

Link : Microsoft Teams

Test Plan: Microsoft Teams

Test plan identifier: MS\_T\_V1

Introduction: Validate MS Teams working in the meeting.

Test Items: User chat, people, raise hand, react, view, more options, camera, mic, share screen, leave meeting, user Presenting screen, users list window.

Features to be tested: User chat, people, raise hand, react, camera, mic, share screen, leave meeting, user Presenting screen, users list window.

Features not to be tested: more options, View

Approach: Manual Test (Black Box Testing)

Item Pass/Fail Criteria:

Suspension criteria & resumption requirements:  
5/8/2025

Test Deliverables:

Test cases documents

Test reports

Test plan

Test summary report

Test bug report

Test analysis report

Review documents

Bug analysis reports

Environmental Needs: MS Teams, MS Teams Link, PC, browser, excel/word, network

Responsibilities: KAVALI VENKATA SAI SRI KARTHIK  
(prepare test cases & test analysis reports)

Staffing & Training Needs: NO

Schedule: 5/8/2025

Risks & Contingencies: No Risk

Approval: Vishali