# 🧪 TEST PLAN

## 1. Purpose

The purpose of this test plan is to verify that the new Payroll Deduction feature correctly calculates and displays employee deductions without causing regressions in the Payroll module.

## 2. Scope

What’s included and what’s not?

In Scope:  
- [List the specific features, pages, APIs, etc. you’ll test]  
  
Out of Scope:  
- [List anything not being tested and why — e.g., “Mobile app version not in release scope”]

## 3. Test Items

List the key components or features you’ll be testing.

|  |  |
| --- | --- |
| Component | Description |
| [Feature name] | [What it does] |

## 4. Test Approach

How will you test? What types of testing will you perform?

Test Types:  
Functional  
Regression  
API  
UI / UX  
Negative testing  
Automation

Approach Summary:  
[Write how you’ll test each area — e.g., “Use Cypress + TypeScript for regression, Postman for API validation, and manual exploratory testing for UI.”]

## 5. Test Environment

Where will the testing take place, and what tools or data will be used?

|  |  |
| --- | --- |
| Environment URL | [Staging/QA URL here] |
| Tools | [List tools — e.g., Cypress, Postman, Jira, TestRail] |
| Test Data | [List any accounts or datasets used for testing] |
| Browsers/Devices | [e.g., Chrome, Firefox, Edge] |

## 6. Test Deliverables

What outputs will you produce?

- [ ] Test cases (where stored: \_\_\_\_\_\_\_\_\_\_\_)  
- [ ] Defect reports (tool: \_\_\_\_\_\_\_\_\_\_\_)  
- [ ] Test summary report  
- [ ] Automation scripts  
- [ ] Other: \_\_\_\_\_\_\_\_\_\_\_

## 7. Schedule & Responsibilities

|  |  |  |
| --- | --- | --- |
| Phase | Dates | Responsible |
| [Test case creation] | [Start–End] | [Name] |

## 8. Risks & Mitigation

|  |  |  |
| --- | --- | --- |
| Risk | Impact (High/Med/Low) | Mitigation Plan |
| [Describe risk] | [ ] | [How to prevent or handle it] |

## 9. Exit Criteria

When can testing be considered complete?

Example: All critical test cases executed, no open high-severity bugs, regression suite passed.