

EXPLORATORY TESTING CHARTER TEMPLATE

Exploratory Testing Session Charter

Project / Module: _____

Feature / Area Under Test: _____

Tester Name: _____

Date: _____

Time-box Duration: _____ minutes (Recommended: 30–120 min)

Mission / Test Charter (What are you exploring?)

Describe the purpose of this session in one clear sentence.

Example: “Explore edge-case behaviors in checkout coupon validation.”

Charter:

Scope of Exploration

What parts of the system are included/excluded?

Included:

- _____
- _____

Excluded (Out of Scope):

- _____
- _____

Test Approach (Heuristics / Tours / Techniques Used)

(Select the techniques you plan to use)

- ☐ SFDPO (Structure, Function, Data, Platform, Operations)
- ☐ RCRCRC (Consistency, Claims, etc.)
- ☐ Boundary Testing
- ☐ Error Guessing
- ☐ Supermodel Tour (UI)
- ☐ Money Tour (High-value flows)
- ☐ Data Tour
- ☐ User Scenarios / Workflow Testing
- ☐ Stress & Interrupt Testing
- ☐ Other: _____

Test Data Used

(List or attach test data sets)

- _____
- _____

Notes During Session (Observations, Questions, Behavior)

Use this section to write findings in real-time.

- _____
- _____
- _____

Bugs / Issues Found

Record issues clearly as you encounter them.

ID	Description	Severity	Steps (If Needed)	Evidence
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BUG-01				
BUG-02				

(Add more rows as needed)

Risks or Concerns Identified

- _____
- _____

Coverage Summary

What areas were explored? What remains untested?

Covered:

- _____
- _____

Not Covered (For Next Session):

- _____
- _____

Debrief Checklist

Discuss these during the debrief meeting:

- ☐ What did we learn?
- ☐ What risks did we uncover?
- ☐ What bugs need priority attention?
- ☐ What areas need another exploratory session?
- ☐ Any new test ideas discovered?

Tester Signature

Name: _____

Date: _____