

TEMPLATE

The Risk-Based Test Plan Template

Prioritise testing effort by risk instead of spreading it evenly and thin.

FORMAT

1 template

TIME

40-60 min

WHO IT'S FOR

QA, delivery and engineering teams planning testing effort

USE IT WHEN

Use when testing time is limited and effort needs to go where risk is highest.

01 Risk

- What's most likely to break, based on recent changes?
 - What's complex, unfamiliar or poorly understood?
 - What has broken before?
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02 Impact

- What happens to users if this breaks in production?
 - Is this a minor annoyance or a trust-breaking failure?
 - Does this touch money, data or safety?
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03 Coverage

- What's already covered by automation?
 - What genuinely needs manual, exploratory attention?
 - What are we consciously choosing not to test, and why?
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04 Owner

- Who owns testing this area?
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- Is that clear to the whole team, not just QA?
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- What's the plan if it's found broken close to release?
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This resource is deliberately lightweight. Adapt the language to your context and capture the decisions that follow.