

Win95 Acceptance Test

Author: Jared Quinert
Date: Thursday, 10 April 1997
Revised:

Project:	
Version:	
Tester:	
Test Machine:	
Date:	

Index

Index.....	2
Introduction.....	3
Windows 95 Gadget Functions.....	4
Windows.....	4
Drop Down Menus.....	7
Dialogue Boxes.....	8
File Selector.....	9
Scrollbars.....	10
List boxes.....	11
Combo Box.....	11
Radio Buttons.....	12
Check Boxes.....	12
Text Entry Box.....	13
Buttons.....	14
Exiting Application.....	15
Clean exit.....	15
Exiting Methods.....	15
Keyboard Shortcuts.....	16
Windows 95 Environment.....	17
Task Switching.....	17
Task Bar Entry.....	18
Screen Mode Changes.....	20
Setup Program Requirements.....	21
Approval.....	22

Introduction

Users of Windows 95 applications expect certain behaviour. This document attempts to outline the behaviour of the various Win95 features. Bear in mind that this is *ideal* behaviour. In a perfect world, all would function as listed below. In reality, there is also a minimum level of functionality for all of these items. I am suggesting that when this document is complete, it may have a points rating system, where points are deducted for non-ideal interface. A score below some fixed number would require rejection by QA, or at least negotiation.

While this document is primarily a Windows 95 software testing tool, we would also like to see this document referred to by programmers and designers, thus providing standards for interface design.

Many game interfaces have features that perform Win95-like functions. When used on a PC platform, these should behave as if they were Win95 functions to provide ease of use for the user.

Windows 95 Gadget Functions

Windows

Title Bar

- Program's icon appears in the left hand side of the title bar.
- Title bar displays the application's name, and some meaningful information. At minimum, this should be the application name followed by the currently active document's name.
- Double click title bar toggles between windowed and maximised.
- When application/window is not maximised, clicking mouse on title bar and dragging mouse moves the window.
- Maximised application is not movable.

Clicking the program icon on the title bar presents the following options -

When application is maximised:

Restore:

- Returns the application/document to windowed mode.
- Window stays the same size as it was last time windowed.

Minimise:

- Minimises the application/document.

Close:

- Closes the application/document.

- All other options are greyed out.

When application is windowed:

Move:

- Allows you to move the application/document.

Size:

- Allows you to resize the application/document.

Minimise:

- Minimises the application/document.

Maximise:

- Maximises the application/document.

Close:

- Closes the application/document.

- All other options are greyed out.

Right click title bar presents the following options:

When maximised:

Restore:

- Returns the application/document to windowed mode.
- Window stays the same size as it was last time windowed.

Minimise:

- Minimises the application/document.

Close:

- Closes the application/document.

- All other options should be greyed out.

When windowed:

Move:

- Allows you to move the application/document.

Size:

- Allows you to resize the application/document.

Minimise:

- Minimises the application/document.

Maximise:

- Maximises the application/document.

Close:

- Closes the application/document.

- All other options should be greyed out.

- Clicking minimise button minimises application

- Click close box closes window.

- Clicking the restore button (when available) restores the application.

- Clicking the maximise button (when available) maximises the application.

- Status information (where appropriate) is displayed in a status bar at the bottom of the window. This should include information such as: Page number, page size, position in page, load/save/printing status.

Window Border

If window is required to be resizable.

Verify that grab handles appear when mouse is held over

- top,

- bottom,

- left and

- right edges.

- Grab handles appear when mouse is held over all four corners of the window.

- Window has a 'thumb' at the bottom right corner of the window to allow resizing of the window.

Windows Within Windows (Documents)

Function as normal windows, except as outlined below.

- [] Minimised document should appear as a window of the smallest possible size, at the bottom of the application's window.

Minimised document should have the following functions –

Restore

- [] Accessible by left clicking the restore button on the minimised window.
- [] Accessible by left mouse clicking the program icon on the minimised window and selecting 'Restore from the window'.

Move

- [] Accessible by left clicking the title bar of the minimised window and dragging the window to its new position.
- [] Accessible by left clicking the program icon on the minimised window and selecting 'Move'.

Maximise

- [] Accessible by clicking the maximise button on the title bar of the minimised window.
- [] Accessible by left clicking the program icon on the title bar of the minimised window and selecting 'Maximise'.

