**OrangeHRM - Master Test Plan**

**OrangeHRM Web Application (v5.7)**

**Document Version: 1.0**

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**Table of Contents**

**1. Introduction………………………………………………………………………...………….………………3**

1.1 Objective……………………………………………………………………………...…………….……..3

1.2 Background…………………………………………………………………………...………….………..3

**2. Scope……………………………………………………………………………………………………………3**

* 1. In-Scope……………………………………………………………………………………...……………..3
  2. Out-of-Scope………………………………………………………………………………….……………3

**3. Test Methodology………………………………………………………………………………….…………..3**

**4. Approach……………………………………………………………………………………………..………..4**

**5. Risks…………………………………………………………………………………………………...……….4**

**6. Roles & Responsibilities……………………………...……………………………………………………….4**

**7. Schedule………………………………………..………………………………………………………………4**

7.1 Schedule by Phase…………………………………………………………………………………………4

7.2 Schedule by Feature………………………………………………………………….……………………5

**8. Defect Tracking……………………………………………………….……………………………………….5**

8.1 Tool…...……………………………………………………………………………………………………5

8.2 Severity Levels……………………………………….…………………………………………………….5

**9. Test Environment……………..……………………………………………………………………………….5**

9.1 Browser …………………………………….…………………………………………………….……….5

9.2 Operation System: ...………………………………………………………………………………………5

9.3 Accounts…………………………………………………………………………………………………..5

9.4 Network……………………………………………………………..……………………………………..5

9.5 Devices…………………………………………………………………………………...………………..5

**10. Entry & Exit Criteria………..………………………………………………………………………………6**

10.1 Entry Criteria…………………………...……………...…………………………………………………..6

10.2 Exit Criteria………………………………………………….…………………………………………….6

**11. Deliverables……………………………………………………………………………………….………….6**  
**12. References…………………………………………………………………………………………….....……6**

**13. Approval………………………………………………………………..…………………………………….6**

**1. Introduction**

This document plans the strategy, objectives, resources and schedule for functional testing for OrangeHRM Website from HR Admin Account and Employee Account to check that the system works as expected.

**1.1 Objective**

This test plan outlines the approach, strategy, scope, and resources required to validate the functional correctness of the OrangeHRM web application based on the SRS specifications. The focus is on verifying the behavior of the application under the roles of HR Admin and ESS (Employee Self-Service), covering modules such as My Info, Admin, Job, Organization, and Qualifications.

**1.2 Background**

OrangeHRM is a web-based Human Resource Management system. This project focuses on the functional testing of core HR modules with a strong emphasis on verifying CRUD operations, secure data access, and compliance with role-based permissions. All testing activities are based on the latest SRS document provided.

**2. Scope**

**2.1 In-Scope:**

**2.1.1 My Info module: (SRS - 3.1)**

2.1.1.1 My Info Module (EES View) (SRS - 3.1.1)

2.1.1.2 Photograph (SRS - 3.1.2)

2.1.1.3 Contact Details (SRS - 3.1.3)

2.1.1.4 Emergency Contact (SRS - 3.1.4)

2.1.1.5 Dependents (SRS - 3.1.5)

2.1.1.6 Immigration (SRS - 3.1.6)

2.1.1.7 Job (SRS - 3.1.7)

2.1.1.8 Salary (SRS - 3.1.8)

2.1.1.9 Report To (SRS - 3.1.9)

2.1.1.10 Qualifications (SRS - 3.1.10)

2.1.1.11 Membership (SRS - 3.1.11)

**2.1.2 Admin module: (SRS - 3.2)**

2.1.2.1 HR Admin account login (SRS - 000)

2.1.2.2 User Management (SRS - 3.2.1)

2.1.2.3 Job (Titles, Pay Grades, Employment Status, Job Categories, Work Shifts) (SRS - 3.2.2)

2.1.2.4 Organization (General Information, Locations, Structure) (SRS - 3.2.3)

2.1.2.5 Qualifications (Skills, Education, Licenses, Languages, Memberships) (SRS - 3.2.4)

**2.2 Out-of-Scope:**

2.2.1 Third party integrations (e.g. Google Drive, Email).

2.2.2 Performance, Load testing, Stress testing.

2.2.3 Testing on Mobiles.

2.2.4 Non-functional features.

**3. Test Methodology**

**3.1** Manual Testing

**3.2** Functional Testing

**4. Approach**

|  |  |  |
| --- | --- | --- |
| **Modules** | **Test Type** | **Manual Testing Only Coverage** |
| My Info Module | Functional | TC-000 to TC-000 |
| Admin Module | Functional | TC-000 to TC-000 |

