[Name of Customer Agency]

Test Plan

[Program Name]

Version 1.0

[Day, Month, Year]

Document History

|  |  |  |  |
| --- | --- | --- | --- |
| Release No. | Date | Author | Revision Description |
| 1.0 |  |  | Initial Draft Version |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

I have carefully assessed the Test Planforthe *<<INSERT NAME OF PROGRAM>>.* This document has been completed in accordance with the requirements of the Office of Shared Solutions and Performance Improvement (OSSPI) Guidance.

MANAGEMENT CERTIFICATION - Please check the appropriate statement.

\_\_\_\_\_\_ The document is accepted.

\_\_\_\_\_\_ The document is accepted pending the changes noted.

\_\_\_\_\_\_ The document is not accepted.

We fully accept the content within this project artifact and associated tasks.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*<<Insert Name>> <<Insert Date>>*

*<<Insert Title>>*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*<<Insert Name>> <<Insert Date>>*

*<<Insert Title>>*

# Contents

[Contents 4](#_Toc456774887)

[1. Overview 9](#_Toc456774888)

[1.1. Project Background 9](#_Toc456774889)

[1.2. Purpose and Scope 9](#_Toc456774890)

[1.3. Assumptions/Constraints 9](#_Toc456774891)

[1.4. Roles and Responsibilities 9](#_Toc456774892)

[1.5. Training Needs 10](#_Toc456774893)

[2. Test Environmental and Tool Needs 11](#_Toc456774894)

[2.1. Test Environments 11](#_Toc456774895)

[2.2. Environmental Diagrams 11](#_Toc456774896)

[2.3. Test Support Tools 11](#_Toc456774897)

[3. Overall Test Approach and Process 12](#_Toc456774898)

[3.1. Testing Phases 12](#_Toc456774899)

[3.1.1. Test Planning 12](#_Toc456774900)

[3.1.2. Test Definition 12](#_Toc456774901)

[3.1.3. Test Execution 12](#_Toc456774902)

[3.2. Overall Test Strategy 12](#_Toc456774903)

[3.2.1. Criteria for entering, exiting, and suspending testing 13](#_Toc456774904)

[3.2.2. Testing Traceability 13](#_Toc456774905)

[3.2.3. Testing Issues 13](#_Toc456774906)

[3.2.4. Testing Principles 13](#_Toc456774907)

[4. Unit Test 14](#_Toc456774908)

[4.1. Unit Test Objectives 14](#_Toc456774909)

[4.1.1. Test Items in Scope 14](#_Toc456774910)

[4.1.2. High-Level Test Scenarios 14](#_Toc456774911)

[4.1.3. Test Items Not in Scope 14](#_Toc456774912)

[4.2. Unit Test Approach 14](#_Toc456774913)

[4.2.1. Test Preparation Activities 15](#_Toc456774914)

[4.2.2. Test Execution Activities 15](#_Toc456774915)

[4.2.3. Test Data Sources 15](#_Toc456774916)

[4.2.4. Test Deliverables 15](#_Toc456774917)

[4.2.5. Roles and Responsibilities 15](#_Toc456774918)

[5. Integration Test 16](#_Toc456774919)

[5.1. Integration Test Objectives 16](#_Toc456774920)

[5.1.1. Test Items in Scope 16](#_Toc456774921)

[5.1.2. High-Level Test Scenarios 16](#_Toc456774922)

[5.1.3. Test Items Not in Scope 16](#_Toc456774923)

[5.1.4. External and Internal Systems and Components for Integration Testing 16](#_Toc456774924)

[5.2. Integration Test Approach 16](#_Toc456774925)

[5.2.1. Test Preparation Activities 17](#_Toc456774926)

[5.2.2. Test Execution Activities 17](#_Toc456774927)

[5.2.3. Test Data Sources 17](#_Toc456774928)

[5.2.4. Test Deliverables 17](#_Toc456774929)

[5.2.5. Roles and Responsibilities 17](#_Toc456774930)

[6. System Test 18](#_Toc456774931)

[6.1. System Test Objectives 18](#_Toc456774932)

[6.1.1. Test Items in Scope 18](#_Toc456774933)

[6.1.2. High-Level Test Scenarios 18](#_Toc456774934)

[6.1.3. Test Items not in Scope 18](#_Toc456774935)

