

The new Defect Details screen will display.

- The Detected By, Detected on Date, Test Name, Test Step, and Actual Results entered have been automatically populated on the New Defect screen.
- All fields indicated in red are required fields.
- A short description of the issue found must be entered in the summary section.
- In the Assigned To field, select the user name of the person that will be assigned to fix the defect. The test lead should provide information on the person to whom the defects will be assigned.
- In the Severity field, select the appropriate severity of the defect, ranging from 1 - Critical to 4 - Low. (See definitions below)
- In the Defect Type field, select the appropriate cause. (See definitions below)
- If the cause of the defect is not yet known, the developer should update/review the type once the cause is known.

Defect Definitions

Severity

- **Critical** - Further development and/or testing cannot occur, and the system cannot be used until the defect has been resolved. Project team will be notified to halt testing.
- **High** - The defect must be resolved as soon as possible because it is impairing development/and or testing activities. System use will be severely affected until the defect is fixed.
- **Medium** - The defect should be resolved in the normal course of development activities.

- **Low** - The defect is a nuisance which should be repaired after more serious defects have been fixed or is a nice-to-have feature. The defect may be deferred until a future revision or not resolved at all.

Defect type

- **Code/Config:** Defect is the result of code or configuration entered not matching the Design Document specifications.
- **Data:** Defect is the result of missing data, data incorrectly set up, or incorrect data defined.
- **Design:** Defect is the result of an incorrect design noted in the Design Document. The code or configuration matches what is stated in the design document, but the design does not meet the requirements for the project.
- **Non-Issue:** The defect created was found to not be a true issue related to the project (ex. User error in test). This defect type should only be used if the Defect Status is Rejected.
- **Requirement Imprecise:** Defect is a result of a vague requirement that did not provide enough detail to correctly determine design and code needed.
- **Requirement Missed:** Defect is a result of a missed requirement.
- **Security:** Defect is a result of incorrect security access created or defined.

Defect status

The following lists the user roles and defect statuses available to them for selection. Only the assigned defect statuses listed here may be used by each role.

Developer/Assigned To Role

- **Analysis/Dev:** Indicates Developer or Assignee is investigating and working the defect
- **Test:** Test is ready to be rerun

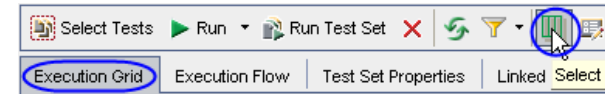
Tester/Detected By Role

- **Closed:** Defect Resolved
- **Deferred:** Deferred to future discussions or releases
- **Duplicate:** Same defect already exists
- **New:** Default Status for new Defect
- **Open:** Test was retested but continues to be faulty, defect not resolved

- **Rejected:** Defect does not need to be looked into, not related to the project
- **Reopen:** Test was resolved, but reopened due to new functionality or issues

Quick tips

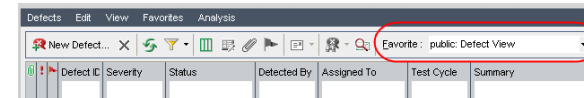
1) Use the 'Select Columns' button to add any field not visible. The suggested fields to display in the Test Lab section are noted below.






Suggested Test Lab fields to display

- Plan: Test Name
- Status
- Responsible Tester
- Planned Exec Date
- Planned Completion Date
- Tester
- Exec Date
- Time

2) Select the 'Public: Defect View' from the Favorites drop down list to display recommended columns in the Defect View.



3) Use the 'Keep on Top' button  to view the test case and enter results while the application being tested is up.

4) Use 'Snapshot'  under 'Attachments'  to attach screenshots of actual results.

