**TEST PLAN Document**

**BY: Harshitha Sundar**

**Test Plan ID:** Orange HRM-Open Source HR Management

**TEST PLAN IEEE FORMAT:**

1. **Test Plan ID:** Unique No. or Id or Name of the test plan
2. **Introduction:** About the Project and testing
3. **Test Items:** Names of Modules/ Functions/ Services/ Features
4. **Features to Be Tested:** Responsible Modules for the Test Design
5. **Features Not to Be Tested:** Which ones to test and which ones not to test (e.g. Features of previous version of the Software)
6. **Approach:** List of testing techniques to be applied on the modules (prepared by QA/PM)
7. **Features Pass/Fail Criteria:** When above features are pass and when they fail
8. **Suspension Criteria:** Possible abnormal situations arose during testing of above features. Without recovering from these situations, you are not able to conduct testing. (Technical problems with respect to project)
9. **Test Environment:** Required hardware and software including testing tools to conduct testing
10. **Test Deliverables:** Required test documents to be prepared during testing (Test Cases, Test Procedures, Test Log, Test Report)
11. **Test Tasks:** necessary tasks to do before starting of every project testing
12. **Staff and Training Needs:** The names of test engineers and required training sessions
13. **Responsibilities:** Work allocation in terms of test engineers Vs Modules
14. **Schedule:** Dates and Times
15. **Risks and Mitigations:** Analyze risks and possible solution to overcome them
16. **Approvals:** Signatures of Test Plan Author and PM/QA
17. **Introduction:**
    1. This test plan is designed to test the functionalities of the OrangeHRM application based on the provided test cases. The scope includes validating login, search employee, add employee, leave management, update profile and change password functions.
    2. The purpose of this test plan is to ensure the quality and reliability of OrangeHRM, an open-source HR management system.
    3. The testing will cover various modules and functionalities of OrangeHRM to validate its performance, security, usability, and compatibility.
    4. The test plan outlines the test scope, objectives, testing approach, resources, and schedules.
18. **Test Items:**
    1. - Login
    2. - Search Employee
    3. - Add Employee
    4. - Leave Management
    5. - Update Employee Profile
    6. - Change Password
19. **References:**
    1. **Test Approach:**
       1. Functional Testing
       2. Manual Testing
       3. Blackbox Testing
    2. **Key Assumptions:**
       1. Production like data required and be available in the system prior to start of Functional Testing
       2. In each testing phase, Cycle 3 will be initiated if the defect rate is high in Cycle 2.
    3. General:
       1. The Test Team assumes all necessary inputs required during Test design and execution will be supported by Development/BUSINESS ANALYSTs appropriately.
       2. Test case design activities will be performed by QA Group
       3. Test environment and preparation activities will be owned by Dev Team
       4. The defects will be tracked through HP ALM only. Any defect fixes planned will be shared with Test Team prior to applying the fixes on the Test environment
       5. Project Manager/BUSINESS ANALYST will review and sign-off all test deliverables
       6. The project will provide test planning, test design and test execution support
       7. Test team will manage the testing effort with close coordination with Project PM/BUSINESS ANALYST
       8. Project team has the knowledge and experience necessary, or has received adequate training in the system, the project and the testing processes.
       9. There is no environment downtime during test due to outages or defect fixes.
       10. The system will be treated as a black box; if the information shows correctly online and in the reports, it will be assumed that the database is working properly.
       11. Cycle 3 will be initiated if there are more defects in Cycle 2.
    4. Functional Testing:
       1. During Functional testing, testing team will use preloaded data which is available on the system at the time of execution
    5. UAT:
       1. UAT test execution will be performed by end users (L1, L2 and L3) and QA Group will provide their support on creating UAT script.

#### TEST ACCEPTANCE CRITERIA

1. Approved Functional Specification document, Use case documents must be available prior to start of Test design phase.
2. Test cases approved and signed-off prior to start of Test execution
3. Development completed, unit tested with pass status and results shared to Testing team to avoid duplicate defects
4. Test environment with application installed, configured and ready to use state

#### TEST DELIVERABLES

|  |  |  |  |
| --- | --- | --- | --- |
| **S.No.** | **Deliverable Name** | **Author** | **Reviewer** |
| 1. | Test Plan | Test Lead | Project Manager/ Business Analyst’s |
| 2. | Functional Test Cases | Test Team | Business Analyst’s Sign off |
| 3. | Logging Defects in HP ALM | Test Team | Test Lead/ Programming Lead(Vijay) |
| (4. | Daily/weekly status report | Test Team/ Test Lead | Test Lead/ Project Manager |
| 5. | Test Closure report | Test Lead | Project Manager |

1. **Features to be and not to be tested:**

All features and functionality mentioned in the test cases will be tested:

