Purpose

* What is this feature used for? (general; high level)
* Why is this test important?

Overview

* What does this feature do?
* How does the feature work?
* What does a successful test look like?
* Screenshots/pictures

Scope

* What is being tested? (generally and break it down into modules)
* What is not being tested? Why?
* Test environment
* Test tools

Procedure

* How did you test?
* Step by step instructions

Results

* Number of test cases planned
* Number of test cases executed
* Number of test cases passed
* Number of test cases failed
* Graphs/Charts

Analysis

* What happened? Why?
* Did anything go wrong? Why?
* How will anything be fixed?