

TECHIRGHIOLO

CITY HALL

Test Plan

Document Change History

Version number	Date	Contributor	Description
V1.0	01.05.2024	POKA NORBERT	Test plan for primariatechirghiol.ro
V1.1	02.05.2024	POKA NORBERT	<ul style="list-style-type: none">- Update fonts used for texts- Update image color on the first page
V1.2	07.05.2024	POKA NORBERT	Updated roles and responsibilities table
V1.3	16.06.2024	POKA NORBERT	Links added in: 5 Testing Deliverables
V1.4	18.06.2024	POKA NORBERT	Updated priority and severity list
V1.5	26.06.2024	POKA NORBERT	An updated exit criterion: from 90% tests passed to 85%

Table of Contents

1	INTRODUCTION	4
1.1	SCOPE	4
1.1.1	<i>In Scope</i>	4
1.1.2	<i>Out of Scope</i>	5
1.2	QUALITY OBJECTIVE	5
1.2.1	<i>Primary Objective</i>	5
1.2.2	<i>Secondary Objective</i>	5
1.3	ROLES AND RESPONSIBILITIES	5
2	TESTING TOOLS	5
2.1	<i>Tracking tools</i>	5
2.2	TEST ENVIRONMENT	5
2.2.1	<i>Hardware</i>	5
2.2.2	<i>Software</i>	6
3	CRITERIA AND RISKS	6
3.1	<i>Entry criteria</i>	6
3.2	<i>Exit criteria</i>	6
3.3	<i>Product risks</i>	6
3.4	<i>Project risks</i>	7
4	TESTING PROCESS	7
4.1	<i>Testing analysis</i>	7
4.2	<i>Testing design</i>	7
4.3	<i>Testing implementation</i>	7
4.4	<i>Testing execution</i>	7
4.5	<i>Monitoring and control of testing</i>	7
5	TESTING DELIVERABLES	8
5.1	<i>Test plan</i>	8
5.2	<i>Test conditions</i>	8
5.3	<i>Test cases</i>	8

5.4	<i>Test case results</i>	8
5.5	DEFECT REPORTS	8
5.5.1	<i>Severity list</i>	8
5.5.2	<i>Priority list</i>	9
5.6	<i>Traceability Matrix</i>	9
5.7	<i>Test Completion Report</i>	9
6	TERMS/ACRONYMS	9
7	TEST SCHEDULING	10

Introduction

The Techirghiol City Hall represents the local administration institution of the Techirghiol locality in Constanța County, with headquarters located on Dr. Victor Climescu Street, no. 24, in the aforementioned town. The town hall has a website in operation since 2011.

<https://www.primariatechirghiol.ro>

1.1 Scope

1.1.1 In Scope

The Techirghiol City Hall *Test Plan* defines the unit, integration, system, regression and Client Acceptance testing approach. The test scope includes the following:

- Testing functional, performance, use case requirements;
- Quality requirements and fit metrics primariatechirghiol.ro.

1.1.2 Out of Scope

The following are considered out of scope for Techirghiol City Hall Test Plan and testing scope:

- Functional requirements testing for systems outside of primariatechirghiol.ro;
- Security testing;
- Disaster recovery and business continuity plan testing;
- Automated testing.

1.2 Quality Objective

1.2.1 Primary Objective

A primary objective of testing application systems is to: assure that the system meets the full requirements, including quality requirements. The website of the Techirghiol City Hall aims to inform the residents of this locality and the people interested in this locality regarding all the activities and other aspects related to Techirghiol, such as: the decisions made in the City Council, local news and events, public auctions, tourist attractions, contests for filling vacancies in the city hall, activity reports or declarations of assets and interests.

Any changes, additions, or deletions to the requirements document, Functional Specification, or Design Specification will be documented and tested at the highest level of quality allowed within the remaining time of the project and within the ability of the test team.

1.2.2 Secondary Objective

The secondary objective of testing application systems will be to: *identify and expose all issues and associated risks, communicate all known issues to the project team and ensure that all issues are addressed in an appropriate matter before release.*

1.3 Roles and Responsibilities

Roles and responsibilities may differ.

Nume și prenume	Roluri și responsabilități
POKA NORBERT	Team Lead - creates the test plan, coordinates the QA team, monitors the testing process, maintains communication with stakeholders, ensures that the testing process meets its deadline
Sabou Iulia	QA 1 - will perform functionality testing
	QA 1 - will perform usability testing
	QA 1 - will perform performance testing
Talpoș Armand	QA 2 - will perform non-functional testing
	QA 2 - will perform usability testing
Oprișan Mugurel	QA 3 - will exclusively perform the retest

2 Testing tools

2.1 Tracking tools

Bug tracker is used by TL to enter and track all bugs and project issues.

2.2 Test environment

2.2.1 Hardware

Include the minimum hardware requirements that will be used to test the website. Testing will have access control to one or more application/database servers separate from any used by non-test members of the project team. Testing will also have access control to an adequate number of variously configured PC workstations to assure testing a range from the minimum to the recommended client hardware configurations listed in the project's requirements. The following list of hardware should be considered a minimum:

- 1 GHz processor;
- DirectX 9-compatible graphics card with WDDM 1.0 driver;
- 800x600 resolution display;
- 1GB RAM (for 32-bit operating system) or 2GB (for 64-bit);
- 5 GB of available space on the HDD/SSD/storage drive.

2.2.2 Software

In addition to the website and any other customer specified software, the following list of software should be considered a minimum:

- Windows 10 (Home);
- Internet browser (Google Chrome 5.0, Mozilla Firefox 70.0, Safari 12.0, Opera 15.0, Microsoft Edge 88.0.705.18);
- MS Office 07 Professional or Google Workspace;
- Jira with Zephyr, TestRail or Qase (Test Management Tools).

