

## Test suit

A **Test Suite** in TestRail is a **collection of related test cases** grouped together to test a specific **feature, module, or functionality** of an application.

👉 Think of it like a **folder** that holds test cases for one area of the product.

### Example:

- Login Test Suite
  - Valid login
  - Invalid password
  - Forgot password
- Registration Test Suite
  - New user signup
  - Email validation

## Adding test suit

The screenshot shows the 'Add Test Suite' dialog box in the TestRail interface. The project is set to 'Veeva Application'. The 'Name' field contains 'Veeva login page'. The 'Description' field is empty. At the bottom, there are 'Save Test Suite' and 'Cancel' buttons.

The screenshot shows the TestRail interface for a project named "Veeva Application". On the left, the sidebar includes sections for Project Overview, To-Do, Test Suites & Cases (with sub-options Overview, Sections & Cases, and Test Runs), Test Runs & Results, Milestones, Reports, Add Test Case, and Generate Test Cases (BETA). The main area displays a test suite titled "S7 Veeva login page". A message at the top says "Successfully updated the test suite." Below it, a note states: "This test suite doesn't contain any test cases, yet. There aren't any sections or test cases in this suite yet. Use the following buttons to create the first test case and section." It includes buttons for "+ Add Section", "+ Add Test Case", and "Generate Test Cases (BETA)". To the right, a sidebar explains "Test cases and sections": "A test case verifies a certain feature, functionality or requirement. Sections are used to organize related test cases into groups."

## Adding testcase to the test suit

The screenshot shows the "Add Test Case" form for the "Veeva login page". The form fields include: Title (user should be able to login to the veeva page), Section (Test Cases), Template (Test Case (Steps)), Type (Functional), Priority (High), Assigned To (Me), Estimate, Automation Type (None), and Is Automated (unchecked). Below these, there are sections for Automation Candidate (None), Add Labels (Start typing), and References (Start typing). A note at the bottom indicates "30 / 2000" characters remaining.

## Select options based on the requirement

### Adding test steps

The screenshot shows the "Test Cases" screen for the "Veeva login page". It displays two test steps: Step 1, which has the action "enter username<ramyasada@gmail.com>" and the expected outcome "username should be entered and displayed"; and Step 2, which has the action "enter password<ramya123>" and the expected outcome "password should be entered and should be masqued". Each step includes a "Want to reuse this Step?" button and a "Share" button. The sidebar on the left is identical to the one in the previous screenshot.

Veeva login page > Test Cases

Successfully updated the test case.

Type Functional	Priority High	Assigned To Me	Estimate None
References None	Automation Type None	Is Automated No	

**Preconditions**

user should be registered before login into the veeva page

**Steps**

1 enter username	username should be entered and displayed
2 enter password	password should be entered and should be masqued
3 when the user click on the login button	page should be displayed with the username in the homepage as hello ramya

TestRail | Veeva Application

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**Veeva Application**

- Project Overview
- To-Do
- Test Suites & Cases**
  - Overview
  - Sections & Cases**
  - Test Runs
- Test Runs & Results
- Milestones
- Reports

**Add Test Case**

+ Generate Test Cases BETA

Contains 1 section and 1 case. ?

**Test Cases**

ID	Title
C39	user should be able to login to the veeva page

Add Case | Add Subsection

## Adding another testcase

**Veeva login page**

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**Test Cases**

ID	Title
C39	user should be able to login to the veeva page
C40	user is able to reset the password

Case Title:

**TestRail** Veeva Application

Add  Search

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**V Veeva Application**

Project Overview  
 To-Do  
**Test Suites & Cases**  
 Overview  
 Sections & Cases  
 Test Runs  
 Details  
 Tests & Results  
 Defects  
 History  
 Test Runs & Results  
 Milestones  
 Reports

Add File  
Drop files here to attach, or click on "+" to browse

**Title \***  
user is able to reset the password

<b>Section *</b> Test Cases	<b>Template *</b> Test Case (Text)	<b>Type *</b> Functional	<b>Priority *</b> Critical
<b>Assigned To</b> Me	<b>Estimate</b> 2	<b>Automation Type</b> None	<b>Is Automated</b> <input type="checkbox"/> defines if this test has been automated by external tool/script.
<b>Automation Candidate</b> None is a candidate for automation?			
<b>Add Labels</b> Start typing			
<b>References</b> Start typing			
0 / 2000			

**Preconditions**

The preconditions of this test case. Reference other test cases with [C#] (e.g. [C17]).

