



What is a checklist and why is it important?

A checklist is a fundamental element of software testing. It includes a number of tests that help to determine whether the product is ready for deployment. And if not, it helps to find out which components must be reworked. There is no way to be completely sure of the product quality without a checklist. And here is why:

1. You might spend an eternity testing an app and still won't be able to say if it's ready to be released or not with 100% certainty. To prevent that from happening you need to have a fixed set of tests that cover functionality of the future software entirely.
2. You won't be able to come to a conclusion concerning the software being ready for deployment. Only with the help of a checklist you'll be able to see the percentage of app functionality that works properly.
3. Let's not forget about the "human factor". It's almost impossible to keep everything in mind and therefore name the product components that have already been tested and others that haven't.
4. You can't provide an exact time estimation for testing without a fixed set of tests.

Any checklist is created based on a [Software Requirement Specification \(SRS\)](#). When creating a list of tests, you should follow three basic rules:

1. Tests included must cover all of the product functionality. There shouldn't be a single requirement left unattended.
2. The number of tests must be minimised. The more requirements you can check with one test the better.
3. A set of tests mustn't repeat the requirements, but check them.

When should a checklist be created?

Right before the development process takes off – in [the final stages of the SRS](#) creation. A QA Engineer's input must be taken into consideration before the coding begins. Otherwise, you risk wasting resources and time on reworking the existing modules or releasing a product that does not [meet the customer's expectations](#).

At Magora, our approach to testing and quality assurance is thorough and systematic. Here's how we do it:

1. **Initial Specification Review:** When the initial specification is created, a dedicated QA specialist steps in. They meticulously study the document, offer valuable insights, and ask specific, clarifying questions to ensure a deep understanding.
2. **Test Plan Creation:** After the client approves the specification, we develop a comprehensive set of tests required for the product. To record test results, we provide various options. The most user-friendly is using a table with three columns: Test ID, Check, and Expected Results.
3. **Test Checklist Tools:** We have multiple options for managing checklists. Some teams use Excel, while others prefer Google Drive Tables, which allows dynamic updates and universal accessibility.
4. **Testing Phase:** Once the product is ready for testing, our specialists promptly begin testing it against all supported configurations, following a predefined checklist. Occasionally, new tests may be added to the checklist based on the specialist's findings.
5. **Reporting:** After completing all tests, our specialists generate both a Bug Report and a Product Status Report to document their findings and the product's status.
6. **Verification and Regression Testing:** If issues are identified during testing, we initiate Verification and Regression Testing to ensure that these problems have been effectively

addressed. The results of these procedures are integrated into the checklist.

7. **Record Keeping:** All finalized checklists are securely stored. This creates a comprehensive history of all testing iterations and associated reports, ensuring easy access to crucial information at any given time.

Our rigorous testing and quality assurance processes are designed to ensure the highest quality for [the products we develop](#). We value transparency, efficiency, and collaboration, making sure that our clients receive [the best possible results](#).