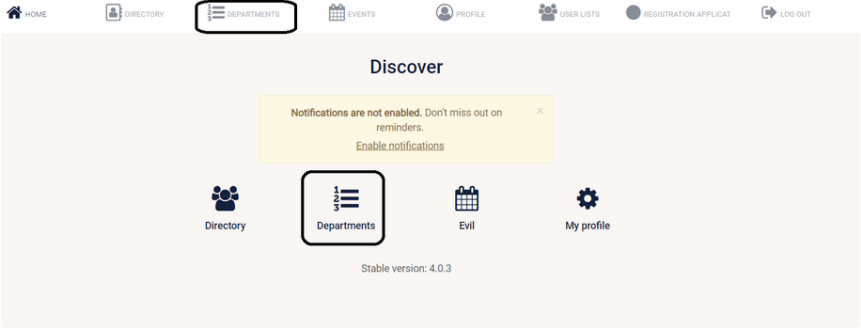


# Team 9 - 7 Test cases for Department module - Sten Aju

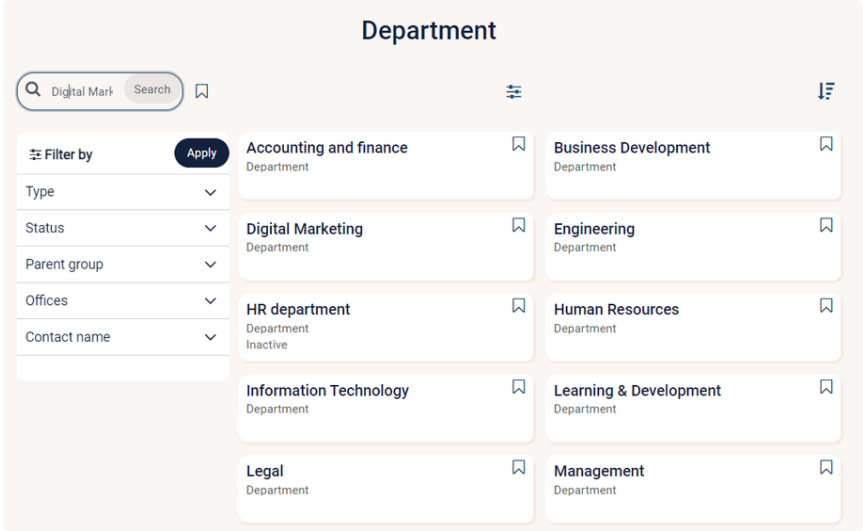
## Departments Page

▼ Department - Landing page

Test case ID	DP001 - Department page - access to department page
Description	The regular user has access rights to navigate to "Department" tab of the application.
Precondition	The user must be logged in on <a href="#">📄 Home - My directory (v4.0.3) Project 2 Sprint 2</a>
Test data	<b>Username/Email:</b> team6_user@email.com <b>Password:</b> user
Test steps	<ol style="list-style-type: none"><li>1. Log in to <a href="#">📄 Home - My directory (v4.0.3) Project 2 Sprint 2</a></li><li>2. Click on "Department" page</li></ol> 
Expected result	<ul style="list-style-type: none"><li>• The customer is logged in successfully.</li><li>• The user is able to click on the "Department" button</li><li>• The user is redirected to the "Department page" after clicking the button.</li></ul>

Test case ID	DP002 - Department page - departments listed in an alphabetical order by default
Description	When accessing the departments tab, the departments are listed in an alphabetical order by default.
Precondition	The user must be logged in on <a href="#">📄 Home - My directory (v4.0.3) Project 2 Sprint 2</a> as user
Test data	<b>Username/Email:</b> team6_user@email.com <b>Password:</b> user
Test steps	<ol style="list-style-type: none"><li>1. Log in to <a href="#">📄 Home - My directory (v4.0.3) Project 2 Sprint 2</a></li><li>2. Open "Departments" page.</li></ol>
Expected result	<ul style="list-style-type: none"><li>• The customer is logged in successfully.</li><li>• The user is able to navigate to the "Departments" tab when clicking on "Departments"</li><li>• The user is able to see all the departments listed in an alphabetical order by default</li></ul>

Test case ID	DP003 - Department page - able to find a department using the search bar with a full result
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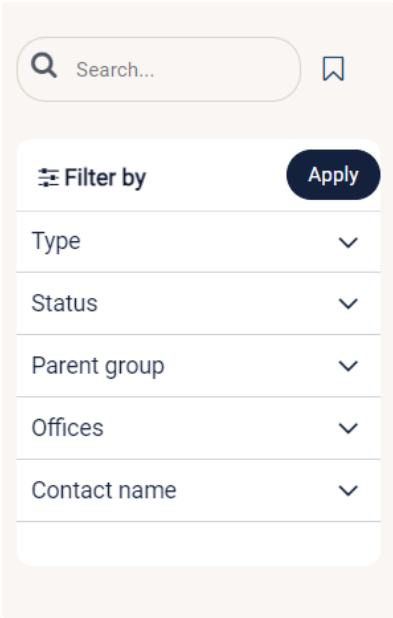
Description	When on the departments tab, the user is able to search a department by using the search bar with a full match (department's name).
Precondition	The user must be logged in on <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a> as user.
Test data	<b>Username/Email:</b> <a href="#">team6_user@email.com</a> <b>Password:</b> user
Test steps	<ol style="list-style-type: none"> <li>1. Log in to <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a></li> <li>2. Open "Departments" page.</li> <li>3. Navigate to the search bar.</li> <li>4. Type in the full name of a department in the search bar (Digital Marketing)</li> </ol> 
Expected result	<ul style="list-style-type: none"> <li>• The customer is logged in successfully.</li> <li>• The user is able to navigate to the "Departments" tab when clicking on "Departments"</li> <li>• The user is able to type in the search bar</li> <li>• The user finds the department by typing in the department's name in full.</li> </ul>

Test case ID	<b>DP004 - Department page - able to find a department using the search bar with a partial result</b>
Description	When on the departments tab, the user is able to search a department by using the search bar with a partial result (department's name).
Precondition	The user must be logged in on <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a> as user.
Test data	<b>Username/Email:</b> <a href="#">team6_user@email.com</a> <b>Password:</b> user
Test steps	<ol style="list-style-type: none"> <li>1. Log in to <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a></li> <li>2. Open "Departments" page.</li> <li>3. Navigate to the search bar.</li> <li>4. Type in the partial match to find a specific department (Find "HR Department" by searching "HR")</li> </ol>

The screenshot displays a web application for managing departments. At the top, there's a header 'Department' and a search bar containing 'Digital Mar'. A filter sidebar on the left is open, showing various filter categories like 'Type', 'Status', 'Parent group', 'Offices', and 'Contact name'. The 'Apply' button is highlighted in the filter sidebar. The main area shows a list of departments, each with a name, a sub-label (e.g., 'Department'), and a bookmark icon. The departments listed are: Accounting and finance, Business Development, Digital Marketing, Engineering, HR department, Human Resources, Information Technology, Learning & Development, Legal, and Management.