#### Steps

1. user click on the reset password link
2. user enter password and confirm password
3. user enters the new password
4. click on the reset button

The required steps to execute the test case.

#### Expected Result

B *i* U A:

1. user should be able to reset the password
2. user should be able to login with new password

**TestRail** Veeva Application

Add  Search

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**S7 Veeva login page**

Sort: Section | Filter: None  Collapse All  Display Deleted Test Cases + Add Case  Assign To  Edit  Delete  Columns

**Test Cases**

ID	Title
C39	user should be able to login to the veeva page
C40	user is able to reset the password

[Add Case](#) | [Add Subsection](#)

Contains 1 section and 2 cases.

Test Cases   
All  + Add Section

## Running the testcases

The screenshots illustrate the process of running test cases in TestRail:

- Screenshot 1: Test Runs & Results**  
Shows the 'Test Runs & Results' page for the 'Veeva Application' project. A modal window titled 'Select Test Suite' is open, showing a dropdown menu with 'Veeva login page' selected. Buttons for 'OK' and 'Cancel' are at the bottom.
- Screenshot 2: Add Test Run**  
Shows the 'Add Test Run' page. The 'Name' field contains 'Veeva login page'. The 'References' section is empty. Below it are fields for 'Milestone', 'Assign To', and 'Dataset'.
- Screenshot 3: Test Run Details**  
Shows the details of a test run named 'R13 Veeva login page-regression cycle 1.0'. It displays a summary: '0% passed' (2 / 2 untested (100%)). Below this, a chart shows the status distribution: 0 Passed (green), 0 Blocked (grey), 0 Skipped (yellow), 0 Failed (red), 0 Automation (blue), and 0 Automation (orange). The 'Test Cases' table lists two entries: T105 ('user should be able to login to the veeva page') and T106 ('user is able to reset the password'), both assigned to 'Ramya S.' and marked as 'Untested'.

After clicking on the link of the testcase in the above image then

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V Veeva Application

Project Overview To-Do Test Suites & Cases

Test Runs & Results

- Overview Tests & Results Activity Progress Defects

Milestones Reports

+ Add Result + Add Comment or File

Assigned to you. Change Progress

T105 user should be able to login to the veeva page

Vevea login page-regression cycle 1.0 > Test Cases

Test Labels

Add Label

Type	Priority	Assigned To	Estimate
Functional	High	Me	None
References	Automation Type	Is Automated	
None	None	No	

Preconditions

user should be registered before login into the veeva page

Steps

1 enter username	username should be entered and displayed
2 enter password	password should be entered and should be masqued
3 when the user click on the login button	name should be displayed with the username in the homenane as hello ramya

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V Veeva Application

Project Overview To-Do Test Suites & Cases

Test Runs & Results

- Overview Tests & Results Activity Progress Defects

Milestones Reports

+ Add Result + Add Comment or File

Assigned to you. Change Progress

RESULTS & COMMENTS

Add Result

Status \* Passed Set the test status (passed, failed etc.)

Comment

Assign To

Version

Elapsed Start How long the test took.

Defects Start typing

Untested 1/26/2026 5:24 AM Ramya S.

+ Add Result Assign To

RESULTS & COMMENTS

Add Result

Steps

1 enter username <ramya@gmail.com>	Passed
Expected Result	
username should be entered and displayed	
> Enter actual result	
2 enter password <ramya123>	Passed
Expected Result	
password should be entered and should be masqued	
> Enter actual result	
3 when the user click on the login button	Passed

0 / 2000 A list of IDs in your bug tracker.

+ Add Result Assign To

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V Veeva Application

Project Overview To-Do Test Suites & Cases Test Runs & Results Overview Tests & Results Activity Progress Defects Milestones Reports + Add Result + Add Comment or File Assigned to you. Change Progress

**Passed**  
1/26/2026 5:28 AM Ramya S. Edit  
this is as per expected  
**Steps**  
1 enter username  
Expected Result  
username should be entered and displayed  
2 enter password  
Expected Result  
password should be entered and should be masqued  
3 when the user click on the login button  
Expected Result  
page should be displayed with the username in the homepage as hello ramya

**Untested**  
1/26/2026 5:24 AM Ramya S.  
Assigned To Ramya S.  
+ Add Result Assign To

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V Veeva Application

Project Overview To-Do Test Suites & Cases Test Runs & Results Overview Milestones Reports + Add Test Run + Add Test Plan

1 open and 0 completed test runs in this project.

