

Project Name

TEST PLAN

Document Purpose

The purpose of this document is to describe the approach and methodologies used by the testing team to plan, organize and perform the testing and validation of project. The intended audience of this document is the project business client(s) and the IT project team.



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1. Executive Summary

[Briefly describe Business Problem or Opportunity]

1.1 Testing Goals

[Define optimized testing approach. Provide a quality platform for future successful implementations of new and existing functionality, business processes, reports, interfaces, and batch processes]

Goal #	Goal(s)
G1	
G2	
G3	

1.2 Testing Objectives

[Identify any testing objectives defined for testing. The objectives can encompass the testing vision, critical considerations or standards for use in testing.]

Objective #	Goal #	Objective(s)
OBJ1	G1	
OBJ2	G1	
OBJ3	G2	
OBJ4	G2	
OBJ5	G3	
OBJ6	G3	

1.3 Testing Deliverables

[Describe the deliverables that will result from the testing process (documents, reports, charts, etc.) and persons who are responsible].

Deliverable(s) #	Deliverable(s)	Responsible Person
D1		
D2		
D3		

2. Testing Scope

2.1. Requirements for Testing

Scope of testing is based on the following documents, produced during Architecture and Analysis Phase of the project:

- [Here you list documents which will be used for testing];



2.2. Items to be tested (In Scope)

[Describe the items/features/functions to be tested that are within the scope of this test plan. Include a description of how they will be tested, when, by whom, and to what quality standards.]

Item	Activities
Unit Testing	
Functional Testing	
Load Testing	
Performance and Scalability Testing	
User-Acceptance Testing	
Integration Testing	
Regression Testing	
Reporting Testing	

2.3. Items not to be tested (Out of Scope)

[List of items which could be verified but are out of Scope]

2.4. Overview

[The Test Approach described within this document provides a comprehensive set of activities to be executed as part of project]

2.5. Unit Testing

[Describe the activities to be tested]

2.6. Functional Testing

[Describe the activities to be tested]

2.7. Load Testing

[Describe the activities to be tested]

2.8. Performance and Scalability Testing

[Describe the activities to be tested]

2.9. User-Acceptance Testing

[Describe the activities to be tested]

2.10. Integration testing

[Describe the activities to be tested]

2.11. Regression testing

[Describe the activities to be tested]

2.12. Reporting testing

[Describe the activities to be tested]

2.13. Security testing

[Describe the activities to be tested]

2.14. Testing Results

[Describe the ways by which the results of testing will be presented]

3. Test Configuration

[Specify the properties of test environment: hardware, software, network etc. List any testing or related tools]

Task	Tool	Company Owning License
Test Management		
Defect Tracking		
Project Management		
DBMS Tools		
Automated Test Tools		

4. Logging and Error Handling

[Define specific rules for process logging and error handling]

5. Project Team

5.1. Business team

[List project business team members and their roles]

Role	Name

5.2. IT team

[List project IT team members and their roles]

Role	Name

6. Revision History

[Track document changes in the table below. Highlight every change with specific background color within the table and across the document]

Version	Description	Date	Initials
1.0			

7. Appendices

[Provide any additional information if necessary required]