3 Criteria and risks

3.1 Entry criteria

The criteria for entering testing are as follows:

- project risks have been identified and moderated;
- roles and responsibilities have been assigned and agreed upon;
- deadlines have been set;
- scope has been established and communicated to team members;
- testing objectives have been defined and communicated to team members.

3.2 Exit criteria

And the exit criteria from testing are these:

- product risks have been found and mitigated;
- no critical defects remain open;
- deadlines have been met;
- at least 85% of all tests are passed;
- testing documentation is completed and communicated to stakeholders (TCR is generated);
- all defects are documented and communicated to stakeholders.

3.3 Product risks

The risk associated with the final product is the one immediately mentioned:

- the web page could potentially crash if it is loaded with too much data.

3.4 Project risks

While the risks associated with the project are as follows:

- QA team member 2 is at risk of contracting COVID-19 due to the fact that there are people with COVID-19 where they are staying, and they do not have the opportunity to spend the nights in another home or room, which may increase the workload of the other team members;
- QA team member 3 does not have enough experience in manual testing to complete what they have to do on their own.

4 Testing process

4.1 Testing analysis

In this stage we analyze the specifications and requirements documented by the client. We will most likely provide the client with some suggestions for improving the requirements. Also, the test conditions are to be generated.

4.2 Testing design

Test cases will be written and reviewed based on the test conditions. In addition, test data will be identified and the test environment will be designed by establishing existing test tools.

4.3 Testing implementation

During this stage, it will be verified that the test environment is in optimal parameters and ready for testing. It will be guaranteed that the website can be accessed without any problems, and that all test data is correct. Smoke testing will be performed, while test cases will be prioritized according to the established objectives. Comparison of current results with expected ones will be done along the way.

4.4 Testing execution

Testing is carried out effectively. This will be based on the priority established on the test cases. The tests will be run on several internet browsers (namely: Google Chrome, Mozilla Firefox, Safari, Opera and Microsoft Edge) to see how the website behaves on each of them. The defects found will be documented and reported to the development team. At the end of the testing, a "Test completion report" will be generated, which will then be sent to the interested parties/stakeholders.

4.5 Monitoring and control of testing

The testing process will be monitored continuously, from start to finish. "Test status reports" will be generated to effectively compare current progress with expected progress. If deviations from the plan begin to take hold over the entire deployment, then control measures will be taken. The same happens if there is a risk of not meeting the objectives on time. The role of this stage is to increase quality and efficiency.

5 Testing deliverables

Testing provides specific deliverables. These deliverables fall into seven basic categories: test plan, test conditions, test cases, test results reports, defect reports, traceability matrix and test completion report.

5.1 Test plan

The Test plan is derived from the Test Approach, Requirements, Functional Specifications, and Detailed Design Specifications. The Test plan determines the details of the test approach, identifying the areas associated with the test case within the specific product for this release cycle.

<https://shorturl.at/VCbNP>

5.2 Test conditions

Test conditions are used to guide the testing process.

5.3 Test cases

<https://shorturl.at/KlogS1>

5.4 Test case results

<https://shorturl.at/UCSk1>

5.5 Defect reports

The severity and priority fields of defects are both very relevant for classifying defects and prioritizing them. The severity and priority levels of defects will be defined as shown in the tables below. Testing will assign a severity level to all defects. The TL will be responsible for ensuring that each defect is assigned the correct severity level.

<https://shorturl.at/Cjrpl>

5.5.1 Severity list

Severity ID	Severity level	Severity description
1	Critic	The product crashes or the defect causes unrecoverable conditions. Examples: product crashes, potential data loss, or corruption of files or sections within the product/website.
2	High	Major component of the product is unusable due to failure or incorrect functionality. Causes serious problems such as: lack of functionality, unclear error messages that can have a major impact on the end user, or prevent testing of other areas of the application. May have a solution, but the solution is inconvenient or difficult.
3	Medium	Incorrect component or process functionality. There is a simple solution to the defect.
4	Low	Documentation errors.

5.5.2 Priority list

Priority ID	Priority level	Priority description
5	Needs to be fixed	This defect must be repaired immediately; the product cannot be delivered with this defect.
4	It should be fixed	These are important issues that should be resolved as soon as possible. It would be a shame if this flaw remained.
3	When there is time it will be fixed	The problem must be resolved within the available time. If the defect delays the shipping date, then it must be fixed.
2	Low	It is not important (at this point) that these defects be addressed. These defects should be fixed after all other defects have been fixed.
1	No importance	Improvements can be made - they are just outside the current scope.

5.6 Traceability Matrix

The Traceability Matrix is used to link test scenarios to requirements and use cases. The TM is a mandatory part of the Test Plan documentation for all projects.

<https://shorturl.at/heDeD>

5.7 Test Completion Report

The Testing Completion Report will be generated by the TL. The TCR will certify the extent to which testing has been completed.

<https://shorturl.at/j8Gpf>

6 Terms/Acronyms

The terms below are used as examples. Please feel free to add any terms relevant to the document, or delete them.

TERMS/ACRONYMS	Definition
QA	Quality Assurance
TCR	Test Completion Report
TL	Team Lead
TM	Traceability Matrix
TS	Test Schedule

7 Testing Schedule

This section is not vital to the entire document and can be modified or even deleted, if necessary, by the author. The TS is the responsibility of the TL. It is confirmed that the testing takes place for a maximum period of three months, starting on 01.05.2024.