OrangeHRM Manual Testing

Login (*Functional + UI/UX*)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_LG_01	Verify successful login with valid credentials.	User is on Login Page.	**Username:** Admin **Password:** admin123	1. Open login page. 2. Enter valid username. 3. Enter valid password. 4. Click Login.	User is redirected to dashboard.	User is successfully redirected to dashboard.	Pass	Qazi Zain
TC_LG_02	Verify login fails with invalid password.	User is on Login Page.	**Username:** Admin **Password:** wrongpass	1. Enter username. 2. Enter incorrect password. 3. Click Login.	Error message: "Invalid credentials" should appear.	Red error message appears: "Invalid credentials".	Pass	Qazi Zain
TC_LG_03	Verify login fails with empty username and password.	User is on Login Page.	N/A	1. Leave username and password blank. 2. Click Login.	Error: "Required" under both fields.	Red "Required" message under both fields.	Pass	Qazi Zain
TC_LG_04	Verify login fails with empty password only.	User is on Login Page.	**Username:** Admin	1. Enter username only. 2. Leave password blank. 3. Click Login.	Error: "general.required" under password.	Red "general.required" message under password field.	Pass	Qazi Zain
TC_LG_05	Verify login fails with empty username only.	User is on Login Page.	**Password:** admin123	1. Leave username blank. 2. Enter password. 3. Click Login.	Error: "general.required" under username.	Red "general.required" message under username field.	Pass	Qazi Zain
TC_LG_06	Verify placeholder text visibility.	User is on Login Page.	N/A	1. View Username and Password fields.	Placeholder "Username" and "Password" should be visible.	"Username" and "Password" placeholders are visible in their respective fields.	Pass	Qazi Zain
TC_LG_07	Verify login button loading/disabled state.	User just clicked Login.	Valid credentials.	1. Click Login 2. Observe loading or disabling.	On clicking the login button, it should become disabled and a loading indicator should appear.	As soon as the login button is clicked, it becomes disabled (cannot be clicked again). Loading is shown in the browser tab only,no spinner appears on the page or button.	Pass	Qazi Zain
TC_LG_08	Verify password input is masked.	User is on Login Page.	**Password:** admin123	1. Type password. 2. Observe input.	Password should appear as dots.	Password field input appears as dots.	Pass	Qazi Zain

TC_LG_09	Verify login page layout is responsive.	User opens site on different screens.	N/A	Open login page on mobile, tablet, desktop.	Page should look clean and elements well-aligned.	Layout adjusts well across mobile, tablet, and desktop screens.	Pass	Qazi Zain
TC_LG_10	Check that the login page shows the OrangeHRM logo at the top right corner with some text next to it.	User is on Login Page.	N/A	Observe logo in top-right corner with some text next to it.	OrangeHRM logo should be clearly visible.	OrangeHRM logo is clearly visible at top-right corner.	Pass	Qazi Zain
TC_LG_11	Verify that social media icons are displayed at the bottom-left corner of the login page.	User is on Login Page.	N/A	1. Scroll down. 2. Observe LinkedIn, Facebook, Twitter, YouTube icons.	All icons should be visible and clickable.	Icons are visible at the bottom-left corner.	Pass	Qazi Zain
TC_LG_12	Verify that each social media icons links open the correct official page in a new tab.	User is on Login Page.	N/A	Click each social media icons link.	The correct social media site should open in a new tab when the icon is clicked.	Clicking icons opens official OrangeHRM profiles in new tab.	Pass	Qazi Zain
TC_LG_13	Verify that the copyright text is displayed at the bottom-center of the login page.	User is on Login Page.	N/A	Scroll down.	Text like "© 2005 - 2025 OrangeHRM Inc....." should be shown.	"© OrangeHRM Inc. 2005 - 2024 All rights reserved." is visible at bottom-center.	Pass	Qazi Zain
TC_LG_14	Verify login page has proper spacing and alignment.	User is on Login Page.	N/A	Check if all elements on the login page are properly aligned with correct spacing.	All fields, buttons, and links should be properly aligned.	All fields, buttons, and links are properly aligned with correct spaced.	Pass	Qazi Zain
TC_LG_15	Verify that the Login button is styled correctly.	User is on Login Page.	N/A	1. Open the login page in a web browser. 2. Observe the Login button's design (shape, font, size, hover effect, alignment).	The Login button should match the overall UI style with correct size, shape, and font.	The Login button is styled correctly with proper shape, font, and alignment.	Pass	Qazi Zain
TC_LG_16	Verify that background colors on login page change after a short interval.	User is on Login Page.	N/A	1. Open the OrangeHRM login page in browser. 2. Wait for a few seconds (e.g., 5–10 sec). 3. Observe the background of the login page. 4. Repeat step 2–3 multiple times.	The login page background colors should change automatically after a few seconds.	The login page background colors successfully changed after a few seconds interval.	Pass	Qazi Zain

Login (***Request Password ResetCode***)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester

TC_FP_17	Verify Forgot Password button link redirects.	User is on Login Page.	N/A	Click "Forgot your password?" button.	The system should redirect the user to the Password Recovery page.	Redirects to: /requestPasswordResetCode page.	Pass	Qazi Zain
TC_FP_18	Verify that the username input field and reset password button are displayed.	User is on the Reset Password page.	N/A	1. Click "Forgot your password?" link. 2. Open the Reset Password page in a browser. 3. Observe the input field and button.	Username input field and "Reset Password" button should be visible on screen.	Username input and button are visible.	Pass	Qazi Zain
TC_FP_19	Verify that submitting a valid username displays a success message and redirects the user to the password reset confirmation page.	User is on the Reset Password page.	**Username:** Admin	1. Enter valid username. 2. Click on "Reset Password" button.	On clicking the green "Reset Password" button with a valid username, the user is redirected to /sendPasswordReset, where a centered success message confirms the reset link was sent via email.	Redirected to /sendPasswordReset; success message displayed in center.	Pass	Qazi Zain
TC_FP_20	Verify that the system displays an error message when an invalid username is entered on the Reset Password page.	User is on the Reset Password page.	**Username:** InvalidUser123	1. Navigate to the Reset Password page. 2. Enter an invalid username like InvalidUser123 in the username field. 3. Click on the "Reset Password" button.	The system should display an error message such as: "Username not found" or "Invalid username".	The system shows: "Reset Password link sent successfully" (even for invalid username).	Fail	Qazi Zain
TC_FP_21	Verify that the Reset Password page layout adjusts properly across various screen sizes.	User can open browser and check screen sizes.	No input data needed; just view the page on different screen sizes.	1. Open Reset Password page. 2. Resize the screen or use device toolbar to simulate mobile, tablet, and desktop sizes. 3. Observe the layout and alignment.	Page should look good on all screens, without any scroll or broken layout.	Layout adjusts correctly on all tested devices.	Pass	Qazi Zain
TC_FP_22	Verify that after waiting on the Reset Password page, clicking the reset password button, then shows “This page isn’t working”.	User is on the Reset Password page.	**Username**: Admin	1- Go to Reset Password page. 2- Don’t do anything for 5–10 minutes. 3- Enter username. 4- Click on Reset Password button.	After waiting on the Reset Password page, when the user clicks the Reset Password button, the system should display a message: “This page isn’t working.”	After clicking the Reset Password button, the user is redirected to a page showing: “This page isn’t working.”	Pass	Qazi Zain

TC_FP_23	Verify that if the username field is left blank and the Reset Password button is clicked, a “Required” message appears.	User is on the Reset Password page.	N/A	1- Open the Reset Password page. 2- Leave the username field blank. 3- Click on the Reset Password button.	System should display a validation message “Required” below the username field.	The system shows “Required” message below the username field when it's left empty.	Pass	Qazi Zain
TC_FP_24	Verify that clicking the "Cancel" button redirects the user to the Login page.	User is on the Reset Password page.	N/A	1- Go to the Reset Password page. 2- Click the "Cancel" button.	User should be redirected back to the Login page.	User is redirected to the Login page after clicking the Cancel button.	Pass	Qazi Zain

OrangeHRM Manual Testing

Dashboard (***INDEX***)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_DB_UI_25	Verify that the Dashboard page loads successfully after login.	User must be logged in.	**Username:** Admin **Password:** admin123	1. Go to login page 2. Enter credentials. 3. Click login.	Dashboard page should be displayed.	Dashboard loaded successfully.	Pass	Qazi Zain
TC_DB_UI_26	Verify that a popup window with the message “Check your saved passwords” is displayed on the dashboard after successful login.	User must be on the login page with valid login details.	**Username:** Admin **Password:** admin123	1. Open OrangeHRM login page. 2. Enter valid username and password. 3. Click on the Login button. 4. Wait until the dashboard page loads completely. 5. Observe if any popup window appears	A popup window should be displayed on the dashboard with the message “Check your saved passwords” along with two buttons: Check passwords and Close.	A popup window was displayed on the dashboard with the message “Check your saved passwords” along with two buttons: Check passwords and Close.	Pass	Qazi Zain
TC_DB_UI_27	Verify that the OrangeHRM logo is displayed on the left sidebar.	User is on Dashboard page.	N/A	1. Navigate to Dashboard page. 2. Look at the left sidebar near the top.	OrangeHRM logo should be clearly visible top on the left sidebar.	OrangeHRM logo is displayed top on the left sidebar.	Pass	Qazi Zain
TC_DB_UI_28	Verify top navbar visibility with all elements.	User is on Dashboard page.	N/A	1. Navigate to Dashboard page. 2. Observe the top navbar section. 3. Check left and right side of navbar.	Top navbar should be visible with: - **"Dashboard"** title on the left. - **"Upgrade"** and **"Profile icon"** options on the right.	Top navbar is visible with "Dashboard" on left and "Upgrade" & Profile icon on the right.	Pass	Qazi Zain
TC_DB_UI_29	Verify that clicking on the profile icon in the top navigation bar displays a dropdown menu with valid options.	User is on Dashboard page.	N/A	Click the profile icon on top-right corner.	A dropdown should appear with the following options: • Over (About). • Support. • Wachtwoord wijzigen (Change Password). • Uitloggen (Logout).	**Dropdown appears with:** • Over. • Support. • Change Password. • Logout.	Pass	Qazi Zain

TC_DB_UI_30	Verify that each profile dropdown option (About, Support, Change Password, Logout) opens the correct page and that the page functionality works properly.	User is on Dashboard page.	N/A	1- Click on the profile icon in the top-right corner. 2- From the dropdown, select About → verify that an About information popup/modal is displayed on the dashboard with correct details. 3- Open profile dropdown again, select Support → verify that the Support page opens successfully. 4- Open profile dropdown again, select Change Password → verify that the Change Password form is displayed. 5- Open profile dropdown again, select Logout → verify that the user is successfully logged out and redirected to the login page.	Each profile dropdown option (About, Support, Change Password, Logout) navigates to its respective page, and all pages load without errors.	All profile dropdown options open their correct pages/popups and function without errors.	Pass	Qazi Zain
TC_DB_UI_31	Verify that the Support icon (?) is visible on the top right corner of the Dashboard header, and clicking it opens the Help page in a new tab.	User should be logged in and on the Dashboard page.	N/A	1- Login to OrangeHRM with valid credentials. 2- On the Dashboard, check the header (top right corner) for the "?" (Support) icon. 3- Click on the Support icon.	The Support icon should be visible on the top right of the Dashboard header. On clicking, a new browser tab should open with the OrangeHRM Help/Support page.	The Support icon was visible on the top right of the Dashboard header, and on clicking, a new browser tab opened with the OrangeHRM Help/Support page.	Pass	Qazi Zain
TC_DB_UI_32	Verify default dashboard widgets are visible.	User is on Dashboard page.	N/A	1- Scroll down the dashboard page slowly. 2- Observe all visible widget sections on the page. 3- Note the titles of each widget displayed (e.g., "Time at Work", "My Actions", "Quick Launch", etc.).	The default widgets should be visible without any errors or loading issues. Widget titles should match expected ones.	Default widgets such as "Time at Work", "My Actions", "Quick Launch", "Buzz Latest Posts", etc., are visible on the dashboard.	Pass	Qazi Zain
TC_DB_UI_33	Verify all widgets are aligned properly (UI check).	User is on Dashboard page.	N/A	Visually inspect layout.	Widgets should be aligned & not overlap.	UI is responsive and clean.	Pass	Qazi Zain

TC_DB_UI_34	Verify that each dashboard widget opens and works as expected when user clicked.	User is on Dashboard page.	N/A	1. Login to OrangeHRM. 2. Go to Dashboard. 3. Click any option inside “My Actions” widget. 4. Click any button in “Quick Launch” widget. 5. Click any link in “News & Documents” widget.	When the user clicks any widget option, the correct page or details should open, and the feature inside that widget should work without any errors.	All widgets opened the correct pages and worked without any errors.	Pass	Qazi Zain
TC_DB_UI_35	Verify responsiveness of dashboard on window resize.	User is on Dashboard page.	N/A	1. Resize browser window. 2. Observe layout.	Dashboard should adjust responsively.	Layout shifts properly for smaller screens.	Pass	Qazi Zain
TC_DB_UI_36	Verify user behavior after refreshing the page post session timeout.	User is logged in and remains inactive for a few minutes (session timeout scenario).	N/A	1- Log in successfully to the dashboard. 2- Wait for a few minutes without any activity (until session expires). 3- Press F5 or refresh the browser.	User should be redirected to the login page due to session timeout.	User is redirected to the login page and must log in again.	Pass	Qazi Zain
TC_DB_UI_37	Verify "Search" input field is present above sidebar.	User is on Dashboard page.	N/A	Locate search input field above left sidebar.	Search field should be visible and clickable.	Search input field is visible and functional.	Pass	Qazi Zain
TC_DB_UI_38	Verify all sidebar tabs are visible and clickable.	User is logged in and on Dashboard.	N/A	1- Observe the left-hand sidebar. 2- Ensure all main navigation tabs are listed. 3- Hover over or click each tab one by one to check response.	Sidebar should show all major navigation tabs: 1- Dashboard, Admin, PIM, Leave, Time, Recruitment, My Info, Performance, Directory, Maintenance, Claim, Buzz. 2- Each tab should be clickable (hover or click should trigger UI change or redirect).	All tabs are visible and clickable; page highlights or navigates as expected on click.	Pass	Qazi Zain
TC_DB_UI_39	Verify sidebar toggles (collapses and expands) when clicking the toggle icon.	User is logged in and on Dashboard.	N/A	1- Locate the small toggle icon (>) on the sidebar’s edge. 2- Click the icon once. 3- Observe the sidebar behavior. 4- Click the icon again to restore sidebar.	1- On first click, sidebar should collapse, showing only icons (text hidden). 2- On second click, sidebar should expand, showing full tab names.	Sidebar collapses and expands correctly on toggle icon click.	Pass	Qazi Zain
TC_DB_UI_40	Verify that the scrollbar works correctly.	User is logged in and on Dashboard.	N/A	Scroll vertically on dashboard.	Content should scroll smoothly.	Scrolling works without freezing.	Pass	Qazi Zain

OrangeHRM Manual Testing

Upgrade-To-Advanced

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_UTA_41	Verify that when the user clicks the "Upgrade" button on the dashboard, the "Upgrade to Advanced" form opens in a new tab.	User logged in and on dashboard.	N/A	1. Click Upgrade button. 2. Observe new tab.	A new tab should open displaying the "Upgrade to Advanced" form page.	New tab opens correctly and displays the “Upgrade to Advanced” form with input fields (Name, Phone, Email, Company, Country).	Pass	Qazi Zain
TC_UTA_42	Verify that the cookie consent popup is displayed at the bottom of the Upgrade to Advanced page when it loads.	User must click the Upgrade button and land on the Upgrade page.	N/A	1- Open the Upgrade to Advanced page. 2- Observe the bottom section of the page.	A cookie consent popup with options “Allow all, Allow selection, Deny” is displayed at the bottom of the page.	The cookie consent popup with options “Allow all, Allow selection, Deny” was displayed at the bottom of the page.	Pass	Qazi Zain
TC_UTA_43	Verify that the cookie consent popup is displayed every time the Upgrade to Advanced page is loaded.	User is logged into the dashboard.	N/A	1- Navigate to the Upgrade to Advanced page for the first time. 2- Observe the cookie consent popup displayed at the bottom. 3- Refresh the page or revisit the Upgrade to Advanced page again. 4- Check whether the cookie consent popup is displayed.	The cookie consent popup should be displayed every time the Upgrade to Advanced page is loaded (not just the first visit).	The cookie consent popup is displayed only on the first visit. On subsequent visits, it does not appear.	Fail	Qazi Zain
TC_UTA_44	Verify the Upgrade page loads with correct title, form placement, and layout.	User navigates from the dashboard to the Upgrade to Advanced page.	N/A	Observe page structure.	Title should display correctly; form should be center-aligned with colored side visuals.	Title displays as 'Upgrade to Advanced'; form is center-aligned with colorful visuals on both sides.	Pass	Qazi Zain

TC_UTA_45	The user fills out each field in the form (like Name, Email, Phone, Company, Country) with valid and correct values and the system should allow and accept that input without errors.	User is on the “Upgrade to Advanced” page and form is visible.	- **Name:** Mueza Ejaz - **Email:** mueza@example.com - **Phone:** 03121234567 - **Company:** xyzname - **Country:** Pakistan	1- User enters valid details in all required fields (Name, Email, Phone, Company). 2- selects a Country from the dropdown and checks if any error message is displayed.	All form fields should accept the input without showing validation or system errors.	All fields accept input correctly and no errors are displayed.	Pass	Qazi Zain
TC_UTA_46	Verify that the Country dropdown in the Upgrade to Advanced form supports both search and selection functionality.	User must be on the Upgrade to Advanced form page.	Valid country name (e.g., “Pakistan”, “United States”).	1. Navigate to the Upgrade to Advanced form. 2. Locate the Country dropdown field. 3. Click the dropdown. 4. Type a country name in the search bar. 5. Select a country from the filtered results. 6. Alternatively, scroll and manually select a country.	Country dropdown should support both search by typing and selection by scrolling. Selected country should appear in the field.	Dropdown allows both search and manual selection. Selected country appears as expected.	Pass	Qazi Zain
TC_UTA_47	Verify validation appears when required fields like Email and Phone are left empty and the form is submitted.	User must be on the Upgrade to Advanced form page.	Fill Name and Company. Leave Email and Phone empty.	1- Navigate to the Upgrade to Advanced page. 2- Enter valid values in the Name and Company fields. 3- Leave Email and Phone fields blank. 4- Click the Submit/Upgrade button. 5- Observe any validation messages.	Error messages should appear under Email and Phone fields like “Please fill in this field.” Form should not submit.	Validation correctly appears for missing fields. Submission is blocked.	Pass	Qazi Zain
TC_UTA_48	Verify that using # instead of @ in the email field triggers a validation error.	User must be on the Upgrade to Advanced form page.	**Email:** muezaejaz#gmail.com	1- Open the Upgrade to Advanced form. 2- Fill in valid values for all fields except email. 3- Enter user#example.com in the email field. 4- Click the Submit button.	A validation error message appears: “please include an '@' in the email address. 'muezaejaz#gmail.com' is missing an '@' ”. Form should not be submitted.	Validation error displayed as expected.	Pass	Qazi Zain
TC_UTA_49	Verify successful submission of the Upgrade to Advanced form with all valid inputs.	User is on the Upgrade to Advanced form page.	- **Name:** Mueza Ejaz - **Email:** mueza@example.com - **Phone:** 03121234567 - **Company:** xyzname - **Country:** Pakistan	1- Open the Upgrade to Advanced form. 2- Fill in all required fields with valid values. 3- Click the Submit button.	1- User is navigated to a confirmation page or message view 2- Center-aligned message appears: "Thank you. Your request has been received. One of our dedicated experts will be in touch with you soon!"	Message appears as expected after form submission.	Pass	Qazi Zain

