

< **Company name** >

ACCEPTANCE TEST PROCEDURE

< **Project name** >

Document Version x.x

Revision Date: February 23, 20002000

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Revision History

Title: Document Title Project Name

Revision: 1.0

Rev	Date	Description of Comments	Modified by
1.0	[enter date]	Initial Release	[author]
[ver #]	[date of change]	[enter comments]	[your name]

Distribution List

Name	Dept.	Electronic/Hard Copy
[Name of Recipient]	[Department]	[Date]
	QS Mgt.	
	Development/Prod. Mgt.	
	Customer Support	
	Tech. Assist.	
	EDI	

Open Issues

{{Any items not resolved at this time.}}

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1. Overview

{{Description of product being tested}}

1.1 Purpose

From Requirement Analysis and Functional Specifications, the Acceptance Test Procedure documents the criteria a product/project must meet in order to be accepted into the Acceptance Test Phase. This document provides detailed information to enable Quality Systems to run the pre-agreed tests/scripts so that the product is sufficiently tested before exiting the Quality System Organization.

2. Test Summary & Scope

{{ Summary and scope of Test Procedure }}

3. Entrance Criteria

To Be Determined in future meetings...

4. Exit Criteria

To Be Determined in future meetings...

5. Estimated Duration

{{Complete time to run all manual and automated tests (including preparation, installation and restoration) for this test procedure.}}

<i>{{n Hours}}</i>	Total Test Procedure Duration
--------------------	-------------------------------

6. Test Bed Configuration

The following are the supported Mitchell test beds, as outlined in the Functional Specs, which QS certifies.

6.1 Hardware Requirements

{{XXX}}

6.2 Software Requirements

{{XXX}}

6.3 Unique Platform Requirements

{{XXX}}

7. Installation/Update Tests

- **Test Description**

{{ Specific item tested}}

Preparation

{{ Steps necessary to put environment/software in the exact condition for this test.}}

Procedures

{{ Action required to produce the Expected Result(s).}}

Expected Results

◇ *{{Result 1 = Requirement 1}}*

◇ *{{Repeat Results as necessary}}*

{{Optional Matrix Chart for Expected Results Only.}}

8. Web Application Usability

8.1 HyperText Markup Language (HTML) / DHTML

- Run HTML verification tool
 - HTML consistent with supported browser
 - All tags accounted for

8.2 Links/Anchors

- Run Links verification tool
 - Valid external & internal links
 - Linked pages can be loaded
 - ActiveX components
 - Java Applets

8.3 Cascading Style Sheets

- Run CSS verification tool

8.4 Browsers

- Appearance of web pages
 - Screen resolution
 - Page response to maximize/minimize browser window
 - Structural vs functional differences
 - Centering & Scaling of objects
 - Color of standard objects
 - Text appearance

8.5 Frames

- Automatic sizing
- Scroll bars provided if needed
- New page displays in appropriate target

8.6 Tables

- Automatic sizing

8.7 Forms

- Form fields behavior (wrap, resize with window size)

8.8 Graphics

- Color saturation and contrast
- Easily identifiable as a link if required
- Do all graphics load

8.9 Navigation

- Consistency of navigation thru-out the site
- Easy to understand/follow

9. Feature Tests

9.1 <Section of Software/Environment>

Test Setup:

9.1.1 <Feature Test>

- Test Description

{{ Specific item tested}}

Preparation

{{ Steps necessary to put environment/software in the exact condition for this test.}}

Procedures

{{ Action required to produce the Expected Result(s).}}

Expected Results

◇ *{{Result 1 = Requirement 1}}*

◇ *{{Repeat Results as necessary}}*

{{Optional Matrix Chart for Expected Results Only.}}

{{Repeat entire sections above, as necessary}}

10. Performance Tests

10.1 Traditional Software

The following tests certify all performance criteria, as specified in the Functional Specs.

