# User Acceptance Testing (UAT) Template

Date:

Team ID:

Project Name:

Maximum Marks:

## Project Overview:

Project Name: [Enter Project Name]

Project Description: [Brief Description of the Project]

Project Version: [Version Number]

Testing Period: [Start Date] to [End Date]

## Testing Scope:

[List of Features and Functionalities to be Tested]

[List of User Stories or Requirements to be Tested]

## Testing Environment:

URL/Location: [Web URL or Application Location]

Credentials (if required): [Username/Password]

## Test Cases:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Test Case ID | Test Scenario | Test Steps | Expected Result | Actual Result | Pass/Fail |
| TC-001 | [Describe the scenario to be tested] | [Step 1] [Step 2] [Step 3] | [Describe the expected outcome] | [Record the actual outcome] | [Pass/Fail] |

## Bug Tracking:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Bug ID | Bug Description | Steps to Reproduce | Severity | Status | Additional Feedback |
| BG-001 | [Describe the issue or bug encountered] | [Step 1] [Step 2] [Step 3] | [Low/Medium/High] | [Open/In Progress/Closed] | [Any additional comments or feedback] |

## Sign-off:

Tester Name: [Name of Tester]

Date: [Date of Test Completion]

Signature: [Tester's Signature]

## Notes:

• Ensure that all test cases cover both positive and negative scenarios.  
• Encourage testers to provide detailed feedback, including any suggestions for improvement.  
• Bug tracking should include details such as severity, status, and steps to reproduce.  
• Obtain sign-off from both the project manager and product owner before proceeding with deployment.