

## CHARTER

<Delete this bracketed text and insert the charter here or write a few sentences about the mission of this session>

## #AREAS

<Delete this bracketed text and list the configs you tested>

## START

<start date and time. Syntax is 00/00/00 0:00pm i.e. "5/30/00 3:20pm">

## TESTER

<tester name>

## TASK BREAKDOWN

## #DURATION

<values are "short", "normal", or "long" (either can have multipliers) i.e. "long \* 2">

short - 45 - 75 (60 +/- 15 minutes)

normal - 75- 105 (90 +/- 15 minutes)

long - 105 - 135 (120 +/- 15 minutes)

## #SESSION SETUP

<delete this text and write an integer here -- the percent of session duration spent on setup. Syntax: integer between 0-100>

## #TEST DESIGN AND EXECUTION

<percent of session duration spent looking for problems -- breadth. Syntax: integer between 0-100>

## #BUG INVESTIGATION AND REPORTING

<percent of session duration spent investigating problems once they were found -- depth. Syntax: integer between 0-100>

## #CHARTER VS. OPPORTUNITY

<syntax is a ratio of session duration they spent on mission (charter) vs investigating something else that was not part of the charter i.e. 85/15>

## DATA FILES

<List any files you created or used in this session. The syntax is 8.3 file format i.e. "foo.bat"> (If there are no datafiles, use #N/A)

## TEST NOTES

<free-form text field... anything goes. Keep good notes! I want details.>

## BUGS

<syntax is to list every bug with a #BUG tag. The text written between these tags can be free-form. (If there are no bugs, use #N/A)

## #BUG

This is a sample problem title

Repro:

1 --

2 --

3 --

Result:

Expected:

## #BUG

This is the problem title

Repro:

1 --  
2 --  
3 --

Result:  
Expected:

#BUG  
This is the problem title

Repro:  
1 --  
2 --  
3 --

Result:  
Expected:

#### ISSUES

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<same as BUG section above.> (If there are no ISSUES, use #N/A)

#ISSUE  
Found this weirdness. Is this a bug?

#ISSUE  
I need more PCs to do this testing.