

Functional Test Plan Outline for Web Applications

1. Introduction

Brief overview of the application, its main functionality, and the objective of the test plan.

2. Test Objectives

- Verify all functional requirements are met.
- Ensure each feature works as intended across supported browsers/devices.

3. Test Scope

In Scope

- Core application features
- User interface validations
- Data input and output processing

Out of Scope

- Non-functional requirements (performance, security, etc.)
- Third-party integrations (unless specified)

4. Test Approach

- Manual functional testing
- Exploratory testing of critical paths
- Regression testing on each release

5. Features to Be Tested

1. User Authentication (login, logout, password reset)
2. Dashboard and Navigation
3. CRUD Operations (Create, Read, Update, Delete)
4. Form Validations
5. Search and Filtering
6. Role-Based Access Control
7. Notifications and Messages

6. Features Not to Be Tested

- Legacy modules being deprecated
- Experimental/incomplete features

7. Test Deliverables

- Test cases
- Test data
- Bug/defect reports
- Test summary report

8. Test Schedule

Phase	Start Date	End Date
Test Case Preparation		
Test Execution		
Bug Fixing & Retesting		
Test Closure & Reporting		

9. Test Environment

- Browsers: Chrome, Firefox, Edge, Safari
- Devices: Desktop, Tablet, Mobile
- Test Data: Sample user accounts and records

10. Roles and Responsibilities

Role	Responsibility
Test Lead	Test planning, tracking, reporting
Test Engineer	Test design, execution, defect logging
Developer	Defect fixing, support

11. Entry and Exit Criteria

Entry Criteria

- Requirements finalized
- Test environment setup
- Test cases approved

Exit Criteria

- All critical test cases executed
- All major defects resolved
- Test summary report completed

12. Risks and Mitigation

- Requirement changes – Regular review meetings
- Resource availability – Advance planning, backups

13. Approvals

Name	Role	Date	Signature