

Appendix L

Test Report Template

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List of Acronyms
Definitions

1. Test Objective

Describe the test objective. This can be copied from the test plan.

2. Test Results

This section provides the executive summary of the test, and should provide a quick summary of the test results and the recommended actions to be taken.

2.1 Requirements Verified or Failed

Explain that requirements can either pass or fail the test. There are three types of failure categories: 1) Fail-Repair, which requires retesting; 2) Fail-Deviation Required; and 3) Fail-Waiver Required. This explanation is followed by a summary table listing the number of requirements in each category.

2.2 Comments and Recommendations

To help FDOT management decide how to proceed, the test engineer will group the failures by how critical they are to the deployment and operation of the system.

2.2.1 Critical Failures

Critical failures must be fixed before further testing of the system can continue. The system cannot be deployed or operated with a critical failure. These are sometimes referred to as "show stoppers." This section explains what a critical failure means and is followed by a three-column table identifying the requirements, the text of the requirement, the reason it failed, and why it is critical that it be fixed before continued testing or operation takes place.

2.2.2 Serious Failures

Serious failures are those that need to be fixed, but an interim solution exists that can be used to operate the system. Usually, an interim solution is a manual operation, such as entering data into a database directly or selecting certain system output configurations instead of letting the software do it. These failures can be listed as Failure-Deviation Required. The work-around solution is described, and a recommendation is made to implement the work-around and have the contractor fix the failure before the final release of the system. If it is determined that it is not cost effective to fix the failure and retest, and if the work-around solution is adequate for the long term, the failure may be listed as Failure-Waiver Required, meaning the FDOT will grant the contractor a waiver for that requirement. Usually, a waiver is granted in return for some form of consideration from the contractor, such as a reduced fee or other additional functionality that wasn't specified but later desired.

2.2.3 Minor Failures

Minor failures do not materially effect the operation of the system, and can be fixed at a later date or ignored. An example might be a user interface display that has a misspelling in it or the wrong color used for an icon on the display. These failures can be listed as Failure-Deviation Required or Failure-Waiver Required.

3. Detailed Test Results

This section presents the test documentation that supports the conclusions and recommendations in *Section 2* of this template. There is a one-to-one correlation between the ICs and subcases (or TCs and test subcases) described in the test procedures document and the test report.

3.1 Integration (or Test) Case 1

3.1.1 Test Log

A copy of the test engineer's log is provided that chronologically lists what steps were taken when. The timing is important when comparing the actions against test data produced by the system under test.

3.1.2 Test Documentation

Test files and system reports that support the test conclusions and recommendations for the particular integration (or test) case are included in this section. If dummy test data was inserted into the system as a part of the test, the actual test data file is listed here.

3.1.3 Test Data Sheets

Include a copy of the test procedure with the pass/fail box filled here. Usually, this is a marked up copy of the test procedures and it is photocopied into the document. There should be no attempt to clean up the test data sheets.

3.1.4 Analysis and Conclusions

Provide a detailed analysis of each failure, explaining why the system failed to meet the requirement (if known) or what the failure may be related to. It is acceptable to conclude that the requirement as stated cannot be met by the system without a major redesign of the system or that the requirement was not correctly stated. Specific recommendations and the rationale for the recommendations complete this section.

3.2 Integration (or Test) Case 2

This section is in the same format as IC 1 (or TC 1) above. Continue until all the ICs or TCs described in the test procedures have been addressed.

3.2.1 Test Log

3.2.2 Test Documentation

3.2.3 Test Data Sheets

3.2.4 Analysis and Conclusions

4. Raw Test Data Files

This section contains a list of the raw data extracted from the system that was used to analyze the system's performance. This may be a separate document if large amounts of data were produced.

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