logo.png

**Център за обучение по софтуерно тестване**  **Website:** [**http://skillo-bg.com**](http://skillo-bg.com)

**Bug Template**

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| **Bug ID** | *Unique id of a bug. Usually include project iD. For ex. If we have Project Skillo (PS) id could be PSB001. PS means Project Skillo and B stands for Bug* |
| **Name** | *Clear, short and descriptive. For simple bugs it should be possible to understand the bug only by name* |
| **Priority** | *How important is the bug for the company. Priority means how important is the problem for the business. Usually priority is P1-P4 (P1 is the highest priority)* |
| **Severity** | *It is a technical characteristic. Severity is the impact over the software. Critical severity cause system to crash etc. Usually severity has levels - S1 - S4 (S1 is the highest severity* |
| **Description** | *More detailed explanation of the issue. It is not required if the name is enough and clear* |
| **Steps to reproduce** | *Steps needed in order to reproduce the issue. Expected results on each step are not needed. Only for the last step of the bug (which is the which is the actual problem) we need to have expected and actual result.* |
| **Attachment** | *Sometimes one picture is more descriptive than 10 lines of text. Here we can attach files if needed* |
| **Status** | *Status of the the issue based on the bug life cycle. For ex. (Opened, Resolved, Reopened, Closed)* |
| **Component** | *Area of the software which bug is related to. For ex. Login, Payments, Basket etc.* |
| **Version/Build number (Found in)** | *Number of the build/release where the bug is found* |
| **Environment** | *OS version, Browser version etc.* |
| **Comments** | *Additional info. Anyone can add comments in this field* |
| **Date Created** | *When the bug is created* |
| **Author** | *Who created the bug* |
| **Audit Log** | *History of the changes for this bug* |