



Jira/QMetry Training

Test Case Management and Test Execution

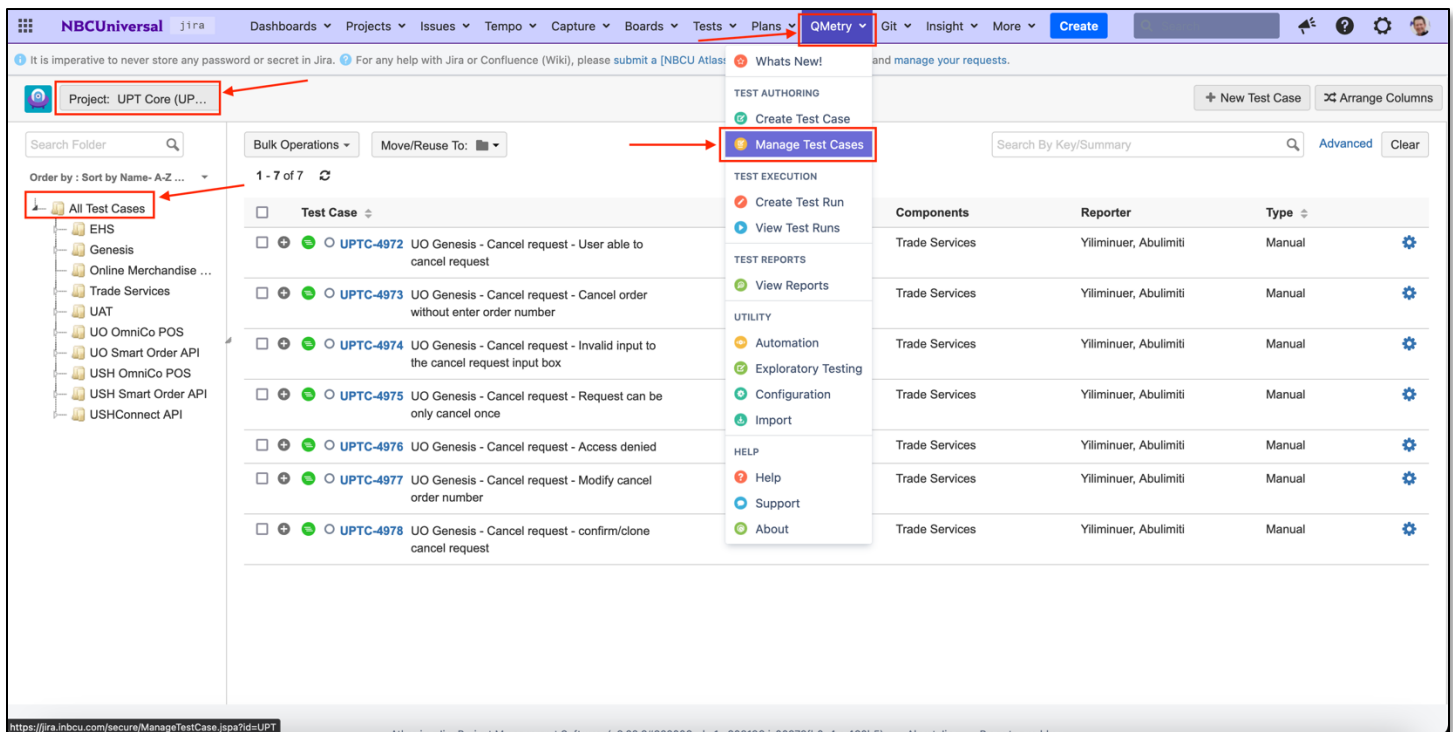
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Test Case Folders Structure

Folder Locations

In the top navigation bar of Jira, select the QMetry drop down, then Manage Test Cases. On the Test Case Management screen, verify that your specific project is selected in the top left of the screen (project code examples: UPT, UPTC, USJACCT). Next, expand the 'All Test Cases' folder tree and find your team or application folder.

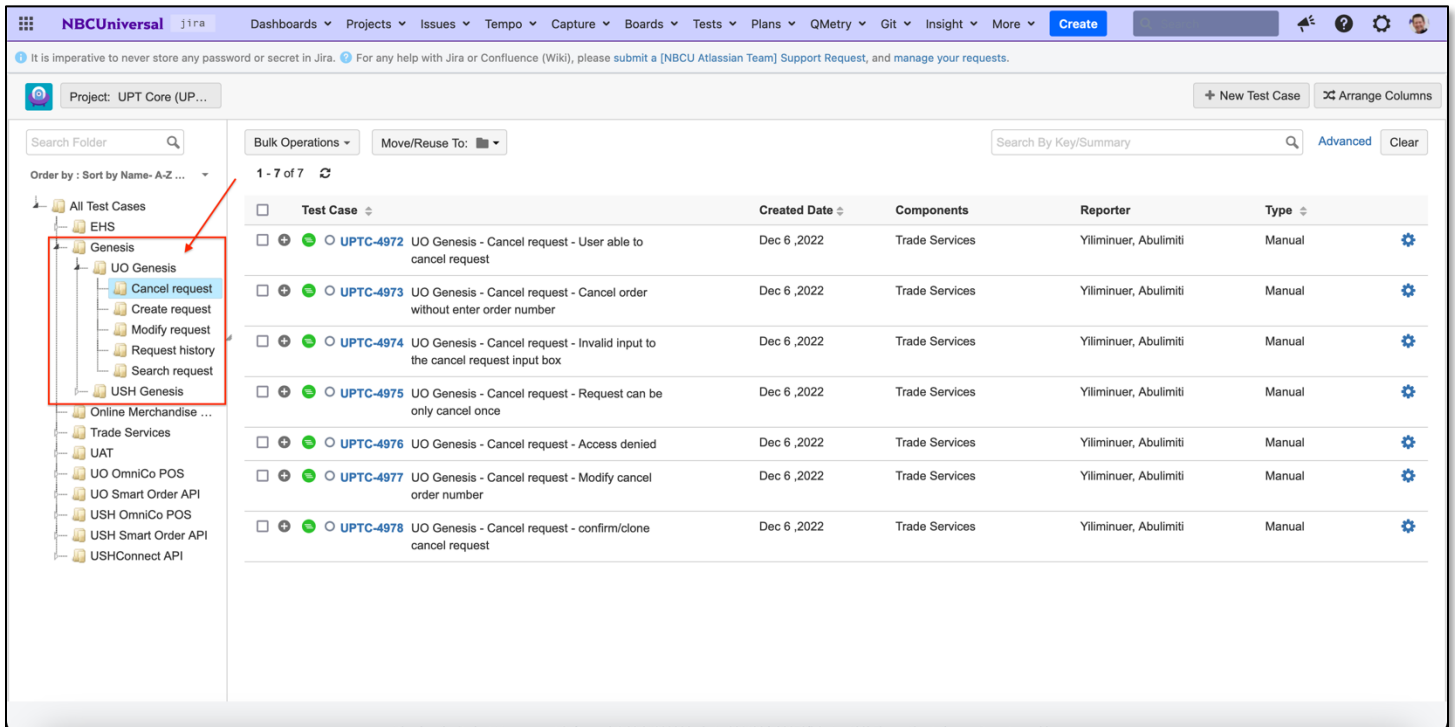


Folder Structure

If your team or application does not have a **Test Case** folder, then one needs to be created under the 'All Test Cases' folder. The 'All Test Cases' folder is the default parent folder for the QMetry plug-in. All folders created underneath the 'All Test Cases' folder are considered sub-folders.

- After your team/application folder is displayed, continue to create sub-folders for features within your application.
- As of 2022, you should **no longer** be creating a Master Library and Regression sub-folder. There should only be one grouping of feature folders, not a Master Library and Regression folder grouping. Creating Master Library and Regression folder trees has caused unnecessary folder management and maxed out the project folder limit of 1000 folders. Each project in Jira has their own 1000 folder limit.

