

# BA29 - User Acceptance Testing for Business Analysts

## Course Overview

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This is a 2-day class

This course is designed to help the Business Analyst (BA) to develop an understanding of their role, the process, and the deliverables associated with UAT. NOTE: This course will earn you 14 PDUs.



## Who Should Attend

This course is designed for the Business Analyst professional who is involved with testing the functionality of technology projects.

## Course Objectives

- Develop an understanding about basic concepts associated with User Acceptance Testing
- See how UAT applies to the Software Development Lifecycle (SDLC)
- Recognize benefits of improved quality of deployed software using User - Acceptance Testing
- Identify the key roles, activities and deliverables which make up User Acceptance Testing
- Use a Business Use Case to define scenarios for testing
- Create a UAT test plan and write UAT test cases with associated test data
- Understand the process for testing functional and non-functional requirements
- Identify the challenges of testing vendor-supplied applications

## Course Outline

### 1 Software Testing - the Basics

What is software testing and why is it important?  
Typical problems that we encounter with software  
The Cost of Quality (CoQ) and the cost of finding defects too late  
The "V" Testing Model  
The four stages of software testing (Unit, Integration, System, User Acceptance Testing)  
Testing best practices

### 2 Understanding the Tester's Terminology

What is UAT and what is the role of the Business Analyst?  
Characteristics of a good UAT tester  
The tasks of UAT testing  
The UAT documents  
Common terms & definitions

### 3 The UAT Planning Process

The importance of UAT planning  
What is a UAT Test Plan?  
The six steps for creating a UAT Test Plan  
General testing tips (see Testing Guidelines and Techniques document)

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## 4 UAT Test Coverage

What is UAT test coverage?  
Using a Requirements Traceability Matrix  
Set the testing scope – what to test and what not to test  
The UAT Test Coverage Matrix  
Verifying Non-functional requirements (i.e., performance, security, usability, availability, etc.)

## 5 Creating and Executing the UAT Test Cases

What are the goals of UAT testing?  
What is a UAT Test Case?  
How do UAT Test Plans and Test Cases relate?  
The four steps for creating a UAT Test Case  
Business Use Case and define test data for a portion of the steps  
Preparing, running, and documenting the UAT Tests  
General testing tips and techniques

## 6 Verifying the Test Results

Documenting UAT test results  
What is a defect?  
How to log a defect?  
The “bug” lifecycle  
Writing a good problem description  
Taking screen snapshots  
10 tips to avoid writing bad defect reports  
Signing-off on UAT

## 7 Testing Vendor-Supplied Applications

Challenges of testing vendor-supplied applications  
Challenges to the business  
Eight steps for testing vendor-supplied applications