SOP - Testing

Those are the steps that need to be followed when testing a developed feature.

Before starting testing:
1. Open the *Trello* feature card.
2. If the card is not assigned to you already, add yourself to the card.
3. Read the title, description, acceptance criteria, any other checklists on the card, as well as **all** the comments on the card. Make sure you understand all those items. If you need clarifications, do not hesitate to ask Jad.
4. Move the card from the "Ready for QA" to the "Ongoing QA" list.
5. Pull the feature branch from the repo, all work related to the feature will be on this branch.

During testing:
- Remember that you have to black-box test <u>and</u> white-box test the feature.
- Make sure that the code, is clean, has an MVC architecture, is well commented.
- If any of those previously mentioned conditions are not met, move the feature card from the "Ongoing QA" to the "Bug Found" list, add a comment to the feature card, tag Jad, and give the reason why the code is not acceptable.
- **Every commit description** has to start with "Feature #*featureID* - Testing:" in development and what does this commit add to the solution.
- **After every testing session** (e.g. day) - On the *Trello* feature card:
  - Add a comment to it with the progress that you've done on that particular feature.
  - Increase the number of hours worked on this feature accordingly (the number of hours worked on the feature are indicated between square brackets at the end of the title).

If a bug is found:
1. Move the feature card to the "Bug Found" list.
2. Get the features card link (by clicking on the "Share and more…" button on the card).
3. Go to the Bug Reporting board.
4. Create a card on the "Bugs" list with (one card for each found bug):
   - Title: Brief description of the bug.
   - Description: The link to the feature card first, then the full description of the bug as well as the steps taken to reproduce it.
   - Label: The criticality of the bug.
5. Get the bug card link (by clicking on the "Share and more…" button on the card).
6. Go to the iteration board.
7. Add a comment to the feature card with the text: "Bug: " and with the link to the bug card, and tag Jad in this comment.

If the feature is free of bugs:
1. Move the card to the "Staged" list.

2. Add a comment to the card and tag Jad requesting a merge into the development branch.
3. Increase the number of hours worked on this feature accordingly.
4. Remove yourself from the card.