- Only create application feature folders. Creating folders for individual features or functionalities within your application will allow **Test Cases** to be easily sorted and found.
- Once again, do not create a “Regression Folder.” Your grouping of regression **Test Cases** should be contained within a reusable **Test Scenario** (explain later in the document).
- **Do not** create test folders for Sprints, Program Increments, Releases, Hotfixes, etc.! These types of groupings will be call out by **Test Runs**. Additionally, this is the same for mobile platforms, OS versions, and web browser. Test folders are strictly for organizing application functionality.



The screenshot shows the Jira QMetry interface for the project 'UPT Core (UP...'. The left sidebar displays a folder tree under 'All Test Cases' with 'EHS' expanded, showing 'Genesis' and 'UO Genesis'. 'UO Genesis' is further expanded, showing 'Cancel request', 'Create request', 'Modify request', 'Request history', and 'Search request'. A red box highlights the 'Cancel request' folder. The main table lists test cases for 'UO Genesis - Cancel request' with columns: Test Case, Created Date, Components, Reporter, and Type. The table shows 7 test cases, all created on Dec 6, 2022, by Yiliminuer, Abulimiti, and categorized as 'Manual'.

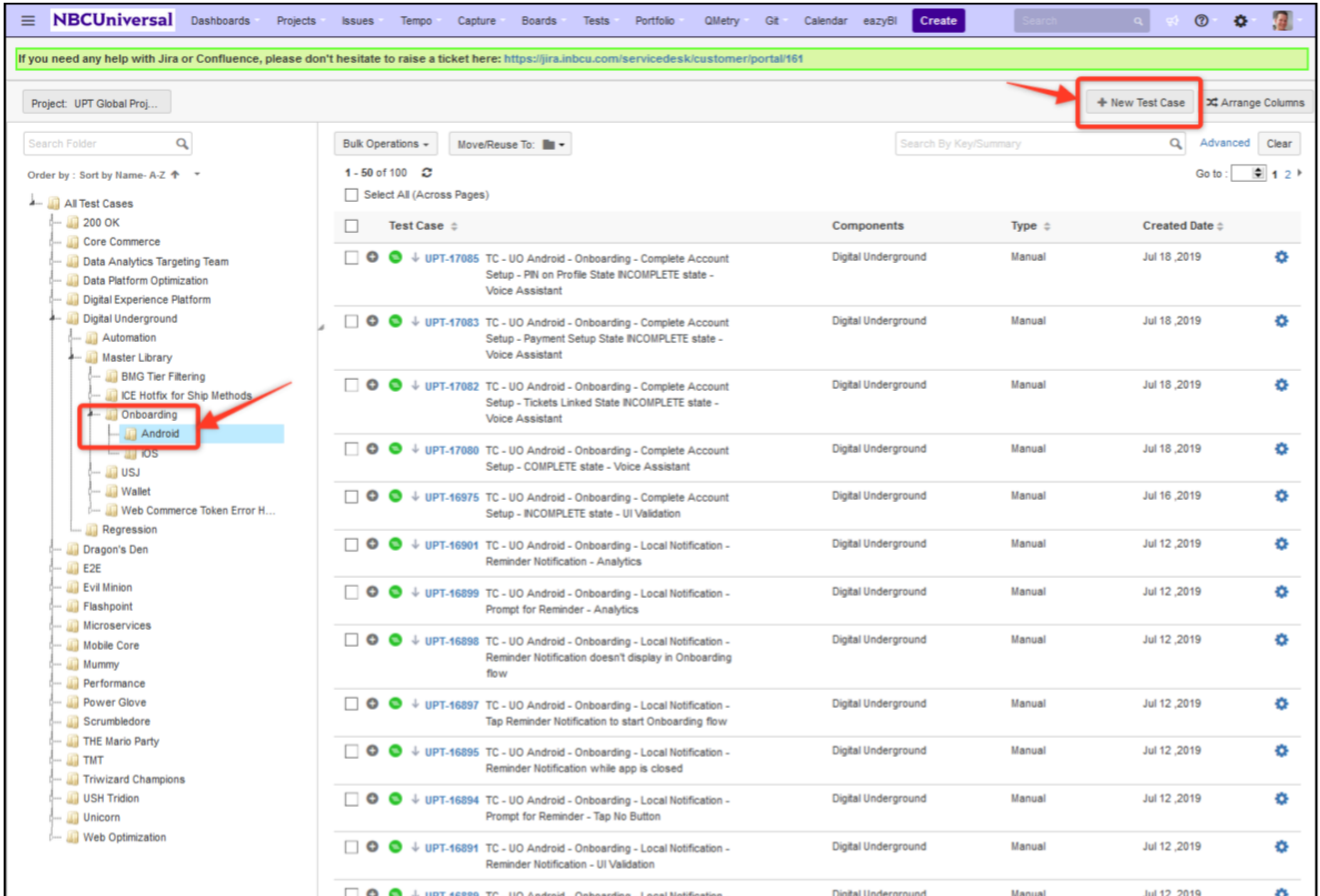
Test Case	Created Date	Components	Reporter	Type
UPTC-4972 UO Genesis - Cancel request - User able to cancel request	Dec 6, 2022	Trade Services	Yiliminuer, Abulimiti	Manual
UPTC-4973 UO Genesis - Cancel request - Cancel order without enter order number	Dec 6, 2022	Trade Services	Yiliminuer, Abulimiti	Manual
UPTC-4974 UO Genesis - Cancel request - Invalid input to the cancel request input box	Dec 6, 2022	Trade Services	Yiliminuer, Abulimiti	Manual
UPTC-4975 UO Genesis - Cancel request - Request can be only cancel once	Dec 6, 2022	Trade Services	Yiliminuer, Abulimiti	Manual
UPTC-4976 UO Genesis - Cancel request - Access denied	Dec 6, 2022	Trade Services	Yiliminuer, Abulimiti	Manual
UPTC-4977 UO Genesis - Cancel request - Modify cancel order number	Dec 6, 2022	Trade Services	Yiliminuer, Abulimiti	Manual
UPTC-4978 UO Genesis - Cancel request - confirm/clone cancel request	Dec 6, 2022	Trade Services	Yiliminuer, Abulimiti	Manual

In-Sprint Process

Creating Test Cases

In Jira (QMetry), you will start by adding the In-Sprint **Test Cases** to their associated “Test Folder,” and then assigning them to the **Story**.

- In the top navigation bar of Jira, select the QMetry drop down, then Manage Test Cases. Next, expand the ‘All Test Cases’ folder tree and find your team folder. Within your team folders, navigate to the “Master Library” folder and then find the folder of the functionality that is associated to your **Story**.
- Select the ‘+ New Test Case’ button in the top right to create **Test Cases** in this folder.



Project: UPT Global Proj...

Search Folder

Order by: Sort by Name- A-Z

All Test Cases

- 200 OK
- Core Commerce
- Data Analytics Targeting Team
- Data Platform Optimization
- Digital Experience Platform
- Digital Underground
 - Automation
 - Master Library
 - BMG Tier Filtering
 - ICE Hotfix for Ship Methods
 - Onboarding
 - Android
 - iOS
 - USJ
 - Wallet
 - Web Commerce Token Error H...
 - Regression
 - Dragon's Den
 - E2E
 - Evil Minion
 - Flashpoint
 - Microservices
 - Mobile Core
 - Mummy
 - Performance
 - Power Glove
 - ScrumbleDore
 - THE Mario Party
 - TMT
 - Triwizard Champions
 - USH Tridion
 - Unicorn
 - Web Optimization

Bulk Operations

Move/Reuse To:

