

## 1. **Description:**

*Write a short description that describes the exact problem you faced; it helps the developer to get a quick idea about the bug.*

## 2. **Environment:**

*Let your developer know about the environment where you are facing a problem. It will make it easy for the development team to run the source code in the same environment and fix the bug.*

## 3. **Visual proof:**

*A short video or screenshot is always good to add; sometimes, different types of bugs are alike; in that case, a visual proof helps to identify the difference between bugs.*

## 4. **Steps to reproduce:**

*You must be specific about how you encountered the bug. For example, if you are **testing a website**, share the exact URL where you faced it; in the case of an app, share the exact steps you have taken.*

## 5. **Expected result:**

*You should not think it's evident for the developer to know about the expected output; make it clear, and talk about the output you think should be there. Talk about what you were trying to do and what you were expecting.*

## 6. **Actual result:**

*Talk about the output that is not expected, so is a bug, what happened when you didn't get the exact result, etc.*

## 7. **Severity:**

*Suppose the developer has more than one bug report. If the severity of the bug issue is mentioned, he can decide which one should be fixed first.*