Close

- [] Accessible by clicking the close button on the title bar of the minimised window.
- [] Accessible by left clicking the program icon on the title bar of the minimised window and selecting 'Close'
- [] Accessible by double clicking the program icon on the title bar of the minimised window.
- [] Accessible by pressing <Ctrl+F4>.
- [] Right click has no function on minimised windows.

Drop Down Menus

- [] Left Click activates Menu bar.
- [] Drop down menu appears on top of all windows and toolbars.
- [] After left click on menu bar, menus stay active until either menu item is selected or mouse is clicked outside menu bar.
- [] Moving mouse over sub menu causes sub-menu to activate.
- [] Sub menu stays activated until mouse moves over a menu entry higher in the menu hierarchy.
- [] Left click activates all active menu items.
- [] Unavailable menu items are greyed out.
- [] Unavailable menu items are unselectable.
- [] When navigating menu with keyboard, unavailable menu items still highlight when cursor moves over them.
- [] When navigating menu with keyboard, pressing Enter on an unavailable menu item cancels the menu.
- [] Right clicking a drop down menu has no effect.
- [] Drop down menu options with a single key shortcut or a shortcut that is a combination of <Ctrl>, <Shift> or <Alt> and a single key should have the shortcut shown next to the drop down menu item.
- [] Drop down menus that when selected take you to a dialogue box should have '...' next to them.
- [] Pressing <Alt> activates the drop-down menu so that it may be navigated with the cursor.
- [] Each drop down menu should have a unique <Alt> + letter shortcut assigned to it.
- [] Each menu item in a drop down menu should have a unique <Alt> + letter shortcut assigned to it.

Dialogue Boxes

- Dialogue has a title bar.
 - Dialogue has an appropriate title.
- Right clicking on dialogue's title bar presents the following options:
- Move – Allows you to move the dialogue box.
 - Close – Closes the dialogue box.
 - Title bar has a help button that provides help on dialogue's features.
 - Title bar has a close box that closes the dialogue.
 - Dialogue has at least two buttons that provide at least the following functions:
 - Proceed with changes (OK type button).
 - Revert to state that application was in before dialogue box was entered (Cancel button).
 - Sub-areas of a dialogue box should appear as 'tabs'.
 - Clicking upper row of tabs makes that row the lower row.
 - Tab key moves between fields in the dialogue box.
 - Tab key moves between fields in the dialogue box in a logical order: Left to right, top to bottom, except for columned lists, such as checkboxes, where the order is top to bottom, left to right.
 - Shift+Tab moves in reverse through the dialogue box.
 - Ctrl+Tab switches between the 'Tabs' at the top of the dialogue.
 - <Esc> cancels the dialogue.
 - <Alt>+<F4> cancels the dialogue box.

File Selector

The file selector is a specialised dialogue box. As such it should satisfy the dialogue box requirements above.

- Dialogue has a title bar.
- Dialogue has an appropriate title.
- Right clicking on dialogue's title bar presents the following options:
 - Move – Allows you to move the dialogue box.
 - Close – Closes the dialogue box.
- Title bar has a help button that provides help on dialogue's features.
- Title bar has a close box that closes the dialogue.
- Dialogue has at least two buttons that provide at least the following functions:
 - Proceed with changes (OK type button).
 - Revert to state that application was in before dialogue box was entered (Cancel button).
- Sub-areas of a dialogue box should appear as 'tabs'.
- Clicking upper row of tabs makes that row the lower row.
- Tab key moves between fields in the dialogue box.
- Tab key moves between fields in the dialogue box in a logical order: Left to right, top to bottom, except for columned lists, such as checkboxes, where the order is top to bottom, left to right.
- Shift+Tab moves in reverse through the dialogue box.
- Ctrl+Tab switches between the 'Tabs' at the top of the dialogue.
- <Esc> cancels the dialogue.
- <Alt>+<F4> cancels the dialogue box.

Additionally:

- File Selector has a meaningful title (eg. 'Open a file').
- Has a 'Look in:' drop box which contains a list of all available drives.
- Has a 'Move back one directory level' button.
- Has a 'File name:' text box which allows you to enter a file name.
- File Name text box allows you to enter file masks (eg. *.html, a*, mail.u??).
- Has a 'Files of type:' drop list which allows you to select appropriate pre-defined file masks.
- If the File Selector is a 'Save' file selector, then a 'Make new directory' button should be available.
- When the file list has focus, pressing an alpha or numeric key will highlight the first filename that begins with that character. Subsequent pressing of the same key highlights the next filenames that start with the character pressed.

