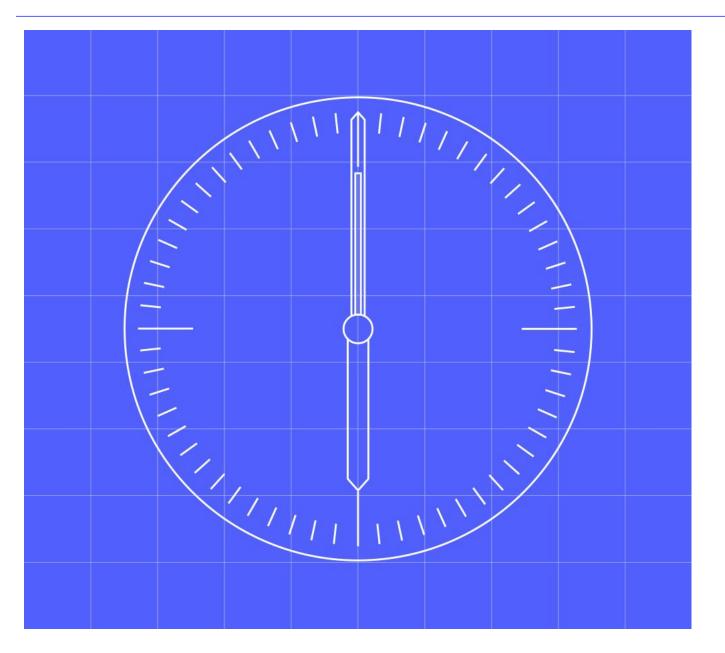


# MHHS Programme

# **Test Management Tool User Guide**



Document owner

Karthikeyan Ganesan Status: Final Document number MHHS-DEL1332 Date 02 October 2024 Version Version 4.0 Classification Public



#### **1** Contents

1	Contents	1
1.1	Change Record	2
1.2	Reviewers	2
1.3	B Terminology	2
1.4	Document References	2
2	Executive Summary	4
3	Introduction	5
3.1	Document Purpose	5
3.2	Security	5
3.3	User Roles	5
3.4	Reviews and Approvals	6
3.5	Summary of Changes	6
4	User: Test Manager	7
4.1	Manage Test Cases across the project	7
4.2	Manage traceability between defects and test cases	7
4.3	Consolidated view of defects and test execution on dashboard	9
5	User: Tester	10
5.1	Execute tests in the test runner	10
5.2	Raise Defects	12
5.3	Re-test when the Defects are fixed	12
5.4	Track the progress of defects	13
5.5	Report at project level on defects and test executions	13
6	User: Defect Manager	15
6.1	Analyse the Defects	15
6.2	Report on defect status	15
7	Report writer	19
7.1	Building queries and reports for the dashboard	19

#### 1.1 Change Record

Date	Author(s)	Version	Change Detail
26/05/2023	Karthikeyan Ganesan	0.1	Initial Draft
13/06/2023	Karthikeyan Ganesan	0.2	Updates following PPC review
16/06/2023	Karthikeyan Ganesan	1.0	Updates following SRO review
05/10/2023	Karthikeyan Ganesan	1.1	Updates following ADO enhancements
06/10/2023	Karthikeyan Ganesan	2.0	Updates following SRO review
21/02/2024	Karthikeyan Ganesan	3.0	Updates following ADO enhancements
26/09/2024	Miren Sookdeo, Salman Bukhari, Karthikeyan Ganesan	3.1	Updates following changes to cohort anonymity changes., changes to sections related to defect template and raising defects. Updated reviewers list.
02/10/2024	Miren Sookdeo, Salman Bukhari, Karthikeyan Ganesan	4.0	Updates following SRO review

#### 1.2 Reviewers

Reviewer	Role	Version
Nigel Hunt	LDP SI Test Manager	1.0
Bushra Ali	Programme Party Coordinator (PPC) Lead	1.0
Smitha Pichrikat	SRO Client Delivery Manager	1.0
Simon Berry	LDP SI Test Support Manager	2.0, 3.0
Nicola Farley	MHHS Qualifications Manager	2.0
Kiran Raj	MHHS SIT Functional Test Lead	2.0, 3.0, 4.0
Dean Bailey	LDP SI Defect Manager	2.0
Carol-Anne Smith	LDP SI Defect Manager	3.0
Sreeja Dutta	LDP SI Environment and Release Manager	3.0
Simon Berry	LDP SI Test Support Manager	3.0
Roger Robar	LDP SI Programme Test Manager	3.1, 4.0
Dominic Mooney	LDP SI SIT Manager	3.1, 4.0
Kiran Raj	SRO SIT Functional Test Lead	3.1, 4.0
Heath Thomas	SRO SIT Functional Test Lead	3.1, 4.0
Salman Bukhari	LDP SI Defect Manager	3.1, 4.0

### 1.3 Terminology

Term	Description
Various	For terminology, see Programme Glossary on the MHHS portal:
	Programme Glossary (SharePoint.com)

#### 1.4 Document References

Document	Name
MHHS-DEL1704	MHHS ADO Training Guide #3 Raising a Defect in ADO
MHHS-DEL1705	MHHS ADO Training Guide #1 Release Management Form
MHHS-DEL1706	MHHS ADO Training Guide #1Executing Test in ADO
MHHS-DEL1703	MHHS ADO Training Guide #2 Defect Status Overview
MHHS-DEL1707	MHHS ADO Training Guide #1 Creating Queries and Dashboards in ADO

MHHS-DEL1736	MHHS ADO Training Guide #1 Environments Downtime Form
MHHS-DEL 1701	MHHS ADO Training Guide #1 Permissions and Access Requests
MHHS-DEL1796	Defect and Release Management Lifecycle diagram

## 2 Executive Summary

The Market-wide Half Hourly Settlement programme (MHHS) when completed will contribute to a more cost-effective electricity system, encouraging more flexible use of energy and helping consumers lower their bills. The responsibility for success is shared between all parties and stakeholders, with everyone working together to make sure the programme is delivered and in the highest possible quality.

The purpose of this document is to provide test participants with a guide that contains screenshots for the ADO processes that will aid them in using the MHHS Programme ADO test management tool.

## **3 Introduction**

#### 3.1 Document Purpose

The MHHS Programme has developed this Guide to assist programme participants in using the MHHS Test Management Tool (Azure DevOps (ADO)) during testing. The ADO solution helps participants effectively manage the requirements, test cases, defects and reporting in various user roles during testing and associated activities.

