Test plan template

Ismail 3000 kit · version 1.0 · one test plan per version or per feature. Text in italics is guidance to replace.

1. Identification

Item	To fill in
Version / feature under test	
Link to the specifications or user stories	
Written by	
Date	
Planned release date	

2. Campaign goal

In one or two sentences: what this campaign must prove before release.

3. Features to test

ID	Feature	Priority (high, medium, low)	Test type
F1			*Manual, automated, exploratory*
F2			

4. Features not tested

Feature	Reason
	Unchanged, covered by automation, out of scope...

5. Approach

- Automated regression tests: *suite run, environment*.
- Manual tests: *test cases to run, planned exploratory sessions*.
- Specific tests: *performance, accessibility, browser and device compatibility*.

6. Test cases

ID	Feature	Preconditions	Steps	Expected result	Status	Comment
TC-01	F1	*User logged in*	*1. … 2. …*		*To do / Pass / Fail / Blocked*	
TC-02	F1					
TC-03	F2					

7. Environment and data

- Environment: *URL, deployed version*.
- Browsers and devices: *Chrome, Safari, iOS 18, Android 15…*
- Test accounts and data: *list or link*.

8. Schedule

Step	Date	Owner
Test case preparation		
Execution		
Fixes and retest		
Go-live decision		

9. Exit criteria

- [ ] All high-priority cases pass.
- [ ] No open blocking or major bug.
- [ ] The automated regression suite is green.
- [ ] Remaining risks are known and accepted by the PO.

10. Campaign risks

Risk	Fallback plan
Environment unavailable	…
Late delivery of development work	…

11. Summary

Metric	Value
Cases run / planned	
Cases passed / failed / blocked	
Open bugs (by severity)	
Decision	*Go / No go*, date, by whom

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