Additional Resources

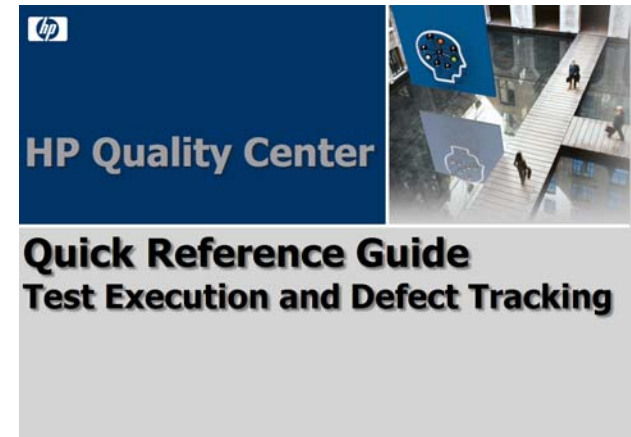
For Additional Assistance:

Contact the Global Service Desk at VPN 295-2000

Service Desk Tickets can be assigned to:

Support Organization: eBusiness Quality Assurance

Assigned Group: Quality Assurance Testing



Contents

- Basic Navigation
- Executing a Test
- Reporting the Results
- Creating a Defect
- Updating Defects

Printing Instructions:

- Print 2 sided, flip on the short side
- Paper size 8.5 x 14

Current Printed copy of this document is as of the day it is printed. Subsequent use of this printed document requires date verification.

Quality Center Overview

Quality Center is the Rockwell Collins e-Business tool that manages all cycles of testing. It provides a closed loop process to ensure requirements are fully tested, test cases are planned and executed, and defects are tracked to resolution.

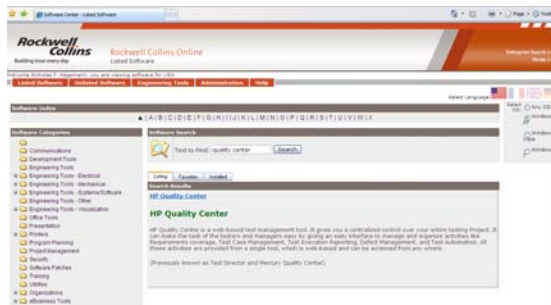
The tool has the capability to report valuable metrics and is maintained as a repository for reuse of tests. Quality Center has special features that include:

- Ease of capturing graphics
- Convenience of pinning tests to always display on top
- Ability to create and assign defects real-time while executing tests

Quality Center

Installing Quality Center

To install Quality Center, access the Software Center webpage, enter 'Quality Center' in the Text to Find box, and click the Search button.



When the application 'HP Quality Center' displays, click on the link to access the software.

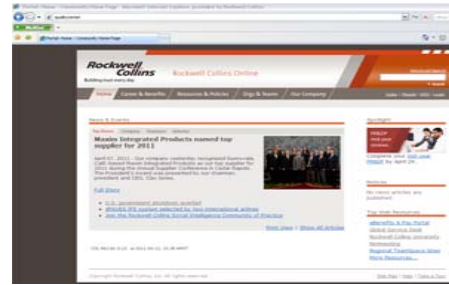
When the HP Quality Center Software Installation page displays, click on the Launch/Install button.



The HP Quality Center 10.0 Client Side Installation window will display. Click on the Install button.

Installation will begin. When the installation is complete, an Installation Complete message will display. Click on the OK button to complete the installation process.

Accessing Quality Center

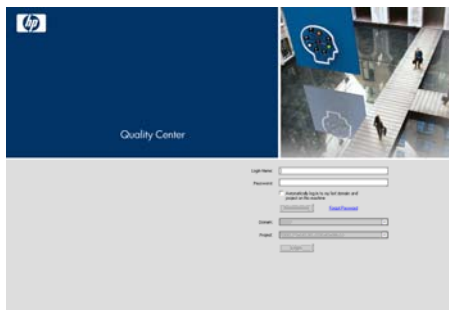


Enter 'qualitycenter' in the website address bar and select the Go button. This will open the HP Quality Center selection screen.

Logging into Quality Center



When the HP Quality Center page displays, click on the Quality Center link.