#### 3.2 Security

The Programme Test phases, have the inherent requirement to enable multiple participants to co-exist in a Test Management tool that allows the required security built in, whilst enabling key activities to be undertaken, such as:

- 1. Capture programme requirements and link them to test cases for traceability.
- 2. Test cases can be made available for execution by Programme participants in their own ADO Cohort folder.
- 3. Test execution can be run in isolation. It can facilitate end-to-end use cases and invite testers from different programme participants into one secure project.
- 4. Defects can be raised, triaged, and progressed through the development lifecycle.
- 5. Change requests can be progressed through the development lifecycle.
- 6. Project reporting showing defect states, test execution progress and all other specified reports.
- 7. Ensure data from one participant is not shared across another participant

MHHS Programme uses Azure DevOps (ADO) as the base for all our tooling. It was originally agreed that each cohort will operate in their own ADO project due to the Business Segregation plan but following FTIG 62 on 27th September 2024 it was agreed by all Programme Participants that anonymity will be waived from Cycle 3 onward therefore there is a no longer a requirement for all Cohorts and Cohort pairings to have their own Azure DevOps project. All cohorts will use a single project, with the cohort pairings preserved within the project structure.

For point 7 above, participants have the facility to securely store sensitive information in SharePoint and link the data to the work item in ADO. Security of the storage area will be managed by Microsoft AD groups ensuring that users not within a cohort are not able to access potentially commercially confidential information. Central Parties, LDP SI teams and the SRO will have access to all data.

Users in ADO are assigned different roles with specific permissions based on their responsibilities within the project.

Please note that code repositories and release pipelines are out of scope for this Test Management Tool.

#### 3.3 User Roles

Each participant, in their assigned projects within ADO, will have users assigned different roles with specific permissions based on their responsibilities within the project.

Note: This function is optional, and programme participants can choose whether to follow them based on roles. It is not mandatory to use all roles

The following users are included in this guide:

• Test Manager

- Tester
- Defect Manager
- Task Manager
- Report Writer

#### 3.4 Reviews and Approvals

The document will be reviewed by the following team members:

- Heath Thomas, LDP SI Test Support Manager
- Salman Bukhari, LDP SI Defect Manager
- Carol-Anne Smith, LDP SI Defect Manager
- Sreeja Dutta, LDP SI Environment and Release Manager

Upon completion of LDP review, it will then go through a formal SRO team review by:

- Smitha Pichrikat, SRO Function Client Delivery Manager
- Nicola Farley, MHHS Qualifications Manager
- Kiran Raj, MHHS SIT Functional Test Lead
- Adrian Ackroyd, SRO Function Programme Test Manager

#### 3.5 Summary of Changes

This document has undergone change from v3.0 to v4.0 to reflect the amended processes and additional fields required to support SIT Functional Testing. The nature of these changes is due to;

• Enhancements made to ADO processes and screens

## 4 User: Test Manager

Test Plans in ADO allow you to manage and track testing activities. A test plan contains one or more test suites, which are containers for grouping related test cases. Test Cases, on the other hand, are individual units of testing, describing a specific test scenario that must be performed to verify the functionality of a system or application. Test cases can also be linked to the respective requirements using the parent/child linking. Together, these three entities provide a comprehensive framework for managing tests and users can generate charts / reports for testing status and outcomes. Furthermore, these reports can be added to a dashboard to provide real-time visibility into project status and progress.

#### 4.1 Manage Test Cases across the project

The following button notifies the person of any changes, the Test Manager makes changes to the Test Case, these changes will be live on subsequent test runs. Be aware this will impact only future test runs.

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36824 SITFTS-013	0 TC01 Smar	t Metere	ed									
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Stat <u>e</u> 🔍 Design		A	rea	MHHS SIT F	unctional Master					L. C.	Updated by Alastair Hay:	: 17 Sept
Reason 🔒 New		It	eration	MHHS SIT F	unctional Master					Steps Summary Associated Automat	tion 🕤 🖉	0
Test Case Reference									Related Work	Out of Scope		
Test Case Reference									+ Add link ~	Out of Scope		_
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Test Scenario Ref										(Geodern		
SITFTS-0130 Change of	DS; no change c	of supplier	or MS						Classification	Test Case Status		- 1
									Priority Grouping	Passed with Observations		- 1
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Test Case Title	Key Journey Events	Step No.	Business Process	BP Step	Traceability Requirement	Service Produci Trigger	ing Input/Trigger	Message Input I ^ Code	Test Phase / Cycle	Reason		
	Events		PIOCess		Requirement	ngger		Code	Cycle 2 - SIT-F Test Case Points	Passed with Workaround		
SITFTS-0130 - Smart Metered	Change of Data Service									False		
	(Change Data								Meter Type	Reason		
	Service only)								Smart Meter MPAN Type	Blocked		
									Related	False		
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	Request	2	BP003	30	MHHS-BR-50-021	DIP	PUB-031	[DSApp]	Same Day Test Case Version	Not Applicable		
									0.3.2	False		
		3	BP003	40	MHHS-BR-RS-043 MHHS-BR-RS-044	DIP	PUB-031	[DSApp]	Roles	Reason		
									CSS DCC	Test Assurance		
									EES Helix	Evidence False		
								-	LDSO	Test Assurance Status		
•								•	MDS REGS	Pending		
Test Case Description	n (2/2)								SDS SMS	Test Assurance Fail Reason		
Click to add Test Case Description (2/2)								Supplier				
									Multiple MPAN Types			
Test Preconditions									Click to add Multiple MPAN Types			
Click to add Test Precon	ditions											-

#### 4.2 Manage traceability between defects and test cases

#### Follow these steps to link Defects with Test Case:

- 1. Open the respective Defect
- 2. Under Links tab, click on 'Existing item' from 'Add link'

👹 BUG 23784	1.			," ×
23784 Demo_Defect_Repo	<b>1</b> .			
Defects	🗗 0 comments Add tag			🗑 Save & Close 🔹 💿 Follow 🕲 🖱 🚥
State Closed	Area MHHS Demo			Updated by Karthikeyan Ganesan: Friday
Reason 🛆 Deferred	Iteration MHHS Demo			Details 🕥 🔗 (4) 🔋
Links				2.
+ Add link ~				
		State	Latest Update	Comment
🖄 New item				
Result Attachment			Latest commit 07/02/2024	
<ul> <li>SystemInformation-2024-02-07T12-14</li> <li>Test Result</li> </ul>	4-37.6362.json			
Fest Result A SIT Test Case Demo - SITFTS-0040	TCO1_0777_0000_0	🔇 Failed	Performed 07/02/2024	
<ul> <li>Tested By</li> </ul>	IC01 - SITETS-0020 - Smart Metered	o ralleu	Performed 07/02/2024	
	5-0040 TC01 - SITFTS-0020 - Smart Metered	Design	Updated 21/02/2024	
	3-0040 (C01 - 311113-0020 - 31181) Metered	• Design	opared 21/02/2024	

