## Test Plan

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| --- | --- |
| Test Items (Module Name) | Client |
| Brief Introduction | Client module helps users to search for the student across the system based on the available conditions.  Can add a person or contract through live form. |
| Environment | Windows -7/IE-10/Apache 2.4... |
| Test Type | Manual Regression Testing |
| Test Name | **Client / Search** |
| Case ID | 2.1.1 - 2.5 |

|  |  |
| --- | --- |
| Tested By | Date |
|  |  |

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## Test Cases

| Case ID &  Test Objective | Test Prerequisite | Test Procedure (Actions/Steps) | Recommended  Data | Expected Outcome | Actual Outcome | Result  (Pass/Fail) | Action Required |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 2.1.1 Search | Must have security access to   * Client | Go to Client Module |  | Client Module is loaded |  |  |  |
| Enter available data | * Surname * first name * Student ID   DOB | Data visible in the text fields |  |  |  |
| Click on **Search** button |  | Search displays list of persons  **Reference:**  If,  the search brings the Person you are looking for Go to test case   * **3.1.1** Edit Person   else Continue. |  |  |  |
| 2.1.2 Clear all the fields | Must have security access to   * Client | Go to Client Module |  | Client Module is loaded |  |  |  |
| Enter available data | * Surname * first name * Student ID * DOB | Data visible in the text fields |  |  |  |
| Click on **Search** button |  | Search displays list of persons. |  |  |  |
| Click on the **clear** button |  | Clears the filter fields successfully. |  |  |  |
| 2.1.3 Jump to a Person | Must have security access to   * Client | Go to Client Module |  | Client Module is loaded |  |  |  |
| Enter available data | * Surname * first name * Student ID * DOB | Data visible in the text fields |  |  |  |
| Click on **Search** button |  | Search displays list of persons. |  |  |  |
| Click on the **blue arrow** in the first data grid column. |  | Jumps to Person view |  |  |  |
| 2.1.4 Jump to an Organisation. | Must have security access to   * Client | Go to Client Module |  | Client Module is loaded |  |  |  |
| Select Any Organisation from the search Item drop down |  |  |  |  |  |
| Enter available data | * Name * Org Unit Id | Data visible in the text fields |  |  |  |
| Click on **Search** button |  | Search displays list of Organisations. |  |  |  |
| Click on the **blue arrow** in the first data grid column. |  | Jumps to an Organisation view |  |  |  |
| 2.2 Add Person | Must have security access to   * Client | Go to client Module |  | Client module is loaded |  |  |  |
| Enter the data | * Surname * first name * Student ID * DOB | Data visible in text fields |  |  |  |
| click on the search button. |  | Search displays list of persons.  **Reference:**  If, the search brings the Person you are looking for Go to test case   * **2.4** Add contract in live form * **3.1.1** Edit Person   else Continue with test case   * **2.2** Add Person * **2.3** Add Person with live form |  |  |  |
| click on the **Add person** button. |  | Screen changes to Person View |  |  |  |
| Enter the data | Go to Personal tab and enter   * Title * Date Of Birth * Surname * First Name(s) * Previous Name * IRD Number * Deceased   Go to Address tab and enter   * Address Line 1 to 6 * Post Code * Pvt. Phone No * Work Phone No * Mobile No * Fax * Email Address   Click on any other address type to the left of Address fields you wish to add and provide the above address fields.  Go to UDA tab   * UDA text 1 * UDA text 2 * UDA text 3 * UDA text 4 * UDA numeric 1 * UDA date 1   **Reference:**  Go to Photos tab.  (see test case **2.2.1**)  Go to Documents. (see test case **2.2.2**) | Data visible in text fields |  |  |  |
| Click Save. |  |  |  |  |  |
| 2.2.1 Add Photos & Signature | Must have security access to   * Client   Configure Photos in config.php file | Go to Photos tab on Person |  |  |  |  |  |
| Click on Upload button on Person Photo and Signature. |  | A window opens asking user to select a file from the file system |  |  |  |
| Select an image from the file system for photo and signature | * Image(s) to upload. |  |  |  |  |
| Click on Save. |  | Image(s) has been uploaded successfully. |  |  |  |
| 2.2.2 Add Documents | Must have security access to   * Client   Configure file system path in config.php file | Go to Documents tab on person |  |  |  |  |  |
| Click on Upload button. |  | A window opens asking user to select a document from the file system |  |  |  |
| Select a document from the file system. | * Document(s) to upload. |  |  |  |  |
| Click on Save |  | Document(s) has been uploaded successfully. |  |  |  |
| 2.3 Add Person in live form | Must have security access to   * Client * System Manager   Must have set up live form configuration in System Manager.  Must setup the type of live form in enrolment form , Application form, Quick Enr.form in Offered teaching Programme. | Go to Client Module |  | Client module is loaded |  |  |  |
