

GBW_Chapter_Form_Testing_Matrix

Test Category	Test Item	Expected Result / Notes	Pass/Fail	Comments
Form Access	URL loads properly	Page should load without errors		
Form Access	Mobile responsiveness	Form adjusts correctly on phone/tablet		
Form Fields	All required fields are marked clearly	Asterisk or similar, with 'Required' noted		
Form Fields	Field labels are accurate and visible	Label text is descriptive and visible		
Form Fields	Field validation works (email, phone, etc.)	Shows error on wrong input		
Form Fields	Conditional logic works correctly	Fields show/hide based on selection		
Form Fields	Dropdowns/multiple choice options are correct	Matches event info		
Form Fields	Free text boxes accept input and have char limits	Prevents overflow if needed		
Payments (if any)	Payment amount matches registration tier	Correct pricing shown		
Payments (if any)	Payment processing works (test mode OK)	Redirects to Stripe/PayPal, submits successfully		
Uploads (if any)	Upload field accepts correct file types/sizes	e.g., .jpg/.pdf under 10MB		
Accessibility	Labels are associated with inputs	Screen reader compatible		
Accessibility	Tab order is logical	User can tab through fields in order		
Accessibility	Color contrast and font readability	Meets WCAG standards		
Submission Behavior	Form submits successfully	Shows thank you message or redirects		
Submission Behavior	Confirmation email is sent	Registrant receives email		
Submission Behavior	Notification email sent to chapter contact	Organizer receives submission		
Submission Behavior	Confirmation page/info matches event details	Date/time/location consistent		
Backend/Reporting	Submission appears in Formstack entries	Data correctly saved		
Backend/Reporting	Integration with email lists/CRM (if used)	Adds contact to proper group/tag		
Other	Event image/logo displays correctly	High-quality and not pixelated		
Other	Form includes cancel/refund policy (if needed)	Clear wording visible		