**Test Plan**

**For**

**Case Management System (CMS)**

VERSION HISTORY

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Version #** | **Implemented By** | **Revision**  **Date** | **Approved**  **By** | **Approval**  **Date** | **Brief description of changes** |
| 0.1 | *SQTC Team* | *06/12/2022* |  |  | Draft Test Plan document of CMS |
| 1.0 | *SQTC Team* |  |  |  |  |
| 1.1 | *SQTC Team* |  |  |  |  |
| 2.0 | *SQTC Team* |  |  |  |  |

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APPENDIX A: KEY TERMS

### Introduction

### Purpose

This test plan describes the testing approach and overall framework that will drive the testing of the Case Management System(CMS) web application. The document introduces:

• Test Strategy: Rules the test will be based on, including the givens of the project (e.g.: start/end dates, objectives, assumptions); description of the process to set up a valid test (e.g.: entry/exit criteria, creation of test cases, specific tasks to perform, scheduling).

• Execution Strategy: Describes how the test will be performed and process to identify and report defects, and to fix and implement fixes.

• Test Management: Processes to handle the logistics of the test and all the events that come up during execution (e.g.: communications, risk and mitigation, testing team)

### Project Description

The purpose of this application is to automate the law department processes of DSCC, so that the operation of CMS runs Smoothly, Accurately, and Efficiently. The following scopes will be covered:

1. Case Management:

* Case Entry
* Case Update
* Case Delete
* Assign Lawyer/Lawyers on Case/Cases
* Case Report
* Case Hearing Report

2. Lawyer Management:

* Lawyer Entry
* Lawyer Update
* Lawyer Report
* Lawyer Delete

3.Document/Attachment:

* Attachment Entry
* Attachment Update
* Attachment Delete

### Scope of Testing

* 1. **Functional**

|  |  |  |
| --- | --- | --- |
| **Test Item** | **Version** | **Description** |
| Administrator | 0.1 | All the Submodules and Scenarios under Administrator |
| Lawyer | All the Submodules and Scenarios under Lawyer |
| User | All the Submodules and Scenarios under User |
| Operator | All the Submodules and Scenarios under Operator |

### 

### Features to be Tested

### Features to be Tested -Functional:

**Case:**

* Case entry
* Case update
* Case deletes
* Assign lawyer on case
* Case reports and action
* Case search

**Lawyer:**

* Lawyer entry
* Lawyer update
* Lawyer deletes
* Lawyer search
* Lawyer reports and action

**User:**

* User entry
* User update
* Users delete

**Operator:**

* Operator entry
* Operator update
* Operators delete

**Attachment:**

* Attachment entry
* Attachment view
* Attachment edits
* Attachment deletes

**Report:**

* Report generating

### Features Not to be Tested

N/A

### Document References



### Testing Environment

### Operating Systems

### Networks

### Hardware

### Software

### Test Deliverables

### Entry and Exit Criteria

### Entry & Exit criteria for Functional:

|  |  |  |  |
| --- | --- | --- | --- |
| **Testing Type** | **Phase** | **Entry Criteria** | **Exit Criteria** |
| Functional | KT & Plan | 1.Functional walkthrough is scheduled | 1.Functional walkthrough is completed |
| 2.Test Plan is completed and signed off by client |
| Functional | Test Case Authoring | 1.Functional Walkthrough is completed | 1.Review is completed, and test cases are signed off by the BA |
| 2.All the queries related to the functionality are clarified by the BA |
| Functional | Test Case Execution | 1.Test Cases are signed off | 1.All the test cases are executed |
| 2.Access to the test Environment is given with required permissions | 2. All the critical and high severity defects are closed |
| 3.Availability of the test data for the respective functionality in the test environment | 3.Defects related UI may be in open state with PM/Business approval |
| Functional | Defect Retesting | 1.All the open defects are fixed and provided with valid root cause and assigned to the tester for retesting | 1.All the defects retested and closed |
| Functional | Closure | 1.Test Case execution is completed | 1.Test closure report is shared to the Client |
| 2.Critical & severity defects are closed |

### Acceptance Criteria:

* Zero Critical & High severity defects
* Test Case execution – 100%

### Testing Tools

* Bugzilla for defect management

### Testing Team

SQTC Team:

| **POC** | **Designation** |
| --- | --- |
| Mohammad Saiful Alam Khan | Test Manager, Project Director |
| [Progga Labony](mailto:progga.labony@bcc.gov.bd) | Assistant Programmer and Tester |
| Sadia Subrin Nitu | Tester |
| Tabassum Ibnat Ena | Tester |

