



OrangeHRM

TEST PLAN

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Test Plan

Change Log

Date	Version	Author	Description
20 July 2023	1.0	Numaira Zaib	Test Plan Creation
23 July 2023	1.1	Numaira Zaib	Test Plan Modification



1. Introduction:

The purpose of this test plan is to ensure the quality and reliability of the OrangeHRM system, covering various modules including user login, HR administration, employee management, leave, time tracking, attendance, recruitment, onboarding, training, performance, career development, and travel and expense. The testing will encompass functional, integration, and usability aspects to verify the system's correctness and effectiveness.

2. Objectives:

The main objectives of the test plan are:

- Validate the functionality and user experience of each module.
- Identify and report defects to ensure the system's stability and reliability.
- Ensure proper integration among different modules.
- Verify the system's performance and response time under expected load conditions.

3. Test Environment:

The test environment should include:

- Test server(s) and database(s) for Orange HRM.
- Test data representative of real-world scenarios.
- Test accounts with different access levels (e.g., admin, manager, employee).

4. Testing Approach:

The testing approach will include the following types of testing:

- Functional Testing: To ensure that each module works as expected.
- Integration Testing: To verify the seamless integration between different modules.
- Performance Testing: To check system response times and stability under load.
- Usability Testing: To evaluate the user-friendliness of the system.



5. Test Scenarios:

5.1 User Login:

- Verify successful login with valid credentials.
- Test unsuccessful login attempts with invalid credentials.
- Check password recovery/reset functionality.

5.2 HR Administration:

- Test access permissions for HR administrators.
- Verify the creation, modification, and deletion of HR policies and documents.

5.3 Employee Management:

- Add, edit, and delete employee records.
- Verify employee information updates (e.g., contact details, job role).
- Check employee search functionality.

5.4 Leave Management:

- Apply for leave as an employee and approve/reject as an HR manager.
- Verify leave balance calculations.
- Check for leave overlap prevention.

5.5 Time Tracking and Attendance:

- Record and validate employee attendance.
- Verify the accuracy of time tracking for projects and tasks.

5.6 Recruitment:

- Test the creation and posting of job vacancies.
- Verify the application submission process.
- Check shortlisting and interview scheduling functionality.



5.7 Onboarding:

- Test the onboarding process for new employees.
- Verify the completion of necessary documentation.

5.8 Training:

- Enroll employees in training programs.
- Verify the completion and results tracking of training sessions.

5.9 Performance:

- Test the performance evaluation process.
- Verify goal-setting and appraisal functionalities.

5.10 Career Development:

- Check employee career planning and advancement features.

5.11 Travel and Expense Management:

- Test travel request and approval process.
- Verify expense submission and reimbursement functionality.

6. Test Execution Schedule:

Define the timeline for each testing phase, including start and end dates.

7. Defect Reporting:

Document and track defects using a bug tracking system. Include information like severity, steps to reproduce, and status.

8. Test Deliverables:

- Test cases for each module.
- Test data sets used during testing.
- Test summary reports for each phase.



9. Risk and Mitigation:

Identify potential risks such as data loss, security breaches, or performance bottlenecks. Implement mitigation strategies to address them.

10. Sign-off Criteria:

Define the criteria that must be met for each module or the entire system to be considered ready for release.

11. Conclusion:

This test plan aims to provide comprehensive testing for the OrangeHRM system, ensuring a high-quality product that meets the needs of users and stakeholders. Regular communication among the testing team, developers, and stakeholders is essential to address any issues promptly and ensure a successful testing process.