

**Guidelines for writing Test Points**

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# Guidelines for writing Test Points:

1. Test Points Designer identifies the actions/Controls/List Pages w.r.t. requirements:
   1. Use following key words if points are actionable:
   * Add/Modify/Delete/Search/Associate/Disassociate.
   * Report/Display/View/Print/Email/Fax etc.
   1. Identifies the controls w.r.t. FS/CR. for example:
   * Text box criteria include controls such as special characters, max length, min length, text format etc.
   * Checkbox criteria include controls such as check, uncheck and master check controls etc.
   * Text area criteria include controls special characters, max length, min length, text format, wrap text etc.
   * Drop down lists criteria include controls such as single entry, multiple entry, single selection, multi selection, select all or not.
   1. Identifies list pages w.r.t. FS/CR. for example:
   * Display view includes list screen; detail should be provided on clicking action and detail should be presented on separate screen.
   * Paging format includes criteria such as ‘First’ keyword should be un clickable if the user is on the first list page, ‘Last’ keyword should be clickable if the user is not on last page, previous and next button/links scenarios needs to be covered as well.
   * Sorting of list pages i.e. sorting is applicable on column headings.