Non-essential but expected features:

- List Mode button: Shows small icons and filenames only for each file.
- Details button: Shows small icon, filename, file type, date created and size for each file.

Scrollbars

- Up arrow scrolls window contents down.
- Down arrow scrolls window contents up.
- Clicking in scroll bar outside slider thumb moves scroll thumb toward mouse pointer. Scrolls up/down or left/right appropriately.
- Clicking and holding mouse in scroll bar outside slider thumb causes slider thumb to continually move toward mouse pointer. Slider thumb stops when thumb reaches mouse pointer.
- Clicking and holding mouse button on slider thumb then allows slider to be dragged up and down.
- Dragging slider thumb up scrolls windows contents down while mouse button is held.
- Dragging slider thumb down scrolls windows contents up while mouse button is held.
- Slider thumb should scale to reflect the portion of the document that is being shown (see Netscape).

List boxes

- Left click anywhere within the list box causes the list to drop down.
- List stays dropped down until a list item is selected or the mouse is clicked outside the box.
- If list is large, scrollbar should appear to allow selection of non-visible items.
- Verify scrollbar functions correctly if present.
- Cursor up/down scrolls through items in the list.
- <Alt> + <Cursor down> drops the list down.

Combo Box

- Clicking in List part of combo box allows user to enter text.
- Clicking down arrow in combo box drops down the list of items.
- Typing in combo box takes you to the first item that matches the letters typed.
- Drop list stays dropped down until a list item is selected or the mouse is clicked outside the box.
- If list is large, scrollbar should appear to allow selection of non-visible items.
- Verify scrollbar functions correctly if present.
- Cursor up/down scrolls through items in the list.
- <Alt> + <Cursor down> drops the list down.

Radio Buttons

- Verify that only one radio button is selectable.
- Verify that there is a radio button that is selected by default.
- Verify that radio button activates when radio button is selected.
- Verify that radio button activates when radio button text is selected.

Check Boxes

- Verify that checking an empty box checks that box.
- Verify that checking a checked box clears the checkmark.
- Verify that check box activates when radio button is selected.
- Verify that check box activates when radio button text is selected.

Text Entry Box

- [] Verify that text scrolls left when text area is filled if number of allowable characters is greater than the text area's size.
- [] Verify that Enter exits the text entry box and accepts the contents of the box.
- [] Verify that Tab moves the highlight away from the text entry box.
- [] Verify that Esc undoes input to the text entry box.
- [] Double clicking on text in the text box selects the word that was double clicked.
- [] Clicking inside text box when focus was not on text box highlights all text in the text box.
- [] Mouse cursor changes into an I-beam when the mouse moves into the text box.
- [] Dragging the mouse over text in the text box highlights text.
- [] Clicking mouse once on text while text box has focus activates cursor in text.
- [] Holding control and moving cursor moves from word to word.
- [] Holding shift and moving cursor highlights text in text box.
- [] Holding control and shift and moving cursor highlights text in text box word by word.
- [] Cut, copy and paste are available on selected text if appropriate.

Buttons

- [] Verify that the button that should be the default option is highlighted and is activated by pressing <enter>.
- [] Verify all buttons other than OK and Cancel have appropriate <Alt+(A key)> keyboard shortcuts.
- [] Buttons are only activated when the mouse is depressed over the button and released over the button.

Exiting Application

Clean exit

- Program prompts 'Are you sure' when exiting.
- Program prompts you to save if data will be lost by exiting.
- Fullscreen program returns you to the correct resolution and colour depth.

All resources have been released by the application:

- Sound hardware is now available to all applications.
- Communications devices are now available to all applications.
- All memory has been released to the system.
- Task bar entry is removed.
- <Ctrl+Alt+Delete> task list entry is removed.

Exiting Methods

- Program exits cleanly when application window's close box is clicked.
- Program exits cleanly when <Alt+F4> is pressed.
- Program exits cleanly when killed from <Ctrl+Alt+Delete> task menu.
- Program exits cleanly when icon on title bar is clicked and 'Close' is selected.
- Program exits cleanly when title bar is right clicked and 'Close' is selected.
- Program exits cleanly when icon on title bar is double clicked.
- Program exits cleanly when task bar entry is right clicked and 'Close' is selected.
- Program exits cleanly when Win95 is shut down.
- Program exits cleanly when Win95 closes all programs and logs on as new user.
- Program exits cleanly when application's exit is selected (eg. From file menu).