TC_UTA_50	Verify Privacy Policy link below the submit button navigates correctly.	User is on the form page of "Upgrade to Advanced".	N/A	1- Scroll to the form section. 2- Locate the text below the submit button: "We respect your privacy. By submitting, you agree to your information being processed according to our Privacy Policy." 3- Verify the Privacy Policy text is clickable. 4- Click on the Privacy Policy	1- Privacy Policy link should be visible under the submit button. 2- Clicking the link should navigate to the Privacy Policy page and load correctly.	1- Link is visible and clickable. 2- Navigation to the Privacy Policy page works without error.	Pass	Qazi Zain
TC_UTA_51	Verify that after successful form submission, if the user navigates back, a backend error is shown.	User has successfully submitted the Upgrade to Advanced form and sees the "Thank you" message.	Valid form input data (Name, Email, Phone, etc.)	1- User opens Upgrade to Advanced page. 2-User fills all fields with valid input. 3- User clicks the Upgrade/Submit button. 4- Confirmation message appears: **"Thank you. Your request has been received..."** 5- User clicks browser back button. 6- Observe the page and browser console for errors.	1- Ideally, user should be redirected back to form or shown a proper page. 2- No backend or console error should be shown.	- Console shows backend error after navigating back. - Uncaught TypeError: SilverStripe\Forms\Form::appendMessage(): Argument #1 ($message) must be of type string, null given.	Fail	Qazi Zain
TC_UTA_52	Verify that all main navigation options (Solutions, Why OrangeHRM, Resources, Company, Pricing) are visible and display additional options on hover.	User is on the Upgrade to Advanced page with the navigation bar loaded.	N/A	1. Open the page. 2. Check if Solutions, Why OrangeHRM, Resources, Company, Pricing tabs are present in the navbar. 3. Hover the mouse over each tab one by one. 4. Observe if a dropdown menu or additional options appear for each tab.	- All mentioned tabs are clearly visible in the navigation bar. - On hovering over each tab, relevant dropdown or submenu options appear without delay or layout issues. - No broken links or empty dropdowns are displayed.	- All options visible. - Hover displays correct dropdown menus, no errors found.	Pass	Qazi Zain

TC_UTA_53	Verify that all navbar options are functional and navigate correctly.	User is on the "Upgrade to Advanced" page.	N/A	1- Hover over each navbar tab (Solutions, Why OrangeHRM, Resources, Company). 2- Observe the dropdown menu and listed options. 3- Click each option in the dropdown and verify navigation. 4- Click the Pricing tab (no hover menu) and verify navigation.	1- Solutions, Why OrangeHRM, Resources, Company: On hover, dropdown options should appear; clicking each option should navigate to the correct page with proper functionality. 2- Pricing: Clicking should directly navigate to the correct Pricing page without any dropdown.	All navbar tabs behave as expected dropdowns appear for their respective tabs and work correctly, and Pricing tab directly navigates to its page.	Pass	Qazi Zain
TC_UTA_54	Verify visibility and functionality of Language icon dropdown, "Book a Free Demo" button, and "Contact Sales" button in navbar.	User is on the "Upgrade to Advanced" page.	N/A	1- Verify Language icon, Book a Free Demo button, and Contact Sales button are visible in the navbar. 2- Click on the Language icon. 3- Verify dropdown displays English and Spanish options. 4- Select each language option and verify page updates accordingly. 5- Click on Book a Free Demo button and verify navigation. 6- Click on Contact Sales button and verify navigation.	1- Language icon, Book a Free Demo, and Contact Sales should be clearly visible in the navbar. 2- Language dropdown should show English and Spanish options. 3- Language selection should update the site language without errors. 4- Book a Free Demo should navigate to booking form/page and load correctly. 5- Contact Sales should navigate to contact page/form and load correctly.	1- All three elements are visible in the navbar. 2- Language dropdown works as expected. 3- Both buttons navigate to correct pages with proper functionality.	Pass	Qazi Zain

TC_UTA_55	Verify all footer elements are visible, clickable, and navigate correctly (except specified non-clickable items).	User is on the "Upgrade to Advanced" page.	N/A	1- Scroll to the bottom of the page to view the footer. 2- Verify the following elements are visible in the footer: - OrangeHRM Logo → Clickable, opens correct page in new tab. - users-love-us → Visible, non-clickable. - CoreHR_HighPerformer_HighPerformer → Visible, non-clickable. - OrangeHRM Free HR Software Reviews (4 instances): - First 2 → Not clickable. - 3rd & 4th → Clickable but lead to broken pages ("This site can't be reached"). 4- Company section: About Us, Press Releases, News Articles, Careers 5- Resources section: E-Books, Blog, HR Dictionary, Advanced Overview, Data Security Promise, OrangeHRM AI Principles 6- Policies section: Privacy Policy, Service Privacy Policy, General Public License, Commercial License, DPF Privacy Policy, Modern Day Slavery Statement 7- Contact Us section: Contact Sales, Our Offices, Help Portal, AI Help Desk, CS & Support 8 - Copyright 9- Social media icons (Facebook, LinkedIn, YouTube)10- Click each clickable link/icon in the footer (excluding users-love-us, CoreHR_HighPerformer_HighPerformer, and first two non-clickable OrangeHRM Free HR Software Reviews).	1- All listed footer elements should be visible. 2- Clickable elements should navigate to correct pages or functions, except: - 3rd & 4th OrangeHRM Free HR Software Reviews → Clickable but lead to broken pages. - users-love-us and CoreHR_HighPerformer_HighPerformer → Visible but not clickable. - First two OrangeHRM Free HR Software Reviews → Not clickable.	1- All elements are visible. 2- OrangeHRM Logo → Works fine. 3- users-love-us → Non-clickable. 4- CoreHR_HighPerformer_HighPerformer → Non-clickable. 5- OrangeHRM Free HR Software Reviews: - First 2 → Not clickable. - 3rd & 4th → Clickable but open broken pages. 6- All other clickable links/icons navigate correctly.	Pass	Qazi Zain

TC_UTA_56	Verify footer responsiveness across different screen sizes.	User is on the "Upgrade to Advanced" page.	N/A	1- Open the page in desktop view **(≥1024px)** and scroll to footer, check column alignment & clickable links. 2- Resize to tablet view **(768–1023px)** verify layout adjusts, all items visible & clickable. 3- Resize to mobile view **(≤767px)** verify vertical stacking, no overlap, all links/icons functional.	1- Footer layout should adapt to screen size without breaking design. 2- No text or icons should overlap or disappear. 3- All clickable elements remain functional on all screen sizes.	Footer is responsive and adapts layout according to desktop, tablet, and mobile views without losing visibility or functionality.	Pass	Qazi Zain

OrangeHRM Manual Testing

Upgrade-To-Advanced(*Solutions Menu*)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_UTA_SOL_57	Verify that hovering over "Solutions" in the top navigation bar on the Upgrade to Advanced page shows a dropdown menu of options.	User is logged in and on the Upgrade to Advanced page (top navigation/header visible)	N/A	1. Login with valid credentials. 2. Open Upgrade to Advanced page (click Upgrade from Dashboard). 3. On the Upgrade page, locate the top navigation/header. 4. Move mouse cursor over "Solutions" menu item.	A dropdown menu should appear under "Solutions" showing the list of options/links.	A dropdown menu appeared under "Solutions" showing the list of options(links).	Pass	Qazi Zain
TC_UTA_SOL_58	Verify that the "Solutions" menu expands on hover and all listed options are clickable and open with proper functionality.	User is logged in and on the Upgrade to Advanced page.	N/A	1- Hover over the Solutions tab in the top navigation bar. 2- Verify that the dropdown menu expands and displays all categories (Compensation, People Management, Talent Management, Culture, etc.) .3- Under each category, verify sub-options (e.g., Leave Management, HR Administration, Recruitment, Performance Management, etc.) are visible. 4- Click on each option one by one. 5- Confirm that the correct page opens for each option without error.	1- Hovering over Solutions expands the dropdown menu. 2- All options and sub-options are clearly visible. 3- Each option is clickable and redirects to the correct page with proper content.	Solutions menu expands on hover, all options visible, and each opens the correct page successfully.	Pass	Qazi Zain

SOLUTION (Starter-Open Source)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_SOL_59	Verify that clicking "Starter (Open Source)" under Solutions navigates to the Starter Open Source page with the same navbar and footer.	User is on the Upgrade to Advanced page.	N/A	1- Navigate to the Upgrade to Advanced page. 2- Hover over the Solutions option in the top navigation bar. 3- Click on the Starter (Open Source) option from the dropdown. 4- Observe the loaded page.	1- The user should be navigated to the **"starter-open-source-software"** page. 2- The page should display the same navbar and footer structure as seen on the Upgrade to Advanced page.	User successfully navigated to the Starter Open Source page, and the same navbar and footer were visible as on the Upgrade to Advanced page.	Pass	Qazi Zain
TC_SOL_60	Verify that the Hero Section heading and description are displayed correctly on the Starter Open Source page.	User is on the Starter Open Source page.	N/A	1- Navigate to the Starter Open Source page. 2- Observe the top section under the navbar.	1- Hero Heading "HR Software that Grows With You, For Free" should be visible. 2- Hero Description text should be displayed below the heading.	Hero section heading and description were correctly visible under the navbar.	Pass	Qazi Zain
TC_SOL_61	Verify that the three key highlights are displayed in the Hero Section of the Starter Open Source page.	User is on the Starter Open Source page.	N/A	1- Navigate to the Starter Open Source page. 2- Scroll down to the section under the Hero Description.	The following key highlights should be displayed: 1- 100% Free Cloud HR Software. 2- Open Source HR Software. 3- Used by Millions Worldwide.	All three key highlights were displayed correctly in the Hero Section.	Pass	Qazi Zain
TC_SOL_62	Verify that the two CTA buttons ('Starter on the Cloud' and 'Download Starter') are visible and clickable in the Hero Section.	User is on the Starter Open Source page.	N/A	1- Navigate to the Starter Open Source page. 2- Scroll down below the Hero Section. 3- Observe the two buttons. 4- Click each button.	1- Both buttons should be visible. 2- Each button should be clickable and navigate to its correct target page/form.	Both buttons were displayed and successfully redirected to the correct pages on click.	Pass	Qazi Zain
TC_SOL_63	Verify that the brand slider is auto-playing and stops when the cursor hovers over a brand/logo.	User is on the Starter Open Source page.	N/A	1- Navigate to the Starter Open Source page. 2- Scroll to the brand/logo slider section. 3- Observe the slider movement. 4- Hover the cursor over any brand/logo.	1- Slider should auto-play. 2- When hovering over a logo, the slider should stop.	Slider was auto-playing, and paused correctly on hovering over a brand/logo.	Pass	Qazi Zain

TC_SOL_64	Verify that the text “Trusted by over 5 million + active users worldwide” is displayed above the slider in the Starter Open Source page.	User is on the Starter Open Source page.	N/A	1- Navigate to the Starter Open Source page. 2- Scroll down until the slider section is visible. 3- Observe the text placement above the slider.	The text “Trusted by over 5 million + active users worldwide” should be visible and center-aligned.	Text is displayed as expected (center-aligned above slider).	Pass	Qazi Zain
TC_SOL_65	Verify that the “A Smarter Way to Handle HR” section displays correctly with two deployment option cards (‘Starter on the Cloud’ and ‘Download Starter’) are displayed with bullet points, hover effect, and CTA buttons.	User is on the Starter Open Source page.	N/A	1- Scroll down to the section titled “A Smarter Way to Handle HR.” 2- Verify that the section heading and supporting text are displayed. 3- Observe the two deployment option cards: - Starter on the Cloud - Download Starter 4- Hover the cursor over each card and check for movement/hover animation. 5- Verify that CTA buttons “Starter on the Cloud” and “Download Starter” are displayed below the two cards.	1- The heading “A Smarter Way to Handle HR” with supporting text is displayed. 2- Two deployment option cards (Starter on the Cloud and Download Starter) are displayed side by side, each containing bullet points. 3- On hover, each card slightly moves upward to indicate interactivity. 4- Two CTA buttons “Starter on the Cloud” and “Download Starter” are visible and aligned below the cards.	The heading with supporting text, both options (Starter on the Cloud and Download Starter) with bullet points, hover effect, and the two CTA buttons are all displayed and functioning correctly as expected.	Pass	Qazi Zain
TC_SOL_66	Verify that the “Feature Highlights” section is displayed below the CTA buttons, showing multiple feature blocks with image, heading, and description text.	User is on the Starter Open Source page.	N/A	1- Navigate to the Starter Open Source page. 2- Scroll down past the two CTA buttons (Starter on the Cloud and Download Starter). 3- Observe the feature highlights section that appears below. 4- Verify that: - Multiple feature blocks are visible. - Each block contains an image, a heading, and a short description. - Layout alternates between left and right (image on left + text on right, and vice versa).	All feature highlight blocks are visible in the correct layout, each containing an image, heading, and supporting description text.	All feature highlight blocks are displayed correctly with proper layout, images, headings, and descriptions.	Pass	Qazi Zain

TC_SOL_67	Verify that the “Compare All Features” section displays feature categories with dropdown icons, and that clicking the icons expands/collapses the related options.	User is on the Starter Open Source page.	N/A	1- Scroll down to the “Compare All Features” section. 2- Observe that each feature category (e.g., HR Administration, Leave Management, Recruitment) has a dropdown/expand icon next to it. 3- Click on the dropdown icon of any category. 4- Verify that the category expands to show related options/sub-features. 5- Click again on the dropdown icon.	1- feature categories are displayed with a dropdown icon. 2- Clicking the dropdown icon expands the section to reveal related options. 3- Clicking the icon again collapses the section back.	Feature categories are displayed with working dropdown icons; clicking expands/collapses related options as expected.	Pass	Qazi Zain
TC_SOL_68	Verify that the “Frequently Asked Questions” section displays all questions with dropdown icons and that answers are revealed upon clicking the icons.	User is on the Starter Open Source page.	N/A	1- Scroll down to the “Frequently Asked Questions” section. 2- Verify that each FAQ item has a dropdown/expand icon next to the question. 3- Click the icon for the first question (What is OrangeHRM Starter?). 4- Check that the answer expands below the question. 5- Click the icon again to collapse the answer. 5- Repeat steps 3–5 for all FAQ questions.	1- All FAQ questions are displayed with dropdown icons. 2- Clicking the icon expands the corresponding answer text. 3- Clicking again collapses the answer back.	FAQ section displays all questions with working dropdown icons; answers expand and collapse correctly as expected.	Pass	Qazi Zain
TC_SOL_69	Verify that the “Still have questions? → Contact Sales” section displays correctly with images, text, and button.	User is on the Starter Open Source page.	N/A	1- Scroll down to the “Still have questions?” section. 2- Verify that 3 small circular images/icons are displayed in the center. 3- Verify that the main text (“Can’t find the answer you’re looking for? Talk to one of our product experts today!”) is displayed below. 4- Verify that a CTA button labeled “Contact Sales” is present. 5- Click the “Contact Sales” button. 6- Confirm that the user is redirected to the Contact Sales form/page.	1- Section displays 3 circular images/icons with corresponding text. 2- Supporting text is visible below. 3- “Contact Sales” button is present and functional (redirects to the Contact Sales page).	Section displays as expected with images, text, and working Contact Sales button.	Pass	Qazi Zain

TC_SOL_70	Verify that the three main CTA buttons (“Starter on the Cloud”, “Download Starter”, “Contact Sales”) are visible and properly functional.	User is on the Starter Open Source page.	N/A	1- Scroll to the CTA buttons section 2- Check that all three buttons are visible 3- Click Starter on the Cloud → should start(open-source-on-demand)page. 4- Click Download Starter → should open (register-to-download) page. 5- Click Contact Sales → should open (Contact-sales form) page.	- All three buttons are clearly visible. - Each button redirects/initiates the correct functionality without error.	Buttons displayed and working as expected.	Pass	Qazi Zain

Upgrade-To-Advanced(***Why OrangeHRM Menu***)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_UTA_WOM_71	Verify that hovering over "Why OrangeHRM" in the top navigation bar on the Upgrade to Advanced page shows a dropdown menu of options.	User is logged in and on the Upgrade to Advanced page.	N/A	1- Login with valid credentials. 2- Open Upgrade to Advanced page (click Upgrade from Dashboard). 3- On the Upgrade page, locate the top navigation/header. 4- Move mouse cursor over "Why OrangeHRM" menu item.	A dropdown menu should appear under "Why OrangeHRM" showing the list of options with links.	A dropdown menu appeared under "Why OrangeHRM" showing the list of options with links.	Pass	Qazi Zain
TC_UTA_WOM_72	Verify that “Our Customers” and “Partners” options under Why OrangeHRM menu are displayed but not clickable.	User is logged in and on the Upgrade to Advanced page.	N/A	1- Hover over the "Why OrangeHRM" tab in the top navigation bar. 2- Verify that “Our Customers” and “Partners” options are displayed in the dropdown. 3- Attempt to click on both options.	1- Both “Our Customers” and “Partners” are visible in the dropdown. 2- These options are not clickable and do not redirect to any page.	“Our Customers” and “Partners” are visible but no links are available and they are not clickable.	Pass	Qazi Zain

TC_UTA_WOM_73	Verify that the “Why OrangeHRM” menu expands on hover and only clickable options open with proper functionality.	User is logged in and on the Upgrade to Advanced page.	N/A	1- Hover over the “Why OrangeHRM” tab in the top navigation bar. 2- Verify that the dropdown menu expands and displays all options. 3- Click on each clickable option (excluding “Our Customers” and “Partners”). 4- Confirm that each clickable option redirects to the correct page without error.	1- Hovering over "Why OrangeHRM" expands the dropdown menu. 2- All options and sub-options are clearly visible. 3- Each option is clickable except (“Our Customers” and “Partners”) and redirects to the correct page with proper content.	"Why OrangeHRM" menu expands on hover, all options visible, and opens the correct page successfully.	Pass	Qazi Zain
Upgrade-To-Advanced(*Resources Menu*)								
Test Case ID	**Test Case Scenario**	**Pre-condition**	**Test Data**	**Test Steps**	**Expected Output**	**Actual Output**	**Result**	**Tester**
TC_UTA_RES_74	Verify that hovering over "Resources" in the top navigation bar on the Upgrade to Advanced page shows a dropdown menu of options.	User is logged in and on the Upgrade to Advanced page.	N/A	1- Login with valid credentials. 2- Open Upgrade to Advanced page (click Upgrade from Dashboard). 3- Locate the top navigation/header. 4- Move mouse cursor over "Resources" menu item.	A dropdown menu should appear under "Resources" showing the list of options with links.	A dropdown menu appeared under "Resources" showing the list of options with links.	Pass	Qazi Zain
TC_UTA_RES_75	Verify that “HR Library”, “Product Overview”, “Learn in Depth” and “Other Resources” options under Resources menu are displayed but not clickable.	User is logged in and on the Upgrade to Advanced page.	N/A	1- Hover over the “Resources” tab in the top navigation bar. 2- Verify that “HR Library”, “Product Overview”, “Learn in Depth” and “Other Resources” options are displayed in the dropdown. 3- Attempt to click on each of these options.	1- All four options (“HR Library”, “Product Overview”, “Learn in Depth”, “Other Resources”) are visible in the dropdown. 2- These options are not clickable and do not redirect to any page.	Options are visible but no links are available and they are not clickable.	Pass	Qazi Zain

TC_UTA_RES_76	Verify that the “Resources” menu expands on hover and only clickable options open with proper functionality.	User is logged in and on the Upgrade to Advanced page.	N/A	1- Hover over the "Resources" tab in the top navigation bar. 2- Verify the dropdown expands and displays all options. 3- Click each clickable option (e.g., Blogs, eBooks, Data Security Promise, Documentation) and confirm correct page opens.	The "Resources" menu expands on hover, showing all options with clickable ones opening the correct pages and non-clickable ones visible but inactive.	Dropdown expanded successfully, clickable options opened correct pages.	Pass	Qazi Zain

Upgrade-To-Advanced(***Company Menu***)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_UTA_COM_77	Verify that hovering over "Company" in the top navigation bar on the Upgrade to Advanced page shows a dropdown menu of options.	User is logged in and on the Upgrade to Advanced page.	N/A	1- Login with valid credentials. 2- Open Upgrade to Advanced page (click Upgrade from Dashboard). 3- Locate the top navigation/header. 4- Move mouse cursor over "Company" menu item.	A dropdown menu should appear under "Company" showing the list of options with links.	A dropdown menu appeared under "Company" showing the list of options with links.	Pass	Qazi Zain
TC_UTA_COM_78	Verify that the “Company” menu expands on hover and all listed options are clickable and open with proper functionality.	User is logged in and on the Upgrade to Advanced page.	N/A	1- Hover over the "Company" tab in the top navigation bar. 2- Verify that the dropdown menu expands and displays all company-related options (e.g., About Us, Press Releases, Careers, News Articles, etc). 3- Click on each option one by one. 4- Confirm that the correct page opens for each option without error.	1- Hovering over "Company" expands the dropdown menu. 2- All options are clearly visible. 3- Each option is clickable and redirects to the correct page with proper content.	"Company" menu expands on hover, all options visible, and each opens the correct page successfully.	Pass	Qazi Zain