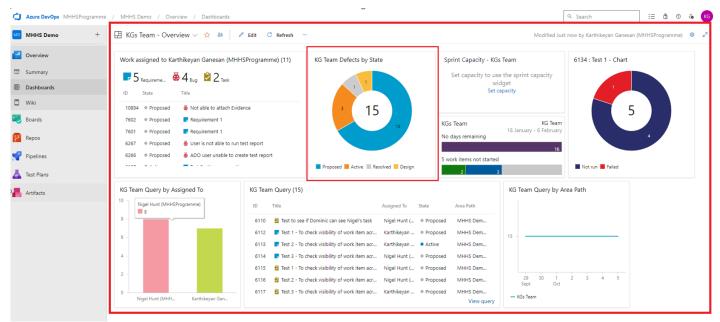
- 1. Choose the link type to be 'related' to link Test Case
- 2. Enter the Test Case name or ID to link
- 3. Click on OK to link the work items

BUG 23784 23784 Demo_Defect_Repo							, <sup>k</sup> ×
Defects	🗇 0 comments Add tag			劄 Save & Close 🔻 🦷	Follow	05	
State Closed Reason 🛆 Deferred	Area MHHS Demo Iteration MHHS Demo				ted by Karthikeya ails 🕤		
Links + Add link ↓ Link ↑ > Branch P Orst. Case. Demo > Result Attachment B Systeminformation-2024-02-07T12-14-37 > Test Result A O SIT Test Case Demo - SITFTS-0040 TCO > Tested By B O 28688 SIT Test Case Demo - SITFTS-00	1 - SITFTS-0020 - Smart Metered	Add link Ve ure adding a link from:	02/2024 2024 224	Comment			

#### 4.3 Consolidated view of defects and test execution on dashboard

## The requirements and test cases with the Defects can be visualised on the Dashboard and can be drilled down by clicking on them:

1. Choose the report and select to view the work items



The screenshot of dashboard is for illustration purpose only

- 2. After clicking on the chart, the drilled down version of the report pops up
- 3. This can also be viewed along with the related work items (requirements)

Azure DevOps MHHSProg	amme / MHHS Demo / Boards / Queries			a	Search 🗄 🖲 🗞 🥵
MD MHHS Demo	+ Queries > Shared Queries >	i Query ∨ ☆			15 work items 1 selected
Overview	Results Editor Charts D Run query +	New ✓	Column options	🗟 Save items 🖾 Email query 🗄	9 of 15 $\uparrow$ $\downarrow$ $\Xi$ Right $\checkmark$ $\omega^{7}$
🜏 Boards	ID Title	1 A A A A A A A A A A A A A A A A A A A	BUG 6119		
Work items	6110 State to see if Dominic can see Nigel's task	Assigned T Nigel Hunt	119 Test 2 - To check	k visibility of work item across different tea	m members
Boards	6112 F Test 1 - To check visibility of work item acros		Nigel Hunt (MHHSPro	ogramme) 🖓 0 Comments Add Tag	🖹 Save 🗢 Follow 🕸 Ĉ පි
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Backlogs	6114 F Test 3 - To check visibility of work item acros		ason 🙆 New	Iteration MHHS Demo	
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Queries	6116 Strest 2 - To check visibility of work item acros				Details 🖏 😁 🚺 🖉 🖉
Delivery Plans	6117 Dest 3 - To check visibility of work item acros		efect Status		Planning
Analytics views	6118 👹 Test 1 - To check visibility of work item acros		Triage Status		Defect Priority
	6119 👼 Test 2 - To check visibility of work item acros		Pending		Delectricity
Retrospectives	6128 🖼 Test 1 - To check visibility of work item acros	ss different team members Karthikeya P	Progress Status		Defect Severity
Repos	6137 Fest 3 - User segregation	Karthikeya	New		
Pipelines	6138 Fest 4 - External access for participants	Nigel Hunt	Deferred		Defect Type
ripenites	6139 🖻 Test 4 - External access for participants	Karthikeya	No Programme Wide Defect		Test Phase
Test Plans	6140 🖻 Test 4 - User access segregation	Nigel Hunt	Programme Wide Defect		lest Phase
Artifacts	6142 Stest 4 - Configure permissions for users	Nigel Hunt	Impacting		Test Interval
		h	Impacting additional		Business Process
		c	CR required		Classification
		c	Change Management Ref		Duplicate ID
		D	escription		Closure Reason
Project settings	«	•			Defect Deat Cauca

## **5 User: Tester**

This role allows Programme Participants to run test cases utilising the Test runner feature of ADO. Test Runner allows users to execute test cases, record test results and identify any failed tests. During the testing process, for any failed test, the tester can create a Defect using the Defect feature. The Defect feature allows users to create a detailed description of the issue, including steps to reproduce the defect, screenshot, and other relevant information. Once created, the Defect is assigned to the relevant team member who can investigate the issue and resolve it. Once the Defect has been solved, it needs to be retested to ensure it has been fixed. Finally, users can generate reports about defects using the Defect Reporting feature. These reports provide insights into defect trends, such as the number of Defects found and resolved over time, as well as the severity of the defects. These Defect can also be linked to test cases using the Development field to keep track of them.

The Tester in ADO can:

- Execute test in the test runner
- Raise Defects
- · Re-test when the Defects are fixed
- Track the progress of Defects
- Re-test Defects
- · Report at project level on defects and test executions

#### 5.1 Execute tests in the test runner

#### Follow these steps to run a test in a project:

- 1. Click on Test Plans
- 2. Click on Test Suite
- 3. Click on the Execute tab
- 4. Select the test you want to run
- 5. Click on Run for Web Application to execute the test