Search By Key/Summary

Advanced Clear

Go to: 1 2

Test Case	Components	Type	Created Date	
UPT-17085	TC - UO Android - Onboarding - Complete Account Setup - PIN on Profile State INCOMPLETE state - Voice Assistant	Digital Underground	Manual	Jul 18, 2019
UPT-17083	TC - UO Android - Onboarding - Complete Account Setup - Payment Setup State INCOMPLETE state - Voice Assistant	Digital Underground	Manual	Jul 18, 2019
UPT-17082	TC - UO Android - Onboarding - Complete Account Setup - Tickets Linked State INCOMPLETE state - Voice Assistant	Digital Underground	Manual	Jul 18, 2019
UPT-17080	TC - UO Android - Onboarding - Complete Account Setup - COMPLETE state - Voice Assistant	Digital Underground	Manual	Jul 18, 2019
UPT-16975	TC - UO Android - Onboarding - Complete Account Setup - INCOMPLETE state - UI Validation	Digital Underground	Manual	Jul 16, 2019
UPT-16901	TC - UO Android - Onboarding - Local Notification - Reminder Notification - Analytics	Digital Underground	Manual	Jul 12, 2019
UPT-16899	TC - UO Android - Onboarding - Local Notification - Prompt for Reminder - Analytics	Digital Underground	Manual	Jul 12, 2019
UPT-16898	TC - UO Android - Onboarding - Local Notification - Reminder Notification doesn't display in Onboarding flow	Digital Underground	Manual	Jul 12, 2019
UPT-16897	TC - UO Android - Onboarding - Local Notification - Tap Reminder Notification to start Onboarding flow	Digital Underground	Manual	Jul 12, 2019
UPT-16895	TC - UO Android - Onboarding - Local Notification - Reminder Notification while app is closed	Digital Underground	Manual	Jul 12, 2019
UPT-16894	TC - UO Android - Onboarding - Local Notification - Prompt for Reminder - Tap No Button	Digital Underground	Manual	Jul 12, 2019
UPT-16891	TC - UO Android - Onboarding - Local Notification - Reminder Notification - UI Validation	Digital Underground	Manual	Jul 12, 2019
UPT-16889	TC - UO Android - Onboarding - Local Notification -	Digital Underground	Manual	Jul 12, 2019

Adding Test Cases to Stories

Once the **Test Cases** are completed, you will need to associate them to your sprint **Story**:

- Select the check boxes next to the newly created **Test Cases**.
- Select the 'Bulk Operations' button.
- Select 'Add To Story'.
- From here you will search for your **Story**.
- Select the associated radio button for your **Story**.
- Select the 'Submit' button to add the **Test Cases** to the **Story**.

NBCUniversal Dashboards Projects Issues Tempo Capture Boards Tests Portfolio QMetry Git Calendar easyBI Create Search

If you need any help with Jira or Confluence, please don't hesitate to raise a ticket here: <https://jira.inbcu.com/servicedesk/customer/portal/161>

Project: UPT Global Proj...

Search Folder

Order by: Sort by Name- A-Z

All Test Cases

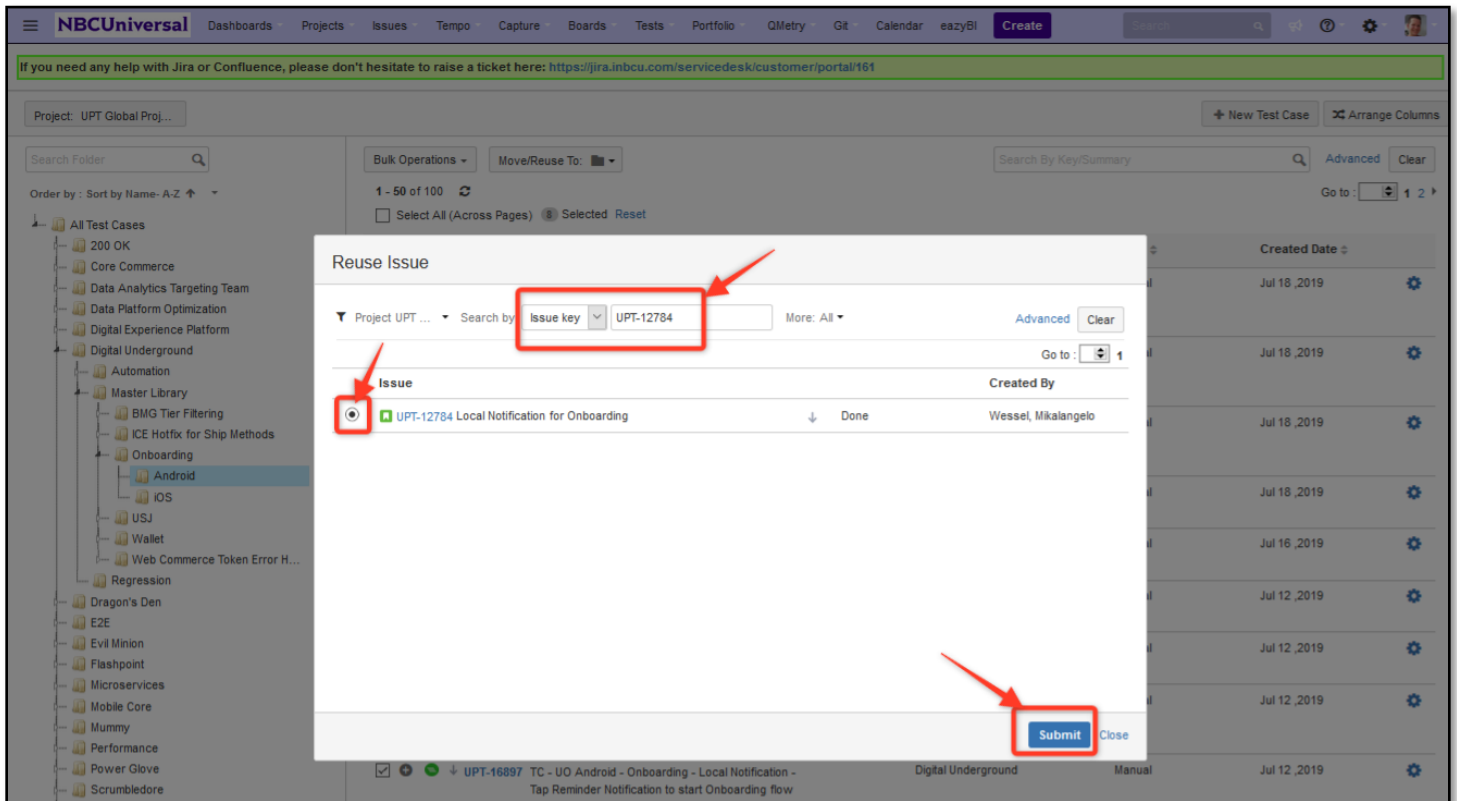
- 200 OK
- Core Commerce
- Data Analytics Targeting Team
- Data Platform Optimization
- Digital Experience Platform
- Digital Underground
 - Automation
 - Master Library
 - BMG Tier Filtering
 - ICE Hotfix for Ship Methods
 - Onboarding
 - Android
 - iOS
 - USJ
 - Wallet
 - Web Commerce Token Error H...
 - Regression
- Dragon's Den
- E2E
- Evil Minion
- Flashpoint
- Microservices
- Mobile Core
- Mummy
- Performance
- Power Glove
- Scumbledore
- THE Mario Party
- TMT
- Trivizard Champions
- USH Tridion
- Unicorn
- Web Optimization