Upgrade-To-Advanced(***Pricing***)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester

TC_UTA_PRI_79	Verify that clicking the “Pricing” tab in the top navigation bar on the Upgrade to Advanced page navigates the user to the Pricing page.	User is logged in and on the Upgrade to Advanced page.	N/A	1- On the Upgrade to Advanced page, locate the "Pricing" tab in the top navigation bar. 2- Click on the "Pricing" tab. 3- Verify that the Pricing page loads successfully.	Clicking the "Pricing" tab on the Upgrade to Advanced page should navigate the user to the Pricing page showing relevant pricing details.	Clicking the "Pricing" tab redirected to the Pricing page successfully.	Pass	Qazi Zain
TC_UTA_PRI_80	Verify that the "Get Pricing" form on the Pricing page is visible, accepts inputs, and submits correctly.	User is on the Pricing page.	- **Full Name:** Anabiya - **Email:** testuser@gmail.com - **Phone Number:** 03454447759 - **Company:** Test Pvt Ltd - **Country:** Pakistan - **No. of Employees:** 51–100	1- On the Pricing page, locate the “Get Pricing” form. 2- Verify that the form fields (Full Name, Phone Number, Email, Company, Country, No. of Employees) are visible. 3- Enter valid details into each field. 4- Click the “Get Pricing” form **Submit** button. 5- Verify that the page navigates to the **Demo Confirmation** page. 6- Confirm that the success message is displayed in the center: *“Thank you! Your Pricing Request Has Been Received. We’ve received......... organization’s needs.”*	The "Get Pricing" form is displayed with all required fields, accepts valid inputs, and is submitted successfully without error.	The "Get Pricing" form is displayed with all required fields, accepts valid inputs, and is submitted successfully without error.	Pass	Qazi Zain
TC_UTA_PRI_81	Verify that if any required field is not filled in, the form does not submit and an appropriate error message is displayed (e.g., “This field is required”).	User is on the Pricing page.	- **Full Name:** (leave empty) - **Email:** testuser@gmail.com - **Phone Number:** 03454447759 - **Company:** Test Pvt Ltd - **Country:** Pakistan - **No. of Employees:** 51–100	1- Leave one or more required fields empty (e.g., Full Name, Email, Phone Number, Company, Country, or No. of Employees). 2- Enter valid data in the remaining fields. 3- Click the Submit button.	1- The form does not submit. 2- An error message is displayed under or near the empty field (e.g., “This field is required”). 3- The user stays on the Pricing page and cannot proceed until all required fields are completed.	1- The form is submitted successfully even with an empty required field. 2- The user is navigated to the Demo Confirmation page. 3- Thank You message appears (“Your Pricing Request Has Been Received…”).	Fail	Qazi Zain

TC_UTA_PRI_82	Verify that the information box with heading “Request for OrangeHRM Plans and Pricing” (on the left side of the “Get Pricing” form) is displayed correctly.	User is on the Pricing page.	N/A	1- Navigate to the Pricing page. 2- Locate the information box with the heading “Request for OrangeHRM Plans and Pricing” beside the “Get Pricing” form. 3- Verify the visibility, formatting, and content of the box.	1- The information box with heading “Request for OrangeHRM Plans and Pricing” is displayed next to the form. 2- The text is correctly aligned, readable, and not overlapping.	1- The information box with heading “Request for OrangeHRM Plans and Pricing” is clearly visible next to the form. 2- Text content is properly aligned and fully readable. 3- No overlapping or formatting issues were observed.	Pass	Qazi Zain
TC_UTA_PRI_83	Verify that all other elements on the Pricing page (outside the “Get Pricing” form) are displayed correctly and function as expected.	User is on the Pricing page.	N/A	1- Navigate to the Pricing page. 2- Verify the presence and visibility of the following elements outside the form: - Page header and top navigation bar. - Page title/heading (e.g., Pricing). - Information section describing pricing plans or features etc. - Footer section (e.g., Contact, About, Privacy Policy, Social Media links). - Any call-to-action buttons (e.g., Compare Features, get pricing). - Click on each clickable element (links, buttons, icons). 3- Verify that navigation is correct and no broken links are found.	All elements outside the form (navigation bar, pricing sections, images, footer, buttons, FAQs, etc.) are clearly visible, properly aligned, and fully functional without any broken links or layout issues.	All elements outside the form (navigation bar, pricing sections, images, footer, buttons, FAQs, etc.) were clearly visible, properly aligned, and fully functional with no broken links or layout issues observed.	Pass	Qazi Zain

Upgrade-To-Advanced(***Book a Free Demo***)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester

TC_UTA_BFD_84	Verify that clicking on **Book a Free Demo** from the right side of the navbar on the **"Upgrade to Advanced"** page navigates user to the **"Book a Free Demo"** page.	User is on the Upgrade to Advanced page.	N/A	1. Open OrangeHRM website. 2. Navigate to Upgrade to Advanced page. 3. Locate "Book a Free Demo" on the right side of the navbar. 4. Click on it.	User should be redirected to the Book a Free Demo page successfully.	User is redirected to the Book a Free Demo page.	Pass	Qazi Zain
TC_UTA_BFD_85	Verify that the same navbar and footer which are displayed on the "Upgrade to Advanced" page are also displayed correctly on the "Book a Free Demo" page.	User is on the **Book a Free Demo** page.	N/A	1. Open OrangeHRM website. 2. Navigate to Book a Free Demo page. 3. Check the navbar at the top of the page. 4. Scroll down and check the footer.	The navbar and footer on the "Book a Free Demo" page should be identical and displayed correctly, same as on the "Upgrade to Advanced" page.	Navbar and footer are displayed correctly, same as on the Upgrade to Advanced page.	Pass	Qazi Zain
TC_UTA_BFD_86	Verify that the"We Just Need a Few Details" form is displayed correctly with all required input fields on the "Book a Free Demo" page.	User is on the **Book a Free Demo** page.	N/A	1. Open OrangeHRM website. 2. Navigate to the Book a Free Demo page. 3. Scroll down to the form section. 4. Observe the form fields.	The form should be visible and must display all required input fields such as Full Name, Email, Phone Number, Company Name, Number of Employees, Country, and Get a Free Demo button.	The form and all required fields are displayed correctly on the Book a Free Demo page.	Pass	Qazi Zain
TC_UTA_BFD_87	Verify that the form is submitted successfully when valid data is entered on the "Book a Free Demo" page.	User is on the **Book a Free Demo** page.	- **Full Name:** (Anabiya Khan) - **Email:** testuser@gmail.com - **Phone Number:** 03454447759 - **Company:** Test Pvt Ltd - **Country:** Pakistan - **No. of Employees:** 51–100	1. Open OrangeHRM website. 2. Navigate to the Book a Free Demo page. 3. Enter valid data in all input fields. 4. Click on the **Get a Free Demo** button.	The form should be submitted successfully and a confirmation or success message should be displayed**(Thank You! Your Demo Request Has Been Received!).**	The form was submitted successfully and confirmation message appeared.	Pass	Qazi Zain
TC_UTA_BFD_88	Verify that when any mandatory field is left blank on the "Book a Free Demo" page and form is submitted, the page reloads, previously entered data is cleared, and an error message is displayed for the missing field.	User is on the **Book a Free Demo** page.	- **Full Name:** (Anabiya Khan) - **Email:** testuser@gmail.com - **Phone Number:** leave empty - **Company:** Test Pvt Ltd - **Country:** Pakistan - **No. of Employees:** 51–100	1. Open the Book a Free Demo page 2. Fill all fields with valid data except leave one mandatory field blank (e.g., Phone Number) 3. Click **Get a Free Demo** button.	The page should reload, all fields should become blank again, and an error message should appear at the top showing the missing field (e.g., Phone Number is required).	Page reloaded, fields cleared, and correct error message appeared for the blank field.	Pass	Qazi Zain

TC_UTA_BFD_89	Verify that the information box with heading “Manage Your People and Operations in One Place” and details (displayed next to the “Book a Free Demo” form) is displayed correctly.	User is on the **Book a Free Demo** page.	N/A	1. Open OrangeHRM website. 2. Navigate to the Book a Free Demo page. 3. Locate the information box displayed beside the form. 4. Observe the heading and content.	The information box should be visible and must display the heading “Manage Your People and Operations in One Place” along with its supporting content correctly.	The information box with details and heading were displayed correctly on the page.	Pass	Qazi Zain

Upgrade-To-Advanced(***Contact Sales***)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_UTA_CS_90	Verify that clicking on "Contact Sales" from the right side of the navbar on the **Upgrade to Advanced** page navigates the user to the **contact-sales** page.	User is on the Upgrade to Advanced page.	N/A	1- Open OrangeHRM website. 2- Navigate to the Upgrade to Advanced page. 3- Locate the "Contact Sales" button on the right side of the navbar. 4- Click on it.	The user should be redirected to the contact-sales page successfully.	User is redirected to the contact-sales page.	Pass	Qazi Zain
TC_UTA_CS_91	Verify that the same navbar and footer which are displayed on the **Upgrade to Advanced** page are also displayed correctly on the **contact-sales** page.	User is on the contact-sales page.	N/A	1- Open OrangeHRM website. 2- Navigate to the Contact Sales page. 3- Check the navbar at the top of the page. 4- Scroll down and check the footer.	The navbar and footer on the contact-sales page should be identical and displayed correctly, same as on the Upgrade to Advanced page.	Navbar and footer are displayed correctly, same as on the Upgrade to Advanced page.	Pass	Qazi Zain
TC_UTA_CS_92	Verify that the "Unlock the Full Potential of OrangeHRM!" form is displayed correctly with all required input fields on the contact-sales page.	User is on the contact-sales page.	N/A	1- Open OrangeHRM website. 2- Navigate to the Contact Sales page. 3- check the contact sale form section. 4- Observe the form fields.	The form should be visible and must display all required input fields such as Full Name, Email, Phone Number, Job title, Country, No. of Employees, Message box, and the contact sales button.	The form and all required fields are displayed correctly on the Contact Sales page.	Pass	Qazi Zain

TC_UTA_CS_93	Verify that the form is submitted successfully when valid data is entered on the "Contact Sales" page.	User is on the contact-sales page.	- **Full Name:** Anabiya Khan - **Email:** testuser@gmail.com - **Phone Number:** 03454447759 - **Job title:** Accountant - **Country:** Pakistan - **No. of Employees:** 51–100 - **Message Box:** Hi, I would like to know more about your services.	1- Open OrangeHRM website. 2- Navigate to the Contact Sales page. 3- Enter valid data in all input fields. 4- Click on the **Contact Sales** button.	The form should be submitted successfully and a confirmation or success message should be displayed (e.g., ***Thank You for Reaching Out to, Our Sales Team!***).	The form was submitted successfully and a success message appeared.	Pass	Qazi Zain
TC_UTA_CS_94	Verify that when any mandatory field is left blank on the "Contact Sales" page and the form is submitted, the user is directed to the missing field and an error message is displayed.	User is on the contact-sales page.	- **Full Name:** Anabiya Khan - **Email:** testuser@gmail.com - **Phone Number:** (empty) - **Job title:** Accountant - **Country:** Pakistan - **No. of Employees:** 51–100 - **Message Box:** Hi, I would like to know more about your services.	1- Open the Contact Sales page. 2- Enter valid data in all fields except leave one mandatory field blank (e.g., Phone Number). 3- Click the Contact Sales button.	The form should not be submitted, the user should be directed to the blank field, and an inline error message (e.g., Please fill in this field) should be displayed.	The form highlighted the blank mandatory field and displayed the message **Please fill in this field.**	Pass	Qazi Zain
TC_UTA_CS_95	Verify that when the session has expired and the user tries to submit the form on the "Contact Sales" page, an error message is displayed and submission is not successful.	User is on the contact-sales page and session has expired.	- **Full Name:** Anabiya Khan - **Email:** testuser@gmail.com - **Phone Number:** (empty) - **Job title:** Accountant - **Country:** Pakistan - **No. of Employees:** 51–100 - **Message Box:** Hi, I would like to know more about your services.	1- Open the Contact Sales page. 2- Fill in all required fields with valid data. 3- Wait until the session expires (or simulate session expiry). 4- Click on the contact sales button.	1- The form should not be submitted. 2- An error message should appear saying: “Your session has expired. Please re-submit the form.” 3- User should remain on the same page. 4- Submission should only be possible after re-login.	The form was not submitted, the error message “Your session has expired. Please re-submit the form.” appeared, and the user remained on the same page. After re-login, the form could be submitted successfully.	Pass	Qazi Zain

TC_UTA_CS_96	Verify that when the "Contact Sales" page is reloaded, all previously entered form details are cleared and the input fields become empty.	User is on the contact-sales page.	- **Full Name:** Anabiya Khan - **Email:** testuser@gmail.com - **Phone Number:** (empty) - **Job title:** Accountant - **Country:** Pakistan - **No. of Employees:** 51–100 - **Message Box:** Hi, I would like to know more about your services.	1- Open the Contact Sales page. 2- Enter valid data in all form fields. 3- Reload/refresh the page.	The page should reload and all form fields should be cleared (empty).	The page reloaded and all previously entered form details were cleared.	Pass	Qazi Zain
TC_UTA_CS_97	Verify that the information box with heading "Contact Sales" and its details (displayed next to the "Contact Sales" form) is displayed correctly.	User is on the contact-sales page.	N/A	1- Open OrangeHRM website. 2- Navigate to the Contact Sales page. 3- Locate the information box displayed beside the form. 4- Observe the heading and its details.	The information box with heading "Contact Sales" should be visible and display all the provided details correctly.	The information box with heading "Contact Sales" and all details were displayed correctly on the page.	Pass	Qazi Zain

OrangeHRM Manual Testing

Dashboard Profile Menu(*About*)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_PM_ABT_98	Verify that the Profile Menu opens when the Profile icon in the top-right corner of the Dashboard navbar is clicked.	User is logged in and on the Dashboard.	N/A	1- Locate the Profile icon on the right side of the navbar. 2- Click on the Profile icon.	The Profile Menu should open displaying available options, including the About option.	Profile Menu opened successfully and About option is visible.	Pass	Qazi Zain
TC_PM_ABT_99	Verify that clicking the About option under the Profile Menu opens the About popup in the center of the Dashboard.	User is logged in and on the dashboard and profile menu is open.	N/A	Click on the profile icon and the About option in the Profile Menu.	1- A small About popup should appear on the same Dashboard displaying: - Company Name: OrangeHRM. - Version: OrangeHRM OS 5.7. - Active Employees: 96. - Employees Terminated: 0. 2- Visible close (X) icon on the top-right corner.	About popup opened correctly with all details, and the close (×) icon is visible on the top-right corner.	Pass	Qazi Zain
TC_PM_ABT_100	Verify that clicking the Close (X) button on the About popup closes the popup.	User is logged in and on the dashboard and About popup is open.	N/A	Click on the Close (X) icon on the top-right corner of the About popup.	The About popup should close and the user should remain on the Dashboard.	About popup closed successfully and dashboard is visible.	Pass	Qazi Zain

Dashboard Profile Menu(*Support*)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_PM_SUP_101	Verify that clicking the Profile icon opens the Profile Menu with the Support option.	User is logged in and on the Dashboard.	N/A	1- Locate the Profile icon on the right side of the navbar. 2- Click on the Profile icon.	Profile menu should open, and the Support option should be visible in the dropdown.	Profile Menu opened successfully and the Support option is visible in the dropdown.	Pass	Qazi Zain

TC_PM_SUP_102	Verify that clicking the profile icon Support option navigates the user to the Support page.	User is logged in and on the dashboard and the profile menu is open.	N/A	Click on the Support option in the Profile Menu.	The system should navigate to the Support page.	After clicking the Support option, the system navigated to the Support page successfully.	Pass	Qazi Zain
TC_PM_SUP_103	Verify that when the user clicks on the Support option in the Profile Menu, the Support page opens and displays the correct heading and content.	User is logged in and on the Dashboard.	N/A	1- On the Dashboard, click on the Profile icon from the top-right corner. 2- From the dropdown, click on the Support option.	The system should navigate to the Support page and display the heading, intro text, information repositories, help image, and a Customer Support section with a clickable email link.	Support page opened successfully and displayed heading, intro text, repositories, help image, and clickable email link.	Pass	Qazi Zain

Dashboard Profile Menu(***Change Password***)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_PM_SUP_104	Verify that clicking the Profile icon opens the Profile Menu with the change password option visible.	User is logged in and on the Dashboard.	N/A	1- Locate the Profile icon on the right side of the navbar. 2- Click on the Profile icon.	Profile menu should open, and the change password option should be visible in the dropdown.	Profile Menu opened successfully and the change password option is visible in the dropdown.	Pass	Qazi Zain
TC_PM_SUP_105	Verify that clicking the profile icon change password option navigates the user to the updatePassword page.	User is logged in and on the dashboard and the profile menu is open.	N/A	Click on the change password option in the Profile Menu.	The system should navigate the user on the updatePassword page.	After clicking the change password option, the system navigated to the updatePassword page successfully.	Pass	Qazi Zain
TC_PM_SUP_106	Verify that all Navbar options are visible and clickable on Update Password page.	- User must be logged into the system. - User should be on Update Password page.	N/A	1- Navigate to the Update Password page. 2- Check that the following options are displayed: - Configuration, Employee List, Add Employee, Reports 3- Click each option one by one. 4- Verify that each option is clickable and redirects to its respective page.	- All above Navbar options should be visible on the page. - Each option should be clickable and navigate to its respective module.	On the Update Password page, the Navbar is visible with options and each option is clickable and navigates correctly.	Pass	Qazi Zain
TC_PM_SUP_107	Verify that the Update Password form section is displayed on the update password page.	User must be logged in and on the pdatePassword page.	N/A	1- Navigate to the Update Password page. 2- Observe the center section of the page.	The page should display a section with heading “Update Password”.	On the updatePassword page, the Update Password section with heading is displayed.	Pass	Qazi Zain

TC_PM_SUP_108	Verify that all required fields are displayed in the Update Password section on the page.	User must be logged in and on the pdatePassword page.	N/A	1- Observe the form inside the Update Password section. 2- Verify that the following fields are displayed: - Password, Current Password, Confirm Password	All required fields should be visible on the form.	All fields (Current Password, Password, Confirm Password) are displayed correctly.	Pass	Qazi Zain
TC_PM_SUP_109	Verify that Save and Cancel buttons are visible, properly aligned, clickable and functional in the Update Password section on the updatePassword page.	User must be logged in and on the pdatePassword page.	N/A	1- Navigate to the Update Password page. 2- Scroll to the bottom of the Update Password section. 3- Check Save and Cancel buttons. 4- Verify the text alignment of the buttons. 5- Click each button to confirm they perform the correct action.	1- Save and Cancel buttons should be clearly visible. 2- Text on the buttons should be properly aligned. 3- Save button should save the data (when valid input is provided). 4- Cancel button should discard changes and not update the password.	- Both buttons are visible with proper alignment. - Text is correctly aligned. - Save and Cancel buttons are clickable and work as expected.	Pass	Qazi Zain
TC_PM_SUP_110	Verify that password strength suggestions are displayed while entering a new password on Update Password page.	User must be logged in and on the Update Password page under Update Password section.	- **Weak Password:** 12345 - **Strong Password:** Admin@12345	1- Navigate to the Update Password page. 2- Go to the New Password field inside the Update Password section. 3- Enter the weak password 12345 or strong password Admin@12345. 4- Observe the suggestion message displayed.	System should display password strength indicator below the New Password field, showing **Should have at least 7 characters** for weak and strong password.	System displays password strength suggestions correctly as per entered data.	Pass	Qazi Zain
TC_PM_SUP_111	Verify error message is displayed in the Confirm Password field on Update Password page (Update Password section) when the entered value does not match the New Password.	User must be logged in and on the Update Password page, inside the Update Password section.	- **New Password:** Admin@12345 - **Confirm Password:** Admin@123	1- Navigate to the Update Password page. 2- In the New Password field (inside Update Password section), enter a valid password: Admin@12345. 3- In the Confirm Password field, enter a different value: Admin@123. 4- Observe the error message under the confirm password field.	System should display an error message below the Confirm Password field (*passwords do not match*).	Error message is displayed correctly when passwords don't match.	Pass	Qazi Zain