Group By None Order By Date

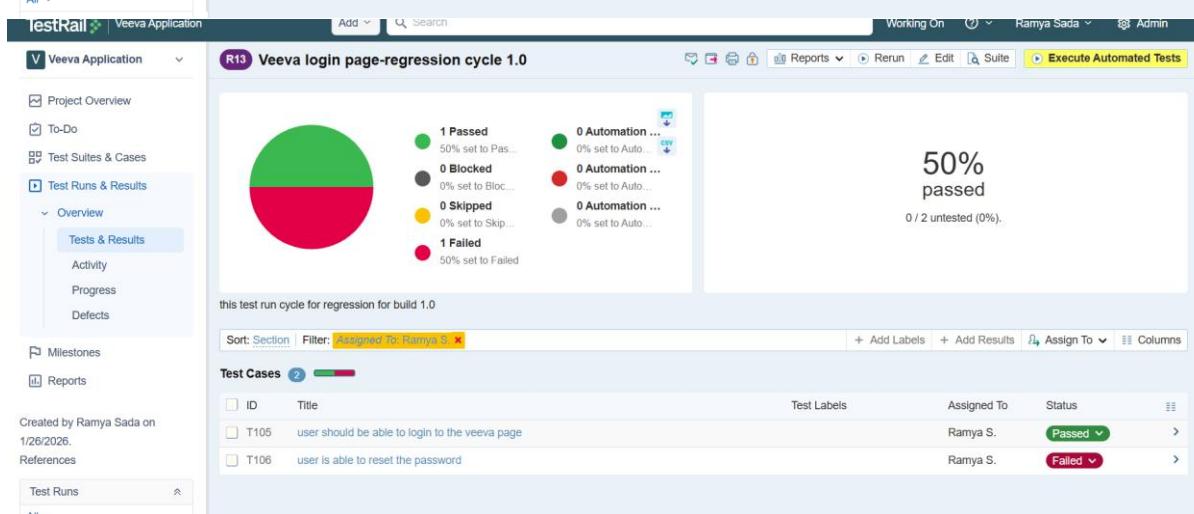
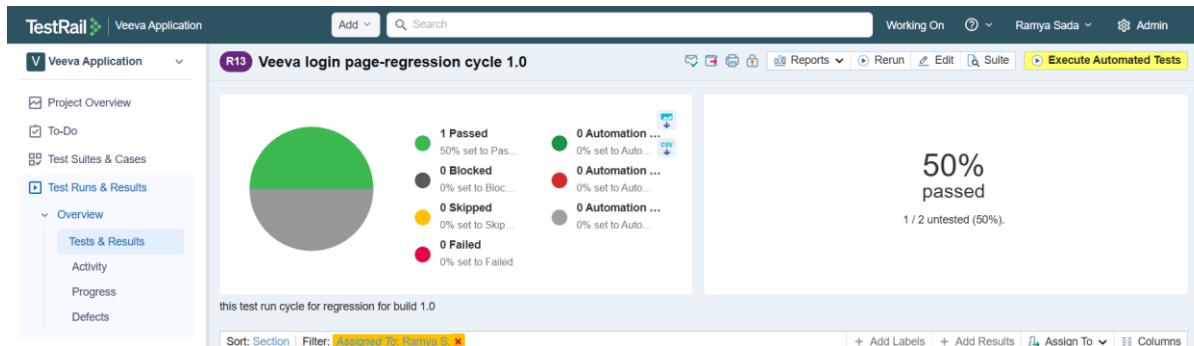
**Test Runs & Results**

