Pre-Recruitn	nent Ad hoc: Validate User Groups & Canco	el a Request								
									Pass/Fail/Pass	
Row ID	Test Case Name	Tab	Role	Steps	Test Data	Expected Result	Description	Role and Scenario	with Enhancement	Comment/Feedback
1	Open a new Recruitment Request	Home Screen	Selecting	Log-in as Selecting Official		Home Screen Appears	Create Job Request	Validate Selecting Official can create		
			Official		Credentials			a New Recruitment Request		
2				Click Start New Tab		Start New Tab Opens; Recruitment				
						row present				
3				Click "Start" in Recruitment row		Request opens beginning on the				
						General Tab and has additional tabs				
						labeled General, Resources, and				
4	Validate only Selecting Officials can be	General Tab	Selecting	Click in field titled Selecting Official and	Type "Ci"	Documents No options appear for selection	Only people in certain user groups	Unable to select a CIO admin for the		
7	looked up in the Selecting Official field	General Tab	Official	begin typing "CIO"	Турс Сі	140 options appear for selection	appear under dropdown fields	Selecting Official role		
5	looked up in the selecting official field		Official	Clear previously entered text. Begin	Type "HR"	No options appear for selection	appear under dropdown nerus	Unable to select a HRO specialist for		
3				typing "HR"	Type Till	140 options appear for selection		the Selecting Official role		
6				Clear previously entered text. Begin	Type "CI"	No options appear for selection		Unable to select a Classification		
				typing "Cl"	.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,			specialist for the Selecting Official		
				7,56				role		
7				Clear previously entered text. Begin	Type "Se"	Dropdown of all selecting officials		Able to select only Selecting Officials		
				typing "Se"	<i>''</i>	appear for selection		in the user group		
								- '		
8				Select your assigned Selecting Official		Selecting Official name populates				
						field				
						ļ.,				
9	Validate only CIO Admin POCs can be	General Tab	Selecting	Click in field titled CIO Admin and begin	Type "Se"	No options appear for selection	Only people in certain user groups	Unable to select a Selecting Official		
40	looked up in the CIO Admin field		Official	typing "Se"	T !!!!	No. 11.	appear under dropdown fields	for the CIO Admin role		
10				Clear previously entered text. Begin	Type "Hr"	No options appear for selection		Unable to select a HRO specialist for		
11				typing "HR"	T !! C!!!	No antique au antique		the CIO Admin role Unable to select a Classification		
11				Clear previously entered text. Begin typing "CI"	Type "CI"	No options appear for selection		specialist for the CIO Admin role		
12				Clear previously entered text. Begin	Type "Ci"	Dropdown of all CIO Admins appear		Able to select only CIO Admin POCs in	\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	
12				typing "Ci"	туре Сі	for selection		the user group	•	
				typing Ci		ioi selection		tile user group		
13				Select your assigned CIO Admin POC		CIO Admin POC name populates field	1			
				, ,						
14	Validate only HRO Specialist can be	General Tab	Selecting	Click in field titled HRO Specialist and	Type "Se"	No options appear for selection	Only people in certain user groups	Unable to select a Selecting Official		
	looked up in the HRO Specialist field		Official	begin typing "Se"			appear under dropdown fields	for the HRO Specialist role		
15				Clear previously entered text. Begin	Type "Ci"	No options appear for selection		Unable to select a CIO Admin POC for		
				typing "Ci"				the HRO Specialist role		
16				Clear previously entered text. Begin	Type "CI"	No options appear for selection		Unable to select a Classification		
				typing "CI"				specialist for the HRO Specialist role		
47				Character to the standard Standard	T !!!!	Davids of Huno Court III		Ald to the latest time of the control of the contro		
17				Clear previously entered text. Begin	Type "Hr"	Dropdown of all HRO Specialists		Able to select only HRO Specialist in		
				typing "Hr"		appear for selection		the user group		
18	Validate only Classification Specialist can	General Tah	Selecting	Click in field titled Classification	Type "Se"	No options appear for selection	Only people in certain user groups	Unable to select a Selecting Official		
10	be looked up in the Classification	. Seneral rab	Official	Specialist and begin typing "Se"	., pc 3c	To options appear for selection	appear under dropdown fields	for the Classification Specialist role		
	Specialist field		Omelai	Specialist and Segui typing Sc			appear ander aropaowii neius	.s. the classification specialist fole		
19	opedianse nero			Clear previously entered text. Begin	Type "Ci"	No options appear for selection		Unable to select a HRO specialist for		
				typing "Ci"	76. 2	The state of the s		the Classification Specialist role		

Pre-Recruitment Ad hoc: Validate User Groups & Cancel a Request											
Row ID	Test Case Name	Tab	Role	Steps	Test Data	Expected Result	Description	Role and Scenario	Pass/Fail/Pass with Enhancement	Comment/Feedback	
20				Clear previously entered text. Begin	Type "hr"	No options appear for selection	•	Unable to select a Classification			
				typing "Hr"				specialist for the Classification			
								Specialist role			
21				Clear previously entered text. Begin	Type "CI"	Dropdown of all Classification		Able to select only Classification			
				typing "CI"		Specialists appear for selection		Specialist in the user group			
22	Cancel a request	General Tab	Selecting	Click Cancel Request button at the		Reason for Cancellation popup					
			Official	bottom of the form		appears					
23	Validate Cancellation reason is required	General Tab	Selecting	Hover over green "OK" button		Unable to click OK to cancel without					
	to cancel a request		Official			selecting a reason for cancellation					
24				Select dropdown next to Cancellation		Options for selection include:					
				Reason		- Cancel per Component					
						- Cancel per Budget					
25				Select a reason for cancellation. Write		Field populates with selection					
				your selection for cancellation reason							
				in the Test Data column.							
26				Click green "OK" button		Form closes and takes user back to					
						homepage.					

