

# User Acceptance Testing (UAT) Template

Date	17 February 2026
Team ID	LTVIP2026TMIDS67078
Project Name	Calculating Family Expenses using ServiceNow
Maximum Marks	5 Marks

**Project Name:** Calculating Family Expenses using ServiceNow

**Project Description:**

The project aims to develop a centralized system for managing and calculating family expenses using the ServiceNow platform. The application allows users to record daily expenses, monitor spending patterns, automatically calculate totals, and generate summaries for better financial planning.

**Project Version:** Version 1.0

**Testing Period:** 5 February 2026 to 17 February 2026

**Testing Scope:**

**Features and Functionalities Tested:**

- Adding Daily Expense Records
- Viewing Family Expense Records
- Automatic Total Calculation
- Data Validation and Mandatory Fields
- Reference Field Linking between Tables
- Record Management (Create, Update, Delete)
- User Interface Navigation

**User Stories Tested:**

- User can add daily expenses with date, amount, and details
- User can view total family expenses
- System automatically updates totals
- Admin can manage records

**Testing Environment:**

URL/Location: [https://dev323397.service-now.com/login.do?user\\_name=admin&sys\\_action=sysverb\\_login&user\\_password=SAF%2B%40qffv0N8](https://dev323397.service-now.com/login.do?user_name=admin&sys_action=sysverb_login&user_password=SAF%2B%40qffv0N8)

Credentials:

Username: reviewer

Password: SmartBridge\_123

**Test Cases:**

Test Case ID	Test Scenario	Test Steps	Expected Result	Actual Result	Pass/Fail
TC-001	Verify that the user can add a new daily expense record	1. Navigate to Daily Expenses module2. Click on New3. Enter Date, Amount, and Expense Details4. Click Submit	Record should be saved successfully	Record saved successfully and displayed in list	Pass
TC-002	Verify that total expenses are automatically calculated	1. Add multiple daily expense records2. Open Family Expenses table	Total amount should update automatically	Total calculated correctly	Pass
TC-003	Verify mandatory field validation	1. Click New Record2. Leave Amount field empty3. Click Submit	System should show validation error	Validation message displayed correctly	Pass
TC-004	Verify that saved records are visible	1. Navigate to Family Expenses module2. Open records list	Records should display correctly	Records displayed correctly	Pass
TC-005	Verify that user can update expense record	1. Open existing record2. Modify amount3. Click Update	Record should update successfully	Record updated successfully	Pass

**Bug Tracking:**

Bug ID	Bug Description	Steps to reproduce	Severity	Status	Additional feedback
BG-001	No critical bugs were found during testing.	Not Applicable	Low	Closed	System performed as expected without errors.

**Overall Result: The system successfully met all acceptance criteria and is ready for deployment.**

**Sign-off:**

Tester Name: Ashish Krishna Pavan Gade

Date: 17 February 2026

Signature: Ashish Krishna Pavan Gade

**Notes:**

- Ensure that all test cases cover both positive and negative scenarios.
- Encourage testers to provide detailed feedback, including any suggestions for improvement.
- Bug tracking should include details such as severity, status, and steps to reproduce.
- Obtain sign-off from both the project manager and product owner before proceeding with deployment.