**Open**

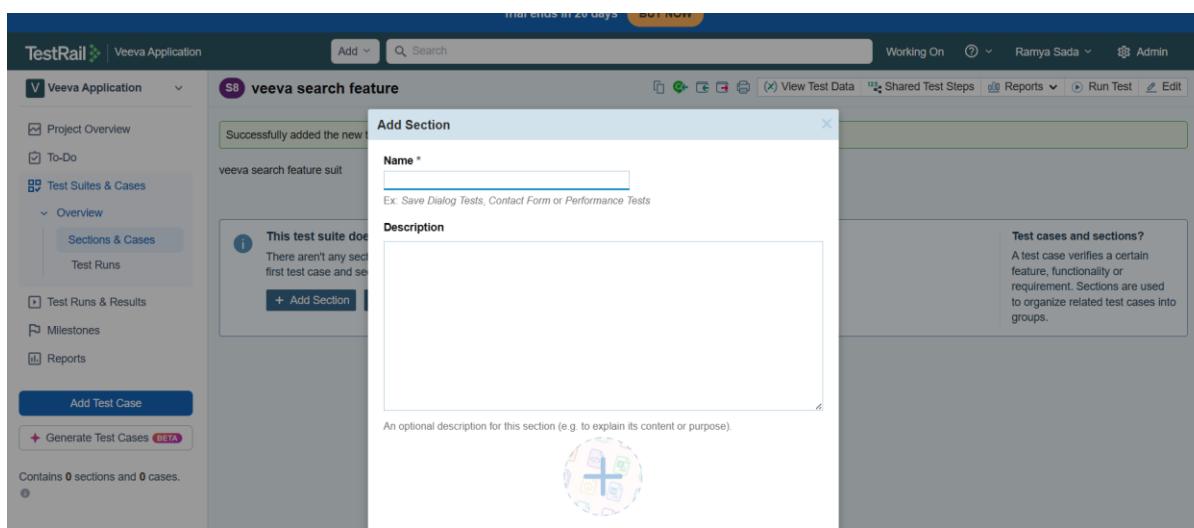
Select all

**Veeva login page-regression cycle 1.0**  
By Ramya S. on 1/26/2026 | Edit  
1 Passed, 0 Blocked, 1 Untested, 0 Skipped, 0 Failed, 0 Automation Passed, 0 Automation Failed and 0 Automation Error.  
No due date

View Test Data Execute Automated Tests



## Adding section to a test suit



## Adding testcase

**C41 Basic veeva search with different products**

veeva search feature

**Title \***  
Basic veeva search with different products

Section *	Template *	Type *	Priority *
Basic search	Test Case (Steps)	Functional	Critical

**Assigned To**  
Estimate

**Automation Candidate**  
None

**Add Labels**  
Start typing

**References**  
Start typing

Drop files here to attach, or click on "+" to browse

30 / 2000

**R14 veeva search feature**

Since 1/26/2026:

- Remaining Tests: 100% of tests completed.
- Remaining Effort: Forecast not available.
- Ideal Progress: Forecast not available.

**Progress**

Based on the current activity and forecasts, the projected completion date for this test run is: Unknown  
Forecast not possible, [more data needed](#)

This test run was started 4 minutes ago (1/26/2026).  
Completed: 100% (2/2)  
Elapsed: 0hr 0min  
Tests / day: 2  
Hours / day: n/a

Metric	By Estimate	By Forecast
Completed	0hr 0min	n/a

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**Test Suites & Cases**

**Veeva login page**  
[Run Test](#) | [Test Runs](#) | [Edit](#)

Has 1 section with 2 test cases. 1 active test run.

**veeva search feature- sprint 5 test cycle-01**  
[Run Test](#) | [Test Runs](#) | [Edit](#)

Has 2 sections with 2 test cases. 1 active test run.

2 test suites and 4 cases in this project.

[Add Test Suite](#)

