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| **Test Overview** |  |
| **Software BUILD yymmdd to be tested** |  |
| **Hardware/Equipment Configuration for testing** |  |
| **Test Tools** |  |
| **Test Set-up** |  |

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| *INSTRUCTIONS FOR USE OF THIS TEMPLATE:*  *SSI has only one software Visi-Download. SSI has developed a series of tests and verification and validation procedures which are employed to ensure the integrity of any new Build of Visi-Download before it is released. These include*   |  |  | | --- | --- | | SSI-QF-20J | Visi-Software release version control | | SSI-QF-20K | Software Checklist | | SSI-QF-20L | Software Build no. Summary of Changes | | TP400-93-1 | Method to validate data downloaded by Visi | | TP-400-94 | Visi-Download Verification | | TP-400-95 | Visi-Download analysis verification | | TP-400-95 | Visi-Download Build [No.] functions checklist | | TP-400-97 | Verification for Visi-Download |   *For each new Build all these tests must have been completed and passed. It is then the responsibility of the tester to ensure that all Software Requirement Specifications (SSI-QF-20O) and Software Functional Specifications (SSI-QF-20P) have been or still are met. If so, then the new Build is passed for release.*  *The results are summarised in SSI-QF 20F Software Test Report to which the individual test procedures are attached. The Test Report and test procedures are held within the technical documentation usually in a folder labelled “SSI-QF-20F Software Test Report for Build yymmdd”* |
| *It is the responsibility of the tester to ensure that the test script is executed as written, without modifications. Any corrections/updates to the script must be completed and reviewed by the Software Manager prior to execution of the step.* |
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| *Actual results may be typed into the test procedure. Any images or supporting data gathered during the test may be inserted into the test procedure or included in Appendices and appropriately referenced..* |
| *Objective data must be captured to the accuracy specified in the test procedure* |

***Non-conformances during Testing***

*If the tester discovers any non-conformances during testing they should be noted and passed back to the Software Manager for correction and then a re-test must occur. If non-conformances cannot be eliminated then a decision must be made if they are acceptable or not. If a Build release takes place with a non-conformance still existing then it should be recorded in the Software Test Report along with the justification for the release.*

*NEW SOFTWARE*

*If SSI develops any new software it will do so in accordance with SSI-SOP-20 Software Development and will create a new test protocol with tests and verification and validation procedures suitable to ensure the integrity of the new software*

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*\*only non-gray sections*

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| **Tester Comments** |