

Windows Autopilot End User UAT Checklist v1.0

Device Information:

Device Name	
Device Serial Number	
Device Model:	
Date:	

Test Cases:

Test Area	Verification	Status (✓/✗/N/A)	Comments
First Sign-in	Successfully signed in with my work account		
Desktop Experience	Desktop loaded correctly with expected wallpaper, shortcuts, and Start menu		
Internet Access	Able to browse the internet		
Wi-Fi	Connected to the required Wi-Fi network		
Outlook	Outlook opens and sends/receives emails		
Microsoft Teams	Teams signs in and can send/receive messages		
OneDrive	OneDrive signs in and syncs files		
Microsoft Edge	Edge opens and company websites are accessible		
Business App 1	launches and works correctly		
Business App 2	launches and works correctly		
Business App 3	launches and works correctly		
Printer (if applicable)	Able to print successfully		
Network Resources	Able to access required shared drives or internal applications		

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Restart Test	Device restarted successfully and I was able to sign in again		
Overall Performance	Device performance is satisfactory for daily work		
Additional Checks			
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Issues or Observations

Description	Severity (High/Medium/Low)	Comments

UAT Sign-off

- User Name: _____
- Department: _____
- Date: _____
- Device Accepted for Daily Use: ☐ Yes ☐ No
- Signature: _____

Overall Acceptance	I am satisfied that the device is ready for production use	☐ Yes	☐ No
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