

Test Engineer - Daily Activities

1. Start of the Day

- Check Emails & Communication Channels - Look for updates, test requests, defect reports, and Kanban patch details.
- Attend Standup Meeting (Scrum/Agile) - Provide updates on testing progress, blockers, and upcoming tasks.

2. Sprint-Related Activities

- Understand Sprint Priorities - Review the assigned test cases, user stories, and acceptance criteria.
- Test Execution - Perform functional, regression, integration, and exploratory testing as per sprint tasks.
- Defect Reporting & Tracking - Log bugs in Jira, Azure DevOps, or other defect management tools and follow up on them.

3. Out of Sprint Activities

- Handle Kanban Tasks - Work on urgent or unscheduled tasks such as hotfix testing, patches, and support issues.
- MESAN Test Execution - Perform non-sprint-related testing activities as received via email or other channels.

4. Collaboration & Documentation

- Work with Developers & BAs - Clarify requirements, validate fixes, and discuss defect resolutions.
- Update Test Cases & Reports - Maintain test cases, update automation scripts, and generate test reports.

5. End of the Day

- Update Jira/Kanban Board - Mark completed tasks and update testing status.
- Prepare for Next Day's Work - Prioritize pending test cases and review upcoming tasks.
- Send EOD Email (if required) - Summarize testing progress, blockers, and pending tasks.