**Software Test Plan Template**

| Name of the product: |  |
| --- | --- |
| Prepared by: |  |
| Author of the document: |  |
| Date: |  |

**Table of Contents**

1. Introduction

2. Objectives and Tasks

2.1 Objectives

2.2 Tasks

3. Scope

4. Testing Strategy

4.1 Alpha Testing (Unit Testing)

4.2 System and Integration Testing

4.3 Performance and Stress Testing

4.4 User Acceptance Testing

4.5 Batch Testing

4.6 Automated Regression Testing

4.7 Beta Testing

5. Hardware Requirements

6. Environment Requirements

6.1 Main Frame

6.2 Workstation

7. Test Schedule

8. Control Procedures

9. Features to Be Tested

10. Features Not to Be Tested

11. Resources/Roles & Responsibilities

12. Delivery Schedules

13. Significantly Impacted Departments (SIDs)

14. Dependencies

15. Risks/Assumptions

16. Tools

17. Approvals

## **1. Introduction**

Write an introduction to your whole software project and also describe the purpose of testing.

## **2. Objectives and Tasks**

Describe the objectives of testing your software projects with their task details.

### 2.1 Objectives

* Describe each objective in bullet points.

### 2.2 Tasks

* Describe each task in bullet points.

## **3. Scope**

Describe the scope of your software project for testing.

## **4. Testing Strategy**

Describe your testing strategy by writing all the types of testing you want to perform in your software project. In other words, you need to describe all the phases of testing here.

For example,

1. Alpha Testing (Unit Testing)
2. System and Integration Testing
3. Performance and Stress Testing
4. User Acceptance Testing
5. Batch Testing
6. Automated Regression Testing
7. Beta Testing

## **5. Hardware Requirements**

Describe the hardware requirements in which you are going to perform testing of your software. You need to write about the devices which your software targets. And, on the target devices, the testing will be done.

## **6. Environment Requirements**

You need to describe all the environmental requirements of your software on which you need to perform tests.

## **7. Test Schedule**

Write when you are planning to test each function or functionality of your software.

## **8. Control Procedures**

You need to write here about the process that will be followed for testing a software solution.

## **9. Features to be Tested**

Describe the features you will test in your software. You can write about the features in the following table.

| **Feature Name** | **Test Condition** | **Test Result** |
| --- | --- | --- |
|  |  |  |
|  |  |  |

## **10. Features Not to be Tested**

Describe the features you will test in your software. You can write about the features in the following table.

| **Feature Name** | **Test Condition** | **Test Result** |
| --- | --- | --- |
|  |  |  |
|  |  |  |

## **11. Resources/Roles & Responsibilities**

Describe all the team members involved in the testing with their roles and responsibilities.

## **12. Delivery Schedules**

You need to mention here the delivery schedules of the testing. Or write about the deliverables of the tested features or phase.

## **13. Significantly Impacted Departments (SIDs)**

You need to mention here the departments or business areas with the help of a testing manager.

## **14. Dependencies**

You need to describe here the dependencies for conducting testing. For example, deadlines, and item-test availability.

## **15. Risks/Assumptions**

Describe the high risks that might occur during the testing of a software solution.

## **16. Tools**

Mention the tools that you will use for performing different phases of testing.

| **Tool of Testing** | **Description of Tool** |
| --- | --- |
|  |  |
|  |  |

## **17. Approvals**

Describe the approval of this testing plan document. You need to mention the name of the person, the approval date, and the version of the approval.

| **Name of Approval Person** | **Approval Date** | **Approval Version** |
| --- | --- | --- |
|  |  |  |