| Enter the data | * Surname * first name * Student ID * DOB | Data visible in text fields |  |  |  |
| Click on Search button. |  | Search displays list of persons  **Reference:**  If, the search brings the Person you are looking for Go to test case   * **2.4** Add contract in live form * **3.1.1** Edit Person   else Continue with test case   * **2.2** Add Person * **2.3** Add Person in live form |  |  |  |
| Click on the **Add person in Live form** button. |  | Screen changes to Live form View  Add Study contract popup appears on screen. |  |  |  |
| Enter the data | * OT Entry * Entry Process * Funding Source * Main Venue * Not to be Invoiced | Data is visible in drop downs |  |  |  |
| Click on Save |  | Live form Screen appears. |  |  |  |
| Enter the Data | Go to Person Details form and enter   * Title * Surname * First Name(s) * Previous Name * Date Of Birth * Name/DOB Verified   Go to Address (long) form and enter   * Home Address line 1 to 6 * Post Code   Go to Study Contract form and enter   * Assistance Code * IRD Number   Go to Citizenship (Long) form and enter   * Citizenship * Citizenship verified * Ethnic Origin   Go to Medical form and enter   * Name * Address line 1 to 6 * Post code * Mobile no   Go to Office use Only and enter   * Secondary Qualification Confirmed * Tertiary Qualification Confirmed * Entry conditions met * Funding Source * FY/PY status * FT/PT status | Data is visible in text fields and drop downs |  |  |  |
| Click Save. |  | New Person with Student role and Study Contract has been created. |  |  |  |
| 2.4 Add Contract in live form | Must have security access to   * Client   Must have existing Student details  Must have set up the Live form Configuration in system manager.  Must setup the type of live form in enrolment form , Application form, Quick Enr.form in Offered teaching Programme. | Go to Client Module |  | Client Module is loaded |  |  |  |
|  | Enter an existing student details. | Any of the below details for an existing student   * Surname * first name * Student ID * DOB | Data visible in text boxes |  |  |  |
| Click on Search |  | Search displays list of persons  **Reference:**  If, the search brings the Person you are looking for Go to test case   * **3.1.1** Edit Person   else  continue with   * **2.4** Add contract with Live form |  |  |  |
| click on the Selected Student. |  |  |  |  |  |
| click on the **Add person in Contract** button. |  | View changes to Live form  Add Study contract popup appears on screen. |  |  |  |
| Enter the data | * OT Entry * Entry Process * Funding Source * Main Venue * Not to be Invoiced | Data is visible in drop downs |  |  |  |
| Click Save |  | Live form Screen appears with existing student details. |  |  |  |
| Enter the data in live forms | Go to Person Details form and enter   * Title * Surname * First Name(s) * Previous Name * Date Of Birth * Name/DOB Verified   Go to Address (long) form and enter   * Home Address line 1 to 6 * Post Code   Go to Study Contract form and enter   * Assistance Code * IRD Number   Go to Citizenship (Long) form and enter   * Citizenship * Citizenship verified * Ethnic Origin   Go to Medical form and enter   * Name * Address line 1 to 6 * Post code * Mobile no   Go to Office use Only and enter   * Secondary Qualification Confirmed * Tertiary Qualification Confirmed * Entry conditions met * Funding Source * FY/PY status * FT/PT status |  |  |  |  |
| Click save |  | Study Contract is being added to existing student. |  |  |  |
| 2.5 Add Organisation | Must have security access to   * Client   Configure UDA labels in System Manager | Go to Client Module |  | Client Module is loaded |  |  |  |
| Enter data | * Name | Data is visible in text field |  |  |  |
| Click on Search button |  | Search brings list of Organisations.  **Reference:**  If, the search brings the Organisation you are looking for Go to test case   * **14.1.1**   else  continue with   * **2.5** Add Organisation |  |  |  |
| click on **Add Organisation** button |  | Parent Organisation screen pops up |  |  |  |
| Select any Parent Organisation |  | Item selected |  |  |  |
| Click Select on the pop up |  | Screen changes to Organisation View |  |  |  |
| Select Orgunit Type from the available | * Faculty * Section * Department * Institute * External Organisation | Selected the org unit type. |  |  |  |
| Click Save |  | Displays Orgunit type on the Add Organisation screen. |  |  |  |
| Enter the data | Go to Main Tab and enter   * Name * Type * Description * Address fields from 1 to 6 * Post Code * Phone * Mobile * Email * Fax * Manager * Active   Go to UDA tab and enter   * UDA text 1 * UDA text 2 * UDA text 3 * UDA text 4 * UDA numeric field 1 * UDA date field 1 | Data visible in text fields |  |  |  |
| Click on Save. |  | Organisation unit has been created successfully. |  |  |  |