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Test Environment and Data Requirements   
for <project/system/function>

This document elaborate the test environment and data requirements to effectively test <project/system/functions>

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SUMMARY OF REVISIONS

|  |  |  |  |
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| **Version** | **Date** | **Author(s)** | **Comments** |
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TERMS AND ABBREVIATIONS

|  |  |
| --- | --- |
| **Term** | **Description** |
|  |  |
|  |  |
|  |  |
|  |  |

# Introduction

<This section provides an overview of the purpose, scope of the project from test perspective.>

## Purpose

<This section identifies the document and places it in context of the project-specific lifecycle.>

## Scope

<This section defines the boundary of the document and its intended readers.>

## Reference

<This section lists the relevant documents which are referenced in order to produce this document.>

# Test Environment Details

<This section will details the requirements, setup, limitations and maintenance for test environment required for effective testing of the project>

## Test Environment Requirements

<Elaborate the detailed requirements for the test environment, for example:

* Single or multi-user environment
* Single or multi platforms
* Compatibilities considerations
* Testing methodologies to be applied and needed requirements for each type of testing
* Etc.>

## Test Environment Setup

<Elaborate the actual setup of test environment, for example:

* Hardware components configurations and setup
* Software components configurations and setup
* Network diagram
* Benefits of setting environment as detailed>

## Test Environment Sharing

<If test environment are shared with other teams or departments, please consider the impacts of sharing test environment and will sharing affect test results.>

## Test Environment Limitations and Mitigations

<This section will identify the limitations of test environment and what are to be done to mitigate these limitations in order to prevent it from affecting test results.>

## Test Environment Maintenance

<Test environment needs to be maintained to ensure it function in tip-top condition. Detailed the maintenance tasks and schedule, as well as roles and responsibilities if such maintenance tasks are perform outside of the software test team.>

# Test Data Details

## Test Data Requirements

<Elaborate the detailed requirements for the test data, for example:

* Type of test data needed
* Range of test data needed
* Validity of test data
* Relationship between different test data
* Etc.>

## Test Data Sharing

<Should test data be shared with other teams within the organization?>

## Test Data Collection/Generation

<Elaborate how test data are collected or created. If test data are collected (meaning real data) should I be washed in order to preserve anonymity of data? If test data are generated, elaborate the creation methodologies and justify the validity of using generated test data.>

## Test Data Limitations and Migitations

<This section will identify the limitations of test data and what are to be done to mitigate these limitations in order to prevent it from affecting test results.>

## Test Data Maintenance

<Test data needs to be maintained to ensure it remains relevant to testing requirements. Detailed the maintenance tasks and schedule, as well as roles and responsibilities if such maintenance tasks are perform outside of the software test team.>

# Backup

<This section will elaborate the backup plan for both test environment and test data. You may consider from the perspective of:

* Justifications of backup
* Backup plan and frequency>

# Training

## Training Identified

<identify the training needed to fulfill the needs of maintaining test environment and data>

Training identified is listed in the table below:

|  |  |
| --- | --- |
| Type of Tool/Process | Tool /Process |
|  |  |
|  |  |
|  |  |

**Table 2: Training identified**

## Training Materials and Approach

<This section will identify how trainings are to be delivered to individual involved. It should be as detailed as having date, time, duration and participants of training or planned training. Samples are given as below:

Training is delivered via:

* Self-studies
* Knowledge sharing among peers
* On the job training
* Classroom style training by internal or external domain experts

Training materials will be kept in relevant locations on shared folders.>

# Roles and Responsibilities

<This section will identify the roles and responsibilities within the test organization, associating it with various tasks to be performed for the maintenance of test environment and data. Samples as below:>

Roles and responsibilities defined as below for various tasks required in managing Test Environment and Test Data:

|  |  |  |
| --- | --- | --- |
| Task | Role | Responsibilities |
| Test Environment Setup & Maintenance | Sysadmin  QA Manager | Plan, setup and maintain test environment with input from users |
| Sysadmin | Help to setup test environment |
| Test Data Collection & Maintenance | QA,QA Manager | Generate test data |

**Table 3: Roles and Responsibilities for acquiring Test Environment and Data**

# Appendix

<Optional – further elaborate, samples or related information can be included in this section.>