### Stakeholders

Dhaka South City

### Responsibilities

|  |  |  |
| --- | --- | --- |
| **POC** | **Role** | **Responsibilities** |
| Mohammad Saiful Alam Khan | Test Manager | Identifying Test Modules and Scenarios  Test Estimation  Test Plan |
| [Md Arif Chowdhury](mailto:arif.chowdhury@bcc.gov.bd) | Test Lead | Reviewing Test Cases and Test Results Sending Daily and Weekly Status Reports to Stakeholders Participating in Defect Calls  Preparing Testing Artifacts  Test case Authoring and Execution for Functional Testing |
| [Progga Labony](mailto:progga.labony@bcc.gov.bd) | Tester | Test case Authoring and Execution for Functional Testing |
| Sadia Subrin Nitu | Tester | Test case Authoring and Execution for Functional Testing |
| Tabassum Ibnat Ena | Tester | Test case Authoring and Execution for Functional Testing |

### Test Levels

The test levels we’re going to cover for this project are as follows.

* System Testing
* Integration Testing
* Acceptance Testing

### Test Approach

The following will be our test approach and different phases of testing for this project.

* Functional
* Compatibility
* Security

**Test Lifecycle Model to follow:** In this project we’ll follow the Waterfall model.

| Discover & Plan | Design & Author | Execution | Defect Retesting & Handover |
| --- | --- | --- | --- |
| * Understand web application from functional standpoint. * Develop manual functional test plan. * Confirm desktop compatibility matrix with development team. * Build test requirement traceability. matrix template | * Author manual functional test cases for desktop to cover all the functional features and perform peer review. * Utilize test RTM to establish traceability. * Review test cases with Business Analyst and obtain signoff. * Collaborate with Business Analyst for test data. | * Divide test cases among team members. * Perform 1 cycle of test case execution. * Raise defect in defect management tool. * Prepare daily test report based on execution result. * Conduct Defect Triage Meeting. | * Impact analysis based on the defects found. * Perform 1 cycle of Defect Re-testing. * Execute regression test. * Prepare final test report. * Review test report with Business Analyst and obtain signoff. |
| **Deliverables:**   * Manual functional test plan. * Desktop compatibility matrix. | **Deliverables:**   * Test cases | **Deliverables:**   * Daily execution report. * Bug report in Defect Management Tool. | **Deliverables:**   * Manual Functional Test Suite. * Closure report. * Defect Summary |

### Test Schedule-Functional

The following table depicts the schedule being followed for performing functional testing activities.

| **Test Type** | **Activity** | **Planned** | | **Actual** | | **Comment** |
| --- | --- | --- | --- | --- | --- | --- |
| **Start Date** | **End Date** | **Start Date** | **End Date** |
| Functional | KT |  |  |  |  |  |
| Test Plan |  |  |  |  |  |
| Test Case Authoring |  |  |  |  |  |
| Test Case Execution |  |  |  |  |  |
| Defect Verification |  |  |  | -- |  |
| Reporting & Closure |  |  |  |  |  |

### Test Monitoring and Reporting

### Monitoring

NA

### Reporting

* 1. Daily Status reports
  2. Weekly Status Reports
  3. Test Summary Report

### Defect Management

### Severity definition

* **High-** Defects which don’t allow to test the application further and build needs to be rejected and defects that have an impact not only on the modules under test, however has dependency on the other modules.
* **Medium-** Defects that have an impact on the module being tested and has dependency on other functionality of the same module.
* **Normal-** Defects that have an impact on the functionality for the module being tested.

### Defect Resolution time

|  |  |  |
| --- | --- | --- |
| **Severity** | **Response Time** | **Resolution Time** |
| Blocker / Critical | Acknowledging & understanding the problem within 2 hours. | Provide temporary fix or workaround within 4 hours from the time of notification |
| Permanent fix within 24 hours |
| Major | Acknowledging & understanding the problem within 4 hours. | Provide temporary fix or workaround within 24 hours from the time of notification |
| Permanent fix within 48 hours |
| Normal & Minor | Acknowledging & understanding the problem within 8 hours. | Depending on the discussion and agreement with BA & Dev team, to be fixed in the same or next sprint |
| Trivial & Enhancements | Acknowledging & understanding the problem within 8 hours. | Depending on the discussion and agreement BA & Dev team, to be fixed in the same or next sprint |