* - Login
* - Search Employee
* - Add Employee
* - Leave Approve/Reject
* - Update Profile
* - Change Password

Features Not to be Tested:

* Performance Testing
* Security Testing
* Compatibility Testing

**7. Entry Criteria:**

- Requirements finalized

- Test cases reviewed

- Test environment ready

- Test data prepared

**8) Exit Criteria:**

- All test cases executed

- Critical and high priority bugs fixed

- Test summary report signed off

Test Deliverables:

* Test Plan
* Test Scenarios
* Test Cases
* Test Data
* Defect Reports
* Test Summary Report

Test Tasks:

* Review requirements
* Create test plan
* Design test cases
* Setup test environment
* Execute test cases
* Log defects
* Retest defects after fix
* Track defects to closure
* Document test summary report

Training Needs:

* Product training for new team members
* Refresher training on manual testing

**10) Roles and Resposibilities:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.NO** | **NAME** | **ROLE** | **RESPONSIBILITIES** | **REMARKS** |
| 1 | John | Test Lead | Test Planning, monitoring, control |  |
| 2 | R.Supriya | Tester | Execute test cases for Login, Search Employee |  |
| 3 | Mary | Tester | Execute test cases for Add Employee, Leave Management |  |
| 4 | Sam | Tester | Execute test cases for Update Profile, Change Password |  |

**11) Schedule:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SNO** | **TASK** | **DAYS** | **DURATION** | **REMARKS** |
| 1 | Understanding and Analyzing requirements | 5 | 2ndjuly to 6thjuly |  |
| 2 | Review meeting | 1 | 9thjuly |  |
| 3 | Generating Test scenarios | 10 | 11thjuly to 22ndjuly |  |
| 4 | Reviews | 02 | 25thjuly to 26thjuly |  |
| 5 | Test case Documentation | 40 | 29thjuly to 12th august |  |
| 6 | Reviews | 04 | 14th august to 18th august |  |
| 7 | Test data collection | 6 | 20th august to 26th august |  |
| 8 | Reviews | 1 | 28th august |  |
| 9 | Verifying Test Environment Setup | 1 | 29th august |  |
| 10 | Create Test Batches | 02 | 30th 31st Aug |  |
| 11 | Sanity Testing | 1 | 3rdseptember |  |
| 12 | Comprehensive testing | 25 | 4thsep to 2nd October |  |
| 13 | Sanity Testing | 1 | 3rd October |  |
| 14 | Selecting Test Cases | 2 | 4th and 5th October |  |
| 15 | Regressing Testing | 05 | 8th October to 12th October |  |
| 16 | Sanity Testing | 1 | 15th October |  |
| 17 | Selecting Test Cases | 1 | 16th October |  |
| 18 | Regression Testing cycle -2 | 4 | 17th October to 22nd October |  |
| 19 | . |  |  |  |
| . | . |  |  |  |
| . | . |  |  |  |
| 28 | Final Regression | 8 | 19th November to 28thnovember |  |
| 29 | Evaluating Exit Criteria | 1 or 2 | 29th , 30thnov |  |
| 30 | Collecting all artifacts | 2 | 3rd ,4th Dec |  |
| 31 | Test Summary Report | 1 | 5th Dec |  |

Note: Regression Testing depends on Application and strength of Development team.

**12)Training:**

* Training program on Banking Domain
* Test Automation Training Using HP UFT Tool

**13) Risks and Miligations**

* Requirement changes: Freeze requirements early, validate with users
* Resource unavailability: Have backup resources identified
* Timeline delays: Monitor progress closely, take corrective actions

**14) Test Environment/ Lab:**

- Hardware: Windows laptops

- Software: Chrome, Firefox, OrangeHRM application

- Tools: Defect tracking tool

*Server Side:*

* Windows 2003 server
* UNIX server
* MS Exchange server a) webserver b) EDP c) Data storage
* Bugzilla tool
* VSS
* MS Office
* HP UFT Tool etc
* Browser IE 7.0

*Client side:*

* Windows xp+sp2
* VSS
* Ms-Office
* HP UFT

*AUT Environment:*

* .NET(c#,VC++,ADO)
* IIS- web server
* COM+ - APP server
* SQL server 2005 for database server

**15) Test Deliverables:**

* Test Plan
* Review reports
* RTM
* Test Scenario docs
* Test Case Docs
* Test data
* Opened, closed defect report
* Test summary report

**16) Approvals:**

Prepared by: [John, Test Lead]

Reviewed by: [Mary, Dev Manager]

Approved by: [Sam, Project Manager]

**17) Glossary**

AUT- Application Under Test

PIN- Project initiation note

SRS- Software Requirement Specification