▼ Department page - Filters

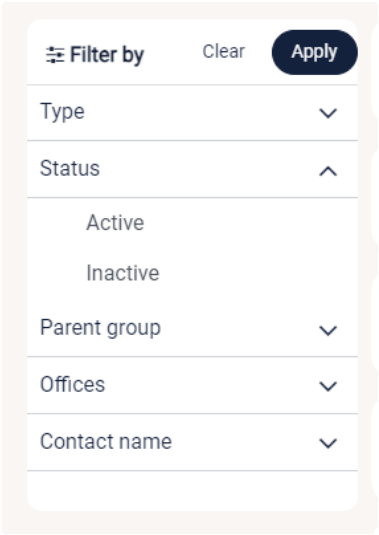
Test case ID	DP005 - Department page - The filters open as a dropdown list
Description	When on the departments tab, the user is able to click on different filters which open as a dropdown list.
Precondition	The user must be logged in on <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a> as user and navigated to the “Departments” tab.
Test data	<b>Username/Email:</b> <a href="#">team6_user@email.com</a> <b>Password:</b> user
Test steps	<ol style="list-style-type: none"><li>1. Log in to <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a></li><li>2. Open “Departments” page.</li><li>3. Navigate to the Filters to the left of the page</li><li>4. Click on any Filters visible</li></ol>

	
Expected result	<ul style="list-style-type: none"><li>• The customer is logged in successfully.</li><li>• The user is able to navigate to the "Departments" tab when clicking on "Departments"</li><li>• The user is able to see Filters on the left side of the page.</li><li>• When clicking on any filter (Type, Status, Parent group, Offices, Contact name), the filter opens up and a dropdown list is provided.</li></ul>

Test case ID	DP006 - Department page - Filter type - Type
Description	The regular user has access rights to navigate to "Department" tab of the application and filtering the departments by using the "Type" option.
Precondition	The user must be logged in on <a href="#">📱 Home - My directory (v4.0.3) Project 2 Sprint 2</a>
Test data	<b>Username/Email:</b> <a href="#">team6_user@email.com</a> <b>Password:</b> user
Test steps	<ol style="list-style-type: none"><li>1. Log in to <a href="#">📱 Home - My directory (v4.0.3) Project 2 Sprint 2</a></li><li>2. Click on "Department" page</li><li>3. Go to "Filter"</li><li>4. Click the "Type" option.</li><li>5. Click "Department"</li></ol>

	<div><div>Filter by</div><div>Clear</div><div>Apply</div><div>Type (1)</div><div>Department</div><div>Status</div><div>Parent group</div><div>Offices</div><div>Contact name</div></div>
Expected result	<ul style="list-style-type: none"><li>• The customer is logged in successfully.</li><li>• The user is able to navigate to the “Departments” tab when clicking on “Departments”</li><li>• The user is able to click “Filter” and all filter options are visible.</li><li>• The user has access rights to click on “Type” filter and click “Department”.</li><li>• Once “Department” filter is applied, all departments with “type department” is filtered for the user.</li></ul>

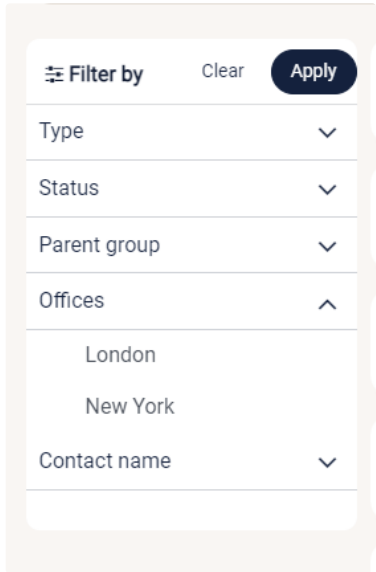
Test case ID	DP007 - Department page - Filter type - Status
Description	The regular user has access rights to navigate to “Department” tab of the application and filtering the departments by using the “status” option.
Precondition	The user must be logged in on <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a>
Test data	<b>Username/Email:</b> <a href="#">team6_user@email.com</a> <b>Password:</b> user
Test steps	<ol style="list-style-type: none"><li>1. Log in to <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a></li><li>2. Click on “Department” page</li><li>3. Go to “Filter”</li><li>4. Click the “status” option.</li><li>5. Click “Active” or “Inactive”</li></ol>

	
Expected result	<ul style="list-style-type: none"><li>• The customer is logged in successfully.</li><li>• The user is able to navigate to the "Departments" tab when clicking on "Departments"</li><li>• The user is able to click "Filter" and all filter options are visible.</li><li>• The user has access rights to click on "Status" filter and click "active", "Inactive" or both.</li><li>• Once "Active", "Inactive" or both filters are applied, all "Active", "Inactive" or both departments are filtered for the user.</li></ul>

Test case ID	DP008 - Department page - filter type - Parent filter
Description	When on the departments tab, the user is able to filter one or more departments by using "Parent" filter.
Precondition	The user must be logged in on <a href="#">📱 Home - My directory (v4.0.3) Project 2 Sprint 2</a> as user and navigated to the "Departments" tab.
Test data	<b>Username/Email:</b> <a href="#">team6_user@email.com</a> <b>Password:</b> user
Test steps	<ol style="list-style-type: none"><li>1. Log in to <a href="#">📱 Home - My directory (v4.0.3) Project 2 Sprint 2</a></li><li>2. Open "Departments" page.</li><li>3. go to "Filters".</li><li>4. click the "Parent" filter.</li><li>5. Choose one or more "Parent" filters</li></ol>

