

# Table of Contents

- 1. Document Identification..... i
- 2. Introduction..... 1
  - 2.1. Objective and Scope ..... 1
  - 2.2. Issues and Risks..... 2
  - 2.3. Assumptions..... 2
  - 2.4. Success Factors ..... 2
- 3. Deliverables ..... 3
  - 3.1. Beacon Test Strategy ..... 3
  - 3.2. Test Plan Document..... 3
  - 3.3. Test Script Template ..... 4
  - 3.4. Incident Log Template ..... 4
  - 3.5. Test Results Report ..... 4
- 4. Terminology..... 4
  - 4.1. Unit Testing..... 4
  - 4.2. Application Testing ..... 4
  - 4.3. Integration Testing..... 4
  - 4.4. System Testing ..... 4
  - 4.5. Parallel Testing (optional) ..... 5
  - 4.6. Performance/Volume Testing..... 5
  - 4.7. Test Cycle ..... 5
  - 4.8. Test Scripts..... 5
- 5. Test Teams..... 5
  - 5.1. Test Teams ..... 5
  - 5.2. High Level Roles and Responsibilities ..... 6
  - 5.3. PeopleSoft Training Required ..... 7
- 6. Test Schedule..... 7
  - 6.1. High Level Schedule for all Test Phases ..... 7
- 7. Technical Environment ..... 7
  - 7.1. Hardware..... 7
  - 7.2. Software ..... 7
  - 7.3. Network File Server..... 8
  - 7.4. Data Base Server ..... 8
  - 7.5. Installation, Testing and Control..... 8
  - 7.6. Security ..... 8
- 8. Test Process ..... 8
  - 8.1. Create Test Scripts ..... 8
  - 8.2. Create Test Plan ..... 9
  - 8.3. Approve Test Plan ..... 9
  - 8.4. Prepare for Test/Update Environment ..... 9
  - 8.5. Conduct Test ..... 9
  - 8.6. Assemble Test Results..... 9
  - 8.7. Address Test Problems..... 9
  - 8.8. Obtain User Sign-Off ..... 10
- Appendix A – {Appendix Title} ..... 11

# Table of Contents

- 1. Document Identification..... i
- 2. Introduction ..... 1
  - 2.1. Overview ..... 1
  - 2.2. Objectives and Success Measures ..... 1
  - 2.3. Assumptions..... 1
  - 2.4. Issues and Risks..... 2
- 3. Business Processes ..... 2
  - 3.1. Components..... 2
  - 3.2. Business Processes by Application..... 3
- 4. Test Schedule..... 3
- 5. Team Structure and Assignments..... 3
  - 5.1. Roles and Responsibilities..... 3
  - 5.2. Team Members by Application and Support Area..... 4
- 6. Technical Environment ..... 5
  - 6.1. Hardware..... 5
  - 6.2. Software ..... 5
  - 6.3. Network File Server..... 6
  - 6.4. Data Base Server ..... 6
  - 6.5. Application Server..... 6
  - 6.6. Web Server..... 6
  - 6.7. Installation, Testing and Control..... 7
- 7. Test Preparations..... 7
  - 7.1. Collection of Test Data..... 7
  - 7.2. Training for the Testers..... 7
  - 7.3. Test Databases ..... 7
  - 7.4. Security ..... 8
- 8. Test Procedures ..... 8
  - 8.1. Executing Tests ..... 8
  - 8.2. Unexpected Results ..... 8
- 9. Resolution Procedures..... 10
- 10. Test Results ..... 10
- Appendix A – {Appendix Title}..... 11