

**Turn**

**Name: Candidate form**

**Revision History**

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| --- | --- | --- | --- |
| **Version Number** | **Editor** | **Version Date** | **Description of Changes** |
| 1.0 | Ricardo Chavez | 1/23/2019 | Creation of the document. |
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# 1 Purpose of this Document

The purpose of this document is to identify and communicate to the stakeholders of “Candidate Form” web site what testing will occur and how testing will be conducted. This includes who will be conducting the testing, what environments and data are required, what procedures will be followed and level for the project will be used to be reviewed and initially approved before detailed test planning begins.

## 2 Testing Approach

**2.1 Test Tactics**

|  |  |  |  |
| --- | --- | --- | --- |
| **Project** | **Test Level** | **Group Responsible (for example: App DEV, QA, UAT team, users.)** | **Links to Strategies, or High Level General Statement of Special Approach** |
| Candidate Form | Unit | App DEV | The development team will perform unit tests.  Development will send the evidence of their unit testing in the template for this. The QA team will review the evidence and if it is considered insufficient, we will ask to development team a new generation of evidence. |
|  | System | Testing (QA) | All tests will be functional and cover the functional testing |
|  | UAT | UAT Team | UAT tests will be performed by final user in conjunction with development team, coordinated by the PM |

**2.2 Test Basis**

Test cases are going to be created using the next documents:

• Functional Testing

**2.3 Test Deliverables**

|  |  |  |  |
| --- | --- | --- | --- |
| **Phase** | **Deliverables** | **Deliverable Required?**  **(Yes/No)** | **Sign-off Required? (Yes/No)** |
| Test Case  Development | Category Based System Test Cases | N | N |
| Test Execution | Test Execution Results  (Test Case Document or QC Report) | N | N |

Test Milestones

|  |  |
| --- | --- |
| **Test Phase Milestones** | **Target Date** |
| Test Initiation | 01\23\2019 |
| Test Strategy | 01\23\2019 |

**2.4 Test Risks**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name Risk** | **Impact**  **(H**igh,  **M**edium,  **L**ow**)** | **Probability**  **(H**igh,  **M**edium,  **L**ow**)** | **Owner** | Mitigation |
| Development is not ready for dead line time | H | H | Dev Team | All documentation will be generated in English |
| Test execution just on two browsers | M | M | QA Team | This should be tested on most used web browsers |
| Test execution need to be applied on mobile devices | H | H | QA Team | Since mobile devices have a large usage today, need to verify on iOS and Android devices |

**2.5 Test Categories**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Category** | **Category Tested?** | **Test Type**  **(Unit, System, or Acceptance)** | **Part of General Test Strategy?**  **(Section 3)** | **Test Strategy Section**  **Name**  **(Sections 5 and 6)** | **Comments** |
| 1 - Functional1 | Yes | System | Yes | NA | NA |
| 2 - Security2 | No | NA | NA | NA | NA |
| 3 - Installation3 | No | NA | NA | NA | NA |

# General Test Strategy

## Risk-Based Testing

|  |  |  |  |
| --- | --- | --- | --- |
| **Module/High Level Function** | **Simple (%)** | **Medium (%)** | **Complex (%)** |
| Installation | 50 | 50 | 0 |
| Functionality | 50 | 50 | 40 |

## System Test Scope

This section describes, for programs and projects, what will (and will not) be addressed at the system test level.

The only system that is included for this test strategy is “Candidate Form”.

### In Scope

* Functionality for WebSite
* Test on Different Browsers or most common Browsers
* Pending for test on mobile devices

### Out of Scope

Is out of scope everything that was not specified on “In Scope” section of this test strategy.

## Assumptions, Dependencies and Constraints

|  |  |
| --- | --- |
| **Description of Limitation** | **Type of Limitation** |
| Environment is set in time and manner required, PM / deployment and / or development has to inform us by email that the application is ready. | Assumption |
| Each person involved in this project will be responsible for following up on activities that correspond. | Assumption |
| Support needed from Advisors to review defects detected during validations | Dependency |

## System Test Environment

This section identifies the end-to-end testing environments (for a program), or system test (for a project) and any information regarding the environment requirements for system testing.

3.4.1 Test Environment Management

|  |  |  |  |
| --- | --- | --- | --- |
| **Program or Project Names** | **WHAT are the environments and their requirements?** | **HOW will the testing and support be conducted?** | **HOW will the testing and support be conducted? WHO will conduct the support?** |
| Candidate Form | There will be a testing using most used browsers (IE, Chrome) | There will be 1 cycle of testing by the testing team, support will be conducted by development team and will be on parallel. | PM and development team. |

**3.4.2 Test Data Management**

|  |  |  |  |
| --- | --- | --- | --- |
| Program or Project Names | WHAT are the data requirements? | HOW will the data be managed? | WHO will create and manage the data? |
| Candidate Form | Test data must be equal to production. | Data will be obtained from production environment however will be treated according with the rules of privacy of the United States of America and each State | PM and architect. |

