

User Acceptance Testing (UAT)

Date	8 February 2026
Team ID	LTVIP2026TMIDS57513
Project Name	calculating family expenses using service now
Maximum Marks	4 Marks

Project Overview:

Project Name: Calculating Family Expenses using ServiceNow

Project Description: This project focuses on developing a centralized expense management system using ServiceNow to record, calculate, and analyze family expenses. It automates expense tracking, categorization, calculations, and reporting to support better financial planning.

Project Version: v1.0

Testing Period: 01-02-2026 to 20-02-2026

Testing Scope:

List of Features and Functionalities to be Tested -

- Expense entry and data validation
- Expense categorization
- Automatic calculation of daily and monthly expenses
- Report and dashboard generation
- User access control and security

List of User Stories or Requirements to be Tested

- As a user, I can add and update expense records
- As a user, I can view categorized expense summaries
- As an admin, I can generate reports and dashboards
- As an admin, I can control user access

Testing Environment:**URL/Location:** ServiceNow Developer Instance (Local / Cloud Instance)**Credentials (if required):** Username : patnamvishnavi@gmail.com

Password : RUjBsFcR

Test Cases:

Test Case ID	Test Scenario	Test Steps	Expected Result	Actual Result	Pass/Fail
TC-001	Verify valid expense data entry	Step 1: Login as valid user Step 2: Enter correct expense details Step 3: Submit the form	Expense record should be created successfully	Record created without errors	Pass
TC-002	Verify validation for invalid expense input	Step 1: Login as user Step 2: Enter invalid or empty values Step 3: Click submit	Error message should be displayed and record should not be saved	Validation error shown correctly	Pass

Bug Tracking:

Bug ID	Bug Description	Steps to reproduce	Severity	Status	Additional feedback
BG-001	The expense record is saved even when the amount field is left empty.	Step 1: Login to the ServiceNow application Step 2: Open the Expense Entry form Step 3: Leave the amount field blank and click Submit	High	Closed	Field-level validation should be enforced to prevent saving incomplete records.
BG-002	Monthly expense total is not updated immediately after adding a new expense	Step 1: Login as admin user Step 2: Add a new expense record Step 3: Open the monthly expense report	Medium	In Progress	Auto-refresh or recalculation logic should be added to update totals in real time.

Sign-off:

Tester Name: P. Naga Vishnavi

Date: 20 February 2026

Signature: P. Naga Vishnavi