

User Acceptance Testing Course

CURRICULUM OVERVIEW

The User Acceptance Testing Course is designed to ensure that state Business Analysts, UI Subject Matter Experts, managers, and other state staff involved in User Acceptance Testing (UAT) understand why it is crucial to a successful implementation, know how to perform UAT, and effectively report results.

The course will also provide a variety of hands on activities to reinforce the material presented. These activities include testing of an application and logging defects into a defect tracking tool.

LEARNING OUTCOMES

As a participant, upon completing this course you will be able to:

- State the importance of UAT as a part of a UI IT Modernization project.
- Identify the various activities associated with software testing.
- Create test cases and test scripts.
- Identify data appropriate for specific test scenarios.
- Explain important considerations regarding the testing environment.
- Perform UAT and recognize what is an acceptable result.
- Effectively document and communicate test results.
- Explain how defect tracking systems are used during UAT.
- Describe how UAT is part of the approval process.
- Explain different UAT testing methodologies.
- Define other types of testing associated with a UI IT Modernization project.
- Perform pre- and post-implementation testing.

TARGET AUDIENCE

Business Analysts, UI Subject Matter Experts and other staff who may be called upon to conduct UAT.

DURATION

Total training time is estimated to be two days of in-person training conducted at state sites. The training will also be offered periodically from the ITSC offices in Washington, D.C.

User Acceptance Testing Course Outline

1. Introduction

- a. The Six Ws of UAT
- b. UAT and the Software Development Life Cycle

2. Testing Activities

- a. Prepare a Test Plan/Schedule
- b. Requirements Analysis
- c. Create Test Cases and Test Scripts
- d. Perform Test
- e. Document results
- f. Defect Resolution
- g. Test Results Acceptance

3. Test Cases and Scripts

- a. Test Case Components
- b. Review the standard components of test cases
- c. **Activity-Write a Test Case**
- d. Test Coverage
- e. **Activity- Writing a Test script**

4. Test Environment and Test Data

- a. Testing Environment
- b. Type and size of test data base
- c. Source of data
- d. Staging records and data

5. Performing Tests and Reporting Results

- a. Pre-requisites to UAT
- b. The testing process
- c. What to look for
 - i. Simple results
 - ii. Testing boundaries or variables
 - iii. Calculation testing
 - iv. Correspondence

- d. How to report defects to developer
 - i. Is it a defect or not what you expected?
 - ii. What to report
 - iii. What to provide to the developer so the defect is re-creatable
- e. **Activity-Testing an Application and Logging Defects (using the defect tracking tool Bugzilla)**
- f. Defect tracking
 - i. Workflow
 - ii. Approval
 - iii. Priority
 - iv. Defect resolution
- g. **Activity-Severity and Prioritization of Defects**
- h. Defect Resolution

6. Testing Methodologies

- a. Other types of Testing
- b. State examples
- c. Automated Testing
 - i. Automated Test Scripts
 - ii. Examples of automated testing tools

7. Pre- and Post-Implementation Testing

- a. Pre-Implementation Testing Activities
- b. Production readiness
- c. Production testing
- d. Post Implementation Testing