

Florida Department of Transportation

Office of Information Technology (OIT)

Application Test Plan

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# **Version History**

The following table lists the draft versions of this document. The ‘Author(s)’ column represents the person or people who made the updates to the draft or version; the ‘Date’ column indicates the date draft or version was completed; the ‘Version’/Description’ column provides a high-level description of and changes made to the draft or version.

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| --- | --- | --- |
| **Author(s)** | **Date** | **Version/Description** |
| Preeti Zutshi | 9/9/2016 | V1.0 New document |
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|  |  |  |

# **Purpose**

The purpose of this document is to convey the test strategy and scope that will be used to provide robust testing for the [Project Name] Application. This document will focus on identifying the types of testing that will support the development of the application, resources and schedule of activities. It identifies items and features to be tested, tasks to be performed, staff responsible for each task, and risks associated with the plan. The information in this document will serve as a guideline and may be changed as the development of the application changes.

This document details the Test Plan that will be used to verify and ensure that the application meets the requirements approved for the [Project Name] Project.

# **Testing Types**

Define all the types of the testing that will be used during the Course of the project.

Some examples are:

* **Unit Testing**
* **System Testing**
* **Performance Testing**
* **Regression Testing**
* **UAT Testing**
* **Post Implementation Testing**

# **Features to be tested**

List all the features that will be tested during the course of the project.

# **Features not to be tested**

List all the features that will not be tested during the course of the project.

# **Entry Criteria**

Define the minimum eligibility or the minimum set of conditions that should be met in order to start the testing work.

# **Exit Criteria**

Define the minimum eligibility or the set of conditions that should be met in order to close a particular project phase.

# **Traceability to Requirements**

Maintain a traceability matrix In order to allow the correlation between tests and the basis of their specifications from the test to the system, functional, and business requirements.

# **Item Pass/Fail Criteria**

Define the Pass/Fail criteria to fail a test.

* **Pass -** A test case passes when the execution of the test case as documented yields the documented expected results.
* **Fail -** A test case fails when the execution of the test case as documented yields a system failure missing feature, or results other than the documented expected results.

# **Suspension/Resumption Criteria**

Define the testing Suspension/Resumption criteria.

* **Suspension Criteria** - Testing may be suspended when the execution of the test case as documented yields a system failure or missing feature. In other words, this section outlines the circumstances that would result in the partial or complete suspension of testing.
* **Resumption Criteria** - When testing resumes after test items are updated to address the cause of suspension, all planned functional test cases will be executed regardless of whether they were executed previously and regardless of the result.

# **Test Deliverables**

Define all the test deliverables that will be created and managed during the course of the project. Some examples are:

* + Test Plan
	+ Test cases
	+ Defect Logs
	+ Test Reports
	+ Enhancement Logs

# **Defect Tracking**

Define the defect tracking process that will be used to create/manage defects found during the testing. The defects can be designed using the following standards:

* Site Address
* Business Area
* Time and Date the issue occurred
* Detailed description of the issue
* Screen shots of the issue
* Severity of the issue
* Priority of the issue
* Status of defect

# **Test Environment**

Define all the test environments that will be used to test the project.

# **Schedule**

Define the overall project schedule and specify the phases and milestones related to quality assurance. The schedule is created by assigning dates to testing activities and should be in agreement with the development schedule to make a realistic test plan.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Activity** | **Start** | **End** | **Days** | **Resources** |
| Prepare Test Plan |  |  |  |  |
| Review Test Plan |  |  |  |  |
| Prepare Test Cases |  |  |  |  |
| Review Test Cases |  |  |  |  |
| Execute System Test Cases |  |  |  |  |
| Execute Performance Test Cases  |  |  |  |  |
| Execute UAT Test Cases |  |  |  |  |
| Regression Testing |  |  |  |  |

# **Roles and Responsibilities**

Define the staff members involved in the test project and what their roles are going to be. The responsible groups are identified for managing, designing, preparing, executing and resolving the test activities as well as related issues. Also this section identifies the group responsible for providing the test environments. These groups may include developers, testers, operation staff, etc.

# **Risks and Contingencies**

Define the identified risks to the successful achievement of the test effort, the strategies for mitigating the risks, and the actions that will be taken if the risks appear to be affecting the project.

# **Approvals**

Identify the names and titles of all the persons responsible for approving the plan.

|  |  |  |  |
| --- | --- | --- | --- |
| **Approver Name** | **Title** | **Signature** | **Date** |
|  | Functional Coordinator |  |  |
|  | Lead Business Analyst |  |  |
|  | Project Manager |  |  |
|  | QA Analyst |  |  |

# **Document Terms/Glossary**

Document the glossary to define all terms and acronyms required to properly interpret the information contained within the test plan document.