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[Insert appropriate disclaimer(s)]

1.0   INTRODUCTION

1.1   PURPOSE

This *<Project Name>* Test Report provides a summary of the results of test performed as outlined within this document.

2.0   TEST ASSESSMENT

[Enter a comprehensive assessment of your interpretation of how adequate the test was in light of how thorough the test plan said it should be? What wasn't tested well enough?]

3.0   TEST RESULTS

[Summarize the test results. Include a detailed description of any deviations from the original test plan, design, test case, or expected results. Include any issues or bugs discovered during the test.]

3.1 UNIT TESTING

Unit testing activities were performed during the development of the system build or release.

3.2 INTEGRATION TESTING

System integration testing activities.

[Insert appropriate disclaimer(s)]

3.3   SYSTEM TESTING

3.3.1 Functional requirements testing

The table below summarizes the results of system testing:

Test Case ID	Date Tested	Tester	Pass/Fail	Severity of Defect	Summary of Defect	Closed prior to Production Release?	Comments
						<Yes> or <No>	

[If the test case failed, list the corresponding Test Incident ID in the Comments column.]

3.3.2 Non-Functional requirements testing

Provide details on all non-functional requirements testing.

4.0   TEST INSTANCES

[Provide a brief description of the unexpected results, problems, or defects that occurred during the testing.]

4.1 RESOLVED TEST INCIDENTS

[Identify all resolved test incidents and summarize their resolutions. Reference may be made to Test Incident Reports that describe in detail the unexpected results, problems, or defects reported during testing, along with their documented resolutions, which may be included as an appendix to this document.]

4.2 UNRESOLVED TEST INCIDENTS

[Identify all unresolved test incidents and provide a plan of action for their resolution. Reference may be made to Test Incident Reports that describe in detail the unexpected results, problems, or defects reported during testing, which may be included as an appendix to this document.]

5.0   RECOMMENDATIONS

[Describe what actions are suggested upon completion of this test. Provide any recommended improvements in the design, operation, or future testing of the business product that resulted from the testing being reported. A discussion of each recommendation and its impact on the business product may be provided. If there are no recommendations to report, then simply state as such.]

APPENDIX A: Test Report Approval

The undersigned acknowledge they have reviewed the *<Project Name>* **Test Report** and agree with the approach it presents. Changes to this **Test Report** will be coordinated with and approved by the undersigned or their designated representatives.

Signature: _____   Date: _____

Print Name: _____

Title: _____

Role: Project Manager

[Insert appropriate disclaimer(s)]

APPENDIX B: REFERENCES

[Insert the name, version number, description, and physical location of any documents referenced in this document. Add rows to the table as necessary.]

The following table summarizes the documents referenced in this document.

Document Name and Version	Description	Location
<Document Name and Version Number>	*[Provide description of the document]*	*<URL or location where document is located>*

[Insert appropriate disclaimer(s)]

APPENDIX C: KEY TERMS

[Insert terms and definitions used in this document. Add rows to the table as necessary.]

The following table provides definitions for terms relevant to this document.

Term	Definition
[Insert Term]	*[Provide definition of the term used in this document.]*
[Insert Term]	*[Provide definition of the term used in this document.]*
[Insert Term]	*[Provide definition of the term used in this document.]*

[Insert appropriate disclaimer(s)]