

## Day 13 – Lab Project: Manual Testing of OrangeHRM

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**Course Batch:** QA testing – Accenture D1109

**Date:** 02 Sep 2025

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### **Step 1: Project Overview**

**Project Name:**

Manual Testing of OrangeHRM HRM Application

**Objective:**

To perform end-to-end manual testing on OrangeHRM focusing on:

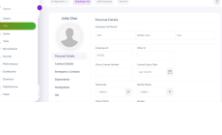
- Login Authentication
  - Employee Management (Add/Edit/Delete Employees)
  - Leave Management
  - Recruitment Module
  - Admin Settings & User Roles
  - UI/UX functionality
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### **Step 2: Test Plan**

Field	Details
Project Name	OrangeHRM Manual Testing
Application URL	<a href="https://opensource-demo.orangehrmlive.com">https://opensource-demo.orangehrmlive.com</a>
Tested By	Namitha S Paragi
Testing Type	Manual Testing (Functional, UI, Regression)
Test Environment	Web Browsers (Chrome, Firefox, Edge)
Tools Used	Browser DevTools, Excel/Google Sheets, Screenshot tools
Start Date	02 Sep 2025
End Date (est.)	04 Sep 2025
In-Scope Modules	Login, Dashboard, Employee Mgmt, Leave, Recruitment, Admin, UI
Out of Scope	Payroll integrations, API testing
Entry Criteria	Application accessible in browser
Exit Criteria	All critical test cases executed and bugs logged
Deliverables	Test Cases, Bug Report, Test Summary Report

### Step 3: Test Scenarios

Module	Test Scenario
Login	TS01 - Verify login with valid credentials TS02 - Verify login with invalid credentials TS03 - Verify error messages for blank fields
Dashboard	TS04 - Verify dashboard loads after login TS05 - Verify 'Time at Work' widget TS06 - Verify 'Buzz Newsfeed' TS07 - Verify 'Quick Launch' section TS08 - Verify logout functionality
Employee Management	TS09 - Verify new employee can be added TS10 - Verify employee details can be edited TS11 - Verify employee can be deleted TS12 - Verify employee search functionality
Leave Module	TS13 - Apply for leave with valid inputs TS14 - Apply without selecting leave type TS15 - Apply with invalid date range TS16 - Apply with only start date
Recruitment	TS17 - Verify new candidate can be added TS18 - Verify candidate status update TS19 - Verify search filter in recruitment
Admin / User Roles	TS20 - Verify admin can add new user TS21 - Verify roles & permissions applied correctly
UI/UX Testing	TS22 - Verify dashboard layout & alignment TS23 - Verify responsiveness in mobile browser TS24 - Verify broken links/images

Step 4: Test Case Sheet								
TC ID	Module	Test Case Description	Test Steps	Test Data	Expected Result	Actual Result	Status	Bug ID
TC_01	Login	Verify login with valid credentials	Go to login page → Enter valid username & password → Click Login	Username: Admin, Password: admin123	Redirected to Dashboard	<p>Dashboard loaded successfully</p> 	Pass	—
TC_02	Login	Verify login with invalid password	Enter valid username + wrong password → Click Login	Username: Admin, Password: wrong123	Error message displayed	Page reloads without error message	Fail	BUG_01
TC_03	Login	Verify blank fields error	Leave username & password blank → Click Login	—	Error message displayed	Invalid credentials Username Required	Fail	BUG_02
TC_04	Dashboard	Verify dashboard loads after login	Login with valid credentials	—	Dashboard displayed	Dashboard visible	Pass	—
TC_05	Dashboard	Verify 'Time at Work' widget	Login → Check dashboard	—	Widget visible	Widget displayed	Pass	—
TC_06	Dashboard	Verify 'Buzz Newsfeed'	Login → Check dashboard	—	Widget displayed with posts	Buzz posts visible	Pass	—
TC_07	Dashboard	Verify "Quick Launch" panel	Login → Check dashboard	—	Quick Launch shortcuts visible	Displayed	Pass	—
TC_08	Dashboard	Verify logout functionality	Login → Click Logout	—	Redirected to login page	Redirect successful	Pass	—
TC_09	Employee Mgmt	Verify employee addition	Login → PIM → Add Employee → Enter details → Save	Name: John Doe	Employee successfully added	<p>Employee added</p> 	Pass	—

TC ID	Module	Test Case Description	Test Steps	Test Data	Expected Result	Actual Result	Status	Bug ID
TC_10	Employee Mgmt	Verify employee details can be edited	Select employee → Edit details → Save	Edit Job Title	Updated details saved	Employee details edited	Pass	–
TC_11	Employee Mgmt	Verify employee deletion	Select employee → Delete	–	Employee removed from list	Employee removed	Pass	–
TC_12	Employee Mgmt	Verify search employee	PIM → Search by name	John Doe	Employee found	No search option available	Blocked	BUG_03
TC_13	Leave	Apply leave with valid inputs	Login → Leave → Apply Leave → Fill details → Submit	Annual Leave, 02–03 Sep 2025	Leave successfully applied	Blocked – No Leave Types with Leave Balance 	Blocked	BUG_04
TC_14	Leave	Apply leave without selecting type	Login → Leave → Apply → Enter dates only	Dates: 02–03 Sep 2025	Error: “Leave type required”	Blocked – No Leave Types with Leave Balance	Blocked	BUG_04
TC_15	Leave	Apply leave with invalid date range	Select leave type → Enter end date before start date	Start: 05 Sep, End: 02 Sep	Error: “Invalid date range”	Blocked – No Leave Types with Leave Balance	Blocked	BUG_04
TC_16	Leave	Apply leave with only start date	Select leave type → Enter only start date	Start: 02 Sep	Error: “End date required”	Blocked – No Leave Types with Leave Balance	Blocked	BUG_04
TC_17	Recruitment	Verify new candidate addition	Login → Recruitment → Add Candidate → Enter details → Save	Candidate: Mary Smith	Candidate successfully added	Candidate added	Pass	–
TC_18	Recruitment	Verify candidate status update	Recruitment → Select candidate → Change status	Status: Interview Scheduled	Status updated	No status option found	Blocked	BUG_05