- **Test Description**

{{ Specific item tested}}

Preparation

{{ Steps necessary to put environment/software in the exact condition for this test.}}

Procedures

{{ Action required to produce the Expected Result(s).}}

Expected Results

◇ *{{Result 1 = Requirement 1}}*

◇ *{{Repeat Results as necessary}}*

{{Optional Matrix Chart for Expected Results Only.}}

10.2 Web Application

- Downloading of document
- Calculations
- Page switching
- ActiveX controls
- Loading of audio/video components
- Time to process Credit Check

11. Product Interaction Tests

{{ Overall product interaction tests to ensure that products work in conjunction on the same system.}}

The following tests certify product interaction, as specified in the Functional Specs.

11.1 <Program/Product>

Test Setup:

11.1.1 <Feature Test>

- **Test Description**

{{ Specific item tested}}

Preparation

{{ Steps necessary to put environment/software in the exact condition for this test.}}

Procedures

{{ Action required to produce the Expected Result(s).}}

Expected Results

◇ *{{Result 1 = Requirement 1}}*

◇ *{{Repeat Results as necessary}}*

{{Optional Matrix Chart for Expected Results Only.}}

{{Repeat entire sections above, as necessary}}

12. Product Import/Export Tests

The following tests certify data is properly imported/exported into/from products, as specified in the Functional Specs.

- **Test Description**

{{ Specific item tested}}

Preparation

{{ Steps necessary to put environment/software in the exact condition for this test.}}

Procedures

{{ Action required to produce the Expected Result(s).}}

Expected Results

◇ *{{Result 1 = Requirement 1}}*

◇ *{{Repeat Results as necessary}}*

{{Optional Matrix Chart for Expected Results Only.}}

13. Web Application Backend Transactions

- Save new data
- Update existing data
- Links/buttons that execute transactions
 - CGI Scripts
 - ActiveX controls
 - Java applets
- Database queries
- Server down time

14. Multi-User Tests

- **Test Description**

{{ Specific item tested}}

Preparation

{{ Steps necessary to put environment/software in the exact condition for this test.}}

Procedures

{{ Action required to produce the Expected Result(s).}}

Expected Results

◇ *{{Result 1 = Requirement 1}}*

◇ *{{Repeat Results as necessary}}*

{{Optional Matrix Chart for Expected Results Only.}}

15. Stress Tests

The following tests certify all Stress criteria, as specified in the Functional Specs.

- **Test Description**

{{ Specific item tested}}

Preparation

{{ Steps necessary to put environment/software in the exact condition for this test.}}

Procedures

{{ Action required to produce the Expected Result(s).}}

Expected Results

◇ *{{Result 1 = Requirement 1}}*

◇ *{{Repeat Results as necessary}}*

{{Optional Matrix Chart for Expected Results Only.}}

16. Web Application Security

- Server
 - Integrity of data
 - Unauthorized access
 - Expiration of cookies/certificates
 - Firewalls
- Application
 - Supports http
 - Supports SSL

17. Web Application Off-Site Access

- Web Site accessibility
- Performance
- Functionality

18. On-Line Help

- **Test Description**

{{ Specific item tested}}

Preparation

{{ Steps necessary to put environment/software in the exact condition for this test.}}

Procedures

{{ Action required to produce the Expected Result(s).}}

Expected Results

◇ *{{Result 1 = Requirement 1}}*

◇ *{{Repeat Results as necessary}}*

{{Optional Matrix Chart for Expected Results Only.}}

19. Context-Sensitive Help

- **Test Description**

{{ Specific item tested}}

Preparation

{{ Steps necessary to put environment/software in the exact condition for this test.}}

Procedures

{{ Action required to produce the Expected Result(s).}}

Expected Results

◇ *{{Result 1 = Requirement 1}}*

◇ *{{Repeat Results as necessary}}*

{{Optional Matrix Chart for Expected Results Only.}}

APPENDIX A - Reference Documents

Description	File Name
Design Specifications	{{File Name}}-
Product Requirement Documents	{{File Name}}-
Function Specification Documents	{{File Name}}-
Unit Test Reports	{{File Name}}-

APPENDIX B - Automated Test Procedures

Test Case Features

Specific Feature Test	Robot Script	Robot - Test Case	Shell Procedure

APPENDIX C - Glossary

Term	Definition

APPENDIX D - Notes

{{Document any items that will be retained in future revisions.}}

APPENDIX E - Installed Files List

APPENDIX F - File Conversion List