	<div><div>Filter by</div><div>Clear</div><div>Apply</div><div>Type</div><div>Status</div><div>Parent group (1)</div><div>Human Resources</div><div>Information Technology</div><div>Management</div><div>Marketing</div><div>Operations</div><div>Product Management</div><div>Sales</div><div>Offices</div><div>Contact name</div></div>
Expected result	<ul style="list-style-type: none"><li>• The customer is logged in successfully.</li><li>• The user is able to navigate to the “Departments” tab when clicking on “Departments”</li><li>• The user is able to click “Filter” and all filter options are visible.</li><li>• The user is able to click on “Parent” filter</li><li>• The user is able to choose one or more Parent filters listed in the dropdown list:<ul style="list-style-type: none"><li>◦ Human Resources,</li><li>◦ Information Technology,</li><li>◦ Management,</li><li>◦ Marketing,</li><li>◦ Operations,</li><li>◦ Product Management,</li><li>◦ Sales;</li></ul></li><li>• Once the filter is chosen, the app shows the active departments based on the filters applied</li></ul>

Test case ID	DP009 - Department page - Filter type - Offices
Description	The regular user has access rights to navigate to “Department” tab of the application and filtering the departments by using the “Offices” option.
Precondition	The user must be logged in on <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a>
Test data	<b>Username/Email:</b> team6_user@email.com <b>Password:</b> user

Test steps	<ol style="list-style-type: none"> <li>1. Log in to <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a></li> <li>2. Click on "Department" page</li> <li>3. Go to "Filter"</li> <li>4. Click "Offices"</li> <li>5. Choose either "London" or "New York" or both.</li> </ol> 
Expected result	<ul style="list-style-type: none"> <li>• The customer is logged in successfully.</li> <li>• The user is able to navigate to the "Departments" tab when clicking on "Departments"</li> <li>• The user is able to click "Filter" and all filter options are visible.</li> <li>• The user has access rights to click on "Offices" filter and choose either "London" or "New York" or both.</li> <li>• Once either "London" or "New York" or both filters are applied, either "London" or "New York" or both offices are filtered for the user.</li> </ul>

Test case ID	DP010 - Department page - Filter type - Contact name
Description	The regular user has access rights to filter departments by using the "contact name" filter to find out who is the contact person for each department.
Precondition	The user must be logged in on <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a>
Test data	<b>Username/Email:</b> team6_user@email.com  <b>Password:</b> user
Test steps	<ol style="list-style-type: none"> <li>1. Log in to <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a></li> <li>2. Click on "Department" page</li> <li>3. Go to "Filter"</li> <li>4. Click "Contact name"</li> <li>5. Choose the name to see who is the person to contact for what department.'</li> </ol>



	<div> <div>Contact name ^</div> <div> Arte Gillion  Bert Mayoh  Carey Callan  Chrissie Reubel  Doll De la Harpe  Geoffrey Bortoletti  Halsey Ebanks  Hayley Renfree  Hynda Hoodspeth  Jami Ugo  Kat Stait  Katya De Beauchamp  Kyrstin Wyldish  Lorianne Killner  Mufinella Terris  Natty Jiggins  Sandy Branwhite  Sarah Jones  Yetty Ibel </div> </div>
Expected result	<ul style="list-style-type: none"> <li>• The customer is logged in successfully.</li> <li>• The user is able to navigate to the "Departments" tab when clicking on "Departments"</li> <li>• The user is able to click "Filter" and all filter options are visible.</li> <li>• The user has the ability to choose a name from the dropdown list.</li> <li>• Once a name is chosen from the dropdown list, the name chosen will be the contact person for the department resulted when applying the filter.</li> </ul>

▼ Department page - Bookmarks

Test case ID	DP011 - Department page - Bookmarks - "no results" when the user has no bookmarked departments.
Description	The regular user has access rights to navigate to "Department" tab of the application and filtering the departments by using no bookmarks gives "no results".
Precondition	The user must be logged in on <a href="#">📱 Home - My directory (v4.0.3) Project 2 Sprint 2</a>
Test data	<b>Username/Email:</b> <a href="#">team6_user@email.com</a> <b>Password:</b> user
Test steps	1. Log in to <a href="#">📱 Home - My directory (v4.0.3) Project 2 Sprint 2</a>

	<div>2. Click on "Department" page</div> <div>3. When on the landing page, make sure that there are no departments bookmarked (the bookmark icon would be filled if bookmarked).</div> <div>4. Once the check has been done, click the "Bookmark" icon at the top right corner.</div> <div><div><div>Department</div><div><div>Search...</div><div><div><div><div></div></div></div></div></div><div><div><div>Filter by</div><div>Apply</div></div><div><div>Type</div><div>Status</div><div>Parent group</div><div>Offices</div><div>Contact name</div></div><div><div>Arte Gillion</div><div>Bert Mayoh</div><div>Carey Callan</div></div></div><div><div>Accounting and finance# Department</div><div>Digital Marketing Department</div><div>HR department Department Inactive</div><div>Information Technology Department</div><div>Business Development Department</div><div>Engineering Department</div><div>Human Resources Department</div><div>Learning &amp; Development Department</div></div></div></div>
Expected result	<div><div><div>The customer is logged in successfully.</div><div>The user is able to navigate to the "Departments" tab when clicking on "Departments"</div><div>When on the landing page, the user is able to click on the "bookmark" icon.</div><div>When the icon is clicked, there has to be no results as no departments have been bookmarked.</div></div></div>

Test case ID	DP012 - Department page - Bookmarks - using one bookmark.
Description	The regular user has access rights to navigate to "Department" tab of the application and filtering the departments by using a bookmark.
Precondition	The user must be logged in on <a href="#">Home - My directory (v4.0.3) Project 2 Sprint 2</a>
Test data	<div>Username/Email: <a href="#">team6_user@email.com</a></div> <div>Password: user</div>
Test steps	<div>1. Log in to <a href="#">Home - My directory (v4.0.3) Project 2 Sprint 2</a></div> <div>2. Click on "Department" page</div> <div>3. When on the landing page, make sure that only one department is bookmarked.</div> <div><div><div>Department</div><div><div>Search...</div><div><div><div><div></div></div></div></div></div><div><div><div>Filter by</div><div>Clear</div><div>Apply</div></div><div><div>Type</div><div>Status</div><div>Parent group</div><div>Offices</div><div>Contact name</div></div><div><div></div></div></div><div><div>Accounting and finance# Department</div><div>Digital Marketing Department</div><div>HR department Department Inactive</div><div>Information Technology Department</div><div>Business Development Department</div><div>Engineering Department</div><div>Human Resources Department</div><div>Learning &amp; Development Department</div></div></div></div>

