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| **1. UAT Scope (In Scope – Out of Scope)** |
| **UAT - In Scope** | **UAT - Out of Scope** |
| In Scope *List features that are tested** Archiving of Trello Cards on Desktop
* Unarchiving of Trello Cards on Desktop
 | Out of Scope *List features that are not tested.** Deletion of Trello Card
* Mobile testing
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| **2. UAT Assumptions and Constraints** |
| **UAT Assumptions** |
| Assumption *List the UAT assumptions.** **Test environment:** The test cases are conducted by 3 experienced QA manager, meeting rooms are blocked, and hard- and software is provided by IT
* **Test documentation:** All UAT test cases are documented within Google Drive Project folder
* **Error reporting:** Errors, failures and other flaws are reported using the Usersnap Chrome extension and are directly sent to the particular project
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| **UAT Constraints** |
| Constraint *List the UAT constraints.** **Time frames**: Test results must be provided by March 1st 2018
* **Resources:**
	+ Human resources: 3 testers available for 2 weeks
	+ Provided hardware: Macbook Air, iMac, Mac Mini, Chromebook, Surface Pro, HP Spectre,
	+ Tested operating systems:
		- Mac OS X: 10.10, 10.11, 10.12, 10.13
		- Windows: 8, 8.1, 10
		- Linux: Arch Linux, Debian, Ubuntu
	+ Browser tests:
		- Firefox (latest 2 versions)
		- Chrome (latest 2 versions)
		- IE (latest 2 versions)
		- Edge (latest 2 versions)
		- Safari (latest 2 versions)
		- Opera (latest 2 versions)
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| **3. UAT Risks** |
| **Description** | **Probability****High|Med|Low** | **Impact****High|Med|Low** | **Mitigation** |
| not properly trained Testers | Low | Med | Ongoing training sessions for testers |
| Incomplete test environment due to time constraints | Med | Med | Realistic time and resource planning |
| Error handling: Testers are not aware on how to report bugs | Low | High | Easy-to-use bug reporting solution for UAT test available |
| UAT test failure | Low | High | Feature-complete development done before UAT test start |

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| **4. UAT Team Roles & Responsibilities** |
| **Name** | **Roles** | **Responsibilities** |
| Markus Meyer | Tester | Testing on OS X |
| Liz Johnson | Tester | Testing on Windows |
| Hannah Lee | Tester | Testing on Linux |
| Andre LeBar | QA Manager | Managing UAT Test |
| Kathy Francis | Product Owner | Project ownership |

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| 5. UAT Entry Criteria |
| **ID** | **Criteria** |
| 5.1 | The development of the archive feature is fully completed |
| 5.2 | Integration tests are completed |
| 5.3 | No high or medium defects are reported  |
| 5.4 | All reported bugs should be fixed |
| 5.5 | UAT test environment (hardware, software, location) is ready |
| 5.6 | Testers got briefed and ready to start testing |
| 5.7 | UAT test plan is available |

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| 6. UAT Requirements-Based Test Cases |
| **ID** | **Test Cases** |
| 6.1 | *Archiving:** *Please visit: Trello.com*
* *Log in with the following credentials:*
	+ *Mike*
	+ *123*
* *Open the available Trello board*
* *Archive the first Trello card on the board*
* *Expected result:*
	+ *This Trello card will be removed from the board*
	+ *This Trello card will be moved to the Archive*
 |
| 6.2 | *Unarchiving:** *Please visit: Trello.com*
* *Log in with the following credentials:*
	+ *Mike*
	+ *123*
* *Open the available Trello board*
* *Search for the board’s archive*
* *Un-archive the archived Trello card*
* *Expected result:*
	+ *This Trello card will be moved to the Trello board*
	+ *This Trello card will be removed from the Archive*
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| 7. UAT Test Results |  |  |
| **ID** | **Test Cases** | **Pass/Fail** | **Tested By** | **Date Tested** |
| 7.1 | Archiving of Trello Card | Pass | Liz Johnson | 02/01/2018 |
| 7.2 | Archiving of Trello Card  | Fail | Markus Meyer | 02/02/2018 |
| 7.3 | Unarchiving Trello Card | Pass | Markus Meyer | 02/02/2018 |
| 7.4 | Unarchiving Trello Card | Pass | Hannah Lee | 02/01/2018 |
| 7.5 | Unarchiving Trello Card | Pass | Liz Johnson | 02/01/2018 |

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| 8. Document Signatures |
| **Role** | **Name** | **Signature** | **Date** |
| Service Owner | John Lukas |  | 02/03/2018 |
| Project Manager | Kathy Francis |  | 02/03/2018 |

# 9. Addendums & Appendices

*Include any additional documents.*