**Technology Division Test Management Process**

Please follow the **Step by Step Guide to System Development Testing in Technology Division**

**Test Levels**

* Unit [Task]
* Component [Sprint Product]
* Integration
* System
* User Acceptance

**Test Roles**

* Developer **[D]**
* Independent Developer **[ID]**
* Independent Tester **[IT]**
* Sprint Team **[ST]**
* Technology Project Manager **[TM]**
* Business Test system expert **[BTE]**
* Business Team **[BT]**

**Sprint Testing -**

1. Unit testing of task **[D]**
2. Component Testing complete the test log until all tests passed **[ID/IT]**
3. Integration testing **[ST]**
4. Complete Test documentation and sign off on Sprint **[TM/BTE]**
5. Review **[ST]**

**Testing – Step by Step**

**Planning and Control**

1. Complete sign off Technology UAT Release Form [**TM]**
2. Clearly name the Test Plan referencing the Project Plan and identifying the sprints/work schedule to be tested. (SVN Reference) **[TM]**
3. Create a test plan

Overview of test plan

Goal and objectives

Identify constraints

IT Security Risks **[TM]**

1. List the toolkit being tested (Hardware, Software), specification/ versions and deploy in Test Server **[TM]**
2. List relevant features of the software/hardware/product to be tested (link these features back to user stories, sprint planning, product backlog) **[TM]**
3. List features of the software/hardware/product NOT to be tested (specify the reason for these exclusions**) [TM]**
4. Identify any staffing or training needs **[TM]**
5. Deploy test code into test server **[TM]**

**Test Analysis and Design**

1. Outline the overall test analysis and design approach **[TM]**
2. Identify test conditions **[ST/BT]**
3. Identify Test Cases **[ST/BT]**
4. Identify Pass/Fail Criteria **[ST/BT]**

**Test Execution**

1. List test procedures, listing testing sequence **[ST]**
2. Prepare test data (anonymise ‘live’ test data) **[ST]**
3. List expected Results **[ST]**

**Test Execution**

1. Perform tests, logging results **[ST/BT]**
2. Record test failures and log bugs in Bugzilla **[ST/BT]**
3. Mark these tests for retesting [**ST/BT]**

**Test Evaluation**

1. Test summary report **[TM]**
2. Report if further testing is needed **[TM/BTE]**
3. Identify bug fixes required **[TM]**
4. List issues/lessons learned for future **[ALL]**

**Next Steps**

1. Bug Fixing (follow agile development process) **[D]**
2. Complete sign off Technology UAT Release Form **[ALL]**
3. UAT signoff without bug, ready for Live Release (complete form) **[ALL]**