[6.2. System Test Approach 18](#_Toc456774936)

[6.2.1. Test Preparation Activities 18](#_Toc456774937)

[6.2.2. Test Execution Activities 19](#_Toc456774938)

[6.2.3. Test Data Sources 19](#_Toc456774939)

[6.2.4. Test Deliverables 19](#_Toc456774940)

[6.2.5. Roles and Responsibilities 19](#_Toc456774941)

[7. User Acceptance Test 20](#_Toc456774942)

[7.1. User Acceptance Test Objectives 20](#_Toc456774943)

[7.1.1. Test Items in Scope 20](#_Toc456774944)

[7.1.2. High-Level Test Scenarios 20](#_Toc456774945)

[7.1.3. Test Items not in Scope 20](#_Toc456774946)

[7.2. User Acceptance Test Approach 20](#_Toc456774947)

[7.2.1. Test Preparation Activities 20](#_Toc456774948)

[7.2.2. Test Execution Activities 21](#_Toc456774949)

[7.2.3. Test Data Sources 21](#_Toc456774950)

[7.2.4. Test Deliverables 21](#_Toc456774951)

[7.2.5. Roles and Responsibilities 21](#_Toc456774952)

[8. Performance Test 22](#_Toc456774953)

[8.1. Performance Test Objectives 22](#_Toc456774954)

[8.1.1. Test Items in Scope 22](#_Toc456774955)

[8.1.2. High-Level Test Scenarios 22](#_Toc456774956)

[8.1.3. Test Items not in Scope 22](#_Toc456774957)

[8.2. Performance Test Approach 22](#_Toc456774958)

[8.2.1. Test Preparation Activities 23](#_Toc456774959)

[8.2.2. Test Execution Activities 23](#_Toc456774960)

[8.2.3. Test Data Sources 23](#_Toc456774961)

[8.2.4. Test Deliverables 23](#_Toc456774962)

[8.2.5. Roles and Responsibilities 23](#_Toc456774963)

[9. Data Conversion Test 24](#_Toc456774964)

[9.1. Data Conversion Test Objectives 24](#_Toc456774965)

[9.1.1. Test Items in Scope 24](#_Toc456774966)

[9.1.2. High-Level Test Scenarios 24](#_Toc456774967)

[9.1.3. Test Items not in Scope 24](#_Toc456774968)

[9.2. Data Conversion Test Approach 24](#_Toc456774969)

[9.2.1. Test Preparation Activities 25](#_Toc456774970)

[9.2.2. Test Execution Activities 25](#_Toc456774971)

[9.2.3. Test Data Sources 25](#_Toc456774972)

[9.2.4. Test Deliverables 25](#_Toc456774973)

[9.2.5. Roles and Responsibilities 25](#_Toc456774974)

[10. Smoke Test 26](#_Toc456774975)

[10.1. Smoke Test Objectives 26](#_Toc456774976)

[10.1.1. Test Items in Scope 26](#_Toc456774977)

[10.1.2. High-Level Test Scenarios 26](#_Toc456774978)

[10.1.3. Test Items not in Scope 26](#_Toc456774979)

[10.2. Smoke Test Approach 26](#_Toc456774980)

[10.2.1. Test Preparation Activities 27](#_Toc456774981)

[10.2.2. Test Execution Activities 27](#_Toc456774982)

[10.2.3. Test Data Sources 27](#_Toc456774983)

[10.2.4. Test Deliverables 27](#_Toc456774984)

[10.2.5. Roles and Responsibilities 27](#_Toc456774985)

[11. Regression Test 28](#_Toc456774986)

[11.1. Regression Test Objectives 28](#_Toc456774987)

[11.1.1. Test Items in Scope 28](#_Toc456774988)

[11.1.2. High-Level Test Scenarios 28](#_Toc456774989)

[11.1.3. Test Items not in Scope 28](#_Toc456774990)

[11.2. Regression Test Approach 28](#_Toc456774991)

[11.2.1. Test Preparation Activities 28](#_Toc456774992)

[11.2.2. Test Execution Activities 29](#_Toc456774993)

[11.2.3. Test Data Sources 29](#_Toc456774994)

[11.2.4. Test Deliverables 29](#_Toc456774995)

[11.2.5. Roles and Responsibilities 29](#_Toc456774996)

[12. Security Test 30](#_Toc456774997)

[12.1. Security Test Objectives 30](#_Toc456774998)

[12.1.1. Test Items in Scope 30](#_Toc456774999)

[12.1.2. High-Level Test Scenarios 30](#_Toc456775000)

[12.1.3. Test Items Not in Scope 30](#_Toc456775001)

[12.2. Security Test Approach 30](#_Toc456775002)

[12.2.1. Test Preparation Activities 30](#_Toc456775003)

[12.2.2. Test Execution Activities 31](#_Toc456775004)

[12.2.3. Test Data Sources 31](#_Toc456775005)

[12.2.4. Test Deliverables 31](#_Toc456775006)

[12.2.5. Roles and Responsibilities 31](#_Toc456775007)

[13. Section 508 Compliance Test 32](#_Toc456775008)

[13.1. Section 508 Compliance Test Objectives 32](#_Toc456775009)

[13.1.1. Test Items in Scope 32](#_Toc456775010)

[13.1.2. High-Level Test Scenarios 32](#_Toc456775011)

[13.1.3. Test Items not in Scope 32](#_Toc456775012)

[13.2. Section 508 Compliance Test Approach 33](#_Toc456775013)

[13.2.1. Test Preparation Activities 33](#_Toc456775014)

[13.2.2. Test Execution Activities 33](#_Toc456775015)

[13.2.3. Test Data Sources 33](#_Toc456775016)

[13.2.4. Test Deliverables 33](#_Toc456775017)

[13.2.5. Roles and Responsibilities 33](#_Toc456775018)

[14. Test Results 34](#_Toc456775019)

[14.1. Communication and Tracking 34](#_Toc456775020)

[14.2. Required Testing Metrics 34](#_Toc456775021)

[15. Test Schedule 35](#_Toc456775022)

[Appendix A: Key References 36](#_Toc456775023)

[Appendix B: Key Terms 36](#_Toc456775024)

# Overview

## Project Background

<<This document should be reviewed and approved by both the Provider and the Customer Program Manager.

Provide a brief description of this project, including the purpose of the new or modified system, the functions it will perform, and the business processes that the system is intended to support. Also, describe the business need and benefits of the new capability that aligns the new capability with strategic goals and mission objectives or Federal legislative requirements.>>

## Purpose and Scope

<<Describe the purpose and objectives of the Test Plan. Indicate the test types in scope, which may include:

* Unit Test
* Integration Test
* System Test
* User Acceptance Test
* Performance Test
* Data Conversion Test
* Smoke Test
* Regression Test
* Security Test
* 508 Testing
* Etc…

Add or remove test types as needed.>

## Assumptions/Constraints

<<List the assumptions/constraints that apply to the Test Plan. Assumptions may include the environment capability and availability, resource assumptions or test tool procurement. If no assumptions exist, include a sentence stating that fact.>>

## Roles and Responsibilities

<<Summarize the key roles and responsibilities involved in executing the project's Test Plan. Include IV&V team involvement where required. Modify or adjust to meet project-specific requirements. Within each test type will have specific roles and responsibilities.>>

| Role | # of Resources Needed | Organization | Responsibility |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Table 1: Test Plan Roles and Responsibilities**

## Training Needs

*<<List any training required for the test team resources to successfully complete the testing effort.>>*

| Type or Training | Estimated Number of Resources | Date Needed By |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Table 2: Test Plan Training Needs**

# Test Environmental and Tool Needs

## Test Environments

*<<Describe the environments needed to complete the testing plan. Modify the following table as needed.>>*

| Environment Name | Description | Configuration | Test Type |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Table 3: Test Environments**

## Environmental Diagrams

*<<Provide details regarding Physical and Logical Test Environment Diagrams.>>*

## Test Support Tools

*<<List the tools that will be employed to support this Test Plan.>>*

| Tool Category or Type | Tool Brand Name | Vendor or  In-house | Version | Point of Contact for Access |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Table 4: Test Support Tools**

# Overall Test Approach and Process

*<<The following text may be modified to suit or used as reference>>*

## Testing Phases

*<<Describe the phases of testing and the associated deliverable or document for each phase>>*

### Test Planning

*<<The Test Plan document focuses on the testing scope (issues/enhancements, functionality to-be-tested, testing types, data validation) testing schedule, resources and test environment.*

*The test plan will define the overall approach, activities and responsibility for testing the application.*

