**Test Plan on Microsoft Teams joining page**:

Application URL: Teams meeting page link

Prepared by: N. Saidurga

Date: 5/8/2025

1) **Test plan identifier**=tp\_teams\_128

2) **Introduction**=Checking Microsoft teams meeting page(ensure that the core functionalities of front page which allows users to send messages, interact through screen sharing, video, audio for communication and reactions emojis )

3) **Test items**=text chat box, send button, audio(mute/unmute),video, Screen share , emojis, leave button , view tabs

4) **Features to be tested**= camera(video), microphone(audio), text chat box, send button, Screen share , emojis, leave button

5) **Features not to be tested**= all settings

6) **Approach**=manual testing(black box testing(Functional testing))

7) Item pass/fail criteria=count all passed and failed cases

8) suspension criteria and resumption requirements=5/8/2025 suspension

9) **Test deliverables** =

Test cases Documents

Test reports

Test plan

Test Summary Report

Test bug report

Test analysis report

Review documents

Bug analysis report

Environmental needs=windows11pc, test link, excel, browser chrome, firefox, network

Responsibilities= Saidurga (prepare test cases and test analysis reports)

Staffing and training needs=no

Schedule=5/8/2025

Risks and contingencies=no risk

Approvals=manager