Bulk Operations Move/Reuse To: Search By Key/Summary Advanced Clear

Create Test Run Add to Test Run Add to Story

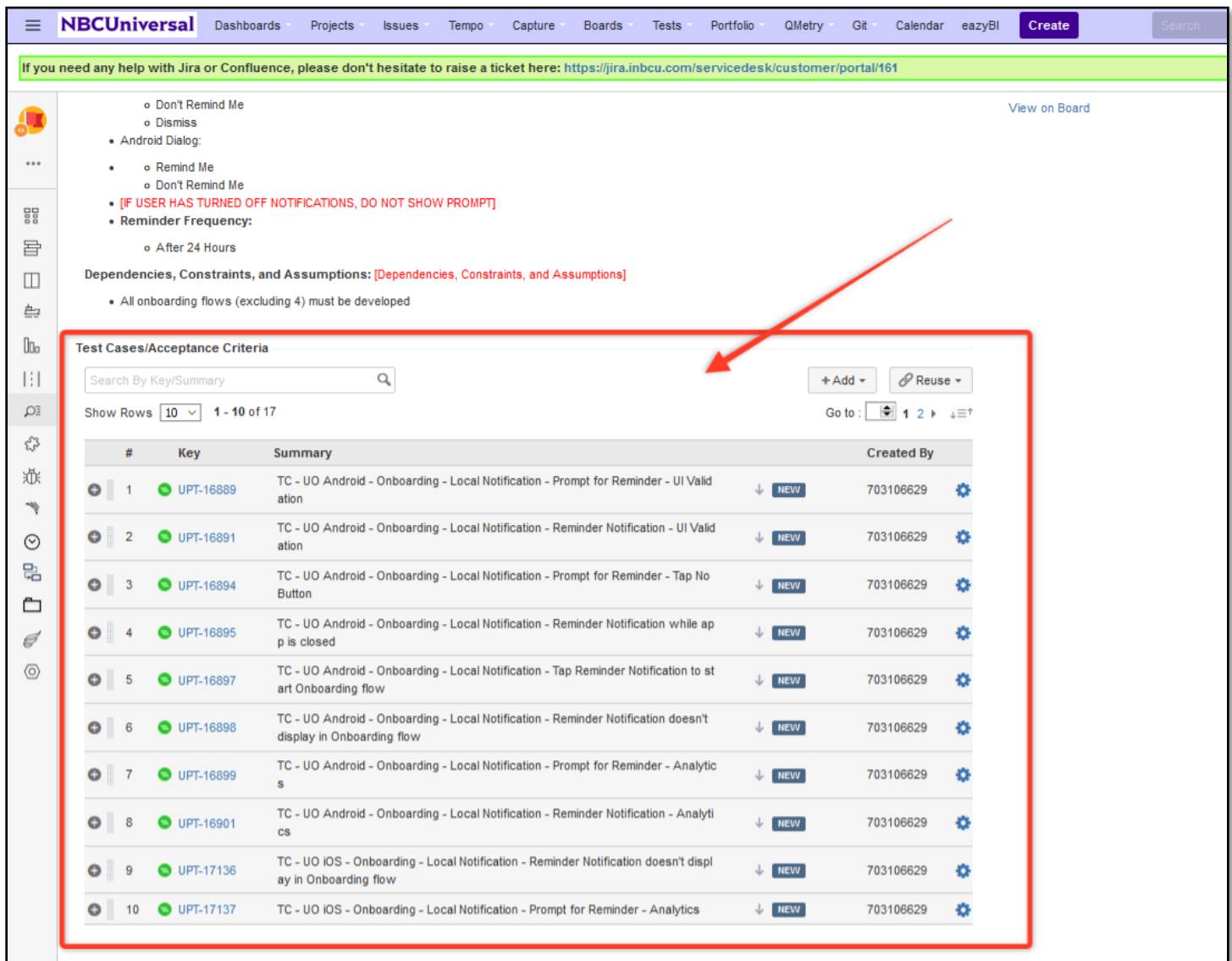
test Case

	test Case	Components	Type	Created Date
<input type="checkbox"/>	UPT-17085 TC - UO Android - Onboarding - Complete Account Setup - PIN on Profile State INCOMPLETE state - Voice Assistant	Digital Underground	Manual	Jul 18, 2019
<input type="checkbox"/>	UPT-17083 TC - UO Android - Onboarding - Complete Account Setup - Payment Setup State INCOMPLETE state - Voice Assistant	Digital Underground	Manual	Jul 18, 2019
<input type="checkbox"/>	UPT-17082 TC - UO Android - Onboarding - Complete Account Setup - Tickets Linked State INCOMPLETE state - Voice Assistant	Digital Underground	Manual	Jul 18, 2019
<input type="checkbox"/>	UPT-17080 TC - UO Android - Onboarding - Complete Account Setup - COMPLETE state - Voice Assistant	Digital Underground	Manual	Jul 18, 2019
<input type="checkbox"/>	UPT-16975 TC - UO Android - Onboarding - Complete Account Setup - INCOMPLETE state - UI Validation	Digital Underground	Manual	Jul 16, 2019
<input checked="" type="checkbox"/>	UPT-16901 TC - UO Android - Onboarding - Local Notification - Reminder Notification - Analytics	Digital Underground	Manual	Jul 12, 2019
<input checked="" type="checkbox"/>	UPT-16899 TC - UO Android - Onboarding - Local Notification - Prompt for Reminder - Analytics	Digital Underground	Manual	Jul 12, 2019
<input checked="" type="checkbox"/>	UPT-16898 TC - UO Android - Onboarding - Local Notification - Reminder Notification doesn't display in Onboarding flow	Digital Underground	Manual	Jul 12, 2019
<input checked="" type="checkbox"/>	UPT-16897 TC - UO Android - Onboarding - Local Notification - Tap Reminder Notification to start Onboarding flow	Digital Underground	Manual	Jul 12, 2019
<input checked="" type="checkbox"/>	UPT-16895 TC - UO Android - Onboarding - Local Notification - Reminder Notification while app is closed	Digital Underground	Manual	Jul 12, 2019
<input checked="" type="checkbox"/>	UPT-16894 TC - UO Android - Onboarding - Local Notification - Prompt for Reminder - Tap No Button	Digital Underground	Manual	Jul 12, 2019
<input checked="" type="checkbox"/>	UPT-16891 TC - UO Android - Onboarding - Local Notification - Reminder Notification - UI Validation	Digital Underground	Manual	Jul 12, 2019
<input checked="" type="checkbox"/>	UPT-16889 TC - UO Android - Onboarding - Local Notification -	Digital Underground	Manual	Jul 12, 2019



The screenshot shows the NBCUniversal Jira interface. A 'Reuse Issue' dialog box is open, displaying a search for 'UPT-12784'. The dialog box has a search bar with 'UPT-12784' entered, a 'Project UPT ...' dropdown, and a 'Search by Issue key' dropdown. Below the search bar, there is a table of issues. The first issue is 'UPT-12784 Local Notification for Onboarding' by Wessel, Mikalangelo. The 'Submit' button is highlighted with a red box and an arrow. The background shows a sidebar with a tree view of projects and a main table of issues.