*Deliverable:* ***Test Plan*** *(this document).>>*

### Test Definition

*<<The test definition stage includes the test procedures that cover the functionality and business processes defined in the Test Planning stage.*

*The test procedures are written in an “Action; Expected Results” format and when necessary the test procedure will be associated with the data sets which support the test procedure.*

*Deliverables: Consolidated Test Case Document, Test Datasets.>>*

### Test Execution

*<<During this stage, Test Cases are executed. Defects will be reported for each discrepancy between Expected and Actual results, as stated in the respective Test Case.*

*At the end of this stage, the Test Summary Report will be generated that includes the test results to allow the project management team to evaluate the quality level and decide about software release or if an additional testing cycle is required. The Test Summary Report will be used as the final test artifact during SDLC phase gate reviews.*

*Deliverable: Test Report>>*

## Overall Test Strategy

*<<Describe how the modernization effort has been scheduled. For example: Phase 1, Phase 2 or Iteration 1, Iteration 2, etc. Determine testing cycles and how they will be aligned with the modernization schedule.*

*Define the test strategy to show the scope and general direction of the test effort. Describe the testing techniques and types that will be used for this modernization effort and the proposed sequence of test and area of responsibility. This section should include a high-level list of items that are elaborated on in the Test Approach. If there is pertinent information that needs to be included then it can be added to this section.>>*

### Criteria for entering, exiting, and suspending testing

<<Describe the criteria and process for entering, exiting, and suspending testing.>>

### Testing Traceability

*<<Describe the process for testing traceability.>>*

### Testing Issues

*<<Describe the process for resolving testing issues, including defects and bugs.>>*

### Testing Principles

*<<List some testing principles that the project team would like to adopt (i.e. Prioritize test type and scenarios, plan testing early, etc.>>*

# Unit Test

*<<This section provides an overview of the test approach that will be undertaken for Unit Testing. This section is applicable for new development only (e.g. interface builds or custom development for unique mission requirements.>>*

## Unit Test Objectives

*<<List all of the units, components, and modules to be tested for this effort.>>*

### Test Items in Scope

*<<List all of the units, components, and modules to be tested for this effort. List all interfaces and communications to be tested for this effort, include the interface name, type, and whether it is new or modified.>>*

### High-Level Test Scenarios

*<<List the high level test scenarios that will cover the items in the scope of the test.>>*

| Scenario ID # | Unit Test Scenario Description |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Table 5: Unit Test Scenarios**

### Test Items Not in Scope

*<<List all of the units, components, and modules not to be tested for this effort.>>*

## Unit Test Approach

<<This section provides an overview of the test approach that will be undertaken for Unit Testing.>>

### Test Preparation Activities

*<<List the steps needed to conduct planning and preparation sessions for Unit Testing. Plan and validate schedule of unit tests, confirm unit test environment readiness, testing tools are installed and configured, and access have been granted.>>*

### Test Execution Activities

<<List activities that need to take place during unit test execution, such as execute unit test scripts and log defects, resolve defects, status updates, etc.>>

### Test Data Sources

<<The table below lists the test data requirements, the source of the test data (for example, database or tools/processes required to stage the data), and the point of contact for the external or internal interface or component for which the test data is needed.>>

| Test Data Requirement | Source | Point of contacts |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Table 6: Unit Test Data Sources**

### Test Deliverables

*<<This section describes the deliverables of Unit Testing.>>*

### Roles and Responsibilities

<<List the key roles and responsibilities involved in executing this test. Modify or adjust to meet project-specific requirements.>>

| Name | Role | Organization | Responsibility |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Table 7: Unit Test Roles and Responsibilities**

# Integration Test

*<<This section provides an overview of the test approach that will be undertaken for Integration Testing.>>*

## Integration Test Objectives

*<<Integration Testing is performed to validate that the various system components interact and pass data across each other as expected and function together cohesively.>>*

### Test Items in Scope

*<<List all of the requirements that will be tested for this effort.>>*

### High-Level Test Scenarios

*<<List the high level test scenarios that will cover the items in the scope of the test.>>*

| Scenario ID # | Integration Test Scenario Description |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Table 8: Integration Test Scenarios**

### Test Items Not in Scope

*<<List all integration items not to be tested for this effort.>>*

### External and Internal Systems and Components for Integration Testing

*<<List each external and internal interfacing system and internal facing component that will need to be tested during Integration Testing*