TC_PM_SUP_112	Verify that when all password details are entered correctly in the update password section and click the Save button the updatePassword page reload and display a green success message.	User must be logged in and on the Update Password page, inside the Update Password section.	- **Current Password:** admin123 - **New Password:** Admin@12345 - **Confirm Password:** Admin@12345	1- Navigate to the Update Password page. 2- Enter the current password (admin123) in the Current Password field. 3- Enter the new password (Admin@12345) in the New Password field. 4- Enter the same new password in the Confirm Password field. 5- Click the Save button. 6- Observe the page reload and check for the success message at the bottom-left corner.	1- Page reloads and remains on the Update Password page. 2- A small green popup/window and success message appears at the bottom-left corner with text: **Success (Successfully Saved)**. 3- All password fields are reset to blank.	Page reloads and green success message appears; all fields are cleared.	Pass	Qazi Zain
TC_PM_SUP_113	Verify that after entering valid update password details and clicking Save button, the password is actually updated.	User must be logged in and on the Update Password page, inside the Update Password section.	- **Current Password:** admin123 - **New Password:** Admin@12345 - **Confirm Password:** Admin@12345	1- Navigate to the Update Password page. 2- Enter the current password, new password and confirm password in the update password section field. 3- Click the Save button. 4- Observe the green success message popup at the bottom-left corner. 5- Logout from the application. 6- Attempt to log in using the new password (Admin@12345).	User should be able to log in successfully with the new password.	User cannot log in with the new password and can still log in with the old password.	Fail	Qazi Zain

Dashboard Profile Menu(***Logout***)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_PM_LG_114	Verify that clicking the Profile icon on the dashboard opens the Profile Menu with the logout option.	User is logged in and on the Dashboard.	N/A	1- Locate the Profile icon on the right side of the navbar. 2- Click on the Profile icon.	Profile menu should open, and the Logout option should be visible in the dropdown.	Profile Menu opened successfully and the Logout option is visible in the dropdown.	Pass	Qazi Zain

TC_PM_LG_115	Verify that clicking the Logout option from the Profile menu logout the user and redirects to the Login page.	User is logged in and on the Dashboard.	N/A	1- Click on the Profile icon to open the Profile menu. 2- Click on the Logout option from the menu. 3- Observe the page behavior.	User should be logged out successfully and redirected to the Login page.	User is logged out successfully and redirected to the Login page.	Pass	Qazi Zain

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Admin(*View System Users*)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_SB_ADM_116	Verify that when the user clicks on the “Admin” option in the sidebar on the Dashboard page, the system navigates to the viewSystemUsers page.	User is on the dashboard page.	N/A	1- Login with valid credentials. 2- After successful login, verify that the Dashboard page is displayed. 3- On the Dashboard, view the sidebar menu on the left side. 4- Click on the **Admin** option available in the sidebar.	User should be redirected to viewSystemUsers page with all expected UI elements (Search bar, Add button, Users list, etc.) visible.	User is successfully redirected to **viewSystem Users** page and all functionalities are visible.	Pass	Qazi Zain
TC_SB_ADM_117	Verify that on the viewSystemUsers page, the header is visible with the title “Admin / User Management” on the left side, and the right side displays the Upgrade option and Profile icon, consistent with the Dashboard page.	User is already on the viewSystemUsers page.	N/A	1. Observe the header section of the viewSystemUsers page. 2. Check the left and right side of the header.	The header should display the title “Admin / User Management” on the left side, and the right side should show the Upgrade option and Profile icon.	Header displays successfully with **Admin / User Management** on the left, and Upgrade option with Profile icon on the right.	Pass	Qazi Zain
TC_SB_ADM_118	Verify that all main menu options (User Management, Job, Organization, Qualifications, Nationalities, Corporate Branding, Configuration) are visible and clickable on the viewSystemUsers page.	User is already on the viewSystemUsers page.	N/A	1. Observe the main menu/header on the viewSystemUsers page. 2. Verify that the following options are visible: User Management, Job, Organization, Qualifications, Nationalities, Corporate Branding, Configuration. 3. Click on each option one by one. 4. Confirm that each click navigates to its respective functional page without errors.	All listed options should be clearly visible on the main menu/header, clickable, and navigate to their respective functional pages successfully.	All listed options are visible, clickable, and successfully navigate to their respective functional pages without errors.	Pass	Qazi Zain

TC_SB_ADM_119	Verify that when the user clicks on the Users option from the dropdown menu under User Management, the system reloads and displays the same viewSystemUsers page.	User is already on the viewSystemUsers page.	N/A	1. In the main menu/header, click on User Management to expand its dropdown menu. 2. From the dropdown list, click on Users. 3. Wait for the page to reload. 4. Observe the URL and header section.	When the user clicks the Users option from the dropdown menu under the Admin tab, the System Users page should be displayed with the "Admin / User Management" header and a list of users.	The System Users page is displayed successfully with the correct "Admin / User Management" header and the complete user list.	Pass	Qazi Zain
TC_SB_ADM_120	Verify that when the user clicks on the “Job” option in the Admin sub-navigation menu and selects any item from the dropdown (Job Titles, Pay Grades, Employment Status, Job Categories, or Work Shifts), the system navigates to the respective page with its functionality displayed correctly.	User is already on the viewSystemUsers page.	N/A	1. On the viewSystemUsers page, click on the Job option in the sub-navigation bar. 2. From the dropdown, click on Job Titles. 3. Repeat the action for Pay Grades, Employment Status, Job Categories, and Work Shifts.	Each selected option under the Job dropdown should load its respective page with the correct functionality visible.	Each selected option successfully loads its respective page with the correct functionality visible.	Pass	Qazi Zain
TC_SB_ADM_121	Verify that when the user clicks on the **Organization** option in the Admin sub-navigation menu and selects any item from the dropdown (General information, locations, structure), the system navigates to the respective page with its functionality displayed correctly.	User is already on the viewSystemUsers page.	N/A	1. On the viewSystemUsers page, click on the Organization option in the sub-navigation bar. 2. From the dropdown, click on General information. 3. Repeat the action for locations and structure.	Each selected option under the Oraganization dropdown should load its respective page with the correct functionality visible.	Each selected option successfully loads its respective page with the correct functionality visible.	Pass	Qazi Zain
TC_SB_ADM_122	Verify that when the user clicks on the **Qualifications** option in the Admin sub-navigation menu and selects any item from the dropdown (Skills,Education, Licenses,Langauges, Memberships), the system navigates to the respective page with its functionality displayed correctly.	User is already on the viewSystemUsers page.	N/A	1. On the viewSystemUsers page, click on the Qualifications option in the sub-navigation bar. 2. From the dropdown, click on Skills. 3. Repeat the action for Education,Licenses, Langauges and Memberships.	Each selected option under the Qualifications dropdown should load its respective page with the correct functionality visible.	Each selected option successfully loads its respective page with the correct functionality visible.	Pass	Qazi Zain

TC_SB_ADM_123	Verify that clicking on “Nationalities” and “Corporate Branding” from the Admin submenu redirects the user to their respective pages with proper functionality.	User is already on the viewSystemUsers page.	N/A	1- Go to Admin viewSystemUsers page. 2- Click on Nationalities or Corporate Branding, and verify both pages load with proper functionality.	On clicking Nationalities and Corporate Branding, the system navigates to their respective pages with proper functionality.	System successfully navigated to both Nationalities and Corporate Branding pages, and all related options and functionality worked as expected.	Pass	Qazi Zain
TC_SB_ADM_124	Verify that when the user clicks on the **Configuration** option in the Admin sub-navigation menu and selects any item from the dropdown (Email configuartion,Email subscriptions,Localization, Language packages, Modules,Social media authentication, Register OAuth client, LDAP configuration), the system navigates to the respective page with its functionality displayed correctly.	User is already on the viewSystemUsers page.	N/A	1. On the viewSystemUsers page, click on the Configuration option in the sub-navigation bar. 2. From the dropdown, click on Email configuartion. 3. Repeat the action for Email subscriptions,Localization, Language packages etc.	Each selected option under the Configuration dropdown should load its respective page with the correct functionality visible.	Each selected option successfully loads its respective page with the correct functionality visible.	Pass	Qazi Zain
TC_SB_ADM_125	Verify that the “System Users” section and the “Records Found” section are displayed properly on the viewSystemUsers page.	User is already on the viewSystemUsers page.	N/A	1- Navigate to viewSystemUsers page. 2- Observe the page layout. 3- Verify that the System Users section is visible at the top, and Records Found section is displayed below the System Users section.	The System Users and Records Found sections should be clearly visible with all fields, buttons, records, and columns displayed properly, loading with correct functionality and alignment.	Both System Users and Records Found sections were displayed correctly with all fields, buttons, and records visible.	Pass	Qazi Zain

TC_SB_ADM_126	Verify that the dropdown arrow on the right side of the “System Users” section name is visible and when user is click, it collapses or expands the section. On expansion, all fields should be visible.	User is already on the viewSystemUsers page.	N/A	1- Navigate to viewSystemUsers page. 2- Verify that the dropdown arrow is visible on the right side of the “System Users” section. 3- Click the dropdown arrow once the System Users section should collapse and hide its contents. 4- Click the dropdown arrow again the System Users section should expand. 5- Verify that the fields (Username, User Role, Employee Name, Status) and buttons (Reset, Search) are visible.	1- The dropdown arrow should be visible. 2- On clicking, the System Users section should collapse and expand properly. 3- When expanded, all fields and buttons should be displayed clearly with proper alignment and functionality.	The dropdown arrow was visible. On click, it collapsed and expanded the System Users section correctly. All fields and buttons were visible when expanded.	Pass	Qazi Zain
TC_SB_ADM_127	Verify that the dropdown arrow for the “User Role” and “Status” fields is visible and works correctly when clicked to expand or collapse the options.	User is already on the viewSystemUsers page.	N/A	1- Navigate to the viewSystemUsers page. 2- Verify the User Role dropdown arrow is visible and expands/collapses options on click. 3- Verify the Status dropdown arrow is visible and expands/collapses options on click.	1- The dropdown arrows for both User Role and Status fields should be visible. 2- On clicking, options should expand properly. 3- On clicking again, options should collapse correctly. 4- All options should be displayed clearly and selectable when expanded.	The dropdown arrows for both User Role and Status fields were visible. On click, options expanded and collapsed correctly.	Pass	Qazi Zain
TC_SB_ADM_128	Verify that when the user enters a valid Username, User Role, Employee Name, and Status in the System Users section, the matching records are displayed in the Records Found section.	User is already on the viewSystemUsers page.	- **Username:** Admin - **User Role:** Admin/ESS - **Employee Name:** manda akhil user - **Status:** Enabled	1- Navigate to the viewSystemUsers page. 2- Enter admin in the Username field. 3- Select “Admin/ESS” from the User Role dropdown. 4- Enter any alphabet(First user) and then select. 5- Select “Enabled” from the Status dropdown. 6- Click on the Search button.	Matching record(s) should be displayed in the Records Found section with correct details.	Matching records were displayed correctly in the Records Found section.	Pass	Qazi Zain

TC_SB_ADM_129	Verify that when the user enters an invalid Username in the System Users section, **No Records Found** is displayed in the Records Found section.	User is already on the viewSystemUsers page.	- **Username:** mueza - **User Role:** Admin/ESS - **Employee Name:** First user - **Status:** Enabled	1- Navigate to the viewSystemUsers page. 2- Enter an invalid Username. 3- Select "Admin" from the User Role dropdown. 4- Enter an valid Employee Name. 5- Select "Enabled" from the Status dropdown. 6- Click on the Search button.	System should display "No Records Found" in the Records Found section.	No Records Found" message was displayed in the Records Found section.	Pass	Qazi Zain
TC_SB_ADM_130	Verify that when the user enters an invalid Employee Name in the System Users section, an **Invalid** error message is displayed below the Employee Name field.	User is already on the viewSystemUsers page.	- **Username:** mueza - **User Role:** Admin/ESS - **Employee Name:** xyztest - **Status:** Enabled	1- Navigate to the viewSystemUsers page. 2- Enter an invalid Employee Name (e.g., "xyztest"). 3- Observe the system response.	System should display "Invalid" message below the Employee Name field.	**Invalid** message was displayed in red color.	Pass	Qazi Zain
TC_SB_ADM_131	Verify that when the user enters valid details in the System Users section but provides an invalid Username and clicks the Search button, the Records Found section shows "No Records Found" and, at the same time, a message appears at the bottom left corner displaying Info (No Records Found).	User is already on the viewSystemUsers page.	- **Username:** mueza - **User Role:** Admin/ESS - **Employee Name:** First user - **Status:** Enabled	1- Navigate to the viewSystemUsers page. 2- Enter invalid Username. 3- Click on the Search button. 4- Observe the Records Found section and notification area.	1- Records Found section should display "No Records Found". 2- An Info (No Records Found) notification should appear at the bottom left corner of the page.	**No Records Found** is displayed in the Records Found section, and an information message appears at the bottom-left showing **Info: No Records Found.**	Pass	Qazi Zain
TC_SB_ADM_132	Verify that when the user clicks the Reset button in the System Users section, all entered details are cleared and only the default placeholder data is displayed in the fields of the System Users section, while the Records Found section shows the default data of currently enabled and disabled users.	User is already on the viewSystemUsers page.	- **Username:** Admin - **User Role:** Admin/ESS - **Employee Name:** manda akhil user - **Status:** Enabled	1- Navigate to the System Users page. 2- Enter values in the User Role, Employee Name, Username, and Status fields. 3- Click on the Search button to load the records. 4- Now click the Reset button.	1- All entered details in the fields should be cleared. 2- Default placeholders should be visible in all fields. 3- The Records Found section should display the default data of all enabled and disabled users.	All entered details cleared, placeholders restored, and Records Found section displayed the data of enabled and disabled users by default.	Pass	Qazi Zain

TC_SB_ADM_133	Verify that when the user selects Disabled from the Status dropdown in the System Users section, enters valid details of a disabled user, and clicks the Search button, the Records Found section displays the matching disabled user.	User is already on the viewSystemUsers page.	- **Username:** aaron09 - **User Role:** ESS - **Employee Name:** William Wilson - **Status:** Disabled	1- Navigate to the System Users page. 2- From the Status dropdown, select Disabled. 3- Enter valid details of a disabled user in User Role, Employee Name, and Username fields. 4- Click on the Search button.	The Records Found section should display the matching disabled user.	The Records Found section successfully displayed with correct disabled user.	Pass	Qazi Zain
TC_SB_ADM_134	Verify that when the user selects Disabled from the Status dropdown in the System Users section, enters invalid details, and clicks the Search button, the Records Found section displays “No Records Found” and a message appears at the bottom-left corner displaying Info (No Records Found).	User is already on the viewSystemUsers page.	- **Username:** mueza - **User Role:** Admin/ESS - **Employee Name:** xyz (any) - **Status:** Disabled	1- Navigate to the System Users page. 2- From the Status dropdown, select Disabled. 3- Enter invalid details in Username/Employee Name fields. 4- Click on the Search button.	The Records Found section should display “No Records Found” and a message at the bottom-left corner should show Info (No Records Found).	The Records Found section displayed “No Records Found”, and a message appeared at the bottom-left corner showing Info (No Records Found).	Pass	Qazi Zain
TC_SB_ADM_135	Verify that the user can select any record from the Records Found section of the View System Users page and has the option to edit or delete the selected record.	User is already on the viewSystemUsers page with at least one existing user in the Records Found table	N/A	1. Navigate to the viewSystemUsers page. 2. Locate any user in the Records Found table. 3. Check for the presence of Edit and Delete icons next to the user record.	User should be able to select any record and both Edit and Delete icons should be available for that record, allowing user to perform respective actions.	User successfully able to select any record and Edit and Delete icons were visible and functional.	Pass	Qazi Zain
TC_SB_ADM_136	Verify that when user clicking the Edit icon in the Records Found section of the viewSystemUsers navigates the user to the Save System User page and allows editing user details.	User is on the viewSystemUsers page with at least one existing user in the Records Found table.	- **Username:** aaron09 - **User Role:** ESS - **Employee Name:** William Wilson - **Status:** Disabled	1. Navigate to the viewSystemUsers page. 2. Locate the desired user in the Records Found table. 3. Click on the Edit icon for that user. 4. Edit any required fields (e.g., Username, Status). 5. Click Save.	User should be navigated to the Save System User page. User can edit details, and upon clicking Save, changes should be applied correctly.	User navigated successfully to the Save System User page and edits can be made and saved correctly.	Pass	Qazi Zain

TC_SB_ADM_137	Verify that when the user selects a record from the Records Found section of the viewSystem Users page and clicks the Delete icon, a confirmation popup is displayed, and the user can successfully delete the selected record.	User is on the viewSystemUsers page with at least one existing user in the Records Found table.	N/A	1. Navigate to the viewSystemUsers page. 2- Select the user record you want to delete from the Records Found table. 3- Click on the Delete icon associated with the selected user. 4- In the confirmation popup that appears, review the message and click Yes, Delete to confirm deletion. 5- Verify that the page reloads and a "Successfully Deleted" message appears at the bottom-left corner of the screen.	A confirmation popup appears with the text: 'Are you sure? The selected record will be permanently deleted. Do you want to continue?' Clicking 'Yes, Delete' , removes the user record, reloads the page, and displays a 'Successfully Deleted' message at the bottom-left corner.	Confirmation popup appeared, user record was deleted, page reloaded, and "Successfully Deleted" message displayed at bottom-left corner.	Pass	Qazi Zain

Admin(*Save System User*)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_SB_ADM_138	Verify that clicking the **Add** button in the Records Found section of the viewSystemUsers page navigates the user to the Save System User page and the page is fully functional.	User is already on the viewSystemUsers page.	N/A	1. Navigate to the viewSystemUsers page. 2. Click on the "Add" button in the Records Found section.	User should be navigated to the Save System User page and the page should be fully functional with all fields and buttons working properly.	User navigated successfully to the Save System User page and the page was fully functional.	Pass	Qazi Zain
TC_SB_ADM_139	Verify that when the user navigates to the Save System User page, enters valid details for a new user, and clicks the 'Save' button, the details are saved successfully and a success message is displayed.	User is on the Save System User page.	- **User Role:** Admin - **Employee Name:** Hector Aurelio Elias - **Status:** Disabled - **Username:** mueza - **Password:** admin1234 - **Confirm Password:** admin1234	1. Enter valid User Role and Employee Name. 2. Select Status disabled. 3. Enter Username,Password and Confirm Password. 4. Click on the Save button.	Page should reload and display a success message at the bottom-left corner indicating the user was saved successfully. User should be navigated back to the viewSystemUsers page.	Page reloaded successfully, success message displayed at bottom-left corner, and user navigated back to viewSystemUsers page.	Pass	Qazi Zain

TC_SB_ADM_140	Verify that when the user adds details for a new user and saves them, the newly added user appears correctly in the Records Found section of the View System Users page, and when searched the new user details on the View System Users page, the user's record is displayed successfully.	User has successfully added a new user and is on the viewSystemUsers page.	- **Username:** mueza - **User Role:** Admin - **Employee Name:** Hector Aurelio Elias - **Status:** Disabled	1. Navigate to the viewSystemUsers page. 2. Enter the newly added Username details in the search field of the System Users section. 3. Select the corresponding User Role, Employee Name, and Status. 4. Click on the Search button.	Records Found section should display the newly added user with correct details.	Newly added user displayed correctly in the Records Found section with all entered details.	Pass	Qazi Zain

OrangeHRM Manual Testing

PIM(*View Employee List*)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_SB_PIM_141	Verify that when the user clicks on the **PIM** option in the sidebar on the Dashboard page, the system navigates to the viewEmployeeList page.	User is on the dashboard page.	N/A	1- Login with valid credentials. 2- After successful login, verify that the Dashboard page is displayed. 3- On the Dashboard, view the sidebar menu on the left side. 4- Click on the **PIM** option available in the sidebar.	User should be redirected to viewEmployeeList page with all expected UI elements (Add button, Employee list, etc.) visible.	User is successfully redirected to **viewEmployeeList** page and all functionalities are visible.	Pass	Qazi Zain
TC_SB_PIM_142	Verify that on the viewEmployeeList page, the header is visible with the title **PIM** on the left side, and the right side displays the Upgrade option and Profile icon, consistent with the Dashboard page.	User is already on the viewEmployeeList page.	N/A	1. Observe the header section of the viewEmployeeList page. 2. Check the left and right side of the header.	The header should display the title **PIM** on the left side, and the right side should show the Upgrade option and Profile icon.	Header displays successfully with **PIM** on the left, and Upgrade option with Profile icon on the right.	Pass	Qazi Zain
TC_SB_PIM_143	Verify that all main menu options (Configuration, Employee List, Add Employee, Reports) are visible and clickable on the viewEmployeeList page.	User is already on the viewEmployeeList page.	N/A	1. Observe the main menu/header on the viewEmployeeList page. 2. Verify that the following options are visible: Configuration, Employee List, Add Employee, Reports 3. Click on each option one by one. 4. Confirm that each click navigates to its respective functional page without errors.	All listed options should be clearly visible on the main menu/header, clickable, and navigate to their respective functional pages successfully.	All listed options are visible, clickable, and successfully navigate to their respective functional pages without errors.	Pass	Qazi Zain

