

## OCS – Lync Migration Testing Process

Consulting Cloud Preview

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**Document Control**

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**Approved by:**

*This is an agreement between the Customer (representative of the Business) and Project Manager (at a minimum), on the Test Plan as understood at this specific point in time. Consider the aspect of 'buy-in' and support when identifying signatories.*

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## 1. DOCUMENT INFORMATION, CONTENT & PURPOSE

### 1.1. Document Purpose

The purpose of this document is to define the scope and approach that will be taken in testing for the OCS - Lync Migration project. It provides direction for the project, on how testing is to be planned and executed and is the governance document for all testing and verification activities within the project.

Specifically, this document outlines the scope, environments, entry/exit criteria, types of testing, defect management, roles and responsibilities and deliverables that will apply to the testing phases. The Test Plan covers all activities which assist the project to demonstrate that requirements have been fully tested or otherwise verified. These activities may be undertaken by the project Test Lead and/or end user representatives.

By clearly documenting the test approach, including constraints and risks, this document will ensure visibility and agreement to the responsibilities of the project, approach and level of risk involved in testing.

### 1.2. Intended Audience

Name	Title/Project Role

### 1.3. Associated Documents

Document Name	Version	Link
Lync Migration Business Requirements		
OCS to Lync Migration		
OCS - Lync Migration Defect Management Plan		
Lync_Issues_Risk Register		

## 2. TERMS AND ABBREVIATIONS

The following terms and abbreviations are used in this document for the purpose of brevity:

Term/Abbreviation	Definition
HPQC	HP Quality Centre
ISDN	Integrated Services Digital Network – high speed connection to the telephone network
OCS	Office Communication Server
PABX	Private Automatic Branch Exchange – telephone switching device used to route external phone calls using traditional telephony systems. Many Company X sites have at least one PABX.
PM	Project Manager
PMP	Project Management Plan
PLC	Project Life cycle
RTM	Requirements Traceability Matrix
SRB	Strategic Review Board
TIPT	Telstra IP Telephony
TSR	Test Summary Report
UAT	User Acceptance Test
xRG	Generic Review Groups