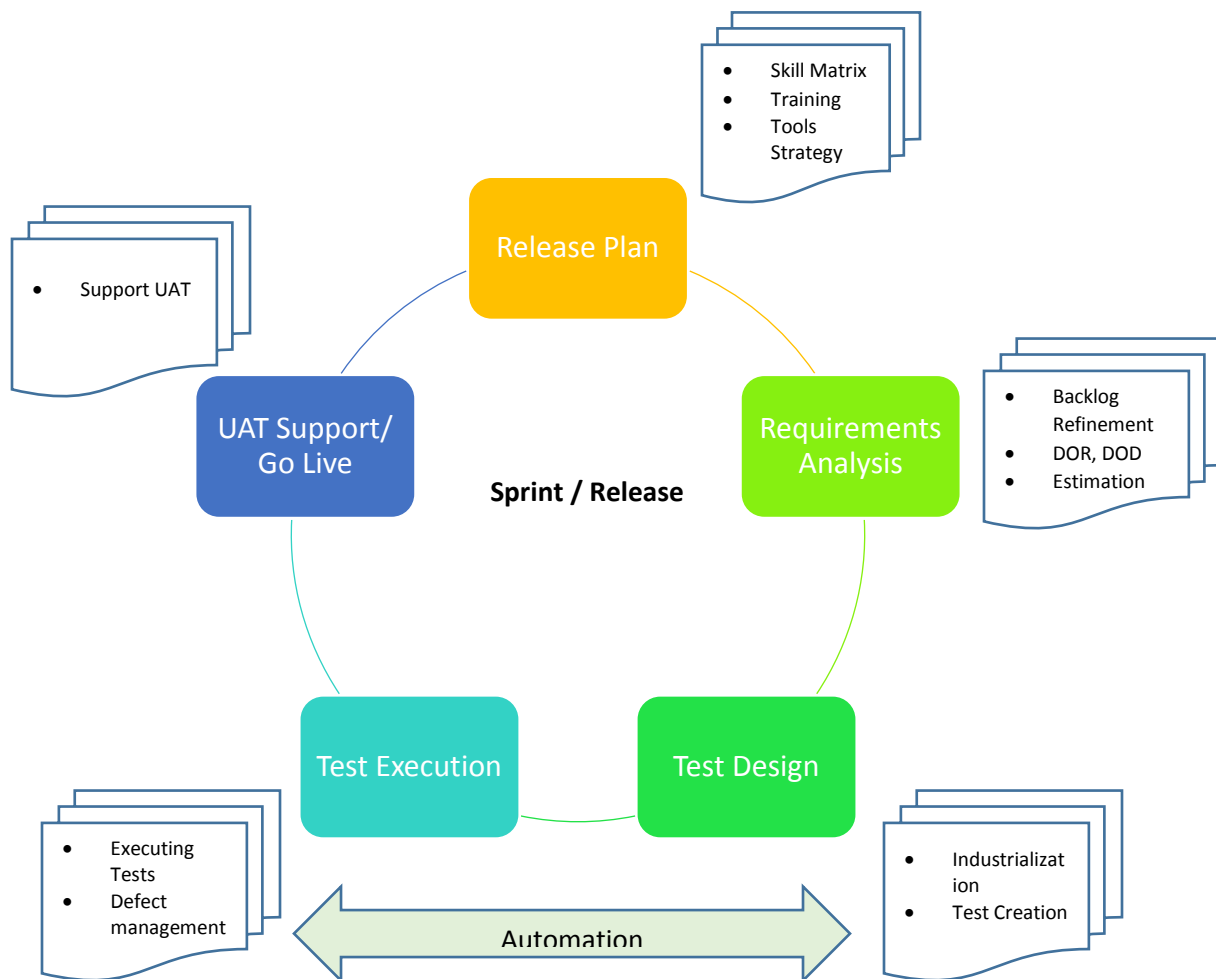


QA Process

Assuming it is on-going project as cross-functional team is already in place; QA process can be set up for important stages as below:



1. Release Plan

- a. Create Skill matrix identifying key skills and gaps within team to deliver value work
- b. Based on data received in skill matrix, identify training plan for team members before onboarding them or parallel to work
- c. Standardize Tools strategy for various tools aligned with Organizational policy or suitability
 - i. Agile Tools viz. JIRA, Version One, Rally etc.
 - ii. Test Management Tools viz. ALM, Zephyr, SCTM, Test Rails etc.
 - iii. Defect Tracking Tools viz. ALM, Bugzilla, JIRA, TeamTrack etc.
 - iv. Version Control Tools viz. gitlab, bitbucket, svn, TFS

2. Requirements Analysis

- a. Have an ordered and prioritized Product Backlog ready for team to pick up
- b. Attend Backlog grooming sessions to better understand core functionality
- c. Industrialize all the processes
- d. E.g. Standardize estimation process if not present already viz. T-shirt sizing, planning poker etc.
- e. Have well defined Definition of Done and Definition of Ready

3. Test Design

- a. Test Approach and scope should be finalized e.g. cross device testing, API Testing, Risk Based Testing, Cross Browser Testing etc
- b. Test Scenarios vs. Test Cases to be written
- c. All work done by team, should be reviewed using one of the review mechanism
- d. Identify opportunities for Automation, TDD, BDD etc.
- e. Set up Test Data for execution

4. Test Execution

- a. Once stories are delivered, start Test Execution manual/Automation
- b. Log defects to Defect Management tool as per process set in Release plan
- c. Retest defects which are fixed
- d. Document test results and sign off features once Acceptance Criteria or DOD is met

5. UAT Support

- a. Support UAT team performing execution
- b. In absence of UAT direct Go live of product, support team in final stages of testing before product is deployed
- c. Provide team with Test Data or Synthetic Data needed for performing execution

6. Automation

- a. If Automation is not already in place in team, perform POC on tools most suitable to functionality
- b. Once POC is done successfully, educate team about Automation Framework /Tools
- c. Automation of cases can be done during Test Design as well as Test Execution depending upon bandwidth of team. In-Sprint Automation & N+1 Sprint Automation are two popular approaches followed by Agile Teams.