Issue	Created By
UPT-12784 Local Notification for Onboarding	Wessel, Mikalangelo



Test Cases/Acceptance Criteria

Search By Key/Summary

Show Rows **10** 1 - 10 of 17

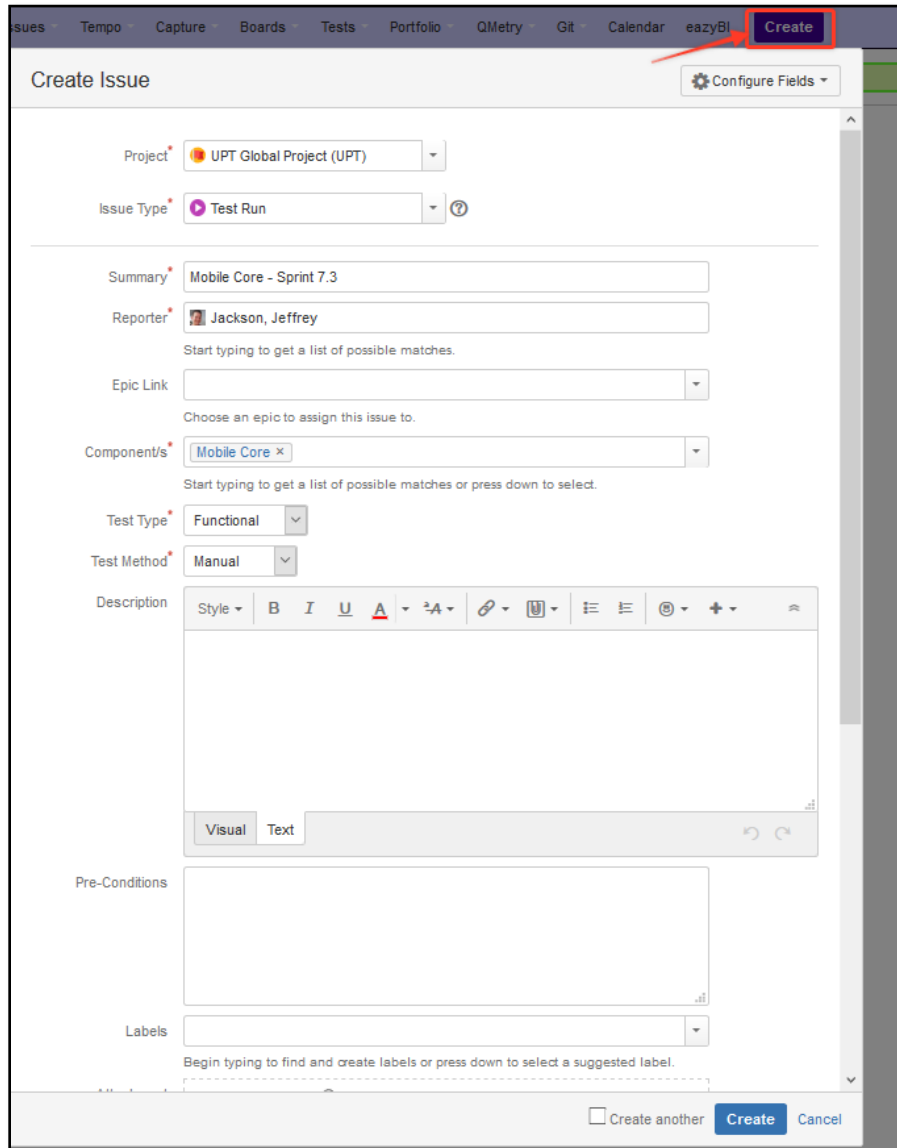
Go to: 1 2 3

#	Key	Summary	Created By
1	UPT-16889	TC - UO Android - Onboarding - Local Notification - Prompt for Reminder - UI Validation	703106629
2	UPT-16891	TC - UO Android - Onboarding - Local Notification - Reminder Notification - UI Validation	703106629
3	UPT-16894	TC - UO Android - Onboarding - Local Notification - Prompt for Reminder - Tap No Button	703106629
4	UPT-16895	TC - UO Android - Onboarding - Local Notification - Reminder Notification while app is closed	703106629
5	UPT-16897	TC - UO Android - Onboarding - Local Notification - Tap Reminder Notification to start Onboarding flow	703106629
6	UPT-16898	TC - UO Android - Onboarding - Local Notification - Reminder Notification doesn't display in Onboarding flow	703106629
7	UPT-16899	TC - UO Android - Onboarding - Local Notification - Prompt for Reminder - Analytics	703106629
8	UPT-16901	TC - UO Android - Onboarding - Local Notification - Reminder Notification - Analytics	703106629
9	UPT-17136	TC - UO iOS - Onboarding - Local Notification - Reminder Notification doesn't display in Onboarding flow	703106629
10	UPT-17137	TC - UO iOS - Onboarding - Local Notification - Prompt for Reminder - Analytics	703106629

Creating a Sprint Test Run

Create a **Test Run** on the first day of your Sprint. Select the 'Create' button at the top of the Jira Navigation bar.

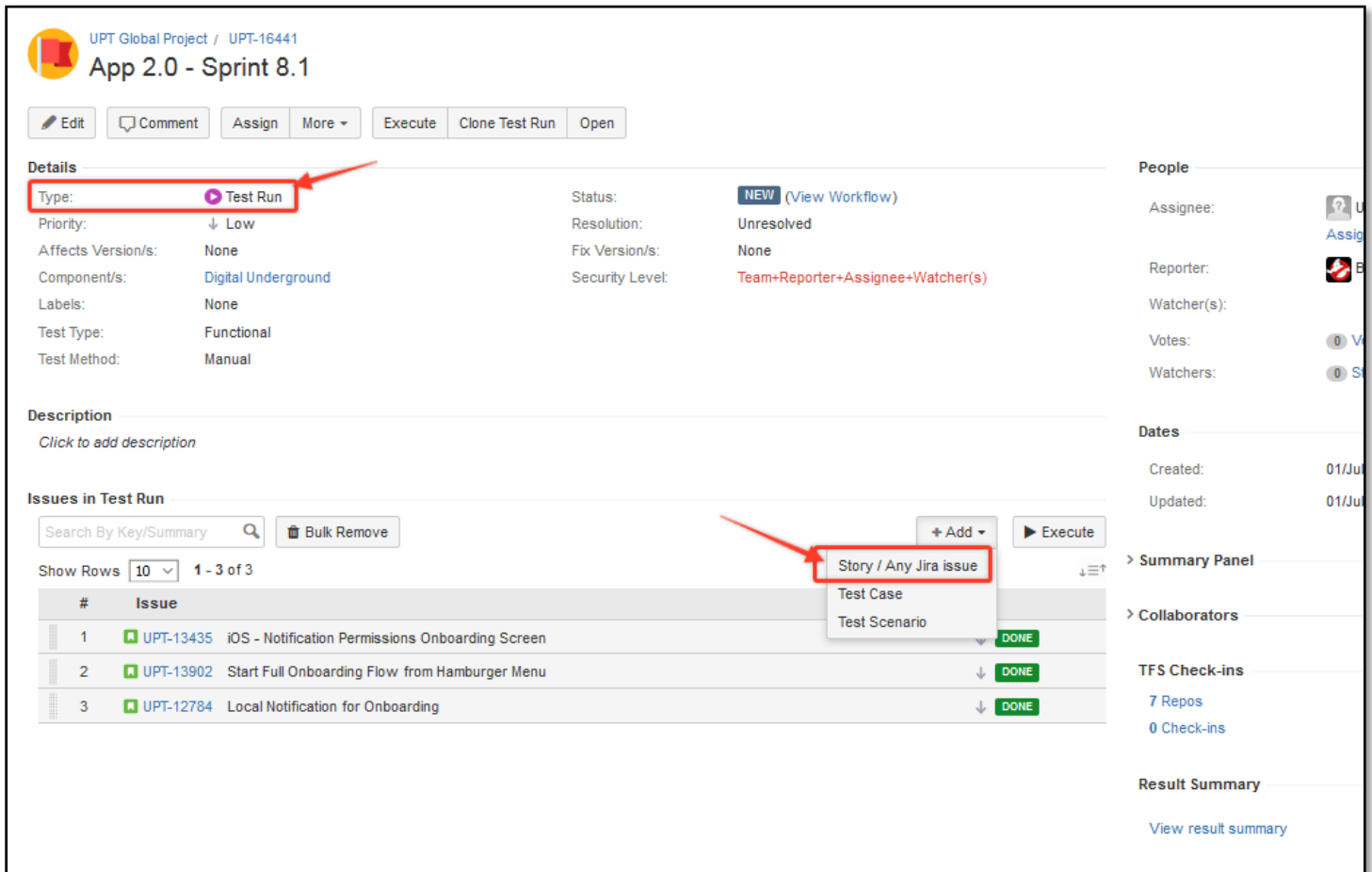
- Select the Issue Type **Test Run**.
- Enter the name of the **Test Run** the same as the Sprint number. This **Test Run** will eventually hold your Sprint's **Stories**. Example **Test Run** names: "Mobile Core - Sprint 7.3"; "Evil Minion - Sprint 7.3"
- Enter the 'Component' of the team that you are executing this **Test Run** for.
- Select a value in the 'Test Type', 'Test Method', and 'Sprint' fields.
- Select the Create button at the bottom right of the Create Issue window, to create your **Test Run**.



Adding a Story to a Test Run

Adding a **Story** to a **Test Run** can be completed from within the **Story** or within the **Test Run**.

- In the **Test Run**, navigate to the 'Issues in Test Run' section.
- Select the '+Add' button and then the 'Story/Any Jira Issue' option.
- Search for the predetermined **Story(s)** and select the 'Submit' button.



