

## User Acceptance Test Template

Project Name: Archive Trello Card Feature

Project Sponsor:

Service Owner: John Lukas

Project Manager: Kathy Francis

Document Date: 01/02/18



## 1. UAT Scope (In Scope – Out of Scope)

UAT - In Scope	UAT - Out of Scope
<p>In Scope <i>List features that are tested</i></p> <ul style="list-style-type: none"><li>- Archiving of Trello Cards on Desktop</li><li>- Unarchiving of Trello Cards on Desktop</li></ul>	<p>Out of Scope <i>List features that are not tested.</i></p> <ul style="list-style-type: none"><li>- Deletion of Trello Card</li><li>- Mobile testing</li></ul>

## 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

### UAT Constraints

Constraint *List the UAT constraints.*

- **Time frames:** Test results must be provided by March 1<sup>st</sup> 2018
- **Resources:**
  - o Human resources: 3 testers available for 2 weeks
  - o Provided hardware: Macbook Air, iMac, Mac Mini, Chromebook, Surface Pro, HP Spectre,
  - o Tested operating systems:
    - Mac OS X: 10.10, 10.11, 10.12, 10.13
    - Windows: 8, 8.1, 10
    - Linux: Arch Linux, Debian, Ubuntu
  - o 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

### 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

### 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	<p><i>Archiving:</i></p> <ul style="list-style-type: none"><li>• <i>Please visit: Trello.com</i></li><li>• <i>Log in with the following credentials:</i><ul style="list-style-type: none"><li>• <i>Mike</i></li><li>• <i>123</i></li></ul></li><li>• <i>Open the available Trello board</i></li><li>• <i>Archive the first Trello card on the board</i></li> <li>• <i>Expected result:</i><ul style="list-style-type: none"><li>• <i>This Trello card will be removed from the board</i></li><li>• <i>This Trello card will be moved to the Archive</i></li></ul></li></ul>
6.2	<p><i>Unarchiving:</i></p> <ul style="list-style-type: none"><li>• <i>Please visit: Trello.com</i></li><li>• <i>Log in with the following credentials:</i><ul style="list-style-type: none"><li>• <i>Mike</i></li><li>• <i>123</i></li></ul></li><li>• <i>Open the available Trello board</i></li><li>• <i>Search for the board's archive</i></li><li>• <i>Un-archive the archived Trello card</i></li> <li>• <i>Expected result:</i><ul style="list-style-type: none"><li>○ <i>This Trello card will be moved to the Trello board</i></li><li>○ <i>This Trello card will be removed from the Archive</i></li></ul></li></ul>

## 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.*