4. Once the check has been done, click the "Bookmark" icon at the top right corner.

	<div><div>Department</div><div><div><div>Q Search...</div><div><div><div><div></div></div></div><div><div></div></div></div></div></div><div><div><div>Filter by</div><div>Clear</div><div>Apply</div></div><div><div>Type</div><div>Status</div><div>Parent group</div><div>Offices</div><div>Contact name</div></div></div><div><div>Accounting and finance# Department</div><div>Digital Marketing Department</div><div>HR department Department Inactive</div><div>Information Technology Department</div><div>Business Development Department</div><div>Engineering Department</div><div>Human Resources Department</div><div>Learning &amp; Development Department</div></div></div>
Expected result	<ul style="list-style-type: none"><li>• The customer is logged in successfully.</li><li>• The user is able to navigate to the “Departments” tab when clicking on “Departments”</li><li>• When on the landing page, the user is able to click on the “bookmark” icon for any department (“Account and finance#”) used as an example) and bookmark the department.</li><li>• When the icon is clicked at the top right corner to show only bookmarked department, only the bookmarked department is shown.</li></ul>

Test case ID	DP013 - Department page - Bookmarks - using more than one bookmarks
Description	The regular user has access rights to navigate to “Department” tab of the application and filtering the departments by using multiple bookmarks from different departments.
Precondition	The user must be logged in on <a href="#">Home - My directory (v4.0.3) Project 2 Sprint 2</a>
Test data	<b>Username/Email:</b> team6_user@email.com <b>Password:</b> user
Test steps	<ol style="list-style-type: none"><li>1. Log in to <a href="#">Home - My directory (v4.0.3) Project 2 Sprint 2</a></li><li>2. Click on “Department” page</li><li>3. When on the landing page, choose more than bookmarks.</li></ol> <div><div>Department</div><div><div><div>Q Search...</div><div><div><div><div></div></div></div><div><div></div></div></div></div></div><div><div><div>Filter by</div><div>Clear</div><div>Apply</div></div><div><div>Type</div><div>Status</div><div>Parent group</div><div>Offices</div><div>Contact name</div></div></div><div><div>Accounting and finance# Department</div><div>Digital Marketing Department</div><div>HR department Department Inactive</div><div>Information Technology Department</div><div>Legal Department Active</div><div>Business Development Department</div><div>Engineering Department</div><div>Human Resources Department</div><div>Learning &amp; Development Department</div><div>Management Department</div></div></div> <ol style="list-style-type: none"><li>4. Once the bookmarks are chosen, click the the icon to only choose bookmarked departments.</li></ol>

	<div> <div>Department</div> <div> <div>Search...</div> <div> </div> </div> <div> <div> <div>Filter by</div> <div>Clear</div> <div>Apply</div> </div> <div> <div>Type</div> <div>Status</div> <div>Parent group</div> <div>Offices</div> <div>Contact name</div> </div> </div> <div> <div>Accounting and finance# Department</div> <div>Digital Marketing Department</div> <div>HR department Department Inactive</div> <div>Information Technology Department</div> <div>Business Development Department</div> <div>Engineering Department</div> <div>Human Resources Department</div> <div>Learning &amp; Development Department</div> </div> </div>
Expected result	<ul style="list-style-type: none"> <li>• The customer is logged in successfully.</li> <li>• The user is able to navigate to the “Departments” tab when clicking on “Departments”</li> <li>• When on the landing page, the user is able bookmark multiple departments using the “bookmark” icon next to the department</li> <li>• When the icon is clicked at the top right corner to show only bookmarked departments, only bookmarked departments are shown.</li> </ul>

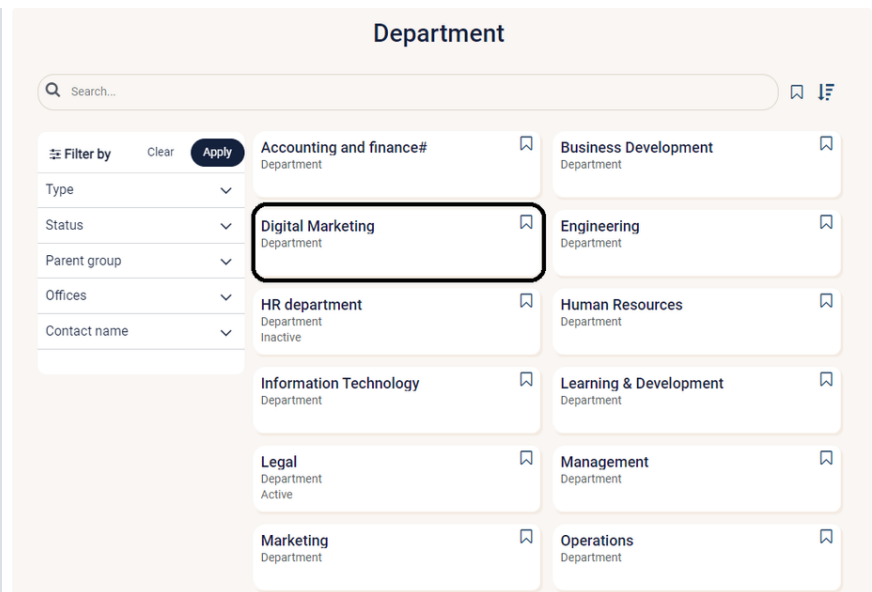
## Department information

### ▼ Departments information

Test case ID	DP014 - Department page - department information pop-up
Description	The regular user has access rights to navigate to “Department” tab of the application and see information of different department(s).
Precondition	The user must be logged in on <a href="#">Home - My directory (v4.0.3) Project 2 Sprint 2</a> and navigated to “departments” tab.
Test data	<b>Username/Email:</b> team6_user@email.com  <b>Password:</b> user
Test steps	<ol style="list-style-type: none"> <li>1. Log in to <a href="#">Home - My directory (v4.0.3) Project 2 Sprint 2</a></li> <li>2. Click on “Department” page</li> <li>3. Once on the departments landing page, click on a department to see more detailed information (for example “Digital Marketing”).</li> </ol>

