Feature ID	Feature Name	Description

10. Features Not to Be Tested

Features not to Be Tested are precisely defined and described features of the system or application that will not be tested within the test plan.

Feature ID	Feature Name	Description

11. Testing Approach

Testing Approach defines the approach that will be used, determines test tools, methodology of test process, required test levels etc (Junit, Integration, Acceptance).

Test Levels	Description
Methodology	Description
Test tools	Description

12. Item Pass/Fail Criteria

Item Pass/Fail Criteria define conditions that must be fulfilled in order to have all tests completed.

Criteria	Status

13. Test Environment

Test Environment is an environment needed for running planned tests. In Test Environment we define sever, protocol and network speed, softwares needed for testing, platforms etc...

Test Environment		
Components	Description	Amount

14. Test Schedule

Schedule is a planned schedule that defines when all test activities will be performed and it includes time and a team member that will execute tests.

Schedule		
Activity	Time	Team member

15. Teams and Responsibilities

Teams and Responsibilities is a section where we list all team members with their tasks and responsibilities on the certain project.

Team member	Responsability

16. Work Breakdown Structure

WBS – Work Breakdown Structure is a hierarchical structure of tasks. It can be very useful when it comes to calculation of all expenses.

Rb.	Task	Task ID	Time (h)	Price (eura)

Project manager:

QA Engineer:
