If testing a story from the web features team backlog follow the below guide:

* Stand ups 9.45 daily
* 2 weekly sprints (runs concurrently with deal builder team)
* When story is in test column this is ready to be picked up and tested (there will also be a ‘test’ tag on the ticket)
* When ticket is ready speak to the dev who’s PR it is. Get all the information regarding what’s on this PR and what’s a known issue or what is just a rule and to get any experiment toggles
* Look at the Github ticket for this ticket which should be referenced on the Jira ticket
* The tester should be able to script using this information gathered from the Dev, Jira (acceptance criteria) and Github – Script using excel to keep track of devices etc
* If any bugs found follow tutorial for raising bugs
* Tag the story bug was found in with the ‘bug’ label
* Leave story in testing if bugs found
* If the story is finished with testing and has passed the definition of done comment on the Jira ticket.
* Move ticket to UAT (this will then be looked over by PO before getting released)
* Once released to live give site a basic sanity check (instructions found in daily process article)