UPT Global Project / UPT-16441
App 2.0 - Sprint 8.1

Edit Comment Assign More Execute Clone Test Run Open

Details







Type: **Test Run** Status: **NEW** (View Workflow)
Priority: Low Resolution: Unresolved
Affects Version/s: None Fix Version/s: None
Component/s: Digital Underground Security Level: Team+Reporter+Assignee+Watcher(s)
Labels: None
Test Type: Functional
Test Method: Manual

Description
Click to add description

Issues in Test Run

Search By Key/Summary Bulk Remove

Show Rows 10 1 - 3 of 3

#	Issue	Actions
1	 UPT-13435 iOS - Notification Permissions Onboarding Screen	 DONE
2	 UPT-13902 Start Full Onboarding Flow from Hamburger Menu	 DONE
3	 UPT-12784 Local Notification for Onboarding	 DONE

People
Assignee: ? U
Reporter: B
Watcher(s):
Votes: 0 V
Watchers: 0 S

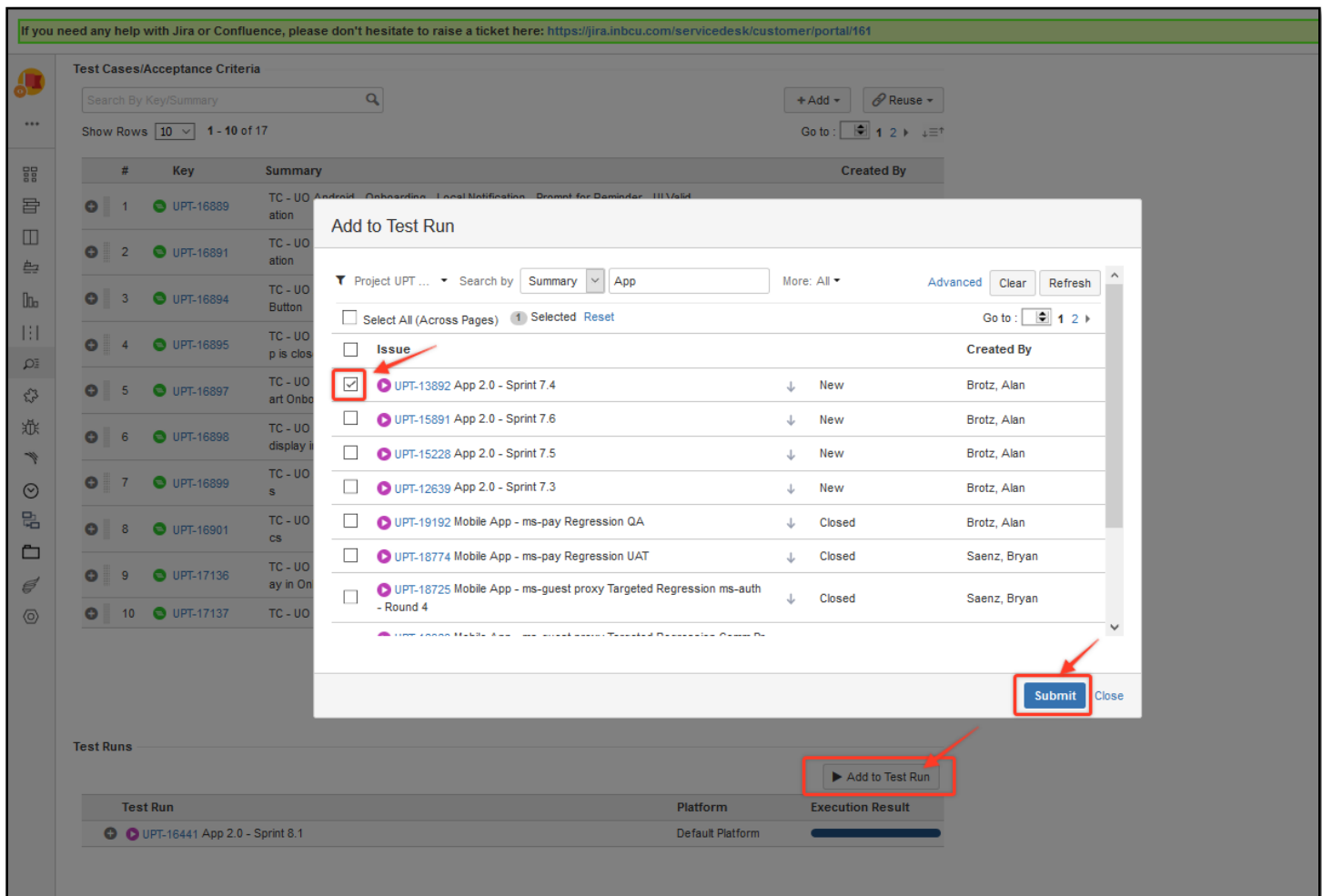
Dates
Created: 01/Jul
Updated: 01/Jul

Summary Panel
Collaborators
TFS Check-ins
7 Repos
0 Check-ins

Result Summary
View result summary

-OR-

- In the **Story**, navigate to the 'Test Runs' section.
- Select the 'Add to Test Run' button.
- Search for the predetermined **Test Run** and select the 'Submit' button.



The screenshot displays the Jira Test Cases/Acceptance Criteria interface. A modal dialog titled 'Add to Test Run' is open, showing a list of test cases. The first test case, 'UPT-13892 App 2.0 - Sprint 7.4', is selected with a checkbox. The 'Submit' button at the bottom right of the dialog is highlighted with a red box. In the background, the 'Test Runs' section at the bottom shows a table with columns for 'Test Run', 'Platform', and 'Execution Result'. A red arrow points to the 'Add to Test Run' button in the background interface.

- By associating **Test Cases** to the **Story**, and then associating the **Story(s)** to the **Test Run**, all **Test Cases** assigned to an associated **Story**, are also tied to the **Test Run**. When you execute a **Test Run**, it will pull forward all **Test Cases** that are assigned to the associated **Story(s)**.

Executing a Sprint Test Run

Go to the **Test Run** for your **Sprint**. In the 'Issues in Test Run' section, select the 'Execute' button. You will now be on the Test Execution page. Here you can add your test results. If any **Test Cases** are added or removed, or if any edits are made to the associated **Test Cases**, then you will need to "Refresh" a specific **Test Case**, or "Rebuild" the **Test Run**. Both functions are found on the Test Execution screen.

- The 'Refresh Test Cases' function can be found within the 'Bulk Actions' drop-down button.
- The 'Rebuild' function can be found within the 'More' drop down button.
- When using either function, they will not clear your existing testing results.