	<div><div>Department</div><div><div><div>Q Search...</div><div><div><div>Filter by</div><div>Clear</div><div>Apply</div></div><div><div>Type</div><div>Status</div><div>Parent group</div><div>Offices</div><div>Contact name</div></div></div></div><div><div>Accounting and finance# Department</div><div><div>Digital Marketing Department</div></div><div><div>HR department Department Inactive</div></div><div><div>Information Technology Department</div></div><div><div>Legal Department Active</div></div><div><div>Marketing Department</div></div><div><div>Business Development Department</div></div><div><div>Engineering Department</div></div><div><div>Human Resources Department</div></div><div><div>Learning &amp; Development Department</div></div><div><div>Management Department</div></div><div><div>Operations Department</div></div></div></div></div>
Expected result	<ul style="list-style-type: none"><li>• The user is logged in successfully.</li><li>• The user is able to click on the “Department” button</li><li>• The user is redirected to the “Department page” after clicking the button.</li><li>• On the landing page, the user is able to click on any departments for more information.</li><li>• When clicked, a pop-up or a different page have to open to showcase more detailed information about the department.</li></ul>

Test case ID	DP015 - Department page - access to department information
Description	The regular user has access rights to navigate to “Department” tab of the application and see information of different department(s).
Precondition	The user must be logged in on <a href="#">Home - My directory (v4.0.3) Project 2 Sprint 2</a> and navigated to “departments” tab.
Test data	<b>Username/Email:</b> <a href="#">team6_user@email.com</a> <b>Password:</b> user
Test steps	<ol style="list-style-type: none"><li>1. Log in to <a href="#">Home - My directory (v4.0.3) Project 2 Sprint 2</a></li><li>2. Click on “Department” page</li><li>3. Once on the departments landing page, click on a department to see more detailed information (for example “Digital Marketing”).</li></ol>



4. Once clicked, the user must be presented with the following information:
- Name
  - Description
  - Parent department/group - if this department is a sub-department.
  - List of Key contacts - employees of the company.
    - The user must be able to go to the employee details view by clicking on it.
  - Contact email
  - Contact details
  - Office
  - Additional documents
  - Links specific for this department
  - Key dates -meeting schedule, milestones.

Expected result

- The user is logged in successfully.
- The user is able to click on the "Department" button
- The user is redirected to the "Department page" after clicking the button.
- On the landing page, the user is able to click on any departments for more information.
- When clicked, a pop-up or a different page have to open to showcase more detailed information about the department.
- The pop-up has to showcase the following information:
  - Name
  - Description
  - Parent department/group - if this department is a sub-department.
  - List of Key contacts - employees of the company.
    - The user must be able to go to the employee details view by clicking on it.
  - Contact email
  - Contact details
  - Office
  - Additional documents
  - Links specific for this department
  - Key dates -meeting schedule, milestones.

- If some of the areas are not listed in the pop-up (not filled), the information tag should not be visible for the user to save space on the pop-up.

## Managing department information

### ▼ Editing information

Test case ID	DP016 - Managing department information - Edit functionality- "Edit" shortcut visible on department pop-up
Description	The admin has access rights to navigate to "Department" tab and edit of any department.
Precondition	The Admin must be logged in on <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a>
Test data	<b>Username/Email:</b> <a href="#">admin@email.com</a> <b>Password:</b> admin
Test steps	<ol style="list-style-type: none"><li>1. Log in to <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a></li><li>2. Click on "Department" page</li><li>3. When on the landing page, click on any department on the landing page.</li><li>4. Once the pop-up appears, click "Edit" visible on the pop-up or redirected page</li></ol>
Expected result	<ul style="list-style-type: none"><li>• The Admin is logged in successfully.</li><li>• The admin is able to navigate to the "Departments" tab when clicking on "Departments"</li><li>• When on the landing page, the admin is able to click on any departments.</li><li>• When clicking on an department, the pop-up or a different page has to show an "Edit" button to edit the page.</li><li>• When clicking the "edit" button, the admin is redirected to a different page where the admin would have the ability to edit information.</li></ul>

Test case ID	DP017 - Managing department information - Saving
Description	The admin has the ability to edit changes and publish them. Other users on the platform are able to see the newly published changes.
Precondition	The Admin must be logged in on <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a>
Test data	<b>Username/Email:</b> <a href="#">admin@email.com</a> <b>Password:</b> admin
Test steps	<ol style="list-style-type: none"><li>1. Log in to <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a></li><li>2. Click on "Department" page</li><li>3. When on the landing page, click on any department on the landing page.</li><li>4. Once the pop-up appears, click "Edit" visible on the pop-up or redirected page</li><li>5. Change any data, for example in the "description" text field.</li></ol>

	<div data-bbox="602 94 1443 367"> <div data-bbox="626 111 727 130">Description</div> <div data-bbox="626 142 1422 184"> <div data-bbox="641 151 660 172">B</div> <div data-bbox="677 151 696 172">I</div> <div data-bbox="714 151 734 172">U</div> <div data-bbox="750 151 769 172">☰</div> <div data-bbox="786 151 805 172">☰</div> <div data-bbox="823 151 842 172">☰</div> <div data-bbox="859 151 878 172">☰</div> <div data-bbox="896 151 914 172">☰</div> <div data-bbox="932 151 951 172">☰</div> <div data-bbox="967 151 987 172">☰</div> <div data-bbox="1005 151 1024 172">☰</div> <div data-bbox="1040 151 1060 172">☰</div> <div data-bbox="1076 151 1096 172">☰</div> <div data-bbox="1114 151 1133 172">☰</div> <div data-bbox="1149 151 1169 172">☰</div> <div data-bbox="1185 151 1205 172">☰</div> <div data-bbox="1222 151 1242 172">☰</div> <div data-bbox="1258 151 1278 172">☰</div> <div data-bbox="1294 151 1313 172">☰</div> <div data-bbox="1331 151 1351 172">☰</div> <div data-bbox="1367 151 1386 172">☰</div> <div data-bbox="1403 151 1422 172">☰</div> <div data-bbox="1440 151 1459 172">☰</div> </div> <div data-bbox="626 205 773 222">eeeeeeeeeeeeee</div> </div> <div data-bbox="626 357 669 371">Type</div>
<p>Expected result</p>	<p>6. Once edits have been made, click save at the bottom of the page.</p> <ul style="list-style-type: none"> <li>• The Admin is logged in successfully.</li> <li>• The admin is able to navigate to the “Departments” tab when clicking on “Departments”</li> <li>• When on the landing page, the admin is able to click on any departments.</li> <li>• When clicking on an department, the pop-up or a different page has to show an “Edit” button to edit the page.</li> <li>• When clicking the “edit” button, the admin is redirected to a different page where the admin would have the ability to edit information.</li> <li>• The optional text fields (in this example, the “description” field) is functional and allows the admin to make text based changes.</li> <li>• The Admin is able to save the changes.</li> <li>• The changed that were published reflect on the departments pop-up page for other users to see.</li> </ul>

