**3.4** **I can test solutions to check that they work as intended**

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| --- | --- | --- | --- | --- |
| Number | Description | Expected Outcome | Actual Outcome | Action to Take |
| 1 | Click on *Home* button from Home page | Refreshing home page | Refreshes website | No action required |
| 2 | Click on *The Good* button | Moving to relevant page | Moves to relevant page | No action required |
| 3 | Click on *The Bad* button | Moving to relevant page | Moves to relevant page | No action required |
| 4 | Click on *Contact us* button | Moving to relevant page | Moves to relevant page | No action required |
| 5 | Click on submit button on Contact us page | 404 error | 404 error | No action required |
| 6 | Click on *Home* button from other page | Moves to home page | Moves to home page | No action required |
| 7 | Open template document | Open template document within 2 seconds | Opened in just over 2 seconds | Consider better storage solution/ use fewer memory-demanding applications |
| 8 | Close template document | Document should close. Dialogue box should open if not saved | Document closes are dialogue box advising to save | No action required. Automatic saving unsuitable for template |
| 9 | Double-clicking date box on template | Double-click should select only the relevant area | Area selected is more than date area | Need to amend template to specific regions of text |
| 10 | Moving around table | Pressing tab moves between table columns and rows | Pressing tab moves between table columns and rows | No action required |
| 11 | Clicking email address | Should generate a new email | No link to new email | Need to insert a link to send a new email |

Fig 1