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Test Plan

I will be testing the function of my spreadsheet such as my password, drop down lists, conditional formatting, validation rules, formulas (IF, VLOOKUP, COUNTIF), macro buttons, charts, data entry form and the expiry date of ticket does not exceed date. Testing my spreadsheet is important, so that I can be handed over with minimal errors.

My spreadsheet matches my purpose because it gives the ticket-holder details, for the people who applied for the tickets. It also tells what seats have been allocated to the applicants.

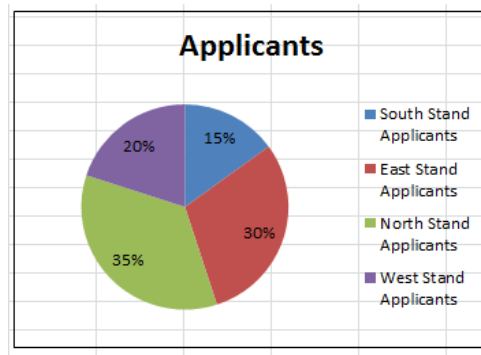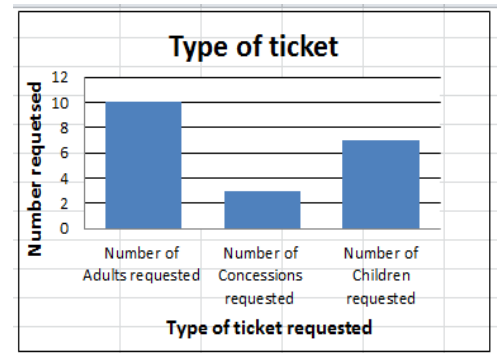| Test no:	Test:	Expected outcomes:	Actual outcomes:	Corrective outcomes:
1.	Password	Before you enter the spreadsheet, it should ask you for a password.	When I open my password spreadsheet, it asks me for the password.	
2.	Drop down lists	Gives more than one option.	For the gender, it lets me choose male or female.	
3.	Macro buttons	If you click on the macro button it should take you to the ticket holder details.	When I click on the macro menu button it takes me to the menu.	I had to save my spreadsheet as a macro enabled workbook.
4.	Charts	The charts should show the type of tickets requested.	The bar chart should show who applied such as adult, child and concession.	
5.	Data entry form	It is easy to interpret data.	When I need to add a new person, to the spreadsheet, It makes it easier to type the details.	
6.	Conditional formatting	Alter the appearance such as the colour.	The colour for the female cell is light blue and the colour for male cell is blue.	
7.	Validation rules	Enter a valid email address.	When I don't enter the correct email, it tells me to enter a valid email address, which includes a, @ symbol, full stop and a space.	
8.	Formulas	VLOOKUP and COUNTIF should work.	The VLOOKUP and COUTIF work.	My COUNTIF formula was not working because I put a space in the formula, and I had to take it out.
9.	Expiry date	Date should be valid.	The expiry date is valid.	

Requested seating area

West ▼

North
East
South
West

Drop down list

Applicants

- South Stand Applicants
- East Stand Applicants
- North Stand Applicants
- West Stand Applicants

15%
20%
30%
35%

Type of ticket

Number requetsed
12
10
8
6
4
2
0

Number of Adults requested | Number of Concessions requested | Number of Children requested

Type of ticket requested

Charts

=VLOOKUP($J$12:$J$31,'Season-ticket type details'!$A$2:$B$4,2)

=COUNTIF('Ticket-holder details'!J12:J31,"Adult")

Formulas

Protect Structure and Windows ? ✕

Protect workbook for
☑ Structure
☐ Windows

Password (optional):
****

OK   Cancel

Password

Confirm Password ? ✕

Reenter password to proceed.
****

Caution: If you lose or forget the password, it cannot be recovered. It is advisable to keep a list of passwords and their corresponding workbook and sheet names in a safe place. (Remember that passwords are case-sensitive.)

OK   Cancel

Ticket-holder details ? ✕

		1 of 20
Title:	Mrs	New
Forename:	Makhnoor	Delete
Lastname:	Chaudhry	Restore
Address :	89 Queens road	
Date of birth:	26/06/2000	Find Prev
Post Code :	E17 9LA	Find Next
Contact Number:	7582406140	Criteria
Gender :	Female	Close
Email Addess:	Makhnoor.Chaudhry@hotmail.com	
Type of ticket :	Child	
Date of applicaton:	10/07/2015	
Requested seating area:	West	
Price of Ticket:	£ 200.00	
Application successful?:	Yes	
Allocated seating area:	West	
Expiry date:	15/05/2016	

Data entry form

Ticket Holder Details

Macros

Valid email address ✕

❌ ENTER A VALID EMAIL.

Retry   Cancel   Help

Validation rules