Test case ID	DP018 - Managing department information - Edit functionality- Character limit
Description	The character limit for departments when editing is 100 characters for “Name”, “Contact name”, “Contact role”, “Contact email” .
Precondition	The Admin must be logged in on <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a> and navigated to any “Edit” page of any department.
Test data	<b>Username/Email:</b> <a href="#">admin@email.com</a> <b>Password:</b> admin
Test steps	<ol style="list-style-type: none"> <li>Log in to <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a></li> <li>Click on “Department” page</li> <li>When on the landing page, click on any department on the landing page.</li> <li>Click “Edit” on the department's pop-up</li> <li>Add 101 characters to: <ol style="list-style-type: none"> <li>“Name”</li> <li>“Contact name”</li> <li>“Contact role”</li> <li>“Contact email”</li> </ol> </li> </ol>
Expected result	<ul style="list-style-type: none"> <li>The Admin is logged in successfully.</li> <li>The admin is able to navigate to the “Departments” tab when clicking on “Departments”</li> <li>When on the landing page, the admin is able to click on any departments.</li> <li>When clicking on an department, the pop-up or a different page has to show an “Edit” button to edit the page.</li> <li>When clicking the “edit” button, the admin is re-directed to a different page where the admin would have the ability to edit information.</li> </ul>



- When adding Add 101 characters to "Name", "Contact name", "Contact role" and "Contact email" and saving, the edit page will give an error for those specific boxes that the limit has exceeded.

<b>Test case ID</b>	<b>DP019 - Managing department information - Edit functionality- Character limit 2</b>
Description	The character limit for departments when editing is 500 characters for "Description", "Contact details", "Links", "Key dates" .
Precondition	The Admin must be logged in on <a href="#">📄 Home - My directory (v4.0.3) Project 2 Sprint 2</a> and navigated to any "Edit" page of any department.
Test data	<b>Username/Email:</b> <a href="#">admin@email.com</a> <b>Password:</b> admin
Test steps	<ol style="list-style-type: none"> <li>1. Log in to <a href="#">📄 Home - My directory (v4.0.3) Project 2 Sprint 2</a></li> <li>2. Click on "Department" page</li> <li>3. When on the landing page, click on any department on the landing page.</li> <li>4. Click "Edit" on the department's pop-up</li> <li>5. Add 501 characters to: <ol style="list-style-type: none"> <li>a. "Description"</li> <li>b. "Contact details"</li> <li>c. "Links"</li> <li>d. "Key dates"</li> </ol> </li> </ol>
Expected result	<ul style="list-style-type: none"> <li>• The Admin is logged in successfully.</li> <li>• The admin is able to navigate to the "Departments" tab when clicking on "Departments"</li> <li>• When on the landing page, the admin is able to click on any departments.</li> <li>• When clicking on an department, the pop-up or a different page has to show an "Edit" button to edit the page.</li> <li>• When clicking the "edit" button, the admin is re-directed to a different page where the admin would have the ability to edit information.</li> <li>• When adding Add 501 characters to "Description", "Contact details", "Links" and "Key dates" and saving, the edit page will give an error for those specific boxes that the limit has exceeded.</li> </ul>

<b>Test case ID</b>	<b>DP020 - Managing department information - Edit functionality- Mandatory fields not filled</b>
Description	The system does not let the admin save any changes if the mandatory fields are not filled.
Precondition	The Admin must be logged in on <a href="#">📄 Home - My directory (v4.0.3) Project 2 Sprint 2</a> and navigated to any "Edit" page of any department.
Test data	<b>Username/Email:</b> <a href="#">admin@email.com</a> <b>Password:</b> admin
Test steps	<ol style="list-style-type: none"> <li>1. Log in to <a href="#">📄 Home - My directory (v4.0.3) Project 2 Sprint 2</a></li> <li>2. Click on "Department" page</li> <li>3. When on the landing page, click on any department on the landing page.</li> <li>4. Click "Edit" on the department's pop-up</li> </ol>

5. Leave the mandatory field empty (Name) and save.

### Edit Group

**Name \***

Field is required.

**Description**

**B** **I** **U**

This is the description of the group.

**Type**

Set the group type

Department

**Status**

Specify the groups status, e.g if a Committee is inactive and no longer meeting(optional)

Not Applicable

**Top level group**

Should this group appear at the top of the group org chart?

☐ Yes

☒ No

Expected result

- The Admin is logged in successfully.
- The admin is able to navigate to the “Departments” tab when clicking on “Departments”
- When on the landing page, the admin is able to click on any departments.
- When clicking on an department, the pop-up or a different page has to show an “Edit” button to edit the page.
- When clicking the “edit” button, the admin is re-directed to a different page where the admin would have the ability to edit information.
- When leaving “Name” field empty and saving, the system would not let the Admin to save the changes as the mandatory field(s) are not populated. The changes are reflected in the Departments information pop-up.

Test case ID

DP021 - Managing department information - Edit functionality- Optional fields

Description

The system allows the Admin to save changes even if the option fields are not populated.

Precondition

The Admin must be logged in on [🏠 Home - My directory \(v4.0.3\) Project 2 Sprint 2](#) and navigated to any “Edit” page of any department.