		1					
Azure DevOps MHHSProgramme	/ MHHS SIT Functional Master / Test Plans	/ SITF Cycle 3 - All Cohorts			Q Search		ii 0 & KG
MHHS SIT Functional +	← SITF Cycle 3 - All ∨ 🏫	Cohort A (ID: 38188)					③Help
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Cverview	Test Suites	<b></b> 3.				5.	
n Boards	⇒ Filter suites by name 2.	Test Points (11 items)				◎ ∨ Run fo	or web application $$
😰 Repos	✓ SITF Cycle 3 - All Cohorts	Title 4.	Outcome	Order	Test Case Id	Configuration	Tester
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👗 Test Plans 1	Cohort A	SITFTS-0050 TC03 - Advanced	• Failed	2	38269	Windows 10	CohortA.ADS
	Cohort B	SITFTS-0050 TC02 - Traditional Metered	Passed	3	38268	Windows 10	CohortA.ADS
🗈 Test plans	🗅 Cohort C	SITFTS-0050 TC04 - Unmetered	<ul> <li>Passed</li> </ul>	4	38270	Windows 10	CohortA.SUP
C Progress report	Cohort E	SITFTS-0090 TC01 - Smart Metered	Paused	5	38271	Windows 10	CohortA.SUP
@ <u>a</u> Parameters	Cohort F	SITFTS-0090 TC02 - Traditional Metered	<ul> <li>Blocked</li> </ul>	6	38272	Windows 10	CohortA.SUP
Re Configurations	Cohort G	SITFTS-0090 TC03 - Unmetered	<ul> <li>Active</li> </ul>	7	38273	Windows 10	CohortA.ADS
d <u>⊈</u> Runs	🗈 Cohort H	SITFTS-0100 TC05 - Advanced Reject	Ø Not Applicable	8	38276	Windows 10	CohortA.SDS
🖽 Analysis	🗈 Cohort J	SITFTS-0090 TC04 - Advanced	Paused	9	38274	Windows 10	CohortA.ADS
Artifacts	Shared Cohort A and J	SITFTS-0100 TC03 - Unmetered Add CDC	• Failed	10	38275	Windows 10	CohortA.MSS
	Shared Cohort F and B	SITFTS-0135 TC01 - Smart	<ul> <li>Blocked</li> </ul>	11	38277	Windows 10	CohortA.ADS
	Shared Cohort C and E						
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	> 🗅 Sprint 6						
	> 🗅 Sprint 7						
	> 🗈 Sprint 8						
	> 🗈 Sprint 9						
	🗀 Sprint 10						
	Sprint 11						
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Project settings «							

- 6. Depending on the result, click on pass or fail for the steps
- 7. Add comments to the steps that have failed
- 8. Use the camera icon to capture any screenshot
- 9. Create a Defect for any steps that have failed
- 10. Click on Save and close the Runner window

C Runner - Test Plans - Work - Microsoft Edge	<u>↓</u>	_	0	×
https://dev.azure.com/MHHSProgramme/MHHS%20Demo/_testExecution/Index				A»
📊 🕅 Save and close 📕 🖪 Create bug 🛛 🕶 📴 🛱 🖙 🚥				
23688*: SIT Test Case Demo - SITFTS-0040 TC01 - SITFTS-0020 - Smart Metered			P	⊘ ▼
1. BP001 - 60 Sender- SUPI Receiver - CSS Evidence - Yes SUPI sends Switch Request to CSS				0 8 Î
2. BP001 - 65 Sender- SUPI Receiver - CSS Evidence - Yes CSS receives Switch Request from Incoming Supplier and responds to REGS				⊘⊗ 6.
3. BP001 - 70 Sender- CSS Receiver - REGS Evidence - Yes CSS sends CSS02800 (pending Supplier request via CSS flow) to the REGS. 7.				⊘ ⊗
COMMENT				

#### 5.2 Raise Defects

#### Follow these steps to create a Defect:

- 1. Enter a title for the Defect
- 2. Complete all the required fields, including MPAN reference if appropriate, step where issue occurred etc.
- 3. Attach relevant evidence e.g including but not limited to payloads, asynchronous / synchronous messages, Portal routing screenshots
- 4. Click on Save and Close to create the Defect

ARM BUG © Field Title cannot be empty. Enter title     Defects     Comments	Add tag		4
Statg © Proposed Area Reason New Itegation	MHHS SIT Functional Master/Test Suites MHHS SIT Functional Master 2.		3. Desiti 0 S P 0
Defect Status		Classification 0	References ~
Created By A Garthikeyan Ganesan		Defect Priority 0	Environment 9
Assigned to Group Defects		Defect Severity 0	Defect Found Environment
Resolver Group		Defect Type \\	Found in Build Version \varTheta
Triage Status		Dupficate ID	Fix Release
Rasolvar received? False		Closure Reason	Rix ETA
Progress Status		Defect Root Cause	Expected Release Date
Deferred A		Remedial Action	Expected Release Number
Market Role where found <b>O</b>		Rejected Reason	Actual Release Date
Market Role where originated		Changed Date	Release Version
CR required		Planning 9	
Change Management Ref		Cohor: 0	
Description 9		Participant Organisation Name 0	
Click to add Description		Test Phase 🕚	
Repro Steps		Test Cycle	
Cilck to add Repro Steps		Test Theme O	
Discussion		Business Process \\	
Add a comment. Use # to link a work item, I to link a pull reques	t, or @ to mention a person.	False	
		Pug Palse	
		IF / PUB Messages e.g.: 001, 037	
		Impact Details	
		Programme Wide Defect	
		Impact Notes	
		Manhatan and Analia	

#### 5.3 Re-test when the Defects are fixed

#### When the defect needs re-testing, the state changes as follows from active to resolved:

1641 demmo		
Defects 🖓 0 comments Add tag		🗟 Save 👁 Follow 🕲 🖱 🤊 יי
ra Active MHHS Demo		Updated by Karthikeyan Ganesan: Just nor
ason Active HHHS Demo		Details 🕥 🔗 🕅
fect Stati Resolved	Classification	References
ated By	Defect Priority	Design Document Ref
🕒 Karthikeyan Ganesan	P4 - Low	
igned to Group I Karthikeyan Ganesan	Defect Severity S2 - Major	Swagger Version
olver Group	Defect Type	Programme Subject Matter Expert
	Design	
ge Status	Duplicate ID	Environment
olver received?	Closure Reason	Defect Found Environment
blver received? False	Closure Reason	Defect Found Environment SIT A
gress Status	Defect Root Cause	Found in Build Version
ew constraints and the second s		2
erred	Remedial Action	Fix Release
act Notes	Rejected Reason	Fix ETA
gramme Wide Defect	Changed Date	Expected Release Date
	04/03/2024 11:44	
rket Role where found	Planning	Expected Release Number
)5 rket Role where originated	Cohort	Actual Release Date
Nor Hole where originated	SITF Cohort A	Actos Peresse Date
required	Participant Organisation Name	Release Version
	Edgware	
ange Management Ref	Test Phase	
	SIT - Migration Test Cycle	
escription	Test Cycle 1	
	Test Theme	
emo	Change of Registrations	
	Business Process	
pro Steps	BP001 Change of Supplier (UMS MPAN Creation) BP002 Chan	nge of
lick to add Repro Steps	F False	
	PUB	
	False	
scussion	IF / PUB Messages e.g.: 001, 037	