## Integration Test Approach

*<<This section provides an overview of the test approach that will be undertaken for Integration Testing.>>*

### Test Preparation Activities

*<<Describe the activities that need to take place prior to the start of Integration Test execution.>>*

### Test Execution Activities

*<<Describe activities that need to take place during Integration Test execution.>>*

### Test Data Sources

*<<Detail the test data requirements for Integration Testing. List all the sources of test data. This includes physical sources (for example, database) or tools/processes used to stage the data. Modify table as needed.>>*

| Test Data Requirement | Source | Point of contacts |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Table 9: Integration Test Data Sources**

### Test Deliverables

*<<Describes the deliverables of Integration Testing.>>*

### Roles and Responsibilities

*<<List the key roles and responsibilities involved in executing this test. Modify or adjust to meet project-specific requirements.>>*

| Name | Role | Organization | Responsibility |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Table 10: Integration Test Roles and Responsibilities**

# System Test

## System Test Objectives

*<<System Testing is performed on the entire system to validate the application’s accuracy and completeness in meeting the established requirements. Test the design of the system and the behavior of the system.>>*

### Test Items in Scope

*<<List all of the requirements that will be verified as a result of executing the System Test Plan. For the latest and most updated requirements, please refer to the Requirements Traceability Matrix.>>*

### High-Level Test Scenarios

*<<List the high level test scenarios that will cover the items in the scope of the test.>>*

| Scenario ID # | System Test Scenario Description |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Table 11: System Test Scenarios**

### Test Items not in Scope

*<<List all System items not to be tested for this effort.>>*

## System Test Approach

*<<This section provides an overview of the test approach that will be undertaken for System Testing.>>*

### Test Preparation Activities

*<<List the steps needed to conduct planning and preparation sessions for developing scenarios and kicking off the effort.>>*

### Test Execution Activities

*<<List the items that need to take place during System Test execution.>>*

### Test Data Sources

*<<List the test data requirements for System Testing. List all the sources of test data. This includes physical sources (for example, database) or tools/processes used to stage the data. Modify as needed.>>*

| Test Data Requirement | Source | Point of contacts |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Table 12: System Test Data Sources**

### Test Deliverables

*<<Describes the deliverables of System Testing.>>*

### Roles and Responsibilities

*<<List the key roles and responsibilities involved in executing this test. Modify or adjust to meet project-specific requirements.>>*

| Name | Role | Organization | Responsibility |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Table 13: System Test Roles and Responsibilities**

# User Acceptance Test

## User Acceptance Test Objectives

*<<User Acceptance Testing (UAT) is performed to validate that the solution meets the business need as documented in the Software Requirements Specification.>>*

### Test Items in Scope

*<<List all of the requirements that will be tested for this effort. For the latest and most updated requirements, please refer to the Requirements Traceability Matrix.>>*

### High-Level Test Scenarios

*<<List the high level test scenarios that will cover the items in the scope of the test.>>*

| Scenario ID # | UAT Scenario Description |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Table 14: UAT Scenarios**

### Test Items not in Scope

*<<List all items not to be tested for this effort.>>*

## User Acceptance Test Approach

*<<This section provides an overview of the test approach that will be undertaken for User Acceptance Testing. It includes the planning, coordination, facilitation, execution, and communication activities that take place among stakeholders on a regular basis. It also includes the User Acceptance Testing training and structure.>>*

### Test Preparation Activities

*<<List items that need to take place prior to the start of User Acceptance Test execution.>>*

### Test Execution Activities

*<<List items that need to take place during User Acceptance Test execution.>>*

### Test Data Sources

*<<List the test data requirements for User Acceptance Testing. List all the sources of test data. This includes physical sources (for example database) or tools/processes used to stage the data.>>*

| Test Data Requirement | Source | Point of contacts |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Table 15: UAT Data Sources**

### Test Deliverables

*<<Describes the deliverables of System Testing.>>*

### Roles and Responsibilities

*<<List the key roles and responsibilities involved in executing this test. Modify or adjust to meet project-specific requirements.>>*

| Name | Role | Organization | Responsibility |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Table 16: UAT Roles and Responsibilities**

# Performance Test

## Performance Test Objectives

*<<Performance Testing is conducted in order to determine the speed or effectiveness of a computer, network, software program, or device.>>*