Classification	Ad hoc: Validate user groups									
									Pass/Fail/Pass	
Row ID	Test Case Name	Tab	Role	Steps	Test Data	Expected Result	Description	Role and Scenario	with Enhancement	Comment/Feedback
1	Open a new Classification Request	Home Screen	CIO Admin	Log-in as CIO Admin POC	CIO Admin POC Log-in	Home Screen Appears	Create classification request	ValidateCIO Admin POC can open a		
					Credentials			new classification request		
2				Click Start New Tab		Start New Tab Opens; Classification				
						row present				
3				Click "Start" in Classification row		Request opens beginning on the				
						General Tab and has additional tabs				
						labeled General, Position, Resources	5,			
						and Documents				
4	Validate only Selecting Officials can be	General Tab	CIO Admin	Click in field titled Selecting Official and	Type "Ci"	No options appear for selection	Only people in certain user groups	Unable to select a CIO admin for the		
	looked up in the Selecting Official field			begin typing "CIO"	U U		appear under dropdown fields	Selecting Official role		
5				Clear previously entered text. Begin	Type "HR"	No options appear for selection		Unable to select a HRO specialist for		
				typing "HR"	T C	No. of the second secon		the Selecting Official role		
6				Clear previously entered text. Begin	Type "CI"	No options appear for selection		Unable to select a Classification		
				typing "CI"				specialist for the Selecting Official		
7				Clear previously entered text. Begin	Type "Se"	Dropdown of all selecting officials		role Able to select only Selecting Officials		
,				typing "Se"	Type 3e	appear for selection		, ,		
				typing se		appear for selection		in the user group		
8				Select your assigned Selecting Official		Selecting Official name populates				
				,		field				
9	Validate only CIO Admin POCs can be	General Tab	CIO Admin	Click in field titled CIO Admin and begin	Type "Se"	No options appear for selection	Only people in certain user groups	Unable to select a Selecting Official		
	looked up in the CIO Admin field			typing "Se"			appear under dropdown fields	for the CIO Admin role		
10				Clear previously entered text. Begin	Type "Hr"	No options appear for selection		Unable to select a HRO specialist for		
				typing "HR"				the CIO Admin role		
11				Clear previously entered text. Begin	Type "CI"	No options appear for selection		Unable to select a Classification		
				typing "CI"				specialist for the CIO Admin role		
12				Clear previously entered text. Begin	Type "Ci"	Dropdown of all CIO Admins appear		Able to select only CIO Admin POCs in		
				typing "Ci"		for selection		the user group		
12				Calast carries and CIO Admir BOC		CIO Admin DOC management datas field				
13				Select your assigned CIO Admin POC		CIO Admin POC name populates field	a			
14	Validate only HRO Specialist can be	General Tab	CIO Admin	Click in field titled HRO Specialist and	Type "Se"	No options appear for selection	Only people in certain user groups	Unable to select a Selecting Official		
	looked up in the HRO Specialist field	General ras	0.07.0	begin typing "Se"	.,,,,	no options appear for selection	appear under dropdown fields	for the HRO Specialist role		
15	looked up in the title opecialist held			Clear previously entered text. Begin	Type "Ci"	No options appear for selection	appear ander dropdown neras	Unable to select a CIO Admin POC for		
				typing "Ci"	.,,,,			the HRO Specialist role		
16				Clear previously entered text. Begin	Type "CI"	No options appear for selection		Unable to select a Classification		
				typing "Cl"	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,			specialist for the HRO Specialist role		
				7,56						
17				Clear previously entered text. Begin	Type "Hr"	Dropdown of all HRO Specialists		Able to select only HRO Specialist in		
				typing "Hr"		appear for selection		the user group		
				ļ., -						
18	Validate only Classification Specialist can	General Tab	CIO Admin	Click in field titled Classification	Type "Se"	No options appear for selection	Only people in certain user groups	Unable to select a Selecting Official		
	be looked up in the Classification			Specialist and begin typing "Se"			appear under dropdown fields	for the Classification Specialist role		
	Specialist field									
19				Clear previously entered text. Begin	Type "Ci"	No options appear for selection		Unable to select a HRO specialist for		
				typing "Ci"				the Classification Specialist role		

Classification	Ad hoc: Validate user groups							_		
Row ID	Test Case Name	Tab	Role	Steps	Test Data	Expected Result	Description	Role and Scenario	Pass/Fail/Pass with Enhancement	Comment/Feedback
20				Clear previously entered text. Begin	Type "hr"	No options appear for selection		Unable to select a Classification		
				typing "Hr"				specialist for the Classification		
								Specialist role		
21				Clear previously entered text. Begin	Type "CI"	Dropdown of all Classification		Able to select only Classification		
				typing "CI"		Specialists appear for selection		Specialist in the user group		
22	Cancel a request	General Tab	CIO Admin	Click Cancel Request button at the		Reason for Cancellation popup				
				bottom of the form		appears				
23	Validate Cancellation reason is required			Hover over green "OK" button		Unable to click OK to cancel without				
	to cancel a request					selecting a reason for cancellation				
24				Select dropdown next to Cancellation		Options for selection include:				
				Reason		- Cancel per Component				
						- Cancel per Budget				
25				Select a reason for cancellation. Write		Field populates with selection				
				your selection for cancellation reason						
				in the Test Data column.						
26				Click green "OK" button		Form closes and takes user back to				
						homepage.				