#### 5.4 Track the progress of defects

#### Follow these steps to keep track of any changes in Defect

- 1. Click the respective Defect
- 2. Click on Follow to receive all notifications for the Defect
- 3. Click on the setting to pick the type of notification on the Defect
- 4. Select the desired notification setting for the Defect
- 5. Click on OK to start receiving notifications

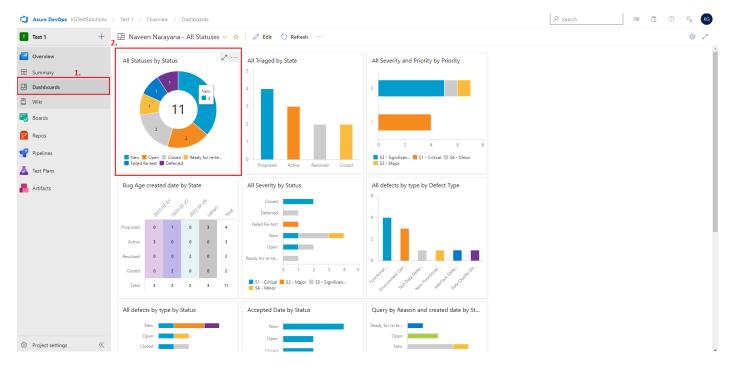
24641 demmo   © Defects   @ Defects   Active   Area   MHHS Demo   Approved   Iteration   MHHS Demo   Approved   Notification Settings   Iteration   Statistication Sfrom this work item when you have bee implementened.   Subscribed   Only receive all notifications from this work item.   Statistication Sfrom this work item.   Statistication Statistication Sfrom this work item.   Statistication Statistication Statistication Statisticati
State Active Area MHHS Dero 4.   Updated by Kathikeyan Ganesan: 3m ago   Reson Approved MHHS Dero   Orification Settings   Created By   Created By   Created By   Created By   Created By   Stathikeyan Ganesan   Assigned to Group   Stathikeyan Ganesan   Resolver Group   State Changed   Triage Status   Progress Status   Progress Status   Updated to Changed   Progress
Reson Approved Metgation MHHS Der   Defect Satus <ul> <li>Notification Settings</li> <li>Notification Settings</li> </ul> Created By   Created Created By   Created Created Created Created Created Created Created Create
Defect Status       References         Created By       Only receive notifications from this work item when you have been @mentioned.       Deign Document Ref         Statgned to Group       Subscribed       Swagger Version         Receive all notifications from this work item.       Deign Document Ref         Custom       Programme Subject Matter Expert         Triage Status       You will only be notified for the events selected from the list below or when you are @mentioned in this work item.         Descrive all notifications from this work item.       Defect Found Environment         State Changed       Defect Found Environment         State Changed       State Changed         Prograss Status       Found in Build Version
Created By       Not Subscribed       Design Document Ref         Only receive notifications from this work item when you have been @mentioned.       Swagger Version         Assigned to Group       Subscribed       Swagger Version         © Subscribed       Receive all notifications from this work item.       Programme Subject Matter Expert         Triage Status       Out will only be notified for the events selected from the list below or when you are @mentioned in this work item.       Programme Subject Matter Expert         Triage Status       State Changed       State Changed       Defect Found Environment         State Changed       State Changed       State Changed       State Changed         Progress Status       Image Status       Found in Build Version       Found in Build Version
Created By     Only receive notifications from this work item when you have been @mentioned.     Design Document Ref       Assigned to Group     Subscribed     Swagger Version       Catchikeyan Ganesan     Subscribed     Receive all notifications from this work item.     Programme Subject Matter Expert       Triage Status     Out will only be notified for the events selected from the list below or when you are @mentioned in this work item.     Design Document Ref       Resolver received?     State Changed     Environment       State Changed     State Changed     State Assigned To Changed       Prograss Status     Out on the Suid Version
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Triage Status     You will only be notified for the events selected from the list below or when you are @mentioned in this work item.     Environment       Resolver received?     State Changed     Defect Found Environment       State Changed     SIT A       Progress Status     Found in Build Version
A     or when you are @mentioned in this work item.     Environment       Resolver received?     State Changed     Defect Found Environment       False     State Changed     StT A       Progress Status     Found in Build Version
False     State Unarged     SIT A       Progress Status     Assigned To Changed     Found in Build Version
False     SIT A       Progress Status     Assigned To Changed       Found in Build Version
Progress status
New Iteration Changed 2
Defered Fix Release
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Programme Wide Defet Changed Date Expected Release Date
04/03/2024 11:44
Market Role where found Expected Release Number
ADS Planning
Market Role where originated Cohort Actual Release Date
ADS SITE Cohort B
CR required Participant Organisation Name Release Version Edgware
Change Management Ref Test Phase SIT - Migration
Test Cycle

#### 5.5 Report at project level on defects and test executions

#### Follow these steps to drill down from consolidated view:

1. Click on the dashboard and go under the respective dashboard

#### 2. Click on the desired chart to view in detail



Note: The screenshot of dashboard is for illustration purpose only

Test 1	+ Queries	Shared	d Queries 💈 🖽 All Statuses 🗸 📩 🛧						11	1 work items
Overview	Results E	Editor Cha	irts $ert$ Run query $+$ New $\lor$ 🗟 Save query	🛋 Rename 🛛 🛱 Save item	s 🤌 Column options 🗈	🖻 Email query 🗋 Co	py query URL 🚽 Export to CSV	1 of 11 🔶 ,	↓ 🏹 Ri	ght 🗸 🖉
Boards	∑ Filter b	by keyword				Types 🗸 Assign	ned to $$	× 80G 47	4 - Naveen	mic issue
Work items	ID	Work Item	Title	Assigned To	State Tags	Status $\downarrow$	Created Date	Navee	n Naraya	🗇 0 comment
Boards	47	Bug	👼 Test 4 - Naveen mic issue	••• Naveen Narayana	<ul> <li>Resolved</li> </ul>	Ready for	r 28/02/2023 10:42	Add tag		
Backlogs	50	Bug	👼 Test case 3 - Naveen login field issue	Naveen Narayana	Active	Open	01/03/2023 10:21			
-	51	Bug	👼 Test case 5 user not able to click download button	Naveen Narayana	<ul> <li>Active</li> </ul>	Open	01/03/2023 10:42	State	Resolved Fixed	<u>A</u> rea
Sprints	37	Bug	👹 pop-up page not visible	Darren Pyefinch	Propos	New	24/02/2023 13:16	Reason	Fixed	Iteration
Queries	42	Bug	👼 Not able to view items	Karthikeyan Ganes	Propos	New	24/02/2023 14:28			
Delivery Plans	46	Bug	👹 Test 3 Naveen mic issue	Naveen Narayana	Propos	New	27/02/2023 17:29	Repro St	eps	
Denvery Hans	53	Bug	What was a select the drop down	Naveen Narayana	Propos	New	13/03/2023 16:54	Click to a	dd Repro Steps	
Repos	49	Bug	👼 Test case 2 - Naveen login issue	Naveen Narayana	Active	Failed Re-	01/03/2023 10:08	Cack to u	uu nepro steps	
Pipelines	48	Bug	👼 Test 5 - Naveen mic issue	Naveen Narayana	Resolved	Deferred	28/02/2023 10:42	Sympton		
ripennes	44	Bug	👼 Test 1 Naveen mic issue	Naveen Narayana	Closed	Closed	27/02/2023 14:12	Sympton	1	
Fest Plans	45	Bug	👼 Test 2 Naveen mic issue	Naveen Narayana	Closed	Closed	27/02/2023 17:17	Click to a	dd Symptom	
Artifacts								System I	nfo	
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								Click to a	dd Proposed Fix	
								Planning		D
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								2		

