**Scenario 1**: Compose an email in Outlook. Go to mail ( by clicking in bottom menu bar ) after performing the prerequisites and click the plus button on the top right corner.

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| **Sl. No.** | **User Flows** |
| 1 | Click on Compose mail >Compose a mail with To, Subject, Mail body >Click on Send |
| 2 | Click on Compose mail >Compose a mail with To, Subject, Mail body, Attachment >Click on Send |
| 3 | Click on Compose mail >Compose a mail with To, Subject, Mail body, add Cc & Bcc >Click on Send |
| 4 | Click on Compose mail >Compose mail with To, Subject, Mail body and save to draft |
| 5 | Click on Drafted mail >click on Saved email > Click on Send |
| 6 | Click on Drafted mail >click on Saved email > Edit the email > Click on Send |
| 7 | Click on Compose mail >compose mail with To, Subject, Mail body, Add picture from the galley >Click on Send |
| 8 | Click on Compose mail >Compose a mail with To, Subject, Mail body and by adding picture from camera>Click on send |
| 9 | Click on Compose mail >Compose a mail with To, Subject, Mail body & click on close icon >Click on Delete draft |
| 10 | Click on Compose >Compose mail with To, Subject, Mail body, without subject >Click on send > Verify user message |
| 11 | Click on Compose >Compose mail with To, Subject, Mail body and save to draft >Delete the drafted mail >Verify same in deleted item |
| 12 | Click on Deleted item > verify able to edit the deleted email |
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**Scenario 2:** Create an event in outlook calendar. Go to calendar module ( by clicking the icon in the bottom bar with the current date mentioned ) after performing the prerequisites and click the plus button on the top right corner

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| **Sl. No.** | **User Flows** |
| 1 | Click on Calendar >Create an event >add event with system suggested timing |
| 2 | Click on Calendar >Create an event >click on More Options >add an event |
| 3 | Click on Calendar >Create an event >click on More Options >add an event with location only |
| 4 | Click on Calendar >Create an event >click on More Options >add an event with Reminder only |
| 5 | Click on Calendar >Create an event >click on More Options >add an event with Category only |
| 6 | Click on Calendar >Create an event >click on More Options >add an event with Description only |
| 7 | Click on Calendar >Create an event >click on More Options >add an event with Location, Reminder, Category and Description. |
| 8 | Click on Calendar >Create an event >click on More Options >add an event with ‘Repeat’ |
| 9 | Click on Calendar >Create an event >click on More Options >add an event and click on Close icon |
| 10 | Click on Calendar >Create an event >click on More Options >add an event >Calendar view with Agenda view |
| 11 | Click on Calendar >Create an event >click on More Options >add an event >Calendar view with Day view |
| 12 | Click on Calendar >Go to Menu and click on ‘Birthdays’ |
| 13 |  |

**Scenario 3**: Add a contact in outlook. Go to people module( by clicking the icon in bottom ) after performing the prerequisites and click the plus button on the top right corner.

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| **Sl. No.** | **User Flows** |
| 1 | Click on Contact > Click on Create Contact >Create a contact with basic info only |
| 2 | Click on Contact > Click on Create Contact >Create a contact >Discard the contact |
| 3 | Click on Contact > Click on Create Contact >Create a contact with all the names only |
| 4 | Click on Contact > Click on Create Contact >Create a contact with adding all contact details only |
| 5 | Click on Contact > Click on Create Contact >Create a contact with Work info only |
| 6 | Click on Contact > Click on Create Contact >Create a contact with Business address only |
| 7 | Click on Contact > Click on Create Contact >Create a contact with other info and Note only |
| 8 | Click on Contact > Click on Create Contact >Create a contact with providing all the details |
| 9 | Click on Contact > Click on Create Contact >Create a contact >Search the same contact |
| 10 |  |