

Test #xxxx-xxxx:

Test Purpose:	Verify ...
Test Environment:	This test will be executed in the <environment>.
Test Written By:	<i>Name</i>
Test Precondition Requirements:	•
Instructions:	<p>General instructions for test execution:</p> <ol style="list-style-type: none"> 1. Record all information entered into the system in the Actual Results column. 2. Document the actual results. Do not simply enter pass/fail. 3. Take screen shots to show the actual results and save them in <describe where to save> that refers to the script/step number.

Test Procedure and Results/Outcome

Step #	Test Instructions	Expected Result	Actual Results	Pass/Fail	Tester Initials/Date
1.0					
2.0					

User Acceptance Testing Supporting Comments / Observations:	
User Acceptance Testing Outcome (All test steps completed. All Actual Results = Expected Results):	<p style="text-align: center;">YES NO</p>
Tester Name:	Date:
Tester Signature:	
Test Script Results Reviewed by:	Date:
Test Reviewer Signature:	