## 6 User: Defect Manager

The Programme Defect Manager in ADO raises and manages Defects that have been identified during different Test Phases.

A Defect Manager can:

- Analyse the defects
- · Report on defect status

#### 6.1 Analyse the Defects

The Defect Manager ensures that the fields are kept up to date.

Stag     © Proposed     Area     MHHS Demo       Reson     New     Reson     MHHS Demo         Defect     Planing     Ownership       Click to add Theme     Defect Planing     System of Service 0   Defect Status       Defect Status     Defect Type 0   Centred By       Compact Data     Defect Type 0       Defect Status     Defect Type 0   Centred By       Compact Data     Teme 0   Defect Type 0       Deployment	NEW BUG () Field 'Title' cannot be emp	pty.		ر بر
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Let under been been been been been been been be	Theme 9		Planning 🖲	Ownership 🖲
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bed part of the set of			Defect Severity 😣	Programme Subject Matter Expert
Polymet       Depoint         Target Date       Test Res 0       In the 0         target Date       Tes	Defect Status			
Charged Date       Text Preace       For Preace       For Preace space of the space in the space of the space of the space in the space of the		oramme)	Lietect Type 🔮	Deployment
Append to Outour       Text the outour outour and the o		g. =y	Test Phase 🔒	To track releases associated with this work item, go to Releases and turn on
Philosopaments/Defect Management       Environment       Environment       Environment         Renormand       Searmand       Searmandd       Searmand       Searmand       Searmand       Searmand       Searmand       Searmand       Searmand       Searmand       Searmandd       Searmand       Searmand       Searmandd       Searmandd       Searmandd       Searmandd       Searmandd       Searmandd       Searmandd       Searmandd       Searmandd       Searma	Accionad to Group		Test Interval 🔒	deployment status reporting for Boards in your pipeline's Options menu. Learn more about deployment status reporting
Resper Groups     Buines Process     Const Constraints       Trigge State     Castification     Participant Organisation Name ©       A     Statification     Participant Organisation Name ©       Detersed     Statification     Participant Organisation Name ©       A     Statification     Participant Organisation Name ©       Participant Organisation Name ©     Participant Organisation Name ©     Participant Organisation Name ©       Participant Organisation Name ©     Participant Organisation Name ©     Participant Organisation Name ©       A     Description Organisation Name ©     Participant Organisation Name ©     Participant Organisation Name ©       A     Description Organisation Name ©     Description Organisation Name ©     Participant Organisation Name ©       A     Description Organisation O		agement		Environment 0
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Application     Departed maching     Departed maching       macking     Departed maching     B       B     Course Reson     Reson       B     Dested Reson     Departed Reson       Capping     Course Reson     Departed Reson Reson       Capping     Reson Reson     Reson Reson       Capping     Reson Reson     Reson Reson       Capping     Reson Reson     Reson Reson       Capping     Reson Reson Reson     Reson Reson Reson       Capping     Reson				Market Role
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A required     Expected Reason     Expected Reason       Charge Management Ref     Actual Reason     Expected Reason       Description II     Mapped on SpecMap     Actual Reason Number       Click to acid Overciption     Triss work iten is not mapped on any maps     Actual Reason Date				Fix ETA
Pageted Reson     Pageted Reson     Expected Reson       Description I     Mapped on SpecMap     Actual Relesse Number	CR required		Defect Root Cause	Expected Release Date
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Calcity and Description This work item is not mapped on any maps				Expected Release Number
	Description 9			Actual Release Date
	Click to add Description		This work item is not mapped on any maps	Release Version
Repro Steps				

#### 6.2 Report on defect status

#### Follow these steps to generate reports:

- 1. Click on Work Items under overview
- 2. Filter the defects to the build the report

#### 3. Click on Open filtered view in Queries

Azure DevOps KGTestSolution	/ Test 1 / Boards / Work items			Q Search 🗧	â ® & KG
Test 1 +	Work items 3.				
🧾 Overview	Recently updated $ \lor      +$ New Work Item $ \lor                  $	imn Options 🕺 Import Work Items	Recycle Bin	2.	± = 2
🕄 Boards 1.				Bug V Assigned to V States V	Area 🗸 Tags 🗸 🗙
low Work items	ID Title Assig	gned To State	Area Path	Tags Comments	Activity Date ↓
BB Boards	53 👼 Unable to select the drop down	Karthikeyan Ganesan • Active	Test 1		18/05/2023 13:39:41
Backlogs	67 🥳 Test 1 💿	Karthikeyan Ganesan    Proposed	Test 1		11/05/2023 17:14:18
Ď, Sprints	64 👹 Test 🚳	Karthikeyan Ganesan    Proposed	Test 1		20/04/2023 10:39:20
≕ Queries	48 👹 Test 5 - Naveen mic issue	Naveen Narayana • Resolved	Test 1		20/03/2023 14:36:54
Delivery Plans	49 👹 Test case 2 - Naveen login issue	Naveen Narayana • Active	Test 1		13/03/2023 15:56:32
Gi Analytics views	50 👼 Test case 3 - Naveen login field issue	Naveen Narayana • Active	Test 1		09/03/2023 15:37:10
😢 Repos	47 👼 Test 4 - Naveen mic issue 💿	Naveen Narayana • Resolved	Test 1		09/03/2023 15:36:31
😴 Pipelines	42 👼 Not able to view items 💿	Karthikeyan Ganesan    Proposed	Test 1		08/03/2023 14:05:11
👗 Test Plans	37 👹 pop-up page not visible 🏼 🚳	Darren Pyefinch    Proposed	Test 1		07/03/2023 11:43:28
Artifacts	51 👼 Test case 5 user not able to click download button 🥥	Naveen Narayana • Active	Test 1		01/03/2023 16:10:13

