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# STLC CHECKLIST (Software Testing Life Cycle)

Complete Phase-by-Phase Checklist

# 1. REQUIREMENT ANALYSIS - CHECKLIST

### Activities

- ☐ Review BRD/SRS/User Stories
- ☐ Identify functional requirements
- ☐ Identify non-functional requirements
- ☐ Identify test dependencies
- ☐ Identify risks and constraints
- ☐ Create Requirement Clarification Log
- ☐ Draft Requirement Traceability Matrix (RTM)
- ☐ Conduct requirement walkthrough meeting

### Entry Criteria

- ☐ Requirements documents available
- ☐ Stakeholders available for clarifications
- ☐ Business flows defined

### Exit Criteria

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- ☐ Requirements understood and approved
- ☐ All queries resolved
- ☐ RTM draft completed

### Deliverables

- ☐ Requirement Understanding Document
- ☐ Requirement Clarification Log
- ☐ Draft RTM
- ☐ Feasibility Report

# 2. TEST PLANNING - CHECKLIST

### Activities

- ☐ Identify scope and objectives
- ☐ Select testing types (Functional, API, Regression, etc.)
- ☐ Identify automation scope
- ☐ Finalize tools (Selenium, Postman, JMeter, etc.)
- ☐ Prepare test effort estimation
- ☐ Define roles and responsibilities
- ☐ Define test entry/exit criteria
- ☐ Define testing schedule and milestones
- ☐ Review & baseline Test Plan

### Entry Criteria

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- ☐ Requirement Analysis completed
- ☐ RTM draft ready
- ☐ Requirements stable

### Exit Criteria

- ☐ Test Plan reviewed and approved
- ☐ Test estimation finalized
- ☐ Resources allocated

### Deliverables

- ☐ Test Plan
- ☐ Estimation Sheet
- ☐ Resource Plan
- ☐ Schedule & Milestones
- ☐ Risk & Mitigation Plan

# 3. TEST CASE DEVELOPMENT - CHECKLIST

### Activities

- ☐ Write detailed test cases
- ☐ Include positive, negative, boundary cases
- ☐ Create test data (valid, invalid, edge)

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- ☐ Review test cases internally
- ☐ Automate regression tests (if applicable)
- ☐ Map test cases in RTM

## Entry Criteria

- ☐ Approved Test Plan
- ☐ Stable requirements
- ☐ Test data sources available

## Exit Criteria

- ☐ 100% test cases written
- ☐ Review completed
- ☐ Test data available
- ☐ RTM updated

## Deliverables

- ☐ Test Case Document
- ☐ Test Data Sheet
- ☐ Automated Test Scripts
- ☐ Updated RTM

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# 4. TEST ENVIRONMENT SETUP - CHECKLIST

## Activities

- ☐ Confirm infrastructure availability
- ☐ Deploy build to QA environment
- ☐ Install required tools & libraries
- ☐ Configure DB, services, integrations
- ☐ Set user roles/permissions
- ☐ Perform Smoke Testing
- ☐ Validate environment readiness

## Entry Criteria

- ☐ Test cases ready
- ☐ Environment design provided
- ☐ Tools/licenses available

## Exit Criteria

- ☐ Environment stable
- ☐ Smoke Tests Passed
- ☐ Test data loaded

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### Deliverables

- ☐ Environment Setup Document
- ☐ Smoke Test Report
- ☐ Access Control List
- ☐ Environment Readiness Checklist

# 5. TEST EXECUTION - CHECKLIST

### Activities

- ☐ Execute manual test cases
- ☐ Execute automation scripts
- ☐ Compare actual vs expected results
- ☐ Log defects with priority & severity
- ☐ Track bug lifecycle
- ☐ Perform retesting
- ☐ Run regression cycles
- ☐ Update daily execution status

### Entry Criteria

- ☐ Environment stable
- ☐ Test cases & test data available
- ☐ Build deployed

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### Exit Criteria

- ☐ 100% test cases executed
- ☐ All critical defects fixed/closed
- ☐ Regression testing completed
- ☐ Test summary prepared

### Deliverables

- ☐ Test Execution Report
- ☐ Defect Report
- ☐ Regression Test Report
- ☐ Updated RTM

# 6. TEST CYCLE CLOSURE - CHECKLIST

### Activities

- ☐ Prepare Test Summary Report
- ☐ Collect test metrics (Pass %, Defect Density, Coverage)
- ☐ Document lessons learned
- ☐ Conduct retrospective meeting
- ☐ Archive test artifacts
- ☐ Provide QA Sign-off

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## Entry Criteria

- ☐ All test cycles completed
- ☐ Major defects resolved or deferred with approval

## Exit Criteria

- ☐ Test Closure Report reviewed & approved
- ☐ All artifacts archived
- ☐ QA Sign-off provided

## Deliverables

- ☐ Test Closure Report
- ☐ Lessons Learned Document
- ☐ Metrics Report
- ☐ QA Sign-off Email

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