

# ERP TESTING CHECKLIST

## GENERAL PREPARATION

- Understand business requirements
- Define testing objectives for each phase
- Develop a test plan
- Allocate resources
- Train test teams on the ERP system, testing tools & processes
- Secure test environment that mimics the production environment
- Test data preparation – BrightSQL
- Go/no-go decision criteria when moving to another testing phase

## SOFTWARE TESTING PREPARATION

- Test case development – BrightSQL
- Automate test scenarios
- Testing tool selection
- Baseline performance metrics

## INTEGRATION TESTING PREPARATION

- Define systems and modules that integrate with the ERP
- Develop integration test cases
- Test data synchronization
- Cross-system access

## USER ACCEPTANCE TESTING PREPARATION

- Identify UAT participants
- Develop UAT scenarios – BrightSQL
- UAT training
- Feedback mechanisms
- Prepare user manuals to assist in UAT

## CROSS-PHASE CONSIDERATIONS

- Risk management plan
- Communication plan to keep stakeholders informed
- Backup and recovery plan for test environment
- Version control for managing changes
- Defect tracking
- System performance monitoring
- Compliance checks
- Review test progress and adapt plans

## FINAL PREPARATIONS

- Final review meeting before each testing phase
- Sign-offs and approvals from stakeholders