

Development Project Testing How-to Guide

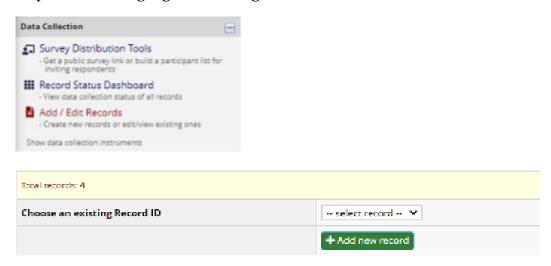
We cannot stress enough how important it is to test your development project thoroughly before having it moved to Production.

But what does "testing" mean exactly?

The best way to test your project thoroughly is to go through the **WHOLE data entry process, end-to-end**. Depending on how complex your project is, you'll want to do this MANY times to make sure you've testing all the branching logic, calculations, survey invitations, alerts, piping, survey queue, external modules, and any other features you might be using!

Testing yourself is the best way to uncover mistakes and hiccups in your project. It's not enough to just look at the Online Designer!

If you're just using Data Entry forms, this means going to Add/Edit records, and adding records with pretend data. You'll want to select all possible options to make sure all your branching logic is working.



If your project contains surveys, you'll need to **send the surveys to your own email address/your teammates' email addresses and follow the entire process that you plan to use with participants.**

Your participant list will end up looking something like this in the testing process, with your own/your colleagues' emails:

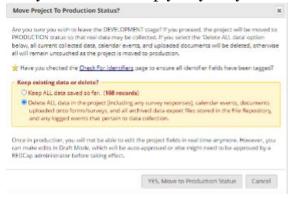


If you don't have a plan for what your survey distribution process will be, you're not ready to move to Production! That's OK, we can help you figure that process out. Try starting with this <u>survey development tool</u>.

But what about all the fake data I created?

This is exactly what Development is for. You can create as many test records as you need to. There is no limit. Complex projects can require **hundreds** of test records before they're ready to go live.

When the project is moved to Production, none of the data is migrated to the production project. All your data at that point should be test data, so you should choose "Delete ALL data in the project". However, please be aware that data is NOT really deleted - it simply stays in your development project.



If your Record Status Dashboard looks something like this (lots of records completed end-to-end) before you move to Production, you're on the right track:

Record ID	form - fill in first	use with LSA interpreters)	and study staff	subject if over 18	subject if over 18	Study Summary Document
1	•	•	0		0	0
3	•		•		0	0
4	•	•	0		0	0
5	•	•	0		0	0
6		•	0		0	0
8	•	0	0			0
LB TEST		•	0		0	0
TEST1	•	•	0		0	0
TEST2	•	<u></u>	0	0		•