SQA Test Plan Template

1. Test Plan ID

TP-001 - TP-030, ACE_001 - ACE_050, OP001 - OP021, CO_001 - CO_021

2. Introduction

The PUP SIS portal serves as the central platform for students to access academic services, including enrollment, clearance requests, and course management. This plan targets key user workflows to ensure system stability and performance under real-world conditions.

3. Objectives & Scope

- What are the goals of testing?

    - The primary goal of this testing effort is to ensure that these features meet functional requirements, deliver an optimized user experience, and adhere to security standards. Testing will focus on identifying defects, verifying compliance with specifications, and minimizing risks before deployment or updates.

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- What features will be tested?

    - LogIn feature
    - Online ACE
    - Online Petition
    - Course Offering

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- What features will **not** be tested?

    None; all of the features were tested.

4. Test Items

List the components or modules to be tested.

Example:

- Login Feature

- Online ACE

- Online Petition

- Course Offering

5. Test Approach

- Manual Testing:

All test cases were executed manually by QA testers following predefined test scripts. This approach allowed for human observation of the user interface, system responses, and overall user experience across all features.

- Black-box Testing:

Testing focused on examining functionality without knowledge of internal code structures. Testers validated inputs and outputs against requirements, simulating real user interactions to verify that system behavior worked as expected.

6. Pass/Fail Criteria

- Pass Criteria:
- The feature completes all required functions correctly.
- Data is processed and stored accurately.
- UI elements are displayed properly.
- Appropriate messages appear for user actions.
- Fail Criteria:
- The feature does not complete the required functions as specified.
- Data errors occur during processing or storage.
- UI elements are missing or malfunctioning.
- Error/success messages are missing or incorrect.

7. Test Deliverables

What documents will be produced?

- Test Plan

- Test Cases

8. Schedule

Activity	Start Date	End Date
Test Plan and Test Cases	April 5, 2025	April 7, 2025

9. Environment Requirements

Hardware/Software needed.

- Windows 10/11

- Google Chrome

- Internet

10. Risks and Mitigation

Identify possible risks and how you'll deal with them.

- **Risk:** Technical issues during testing
- **Mitigation:** Have IT support on standby and use alternate devices/environments
- **Risk:** Poor communication among team members
- **Mitigation:** Set regular online meeting through Google Meet
- **Risk:** Deadline slippage due to unforeseen issues
- **Mitigation:** Add buffer time in the schedule and prioritize critical test cases

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