12 Step Meeting List – Checklist

The following is not meant to be an exhaustive list of all tests that could be run to test TSML, but simply a starting place to aid the Code For Recovery team in an effort to catch common bugs introduced during [WordPress “Core” updates](https://make.wordpress.org/core/) like the upcoming 6.4 release expected in November 2023.

# Notes on Use of this checklist

* Execute the suggested scenarios with different user roles e.g., admin users, editor users, guest visitors, etc.
* The suggested scenarios [should be tested on multiple browsers](https://www.softwaretestinghelp.com/how-is-cross-browser-testing-performed/) like Edge, Firefox, Chrome, Opera, and Safari with their latest versions (if possible).
* Test with different screen resolutions like 1024 x 768, 1280 x 1024, etc.
* Test on a variety of displays like LCD, CRT, Notebooks, Tablets, and Mobile phones (if possible).
* Test on different platforms like Windows, Mac, Linux operating systems etc (if possible).

# Testbed Environment

Setup your WordPress test environment with the latest releases of only the software necessary to test the 12 Step Meeting List plugin. ***Local*** (formerly “called Local from Flywheel”) is one option for quickly spinning up a local WordPress test website on your local machine, be it a macOS, Windows, or Linux based operating system. You can get the latest from ***Local*** by visiting the [**releases**](https://localwp.com/releases/) page and downloading Local for your specific Operating System. The following options are available on your initial site configuration:

[ ]  Environment: either Preferred or Custom.

[ ]  Web Server: either gninx or Apache.

[ ]  PHP versions: currently 7.4.30, 8.0.22, and 8.1.9 are part of the current install package. Older versions 5.6.39 and 7.3.5 are available for download as well as the pre-release 8.2.8.

[ ]  Database: MariaDB or MySQL (TCP/IP).

[ ]  WordPress: defaults to latest release but can be overridden to any available release from WordPress.

[ ]  Multisite support: Yes/No.

[ ]  Once Local is up and running with your WordPress test site, ensure that SSL is installed by clicking on the **Trust** link. It will change to a disabled **Trusted** link once SSL is installed and operational.

[ ]  Install latest release of the 12 Step Meeting List plugin.

[ ]  Install and activate the [**WordPress Beta Tester plugin**](https://release315.local/wp-admin/plugin-install.php?tab=plugin-information&plugin=wordpress-beta-tester&TB_iframe=true&width=772&height=867)**.** Load the upcoming Beta release when you are ready to test it.

# test Meetings Import & Export features

[ ]  Download the Example CSV file and load it through the file import feature on the Import & Export page. You should now be set-up with 36 maintainable records for the San Jose area in your database, with 13 assigned regions having meetings in 25 locations.

[ ]  Check that the default Legacy UI meetings display correctly by clicking on the **Where’s My Info** [right here](/meetings) link.

[ ]  Execute the **Export Meeting List** [Download CSV](/wp-admin/admin-ajax.php?action=csv) button. Verify you have a correctly formatted meetings.csv file in your Downloads folder.

[ ]  Test the **Generate PDF** feature by clicking the button, which should open a new browser tab displaying the [PDF Generator page on our Code For Recovery](https://pdf.code4recovery.org) site.

[ ]  Verify that you can import a data source feed from an external site. [Here’s one](https://aasaskatoon.org/wp-admin/admin-ajax.php?action=meetings) that has around 80 records for the Saskatoon regional area. Try this with and without setting a parent region.

# Configure Meetings Settings

[ ]  Follow instructions to **Enable Maps on Your Site**. A generated Mapbox Access token inserted into the “Mapbox Access Token” field will close the instructions dialog box when the **Add** button is clicked.

[ ]  Check that all dropdowns load with appropriate options.

[ ]  Ensure **Feed Sharing** works correctly. When “Restricted”, it should allow you to add what entities have access to the meetings feed.

[ ]  Toggle the User Interface Display feature which should generate dialog informing you that the User interface has changed. The UI difference should be notable on the default **/meetings** page.

[ ]  Check that all links on the **About Us** and **Need Help?** cards are not broken.

[ ]  Test site email sending capability by adding a valid email address that you can access in the User Feedback address box. Initiate a test by sending an email from the “**Request a change to this listing**” feature found on any meeting detail page. This may require installation of an SMTP plugin on your test site.

# Report Your Test Results

[ ]  When no problems are detected during testing, report your findings in our [Github Discussion Forum](https://github.com/code4recovery/12-step-meeting-list/discussions%22%20%5Ct%20%22_blank) using the **Announcements** category.

[ ]  When issues are found during testing, open an Issue in our [Github Issue Forum](https://github.com/code4recovery/12-step-meeting-list/issues%22%20%5Ct%20%22_blank) using the **Bug** label.  When no problems are found, still open an issue to let us know here that we can update the *Tested Up To:* version on the plugin's readme file. No label for the issue needed.