Test Report Guidelines

**What should your demonstration include?** Run all of your (4 to 5) test cases. Plan to explain (with the help of the Test Report [TR]) what requirements are being verified by running a particular set of test cases and show the input and outputs. Give rationale behind the choice of test cases based on the transaction analysis you did during the design phase (assuming you used SSA/SD the methodology). Bring a hard copy of your test report for signatures, which contains the following (the standard is ANSI/IEEE Std. 829-1983 for Test Documentation):

**Title Page**

**Abstract**

**Front matter**

1. **Introduction**
   1.1. Purpose
   1.2. Scope (optional)
   1.3. Definitions, acronyms, and abbreviations
   1.4. References
   1.5. Overview (of this document)

2. **Test-Design Specification** (see Section 4 of the standard for details)
   2.1. Purpose (see page 24 for an example of features to be tested)
   2.2. Outline (skip)
   2.3. Test-Design Specification Identifier
   2.4. Features to be Tested
   2.5. Approach Refinements (optional)
   2.6. Test Identification (use one to three test cases for each test design specification)
   2.7. Feature Pass/Fail Criteria (put this paragraph number into the Test Summary Report)

3. **Test-Case Specification** (see Section 5 of the standard for details)
   3.1. Purpose
   3.2. Outline (skip)
   3.3. Test-Case Specification Identifier
   3.4. Input Specification
   3.5. Output Specification (i.e., expected output [criteria for passing this test case])
   3.6. Environmental Needs
   3.7. Special Procedural Requirements
   3.8. Inter-case Dependencies

4. **Test Report Summary** (see Sect. 10 of the standard for details)
   Simply give a table with each test case identified per row. The purpose is to be given as introductory text. Explain why the table is being included and refer to the table number. The column headings should be: (1) Test-Design Spec Identifier, (2) RTM Subsystem Req. ID, (3) Pass/Fail Criteria [give the Section number from Section 2 that describes the criteria], (4) Pass/Fail, and (5) Comments [e.g., what test cases did/ didn’t pass]. Normally the Pass/Fail criteria will be that one or more tests were passed as defined in Section 3 under Test-Case Specification.

Appendix(es) include the following

**RTM = Requirements Traceability Matrix**: You should identify which test cases are being used to verify which requirement (and you can do this by adding a new column to the RTM). Notice that this information is also contained in the Test Report Summary table in Section 4. Therefore, as long as the Summary table is complete and correct it is not strictly necessary to have this extra column added in the RTM. **Approvals Page** (described on page 28 of the standard) as a separate appendix (may be completed during the demonstration). Specify the names and titles of all persons who must approve this report and provide space _________ for the signatures and dates.

**Index (optional)**