### Test Items in Scope

*<< Identify the requirements that are in scope for Performance Testing and the testing activities that will need to be performed based on that analysis.*

*List all the requirements that will be verified as a result of executing the Performance Test Plan. Include the requirement ID and description for each requirement from the Requirements Traceability Matrix>>*

### High-Level Test Scenarios

*<<List the high level test scenarios that will cover the items in the scope of the test.>>*

| Scenario ID # | Performance Test Scenario Description |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Table 17: Performance Test Scenarios**

### Test Items not in Scope

*<<List requirements that will not be in scope for this test effort.>>*

## Performance Test Approach

*<<This section provides an overview of the test approach that will be undertaken for Performance Testing. It includes the planning, coordination, facilitation, and communication activities that take place among stakeholders on a regular basis. >>*

### Test Preparation Activities

*<<List activities that need to take place prior to the start of Performance Test execution.>>*

### Test Execution Activities

*<<List activities that need to take place during Performance Test execution. >>*

### Test Data Sources

*<<List the test data requirements for Performance Testing. List all the sources of test data. This includes physical sources (for example database) or tools/processes used to stage the data.>>*

| Test Data Requirement | Source | Point of contacts |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Table 18: Performance Test Data Sources**

### Test Deliverables

*<<Describes the deliverables for Performance Testing.>>*

### Roles and Responsibilities

*<<List the key roles and responsibilities involved in executing this test. Modify or adjust to meet project-specific requirements.>>*

| Name | Role | Organization | Responsibility |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Table 19: Performance Test Roles and Responsibilities**

# Data Conversion Test

## Data Conversion Test Objectives

*<<Data Conversion Testing or Mock Conversion Testing is the process of verifying that the system scenarios perform as expected when executed with converted data. This section should address the scope and approach for data conversion testing. If this information is included in the Data Conversion Plan, reference that plan here.>>*

### Test Items in Scope

*<< Identify the requirements that are in scope for Data Conversion Testing and the testing activities that will need to be performed based on that analysis.*

*List all the requirements that will be verified as a result of executing the Performance Test Plan. Include the requirement ID and description for each requirement from the Requirements Traceability Matrix>>*

### High-Level Test Scenarios

*<<List the high level test scenarios that will cover the items in the scope of the test.>>*

| Scenario ID # | Data Conversion Test Scenario Description |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Table 20: Data Conversion Test Scenarios**

### Test Items not in Scope

*<<List requirements that will not be in scope for this test effort.>>*

## Data Conversion Test Approach

*<<This section provides an overview of the test approach that will be undertaken for Performance Testing. It includes the planning, coordination, facilitation, and communication activities that take place among stakeholders on a regular basis. >>*

### Test Preparation Activities

*<<List activities that need to take place prior to the start of Data Conversion Test execution.>>*

### Test Execution Activities

*<<List activities that need to take place during Data Conversion Test execution. >>*

### Test Data Sources

*<<List the test data requirements for Data Conversion Testing. List all the sources of test data. This includes physical sources (for example database) or tools/processes used to stage the data.>>*

| Test Data Requirement | Source | Point of contacts |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Table 21: Data Conversion Test Data Sources**

### Test Deliverables

*<<Describes the deliverables for Data Conversion Testing.>>*

### Roles and Responsibilities

*<<List the key roles and responsibilities involved in executing this test. Modify or adjust to meet project-specific requirements.>>*

| Name | Role | Organization | Responsibility |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Table 22: Data Conversion Test Roles and Responsibilities**

# Smoke Test

## Smoke Test Objectives

*<<The primary objective of smoke testing is to validate that the system under test is stable enough to continue further detailed testing.>>*

### Test Items in Scope

*<< Identify the requirements that are in scope for Smoke Testing and the testing activities that will need to be performed based on that analysis.*

*List all the requirements that will be verified as a result of executing the Smoke Test Plan. Include the requirement ID and description for each requirement from the Requirements Traceability Matrix>>*

### High-Level Test Scenarios

*<<List the high level test scenarios that will cover the items in the scope of the test.>>*

| Scenario ID # | Smoke Test Scenario Description |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Table 23: Smoke Test Scenarios**