**3.4.3 Test Tools**

|  |  |
| --- | --- |
| **Tool** | **Purpose** |
| Tracking Tool | Manage the testing. (Requirements, test cases, defects) |

## Resources and Training requirements

|  |  |  |
| --- | --- | --- |
| **Resources Needed** | **Estimated Number of Resources** | **Special Skills** |
| Test Leads | 1 | The ones according to this role. |
| Test Engineers | 1 | The ones according to this role. |

## Roles and Responsibilities

|  |  |
| --- | --- |
| **Role** | **Responsibility** |
| PM  TBD | - Monitor the deployment in the test environment, manage with development team solution of defects. |
| Development Leader  TBD | - Fix all defects found during test execution, on time. |
| Test Project Leader  Ricardo Chavez | * Generate the test strategy and share it with everyone involved to close the points are open or undefined. * Test Case Design. * Test Case Execution * Create Summary Report. |
| QA Test Leader  Ricardo Chavez | Review and approve Solution Test Package, Test Strategy, Test Cases and Summary Report. |
| Advisor  TBD | - Clarify any doubt regarding a particular scenario.  - Deliver Test Data.  - Provide Access / Login |

## Test Execution Criteria

This section is applicable to all programs or Iterative projects. It defines the criteria for system test execution activities.

### System Test Entry Criteria

Here are the criteria needed to start testing process:

* Proof and results of unit test.
* Test environment ready.
* Test Data available.
* Smoke test passed.

### System Test Suspension and Resumption Criteria

Here are the criteria by which testing of the system would be suspend:

* The code delivered is of such poor quality that it is not worth the effort to continue testing. (The number of defects found exceeds an acceptable level, or the number of retested and failed fixes of defects exceeds an acceptable level).
* The code delivered diverges dramatically from the design documents.
* Test environment becomes unavailable
* Test Data becomes unavailable

Testing will resume when sufficient evidence is provided by the respective stakeholders to prove that the problem (related to either some or all of the software, test environment, test data or resources etc.) does not exist anymore.

### System Test Exit Criteria

* All defects (regardless severity) are closed or deferred.
* 100% test cases have been executed.
* 100% test cases pass rate.
* No severity High or Medium defects remaining open.
* Less than an agreed number of open defects remaining, regardless of priority.
* Agreed number of lower priority test cases not executed if time becomes an issue.
* Due to the limited time some test cases are not executed, the corresponding issue will be logged.

# Procedures

This section identifies the procedures to be followed for system testing at either the program-level or at the project-level.

## Version Control

* SW will be labeled using version numbering standards for Turn.
* Source code will be managed using internal tools.
* Deployment team will update QA environment with new versions generated by development team.
* No new version will be placed into QA environment until a every cycle of validations is finished.

## Change Management

* While QA/UAT validations are in progress not need to update testing environment or application.
* Once End user approval is obtained, every change in production environment will follow the standard project change control procedure.

Defect Severity.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Severity** | **Definition** | **Priority** |
| 1 | **HIGH** | The defect disrupts the flow and there is no acceptable alternative, the system is operating incorrectly. | This defect must be corrected. The application cannot be released without this correction, if applicable, can be corrected in the next cycle. |
| 3 | **MEDIUM** | The defect does not interrupt the flow due to the availability of an alternative in the product even if the system is operating incorrectly. | The defect must be fixed. The application can be released, but the corrections should be applied in the next cycle, if they pose a significant risk. |
| 5 | **LOW** | The defect is isolated or not the user stops moving forward, but it causes discomfort. | Do not fix it until the other defects are resolved. There is no priority to fix it. |

## Communication and Escalation

Communication is via e-mail, IM or phone as needed. The monitoring boards are the responsibility of PM and leaders of development. If necessary, QA area will seek the support of the PM or development area and contact them by the resources mentioned above.

The area of QA, PM, the Architect and lead developer should be copied on all communications relating to the project also on the daily and weekly status reports generated by QA.

In exceptional cases (such as escalations) will include the intended recipient.

All risks and issues are going to be record in Tracking Tool and mailed to the PM, Architect and Development Manager.

Any escalation will be to the immediate manager of the corresponding area.

## Risk Management

This project is going to have weekly meetings to review the status and risks detected, if there is a new one risks detected a mitigation plan will be defined.

All detected risks are going to be registered in Tracking Tool; the resource assigned must address it.

## Issue Management

This project is going to have weekly meetings to review the status and risks became to issues, if there are risks converted to issue the associated mitigation plan will be in place, if there is no mitigation plan defined a new one will be defined.

All detected issues are going to be registered in Tracking Tool; the resource assigned must address it.

## Lessons Learned

There is no specific format is the responsibility of each area to take note of these lessons learned and make them known to those involved.

## Approval

The current QA review and approval procedure available should generate the related documents.