

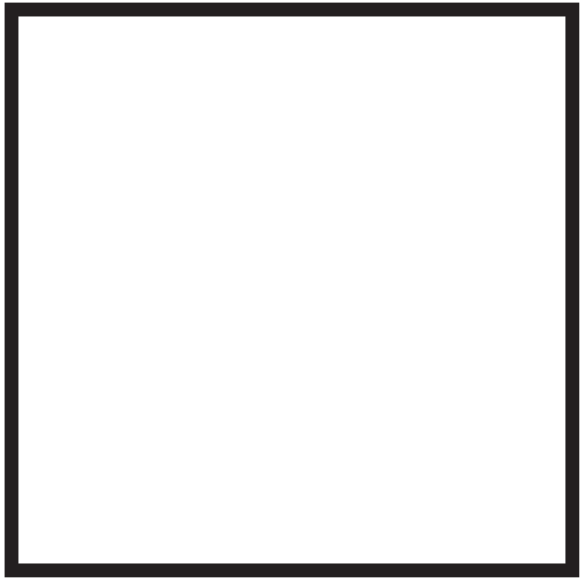
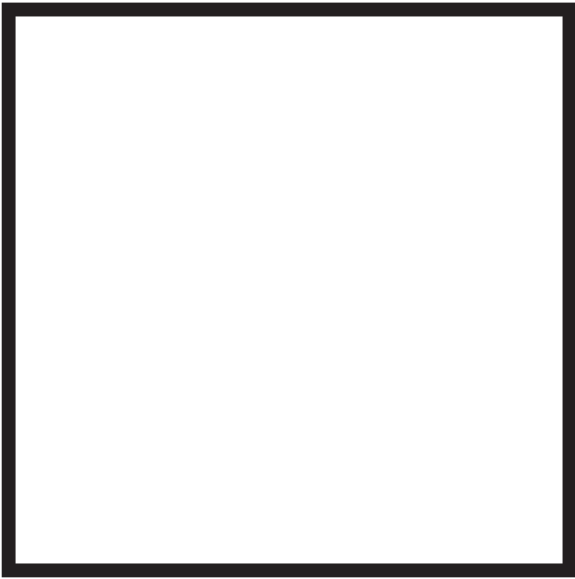
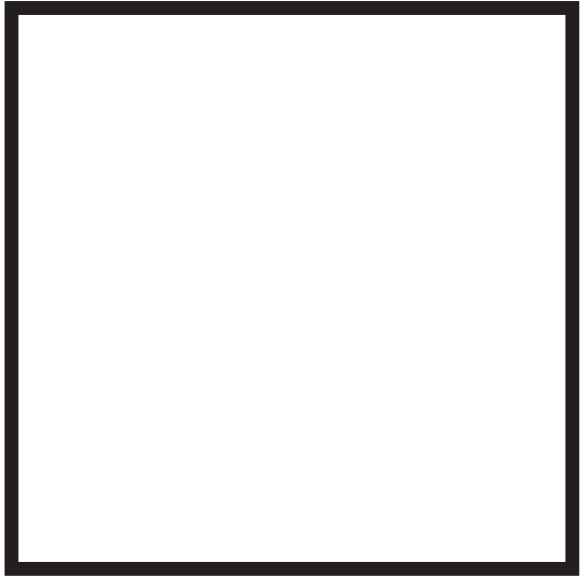
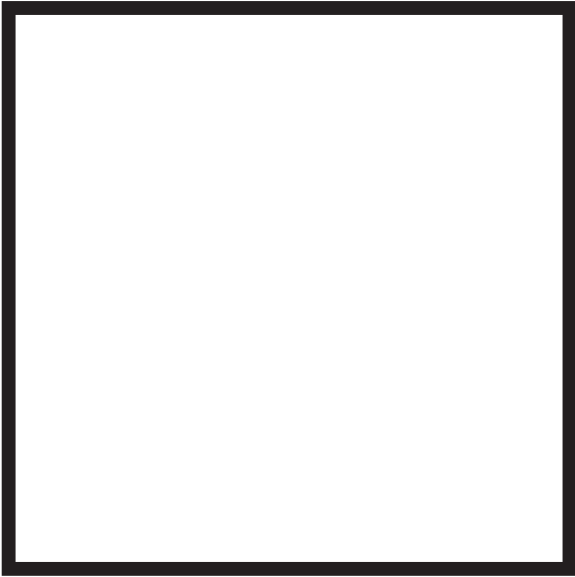
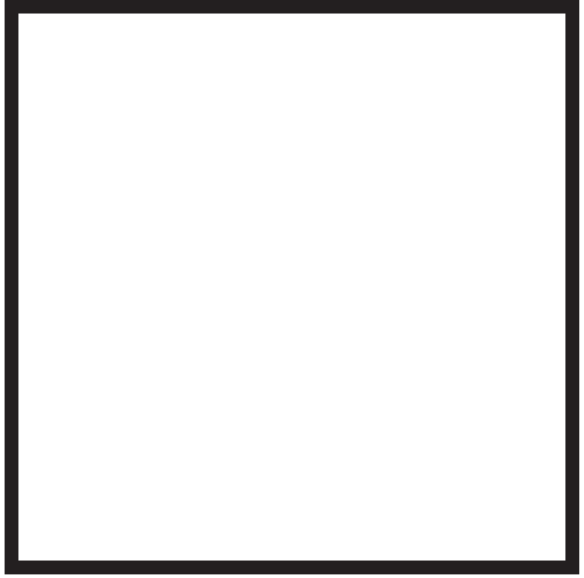
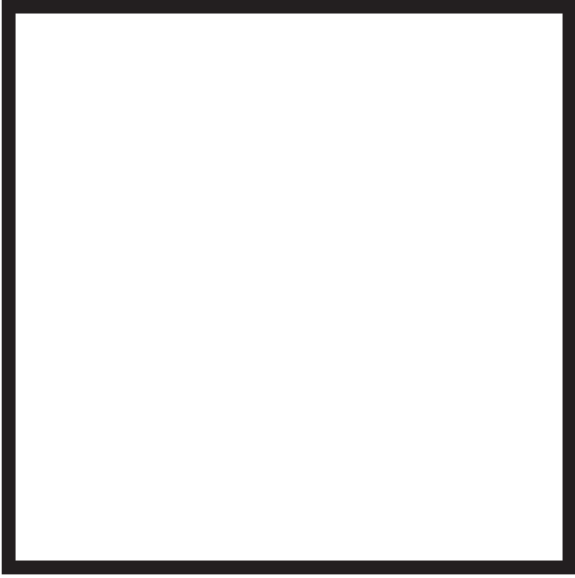
BUG REPORT STICKY NOTES INSTRUCTIONS

