

1) Introduction:

This section overviews the test plan, including its purpose, objectives, and stakeholders. It sets the context for the entire document.

2) Scope:

The scope defines the boundaries of the testing effort. It outlines what will be tested and what will not be tested. It helps in managing expectations and ensuring that all necessary areas are covered.

3) Test Strategy:

The test strategy outlines the approach and techniques that will be used to achieve the testing objectives. It includes details on test levels, types, and methods to be employed during testing.

4) Test Environment:

This section describes the hardware, software, and network configurations required for testing. It ensures that the necessary infrastructure is available to execute tests effectively.

5) Staffing and Training Needs:

This part identifies the roles and responsibilities of team members involved in testing. It also highlights any training requirements to ensure testers have the necessary skills to perform their tasks.

6) Test Schedule and Estimation:

The test schedule and estimation section outlines the timeline for executing the tests and estimates the resources required for each testing phase.

7) Test Deliverables:

Test deliverables include the test plan, test cases, test scripts, test data, and test reports, which are essential for documenting and communicating the testing process and its results.

8) Exit Criteria:

This section outlines the conditions that must be met to consider the testing phase complete and move on to the next phase of the software development lifecycle. It may include criteria such as achieving a certain level of test coverage, resolving all critical defects, and obtaining approval from stakeholders.

9) Suspension and Resumption Criteria:

This part defines the circumstances under which testing activities may be temporarily halted or resumed. It specifies situations like resource unavailability, critical defects impacting testing progress, or changes in project priorities that may require suspension or resumption of testing.

10) Responsibilities:

This section identifies the roles and responsibilities of each team member involved in the software testing process. It clarifies who is responsible for test planning, test case creation, execution, defect tracking, and reporting. Clearly defined responsibilities help ensure accountability and effective coordination among team members.

11) Risk and Contingencies:

It also outlines the potential risks and contingencies that may arise during the software testing process, allowing the team to address and mitigate them proactively.

12) Assumptions:

In this section of the software test plan template, we outline any assumptions made during the planning process. These assumptions can include factors such as the availability of resources, the stability of the testing environment, or the cooperation of stakeholders. By documenting these assumptions, we ensure that everyone involved in the testing process knows of potential risks or limitations.

13) Test References:

This section lists references used to develop the test plan. It includes any documents, standards, or guidelines consulted during the planning phase. These references serve as a point of contact for testers and stakeholders to understand the basis for creating the test plan. They also help ensure that industry best practices and relevant information are incorporated into the testing process.

14) Review and Approvals:

Review and approvals are crucial to ensure that the test plan meets the required quality standards and receives the necessary endorsement from key stakeholders.