Test Plan for

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GlassLewis - Viewpoint

Version 1.0

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14th November, 2021

| **REVISION CHART** | | | |
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| **Version** | **Author(s)** | **Description of Version** | **Date Completed** |
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**1 INTRODUCTION**

This Test Plan outlines the scope, approach, resources, and schedule of all testing activities of GlassLewis - Viewpoint platform. It identifies the items and features to be tested; types of testing; resource requirements; and an approach to project management.

**1.1 Reference Materials**

Below are the materials and resources referenced during the Test Plan.

1. Project authorization
2. Requirement specifications
3. Development process standards
4. Test process standards

**1.2 Key Stakeholders**

GlassLewis - Viewpoint platform stakeholders are listed below:

* John XYZ, The client’s representative
* Mary XYZ, The Project Manager
* John XYZ, The Business Analyst
* Mary XYZ, Head of IT department
* John XYZ, Head of QA department

**1.3 Points of Contact**

During the course of this plan, for any possible issues that might occur while implementing the application, the following people should be contacted.

* John XYZ, Head of QA
* John XYZ, Head of IT department

**2 TEST ITEMS**

The application (GlassLewis - Viewpoint platform) would be tested for the following features. The tested features are what would be delivered to the client

* Viewing of meetings in different countries
* Viewing of meetings within a time range
* Viewing meetings per account name
* Searching and viewing of companies
* Viewing of the vote card page per company

**2.1 Documentation Testing Procedures**

The user documentation would be provided to the end users and this includes:

* FAQs
* Video Tutorial
* User manual

**2.2 Application Testing Procedure**

The application will be tested on 2 different environments before being deployed to the production environment

1. Test Environment

This is where the application is first deployed and tested. The testers test the application here and communicate the feedback to the developer. So many iterations are done here before (after all major issues are fixed) the applications are deployed to the next environment. For this project, a local environment is used.

B. Staging Environment

This is where the UAT (User Acceptance Testing) is carried out. This is done after most (major; about 90%) defects have been fixed. Both internal clients and external clients use this environment for reviewing the application.

The application is deployed to the live environment after the customer is satisfied with the functionality of the application and after the approval from the Test Manager and the Head of the IT department.

**2.3 Features within scope**

* Countries filter
* Date Range
* Account name filter
* Company Search
* Vote Card
* Meetings page

**2.4 Features outside scope**

* Contents
* Redirect links

**3 TESTING STRATEGY**

The following types of testing will be down before and during the implementation of the application

1. Testing of the Requirement document - This is a static technique of testing the application. A review of the requirement document would be done to detect issues before the application is developed. The requirement document would be sent out to all members of the project for review and each member is expected to go through the document and check for defects.
2. Unit Testing - This will be done by the developer. It is a software development process in which the smallest testable parts of an application, called units, are individually and independently scrutinized for proper operation. It is often automated
3. Regression Testing - This will be done after defects detected when testing the application at early stage are fixed. This is to confirm that the working existing features are not been affected by the fixes or changes made to the application
4. User Acceptance Testing - This is done by the external client and/or internal clients. It is done when the testers have clarified that the application is about 90% stable and of good quality. Also, it is done after the agreed features have been implemented.
5. Interface Testing - This is done by the testers and it involves testing of the graphic interface of the application and checking for browser compatibility

**4. PASS / FAIL CRITERIA**

Pass Criteria

The Pass Criteria are as follow:

* At the unit test level
  + All test cases must be completed
  + A specified percentage of cases completed with a percentage containing some number of minor defects.
* At the regression testing level
  + All defects must be fixed and confirmed
  + All features must work well
* At the interface testing,
  + The interface of the application must work well on all browsers and all screen types.
  + All buttons and labels must be properly aligned

Fail Criteria

The Fail Criteria are as follow:

* Critical defects are not fixed
* Not all features agreed initially not implemented
* Test cases not completed
* Failed interface testing

**4.1 Suspension Criteria**

Testing should be suspended when a critical issue, blocking other test cases, is encountered.

**4.2 Resumption Criteria**

Testing should resume immediately all blocking issues are fixed.

**5. TEST DELIVERABLES**

In completion of the testing activities, the following documents must be provided

* Test report
* Defects report
* Updated test plan
* Summary report
* Testing checklist

A schedule format for this purpose is tabulated below

| Deliverable | Role | Responsibility | Start Date | End Date |
| --- | --- | --- | --- | --- |
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**6. RISK ASSESSMENT**

The following are the identified risks which may cause a delay in the project

1. Lack of availability of required data.
2. Lack of detailed functional requirement document
3. Changes to the original requirements or designs.

**7. PROJECT TEAM**

**7.1 Roles and Responsibilities**

The following group of people would be responsible for different tasks

1. Developers - Review of the requirement documents

* Design and development of the application
* Fixing of defects
* Communication of fixes to the testers

B. Testers - Review of the requirement documents

* Testing of the application
  + Communication of the defects to the developer
  + Writing of test cases
  + Confirmation of fixes
  + Regression testing
  + Preparation of test summary report

C. Technical writers - Writing of technical documents

D. Project Manager - Provision of the Functional Requirement Document

* UAT
* Feedback from End Users

**7.2 Staffing and Training Needs**

1. Training of the end users on how to use the application
2. Training of other testers on the automated tools that would be used for the application

**7. 3 Tools**

1. Selenium Webdriver
2. Jira
3. Jmeter

**8. SCHEDULE**

Based on the scope of the application, there are estimated start and end dates which may be different from the actual start and end date, due to inaccuracy in timeline of the development phase.

For this exercise, both the estimated date and the actual date are expected to recorded

Estimated start date = 24th March, 2017

Actual start date = 27th March, 2017

Estimated end date = 27th March, 2017

Actual end date = 29th March, 2017

**9. PLAN APPROVAL**

The approvers of this test plan are listed in the table below

| Name | Role | Signature | Date |
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