TC_SB_PIM_144	Verify that when the user clicks on the Employee List option, which is available in the submenu of the View Employee List page, the system reloads and displays the same View Employee List page.	User is already on the viewEmployeeList page.	N/A	1. In the main menu/header, click on Employee List option. 2. Wait for the page to reload. 3. Observe the URL and header section.	When the user clicks the Employee List option under the PIM tab, the viewEmployeeList page should be displayed with the PIM header and a list of options including employee list.	The viewEmployeeList page is displayed successfully with the correct PIM header and the list of options including employee list.	Pass	Qazi Zain
TC_SB_PIM_145	Verify that when the user clicks on the Configuration option in the PIM sub-navigation menu and selects any item from the dropdown (optional fields, custom fields, data import, reporting methods, termination reasons), the system navigates to the respective page with its functionality displayed correctly.	User is already on the viewEmployeeList page.	N/A	1. On the viewEmployeeList page, click on the Configuration option in the sub-navigation bar. 2. From the dropdown, click on optional fields. 3. Repeat the action for custom fields, data import, reporting methods and termination reasons.	Each selected option under the Configuration dropdown should load its respective page with the correct functionality visible.	Each selected option successfully loads its respective page with the correct functionality visible.	Pass	Qazi Zain
TC_SB_PIM_146	Verify that when the user clicks on the **Add Employee** option in the PIM sub-navigation menu, the system navigates to the respective page with its functionality displayed correctly.	User is already on the viewEmployeeList page.	N/A	1. On the viewEmployeeList page, click on the Add Employee option in the sub-navigation bar. 2. Wait for the page to reload. 3. Observe the URL and fuctionality.	When click Add Employee option,the page should load its respective page with the correct functionality visible.	Selected option successfully loads its respective page with the correct functionality visible.	Pass	Qazi Zain
TC_SB_PIM_147	Verify that when the user clicks on the **Reports** option in the PIM sub-navigation menu, the system navigates to the respective page with its functionality displayed correctly.	User is already on the viewEmployeeList page.	N/A	1. On the viewEmployeeList page, click on the Reports option in the sub-navigation bar. 2. Wait for the page to reload. 3. Observe the URL and fuctionality.	When click Reports option,the page should load its respective page with the correct functionality visible.	Selected option successfully loads its respective page with the correct functionality visible.	Pass	Qazi Zain

TC_SB_PIM_148	Verify that the **Employee Information** section and the **Records Found** section are displayed properly on the viewEmployeeList page.	User is already on the viewEmployeeList page.	N/A	1- Navigate to viewEmployeeList page. 2- Observe the page layout. 3- Verify that the Employee Information section is visible at the top, and Records Found section is displayed below the Employee Information section.	The Employee Information and Records Found sections should be clearly visible with all fields, buttons, records, and columns displayed properly, loading with correct functionality and alignment.	Both Employee Information and Records Found sections were displayed correctly with all fields, buttons, and records visible.	Pass	Qazi Zain
TC_SB_PIM_149	Verify that the dropdown arrow on the right side of the **Employee Information** section name is visible and when user is click, it collapses or expands the section. On expansion, all fields should be visible.	User is already on the viewEmployeeList page.	N/A	1- Navigate to viewEmployeeList page. 2- Verify that the dropdown arrow is visible on the right side of the Employee Information section. 3- Click the dropdown arrow once the Employee Information section should collapse and hide its contents. 4- Click the dropdown arrow again the Employee Information section should expand. 5- Verify that the fields (employee name,id,status, include,supervisor name,job title,sub unit) and buttons (Reset, Search) are visible.	1- The dropdown arrow should be visible. 2- On clicking, the Employee Information section should collapse and expand properly. 3- When expanded, all fields and buttons should be displayed clearly with proper alignment and functionality.	The dropdown arrow was visible. On click, it collapsed and expanded the Employee Information section correctly. All fields and buttons were visible when expanded.	Pass	Qazi Zain
TC_SB_PIM_150	Verify that the dropdown arrow for the Employment Status,Include,Job Title and Sub Unit fields is visible and works correctly when clicked to expand or collapse the options.	User is already on the viewEmployeeList page.	N/A	1- Navigate to the Employee Information page. 2- Verify the Employment Status,Include,Job Title and Sub Unit dropdown arrow is visible with expands/collapses options on click.	1- The dropdown arrows for the Employee Information section with Employment Status, Include,Job Title,Sub Unit fields should be visible. 2- On clicking, options should expand properly. 3- On clicking again, options should collapse correctly. 4- All options should be displayed clearly and selectable when expanded.	The dropdown arrows of fields were visible. On click, options expanded and collapsed correctly.	Pass	Qazi Zain

TC_SB_PIM_151	Verify that when the user enters valid details in the Employee Information section, the correct records are displayed in the Records Found section in the form of a table.	User is already on the viewEmployeeList page.	- **Employee Name:** Daniel Johnson - **Employee ID:** EMP8225 - **Employment Status:** Full-Time Contract - **Job Title:** Account Assistant - **Sub Unit:** Administrator	1- Navigate to the viewEmployeeList page. 2. Enter valid details in one or more fields under Employee Information section. 3. Click the Search button.	The Records Found section should display a table with the matching employee record.	Matching records were displayed correctly in the Records Found section.	Pass	Qazi Zain
TC_SB_PIM_152	Verify that when the user enters Invalid details in the Employee Information section, shows no records found are displayed in the Records Found section.	User is already on the viewEmployeeList page.	- **Employee Name:** mueza - **Employee ID:** EMP6655 - **Employment Status:** Full-Time Contract - **Job Title:** Account Assistant - **Sub Unit:** Automation Tester	1- Navigate to the viewEmployeeList page. 2. Enter Invalid details in one or more fields under Employee Information section. 3. Click the Search button.	System should display "No Records Found" in the Records Found section.	No Records Found" message was displayed in the Records Found section.	Pass	Qazi Zain
TC_SB_PIM_153	Verify that when the user clicks the Reset button in the Employee Information section, all entered details are cleared and only the default placeholder data is displayed in the fields of the Employee Information section, while the Records Found section shows the default data of employees.	User is already on the viewEmployeeList page.	- **Employee Name:** mueza - **Employee ID:** EMP6655 - **Employment Status:** Full-Time Contract - **Job Title:** Account Assistant - **Sub Unit:** Automation Tester	1- Navigate to the viewEmployeeList page. 2- Enter values in the fields of Employee Information section. 3- Click on the Search button to load the records. 4- Now click the Reset button.	1- All entered details in the fields should be cleared. 2- Default placeholders should be visible in all fields. 3- The Records Found section should display the default data of employees.	All entered details cleared, placeholders restored, and Records Found section displayed the data of employees by default.	Pass	Qazi Zain
TC_SB_PIM_154	Verify that the user can select any record from the Records Found section of the viewEmployeeList page and has the option to edit or delete the selected record.	User is already on the viewEmployeeList page.	N/A	1. Navigate to the viewEmployeeList page. 2. Locate any employee in the Records Found table. 3. Check for the presence of Edit and Delete icons next to the user record.	User should be able to select any record and both Edit and Delete icons should be available for that record, allowing user to perform respective actions.	User successfully able to select any record and Edit and Delete icons were visible and functional.	Pass	Qazi Zain

TC_SB_PIM_155	Verify that when the user clicks the Edit icon in the Records Found section of the viewEmployeeList page, the system navigates to the Personal Details page, displaying the user's profile with complete details, and allows editing and saving of the information.	User is logged in and on the Employee List page with at least one record available in the Records Found section.	- **Employee Name:** Daniel Johnson - **Employee ID:** EMP8225 - **Employment Status:** Full-Time Contract - **Job Title:** Account Assistant - **Sub Unit:** Administrator	1. Navigate to the Employee List page. 2. In the Records Found section, locate any employee record. 3. Click the Edit icon for that record. 4. Verify that the system navigates to the Personal Details page of the selected employee. 5. Update any editable field (e.g.,Name, ID, License Number)etc. 6. Click Save.	The system should navigate to the Personal Details page of the selected employee. User should be able to edit personal details and successfully save changes.	User navigated to Personal Details page and changes saved successfully.	Pass	Qazi Zain
TC_SB_PIM_156	Verify that when the user selects a record from the Records Found section of the viewEmployeeList page and clicks the Delete icon, a confirmation popup is displayed, and the user can successfully delete the selected record.	User is logged in and on the Employee List page with at least one record available in the Records Found section.	N/A	1. Navigate to the viewEmployeeList page. 2- Select the user record you want to delete from the Records Found table. 3- Click on the Delete icon associated with the selected user. 4- In the confirmation popup that appears, review the message and click Yes, Delete to confirm deletion. 5- Verify that the page reloads and a "Successfully Deleted" message appears at the bottom-left corner of the screen.	A confirmation popup appears with the text: 'Are you sure? The selected record will be permanently deleted. Do you want to continue?' Clicking 'Yes, Delete' , removes the user record, reloads the page, and displays a 'Successfully Deleted' message at the bottom-left corner.	Confirmation popup appeared, user record was deleted, page reloaded, and "Successfully Deleted" message displayed at bottom-left corner.	Pass	Qazi Zain
TC_SB_PIM_157	Verify that pagination works correctly in the Records Found section of the viewEmployeeList page, allowing the user to navigate through multiple pages of employee records in the table through pagination controls.	User is on the Employee List page and there are many records (more than one page)	N/A	1. Go to the Employee List page. 2. Scroll down and see the pagination numbers under the Records Found table. 3. Click on page 2. 4. Click on the Next arrow button. 5. Click on the Previous arrow button.	Table should change and show records of the selected page when using pagination.	Table changed correctly and showed records of the selected page using pagination.	Pass	Qazi Zain

PIM(*Add Employee*)								
Test Case ID	**Test Case Scenario**	**Pre-condition**	**Test Data**	**Test Steps**	**Expected Output**	**Actual Output**	**Result**	**Tester**
TC_SB_PIM_158	Verify that clicking the **Add** button in the Records Found section of the viewEmployeeList page navigates the user to the addEmployee page and the page is fully functional.	User is already on the viewEmployeeList page.	N/A	1. Navigate to the viewEmployeeList page. 2. Click on the "Add" button in the Records Found section.	User should be navigated to the addEmployee page and the page should be fully functional with all fields and buttons working properly.	User navigated successfully to the addEmployee page and the page was fully functional.	Pass	Qazi Zain
TC_SB_PIM_159	Verify that when the user navigates to the Add Employee page, enters valid details including First Name, Middle Name, Last Name, and Employee ID, and clicks the 'Save' button, the employee is added successfully and a success message is displayed.	User is logged in and on the Add Employee page.	- **First Name:** Mueza - **Middle Name:** (blank) - **Last Name:** Ejaz - **Employee ID:** 1234	1. Navigate to the Add Employee page. 2. Enter valid details in First Name, Middle Name, Last Name, and Employee ID fields. 3. Click the Save button.	The system should save the employee details and show a “Successfully Saved” message.	Employee details saved successfully and success message displayed.	Pass	Qazi Zain
TC_SB_PIM_160	Verify that when the user navigates to the Add Employee page and enters valid details, upon successfully adding a new employee, the system redirects to the Personal Details page displaying the complete profile(personal details) of the newly added employee.	User is logged in and on the Add Employee page.	- **First Name:** Mueza - **Middle Name:** (blank) - **Last Name:** Ejaz - **Employee ID:** 1234	1. Navigate to the Add Employee page. 2. Enter valid details in First Name, Middle Name, Last Name, and Employee ID fields. 3. Click the Save button. 4. Observe the page after the 'Successfully Saved' message appears. The page reloads and navigates to the viewPersonalDetails page, where the profile of the newly added employee is displayed with complete details.	The system should display the “Successfully Saved” message and automatically navigate to the Personal Details page, showing the profile of the newly added employee.	Success message displayed and user navigated to Personal Details page with employee profile.	Pass	Qazi Zain

TC_SB_PIM_161	Verify that when the user adds details for a new user and saves them, the newly added user appears correctly in the Records Found section of the viewEmployeeList page, and when searched the new user details on the viewEmployeeList page, the user's record is displayed successfully.	User has successfully added a new user and is on the viewEmployeeList page.	- **Employee Name:** Mueza Ejaz - **Employee ID:** 012345 - **Employment Status:** Full-Time Contract - **Job Title:** Automation Tester - **Sub Unit:** Quality Assurance	1. Navigate to the viewEmployeeList page. 2. Enter the newly added employee details in the search field of the Employee Information section. 3. Click on the Search button.	Records Found section should display the newly added user with correct details.	Newly added user displayed correctly in the Records Found section with all entered details.	Pass	Qazi Zain

OrangeHRM Manual Testing

Leave(*View Leave List*)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_SB_LV_162	Verify that when the user clicks on the **Leave** option in the sidebar on the Dashboard page, the system navigates to the viewLeaveList page.	User is on the dashboard page.	N/A	1- Login with valid credentials. 2- After successful login, verify that the Dashboard page is displayed. 3- On the Dashboard, view the sidebar menu on the left side. 4- Click on the Leave option available in the sidebar.	User should be redirected to viewLeaveList page with all expected UI elements (Search button, Entitlements list, etc.) visible.	User is successfully redirected to **viewLeaveList** page and all functionalities are visible.	Pass	Qazi Zain
TC_SB_LV_163	Verify that when the user navigates to the viewLeaveList page, the system by default displays the message “No Records Found” at the bottom left corner.	User is on the dashboard page.	N/A	1- From the Dashboard, click on the Leave option in the sidebar. 2- Verify that the system navigates to the Leave List page (viewLeaveList). 3- Check that the message **No Records Found** is displayed at the bottom left corner of the Leave List page.	The system should display the message “No Records Found” at the bottom left corner of the page.	The system displayed the message “No Records Found” at the bottom left corner.	Pass	Qazi Zain
TC_SB_LV_164	Verify that on the viewLeaveList page, the header is visible with the title **Leave** on the left side, and the right side displays the Upgrade option and Profile icon, consistent with the Dashboard page.	User is already on the viewLeaveList page.	N/A	1. Observe the header section of the viewLeaveList page. 2. Check the left and right side of the header.	The header should display the title **Leave** on the left side, and the right side should show the Upgrade option and Profile icon.	Header displays successfully with **Leave** on the left, and Upgrade option with Profile icon on the right.	Pass	Qazi Zain

TC_SB_LV_165	Verify that all main menu options (Apply,My Leave, Entitlements,Reports, Configure,Leave List,Assign Leave) are visible and clickable on the viewLeaveList page.	User is already on the viewLeaveList page.	N/A	1. Observe the main menu/header on the viewLeaveList page. 2. Verify that the following options are visible: Apply,My Leave,Entitlements etc. 3. Click on each option one by one. 4. Confirm that each click navigates to its respective functional page without errors.	All listed options should be clearly visible on the main menu/header, clickable, and navigate to their respective functional pages successfully.	All listed options are visible, clickable, and successfully navigate to their respective functional pages without errors.	Pass	Qazi Zain
TC_SB_LV_166	Verify that when the user clicks on the Leave List option, which is available in the submenu of the viewLeaveList page, the system reloads and displays the same viewLeaveList page.	User is already on the viewLeaveList page.	N/A	1. In the main menu/header, click on Leave List option. 2. Wait for the page to reload. 3. Observe the URL and header section.	When the user clicks the Leave List option under the Leave tab, the viewLeaveList page should be displayed with the Leave header and a list of options including leave list.	The viewLeaveList page is displayed successfully with the correct Leave header and the list of options including leave list.	Pass	Qazi Zain
TC_SB_LV_167	Verify that when the user clicks on the Entitlements option in the Leave sub-navigation menu and selects any item from the dropdown (Add Entitlements,Employee Entitlements,My Entitlements), the system navigates to the respective page with its functionality displayed correctly.	User is already on the viewLeaveList page.	N/A	1. On the viewLeaveList page, click on the Entitlements option in the sub-navigation bar. 2. From the dropdown, click on Add Entitlements. 3. Repeat the action for Employee Entitlements and My Entitlements.	Each selected option under the Entitlements dropdown should load its respective page with the correct functionality visible.	Each selected option successfully loads its respective page with the correct functionality visible.	Pass	Qazi Zain
TC_SB_LV_168	Verify that when the user clicks on the Reports option in the Leave sub-navigation menu and selects any item from the dropdown (Leave Entitlements and Usage Report,My Leave Entitlements and Usage Report), the system navigates to the respective page with its functionality displayed correctly.	User is already on the viewLeaveList page.	N/A	1. On the viewLeaveList page, click on the Reports option in the sub-navigation bar. 2. From the dropdown, click on Leave Entitlements and Usage Report. 3. Repeat the action for My Leave Entitlements and Usage Report.	Each selected option under the Reports dropdown should load its respective page with the correct functionality visible.	Each selected option successfully loads its respective page with the correct functionality visible.	Pass	Qazi Zain

TC_SB_LV_169	Verify that when the user clicks on the Configure option in the Leave sub-navigation menu and selects any item from the dropdown (Leave Period, Leave Types, Work Week, Holidays), the system navigates to the respective page with its functionality displayed correctly.	User is already on the viewLeaveList page.	N/A	1. On the viewLeaveList page, click on the Configure option in the sub-navigation bar. 2. From the dropdown, click on Leave Period. 3. Repeat the action for Leave Types, Work Week and Holidays.	Each selected option under the Configure dropdown should load its respective page with the correct functionality visible.	Each selected option successfully loads its respective page with the correct functionality visible.	Pass	Qazi Zain
TC_SB_LV_170	Verify that when the user clicks on the **Apply,My Leave, Assign Leave** option in the Leave sub-navigation menu, the system navigates to the respective page with its functionality displayed correctly.	User is already on the viewLeaveList page.	N/A	1. On the viewLeaveList page, click on the Apply,My Leave, Assign Leave option in the sub-navigation bar. 2. Wait for the page to reload. 3. Observe the URL and fuctionality.	When click Apply,My Leave, Assign Leave option,the page should load its respective page with the correct functionality visible.	Selected options successfully loads its respective page with the correct functionality visible.	Pass	Qazi Zain
TC_SB_LV_171	Verify that the dropdown arrow on the right side of the **Leave List** section name is visible and when user is click, it collapses or expands the section. On expansion, all fields should be visible.	User is already on the viewLeaveList page.	N/A	1- Navigate to viewLeaveList page. 2- Verify that the dropdown arrow is visible on the right side of the Leave List section. 3- Click the dropdown arrow once the Leave List section should collapse and hide its contents. 4- Click the dropdown arrow again the Leave List section should expand. 5- Verify that the fields (From date, To date,show leave with status,leave type,employee name,sub unit) plus Include Past Employees and buttons (Reset, Search) are visible.	1- The dropdown arrow should be visible. 2- On clicking, the Leave List section should collapse and expand properly. 3- When expanded, all fields and buttons should be displayed clearly with proper alignment and functionality.	The dropdown arrow was visible. On click, it collapsed and expanded the Leave List section correctly. All fields and buttons were visible when expanded.	Pass	Qazi Zain