1. Click on Save query

Project settings

- 2. Give a name to the Query
- 3. Save the Query under shared Queries for reporting
- 4. Click on OK to save the Query

<b>Azure DevOps</b> KGTestSolutions	/ Test 1 / Boards / Queries	R Search 🗄 🗇 🍪 KG
Test 1 +	Queries > I Custom query > 1.	10 work items 1 selected
Overview	Results Editor Charts 🛛 D Run query 🕂 New 🗸 🗟 Save query 🙀 Save items 🤌 Column options 🖾 Email query 🗈 Copy q	puery URL $\downarrow$ Export to CSV 1 of 10 $\uparrow$ $\downarrow$ $\bigtriangledown$ Right $\sim$ $2^3$
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low Work items		rthikeyan Ganesan 🗇 0 comments Add tag 📄 Save 💿 Follow 💩 🖑 🦈 🚥
Boards	64 Bug 👹 Test Karthikeyan Ganes 🔍 Propos Test 1	
国 Backlogs	48 Bug 🦉 Test 5 - Naveen mic issue Naveen Narayana • Resolved Test 1 State Resolved Test 1 Reason	Active Area Test 1     Not fixed Iteration Test 1\\teration 0
_, Sprints	51     Bug	Details 🕄 🔗 (2) 🗓
⇒ Queries	42 Bug @ Not able to view nems New query X 49 Bug @ Test case 2 - Naveen login issue 2. Descr	
Delivery Plans	50 Bug 👹 Test case 3 - Naveen login field issue Name *	to add Description
Gi Analytics views	47 Bug 👼 Test 4 - Naveen mic issue	a da bearpaon
-	37 Bug ∰ pop-up page not visible 5. Folder * Test S	teps
🦻 Repos	Shared Queries V	
Pipelines		/2023 4:53 PM Bug filed on "Test Case 6"
👗 Test Plans	4. OK Cancel 1.	no. Result Title Passed
Artifacts		User able to click on status
Artifacts		Expected Result
		Able to click on status
	2.	Failed User able to select from drop down
		Expected Result
		Able to select drop down
		Comments: Unable to select
	Test	Configuration: Windows 10
Project settings		

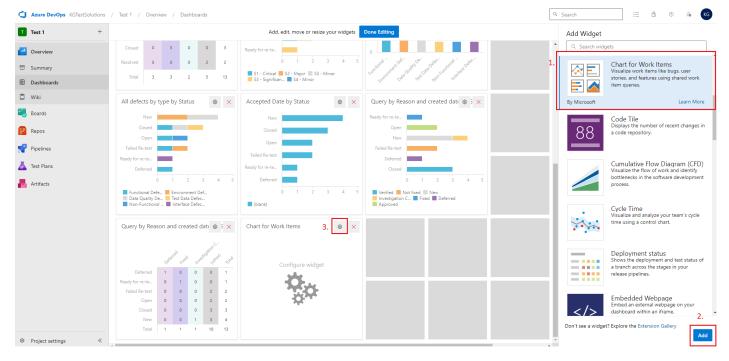
- 1. After saving the Queries, go to Dashboard (under Overview)
- 2. Create the Dashboard to create the charts on Defects

#### 3. Click on Edit

T Test 1 +	🗄 Naveen Narayana - All Statuses 🗸	😰 🖉 Edit 🖸 Refresh 🖤	8
lest i	Raveen Narayana - Ali Statuses V		φ
Overview	Closed 0 3 0 0 3	Open Ready for re-te	L
Summary 1.	Resolved 0 0 0 2 2	0 1 2 3 4 5 51 - Critical S J. Major S J. Minor	
Dashboards	Total 3 3 2 5 13	0 1 2 3 4 5 51 - Critical 52 - Major S3- Minor 53 - Significan. 9 4 - Minor	
] Wiki			
Boards	All defects by type by Status	Accepted Date by Status Query by Reason and created date by St.	
	New	New Ready for re-te	
Repos Repos	Closed	Closed Open	
Pipelines	Open	Open	
Test Plans	Failed Re-test	Failed Re-test	
<ul> <li>Test mans</li> </ul>	Deferred	Ready for re-te Closed	
Artifacts	0 1 2 3 4	5 Deferred 0 1 2 3 4	5
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	Closed 0 0 0 3 3 New 0 0 1 3 4		
	New 0 0 1 3 4 Total 1 1 1 10 15		

The screenshot of dashboard is for illustration purpose only

- 1. Select Chart for Work Items widget to create the report
- 2. Click Add
- 3. Click on Setting to define the chart



The screenshot of dashboard is for illustration purpose only

#### From the configuration pop-up screen:

- 1. Enter the Title of the chart, select the Query that was saved earlier and complete the required fields
- 2. Click on Save



The screenshot of dashboard is for illustration purpose only

## 7 Report writer

The Report Writer supports building queries and reports for the dashboard.

Note: This is an optional feature, and the default reports have already been built on the programme participants' instance.

#### 7.1 Building queries and reports for the dashboard

#### Follow these steps:

- 1. Click on Work Items under overview
- 2. Filter the defects to build the report
- 3. Click on Open filtered view in Queries

Azure DevOps KGTestSolut	tions	/ Test 1 / Bo	aards / Work items					Q S	earch	33		ම දින
Test 1	+	Work items	3.									
Overview		Recently updat	ted $\lor$ $+$ New Work Item $\lor$ $ ightarrow$ Open filtered view in	1 Queries 🤌 Colum	n Options  Import	Work Items 🛛 🖻	Recycle Bin	2.				<u>≓</u> = <b>0</b>
Boards 1.			keyword						Assigned to $~ee$	States 🗸	Area 🗸	Tags 🗸 🔅
Work items		ID	Title	Assigne	d To	State	Area Path	Tags		Comments	Activity Date	e 4
Boards		53	Unable to select the drop down	🧐 Ka	rthikeyan Ganesan	<ul> <li>Active</li> </ul>	Test 1				18/05/202	3 13:39:41
Backlogs		67	🍯 Test 1	🧐 Ka	rthikeyan Ganesan	Proposed	Test 1				11/05/202	3 17:14:18
), Sprints		64	🍯 Test	🪳 Ka	rthikeyan Ganesan	Proposed	Test 1				20/04/202	3 10:39:20
Queries		48	👹 Test 5 - Naveen mic issue	🐵 Na	veen Narayana	Resolved	Test 1				20/03/202	3 14:36:54
3 Delivery Plans		49	👹 Test case 2 - Naveen login issue	🐵 Na	veen Narayana	<ul> <li>Active</li> </ul>	Test 1				13/03/202	3 15:56:32
Analytics views		50	👹 Test case 3 - Naveen login field issue	🐵 Na	veen Narayana	<ul> <li>Active</li> </ul>	Test 1				09/03/202	3 15:37:10
Repos		47	👹 Test 4 - Naveen mic issue	🐵 Na	veen Narayana	Resolved	Test 1				09/03/202	3 15:36:31
Pipelines		42	Mot able to view items	🧐 Ka	rthikeyan Ganesan	Proposed	Test 1				08/03/202	3 14:05:11
Test Plans		37	👼 pop-up page not visible	🕑 Da	rren Pyefinch	Proposed	Test 1				07/03/202	3 11:43:28
Artifacts		51	👼 Test case 5 user not able to click download button	😗 Na	veen Narayana	<ul> <li>Active</li> </ul>	Test 1				01/03/202	3 16:10:13

