NOTE: Replace italicised instruction text with your own content and enter “Not applicable” for sections that do not apply

|  |  |
| --- | --- |
| **Title** | *[one-line title to represent user story – e.g. Add new account]* |
| **Reference No** | *[unique number to identify user story – start with epic number – e.g. 1.1]* |
| **Priority** | *[priority assigned to the user story – e.g. low, medium, high]* |
| **Epic** | *[high-level topic that this user story falls under]* |

|  |  |
| --- | --- |
| **User Story** | As a *[user]*, I want to be able to *[perform a task]* so that I can *[obtain a benefit]* |
| **Description** | *[flush-out the details of the user story here – including: different scenarios, data that needs to be collected/stored, business and system rules, etc]* |
| **Assumptions** | *[list any beliefs or facts that drive actions and decisions for this user story]* |
| **Dependencies** | *[list other requirements or projects that must be completed before this requirement can be started]* |
| **Prerequisites** | *[list anything that must have happened before the functionality in this user story can occur – e.g. logged into the system, completed another user story, etc]* |
| **Security/Access** | *[identify who can access this functionality]* |
| **High Level Solution** | *[provided by the developer to indicate how the solution will address this user story]* |
| **Comments**  *(dd/mm – initials – text)* |  |
| **History** |  |
| Date written: | *[date the user story was completed and ready for developers to review]* |
| Date scheduled: | *[date the user story is scheduled for inclusion in a sprint]* |
| Date delivered: | *[date the user story was implemented]* |
| Data removed from backlog: | *[used if the user story is no longer required]* |

| **Ref. No** | **Scenario**  *[Given… / And…]* | **Steps**  *[When…]* | **Expected Outcome**  *[Then…]* | **Actual Results** | **Issue # /Priority** |
| --- | --- | --- | --- | --- | --- |
| Ex. | Given a user has logged into the application  And has added items to the shopping card | When the user chooses to check out | Then the system will go to the payments page |  |  |
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**Notes:**

During testing, document the actual results and if they vary from the expected outcome, then raise an issue with the developer. Number the issue and place a priority on it.