TC_SB_LV_172	Verify that the calendar icons, dropdowns, and toggle button in the Leave List section on the viewLeaveList page function correctly.	User is already on the viewLeaveList page.	N/A	1- Click the From Date and To Date fields calendar icons and select a valid date. 2- Click on the Show Leave, Sub Unit and Leave Type with Status dropdown and verify that options expand/collapse properly. 3- Toggle the "Include Past Employees" switch ON and OFF next to the Sub Unit field.	1- From Date and To Date calendars open properly and allow date selection. 2- All dropdowns (Show Leave with Status, Leave Type, Sub Unit) expand/collapse correctly and display available options. 3- Include Past Employees switch toggles ON/OFF properly.	All UI elements functioned as expected (calendar, dropdowns, toggle).	Pass	Qazi Zain
TC_SB_LV_173	Verify that when the user enters valid details in the Leave List section, the correct records are displayed in the Records Found section in the form of a table.	User is already on the viewLeaveList page.	- **From Date:** 2025-01-01 (any) - **To Date:** 2025-12-31 (any) - **Show Leave with Status:** Rejected(any) - **Leave Type:** Annual Leave(any) - **Employee Name:** John Smith(any) - **Sub Unit:** Engineering (any) - **Include Past Employees:** Off/On	1- Navigate to the viewLeaveList page. 2. Enter valid details in one or more fields under Leave List section. 3. Click the Search button.	The Records Found section should display a table with the matching employee record.	Matching records were displayed correctly in the Records Found section.	Pass	Qazi Zain
TC_SB_LV_174	Verify that when the user enters Invalid details in the Leave List section, shows no records found are displayed in the Records Found section.	User is already on the viewLeaveList page.	- **From Date:** 2025-01-01 - **To Date:** 2025-12-31 - **Show Leave with Status:** Rejected - **Leave Type:** Annual Leave - **Employee Name:** John Smith - **Sub Unit:** Engineering - **Include Past Employees:** On	1- Navigate to the viewLeaveListpage. 2. Enter Invalid details in one or more fields under Leave List section. 3. Click the Search button.	System should display “No Records Found” in the Records Found section.	No Records Found” message was displayed in the Records Found section.	Pass	Qazi Zain

TC_SB_LV_175	Verify that when the user clicks the Reset button in the Leave List section, all entered details are cleared, the fields display only their default placeholders, and the Records Found section shows no data by default.	User is already on the viewLeaveList page.	- **From Date:** 2025-01-01 - **To Date:** 2025-12-31 - **Show Leave with Status:** Rejected - **Leave Type:** Annual Leave - **Employee Name:** John Smith - **Sub Unit:** Engineering - **Include Past Employees:** On	1- Navigate to the viewLeaveList page. 2- Enter values in the fields of Leave List section. 3- Click on the Search button to load the records. 4- Now click the Reset button.	1- All entered details in the fields should be cleared. 2- Default placeholders should be visible in all fields. 3- The Records Found section should display no data by default..	All entered details cleared, placeholders restored, and Records Found section displayed no data by default.	Pass	Qazi Zain
TC_SB_LV_176	Verify that the user can select any record from the Records Found section of the viewLeaveList page and has the option to edit or delete the selected record.	User is already on the viewLeaveList page and at least one leave record must exist in the records found section.	N/A	1. Navigate to the viewLeaveList page. 2. Locate any employee leave record in the Records Found table. 3. Check for the presence of Edit and Delete icons next to the user record.	User should be able to select any record and both Edit and Delete icons should be available for that record, allowing user to perform respective actions.	User successfully able to select any record and Edit and Delete icons were visible and functional.	Pass	Qazi Zain

OrangeHRM Manual Testing

Time(*View Employee Timesheet*)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_SB_TM_177	Verify that when the user clicks on the **Time** option in the sidebar on the Dashboard page, the system navigates to the viewEmployeeTimesheet page.	User is on the dashboard page.	N/A	1- Login with valid credentials. 2- After successful login, verify that the Dashboard page is displayed. 3- On the Dashboard, view the sidebar menu on the left side. 4- Click on the Time option available in the sidebar.	User should be redirected to viewEmployeeTimesheet page with all expected UI elements (buttons, Timesheets list, etc.) visible.	User is successfully redirected to **viewEmployeeTimesheet** page and all functionalities are visible.	Pass	Qazi Zain
TC_SB_TM_178	Verify that when the user navigates to the viewEmployeeTimesheet page, the Timesheets Pending Action section by default displays employee records in the Records Found table.	User is already on the viewEmployee Timesheet page.	N/A	1- From the Dashboard, navigate to the viewEmployeeTimesheet page. 2- Observe the Timesheets Pending Action section..	By default, the Timesheets Pending Action section should display employee data in the Records Found table.	The employee records were displayed by default in the Records Found table under Timesheets Pending Action.	Pass	Qazi Zain
TC_SB_TM_179	Verify that on the viewEmployeeTimesheet page, the header is visible with the title **Time/Timesheets** on the left side, and the right side displays the Upgrade option and Profile icon, consistent with the Dashboard page.	User is already on the viewEmployee Timesheet page.	N/A	1. Observe the header section of the viewEmployeeTimesheet page. 2. Check the left and right side of the header.	The header should display the title **Time/Timesheets** on the left side, and the right side should show the Upgrade option and Profile icon.	Header displays successfully with **Time/Timesheets** on the left, and Upgrade option with Profile icon on the right.	Pass	Qazi Zain

TC_SB_TM_180	Verify that all main menu options (Timesheets, Attendance,Reports,Project Info) are visible and clickable on the viewEmployeeTimesheet page.	User is already on the viewEmployee Timesheet page.	N/A	1. Observe the main menu/header on the viewEmployeeTimesheet page. 2. Verify that the following options are visible: Timesheets,Attendance etc. 3. Click on each option one by one. 4. Confirm that each click navigates to its respective functional page without errors.	All listed options should be clearly visible on the main menu/header, clickable, and navigate to their respective functional pages successfully.	All listed options are visible, clickable, and successfully navigate to their respective functional pages without errors.	Pass	Qazi Zain
TC_SB_TM_181	Verify that when the user clicks on the **Timesheets** option in the Time/Timesheets sub-navigation menu and selects any item from the dropdown (My timesheets, Employee timesheets), the system navigates to the respective page with its functionality displayed correctly.	User is already on the viewEmployee Timesheet page.	N/A	1. On the viewEmployeeTimesheet page, click on the Timesheets option in the sub-navigation bar. 2. From the dropdown, click on My timesheets. 3. Repeat the action for Employee timesheets.	Each selected option under the Timesheets dropdown should load its respective page with the correct functionality visible.	Each selected option successfully loads its respective page with the correct functionality visible.	Pass	Qazi Zain
TC_SB_TM_182	Verify that when the user clicks on the **Attendance** option in the Time/Timesheets sub-navigation menu and selects any item from the dropdown (My records, Punch in/out,Employee records,configuration), the system navigates to the respective page with its functionality displayed correctly.	User is already on the viewEmployee Timesheet page.	N/A	1. On the viewEmployeeTimesheet page, click on the Attendance option in the sub-navigation bar. 2. From the dropdown, click on My records. 3. Repeat the action for Punch in/out,Employee records and configuration.	Each selected option under the Attendance dropdown should load its respective page with the correct functionality visible.	Each selected option successfully loads its respective page with the correct functionality visible.	Pass	Qazi Zain

TC_SB_TM_183	Verify that when the user clicks on the **Reports** option in the Time/Timesheets sub-navigation menu and selects any item from the dropdown (Project reports, Employee reports, Attendance summary), the system navigates to the respective page with its functionality displayed correctly.	User is already on the viewEmployee Timesheet page.	N/A	1. On the viewEmployeeTimesheet page, click on the Reports option in the sub-navigation bar. 2. From the dropdown, click on Project reports. 3. Repeat the action for Employee reports and Attendance summary.	Each selected option under the Reports dropdown should load its respective page with the correct functionality visible.	Each selected option successfully loads its respective page with the correct functionality visible.	Pass	Qazi Zain
TC_SB_TM_184	Verify that when the user clicks on the **Project Info** option in the Time/Timesheets sub-navigation menu and selects any item from the dropdown (Customers, Projects), the system navigates to the respective page with its functionality displayed correctly.	User is already on the viewEmployee Timesheet page.	N/A	1. On the viewEmployeeTimesheet page, click on the Project Info option in the sub-navigation bar. 2. From the dropdown, click on Customers. 3. Repeat the action for Projects.	Each selected option under the Project Info dropdown should load its respective page with the correct functionality visible.	Each selected option successfully loads its respective page with the correct functionality visible.	Pass	Qazi Zain
TC_SB_TM_185	Verify that when the user enters a valid employee name in the Select Employee section and clicks the View button, the system navigates to the viewTimesheet page for that employee and displays the Timesheet and Actions Performed sections.	User is already on the viewEmployee Timesheet page.	- **Employee Name:** Mahesh Vijay Mankar (any)	1- Enter a valid Employee Name (e.g., Mahesh Vijay Mankar) in the Select Employee section. 2- Click on the View button. 3- Verify that the system navigates to the viewTimesheet page for that employee. 4- Check that the Timesheet for [Employee Name] section is displayed, showing project, activity, timesheet period, daily logged hours, total hours, status, and edit option. 6- Verify that the Actions Performed on the Timesheet section is displayed, showing action type, performed by, date, and comment.	1- On clicking the View button, the system should navigate to the viewTimesheet page. 2- The Timesheet for [Employee Name] section should be displayed with accurate timesheet details. 3- The Actions Performed on the Timesheet section should be displayed with relevant actions and details.	The system navigated to the viewTimesheet page, but the Timesheet for [Employee Name] section showed “No Timesheets Found” instead of correct details.	Fail	Qazi Zain

TC_SB_TM_186	Verify that when the user enters an invalid employee name in the Select Employee section and clicks the View button, the system navigates to the viewTimesheet page and displays **No Timesheets Found**.	User is already on the viewEmployee Timesheet page.	- **Employee Name:** Marwa Gamal Ahmed (any)	1- Enter an invalid/non-existent employee name in the Select Employee section. 2- Click the View button.	1- The system should navigate to the viewTimesheet page. 2- The Timesheet for [Employee Name] section should display the message “No Timesheets Found”. 3- The Actions Performed on the Timesheet section should be empty or not display any records.	The system navigated to the viewTimesheet page, but the Timesheet for [Employee Name] section displayed **No Timesheets Found**, and no details were shown in the Actions Performed on the Timesheet section.	Pass	Qazi Zain

Time(*View Timesheet-employeeId*)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_SB_TM_187	Verify that when the user enters invalid employee details and clicks the View button, the system navigates to the viewTimesheet page and displays “No Timesheets Found” with a Create Timesheet button.	User is already on the viewEmployee Timesheet page.	- **Employee Name:** Marwa Gamal Ahmed (any)	1- Enter an invalid/non-existent employee name in the Select Employee section. 2- Click the View button.	1- The system should navigate to the viewTimesheet page. 2- The Timesheet for [Employee Name] section should display the message “No Timesheets Found”. 3- A Create Timesheet button should be visible in the same section.	The system navigated to the viewTimesheet page, displayed “No Timesheets Found” in the Timesheet for [Employee Name] section, and showed a Create Timesheet button as expected.	Pass	Qazi Zain
TC_SB_TM_188	Verify that when the user enters invalid details and navigates to the viewTimesheet page, the message 'No Timesheets Found' is displayed. Upon clicking the 'Create Timesheet' button, a blank timesheet is created along with 'Submit' and 'Edit' buttons. Additionally, a message is displayed at the bottom left corner of the page showing both the success and no records messages.	User is on the viewTimesheet page and The Timesheet for [Employee Name] section displays “No Timesheets Found” with a Create Timesheet button.	N/A	Click on the Create Timesheet button.	1- A new blank timesheet should be created for the employee. 2- The bottom-left corner should display two messages: - “Timesheet successfully created” - “No records found” 3- The newly created timesheet should show Submit and Edit buttons.	A blank timesheet was created for the employee with messages “Timesheet successfully created” and “No records found”, and Submit and Edit buttons were displayed as expected.	Pass	Qazi Zain

TC_SB_TM_189	Verify that when user clicks the Edit button on the viewTimesheet page, navigates the user to the editTimesheet page where changes can be made and managed using Reset, Cancel, and Save options.	User is on the viewTimesheet page.	N/A	1- Click the Edit button on the timesheet. 2- Navigate to the editTimesheet page. 3- Make changes in the editable fields (Reset,Cancel and Save) button.	1- User should navigate to the editTimesheet page on clicking Edit. 2- User should be able to perform edits. 3- Reset, Cancel, and Save buttons should function as described.	The user navigated to the editTimesheet page, was able to make changes, and the Reset, Cancel, and Save buttons worked as expected.	Pass	Qazi Zain
TC_SB_TM_190	Verify that clicking the Submit button on the viewTimesheet page displays the 'Success' and 'No Records Found' messages, and expands the sections including Timesheet Details, Timesheet Actions, and Actions Performed on the Timesheet.	User is on the viewTimesheet page.	N/A	Click on the Submit button.	1- Two messages should appear at the bottom left corner: - "Timesheet successfully submitted" - "No records found" 2- Three sections should be displayed: - Timesheet for [Employee Name] section with timesheet details - Timesheet Action section containing a	On clicking the Submit button, both messages appeared at the bottom left corner and all three sections (Timesheet for [Employee Name], Timesheet Action, and Actions Performed on the Timesheet) were displayed as expected.	Pass	Qazi Zain

OrangeHRM Manual Testing

Recruitment(*View Candidates*)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_SB_REC_191	Verify that when the user clicks on the **Recruitment** option in the sidebar on the Dashboard page, the system navigates to the viewCandidates page.	User is on the dashboard page.	N/A	1- Login with valid credentials. 2- After successful login, verify that the Dashboard page is displayed. 3- On the Dashboard, view the sidebar menu on the left side. 4- Click on the **Recruitment** option available in the sidebar.	User should be redirected to viewCandidates page with all expected UI elements (buttons, fields etc) visible.	User is successfully redirected to **viewCandidates** page and all functionalities are visible.	Pass	Qazi Zain
TC_SB_REC_192	Verify that on the viewCandidates page, the header is visible with the title **Recruitment** on the left side, and the right side displays the Upgrade option and Profile icon, consistent with the Dashboard page.	User is already on the viewCandidates page.	N/A	1. Observe the header section of the viewCandidates page. 2. Check the left and right side of the header.	The header should display the title **Recruitment** on the left side, and the right side should show the Upgrade option and Profile icon.	Header displays successfully with **Recruitment** on the left, and Upgrade option with Profile icon on the right.	Pass	Qazi Zain
TC_SB_REC_193	Verify that all main menu options (Candidates, Vacancies) are visible and clickable on the viewCandidates page.	User is already on the viewCandidates page.	N/A	1. Observe the main menu/header on the viewCandidates page. 2. Verify that the following options are visible: Candidates,Vacancies. 3. Click on each option one by one. 4. Confirm that each click navigates to its respective functional page without errors.	All listed options should be clearly visible on the main menu/header, clickable, and navigate to their respective functional pages successfully.	All listed options are visible, clickable, and successfully navigate to their respective functional pages without errors.	Pass	Qazi Zain

TC_SB_REC_194	Verify that when the user clicks on the Candidates option, which is available in the submenu of the viewCandidates page, the system reloads and displays the same viewCandidates page.	User is already on the viewCandidates page.	N/A	1. In the main menu/header, click on Candidates option. 2. Wait for the page to reload. 3. Observe the URL and header section.	When the user clicks the Candidates option under the Recruitment tab, the viewCandidates page should be displayed with the Recruitment header and options.	The viewCandidates page is displayed successfully with the correct Recruitment header and the list of options including Candidates.	Pass	Qazi Zain
TC_SB_REC_195	Verify that when the user clicks on the **Vacancies** option in the Recruitment sub-navigation menu, the system navigates to the respective page with its functionality displayed correctly.	User is already on the viewCandidates page.	N/A	1. On the viewCandidates page,click on the Vacancies option in the sub-navigation bar. 2. Wait for the page to reload. 3. Observe the URL and fuctionality.	When click Vacancies option,the page should load its respective page with the correct functionality visible.	Selected option successfully loads its respective page with the correct functionality visible.	Pass	Qazi Zain
TC_SB_REC_196	Verify that the **Candidates** section and the **Records Found** section are displayed properly on the viewCandidates page.	User is already on the viewCandidates page.	N/A	1- Navigate to viewCandidates page. 2- Observe the page layout. 3- Verify that the Candidates section is visible at the top, and Records Found section is displayed below the Candidates section.	The Candidates and Records Found sections should be clearly visible with all fields, buttons, records, and columns displayed properly, loading with correct functionality and alignment.	Both Candidates and Records Found sections were displayed correctly with all fields, buttons, and records visible.	Pass	Qazi Zain

TC_SB_REC_197	Verify that the dropdown arrow on the right side of the **Candidates** section name is visible and when user is click, it collapses or expands the section. On expansion, all fields should be visible.	User is already on the viewCandidates page.	N/A	1- Navigate to viewCandidates page. 2- Verify that the dropdown arrow is visible on the right side of the Candidates section. 3- Click the dropdown arrow once the Candidates section should collapse and hide its contents. 4- Click the dropdown arrow again the Candidates section should expand. 5- Verify that the fields (job title,vacancy,hiring ,manager, status,candidate name, keywords,date of application, method of application) and buttons (Reset, Search) are visible.	1- The dropdown arrow should be visible. 2- On clicking, the Candidates section should collapse and expand properly. 3- When expanded, all fields and buttons should be displayed clearly with proper alignment and functionality.	The dropdown arrow was visible. On click, it collapsed and expanded the Candidates section correctly. All fields and buttons were visible when expanded.	Pass	Qazi Zain
TC_SB_REC_198	Verify that the dropdown arrow for the job title, vacancy,hiring manager, status and method of application is visible and works correctly when clicked to expand or collapse the options.	User is already on the viewCandidates page.	N/A	1- Navigate to the viewCandidates page. 2- Verify the job title,vacancy, hiring manager,status and method of application dropdown arrow is visible with expands/collapses options on click.	1- The dropdown arrows for the Candidates section with job title,vacancy, hiring manager,status and method of application fields should be visible. 2- On clicking, options should expand properly. 3- On clicking again, options should collapse correctly. 4- All options should be displayed clearly and selectable when expanded.	The dropdown arrows of fields were visible. On click, options expanded and collapsed correctly.	Pass	Qazi Zain
TC_SB_REC_199	Verify that when the user enters valid details in the Candidates section, the correct records are displayed in the Records Found section in the form of a table.	User is already on the viewCandidates page.	- **Vacancy:** Payroll Administrator - **Candidate Name:** TestFN TestMN TestLN - **Date of Application:** 2024-06-02 - **Status:** Application Initiated	1- Navigate to the viewCandidates page. 2. Enter valid details in one or more fields under Candidates section. 3. Click the Search button.	The Records Found section should display a table with the matching employee record.	Matching records were displayed correctly in the Records Found section.	Pass	Qazi Zain

TC_SB_REC_200	Verify that when the user enters Invalid details in the Candidates section, shows no records found are displayed in the Records Found section.	User is already on the viewCandidates page.	- **Vacancy:** Payroll Administrator - **Candidate Name:** Manu K M - **Date of Application:** 2024-09-02 - **Status:** Application Initiated	1- Navigate to the viewCandidates page. 2. Enter Invalid details in one or more fields under Candidates section. 3. Click the Search button.	System should display “No Records Found” in the Records Found section.	No Records Found” message was displayed in the Records Found section.	Pass	Qazi Zain
TC_SB_REC_201	Verify that when the user clicks the Reset button in the Candidates section, all entered details are cleared and only the default placeholder data is displayed in the fields of the Candidates section, while the Records Found section shows the default data of employees.	User is already on the viewCandidates page.	- **Vacancy:** Payroll Administrator - **Candidate Name:** Manu K M - **Date of Application:** 2024-09-02 - **Status:** Application Initiated	1- Navigate to the viewCandidates page. 2- Enter values in the fields of Candidates section. 3- Click on the Search button to load the records. 4- Now click the Reset button.	1- All entered details in the fields should be cleared. 2- Default placeholders should be visible in all fields. 3- The Records Found section should display the default data of employees.	All entered details cleared, placeholders restored, and Records Found section displayed the data of employees by default.	Pass	Qazi Zain
TC_SB_REC_202	Verify that the user can select any record from the Records Found section of the viewCandidates page and has the option to edit, download or delete the selected record.	User is already on the viewCandidates page.	N/A	1. Navigate to the viewCandidates page. 2. Locate any employee in the Records Found table. 3. Check for the presence of edit,download and delete icons next to the user record.	User should be able to select any record to edit, download and delete icons should be available for that record, allowing user to perform respective actions.	User successfully able to select any record to edit, download and delete icons were visible and functional.	Pass	Qazi Zain