The Quality Center login page will display. Enter the network ID in the User Name field and the Quality Center password in the Password field - first time users should enter 'rockwell' and after logging in, the password may be changed.

Select **Authenticate**.

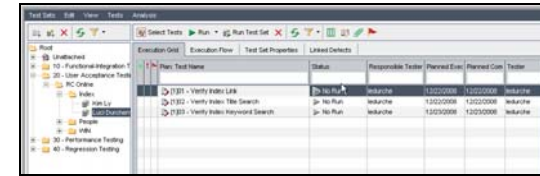
The Domain will automatically populate with S1070. This is the domain used for testing. Select the Project

provided by the test lead from the dropdown list.

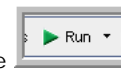
Click on the **Login** button.

Running a test

Enter Test Lab and select the test to run from the Execution Grid.

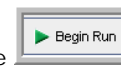
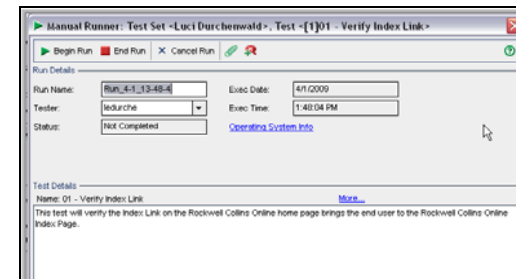


Note the Planned Execution Date and Planned Completion Dates (if entered) when choosing which test cases to run first.

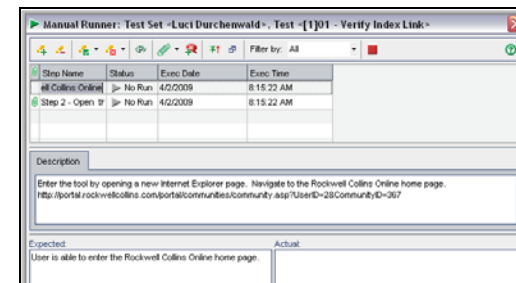


Click the Run button to start the test.

This will open the most recent version of the test to be executed. The Manual Runner screen displays the current run time information and any high level information entered about the test.



Click the Begin Run button.



Step One is ready to be tested. Make sure you click



on the Pushpin button to keep the Manual Runner screen on top. Follow the instructions in the description box. The expected results are also shown

in the Expected box below the description.

When the test step is completed, pass or fail the step, and add the information about the actual results in the Actual box.



If the test step passes, select the Pass button.



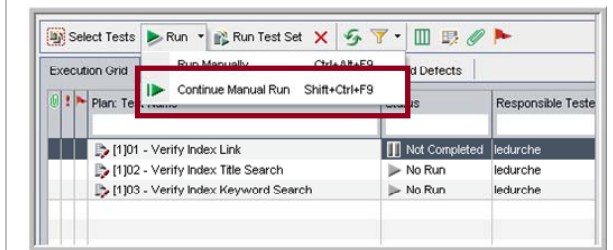
If the test step fails, select the Fail button and follow the 'Creating a defect' instructions below.



Select the End Run button when testing is complete.

Continuing a test

When returning to a partially completed test case, select 'Continue Manual Run' to continue the test where it left off.



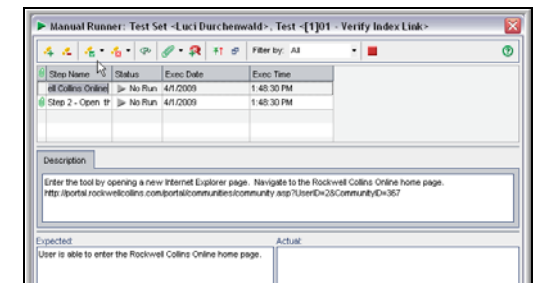
Creating a defect

When a failed test step is encountered, the actual results must be entered including any error messages that were displayed.

Creating a defect while in a test step will transfer test step information into the defect. This is the preferred method of defect creation.



Click the New Defect button to begin the defect creation.



Defect Creation