### Defect Metrics

* Defect by Severity
* Defect by Status
* Defect by Module

### Issue and Dependency

|  |  |  |
| --- | --- | --- |
| **SNO** | **Issue/Dependency** | **Status** |
| 1 | Support from development in resolving high impacting issues | Agreed |
| 2 | Application Uptime | 24 hours |
| 3 | User Credentials needed for the testing | Available |
| 4 | Availability of the test data in the testing environment | Available |

### Risks

### Project Risks

| **NO** | **Risk Area** | **Category** | **Probability** | **Impact** | **Severity** | **Mitigation Plan** |
| --- | --- | --- | --- | --- | --- | --- |
| 1 | Missing Test scenarios | Missing/ Improper functionalities | Least Probable | Test Cases would not be authored | High | 1.Test Scenarios to be discussed with BA |
| 2. Test Cases to be reviewed and signed off by the BA. |
| 2 | Deliverables /sign off delays |  | Least Probable | Project delays | High | 1. Close monitoring on project progress |
| Delay from Development team | 2. Review schedule and priorities activities |
|  | 3.Follow up plan with to ensure deliverables and sign offs received on time |
| 3 | Increase in Scope of the testing | Scope increment | Least Probable | Requires additional effort | High | 1.Need to discuss on the additional scope with the IMED, Ministry of Planning & IECL, BD stakeholders |
| 2.Prepare the Plan and effort to prioritize the scope |
| 4 | Non-availability of test environments | Test environment | Least Probable | Schedule delay | High | 1. Close monitoring on the progress of the project |
| 2. Request for another environment for testing and share the risks in doing so |
| 5 | Delay in resolving defects | Delay | Least Probable | Project delay | High | 1. Ensure to receive the fixes for all the defects within timelines mentioned in the test schedule section |
| 6 | Requirement specification is not well documented. Requirement specifications for all screens are not available in SRS document | SRS | Most Probable | Difficulty on deciding how to test those screens which results in Schedule delay | High | 1. Conversation with development team through online tools |
| 7 | Allocation of resources of dedicated testing team in different training programs and activities | Resources | Most Probable | Schedule delay | High | 1. Other activities and training programs have to be planned in such a way so that these cannot hamper testing activities. |
|  | 2. Backup resources and time have to be planned. |

### Product Risks

| **NO** | **Risk Area** | **Category** | **Probability** | **Impact** | **Severity** | **Mitigation Plan** |
| --- | --- | --- | --- | --- | --- | --- |
| 1 | No option for setting Meta Data | Funcional | Most Probable | Business | High | Should be added in updated version. |
| 2 | No option for setting new roll in admin panel | Functional | Most Probable | Business | High | Should be added in updated version. |
| 3 | No option for setting permission in admin panel | Functional | Most Probable | Business | High | Should be added in updated version. |
| 4 | Admin can’t hard delete the cases | Functional | Most Probable | Business | High | Admin can activate or deactivate the cases for further uses and it should be added in updated version. |

### Plan Contingencies

N/A

### Communication Plan

|  |  |  |  |
| --- | --- | --- | --- |
| **Role** | **Name** | **E-mail** | **Cell/Landline** |
| Test Manager | Saiful Alam Khan | saiful.khan@bcc.gov.bd | +880 1713118860 |
| Test Lead | Md Arif Chowdhury | arif.chowdhury@bcc.gov.bd | +880 1725338699 |

### Suspension criteria and Resumption requirements

* 1. **Suspension Criteria**
* Unavailability of software to be tested.
* During execution, unavailability of any external system on which testing software has been dependent.
* Introduction of any defect that prevents further testing.
* Assigned test resources are not available during testing activities.
  1. **Resumption Criteria**
* When testing environment becomes available again.
* When external components become available again.
* When a fix is successfully implemented for Blocker/Show stopper defects and Testing team has been notified to continue testing.
* When assigned test resources become available.

APPENDIX A: KEY TERMS

The following table provides definitions for terms relevant to this document.

|  |  |
| --- | --- |
| **Term** | **Definition** |
| CCA | Controller of Certifying Authority |
| SRS | System Requirement Specifications |
| BA | Business Analyst |
| KT | Knowledge Transfer |
| Dev Team | Development Team |