Test Plan

# 1. Introduction

The purpose of this test plan is to outline the manual testing approach for the OrangeHRMdemo application (<https://opensource-demo.orangehrmlive.com/>). The objective of testing is to verify the functionality, usability, and stability of the core modules such as Login, Admin Management, PIM Employee Management, and Leave Management.  
  
This document defines the scope, test objectives, test strategy, resources, schedule, deliverables, and risks associated with the testing activities. The testing will ensure the application meets specified requirements and functions as intended before being presented as a portfolio project.

# 2. Scope

This section defines what is covered (In-Scope) and what is NOT covered (Out-of-Scope).  
  
**Example:**

**In-Scope:**

* Functional testing of the OrangeHRM demo application’s key modules:
  + Login/Logout
  + Admin → User Management
  + PIM → Employee Management (Add/Edit/Delete employee)
  + Leave Module → Apply Leave
* Positive and negative test scenarios
* Cross-browser testing on Chrome and Edge (basic check only)

**Out-of-Scope:**

* Performance testing
* Security or penetration testing
* Database validation (as this is a demo application)
* Mobile browser/device testing

# 3. Test Strategy

This section explains how testing will be done – approach, levels, and types of testing.  
  
**Example:**

The testing will be performed manually using pre-defined test scenarios and test cases. No automation tools will be used in this phase.

**Testing Approach:**

* Derive test scenarios from the functional requirements of OrangeHRM demo modules
* Design detailed test cases to cover positive and negative flows
* Execute test cases manually in a web browser
* Log any defects in the Defect Report template and track their resolution
* Maintain Requirement Traceability Matrix (RTM) to ensure 100% coverage

**Testing Levels:**

* **Unit Testing:** Not applicable (handled by developers of demo site)
* **Integration Testing:** Verify workflow between different modules (e.g., adding an employee in PIM and checking if it reflects in search)
* **System Testing:** End-to-end functional validation of selected modules

**Testing Types:**

* Functional Testing
* UI Testing (basic layout checks)
* Regression Testing (re-execution of cases if required)

# 4. Test Environment

This section explains **where you will test and what tools you’ll use**.

**Test URL:** https://opensource-demo.orangehrmlive.com/  
**Hardware/Software Requirements:**

* Laptop with minimum 8 GB RAM, Intel i3 or higher
* Windows 10/11 or equivalent OS
* Google Chrome (latest version) / Microsoft Edge (latest version)

**Test Data:**

* Predefined login credentials (Admin / admin123)
* Sample employee data for PIM module testing

**Tools Used:**

* MS Excel for documenting test cases, RTM, defect reports, execution reports
* MS Word for Test Plan and Test Summary Report
* GitHub repository for version control and portfolio presentation

# 5. Roles and Responsibilities

This defines **who does what** in your testing project (even if you are a single tester).

**Test Lead / Tester (MySelf):**

* Prepare Test Plan, Test Scenarios, Test Cases, and RTM
* Execute test cases manually and record results
* Log defects with proper details and severity
* Prepare Test Execution Report and Test Summary Report
* Maintain version control of documents on GitHub

# 6. Entry and Exit Criteria

This section defines **when testing starts and when it’s considered complete.**

**Entry Criteria:**

* The OrangeHRM demo site is accessible and stable.
* Test data is prepared and validated.
* Test Plan and Test Cases have been reviewed and approved (self-reviewed in your case).

**Exit Criteria:**

* All planned test cases have been executed.
* All critical and major defects have been logged and documented.
* Test Execution Report and Test Summary Report are completed.
* No open high-severity issues remain in the scope of testing.

# 7. Risks and Mitigation

| **Risk** | **Impact** | **Mitigation Plan** |
| --- | --- | --- |
| Demo site downtime or slow performance | Testing delays | Test during off-peak hours, retry later |
| Test data not persisting on demo site | Inconsistent test results | Prepare data sheets to quickly re-enter test data |
| Limited browser/device coverage | UI defects may go unnoticed | Focus on main browsers (Chrome/Edge) as per scope |
| No access to backend/database | Cannot verify data storage | Validate functionality at UI level only |