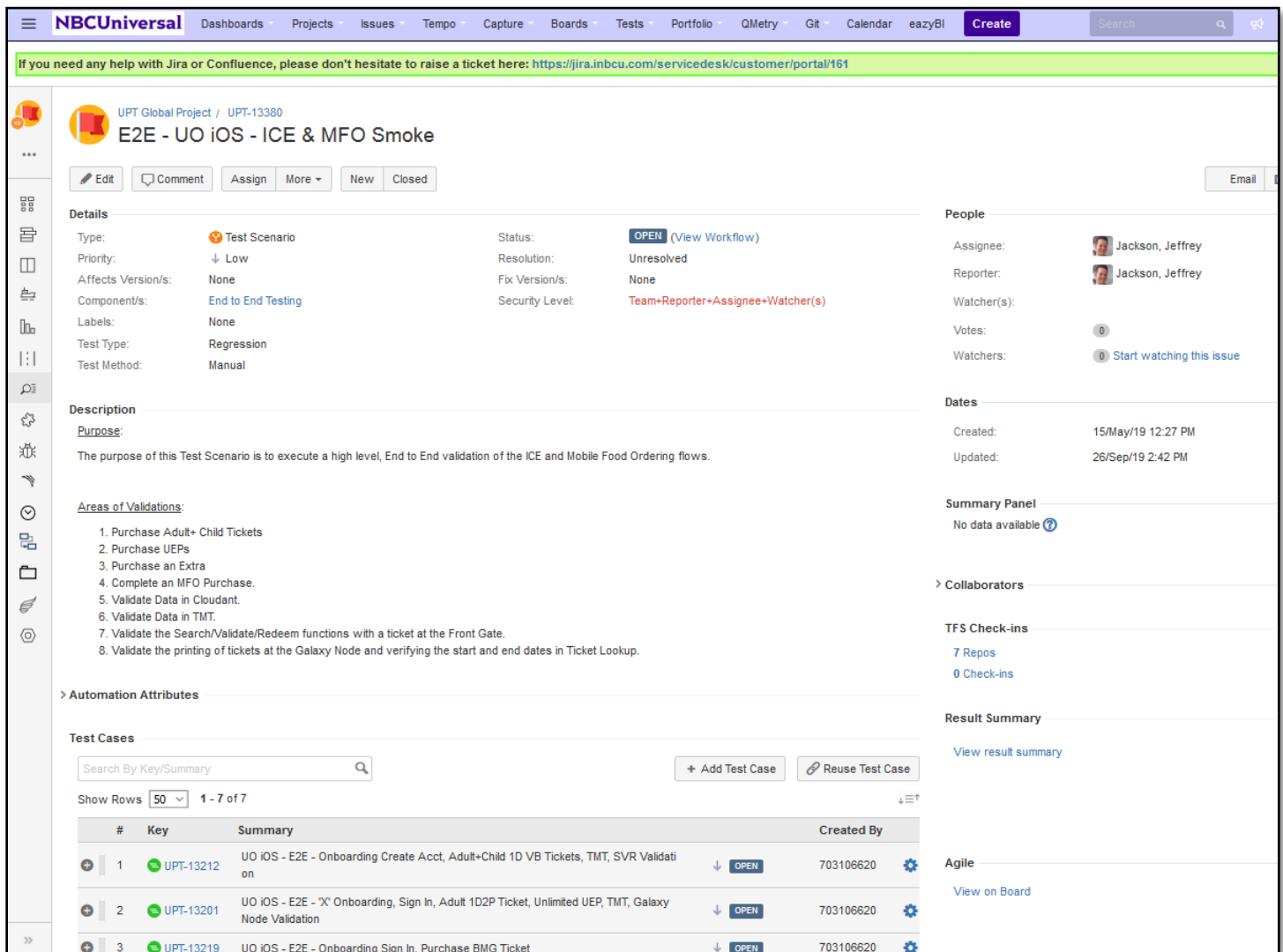
Regression Process

Creating a Regression Test Scenario

When you have developed a group of **Test Cases** that will be reused for future regression testing, you will want to add them to a **Test Scenario**. **Test Scenarios** are reusable groupings of **Test Cases** that get added to a **Test Run** for execution.

- Select the 'Create' button at the top of the Jira Navigation bar.
- Select the Issue Type **Test Scenario**.
- Enter the name of the **Test Scenario** with naming convention of **[Team] - [Application & Platform] - [Type of Test]**. Example **Test Scenario** names: "Mobile Core - UO iOS - Smoke Regression", "Mobile Core - UO iOS - Full Regression", "Mummy – UO.com – MS-Guests Regression".
- Enter the 'Component' of the team that you are creating this **Test Scenario** for.
- Select a value in the 'Test Type' and 'Test Method' fields.
- Enter a Description explaining what this group of **Test Cases** is validating.
- Select the Create button at the bottom right of the Create Issue window, to create your **Test Scenario**.

The **Test Scenarios** will hold the **Test Cases** for a specific type of test (ie Smoke or Full Regression) or for testing a specific piece of functionality (ie ICE Flow or MS-Guests). Over time each team will be able to create and set aside multiple, reusable **Test Scenarios**. By doing this, teams will be able to quickly grab the needed group of **Test Cases** that need to be run for a specific regression. Furthermore, to be able to achieve this, teams need to consistently use the recommended naming conventions, so that new and existing team members can easily search and find the **Test Scenarios**.



The screenshot shows a Jira issue page for 'E2E - UO iOS - ICE & MFO Smoke' (UPT-13380). The issue is in the 'OPEN' status. The 'Details' section shows the type as 'Test Scenario', priority as 'Low', and resolution as 'Unresolved'. The 'Description' section contains a 'Purpose' and 'Areas of Validations' list. The 'Test Cases' section shows a table with 3 test cases, all marked as 'OPEN'.

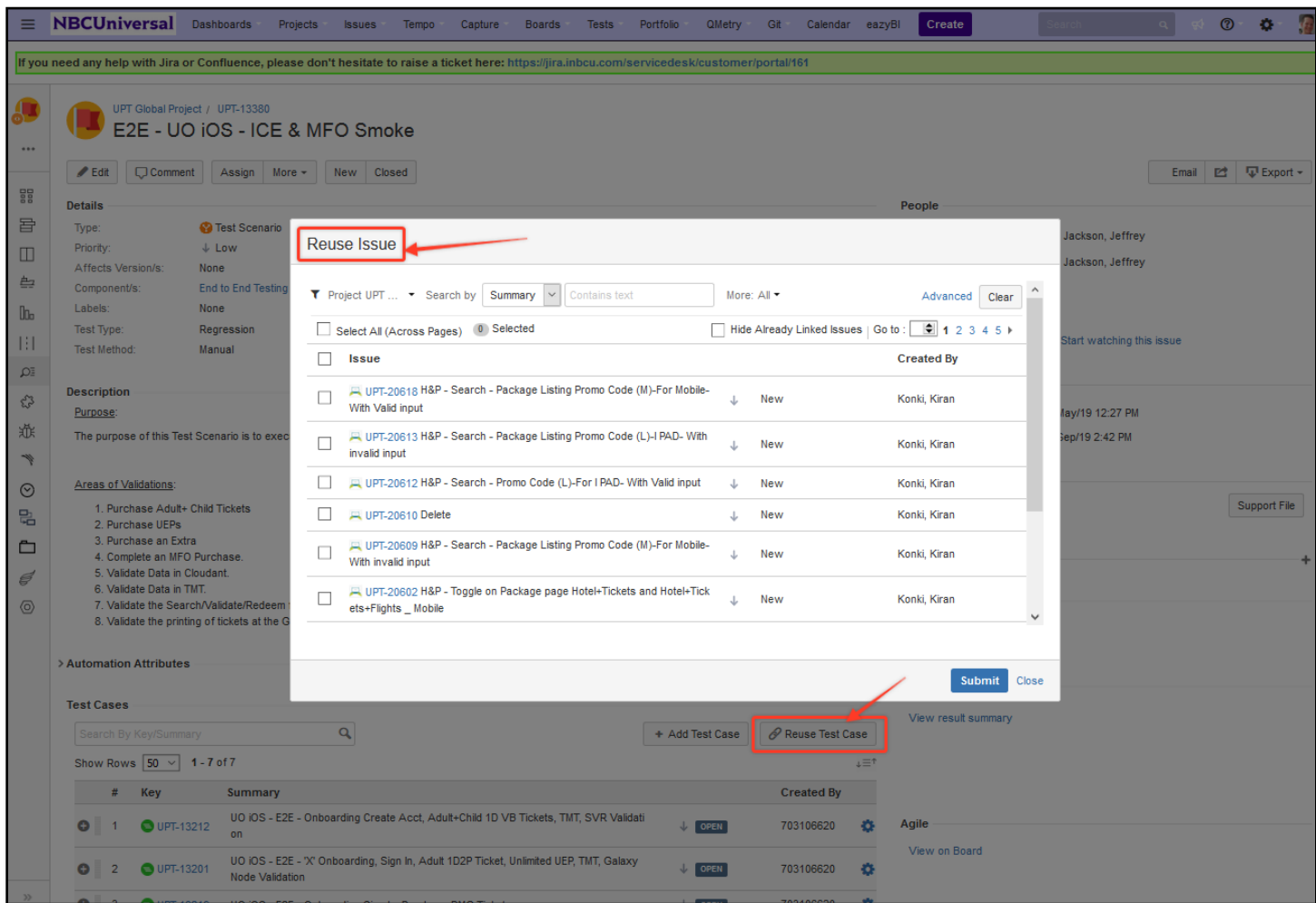
#	Key	Summary	Created By
1	UPT-13212	UO iOS - E2E - Onboarding Create Acct, Adult+Child 1D VB Tickets, TMT, SVR Validation	703106620
2	UPT-13201	UO iOS - E2E - 'X' Onboarding, Sign In, Adult 1D2P Ticket, Unlimited UEP, TMT, Galaxy Node Validation	703106620
3	UPT-13219	UO iOS - E2E - Onboarding Sign In, Purchase BMG Ticket	703106620

Adding Test Cases to a Test Scenario

When adding a **Test Case** to the **Test Scenario**, you will want to reuse already existing **Test Cases**. Do not create new **Test Cases** from within the **Test Scenario**. **Test Cases** are to be created within their organized Test Folders.