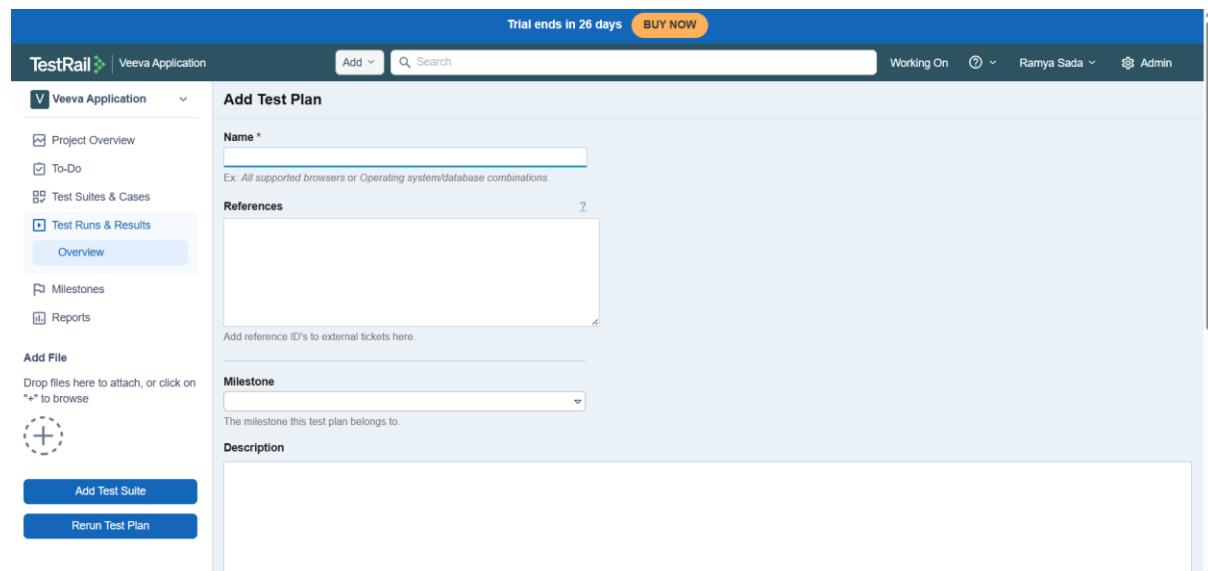
## What is a Test Plan?

A **Test Plan** in TestRail is used to **manage and track multiple test runs together** for a release, version, or milestone of a project.

👉 Think of a Test Plan as a **container** that holds **many test runs**.

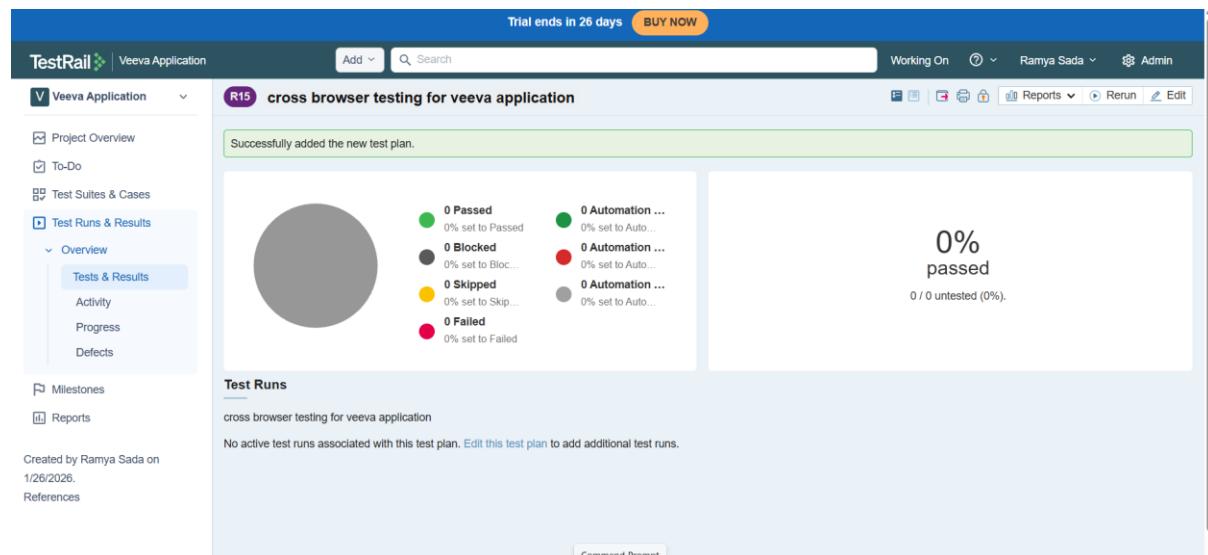
### Example:

- Release 1.0 Test Plan
  - Chrome – Regression Test Run
  - Firefox – Smoke Test Run
  - Mobile – Sanity Test Run



The screenshot shows the 'Add Test Plan' page in TestRail. The left sidebar is for the 'Veeva Application' project, with 'Test Runs & Results' selected. The main form has the following fields:

