**Basic Study Material on Test Reports**

**1. Introduction to Test Reports**

When working in software testing, it is essential to document and communicate the test results efficiently. Test reports help provide a clear view of the software's quality and progress to stakeholders. The two most common types of test reports are:

* **Test Progress Report** (also known as Test Status Report)
* **Test Summary Report**

**2. What is a Test Progress Report?**

A **Test Progress Report** is generated at regular intervals to update stakeholders about the testing activities, their progress, risks, and decisions required.

**Example Scenario**

Suppose you are working on a 6-month project. Every week, you need to update stakeholders about the current testing progress. The report contains:

| **Section** | **Details** |
| --- | --- |
| Project Name | Mobile Banking App |
| Reporting Period | Week 1 (1st - 7th March) |
| Total Test Cases | 100 |
| Executed Cases | 70 |
| Passed Cases | 60 |
| Failed Cases | 10 |
| Blocked Cases | 5 |
| Pending Cases | 25 |
| Defects Found | 12 |
| Risks Identified | High load issue during login |

**Diagram Representation**

A simple **progress bar** can also visually represent the testing progress:

Test Execution Progress: [██████████░░░░░░] 70% Done

Defect Status: [█████░░░░░░░░] 50% Fixed

**3. What is a Test Summary Report?**

A **Test Summary Report** is prepared at the end of a testing phase or project milestone. It provides a summary of the overall testing activities, findings, and results.

**Example Scenario**

If a testing phase, such as **Unit Testing**, is completed, a summary report is created to document all key aspects before moving to the next phase.

| **Section** | **Details** |
| --- | --- |
| Testing Phase | Unit Testing |
| Test Start Date | 1st March 2025 |
| Test End Date | 5th March 2025 |
| Total Test Cases | 50 |
| Passed Cases | 45 |
| Failed Cases | 5 |
| Major Issues | UI alignment issue, API timeout |
| Overall Test Status | **Completed** |

**Diagram Representation**

A **pie chart** can be used to visually represent the test case results:

* ✅ **90% Passed**
* ❌ **10% Failed**

**4. Difference Between Test Progress Report and Test Summary Report**

| **Aspect** | **Test Progress Report** | **Test Summary Report** |
| --- | --- | --- |
| When it is created? | Periodically (e.g., weekly) | At the end of a phase |
| Purpose | To show ongoing test progress | To summarize completed test results |
| Audience | Test managers, developers, stakeholders | Clients, business teams, senior management |

**5. How to Write a Good Test Report?**

To make a test report useful:

✅ Keep it **simple and clear** ✅ Highlight **key findings** ✅ Use **tables and charts** for easy understanding ✅ Avoid too much technical jargon ✅ Provide **actionable insights**

By following these guidelines, you can ensure your reports are effective and help in better decision-making.

**6. Conclusion**

Test reports are essential work products in software testing. A well-structured **Test Progress Report** keeps stakeholders informed, while a **Test Summary Report** provides a complete overview of the testing phase. Understanding how to write these reports will improve your communication skills as a tester and ensure transparency in the testing process.

This study material provides a basic understanding for beginners and can be used as a reference for writing test reports.

**Study Material: Understanding Testing Reports**

**Introduction to Testing Reports**

A **Testing Report** is a document that provides details about the testing activities performed on an application or software product. It helps stakeholders understand the quality, progress, and issues found during the testing phase.

**Why Testing Reports Are Important?**

* They provide a summary of test execution.
* They highlight defects found in the software.
* They offer insights into the application's quality.
* They help management make informed decisions.

**Components of a Testing Report**

A standard **Testing Report** consists of the following sections:

**1. Test Case Execution Status**

This section provides a summary of test cases executed, passed, failed, and skipped.

| **Test Case Execution Status** | **Current Build** | **Previous Build** |
| --- | --- | --- |
| Total Test Cases | 70 | 63 |
| Passed Test Cases | 40 | 31 |
| Failed Test Cases | 18 | 16 |
| Blocked/Skipped Test Cases | 12 | 16 |

* An **increase** in passed test cases shows improvement.
* A **decrease** in blocked/skipped test cases indicates better test coverage.

**2. Bug Report Status**

This section highlights defects found during testing.

| **Defect Status** | **Current Build** | **Previous Build** |
| --- | --- | --- |
| Total Defects | 47 | 33 |
| High Priority Defects | 23 | 12 |
| Medium Priority Defects | 17 | 15 |
| Low Priority Defects | 7 | 6 |

* A **higher number of defects** means more issues were found and need fixing.
* High-priority defects need immediate attention from developers.

**3. Testing Suggestions for Next Period**

This section provides recommendations for the next testing phase.

**Example:**

* Test the application on **iOS devices** to ensure cross-platform compatibility.
* Focus on **integration testing** between Android and iOS users.
* Allocate additional time to fix critical defects.

**Understanding Test Execution Status**

**Test Execution Status** helps compare the progress of testing across different software versions.

**Example:**

In a messaging app:

* Sending and receiving messages between **two Android devices** was tested successfully.
* However, testing between **Android and iOS devices** is pending.

📌 **Implication**: The team needs to test Android-iOS communication, as it may reveal additional defects.

**Key Takeaways**

* **Testing Reports** provide an overview of testing progress and application quality.
* **Test Execution Status** compares current and previous testing cycles.
* **Bug Reports** help track issues and prioritize fixes.
* **Suggestions for Next Testing Phase** help plan future testing efforts.

By using testing reports, teams can ensure that the software meets quality standards before release. 🚀