TC_SB_REC_203	Verify that when the user clicks the Edit icon in the Records Found section of the viewCandidates page, the system navigates to the addCandidate page, displaying the candidate complete details, and allows editing and saving of the information.	User is logged in and on the viewCandidates page with at least one record available in the Records Found section.	N/A	1. Navigate to the viewCandidates page. 2. In the Records Found section, locate any candidate record. 3. Click the Edit icon for that record. 4. Verify that the system navigates to the addCandidate page of the selected candidate. 5. Update any editable field (e.g.,Name, contact no., Email)etc. 6. Click Save.	The system should navigate to the addCandidate page of the selected candidate. User should be able to edit candidate details and successfully save changes.	User navigated to addCandidate page and changes saved successfully.	Pass	Qazi Zain
TC_SB_REC_204	Verify that when the user selects a record from the Records Found section of the viewCandidates page and clicks the Delete icon, a confirmation popup is displayed, and the user can successfully delete the selected record.	User is logged in and on the viewCandidates page with at least one record available in the Records Found section.	N/A	1. Navigate to the viewCandidates page. 2- Select the user record you want to delete from the Records Found table. 3- Click on the Delete icon associated with the selected user. 4- In the confirmation popup that appears, review the message and click Yes, Delete to confirm deletion. 5- Verify that the page reloads and a “Successfully Deleted” message appears at the bottom-left corner of the screen.	A confirmation popup appears with the text: 'Are you sure? The selected record will be permanently deleted. Do you want to continue?' Clicking 'Yes, Delete' , removes the user record, reloads the page, and displays a 'Successfully Deleted' message at the bottom-left corner.	Confirmation popup appeared, user record was deleted, page reloaded, and “Successfully Deleted” message displayed at bottom-left corner.	Pass	Qazi Zain
TC_SB_REC_205	Verify that in the Records Found section of the viewCandidates page, only the records with a download icon are downloadable, while the records without the icon do not provide download functionality.	User is on the viewCandidates page and records are available in the Records Found section.	N/A	1- Observe the records displayed in the Records Found section. 2- Identify records with the download icon and those without it. 3- Click the download icon on a record where it is available.	Only records with the download icon should download successfully, while records without the icon should not provide any download option.	Only the records with the download icon were downloadable, while records without the icon did not provide any download option, as expected.	Pass	Qazi Zain

TC_SB_REC_206	Verify that pagination works correctly in the Records Found section of the viewCandidates page, allowing the user to navigate through multiple pages of employee records in the table through pagination controls.	User is on the viewCandidates page and records are available in the Records Found section.	N/A	1. Go to the viewCandidates page. 2. Scroll down and see the pagination numbers under the Records Found table. 3. Click on page 2. 4. Click on the Next arrow button. 5. Click on the Previous arrow button.	Table should change and show records of the selected page when using pagination.	Table changed correctly and showed records of the selected page using pagination.	Pass	Qazi Zain

Recruitment(*Add Candidate*)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_SB_REC_207	Verify that clicking the **Add** button in the Records Found section of the viewCandidate page navigates the user to the addCandidate page and the page is fully functional.	User is already on the viewCandidates page.	N/A	1. Navigate to the viewCandidates page. 2. Click on the "Add" button in the Records Found section.	User should be navigated to the addCandidates page and the page should be fully functional with all fields and buttons working properly.	User navigated successfully to the addCandidates page and the page was fully functional.	Pass	Qazi Zain
TC_SB_REC_208	Verify that when the user navigates to the addCandidate page, enters valid details including First Name, Middle Name, Last Name, Email, contact no.etc and clicks the 'Save' button, the candidate is added successfully and a success message is displayed.	User is logged in and on the addCandidate page.	- **First Name:** Mueza - **Middle Name:** (blank) - **Last Name:** Ejaz - **Email:** mezaejaz@gmail.com - **Contact Number:** 03124588846	1. Navigate to the addCandidate page. 2. Enter valid details in First Name, Middle Name, Last Name fields etc. 3. Click the Save button.	The system should save the candidate details and show a “Successfully Saved” message.	Candidate details saved successfully and success message displayed.	Pass	Qazi Zain

TC_SB_REC_209	Verify that when the user navigates to the addCandidate page and enters valid details, upon successfully adding a new candidate, the system redirects to the addCandidate page displaying the complete profile(personal details) of the added employee.	User is logged in and on the addCandidate page.	- **First Name:** Mueza - **Middle Name:** (blank) - **Last Name:** Ejaz - **Email:** mezaejaz@gmail.com - **Contact Number:** 03124588846	1. Navigate to the addCandidate page. 2. Enter valid details in First Name, Middle Name, Last Name etc. 4. Observe the page after the 'Successfully Saved' message appears. The page reloads to the addCandidate page, where the profile of the added candidate is displayed with complete details.	The system should display the "Successfully Saved" message and automatically navigate to the addCandidate page, showing the profile of the newly added candidate.	Success message displayed and user navigated to addCandidate page with candidate profile.	Pass	Qazi Zain
TC_SB_REC_210	Verify that when the user add details for a new user and saves them, the newly added user appears correctly in the Records Found section of the viewCandidates page, and when searched the new user details on the viewCandidates page, the user's record is displayed successfully.	User has successfully added a new user and is on the viewCandidates page.	- **First Name:** Mueza - **Middle Name:** (blank) - **Last Name:** Ejaz - **Email:** mezaejaz@gmail.com - **Contact Number:** 03124588846	1. Navigate to the viewCandidates page. 2. Enter the newly added candidate details in the search field of the Candidates section. 3. Click on the Search button.	Records Found section should display the newly added user with correct details.	Newly added user displayed correctly in the Records Found section with all entered details.	Pass	Qazi Zain

OrangeHRM Manual Testing

My Info(*View Personal Details*)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_SB_MI_211	Verify that when the user clicks on the **My Info** option in the sidebar on the Dashboard page, the system navigates to the viewPersonalDetails page.	User is on the dashboard page.	N/A	1- Login with valid credentials. 2- After successful login, verify that the Dashboard page is displayed. 3- On the Dashboard, view the sidebar menu on the left side. 4- Click on the **My Info** option available in the sidebar.	User should be redirected to viewPersonalDetails page with all expected UI elements (buttons, fields etc) visible.	User is successfully redirected to **viewPersonalDetails** page and all functionalities are visible.	Pass	Qazi Zain
TC_SB_MI_212	Verify that on the viewPersonalDetails page, the header is visible with the title **PIM** on the left side, and the right side displays the Upgrade option and Profile icon, consistent with the Dashboard page.	User is already on the viewPersonalDetails page.	N/A	1. Observe the header section of the viewPersonalDetails page. 2. Check the left and right side of the header.	The header should display the title **PIM** on the left side, and the right side should show the Upgrade option and Profile icon.	Header displays successfully with **PIM** on the left, and Upgrade option with Profile icon on the right.	Pass	Qazi Zain

TC_SB_MI_213	Verify that when the user navigates to the View Personal Details page, the Personal Details section along with all related detail tabs are visible and editable.	User is already on the viewPersonalDetails page.	N/A	1- Navigate to the viewPersonalDetails. 2- Verify that the Personal Details section is displayed by default with fields such as: (Employee Full Name,Driver's License Number) etc. 3- Verify the Save button is displayed at the bottom of the Personal Details form. 4- On the left panel, verify the presence of additional sections:(Personal Details, Dependents)etc. 5- Click each section (e.g., Contact Details, Emergency Contacts, Dependents, etc.) and verify that corresponding details are displayed. 6- Verify that each section allows the user to view and edit details where applicable.	1- Upon navigating to viewPersonalDetails, the Personal Details section is displayed by default with all required fields. 2- All sections in the left panel (Personal Details, Contact Details etc) are visible. 3- Clicking each section opens the respective details. 4- User is able to view and edit information, and changes can be saved successfully.	On navigating to viewPersonalDetails, Personal Details section with all fields is displayed by default. Left panel sections (Personal, Contact etc) are visible, open correctly, and details are editable and savable.	Pass	Qazi Zain
TC_SB_MI_214	Verify that when the user enters details on the View Personal Details page, the information in each profile tab (such as Contact Details, Salary, Qualifications, etc.) is saved successfully in its respective section.	User is already on the viewPersonalDetails page.	N/A	1- Navigate to viewPersonalDetails. 2- Click on the Contact Details tab, enter the required information, and then click Save.. 3- Repeat the same for: (Emergency Contacts, Dependents) etc. 4- Observe the system response after saving each section.	1- Each section allows details to be entered/edited. 2- On clicking Save, a success message is displayed (e.g., "Successfully Saved"). 3- Entered details are retained correctly in the respective section.	All sections allowed enter data and displayed Successfully Saved message after saving.	Pass	Qazi Zain

OrangeHRM Manual Testing

Performance(*Search Evaluate Performance Review*)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_SB_PRF_215	Verify that when the user clicks on the **Performance** option in the sidebar on the Dashboard page, the system navigates to the searchEvaluatePerformanceReview page.	User is on the dashboard page.	N/A	1- Login with valid credentials. 2- After successful login, verify that the Dashboard page is displayed. 3- On the Dashboard, view the sidebar menu on the left side. 4- Click on the **Performance** option available in the sidebar.	User should be redirected to searchEvaluatePerformanceReview page with all expected UI elements (buttons, fields etc.) visible.	User is successfully redirected to **searchEvaluatePerformanceReview** page and all functionalities are visible.	Pass	Qazi Zain
TC_SB_PRF_216	Verify that when the user navigates to the searchEvaluatePerformanceReview page, the system by default displays the message “No Records Found” at the bottom left corner.	User is on the dashboard page.	N/A	1- From the Dashboard, click on the Performance option in the sidebar. 2- Verify that the system navigates to the searchEvaluatePerformanceReview. 3- Check that the message **No Records Found** is displayed at the bottom left corner of the searchEvaluatePerformanceReview page.	The system should display the message “No Records Found” at the bottom left corner of the page.	The system displayed the message “No Records Found” at the bottom left corner.	Pass	Qazi Zain
TC_SB_PRF_217	Verify that on the searchEvaluatePerformanceReview page, the header is visible with the title **Performance/Manage Reviews** on the left side, and the right side displays the Upgrade option and Profile icon, consistent with the Dashboard page.	User is already on the searchEvaluatePerformanceReview page.	N/A	1. Observe the header section of the searchEvaluatePerformanceReview page. 2. Check the left and right side of the header.	The header should display the title **Performance/Manage Reviews** on the left side, and the right side should show the Upgrade option and Profile icon.	Header displays successfully with **Performance/Manage Reviews** on the left, and Upgrade option with Profile icon on the right.	Pass	Qazi Zain

TC_SB_PRF_218	Verify that all main menu options (Configure,Manage Reviews,My Trackers, Employee Trackers) are visible and clickable on the searchEvaluatePerformanceReview page.	User is already on the searchEvaluatePerformanceReview page.	N/A	1. Observe the main menu/header on the searchEvaluatePerformanceReview page. 2. Verify that the following options are visible: Configure, Manage Reviews etc. 3. Click on each option one by one. 4. Confirm that each click navigates to its respective functional page without errors.	All listed options should be clearly visible on the main menu/header, clickable, and navigate to their respective functional pages successfully.	All listed options are visible, clickable, and successfully navigate to their respective functional pages without errors.	Pass	Qazi Zain
TC_SB_PRF_219	Verify that when the user clicks on the Configure option in the Performance sub-navigation menu and selects any item from the dropdown (KPIs,Trackers), the system navigates to the respective page with its functionality displayed correctly.	User is already on the searchEvaluatePerformanceReview page.	N/A	1. On the searchEvaluatePerformanceReview page, click on the Configure option in the sub-navigation bar. 2. From the dropdown, click on KPIs. 3. Repeat the action for Trackers.	Each selected option under the Configure dropdown should load its respective page with the correct functionality visible.	Each selected option successfully loads its respective page with the correct functionality visible.	Pass	Qazi Zain
TC_SB_PRF_220	Verify that when the user clicks on the Manage Reviews option in the Performance sub-navigation menu and selects any item from the dropdown (Manage Reviews,My Reviews, Employee Reviews), the system navigates to the respective page with its functionality displayed correctly.	User is already on the searchEvaluatePerformanceReview page.	N/A	1. On the searchEvaluatePerformanceReview page, click on the Manage Reviews option in the sub-navigation bar. 2. From the dropdown, click on Manage Reviews. 3. Repeat the action for My Reviews,Employee Reviews.	Each selected option under the Manage Reviews dropdown should load its respective page with the correct functionality visible.	Each selected option successfully loads its respective page with the correct functionality visible.	Pass	Qazi Zain

TC_SB_PRF_221	Verify that when the user clicks on the **My Trackers, Employee Trackers** option in the Performance sub-navigation menu, the system navigates to the respective page with its functionality displayed correctly.	User is already on the searchEvaluatePerformanceReview page.	N/A	1. On the searchEvaluatePerformanceReview page, click on the My Trackers,Employee Trackers option in the sub-navigation bar. 2. Wait for the page to reload. 3. Observe the URL and fuctionality.	When click My Trackers, Employee Trackers option,the page should load its respective page with the correct functionality visible.	Selected options successfully loads its respective page with the correct functionality visible.	Pass	Qazi Zain
TC_SB_PRF_222	Verify that the dropdown arrow on the right side of the **Employee Reviews** section name is visible and when user is click, it collapses or expands the section. On expansion, all fields should be visible.	User is already on the searchEvaluatePerformanceReview page.	N/A	1- Navigate to searchEvaluatePerformanceReview page. 2- Verify that the dropdown arrow is visible on the right side of the Employee Reviews section. 3- Click the dropdown arrow once the Employee Reviews section should collapse and hide its contents. 4- Click the dropdown arrow again the Employee Reviews section should expand. 5- Verify that the fields (employee name,job title,sub unit,include,review status, From date, To date) and buttons (Reset, Search) are visible.	1- The dropdown arrow should be visible. 2- On clicking, the Employee Reviews section should collapse and expand properly. 3- When expanded, all fields and buttons should be displayed clearly with proper alignment and functionality.	The dropdown arrow was visible. On click, it collapsed and expanded the Employee Reviews section correctly. All fields and buttons were visible when expanded.	Pass	Qazi Zain
TC_SB_PRF_223	Verify that the calendar and dropdown icons in the fields of the Employee Reviews section on the searchEvaluatePerformanceReview page collapse and expand correctly, and function as expected.	User is already on the searchEvaluatePerformanceReview page.	N/A	1- Click the From Date and To Date fields calendar icons and select a valid date. 2- Click on the Job title,Sub Unit,Include and Review status dropdown, and verify that options expand/collapse properly.	1- From Date and To Date calendars open properly and allow date selection. 2- All dropdowns (Job title,Sub Unit,Include and Review status) expand/collapse correctly and display available options.	All UI elements functioned as expected (calendar and dropdowns).	Pass	Qazi Zain

TC_SB_PRF_224	Verify that when the user enters valid details in the Employee Reviews section, the correct records are displayed in the Records Found section in the form of a table.	User is already on the searchEvaluatePerformanceReview page.	- **Employee Name:** John Smith(any) - **Job Title:** Automation tester(any) - **Sub Unit:** Engineering (any) - **Include:** Current employees only(any) - **ReviewStatus:** In progress(any) - **From Date:** 2025-01-01 (any) - **To Date:** 2025-12-31 (any)	1- Navigate to the searchEvaluatePerformanceReview page. 2. Enter valid details in one or more fields under Employee Reviews section. 3. Click the Search button.	The Records Found section should display a table with the matching employee record.	Matching records were displayed correctly in the Records Found section.	Pass	Qazi Zain
TC_SB_PRF_225	Verify that when the user enters Invalid details in the Employee Reviews section, shows no records found are displayed in the Records Found section.	User is already on the searchEvaluatePerformanceReview page.	- **Employee Name:** John Smith(any) - **Job Title:** Automation tester(any) - **Sub Unit:** Engineering (any) - **Include:** Current employees only(any) - **ReviewStatus:** In progress(any) - **From Date:** 2025-01-01 (any) - **To Date:** 2025-12-31 (any)	1- Navigate to the searchEvaluatePerformanceReview page. 2. Enter Invalid details in one or more fields under Employee Reviews section. 3. Click the Search button.	System should display “No Records Found” in the Records Found section.	No Records Found” message was displayed in the Records Found section.	Pass	Qazi Zain
TC_SB_PRF_226	Verify that when the user clicks the Reset button in the Employee Reviews section, all entered details are cleared, the fields display only their default placeholders, and the Records Found section shows no data by default.	User is already on the searchEvaluatePerformanceReview page.	- **Employee Name:** John Smith(any) - **Job Title:** Automation tester(any) - **Sub Unit:** Engineering (any) - **Include:** Current employees only(any) - **ReviewStatus:** In progress(any) - **From Date:** 2025-01-01 (any) - **To Date:** 2025-12-31 (any)	1- Navigate to the searchEvaluatePerformanceReview page. 2- Enter values in the fields of Employee Reviews section. 3- Click on the Search button to load the records. 4- Now click the Reset button.	1- All entered details in the fields should be cleared. 2- Default placeholders should be visible in all fields. 3- The Records Found section should display no data by default..	All entered details cleared, placeholders restored, and Records Found section displayed no data by default.	Pass	Qazi Zain

TC_SB_PRF_227	Verify that the user can select any record from the Records Found section of the searchEvaluatePerformanceReview page and has the option to edit or delete the selected record.	User is already on the searchEvaluatePerformanceReview page and at least one leave record must exist in the records found section.	N/A	1. Navigate to the searchEvaluatePerformanceReview page. 2. Locate any employee performance record in the Records Found table. 3. Check for the presence of Edit and Delete icons next to the user record.	User should be able to select any record and both Edit and Delete icons should be available for that record, allowing user to perform respective actions.	User successfully able to select any record and Edit and Delete icons were visible and functional.	Pass	Qazi Zain

OrangeHRM Manual Testing

Directory(***View Directory***)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_SB_DRT_228	Verify that when the user clicks on the **Directory** option in the sidebar on the Dashboard page, the system navigates to the viewDirectory.	User is on the dashboard page.	N/A	1- Login with valid credentials. 2- After successful login, verify that the Dashboard page is displayed. 3- On the Dashboard, view the sidebar menu on the left side. 4- Click on the **Directory** option available in the sidebar.	User should be redirected to viewDirectory page with all expected UI elements (buttons, fields etc.) visible.	User is successfully redirected to **viewDirectory** page and all functionalities are visible.	Pass	Qazi Zain
TC_SB_DRT_229	Verify that when the user navigates to the viewDirectory page, existing employee records are displayed by default.	User is on the dashboard page.	N/A	1- From the Dashboard, click on the Performance option in the sidebar. 2- Verify that the system navigates to the viewDirectory. 3- Observe the Records Found section on the View Directory page to verify that it displays the employee data.	1- The system should display the message with total count of records (e.g., “(135) Records Found”) at the top. 2- Employee records should be shown in card format with the following details: - Employee photo (or default placeholder icon if photo not uploaded). - Employee name (e.g., Ranga Akunuri, Timothy Lewis Amiano, Peter Mac Anderson). - Employee unique identifier/ID (where available).	System displayed 135 Records Found, and records appeared in card format with employee name, photo/placeholder, and unique IDs.	Pass	Qazi Zain

TC_SB_DRT_230	Verify that on the viewDirectory page, the header is visible with the title **Directory** on the left side, and the right side displays the Upgrade option and Profile icon, consistent with the Dashboard page.	User is already on the viewDirectory page.	N/A	1. Observe the header section of the viewDirectory page. 2. Check the left and right side of the header.	The header should display the title **Directory** on the left side, and the right side should show the Upgrade option and Profile icon.	Header displays successfully with **Directory** on the left, and Upgrade option with Profile icon on the right.	Pass	Qazi Zain
TC_SB_DRT_231	Verify that the dropdown arrow on the right side of the **Directory** section name is visible and when user is click, it collapses or expands the section. On expansion, all fields should be visible.	User is already on the viewDirectory page.	N/A	1- Navigate to viewDirectory page. 2- Verify that the dropdown arrow is visible on the right side of the Directory section. 3- Click the dropdown arrow once the Directory section should collapse and hide its contents. 4- Click the dropdown arrow again the Directory section should expand. 5- Verify that the fields (employee name,job title, location) and buttons (Reset, Search) are visible.	1- The dropdown arrow should be visible. 2- On clicking, the Directory section should collapse and expand properly. 3- When expanded, all fields and buttons should be displayed clearly with proper alignment and functionality.	The dropdown arrow was visible. On click, it collapsed and expanded the Directory section correctly. All fields and buttons were visible when expanded.	Pass	Qazi Zain
TC_SB_DRT_232	Verify that the dropdown icons in the fields(Job title, location) of the Directory section on the viewDirectory page collapse and expand correctly, and function as expected.	User is already on the viewDirectory page.	N/A	1- Click on the Job title, location dropdown icons, and verify that options expand/collapse properly.	All dropdowns (Job title, location) expand/collapse correctly and display available options.	All dropdowns (Job Title, Location) expanded/collapsed correctly and displayed the available options as expected.	Pass	Qazi Zain
TC_SB_DRT_233	Verify that when the user enters valid details in the Directory section, the correct records are displayed in the Records Found section in the form of a table.	User is already on the viewDirectory page.	- **Employee Name:** Peter Mac Anderson(any) - **Job Title:** Chief Financial Officer(any) - **Location:** New York Sales Office(any)	1- Navigate to the viewDirectory page. 2. Enter valid details in one or more fields under Directory section. 3. Click the Search button.	The Records Found section should display with the matching employee record.	Matching records were displayed correctly in the Records Found section.	Pass	Qazi Zain

