UAT Test Summary Report & Sign-off (IEEE 829) — SAP ERP (Mock) BA Case Study (O2C)

Standard: IEEE 829 (Test Summary Report + Sign-off)

Project: SAP ERP (Mock) BA Case Study — Order-to-Cash (O2C)

Target system: Mock SAP ERP (example reference: SAP S/4HANA SD + FI-AR + FSCM Credit Management)

Version: 0.1

Date: 2026-01-19

1. Test Summary Report Identifier

- **Document ID:** SAP-ERP-UAT-TSR-IEEE829-001
- **Related documents:**
- UAT Test Cases: `SAP_ERP_UAT_Test_Cases` (UAT execution reference)
- RTM: `SAP_ERP_RTM` (traceability reference)

2. Summary

2.1 Test Items
In-scope (O2C):

- Sales Order creation
- Pricing override controls (reason + approval)
- Credit check / credit block and release
- Billing: invoice and credit memo controls
- Audit logging for critical actions
- RBAC / Segregation of Duties (SoD)

Out-of-scope:

- Full FI/CO postings details and reconciliations

- EDI/IDoc integrations
- Tax engine integrations

2.2 Variances

- **Planned vs executed:** (fill in)
- **Scope variances:** (fill in)
- **Environment variances:** (fill in)

2.3 Comprehensive Assessment

Entry criteria (expected):

- UAT environment available
- Test data prepared (customers/materials/credit exposure)
- Roles provisioned (Sales Rep, Sales Manager, Credit Analyst, Billing Clerk, Auditor)

Exit criteria (expected):

- All critical test cases executed
- No open Critical/High defects for go-live in scope
- Sign-off obtained from Business Owner and key stakeholders

Overall result:

- [ ] Pass
- [ ] Conditional Pass
- [ ] Fail

2.4 Summary of Results

Area	Coverage summary	Result (Pass/Cond/Fail)	Notes
Sales Order	Core create order path		
Pricing override	Reason + approval + audit		
Credit control	Block + release + SoD		
Billing	Invoice + credit memo		
Security & audit	RBAC + audit		

	logging		

2.5 Evaluation

- **Key risks observed:** (fill in)
- **Business impact:** (fill in)
- **Recommendation:** (fill in)

2.6 Summary of Activities

- UAT execution window: (dates)
- Workshops / triage sessions: (dates)
- Defect review meetings: (dates)

2.7 Summary of Anomalies

Defect ID	Title	Severity	Status	Workaround	Owner

3. Testing and Deliverables

3.1 Evidence Checklist

- [ ] Screenshots attached per test case
- [ ] Audit log extracts captured for critical controls
- [ ] Role-based access evidence (authorization failures)
- [ ] Traceability checked against RTM

3.2 Traceability (Reference)

This UAT summary is traceable to requirements via RTM:

- See `SAP_ERP_RTM` table mapping FRs ↔ BR/DT ↔ UAT TCs.

4. Sign-off

Business Owner / Sponsor

- Name:
- Role:
- Signature:
- Date:

Product Owner / Process Owner

- Name:
- Role:
- Signature:
- Date:

QA / Test Lead

- Name:
- Role:
- Signature:
- Date:

IT / Solution Owner

- Name:
- Role:
- Signature:
- Date: