

Quick Guide for Tester

Before you start

Before you start, make sure your Jira Admin has performed the basic configuration. If so:

1. You can create issue types like Test, Test Set, Test Plan & Test Execution
2. In your requirements (issue type story or any other that you have set up as a requirement) you will see the "Test Coverage panel."

If you don't see this configuration, ask your Jira Admin to follow this [quick guide](#).

1

Create a Test

Start by creating a regular "manual" scripted test case.

1. Click the **Create** button or **Create new** test from the "requirement".

Jira Software Dashboards ▾ Projects ▾ Issues ▾ Boards ▾ DbConsole Tests ▾ **Create**

New filter « Search Save as

Calculator ▾ Test ▾ Status: All ▾ Assignee: All ▾ Contains text

1-50 of 558 ↻

T	Key ↑	Summary	Assignee
<input type="radio"/>	CALC-1	Add two numbers	Unassigned
<input type="radio"/>	CALC-2	Subtract two numbers	Unassigned
<input type="radio"/>	CALC-10	Divide two numbers	Unassigned
<input type="radio"/>	CALC-12	Multiply two numbers	Unassigned

Calculator / CALC-2630

As a user, I can calculate the sum of two numbers

Details

Type: Story Status: **OPEN** (View Workflow)

Priority: Major Resolution: Unresolved

Affects Version/s: None Fix Version/s: v3.0

Component/s: None

Labels: None

Requirement Status: **v3.0 - OK**

Defects Count : 1

Description

Click to add description

Test Coverage

2. At Test Details, select Test Type "Manual" and define test steps. You can define the action to be reproduced by the tester, data to be used by the tester, expected results and add attachments.

Book Store / STORE-63

Check that it is not possible to checkout items that are not in stock

Edit Comment Assign More To Do In Progress Done Admin

Details
Type: Test
Priority: Medium
Affects Version/s: None
Component/s: None
Labels: None

Description
Click to add description

Test Details
Type: Manual
Manual Steps:
Steps dialog Grid Add Step

1 Action
Go to test item with id: 2334.

Attachments (0)

2 Action
Add the item to the shopping cart.

Attachments (0)

3 Action
In the backoffice application, update the stock to 0 on item

Attachments (0)

4 Action
Back in the browser, proceed to checkout, through all the steps and confirm the payment method.

Attachments (0)

Edit Issue : STORE-63

Configure Fields

General Test Details Test Sets Pre-Conditions Test Plans Link Issues

Test Type: Manual
Choose the Test Type

Steps: Grid Add Step

1
Go to test item with id: 2334.

2
Add the item to the shopping cart.

3
Action*
Style B I U A L Link Unlink
In the back-office application, update the stock to 0 on item
Visual Text
Data
Enter value...
Expected Result
Enter value...
Done Cancel

4
Back in the browser, proceed to checkout. Go through all the steps and confirm the payment method.

Comment
Style B I U A L Link Unlink
Update Cancel

Xporter
Template Issue D
Output format XLSX
Exp

People
Assignee: Unat
Assign to
Reporter: Adm
Votes: 0
Watchers: 1 Stop

Dates
Created: 32 minut
Updated: 32 minut

Agile
View on Board

Hipchat discussions
Do you want to discuss this iss
Connect Dismiss

3. Confirm that your Test is linked with a requirement. In order to analyze coverage, you need to link your tests with requirements. Go to Link issues tab, or check it "Issue Links."

Create Issue

 Configure

Project*  Bookstore (BOOK) 

Issue Type*  Test  

[General](#) [Test Details](#) [Test Sets](#) [Pre-Conditions](#) [Test Plans](#) [Link Issues](#)

Linked Issues tests 

Issue  +

History Search (Showing 1 of 1 matching issues)

 BOOK-2 - As a visitor, I can login to Bookstore Website

Create another

[Create](#)



Bookstore / BOOK-2

As a visitor, I can login to Bookstore Website

 Edit

 Comment

[Assign](#)

[More](#) 

[Close Issue](#)

[Reopen Issue](#)

[Admin](#) 

Details

Type:	 Story	Status:	RESOLVED (View Workflow)
Priority:	 Major	Resolution:	Fixed
Affects Version/s:	None	Fix Version/s:	1.0
Component/s:	Account		
Labels:	default		
Epic Link:	Manage Account		
Sprint:	Sprint 1		
Requirement Status:	OK		

Description

[Click to add description](#)

Test Coverage

Attachments

Issue Links

tested by

 [BOOK-14](#) Test visitors can login to Bookstore Website

Want to know how to create an automated Test or a generic Test (unstructured)? Check out the [Tester Onboarding Course](#).



2

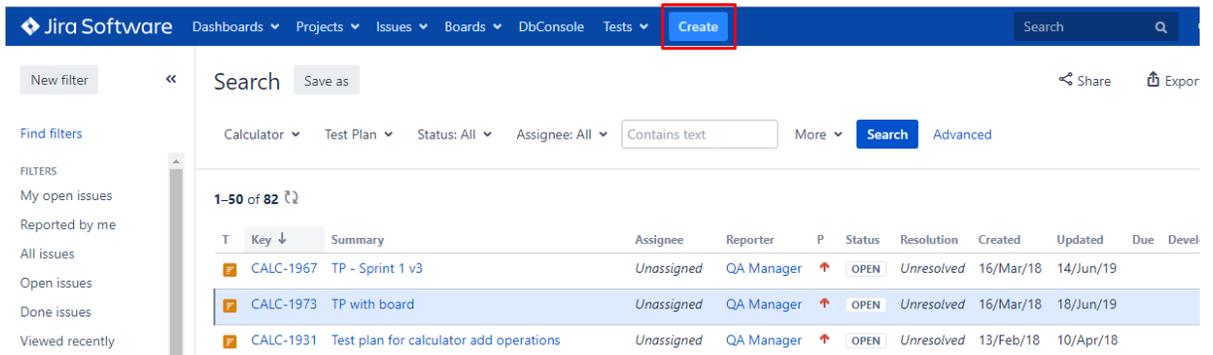
Plan Tests

Info

This activity can be performed by a QA Manager, if so, you should ask for the creation of the Test Plans.

With Test Plans you will decide which tests you want to perform, who and when will execute the tests. Also, you may want to prioritize some of the tests and focus on specific requirements. Test Plans are used to define the scope of your testing, track and consolidate the related results, no matter how many times you've run the tests.

1. Click "Create button" and Test Plan issue.



The screenshot shows the Jira Software interface. The top navigation bar includes 'Jira Software', 'Dashboards', 'Projects', 'Issues', 'Boards', 'DbConsole', 'Tests', and a highlighted 'Create' button. Below the navigation bar, there is a search bar and a filter section. The main content area displays a table of search results for 'Test Plan' issues. The table has columns for 'T', 'Key', 'Summary', 'Assignee', 'Reporter', 'P', 'Status', 'Resolution', 'Created', 'Updated', 'Due', and 'Level'. Three issues are listed:

T	Key	Summary	Assignee	Reporter	P	Status	Resolution	Created	Updated	Due	Level
	CALC-1967	TP - Sprint 1 v3	Unassigned	QA Manager	↑	OPEN	Unresolved	16/Mar/18	14/Jun/19		
	CALC-1973	TP with board	Unassigned	QA Manager	↑	OPEN	Unresolved	16/Mar/18	18/Jun/19		
	CALC-1931	Test plan for calculator add operations	Unassigned	QA Manager	↑	OPEN	Unresolved	13/Feb/18	10/Apr/18		

2. Besides Summary, you may want to fill out **Fix Version** to indicate that you're tracking the results of the Tests for a specific version. This only makes sense if you are working with versions.

Create Issue

 Configure

Project*  Calculator (CALC) ▼

Issue Type*  Test Plan ▼ 

General Test Plan Details

Summary*

Description Style ▼ **B** *I* U A ▼  ▼  ▼  ▼    ▼ **+** ▼

Visual Text 

Reporter*  QA Manager

Start typing to get a list of possible matches.

Assignee  Automatic ▼

Assign to me

Priority  Lowest ▼ 

Affects Version/s

Start typing to get a list of possible matches or press down to select.

Create another 

3. At Test Plan Details you can add Tests at "Tests associated with a Test Plan" or you can do it later at the add button.

General **Test Plan Details**

Begin Date 18/Feb/19 2:03 PM

The planned start date

End Date 22/Feb/19 2:03 PM

The planned end date

Tests associated with a Test Plan

BOOK-28 x	BOOK-27 x	BOOK-26 x	BOOK-25 x	BOOK-24 x
BOOK-23 x	BOOK-22 x	BOOK-20 x	BOOK-19 x	BOOK-18 x
BOOK-17 x	BOOK-16 x	BOOK-15 x	BOOK-14 x	BOOK-37 x
BOOK-36 x				

Associate tests with this test plan

Comment

Style B I U A [color] [font-size] [link] [unlink] [list] [ul] [emojis] +

Visual Text

Viewable by All Users

Update Cancel

Bookstore / BOOK-30
Test Plan for v1.0

Edit Comment Assign More Tests Pass Tests failed Admin

Details

Type: **Test Plan** Status: **TESTING** (View Workflow)
Priority: **Trivial** Resolution: **Unresolved**
Affects Version/s: **None** Fix Version/s: **1.0**
Component/s: **None**
Labels: **default**

Description

Click to add description

Tests

Test Plan Board

+ Create Test Execution + Add
Tests...
Test Set

Overall Execution Status

15 PASS 1 FAIL

Total Tests: 16

3

Execute Tests

The easiest way to execute your tests is directly from the Test Plan, but you can also perform ad hoc Test Executions directly from a Test, or even create a new test execution issue.

1. Inside Test Plan, click on "Create Test Execution."

 [Bookstore](#) / [BOOK-30](#)

Test Plan for v1.0

[Edit](#) [Comment](#) [Assign](#) [More](#) [Tests Pass](#) [Tests failed](#) [Admin](#)

Details

Type: **Test Plan** Status: **TESTING** (View Workflow)
Priority: **Trivial** Resolution: **Unresolved**
Affects Version/s: **None** Fix Version/s: **1.0**
Component/s: **None**
Labels: **default**

Description
Click to add description

Tests

[Test Plan Board](#) [+ Create Test Execution](#) [+ Add](#)

Overall Execution Status

15 PASS **1** FAIL **7** TODO

2. Go to Test Execution, and click on "Execute."

[Apply Rank](#) Show **10** entries Columns

	Rank	Key	Summary	Test Type	#Req	#Def	Test Sets	Assignee	Status	
<input type="checkbox"/>	17	BOOK-37	Manual test of password reset procedure	Manual	2	0		user55	TODO	▶ ...
		BOOK	Manual test of							▶ Execi
										▶ EXECUTE

3. You are now at the Test Execution Screen, and here you can follow the test steps and set the execution status: **TODO**, **EXECUTING**, **FAIL**, **ABORTED**, and **PASS**.

Calculator / Test Execution: CALC-49 / Test: CALC-44
 Square root of integers Return to Test E

Execution Status: **PASS** Started On: 28/Aug/14 1:57 PM Finished On: 29/Sep/14 10:21 PM Assignee: Administrator Executed By: Administrator Tests environments: -

Comment Preview Comment ^

This execution has failed with an error Check the log file.

Execution Defects (0) Create Defect | Create Sub-Task | Add Defects ^


No defects yet...

Execution Evidences (0)


No evidences yet...

Execution Details

Test Description
This tests the square root operation of integers

Test Issue Links (2)

created	■ CALC-52 Error calculating the square root of integers
tests	■ CALC-33 Square root operation

Test Steps (3)

1	Step	Data	Expected Result
	I choose the square root operation on the calculator		The operation must appear selected
	Actual Result Comment  +	Defects (0) +	Evidence (0) + Step State PASS
	I enter an integer into the calculator	I = 9	
	Actual Result Comment  +	Defects (0) +	Evidence (0) + Step State PASS
	I press the <i>Calculate</i> button		The result 3 must be displayed in the screen, at the sign
	Actual Result Comment  +	Defects (0) +	Evidence (0) + Step State PASS

4. Did you find a defect and want to report it? Create Defects from the Test Execution Screen, click "Create Defect".

Execution Defects (0) Create Defect | Create Sub-Task | Add Defects ^


 No defects yet...

Besides defects, you can also add evidence of your test results, at "Evidence".

4

Analyse results

1. Go to the requirement and check the Requirement Status.

Bookstore / BOOK-2

As a visitor, I can login to Bookstore Website

Edit Comment Assign More Close Issue Reopen Issue Admin

Details

Type:	Story	Status:	RESOLVED (View Workflow)
Priority:	Major	Resolution:	Fixed
Affects Version/s:	None	Fix Version/s:	1.0
Component/s:	Account		
Labels:	default		
Epic Link:	Manage Account		
Sprint:	Sprint 1		
Requirement Status:	OK		

2. Go to Xray Reports and select the report you want to see.

Issues Boards Structure Xporter Reports easyBI Tests Create

Traceability Report Switch report

Scope: Version; Version: None - latest execution; Environment: ...

Quick Filters: OK (3) NOK (3) UNKNOWN (0) ...

Requirement

- BOOK-351 **OPEN**
- NOK**
- Version: -
- New Transfer Domestic Transfer

Tests

- BOOK-3
- Test New T
- Test on dat
- PASS**

SEARCH

- Search Test
- Search Pre-Condition
- Search Test Set
- Search Test Execution
- Search Test Plan
- Xray Reports
- Test Repository
- Test Plan Board
- Automated Steps Library
- Test Case Importer
- Documentation
- Get Started

You can analyze the status of your project from two different perspectives:

- **Based on requirements:** you have reports such as **Overall Test Coverage** or **Traceability Report** which provide insight into the status of requirements.
 - **Based on Tests:** which look directly at related Test artefacts such as Tests, Test Sets, Test Plans and Test Executions. Xray also provides reports with metrics for these entities.
-

Learn More

This is just a start! There is so much more to learn and to explore about Xray.

You may want to learn more about:

- How to create automated & generic tests
- How to use preconditions
- How to work with Test environments
- Understand how coverage works

Take the onboarding [Tester course](#) for a deeper understanding.