Keyboard Shortcuts

- [] Verify that all shortcuts are active where applicable.
- [] Verify that inappropriate shortcuts do not cause any problems.
- [] Verify that shortcuts don't interfere with full-screen applications

- [] Alt+Tab – Switch between applications.
- [] Alt+Esc – Send current application to the bottom.
- [] Alt+Enter – Make current application full screen.
- [] Alt+Space – Acts like a left click on the icon on the title bar.
- [] Alt+PrtScrn – Copy window contents
- [] Ctrl+Space – Does something, only observed effect is to activate objects on the desktop.
- [] Ctrl+Esc – Brings Taskbar to the top.
- [] Ctrl+Tab – Cycles through windows within an application.
- [] PrtScrn – Copies the screen to the clipboard.
- [] Ctrl+C – Copy selected item.
- [] Ctrl+V – Paste selected item.
- [] Ctrl+X – Cut selected item.
- [] Ctrl+Z – Undoes last command.
- [] Ctrl+Y – Redoes undone command.
- [] Ctrl+A – Select all.
- [] Delete – Deletes selected item.

- [] F1 – Help
- [] F2 – New game
- [] F3 - Pause
- [] Alt+F4 – Exits application or modal dialogue box.
- [] Ctrl+F4 – Close window or non-modal dialogue within application.
- [] F4 – Switch game to full-screen.
- [] F12 – Save as.
- [] Alt – Activates Menu bar.
- [] Esc – Multi-purpose cancel. Cancels dialogue boxes, drop list entry.
- [] Tab – Switches between fields within a dialogue box.
- [] Shift+Tab – Reverse switches between fields within a dialogue box.

Windows 95 Environment

Task Switching

- [] Pressing and holding Alt+Tab displays the current application's icon in the task list.
- [] Application instantly returns to being the top application when selected either from the Alt+Tab task list, or when clicked on in the task bar.
- [] Palette is restored upon returning to the application.
- [] Correct palette is restored to desktop or other application when focus is removed from the application.
- [] Icon in task list displays with correct palette.

Task Bar Entry

Right clicking task bar entry presents the following options:

If application was maximised before being minimised:

Restore:

Returns the application/document to windowed mode.

Window stays the same size as it was last time windowed.

Minimise:

Minimises the application/document.

Close:

Closes the application/document.

All other options should be greyed out.

If application was windowed before being minimised:

Move:

Allows you to move the application/document.

Size:

Allows you to resize the application/document.

Minimise:

Minimises the application/document.

Maximise:

Maximises the application/document.

Close:

Closes the application/document.

All other options should be greyed out.

If application is maximised:

Restore:

Returns the application/document to windowed mode.

Window stays the same size as it was last time windowed.

Minimise:

Minimises the application/document.

Close:

Closes the application/document.

All other options should be greyed out.

If application is windowed:

Move:

Allows you to move the application/document.

Size:

Allows you to resize the application/document.

Minimise:

Minimises the application/document.

Maximise:

Maximises the application/document.

Close:

- Closes the application/document.
- All other options should be greyed out.
- Icon appears in task bar entry.
- Text that appears on window title bar appears in task bar entry.
- Left clicking task bar entry makes application the top application.

Screen Mode Changes

- Program warns if unable to run in current colour depth.
- Program warns if unable to run in current resolution.
- Program warns if performance will be degraded due to colour resolution and depth.
- Program successfully changes resolution if change is allowable.
- Program successfully changes colour depth if colour depth change is allowable.
- Maximised applications remain maximised when resolution is increased.
- Windows that are not full screen retain their pixel dimensions (x, y) if screen resolution is increased or decreased.
- Windows that are not full screen have their size cropped so that they may fit in the current screen area when the new screen resolution will not allow the existing size.
- Windows retain their top-left corner location when the resolution is changed.

Setup Program Requirements

- [] Program offers a minimal installation.
- [] Program offers a maximum installation if CD access is unacceptably slow at times.
- [] When asking where to install, standard Win95 browsing is available to select the install directory.
- [] Setup provides an uninstall option.
- [] Uninstall removes all registry entries relating to the application.
- [] Uninstall is available through Win95's Add/Remove programs (EA require this for Win95 products).
- [] Setup asks before installing DirectX if it detects an existing installation of DirectX.
- [] Setup asks before installing Start menu shortcuts.
- [] Setup asks before installing desktop shortcut.
- [] Setup asks before overwriting/updating any .DLL files.

Approval

[] Product passes all Win95 standards?

Signed: _____

Print Name: _____