

SE 2226 Test Completion Report Template

(Based on ISO/IEC/IEEE 29119-2 Section 7.4)

The test completion report provides a summary of the testing that was performed. See <https://ieeexplore.ieee.org/stamp/stamp.jsp?tp=&arnumber=9591577> Annex G for two examples.

Below is the outline of the report that you have to use.

1. Summary of testing performed

Summarizes the testing performed across the project and/or in the test levels and test types.

Provides details on what was tested and describes any constraints on how the testing was performed.

2. Deviations from planned testing

Describes deviations from the planned testing, if any. This section may also reference the section on residual risks for any risks that the deviations pose to the testing and their relevant risk treatments.

3. Test completion evaluation

Describes the extent to which the testing met the specified test completion criteria, and where necessary, explains why the criteria were not met.

4. Factors that blocked progress

Describes those factors that impeded progress and the corresponding solutions that were implemented to remove them.

5. Test measures

Presents the collated test measures.

EXAMPLE This can include measures for test cases, defects, incidents, test coverage, activity progress, and resource consumption.

6. Test deliverables

Lists all the test deliverables produced as a result of the testing and their location.

EXAMPLE This can include the test plan, test case specifications, and test procedure specifications.

7. Lessons learned

Describes the results of the lessons learned meeting.

NOTE If the project is following an agile methodology, the lessons learned may have been collected and captured iteratively during retrospectives. Key findings that are to be brought into future test levels, types, or projects will still typically be documented in the test completion report.