Test Plan Document

# 1. ProjectName\_TestPlan\_V1.0

This is a sample Test Plan template generated through chatGPT with the required fields/sections - and placeholder is left - to get it updated as per project details.

# 2. Introduction

- Project Name: [Enter project name]  
- Overview: [Brief description of the project and scope of testing]  
- Duration: [Start date – End date]  
- Purpose of Test Plan: [Explain why this test plan exists]

# 3. Objectives & Scope

- Objectives: [List the primary goals of testing]  
- In-Scope:  
 - [Features/modules to be tested]  
- Out-of-Scope:  
 - [Features/modules not included in testing]

# 4. Test Items

[List the items or components to be tested, e.g., applications, APIs, databases, modules, etc.]

# 5. Features to be Tested

- [Feature 1]  
- [Feature 2]  
- [Feature 3]

# 6. Features Not to be Tested

[Explicitly list what is excluded from testing and why]

# 7. Test Strategy & Approach

- Levels of Testing: [Unit, Integration, System, Regression, UAT, etc.]  
- Types of Testing: [Functional, Non-Functional, Performance, Security, Usability, etc.]  
- Test Approach:  
 - [Manual / Automation strategy]  
 - [Test environment setup details]  
 - [Defect management approach]

# 8. Test Deliverables

- Test Plan Document  
- Test Scenarios / Test Cases  
- Test Data  
- Test Execution Reports  
- Defect Reports  
- Test Summary Report

# 9. Entry and Exit Criteria

- Entry Criteria:  
 - [E.g., Development completed, test environment ready, test data available]  
- Exit Criteria:  
 - [E.g., All critical defects fixed, regression passed, acceptance criteria met]

# 10. Test Environment

- Hardware Requirements: [Details]  
- Software Requirements: [OS, DB, Tools, etc.]  
- Test Data Requirements: [Describe data setup needed]  
- Environments: [Dev, QA, UAT, Pre-Prod]

# 11. Test Schedule / Milestones

| Milestone | Planned Date | Actual Date | Owner |  
|-----------|--------------|-------------|-------|  
| Test Plan Preparation | [ ] | [ ] | [ ] |  
| Test Case Design | [ ] | [ ] | [ ] |  
| Test Environment Setup | [ ] | [ ] | [ ] |  
| Test Execution Start | [ ] | [ ] | [ ] |  
| Test Execution Complete | [ ] | [ ] | [ ] |  
| Test Closure | [ ] | [ ] | [ ] |

# 12. Roles and Responsibilities

| Role | Responsibility | Assigned To |  
|------|----------------|-------------|  
| Test Manager | Overall test management | [ ] |  
| Test Lead | Planning, execution monitoring | [ ] |  
| Test Engineer | Test case design & execution | [ ] |  
| Developer | Defect fixing & unit testing | [ ] |  
| Business Analyst | Requirement validation | [ ] |

# 13. Risks and Mitigation

| Risk | Impact | Probability | Mitigation Plan |  
|------|--------|-------------|-----------------|  
| [E.g., Delays in dev] | High | Medium | [ ] |  
| [E.g., Test environment issue] | High | High | [ ] |

# 14. Tools

[List test management, automation, defect tracking, and reporting tools to be used. Example: Jira, TestRail, Selenium, Postman, JMeter]

# 15. Defect Management

- Defect Reporting Tool: [E.g., Jira]  
- Defect Lifecycle: [New → Assigned → In Progress → Fixed → Retest → Closed]  
- Severity/Priority Levels: [Define classification of defects]

# 16. Communication & Reporting

- Status Reporting Frequency: [Daily/Weekly]  
- Stakeholders: [Project Manager, QA Lead, Dev Lead, Business Users]  
- Communication Channels: [Email, Teams, Slack, Stand-up meetings]

# 17. Approvals

| Name | Role | Signature / Date |  
|------|------|-----------------|  
| [ ] | Test Manager | |  
| [ ] | Project Manager | |  
| [ ] | Business Owner | |