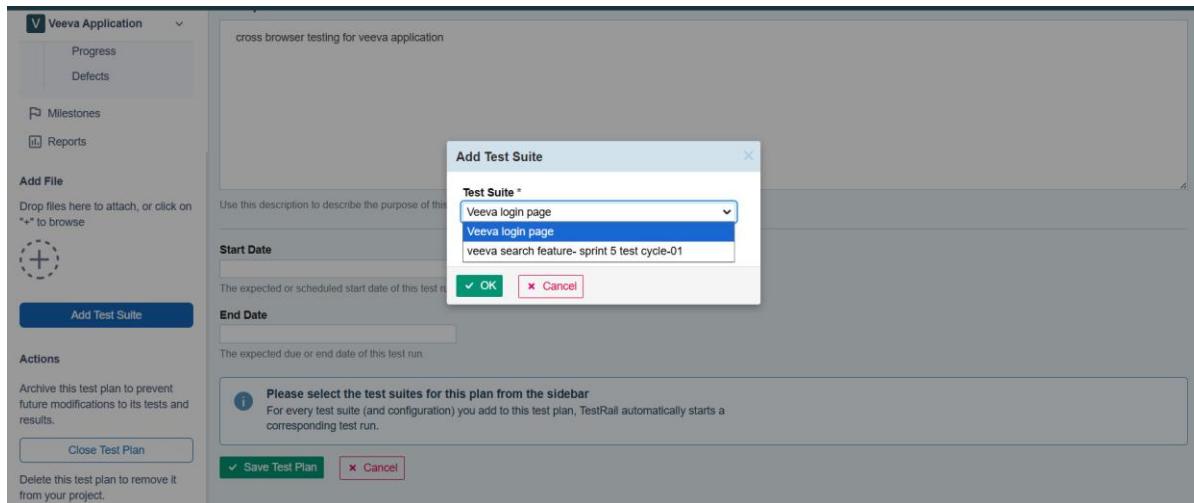
- Name \***: A text input field.
- References**: A large text area for external ticket IDs.
- Milestone**: A dropdown menu.
- Description**: A text area for additional notes.

The screenshot shows the 'Test Runs & Results' page for the 'Veeva Application' project. The 'Overview' tab is selected. A message at the top says 'Successfully added the new test plan.' The main area displays the details of the newly created test plan 'R15':

- cross browser testing for veeva application**
- 0% passed**
- 0 / 0 untested (0%)**
- Test Runs**: A section stating 'No active test runs associated with this test plan. [Edit this test plan](#) to add additional test runs.'

Adding test suit to the test plan



**R15 cross browser testing for veeva application**

Successfully updated the test plan and the related test runs.

**Test Runs & Results**

**Test Runs**

**Veeva login page**

0 Passed, 0 Blocked, 2 Untested, 0 Skipped, 0 Failed, 0 Automation Passed, 0 Automation Failed and 0 Automation Error.  
No due date

**0% passed**  
4 / 4 untested (100%).

**Test Runs & Results**

**Open**

Select all

Test Run	Status	Progress (%)
cross browser testing for veeva application	0 Passed, 0 Blocked, 4 Untested, 0 Skipped, 0 Failed, 0 Automation Passed, 0 Automation Failed and 0 Automation Error. No due date	0%
veeva search feature- sprint 5 test cycle-01	1 Passed, 0 Blocked, 0 Untested, 0 Skipped, 1 Failed, 0 Automation Passed, 0 Automation Failed and 0 Automation Error. No due date	50%
Veeva login page-regression cycle 1.0	2 Passed, 0 Blocked, 0 Untested, 0 Skipped, 0 Failed, 0 Automation Passed, 0 Automation Failed and 0 Automation Error. No due date	100%

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V Veeva Application Project Overview To-Do Test Suites & Cases Test Runs & Results Overview Tests & Results Activity Progress Defects Milestones Reports

Created by Ramya Sada on 1/26/2026. References

Test Runs All

**Add Result**

Steps P B U S F A A A 0 / 2000

1 enter username <ramya@gmail.com> Passed Expected Result username should be entered and displayed Enter actual result

2 enter password <ramya123> Passed Expected Result password should be entered and should be masked Enter actual result

Add Labels + Add Results Assign To Columns

Assigned To Status Untested Untested

0% passed 2 / 2 untested (100%).

**R15 cross browser testing for veeva application**

75% passed 0 / 4 untested (0%).