### Test Items not in Scope

*<<List requirements that will not be in scope for this test effort.>>*

## Smoke Test Approach

*<<This section provides an overview of the test approach that will be undertaken for Smoke Testing. It includes the planning, coordination, facilitation, and communication activities that take place among stakeholders on a regular basis.>>*

### Test Preparation Activities

*<<List the activities that need to take place prior to the start of Smoke Test execution.>>*

### Test Execution Activities

*<<List the activities that need to take place during Smoke Test execution.>>*

### Test Data Sources

*<<List the data requirements for Smoke Testing. List all the sources of test data. This includes physical sources (for example, database) or tools/processes used to stage the data. Identify the test data support teams who would be supporting the test data creation and management activity.>>*

| Test Data Requirement | Source | Point of contacts |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Table 24: Smoke Test Data Sources**

### Test Deliverables

*<<Describes the deliverables for Smoke Testing.>>*

### Roles and Responsibilities

*<<List the key roles and responsibilities involved in executing this test. Modify or adjust to meet project-specific requirements>>*

| Name | Role | Organization | Responsibility |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Table 25: Smoke Test Roles and Responsibilities**

# Regression Test

## Regression Test Objectives

*<<Regression Testing is selective retesting of a system or component to verify that modifications have not caused unintended effects and that the system or component still complies with its specified requirements.>>*

### Test Items in Scope

*<<List the requirements that will be verified as a result of executing the Regression Test Plan. Include the requirement ID and description for each requirement from the Requirements Traceability Matrix. >>*

### High-Level Test Scenarios

*<<List the high level test scenarios that will cover the items in the scope of the test.>>*

| Scenario ID # | Regression Test Scenario Description |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Table 26: Regression Test Scenarios**

### Test Items not in Scope

*<<List requirements that will not be in scope for this test effort.>>*

## Regression Test Approach

*<<This section provides an overview of the test approach that will be undertaken for Regression Testing. It includes the planning, coordination, facilitation, and communication activities that take place among stakeholders on a regular basis.>>*

### Test Preparation Activities

*<<List activities that need to take place prior to the start of regression test execution.>>*

### Test Execution Activities

*<<List activities that need to take place during Regression Test execution.>>*

### Test Data Sources

*<<This section presents the test data needs to support Regression Testing and should include test data needed for each external and internal interface and component.*

*List the test data requirements for regression testing. List all the sources of test data. This includes physical sources (for example, database) or tools/processes used to stage the data.>>*

| Test Data Requirement | Source | Point of contacts |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Table 27: Regression Test Data Sources**

### Test Deliverables

*<<Describe the deliverables for Regression Testing.>>*

### Roles and Responsibilities

*<<List the key roles and responsibilities involved in executing this test. Modify or adjust to meet project-specific requirements.>>*

| Name | Role | Organization | Responsibility |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Table 28: Regression Test Roles and Responsibilities**

# Security Test

## Security Test Objectives

*<<Security Testing is completed to validate that the system under test is protected and that personally identifiable information (PII) and data are secure.>>*

### Test Items in Scope

*<< List all the requirements that will be verified as a result of executing the Security Test Plan. For the latest and most updated requirements, please refer to the Requirements Traceability Matrix.>>*

### High-Level Test Scenarios

*<<List the high level test scenarios that will cover the items in the scope of the test.>>*

| Scenario ID # | Security Test Scenario Description |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Table 29: Security Test Scenarios**

### Test Items Not in Scope

*<<List requirements that will not be in scope for this test effort.>>*

## Security Test Approach

*<<This section provides an overview of the test approach that will be undertaken for Security Testing. It includes the planning, coordination, facilitation, and communication activities that take place among stakeholders on a regular basis. It also includes the Security Testing structure. Security Testing can be primarily classified as external, internal, or overt/covert.>>*

### Test Preparation Activities

*<<List activities that need to take place prior to the start of Security Test execution.>>*

### Test Execution Activities

*<<List activities that need to take place during Security Test execution.>>*

### Test Data Sources

*<<This section presents the test data needs to support Security Testing.*

*List the test data requirements, the source of the test data, and the point of contact for the external or internal interface or component for which the test data is needed.>>*

| Test Data Requirement | Source | Point of contacts |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Table 30: Security Test Data Sources**