Step 1 Print out the blank page template

Step 2 Place your sticky notes on top of the squares of the blank template

Step 3 Making sure you've put the top, adhered end of the template into the printer first, print out the full Bug Report Template one page at the time

Step 4 Enjoy :)



BUG REPORT TEMPLATE

Title/Summary



Title/Summary

This should be descriptive enough for your teammates to understand the issue.

BUG REPORT TEMPLATE

Description



Preconditions

If any are necessary for reproduction (eg. set your device to "Zoomed" view, throttle your internet speed connection, etc.)

BUG REPORT TEMPLATE

Description



Steps to reproduce

Be detailed! Someone who's never used the app should be able to reproduce the bug by following the steps.

BUG REPORT TEMPLATE

Description



Actual result

Describe what happens after you executed the reproduction steps

BUG REPORT TEMPLATE

Description



Expected result

Describe what should have happened after you executed reproduction steps. Make sure to add "source of truth" (AC of the ticket, link to the project documentation, link to design, etc.)

BUG REPORT TEMPLATE

Attachments



Attachments

Videos/screenshots/logs and similar that should visually represent the bug. Having attachments is good proof that you can reproduce the bug. With attachments, you can save your teammates a lot of time when they're reproducing the issue.

BUG REPORT TEMPLATE

Required information



Environment

The environment in which the was bug reproduced (production/develop/QA/etc.)

BUG REPORT TEMPLATE

Required information



Build version

The app version is super useful to devs. They can easily track down changes from previous versions and locate which change caused the bug.

BUG REPORT TEMPLATE

Required information



Device

On which device was the bug reproduced? (Add technical specification).

BUG REPORT TEMPLATE

Required information



OS version

The operating system used to reproduce the bug (e.g., macOS Big Sur 11.5, Windows 10, etc.)

BUG REPORT TEMPLATE

Required information



Severity

Blocker, critical, major, minor, or trivial.

BUG REPORT TEMPLATE

Additional information



Test data

Accounts required (admin, user, etc.)

BUG REPORT TEMPLATE

Additional information



Level of reproducibility

Sometimes we run the same steps to reproduce a bug and we get different results. That's why this part of the bug report is important: it can help you define the priority of the bug.

BUG REPORT TEMPLATE

Additional information



Workaround

Sometimes you can get an app's desired behavior by avoiding the bug. This is helpful when defining bug priority.