3 Passed 75% set to Passed 0 Blocked 0% set to Blocked 0 Skipped 0% set to Skip 1 Failed 25% set to Failed

**Test Runs**

cross browser testing for veeva application

**Veeva login page** 1

Veeva login page 2 Passed, 0 Blocked, 0 Untested, 0 Skipped, 0 Failed, 0 Automation Passed, 0 Automation Failed and 0 Automation Error. No due date 100%

**veeva search feature- sprint 5 test cycle-01** 1

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V Veeva Application Project Overview To-Do Test Suites & Cases Overview Sections & Cases Test Runs Test Runs & Results Milestones Reports

Add Test Case Generate Test Cases BETA

Contains 1 section and 3 cases.

**S7 Veeva login page**

Sort: Section Filter: None Collapse All

**Test Cases** 1

ID Title

C39 user should be able to log in

C40 user is able to reset password

C43 forget password test

Select Columns

Column ID Title Created By Type Updated By Updated On Assigned To

Automation Candidate Automation Type Created On Deletion Status Estimate Forecast Is Automated Labels Priority References Section Template

Created By Ramya S. Ramya S. Ramya S.

Update Columns Cancel Add Column Add Column Cancel

## Milestone

### What is a Milestone?

A **Milestone** in TestRail represents a **specific phase, version, or release** of a project with a **start date and end date**.

👉 Think of a milestone as a **target or goal** for testing.

### Example:

- Sprint 1
- Release 2.0
- Regression Cycle – Jan 2026

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Add  Search

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V Veeva Application

- Project Overview
- To-Do
- Test Suites & Cases
- Test Runs & Results
- Milestones
- Overview
- Reports

[+ Add Milestone](#)

There are no milestones.

Milestones

This project doesn't have any milestones, yet.  
No milestones have been defined for this project yet. Use the following button to create the first milestone.

[+ Add Milestone](#)

What's a milestone?  
Add project milestones (such as software releases) to TestRail to manage and track multiple test runs for a single milestone.

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Add  Search

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V Veeva Application

- Project Overview
- To-Do
- Test Suites & Cases
- Test Runs & Results
- Milestones
- Overview
- Reports

[+ Add Milestone](#)

1 open and 0 completed milestones in this project.

Milestones

Successfully added the new milestone.

Open

Select all

**Beta 1.0 release for amazon**  
No due date | [Edit](#) | [Add Milestone](#)  
No active test runs.  0%

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Add  Search

Working On  Ramya Sada  Admin

V Veeva Application

- Project Overview
- To-Do
- Test Suites & Cases
- Test Runs & Results
- Milestones
- Overview
- Reports

Add File

Drop files here to attach, or click on ["..."](#) to browse



[+ Execute Automated Tests](#)

Add Test Run

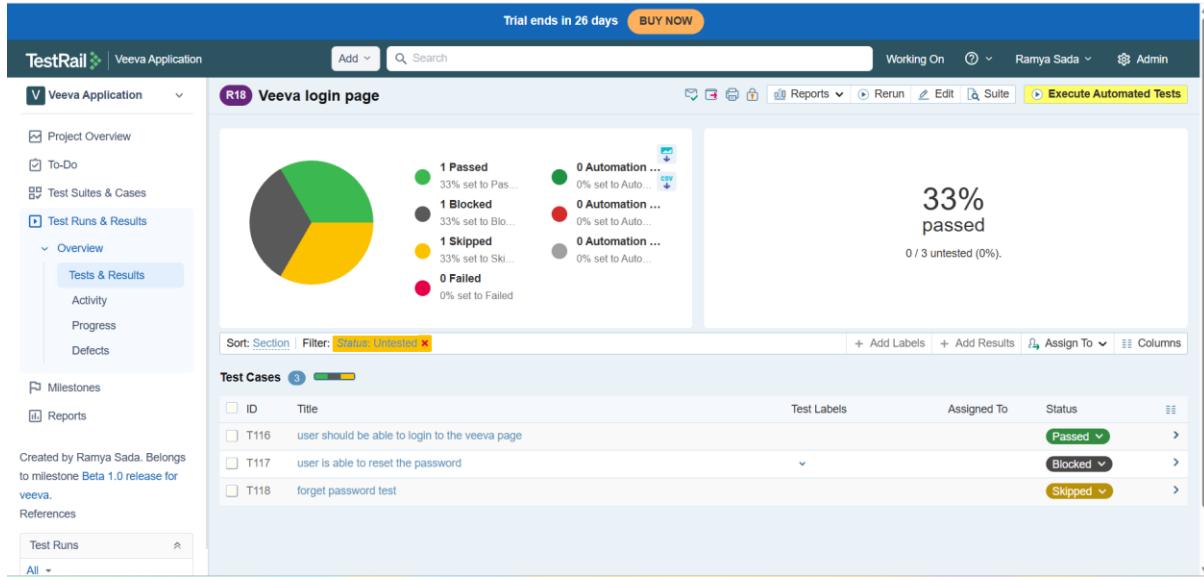
Name \*  
  
Either reuse the test suite name or specify a new one.

