

**Test Plan:** Microsoft Teams Test

**plan identifier:** MS\_Teams\_V1

**Introduction:** Validate MS Teams working in the meeting.

**Test Items:** people, raise hand, react, view, more options, camera, mic, share screen, leave, User chat, meeting, user Presenting screen, users list window.

**Features to be tested:** User chat, people, raise hand, react, camera, mic, share screen, leave meeting, user Presenting screen, users list window.

**Features not to be tested:** more options, View

**Approach:** Manual Test (Black Box Testing) Item

**Pass/Fail Criteria:**

**Suspension criteria & resumption requirements:**

06/08/2025

**Test Deliverables:** Test

cases documents Test

reports

Test plan

Test summary report

Test bug report

Test analysis report

Review documents

Bug analysis reports

**Environmental Needs:** MS Teams, MS Teams Link, PC, browser, excel/word, network

**Responsibilities:** Rohith Chekurthi (prepare test cases & test analysis reports)

**Staffing & Training Needs:** NO

**Schedule:** 06/08/2025

**Risks & Contingencies:** No Risk

**Approval:** Approver name