TC ID	Module	Test Case Description	Test Steps	Test Data	Expected Result	Actual Result	Status	Bug ID
TC_19	Recruitment	Verify recruitment search filter	Recruitment → Search by candidate name	Mary Smith	Candidate visible	No search option available	Blocked	BUG_06
TC_20	Admin	Verify admin can add new user	Admin → User Mgmt → Add User → Save	User: HRManager 01	New user added	Success – “User Added” message	Pass	–
TC_21	Admin	Verify roles & permissions	Assign ESS role to user → Try restricted actions	User: HRManager 01	Access denied for restricted actions	No such option found	Blocked	BUG_07
TC_22	UI/UX	Verify dashboard layout & alignment	Check dashboard page UI	–	Proper alignment	Layout correct	Pass	–
TC_23	UI/UX	Verify layout responsiveness	Open site in mobile browser	–	Proper alignment	Proper alignment, no overlaps	Pass	–
TC_24	UI/UX	Verify broken links/images	Navigate through dashboard & modules	–	All links/images working	All functional	Pass	–

## Step 5: Bug Report / Defect Report

Bug ID	Test Case ID	Module	Bug Description	Steps to Reproduce	Expected Result	Actual Result	Severity	Priority	Status
BUG_01	TC_02	Login	Invalid password does not show error	Enter wrong password	Error message should appear	Page reloads without message	<span style="color: orange;">●</span> Major	High	Open
BUG_02	TC_03	Login	Error message behavior inconsistent when fields blank	Leave username & password blank → Click Login	Proper "Required" error	Shows multiple "Invalid credentials/Required" inconsistently	<span style="color: orange;">●</span> Major	High	Open
BUG_03	TC_12	Employee Mgmt	Search option not available	Go to PIM → Search employee by name	Employee should be searchable	No search option provided	<span style="color: orange;">●</span> Major	Medium	Open
BUG_04	TC_13 – TC_16	Leave	Leave module not usable (No Leave Types with Balance)	Navigate Leave > Apply	Able to select leave type and apply	Blocked – No Leave Types with Balance	<span style="color: red;">●</span> Critical	High	Open
BUG_05	TC_18	Recruitment	Candidate status update not available	Select candidate → Try to update status	Status options should exist	No status option available	<span style="color: orange;">●</span> Major	Medium	Open
BUG_06	TC_19	Recruitment	Search option not available	Recruitment → Search candidate by name	Candidate should be searchable	No search option available	<span style="color: orange;">●</span> Major	Medium	Open
BUG_07	TC_21	Admin	No option for assigning roles & permissions	Admin → Try to assign role	Roles & permissions should be configurable	No such option found	<span style="color: orange;">●</span> Major	Medium	Open

### Legend:

- Critical → System blocking, no workaround
- Major → High impact, workaround possible
- Minor → Low impact, cosmetic issue

## Step 6: Test Summary Report

**Project Name:** OrangeHRM – <https://opensource-demo.orangehrmlive.com>

**Tester Name:** Namitha S Paragi

**Testing Type:** Manual Testing

**Testing Duration:** 3 Days – Sep 02 to Sep 04, 2025

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### 1. Test Coverage Overview

Module	Total Test Cases	Passed	Failed	Blocked
Login	3	1	2	0
Dashboard	5	5	0	0
Employee Mgmt	4	3	0	1
Leave	4	0	0	4
Recruitment	3	1	0	2
Admin	2	1	0	1
UI/UX	3	3	0	0
<b>Total</b>	<b>24</b>	<b>14</b>	<b>2</b>	<b>8</b>

### 2. Defect Summary

Total Defects Logged	Critical	Major	Minor	Open	Closed
7	1	5	0	7	0

### 3. Observations

- Login module shows inconsistent error messages.
- Employee Management works fine, but no search option available.
- Leave module completely blocked due to missing configuration.
- Recruitment partially functional – candidate addition works, but status & search missing.
- Admin module allows user addition but lacks role management.
- UI/UX module is stable across desktop and mobile.

Certain functionalities (Leave Types, Roles/Permissions) are not configured in the demo version of OrangeHRM, hence related test cases were blocked.

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#### 4. Conclusion

- **Overall Stability:** Partially functional.
- **Blocking Defects:** Leave module fully blocked.
- **Recommendation:** Configure leave types, add missing search & role functionalities, and fix login error handling before production use.