TC_SB_DRT_234	Verify that when the user enters Invalid details in the viewDirectory section, shows no records found are displayed in the Records Found section.	User is already on the viewDirectory page.	- **Employee Name:** Kenneth Tamara Baker (any) - **Job Title:** Chief Financial Officer(any) - **Location:** New York Sales Office(any)	1- Navigate to the viewDirectory page. 2. Enter Invalid details in one or more fields under Directory section. 3. Click the Search button.	System should display message “No Records Found” in the Records Found section.	No Records Found” message was displayed in the Records Found section.	Pass	Qazi Zain
TC_SB_DRT_235	Verify that when the user clicks the Reset button in the Directory section, all entered details are cleared, the fields display only their default placeholders, and the Records Found section shows default data of employees.	User is already on the viewDirectory page.	- **Employee Name:** Kenneth Tamara Baker (any) - **Job Title:** Chief Financial Officer(any) - **Location:** New York Sales Office(any)	1- Navigate to the viewDirectory page. 2- Enter values in the fields of Directory section. 3- Click on the Search button to load the records. 4- Now click the Reset button.	1- All entered details in the fields should be cleared. 2- Default placeholders should be visible in all fields. 3- The Records Found section should display default data of employees.	All entered details cleared, placeholders restored, and Records Found section displayed data by default.	Pass	Qazi Zain
TC_SB_DRT_236	Verify that when the user clicks on an employee record in the Records Found section of the View Directory page, the employee details are displayed in a side panel.	User is already on the viewDirectory page.	N/A	1- Navigate to the viewDirectory page. 2- Observe the list of employee records in the Records Found section. 3- Click on any employee record.	1- On clicking an employee record, a side panel should open on the right side of the screen. 2- The side panel should display selected employee’s details (e.g., Name, Photo/Placeholder, Employee ID, and other available info) if employee exist. 3- The rest of the record list remains visible in the main section.	Clicking an employee record opened a side panel on the right side, displaying that employee’s details along with photo/placeholder and name.	Pass	Qazi Zain

OrangeHRM Manual Testing

Maintenance(*Purge Employee*)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_SB_MNT_237	Verify that when the user clicks on the **Maintenance** option in the sidebar on the Dashboard page, the system navigates to the purgeEmployee page.	User is on the dashboard page.	N/A	1- Login with valid credentials. 2- After successful login, verify that the Dashboard page is displayed. 3- On the Dashboard, view the sidebar menu on the left side. 4- Click on the **Maintenance** option available in the sidebar.	User should be redirected to purgeEmployee page with all expected UI elements (buttons, fields etc.) visible.	User is successfully redirected to **searchEvaluatePerformanceReview** page and all functionalities are visible.	Pass	Qazi Zain
TC_SB_MNT_238	Verify that after navigating to the purgeEmployee page, the Administrator Access panel appears, accepting the pre-filled admin username and password (admin123) and then displays the purge page details after confirmation.	User is on the dashboard page.	- **Username:** admin (pre-filled) - **Password:** admin123	1. From Dashboard click Maintenance in the sidebar. 2. Observe the Administrator Access panel that appears (username & password fields). 3. Confirm the username is pre-filled as admin (no edit needed). 4. Enter password = admin123. 5. Click Confirm button on the Administrator Access panel. 6. Verify the purgeEmployee page details are displayed after authentication.	1. Administrator Access panel appears immediately after navigation with username pre-filled. 2. Entering admin123 and confirming authenticates the user. 3. purgeEmployee page details load and visible.	Administrator Access panel appeared with pre-filled username; password admin123 accepted; after clicking Confirm the purgeEmployee page details loaded and displayed properly.	Pass	Qazi Zain
TC_SB_MNT_239	Verify that when the user navigates to the purgeEmployee page, the system by default displays the Note section under Purge Employee Records with correct details.	User is already on the purgeEmployee page.	N/A	1. Naviagte to the purgeEmployee. 2. On purgeEmployee page, scroll to the Purge Employee Records section. 3. Observe the default Note displayed under this section.	The system displays the following note under Purge Employee Records section by default: “Users who... (Instance Identifier: ....0LjU=)”	The Note was displayed exactly as expected under Purge Employee Records section.	Pass	Qazi Zain

TC_SB_MNT_240	Verify that on the purgeEmployee page, the header is visible with the title **Maintenance/Purge Records** on the left side, and the right side displays the Upgrade option and Profile icon, consistent with the Dashboard page.	User is already on the purgeEmployee page.	N/A	1. Observe the header section of the Maintenance/Purge Records page. 2. Check the left and right side of the header.	The header should display the title **Maintenance/Purge Records** on the left side, and the right side should show the Upgrade option and Profile icon.	Header displays successfully with **Maintenance/Purge Records** on the left, and Upgrade option with Profile icon on the right.	Pass	Qazi Zain
TC_SB_MNT_241	Verify that all main menu options (Purge records, Access records) are visible and clickable on the purgeEmployee page.	User is already on the purgeEmployee page.	N/A	1. Observe the main menu/header on the purgeEmployee page. 2. Verify that the following options are visible: Purge records,Access records. 3. Click on each option one by one. 4. Confirm that each click navigates to its respective functional page without errors.	All listed options should be clearly visible on the main menu/header, clickable, and navigate to their respective functional pages successfully.	All listed options are visible, clickable, and successfully navigate to their respective functional pages without errors.	Pass	Qazi Zain
TC_SB_MNT_242	Verify that when the user clicks on the Purge records option in the Maintenance sub-navigation menu and selects any item from the dropdown (Employee records,Candidate records), the system navigates to the respective page with its functionality displayed correctly.	User is already on the purgeEmployee page.	N/A	1. On the purgeEmployee page, click on the Purge records option in the sub-navigation bar. 2. From the dropdown, click on Employee records, Candidate records. .	Each selected option under the Purge records dropdown should load its respective page with the correct functionality visible.	Each selected option successfully loads its respective page with the correct functionality visible.	Pass	Qazi Zain
TC_SB_MNT_243	Verify that when the user clicks on the **Access Records** option in the Maintenance sub-navigation menu, the system navigates to the respective page with its functionality displayed correctly.	User is already on the purgeEmployee page.	N/A	1. On the purgeEmployee page, click on the Access Records option in the sub-navigation bar. 2. Wait for the page to reload. 3. Observe the URL and fuctionality.	When click Access Records option,the page should load its respective page with the correct functionality visible.	Selected options successfully loads its respective page with the correct functionality visible.	Pass	Qazi Zain

TC_SB_MNT_244	Verify that when the user enters valid details in the **Purge Employee Records** section,the correct records are displayed on the purgeEmployee page.	User is already on the purgeEmployee page.	- **Past Employee:** xyz (any)	1- Navigate to the purgeEmployee page. 2. Enter valid details in past employee field under Purge Employee Records section. 3. Click the Search button.	The details of the searched past employee should be displayed under the Purge Employee Records section.	On entering valid details and clicking Search, the past employee's information is displayed properly under the Purge Employee Records area.	Pass	Qazi Zain
TC_SB_MNT_245	Verify that when a user enters characters in the Past Employee field in the Purge Employee Records section, the system provides suggestions for matching employees, and displays proper messages if no match is found.	User is already on the purgeEmployee page.	Valid employee name starting letters (e.g., "A"), invalid letters (e.g., "zzz")	1. Navigate to purgeEmployee page. 2. In the Past Employee field, type the first letter(s) of a known employee's name. 3. Observe the suggestions dropdown below the field. 4. Now type letters that don't match any employee. 5. Observe the system response.	1. When valid letters are typed, system should suggest employees matching the entered letters. 2. If no match is found, the message "No Records Found" should be displayed below the field. 3. If invalid entry is typed, the system should display "Invalid" under the field. 4. During search, "Searching…" should briefly appear.	System suggested matching employees when valid letters were entered. - "No Records Found" displayed for unmatched inputs. - "Invalid" displayed when inappropriate entry was given. - "Searching…" appeared while searching.	Pass	Qazi Zain

OrangeHRM Manual Testing

Claim(*View Assign Claim*)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_SB_CLM_246	Verify that when the user clicks on the **Claim** option in the sidebar on the Dashboard page, the system navigates to the viewAssignClaim page.	User is on the dashboard page.	N/A	1- Login with valid credentials. 2- After successful login, verify that the Dashboard page is displayed. 3- On the Dashboard, view the sidebar menu on the left side. 4- Click on the **Claim** option available in the sidebar.	User should be redirected to viewAssignClaim page with all expected UI elements (buttons, fields etc.) visible.	User is successfully redirected to **viewAssignClaim** page and all functionalities are visible.	Pass	Qazi Zain
TC_SB_CLM_247	Verify that when the user navigates to the viewAssignClaim page, three records are displayed by default in the Records Found section, along with the Assign Claim button.	User is on the dashboard page.	N/A	1- From the Dashboard, click on the Claim option in the sidebar. 2- Verify that the system navigates to the viewAssignClaim. 3- Observe the records displayed in the Records Found section.	1- The system should by default display existing records (e.g., “(3) Records Found”). 2- Each displayed record should include an Assign Claim button.	System displayed (3) Records Found in the Records Found section, with each record showing the Assign Claim button by default.	Pass	Qazi Zain
TC_SB_CLM_248	Verify that on the viewAssignClaim page, the header is visible with the title **Claim** on the left side, and the right side displays the Upgrade option and Profile icon, consistent with the Dashboard page.	User is already on the viewAssignClaim page.	N/A	1. Observe the header section of the viewAssignClaim page. 2. Check the left and right side of the header.	The header should display the title **Claim** on the left side, and the right side should show the Upgrade option and Profile icon.	Header displays successfully with **Claim** on the left, and Upgrade option with Profile icon on the right.	Pass	Qazi Zain

TC_SB_CLM_249	Verify that all main menu options (Configuration, Submit claim,My claims, Employee claims,Assign claim) are visible and clickable on the viewAssignClaim page.	User is already on the viewAssignClaim page.	N/A	1. Observe the main menu/header on the viewAssignClaim page. 2. Verify that the following options are visible: Configuration,Submit etc. 3. Click on each option one by one. 4. Confirm that each click navigates to its respective functional page without errors.	All listed options should be clearly visible on the main menu/header, clickable, and navigate to their respective functional pages successfully.	All listed options are visible, clickable, and successfully navigate to their respective functional pages without errors.	Pass	Qazi Zain
TC_SB_CLM_250	Verify that when the user clicks on the Configuration option in the Claim sub-navigation menu and selects any item from the dropdown (Events,Expense Types), the system navigates to the respective page with its functionality displayed correctly.	User is already on the viewAssignClaim page.	N/A	1. On the Claim page, click on the Configuration option in the sub-navigation bar. 2. From the dropdown, click on Events,Expense Types.	Each selected option under the Configuration dropdown should load its respective page with the correct functionality visible.	Each selected option successfully loads its respective page with the correct functionality visible.	Pass	Qazi Zain
TC_SB_CLM_251	Verify that when the user clicks on the **Submit claim, My claims,Employee claims,Assign claim** option in the Claim sub-navigation menu, the system navigates to the respective page with its functionality displayed correctly.	User is already on the viewAssignClaim page.	N/A	1. On the viewAssignClaim page, click on the Submit claim,My claims,Employee claims,Assign claim option in the sub-navigation bar. 2. Wait for the page to reload. 3. Observe the URL and fuctionality.	When click Submit claim, My claims,Employee claims,Assign claim option,the page should load its respective page with the correct functionality visible.	Selected options successfully loads its respective page with the correct functionality visible.	Pass	Qazi Zain

TC_SB_CLM_252	Verify that the dropdown arrow on the right side of the **Employee Claims** section name is visible and when user is click, it collapses or expands the section. On expansion, all fields should be visible.	User is already on the viewAssignClaim page.	N/A	1- Navigate to viewAssignClaim page. 2- Verify that the dropdown arrow is visible on the right side of the Employee Claims section. 3- Click the dropdown arrow once the Employee Claims section should collapse and hide its contents. 4- Click the dropdown arrow again the Employee Claims section should expand. 5- Verify that the fields (Employee Name,Reference id,Event name,Status,Include, From date, to date) and buttons (Reset, Search) are visible.	1- The dropdown arrow should be visible. 2- On clicking, the Employee Claims section should collapse and expand properly. 3- When expanded, all fields and buttons should be displayed clearly with proper alignment and functionality.	The dropdown arrow was visible. On click, it collapsed and expanded the Employee Claims section correctly. All fields and buttons were visible when expanded.	Pass	Qazi Zain
TC_SB_CLM_253	Verify that the calendar and dropdown icons in the fields of the Employee Claims section on the viewAssignClaim page collapse and expand correctly, and function as expected.	User is already on the viewAssignClaim page.	N/A	1- Click the From Date and To Date fields calendar icons and select a valid date. 2- Click on the Event name, Status,Include dropdown, and verify that options expand/collapse properly.	1- From Date and To Date calendars open properly and allow date selection. 2- All dropdowns (Event name,Status,Include) expand/collapse correctly and display available options.	All UI elements functioned as expected (calendar and dropdowns).	Pass	Qazi Zain
TC_SB_CLM_254	Verify that when the user enters valid details in the Employee Claims section, the correct records are displayed in the Records Found section in the form of a table.	User is already on the viewAssignClaim page.	- **Employee Name:** manda akhil user(any) - **Reference Id:** 202307180000003(any) - **Event Name:** Travel Allowance(any) - **Status:** Submitted(any)	1- Navigate to the viewAssignClaim page. 2. Enter valid details in one or more fields under Employee Claim section. 3. Click the Search button.	The Records Found section should display a table with the matching employee record.	Matching records were displayed correctly in the Records Found section.	Pass	Qazi Zain
TC_SB_CLM_255	Verify that when the user enters Invalid details in the Employee Claims section, shows no records found are displayed in the Records Found section.	User is already on the viewAssignClaim page.	- **Employee Name:** Timothy Lewis Amiano (any) - **Reference Id:** 2023071800004457(any) - **Event Name:** Travel Allowance(any) - **Status:** Submitted(any)	1- Navigate to the viewAssignClaim page. 2. Enter Invalid details in one or more fields under Employee Claim section. 3. Click the Search button.	System should display “No Records Found” in the Records Found section.	No Records Found” message was displayed in the Records Found section.	Pass	Qazi Zain

TC_SB_CLM_256	Verify that when the user clicks the Reset button in the Employee Claims section, all entered details are cleared, the fields display only their default placeholders, and the Records Found section shows default data.	User is already on the viewAssignClaim page.	- **Employee Name:** Timothy Lewis Amiano (any) - **Reference Id:** 2023071800004457(any) - **Event Name:** Travel Allowance(any) - **Status:** Submitted(any)	1- Navigate to the viewAssignClaim page. 2- Enter values in the fields of Employee Claims section. 3- Click on the Search button to load the records. 4- Now click the Reset button.	1- All entered details in the fields should be cleared. 2- Default placeholders should be visible in all fields. 3- The Records Found section should display default data of employees.	All entered details cleared, placeholders restored, and Records Found section displayed default data of employees.	Pass	Qazi Zain
TC_SB_CLM_257	Verify that clicking on the View Details icon from the Records Found section of the viewAssignClaim page navigates the user to the assignClaim page.	User is already on the viewAssignClaim page and at least one leave record must exist in the records found section.	N/A	1- Navigate to the viewAssignClaim page. 2- Observe the records displayed in the Records Found section (with View Details icon). 3- Click the View Details icon of any record.	- System should navigate to the assignClaim page. - The page should display details corresponding to the selected record.	Clicking the View Details icon navigated successfully to the assignClaim page, showing the selected record's details.	Pass	Qazi Zain

Claim(*Assign Claim*)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_SB_CLM_258	Verify that when the user navigates to the Assign Claim page, the Assign Claim, Expenses, and Attachments sections are displayed, and the Submit and Back buttons in the Attachments section function correctly.	User is already on the assignClaim page.	N/A	1- Navigate to assignClaim page via View Details of a record. 2- Verify that Assign Claim, Expenses, and Attachments sections are displayed with their respective fields/data. 3- In the Attachments section, check the presence of Submit and Back buttons. 4- Click Submit and Back button then observe system response.	The assignClaim page should display Assign Claim, Expenses, and Attachments sections with proper fields/data, where the Submit button submit the attachment action and the Back button navigates to the previous page.	All three sections displayed correctly with required fields and data. Submit button submit the attachment action as expected. Back button navigated to the previous page properly.	Pass	Qazi Zain

TC_SB_CLM_259	Verify that clicking the Assign Claim button from the viewAssignClaim page navigates to the assignClaim page, which displays only the Create Claim Request section with required fields and buttons.	User is already on the viewAssignClaim page.	N/A	1- Navigate to the viewAssignClaim page. 2- Click the Assign Claim button of any record. 3- Observe the page navigation and available sections. 4- Verify the fields displayed in the Create Claim Request section. 5- Verify the presence and functionality of Cancel and Create buttons.	1- System should navigate to the assignClaim page. 2- Only the Create Claim Request section should be visible. 3- Fields displayed: Employee Name, Event, Currency, Remarks. 4- Cancel button should cancel the action. 5- Create button should create the claim request.	Navigation to assignClaim page successful; Create Claim Request section displayed with correct fields and working Cancel and Create buttons.	Pass	Qazi Zain
TC_SB_CLM_260	Verify that when the user enters details in the Create Claim Request section on the Assign Claim page and clicks the Create button, the page reloads and displays the Assign Claim, Expenses, and Attachments sections with accurate user details.	User is already on the assignClaim page.	- **Employee Name:** Ranga Akunuri - **Event:** Medical Reimbursement - **Currency:** Afghanistan Afghani	1- Enter Employee Name: Ranga Akunuri. 2- Enter Event: Medical Reimbursement. 3- Select Currency: Afghanistan Afghani. 4- Click the Create button. 5- Observe the page behavior after clicking.	1- Page should reload but remain on the assignClaim page. 2- The system should now display the following sections:(Assign Claim, Expenses,Attachments).	1- After clicking Create, the page reloads successfully. 2- The new sections (Assign Claim, Expenses, Attachments) appear along with the created claim.	Pass	Qazi Zain

OrangeHRM Manual Testing

Buzz(*View Buzz*)

Test Case ID	Test Case Scenario	Pre-condition	Test Data	Test Steps	Expected Output	Actual Output	Result	Tester
TC_SB_BUZ_261	Verify that when the user clicks on the **Buzz** option in the sidebar on the Dashboard page, the system navigates to the viewBuzz page.	User is on the dashboard page.	N/A	1- Login with valid credentials. 2- After successful login, verify that the Dashboard page is displayed. 3- On the Dashboard, view the sidebar menu on the left side. 4- Click on the **Buzz** option available in the sidebar.	User should be redirected to viewBuzz page with all expected UI elements (buttons, fields etc.) visible.	User is successfully redirected to **viewBuzz** page and all functionalities are visible.	Pass	Qazi Zain
TC_SB_BUZ_262	Verify that on navigating to the viewBuzz page, the system by default displays the Buzz Newsfeed with posts and post creation options.	User is on the dashboard page.	N/A	1- From the Dashboard, click on the Buzz option in the sidebar. 2- Verify that the system navigates to the viewBuzz. 3-.Observe the default display data.	1- The system should display the Buzz Newsfeed by default. 2- The post creation field (What's on your mind?), Share Photos, Share Video buttons, and available posts (Most Recent, Most Liked, Most Commented) should be visible. 3- Upcoming Anniversaries should appear on the right panel.	Buzz Newsfeed with post creation box, sharing options, and existing posts displayed by default.	Pass	Qazi Zain
TC_SB_BUZ_263	Verify that on the viewBuzz page, the header is visible with the title **Buzz** on the left side, and the right side displays the Upgrade option and Profile icon, consistent with the Dashboard page.	User is already on the viewBuzz page.	N/A	1. Observe the header section of the viewBuzz page. 2. Check the left and right side of the header.	The header should display the title **Buzz** on the left side, and the right side should show the Upgrade option and Profile icon.	Header displays successfully with **Buzz** on the left, and Upgrade option with Profile icon on the right.	Pass	Qazi Zain