- In the **Test Scenario**, navigate to the 'Test Cases' section.
- Select the 'Reuse Test Case' button and populate the 'Reuse Issue' window.
- Search for the predetermined **Test Cases** and select the associated check box.
- Once you have finished searching, select the 'Submit' button to add the **Test Cases** to the **Test Scenario**.

Keeping a clear and consistent naming convention with **Test Cases** will be very important when searching for **Test Cases**. It will also be helpful to use the Advanced JQL search, to limit your search results and make them more specific to what you are looking for.



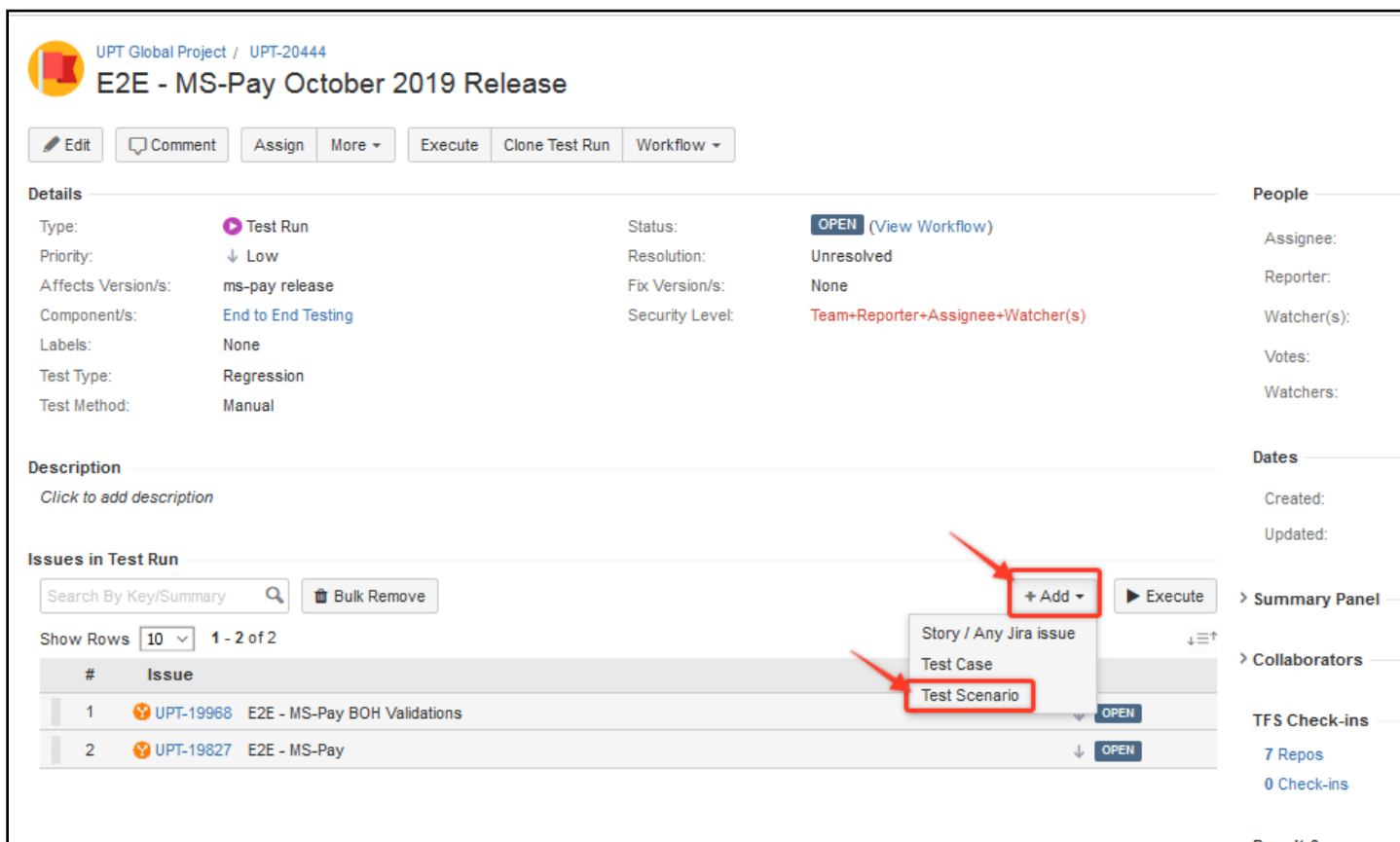
The screenshot shows the Jira interface for the 'NBCUniversal' project. The main view is the 'Details' page for issue 'E2E - UO iOS - ICE & MFO Smoke'. A 'Reuse Issue' dialog box is open, showing a list of issues. The dialog box has a 'Reuse Issue' button in the top left corner and a 'Reuse Test Case' button in the bottom right corner. The list of issues includes:

Issue	Created By
UPT-20618 H&P - Search - Package Listing Promo Code (M)-For Mobile- With Valid input	Konki, Kiran
UPT-20613 H&P - Search - Package Listing Promo Code (L)-I PAD- With invalid input	Konki, Kiran
UPT-20612 H&P - Search - Promo Code (L)-For I PAD- With Valid input	Konki, Kiran
UPT-20610 Delete	Konki, Kiran
UPT-20609 H&P - Search - Package Listing Promo Code (M)-For Mobile- With invalid input	Konki, Kiran
UPT-20602 H&P - Toggle on Package page Hotel+Tickets and Hotel+Tickets+Flights _ Mobile	Konki, Kiran

Adding Test Scenario(s) to a Test Run

You can add one or many **Test Scenarios** to a **Test Run**.

- In the **Test Run**, navigate to the 'Issues in Test Run' section.
- Select the '+Add' button and then the 'Test Scenario' option.
- Search for the predetermined **Test Scenario(s)** and select the 'Submit' button.



UPT Global Project / UPT-20444

E2E - MS-Pay October 2019 Release

Edit Comment Assign More Execute Clone Test Run Workflow

Details

Type: Test Run Status: OPEN (View Workflow)

Priority: Low Resolution: Unresolved

Affects Version/s: ms-pay release Fix Version/s: None

Component/s: End to End Testing Security Level: Team+Reporter+Assignee+Watcher(s)

Labels: None

Test Type: Regression

Test Method: Manual

Description

Click to add description

Issues in Test Run

Search By Key/Summary Bulk Remove

Show Rows 10 1 - 2 of 2

#	Issue	Actions
1	UPT-19968 E2E - MS-Pay BOH Validations	OPEN
2	UPT-19827 E2E - MS-Pay	OPEN

People

Assignee:

Reporter:

Watcher(s):

Votes:

Watchers:

Dates

Created:

Updated:

Summary Panel

Collaborators

TFS Check-ins

7 Repos

0 Check-ins

You can also add a combination of **Test Scenarios** and **Test Cases** to a **Test Run**, if needed. This would be beneficial if you were running a regression test that used an existing **Test Scenario**, but this time you needed to add some other functionality that needs to be tested for integration testing. In this case, the additional integration **Test Cases** need to be tested in this regression effort but are not something that would be a part of future regressions. So, the **Test Cases** don't need to be added to a **Test Scenario**, only the **Test Run**.

Executing a Regression Test Run

Go to the **Test Run** for your regression. In the 'Issues in Test Run' section, select the 'Execute' button. You will be directed to the Test Execution page. Here you can add your test results. If any **Test Cases** are added or removed, or if any edits are made to the associated **Test Cases**, then you will need to "Refresh" a specific **Test Case**, or "Rebuild" the **Test Run**. Both functions are found on the Test Execution screen.

- The 'Refresh Test Cases' function can be found within the 'Bulk Actions' drop-down button.
- The 'Rebuild' function can be found within the 'More' drop down button.
- When using either function, they will not clear your existing testing results.

Change Log

Section Changed	Summary of Change	Changed By	Version	Date Changed
Full Document	Initial Draft	Jeffrey Jackson	1.0	04/12/2019
All	Rebranded and formatted the Document	Jeffrey Jackson	2.0	04/25/2023
Test Case Folder Structure	Removed Master Library and Regression Folder instructions	Jeffrey Jackson	2.0	04/25/2023