**OVERVIEW:**

Description of your project.

**SCOPE:**

**Inclusions:**

Features to be tested

Features not to be tested

**Test Environment:**

In what Environment we are going to be test

**Exclusions:**

Features we not to be test

**TEST STRATEGY:**

Manual / automation

**DEFECT REPORTING PROCEDURE:**

Means bug life cycle this is the same process we have going to report the bugs.

**ROLES / RESPONSIBILITIES:**

What are the different type of people are involved from the product manager, lead, senior testing engineer, test engineer everybody specify their name along with specify their responsibilities.

**TEST SCHEDULE:**

When you have to specify the start test cases and when we have to finish. All the detailing activity specify the starting date and ending date.

**TEST DELIVERABLES:-**

in each and every phase we will delivered some documents like test plan, test cases, test execution report defect report so these are all deliverables.

**PRICING:**

**\_\_\_\_\_\_\_**

**ENTRY AND EXIT CRITERIA:**

When we have to start testing and when we have to exit from the testing now this is how clarify in this documents.

**SUSPENSION AND RESUMPTION CRITERIA:**

When you have to start testing and when you have to resume our testing sometimes you started your testing after that what happened some function are block and we are not able to proceed testing further functionality so you have to stop your testing and you have to suspect your testing for some time or some duration and after the bug is fixed after the bug is clear then you can resume our testing.

**TOOLS:**

So while testing what are the different tools going to use,

Ms word / excel or any other automation tools or any other bug tracking tools we are using so everything we have to specify about the tools.

**RISKS AND MITIGATION CRTITERIA:**

**For example:**

Your project is going on in progress and there will be some risk like particular resources has having some health problem and taking for leave so we have to replace with somebody else. The result is risk and mitigation.(risk is the problem and mitigation is the solution).

**APPROVALS:**