References 

Add reference ID's to external tickets here.

Milestone

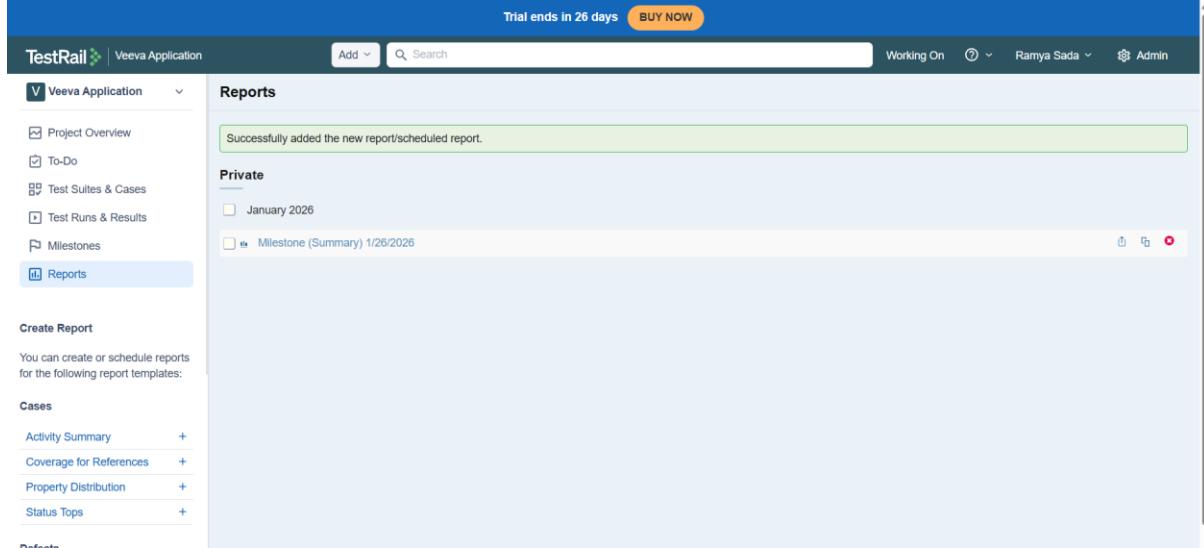
Dataset 



## Reports

Reports in TestRail are used to **analyze, track, and share testing progress, results, and quality metrics** in a project.

👉 Reports convert test execution data into **charts, tables, and summaries**.



It creates report for the milestone we can also download it

The screenshot shows the TestRail application interface for the 'Veeva Application' project. At the top, there's a navigation bar with links for 'Project Overview', 'To-Do', 'Test Suites & Cases', 'Test Runs & Results', 'Milestones', and 'Reports'. The 'Reports' link is highlighted. The main content area displays a 'Milestone (Summary) 1/26/2026' report for 'Beta 1.0 release for veeva'. It includes a pie chart showing test results: 1 Passed (green), 1 Blocked (grey), 1 Skipped (yellow), and 0 Failed (red). To the right of the chart is a legend with the same categories and counts. Below the chart, there's a table with columns for status and count.

Status	Count
Passed	1
Blocked	1
Skipped	1
Failed	0
Automated	0
Automated (Blocked)	0
Automated (Skipped)	0

We can also add users

The screenshot shows the 'Add User' form in the TestRail application. The left sidebar has a 'Users & Roles' section selected. The main form has tabs for 'USER', 'ACCESS', 'AUTH', and 'PROJECTS'. The 'USER' tab is active. It contains fields for 'Full Name' (with a placeholder 'Ex: John Doe or'), 'Email Address' (with a placeholder 'ramyasada9999@gmail.com'), 'Language' (with a dropdown menu showing 'English' and 'Spanish'), 'Locale' (with a dropdown menu showing 'Use application default'), and 'Time Zone' (with a dropdown menu showing 'Use application default'). A 'Enable email notifications' checkbox is checked. A tooltip for 'Email notifications' says 'Email notifications' and 'Email notifications'.