

User Acceptance Testing of Access Control Optimi College

The UAT of the Import Webpage:

Test Scenario	Test Steps	Expected Outcome	Actual Outcome	Pass/Fail
File Selection and Display	1. Click 'Choose File' upload icon. 2. Select an Excel file. 3. Verify selected file name displays in 'Choose File' upload icon. 4. Press 'Load' button.	Selected file name is displayed. The Gridview displays the Excel file data after 'Load' button was clicked.	Succes	Pass
Successful Import to SQL Database	1. Click 'Import' button after loading file. 2. Check for "Data uploaded successfully to SQL Server!!!" message.	"Data uploaded successfully to SQL Server!!!" message appears upon successful import.	Succes	Pass
Page Refresh Functionality	1. Press 'Refresh' button after successful import. 2. Verify the page refreshes to its original state. 3. Attempt 'Load' without selecting a file. 4. Press 'Refresh' after error message. 5. Verify error message disappears after page refresh.	Page returns to its original state after refresh. Error message: "Please select an Excel file to upload!!!" appears, disappears after refresh.	Succes	Pass

Error Handling - No File for Import	1. Click 'Import' button without selecting a file. 2. Verify error message "No data to upload to SQL Server." appears. 3. Press 'Refresh' after error message. 4. Verify error message disappears after page refresh.	Error message: "No data to upload to SQL Server!!!" appears, disappears after refresh.	Succes	Pass
Help Button Functionality	1. Click 'Help' button. 2. Verify that new tab opens displaying the Help PDF. 3. Switch between tabs to view multiple web pages while the PDF remains open. 4. Close the tab to return to the original webpage.	Help PDF opens in a new tab. User can switch between tabs successfully. Tab closes, returning to the original webpage.	Succes	Pass
Export Button Functionality	1. Click 'Export' button. 2. Verify the user is redirected to the Export webpage.	User is redirected to the export webpage upon clicking the 'Export' button.	Succes	Pass
Optimi College Logo Functionality	1. Click on the Optimi College/IT Academy Logo. 2. Verify that the user is redirected to the Optimi College main page.	User is redirected to the Optimi College main page after clicking the logo.	Succes	Pass
Troubleshoot Button Functionality	1. Click "Troubleshoot Button". 2. Verify a new tab/window opens displaying the Troubleshoot PDF.	Troubleshoot PDF opens in a new tab/window. User can switch between tabs successfully.	Succes	Pass

	3. Switch between tabs to view multiple web pages while the PDF remains open. 4. Close the tab/window to return to the original webpage.	Tab/window closes, returning to the original webpage.		
--	---	--	--	--

The UAT of the Export Webpage:

Test Scenario	Test Steps	Expected Outcome	Actual Outcome	Pass/Fail
Dropdown Options Display	1. Click the dropdown list. 2. Verify if the dropdown displays options: All Employees, Fire Drill, In & Out, Late Today, Sign IN, Sign Out, Error Records, and Display All.	Dropdown shows options as mentioned.	Succes	Pass
Gridview Display - All Employees	1. Select the "All Employees" option from the dropdown list. 2. Check if Gridview displays all records of All Employees.	Gridview shows all records of All Employees.	Succes	Pass
Gridview Display - Fire Drill	1. Select the "Fire Drill" option from the dropdown list. 2. Check if Gridview displays all records of Fire Drill.	Gridview shows all records of Fire Drill.	Succes	Pass
Gridview Display - In & Out	1. Select the "In & Out" option from the dropdown list. 2. Check if Gridview displays all records of In & Out.	Gridview shows all records of In & Out.	Succes	Pass
Gridview Display - Late Today	1. Select the "Late Today" option from the dropdown list. 2. Check if Gridview displays all records of Late Today.	Gridview shows all records of Late Today.	Succes	Pass
Gridview Display - Sign IN	1. Select the "Sign IN" option from the dropdown list.	Gridview shows all records of Sign IN.	Succes	Pass

