Test Plan Identifiers:

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| **S.No.** | **Parameter** | **Description** |
| 1. | Test plan identifier | Unique identifying reference. |
| 2. | Introduction | A brief introduction about the project and to the document. |
| 3. | Test items | A test item is a software item that is the application under test. |
| 4. | Features to be tested | A feature that needs to tested on the testware. |
| 5. | Features not to be tested | Identify the features and the reasons for not including as part of testing. |
| 6. | Approach | Details about the overall approach to testing. |
| 7. | Item pass/fail criteria | Documented whether a software item has passed or failed its test. |
| 8. | Test deliverables | The deliverables that are delivered as part of the testing process,such as test plans, test specifications and test summary reports. |
| 9. | Testing tasks | All tasks for planning and executing the testing. |
| 10. | Environmental needs | Defining the environmental requirements such as hardware, software, OS, network configurations, tools required. |
| 11. | Responsibilities | Lists the roles and responsibilities of the team members. |
| 12. | Staffing and training needs | Captures the actual staffing requirements and any specific skills and training requirements. |
| 13. | Schedule (start date, end date) | States the important project delivery dates and key milestones. |
| 14. | Risks and Mitigation | High-level project risks and assumptions and a mitigating plan for each identified risk. |
| 15. | Approvals | Captures all approvers of the document, their titles and the sign off date. |