- 1. Click on Save Query
- 2. Give a name to the Query
- 3. Save the Query under shared Queries for reporting

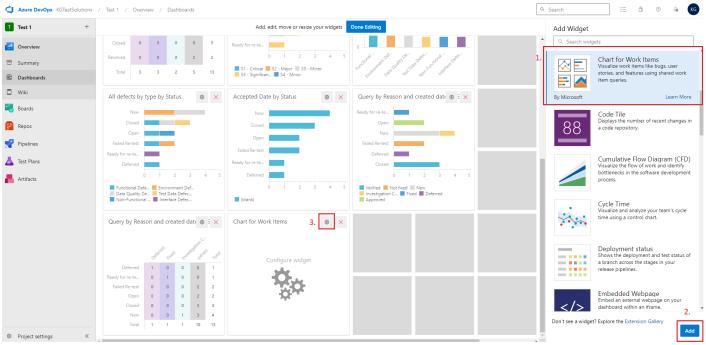
#### 4. Click OK to save the Query

Azure DevOps KGTestSolutions	' Test 1 / Boards / Queries	Q Search 🗄 🗇 🗞 KG
Test 1 +	Queries ⇒ 目 Custom query ∽ 1.	10 work items 1 selected
Cverview	Results Editor Charts 🛛 🗅 Run query + New 🗸 🗟 Save query 🖓 Save items 🖉 Column options 🖾 Email query	The Copy query URL $\pm$ Export to CSV 1 of 10 $\uparrow$ $\downarrow$ $\nabla$ Right $\sim$ $e^{\gamma}$
n Boards	ID         Work Item         Title         Assigned To         State         Area Path           53         Bug <u>B</u> Unable to select the drop down              ···· Karthikeyan Ganes              • Active              Test 1	<ul><li>Bug 53</li><li>53 Unable to select the drop down</li></ul>
Work items	67 Bug 👹 Test 1 Karthikeyan Ganes 🖲 Propos Test 1	🚳 Karthikeyan Ganesan 🗇 0 comments 🛛 Add tag 🛛 🕞 Save 💿 Follow 🚳 🕐 🏸 …
Boards	64 Bug 🤞 Test Karthikeyan Ganes 🔍 Propos Test 1	Test
国 Backlogs	48 Bug ∰ Test 5 - Naveen mic issue Naveen Naravana ● Resolved Test 1 51 Bug ∰ Test case 5 user not able to click download by#thm Naveen Naravana ● Active Text 1	State         Active         Area         Test 1           Reason         △ Not fixed         Iteration         Test 1\teration 0
Ď, Sprints		X Details 3 S (2)
= Queries	49 Bug 👹 Test case 2 - Naveen login issue 2.	Description
Delivery Plans	50         Bug         # Test case 3 - Naveen login field issue         Name *           47         Bug         # Test 4 - Naveen mic issue         Enter name	Click to add Description
Gi Analytics views	<ul> <li>av bug i best 4 viveren mic issue</li> <li>37 Bug i pop-up page not visible</li> <li>37. Bug i pop-up page not visible</li> </ul>	
Repos	Folder *	Test Steps
5 Nepos	Shared Queries V	3/13/2023 4:53 PM Bug filed on "Test Case 6"
💡 Pipelines		
👗 Test Plans	4. OK Cancel	Step no. Result Title 1. Passed User able to click on status
Artifacts		
		Expected Result
		Able to click on status
		2. Failed User able to select from drop down
		Expected Result
		Able to select drop down
		Comments: Unable to select
Project settings		Test Configuration: Windows 10
Project settings		

- 1. After saving the Query go to Dashboard under Overview
- 2. Select the Dashboard to create the charts on Defects
- 3. Click on Edit



- 1. Select Chart for Work Items widget to create the report
- 2. Click Add
- 3. Click on Setting to define the chart



The screenshot of dashboard is for illustration purpose only

From the configuration pop-up screen:

- 1. Enter the Title of the chart, select the Query that was saved earlier and complete the required fields
- 2. Click on Save

Azure DevOps KGTestSolutions /	/ Test 1 / Overview / Dashboards			Configuration
T Test 1 +				1.
2 Overview	Closed 0 3 0 0 3	Ready for re-te		Title Defects in Test 1 by State
Summary	Resolved         0         0         0         2         2           Total         3         3         2         5         13	S1 - Critical S2 - Major S3 - Minor	to and a set of the se	Width Height
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🔲 Wiki	All defects by type by Status	Accepted Date by Status	Query by Reason and created date by St	
🕄 Boards	New	New	Ready for re-te	Query*
😢 Repos	Closed Open	Closed	Open	Defects in Test 1
Pipelines	Failed Re-test	Open	Failed Re-test	Chart type
L Test Plans	Ready for re-te Deferred	Failed Re-test	Deferred	Pie ~
Artifacts	0 1 2 3 4 5	Deferred	0 1 2 3 4 5	Group by*
Pitrioco	Functional Defe Environment Def Data Quality De Test Data Defec	0 1 2 3 4 5	Verified Not fixed New Investigation C Fixed Deferred	State ~
	Non-Functional 📕 Interface Defec	E (blank)	Approved	Aggregation
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	Ready for re-te         0         1         0         1           Failed Re-test         0         0         0         2         2			✓ Proposed
	Open 0 0 0 2 2 Closed 0 0 0 3 3	4		✓ Design
	Closed 0 0 0 3 3 New 0 0 1 3 4			Active
Project settings	Total 1 1 1 10 13	Proposed 📕 Design 📗 Active 📕 Resolved		2. Save Close
to troject settings				

The screenshot of dashboard is for illustration purpose only