	2. Check if Gridview displays all records of Sign IN.			
Gridview Display - Sign Out	1. Select the "Sign Out" option from the dropdown list. 2. Check if Gridview displays all records of Sign Out.	Gridview shows all records of Sign Out.	Succes	Pass
Gridview Display - Error Records	1. Select the "Error Records" option from the dropdown list. 2. Check if Gridview displays all records of Error Records.	Gridview shows all records of Error Records.	Succes	Pass
Gridview Display - Display All	1. Select the "Display All" option from the dropdown list. 2. Check if Gridview displays all records of Display All.	Gridview shows all records of Display All.	Succes	Pass
Date Filtering	1. Select start and end dates using the calendar in Start Date and End Date Textboxes. 2. Click the Search Button.	Gridview displays records between selected start and end dates. However, user had to type in the Dates. No calendar was shown.	Unsuccessful, User can manually type in Date.	Fail
Search by Personnel ID	1. Enter a Personnel ID in the Personnel ID Textbox. 2. Click "Search Employee" Button.	Gridview displays records only for the entered Personnel ID.	Succes	Pass
Export to Excel	1. Click "Export Button" after Gridview has data. 2. Verify messages "Preparing Export..." and "File Exported" appear and disappear.	Messages appear and disappear, indicating successful download.	Succes	Pass
Page Refresh	1. Click "Refresh Button" to clear the page of existing records.	Webpage resets to its initial state, no records shown.	Succes	Pass

Search by Personnel ID without Date Filter	<ol style="list-style-type: none"> 1. Enter a Personnel ID in the Personnel ID Textbox. 2. Click "Search Employee" Button without selecting dates. 3. Verify if Gridview populates only the records for the entered Personnel ID. 	Gridview displays records based on entered Personnel ID without date filter.	Succes	Pass
Error Handling - Export Button	<ol style="list-style-type: none"> 1. Click "Export Button" without data in Gridview. 2. Check if the message "No file selected for download!!!" appears. 3. Click "Refresh Button" to remove the error message. 	Message "No file selected for download!!!" appears and disappears after refreshing.	Succes	Pass
Error Handling - Search Button	<ol style="list-style-type: none"> 1. Click "Search Button" without selecting Start and End Dates when no data in Gridview. 2. Check if the message "Please enter both Start and End dates!!!" appears. 3. Click "Refresh Button" to remove the error message. 	Message "Please enter both Start and End dates!!!" appears and disappears after refreshing.	Succes	Pass
Error Handling - Search Employee Button	<ol style="list-style-type: none"> 1. Click "Search Employee Button" without entering Personnel ID when no data in Gridview. 2. Check if the message "Please enter Personnel ID!!!" appears. 3. Click "Refresh Button" to remove the error message. 	Message "Please enter Personnel ID!!!" appears and disappears after refreshing.	Succes	Pass
Import Button Functionality	<ol style="list-style-type: none"> 1. Click "Import Button". 	User is redirected to the import page.	Succes	Pass

Help Button Functionality	<ol style="list-style-type: none"> 1. Click "Help Button". 2. Verify a new tab/window opens displaying the Help PDF. 3. Switch between tabs to view multiple web pages while the PDF remains open. 4. Close the tab/window to return to the original webpage. 	<p>Help PDF opens in a new tab/window.</p> <p>User can switch between tabs successfully.</p> <p>Tab/window closes, returning to the original webpage.</p>	Succes	Pass
Troubleshoot Button Functionality	<ol style="list-style-type: none"> 1. Click "Troubleshoot Button". 2. Verify a new tab/window opens displaying the Troubleshoot PDF. 3. Switch between tabs to view multiple web pages while the PDF remains open. 4. Close the tab/window to return to the original webpage. 	<p>Troubleshoot PDF opens in a new tab/window.</p> <p>User can switch between tabs successfully.</p> <p>Tab/window closes, returning to the original webpage.</p>	Succes	Pass
Optimi College/IT Academy Logo Functionality	<ol style="list-style-type: none"> 1. Click on the Optimi College/IT Academy Logo. 	<p>User is redirected to the Optimi College home page.</p>	Succes	Pass