

# Form Submission Test Checklist

## Background

This checklist should be used whenever there are updates to a form that users can submit.

This topic is quite general, so this checklist can be used for anything from contact forms to admin forms for CRUD operations.

## Checklist

1. Empty form:
  - a. Submit empty form, verify it is validated in some way
  - b. Verify that no data is submitted to database
2. Partially-filled form:
  - a. Submit partially filled form, verify it is validated
  - b. Verify that no data is submitted to database
3. Fully-filled form:
  - a. Submit fully-filled form with some data that may not be valid (e.g. bad email address and letters where there should be numbers) and verify it is validated.
  - b. Submit fully-filled form with all fields filled and valid and verify that it is accepted.
  - c. Verify that the data is submitted correctly to the database.
4. Turn off JavaScript and verify that you have server-side validation.\*
5. Make sure the user knows the data has been updated successfully by receiving some type of confirmation message.
6. Make sure validation messages clearly indicate what needs to be fixed and how to fix it.
7. Make sure that the labels are clear and if they aren't, there is a legend or a tool-tip explaining what it is.
8. Verify that you can select element by clicking their label. (This is important for accessibility, but also improves UX.)
9. Make sure you can navigate the form only using the keyboard.
10. When a new optional form element is added, test submitting the form with it selected/filled and unselected/unfilled.
11. Test inserting special characters into fields to make sure that they are either properly stripped or saved. Some tables are not set up to handle extended ASCII characters, and will sometimes throw errors.
  - a. Sources for special characters and emojis:  
<https://unicode-table.com/en/#cjk-unified-ideographs>  
<http://fsymbols.com/emoji/>  
<http://getemoji.com/>

## \*Note on testing forms with JavaScript turned off

This can sometimes be harder than it seems. Many forms require JavaScript just to function properly, whether it be through onsubmit event listeners, or conditionally showing/hiding fields. In cases like this, you

will have to get creative with how to test server-side validation. Sometimes you can delete attributes on the elements (if using a validation library like Parsely) using developer tools. Sometimes you can fill in the form, then disable JavaScript just before submitting. Sometimes, it simply isn't possible to submit the form without JavaScript, in which case this test is superfluous!