**5. Risks**

|  |  |  |  |
| --- | --- | --- | --- |
| **Risk** | **Impact** | **Trigger** | **Mitigation/ Contingency Plan** |
| Missing admin restrictions | Delay project | 1 Day delay | Conduct access reviews before deployment |
| Incorrect role access | Delay project | 1 Day delay | Test permissions in early staging |
| Blocked login access data | Delay project | 1 Day delay | Maintain backup admin accounts |

**6. Roles & Responsibilities**

|  |  |
| --- | --- |
| **Role** | **Responsibility** |
| QA Lead | Manage plan, review test cases |
| QA Engineer | Write test cases, execute tests, report bugs |
| Developers | Fix bugs |
| Product Owner | Oversee QA progress, approve deliverables |

**7. Schedules**

**7.1 Schedule by Phase**

|  |  |  |
| --- | --- | --- |
| **Phase** | **Duration** | **Start Date - End Date** |
| SRS Analysis & Trello Setup & Test Planning Design | 1 Day | 23/06/2025 - 24/06/2025 |
| Test Case Design | 1 Day | 24/06/2025 - 25/06/2025 |
| Test Execution | 1 Day | 25/06/2025 - 26/06/2025 |
| RTM & Bug Reporting | 1 Day | 26/06/2025 - 27/06/2025 |
| Test Summary Report | 1 Day | 27/06/2025 - 27/06/2025 |

**7.2 Schedule by Feature**

|  |  |  |
| --- | --- | --- |
| **Feature** | **Duration** | **Start Date - End Date** |
| **2.1.1 My Info Module** | | |
| 2.1.1.1 My Info Module (EES View) | 2 Days | 24/06/2025 - 26/06/2025 |
| 2.1.1.2 Photograph |
| 2.1.1.3 Contact Details |
| 2.1.1.4 Emergency Contact |
| 2.1.1.5 Dependents |
| 2.1.1.6 Immigration |
| 2.1.1.7 Job |
| 2.1.1.8 Salary |
| 2.1.1.9 Report To |
| 2.1.1.10 Qualifications |
| 2.1.1.11 Membership |
| **2.1.2 Admin module** | | |
| 2.1.2.1 HR Admin account login | 2 Days | 24/06/2025 - 26/06/2025 |
| 2.1.2.2 User Management |
| 2.1.2.3 Job |
| 2.1.2.4 Organization |
| 2.1.2.5 Qualifications |

**8. Defect Tracking**

**8.1 Tool:** Trello & PDF Bug Report

**8.2 Severity Levels:**

8.2.1 Critical: Blocks login – Immediate Attention

8.2.2 Major: Impacts core functions

8.2.3 Minor**:** Low impact bugs

**9. Test Environment**

**9.1 Browser:** Chrome (Version 137.0.7151.120 (Official Build) (64-bit)

**9.2 Operation** System: Windows 10/11

**9.3 Accounts:** Admin (Admin/admin123), Employee (John Doe/John@123)

**9.4 Network:** Standard

**9.5 Devices:** PCs

**10. Entry & Exit Criteria**

**10.1 Entry Criteria:**

10.1.1 Requirements (SRS) are reviewed, clear and accepted

10.1.2 Test Plan is studied and accepted

10.1.3 Test Environment is set up and available

10.1.4 Test Cases are documented and revised.

10.1.5 Tools are accessible and organized  
10.1.6 Functional build deployed

**10.2 Exit Criteria:**

10.2.1 All test cases executed

10.2.2 Critical bugs resolved and no major issues remain open

10.2.3 Bug reports are finished and submitted

10.2.4 Final test summary report is ready and revised

10.2.5 Test deliverables are handed over

**11. Deliverables**

|  |  |  |
| --- | --- | --- |
| **Deliverable** | **For** | **Date - Milestone** |
| Trello Board (User Stories) | Product Owner, Dev Team, QA Team, Scrum Master | 23/06/2025 – Sprint Kickoff |
| Test Plan | QA Lead, Test Manager, Product Owner, Dev Lead | 23/06/2025 - Test Readiness |
| Test Cases | QA Engineers, Dev Lead, Product Owner | 26/06/2025 - Test Execution |
| Bug Report | QA Engineers, Dev Lead, Product Owner | 26/06/2025 - Defect Triage Completion |
| RTM (Requirements Traceability Matrix) | QA Lead, Dev Lead, Product Owner | 26/06/2025 - Requirement Sign-Off |
| Test Summary Report | QA Lead, Dev Lead, Product Owner, Stakeholders | 27/06/2025 - Test Closure & Go-No-Go Decision |

**12. References**

Software Requirements Specification (SRS) Document – OrangeHRM

**13. Approval**

|  |  |  |
| --- | --- | --- |
| **Role** | **Name** | **Signature** |
| QA Lead | QA Team | QA Team |
| Project Manager |  |  |