Test data

**Username/Email:** [admin@email.com](mailto:admin@email.com)  
**Password:** admin

Test steps

1. Log in to [🏠 Home - My directory \(v4.0.3\) Project 2 Sprint 2](#)
2. Click on “Department” page
3. When on the landing page, click on any department on the landing page.
4. Click “Edit” on the department’s pop-up

	5. Leave the Optional fields empty ("Description", "Contact email", "Contact details", "Additional documents", "Links", "Key dates") and click save.
Expected result	<ul style="list-style-type: none"> <li>• The Admin is logged in successfully.</li> <li>• The admin is able to navigate to the "Departments" tab when clicking on "Departments"</li> <li>• When on the landing page, the admin is able to click on any departments.</li> <li>• When clicking on an department, the pop-up or a different page has to show an "Edit" button to edit the page.</li> <li>• When clicking the "edit" button, the admin is re-directed to a different page where the admin would have the ability to edit information.</li> <li>• the system allows the Admin to save changes without populating "Description", "Contact email", "Contact details", "Additional documents", "Links", "Key dates" fields as these are not mandatory. The changes are reflected in the Departments information pop-up.</li> </ul>

<b>Test case ID</b>	<b>DP022 - Managing department information - Edit functionality- Department type</b>
Description	When editing, the Admin is able to declare the type for the department and parent group.
Precondition	The Admin must be logged in on <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a> and navigated to any "Edit" page of any department.
Test data	<b>Username/Email:</b> <a href="#">admin@email.com</a> <b>Password:</b> admin
Test steps	<ol style="list-style-type: none"> <li>1. Log in to <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a></li> <li>2. Click on "Department" page</li> <li>3. When on the landing page, click on any department on the landing page.</li> <li>4. Click "Edit" on the department's pop-up</li> <li>5. Scroll down until you see "Type", where you can edit the "department" and declare a "Parent group"</li> </ol>
Expected result	<ul style="list-style-type: none"> <li>• The Admin is logged in successfully.</li> <li>• The admin is able to navigate to the "Departments" tab when clicking on "Departments"</li> <li>• When on the landing page, the admin is able to click on any departments.</li> <li>• When clicking on an department, the pop-up or a different page has to show an "Edit" button to edit the page.</li> <li>• When clicking the "edit" button, the admin is re-directed to a different page where the admin would have the ability to edit information.</li> <li>• The admin is able to see the "type" section.</li> <li>• The admin is able to see "Department" and "Parent group" text fields.</li> <li>• When the admin clicks on either text fields, "Department" or "parent group", a dropdown list is presented to the admin of all available options.</li> </ul>

<b>Test case ID</b>	<b>DP023 - Managing department information - Edit functionality- Key contact name</b>
Description	When editing the "Key contact name" for the department, all the names are visible in a dropdown list to mitigate any spelling errors.
Precondition	The Admin must be logged in on <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a> and navigated to any "Edit" page of any department.

Test data	<p><b>Username/Email:</b> <a href="#">admin@email.com</a></p> <p><b>Password:</b> admin</p>
Test steps	<ol style="list-style-type: none"> <li>1. Log in to <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a></li> <li>2. Click on "Department" page</li> <li>3. When on the landing page, click on any department on the landing page.</li> <li>4. Click "Edit" on the department's pop-up</li> <li>5. Navigate to "Key contacts" part</li> </ol> <div> <h3>Key contacts</h3> <p><b>Contact name</b></p> <p>Add as many key contacts as is necessary. Ensure the email address matches the directory</p> <input type="text"/> <p><b>Contact role</b></p> <p>The role of the contact in the group e.g. chair, deputy, head</p> <input type="text"/> <p><b>Add contact</b></p> </div> <ol style="list-style-type: none"> <li>6. When clicking on the "Contact name" box, a dropdown list should appear where you can choose one or more contacts</li> <li>7. Once chosen, the admin can choose the role for one or multiple contacts.</li> </ol>
Expected result	<ul style="list-style-type: none"> <li>• The Admin is logged in successfully.</li> <li>• The admin is able to navigate to the "Departments" tab when clicking on "Departments"</li> <li>• When on the landing page, the admin is able to click on any departments.</li> <li>• When clicking on an department, the pop-up or a different page has to show an "Edit" button to edit the page.</li> <li>• When clicking the "edit" button, the admin is re-directed to a different page where the admin would have the ability to edit information.</li> <li>• When clicking the text field, a dropdown list will appear with all the relevant workers for that department.</li> <li>• The admin can choose one or multiple contacts.</li> <li>• The admin is able to choose one or multiple roles for the contacts.</li> <li>• Once done, the admin is able to save the changes. The changes are reflected in the Departments information pop-up.</li> </ul>

Test case ID	DP024 - Managing department information - Edit functionality- Key contact email
Description	When editing the "Key contact email" for the department, the site is going to be saved regardless if the field is populated or not.
Precondition	The Admin must be logged in on <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a> and navigated to any "Edit" page of any department.
Test data	<b>Username/Email:</b> <a href="#">admin@email.com</a>

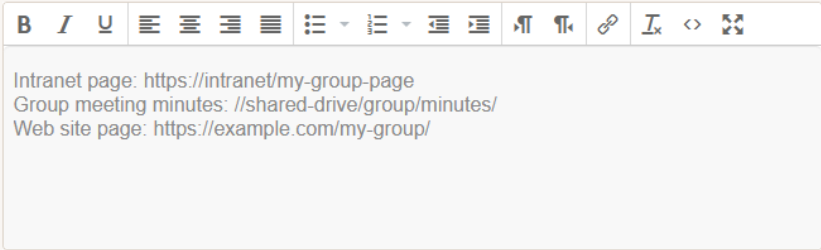
	<b>Password:</b> admin
Test steps	<ol style="list-style-type: none"> <li>1. Log in to <a href="#">📄 Home - My directory (v4.0.3) Project 2 Sprint 2</a></li> <li>2. Click on "Department" page</li> <li>3. When on the landing page, click on any department on the landing page.</li> <li>4. Click "Edit" on the department's pop-up</li> <li>5. Navigate to "Key contacts" part</li> </ol> <div> <p><b>Banner image</b></p> <p>Images appear in the list and at the top of the entry when opened.</p> <p><b>+ Choose image</b></p> <p><b>Contact email</b></p> <p>Set a group email if you have one</p> <input type="text"/> </div> <ol style="list-style-type: none"> <li>6. When clicking on the "Contact email" box, the Admin should add a contact email or leave it blank if there is no contact email.</li> <li>7. The admin would save the changes (either with the contact field populated or not)</li> </ol>
Expected result	<ul style="list-style-type: none"> <li>• The Admin is logged in successfully.</li> <li>• The admin is able to navigate to the "Departments" tab when clicking on "Departments"</li> <li>• When on the landing page, the admin is able to click on any departments.</li> <li>• When clicking on an department, the pop-up or a different page has to show an "Edit" button to edit the page.</li> <li>• When clicking the "edit" button, the admin is re-directed to a different page where the admin would have the ability to edit information.</li> <li>• Navigate to "Contact email".</li> <li>• The admin is able to save the changes with or without populating the "contact email" text field. The changes are reflected in the Departments information pop-up.</li> </ul>