### Test Deliverables

*<<Describe the deliverables for Security Testing.>>*

### Roles and Responsibilities

*<<List the key roles and responsibilities involved in executing this test. Modify or adjust to meet project-specific requirement.>>*

| Name | Role | Organization | Responsibility |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Table 31: Security Test Roles and Responsibilities**

# Section 508 Compliance Test

## Section 508 Compliance Test Objectives

*<<* *Section 508 Compliance Testing is a check to verify that the solution is compliant with Section 508 of the Rehabilitation Act (29 U.S.C. 794d), as amended in 1998. Section 508 is a federal law that requires agencies to provide individuals with disabilities equal access to electronic information and data comparable to those who do not have disabilities, unless an undue burden would be imposed on the agency. The Section 508 standards are the technical requirements and criteria used to measure conformance within this law. More information on Section 508 and the technical standards can be found at* [*Section508.gov*](http://www.section508.gov)*. The Section 508 law is broad in scope, applying to all technology the federal government buys, builds, maintains, and uses. Non-compliance can result in time consuming and costly lawsuits, delayed implementation of key IT investment priorities, and damage to public missions or image.>>*

### Test Items in Scope

*<<List the requirements that will be verified as a result of executing the Section 508 Compliance Test Plan. Include the requirement ID and description for each requirement from the Requirements Traceability Matrix. >>*

### High-Level Test Scenarios

*<<List the high level test scenarios that will cover the items in the scope of the test.>>*

| Scenario ID # | Section 508 Compliance Test Scenario Description |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Table 26: Section 508 Compliance Test Scenarios**

### Test Items not in Scope

*<<List requirements that will not be in scope for this test effort.>>*

## Section 508 Compliance Test Approach

*<<This section provides an overview of the test approach that will be undertaken for Section 508 Compliance Testing. It includes the planning, coordination, facilitation, and communication activities that take place among stakeholders on a regular basis.>>*

### Test Preparation Activities

*<<List activities that need to take place prior to the start of Section 508 compliance test execution.>>*

### Test Execution Activities

*<<List activities that need to take place during Section 508 Compliance Test execution.>>*

### Test Data Sources

*<<This section presents the test data needs to support Section 508 Compliance Testing and should include test data needed for each external and internal interface and component.*

*List the test data requirements for regression testing. List all the sources of test data. This includes physical sources (for example, database) or tools/processes used to stage the data.>>*

| Test Data Requirement | Source | Point of contacts |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Table 27: Section 508 Compliance Test Data Sources**

### Test Deliverables

*<<Describe the deliverables for Section 508 Compliance Testing.>>*

### Roles and Responsibilities

*<<List the key roles and responsibilities involved in executing this test. Modify or adjust to meet project-specific requirements.>>*

| Name | Role | Organization | Responsibility |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Table 28: Section 508 Compliance Test Roles and Responsibilities**

# Test Results

*<<The Test Results presents an overview of the strategy for analyzing the required tests. Add in additional sections to meet your specific project needs.>>*

## Communication and Tracking

*<<Describe a process for communicating testing effort. Include tracking/reporting of progress for the testing effort, as well as issue tracking/reporting and escalation process. Identify any specific tools and techniques to be used. Include reporting and tracking for defects with severity and priority level assigned.>>*

## Required Testing Metrics

*<<List agreed upon testing metrics that will be gathered during the testing effort and a summary of these metrics will need to be completed in the End of Cycle/Phase Report(s).>>*

# Test Schedule

*<<Identify the key schedule milestones that set the context for the testing effort. As required, add in additional sections to meet your specific project needs.>>*

| Milestone | Planned Start Date | Actual Start Date | Planned End Date | Actual End Date |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Table 32: Test Schedule**

# Appendix A: Key References

*<<Insert the name, version number, description, and physical location of any documents referenced in this document. Add rows to the table as necessary.>>*

Table below summarizes the documents referenced in this document.

|  |  |  |
| --- | --- | --- |
| Document Name | Description | Location |
| *<<Document Name and Version Number>>* | *<<Document description>>* | *<<URL to where document is located>>* |
|  |  |  |
|  |  |  |

**Table 33: Key References**

# Appendix B: Key Terms

Table below provides definitions and explanations for terms and acronyms relevant to the content presented within this document.

|  |  |
| --- | --- |
| Term | Definition |
| *<<Insert Term>>* | *<<Provide definition of term and acronyms used in this document>>* |
|  |  |
|  |  |

**Table 34: Key Terms**