<b>Test case ID</b>	<b>DP025 - Managing department information - Edit functionality- offices</b>
Description	When declaring "Offices" for the department, the site should allow declaring one or multiple offices.
Precondition	The Admin must be logged in on <a href="#">📄 Home - My directory (v4.0.3) Project 2 Sprint 2</a> and navigated to any "Edit" page of any department.
Test data	<b>Username/Email:</b> admin@email.com  <b>Password:</b> admin
Test steps	<ol style="list-style-type: none"> <li>1. Log in to <a href="#">📄 Home - My directory (v4.0.3) Project 2 Sprint 2</a></li> <li>2. Click on "Department" page</li> <li>3. When on the landing page, click on any department on the landing page.</li> <li>4. Click "Edit" on the department's pop-up</li> <li>5. Navigate to "Offices" part.</li> <li>6. The description must be: "Link relevant offices if useful"</li> </ol>

	<div> <b>Offices</b>  Link relevant offices if useful  <input type="text"/> </div> <p>6. when clicking on the text field, a dropdown list of all offices will pop up.</p> <p>7. Once relevant offices added, save the changes.</p>
Expected result	<ul style="list-style-type: none"> <li>• The Admin is logged in successfully.</li> <li>• The admin is able to navigate to the "Departments" tab when clicking on "Departments"</li> <li>• When on the landing page, the admin is able to click on any departments.</li> <li>• When clicking on an department, the pop-up or a different page has to show an "Edit" button to edit the page.</li> <li>• When clicking the "edit" button, the admin is re-directed to a different page where the admin would have the ability to edit information.</li> <li>• When clicking the on the text field, a dropdown list of the offices will appear.</li> <li>• Once relevant offices are added for the department, the Admin is able to save changes. The text field can not be empty. The changes are reflected in the Departments information pop-up.</li> </ul>

<b>Test case ID</b>	<b>DP026 - Managing department information - Edit functionality- additional document upload</b>
Description	The admin is able to upload additional documents when editing the department information.
Precondition	The Admin must be logged in on <a href="#">📄 Home - My directory (v4.0.3) Project 2 Sprint 2</a> and navigated to any "Edit" page of any department.
Test data	<b>Username/Email:</b> <a href="#">admin@email.com</a>  <b>Password:</b> admin
Test steps	<ol style="list-style-type: none"> <li>1. Log in to <a href="#">📄 Home - My directory (v4.0.3) Project 2 Sprint 2</a></li> <li>2. Click on "Department" page</li> <li>3. When on the landing page, click on any department on the landing page.</li> <li>4. Click "Edit" on the department's pop-up</li> <li>5. Navigate to "documents" part.</li> </ol> <div> <b>Documents</b>  Upload any related documents  <div>+ Choose file</div> </div> <ol style="list-style-type: none"> <li>6. Once relevant documents are added, save the changes.</li> </ol>
Expected result	<ul style="list-style-type: none"> <li>• The Admin is logged in successfully.</li> <li>• The admin is able to navigate to the "Departments" tab when clicking on "Departments"</li> <li>• When on the landing page, the admin is able to click on any departments.</li> <li>• When clicking on an department, the pop-up or a different page has to show an "Edit" button to edit the page.</li> <li>• When clicking the "edit" button, the admin is re-directed to a different page where the admin would have the ability to edit information.</li> </ul>

- When “Choose File” is clicked, the admin has the ability to choose a file to upload.
- Once relevant documents are uploaded, the Admin is able to save changes. The uploaded documents are reflected in the Departments information pop-up.

Test case ID	DP027 - Managing department information - Edit functionality- Links
Description	The admin is able to upload links that may Include any online links relevant to the department.
Precondition	The Admin must be logged in on <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a> and navigated to any "Edit" page of any department.
Test data	<b>Username/Email:</b> <a href="#">admin@email.com</a> <b>Password:</b> admin
Test steps	<ol style="list-style-type: none"><li>1. Log in to <a href="#">🏠 Home - My directory (v4.0.3) Project 2 Sprint 2</a></li><li>2. Click on "Department" page</li><li>3. When on the landing page, click on any department on the landing page.</li><li>4. Click "Edit" on the department's pop-up</li><li>5. Navigate to "Links" part.</li><li>6. The description must be: "Include any online links relevant to this group"</li></ol> <div><b>Links</b> Include any online links relevant to this group </div> <ol style="list-style-type: none"><li>6. The following place holders must be in the text field:<ol style="list-style-type: none"><li>a. Placeholder: Intranet page: <a href="#">https://intranet/my-group-page</a></li><li>b. Group meeting minutes: //shared-drive/group/minutes/</li><li>c. Web site page: <a href="#">https://example.com/my-group/</a></li></ol></li><li>7. Once the admin has added relevant links with the above listed format, the admin can save the changes.</li></ol>
Expected result	<ul style="list-style-type: none"><li>• The Admin is logged in successfully.</li><li>• The admin is able to navigate to the "Departments" tab when clicking on "Departments"</li><li>• When on the landing page, the admin is able to click on any departments.</li><li>• When clicking on an department, the pop-up or a different page has to show an "Edit" button to edit the page.</li><li>• When clicking the "edit" button, the admin is re-directed to a different page where the admin would have the ability to edit information.</li><li>• The admin is able to add relevant links to the text fields under "Links".</li><li>• Once relevant links are added, the Admin is able to save changes. The changes are reflected in the Departments information pop-up.</li></ul>

