

# OrangeHRM - MyInfo module

## STLC process

This document contains the OrangeHRM application tests execution steps along with screenshots made during the entire process.

### Software Testing Life Cycle ( STLC )

#### Phases:

- 1) Requirements analysis - understanding the requirements based on the documentation
- 2) Test planning
  - **WHAT** to test
  - **HOW** to test
  - **WHEN** to test

#### Prerequisites:

- Project Plan
- Functional Requirements Specification document (**FRS**)

#### Activities:

- Identify the resources
- Team formation
- Test Estimation
- Preparation of Test Plan
- Reviews of Test Plan

@author: Filip Neagoe

- Test Plan sign-off

**Outcome:** Test Plan document

### 3) Test Designing / Development

#### **Prerequisites:**

- Project Plan
- Functional Requirements document
- Test Plan
- Design documents
- Use cases

#### **Activities:**

- Preparation of Test Scenarios
- Preparation of Test Cases
- Reviews on Test Cases
- Requirements Traceability Matrix (**RTM**)
- Test Cases sign-off

**Out come:** Test Cases document, RTM

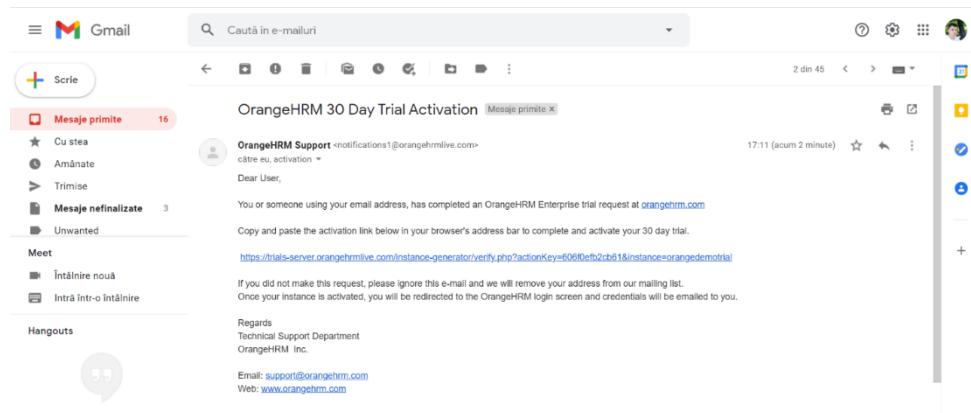
### 4) Environment setup

- software setup
- hardware setup
- human resources allocation and organization

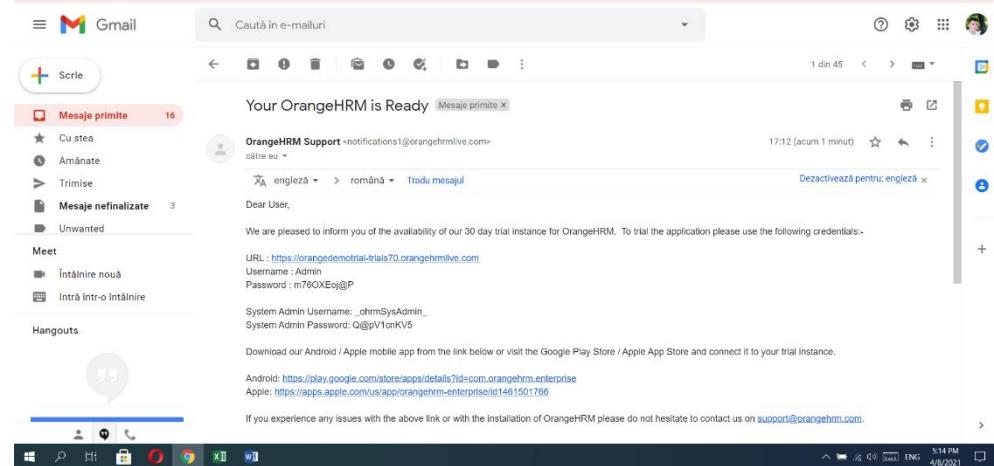
#### **\*Demo account setup\***

Creating an account on “ <https://www.orangehrm.com/> ” for accessing the demo trial of the application.

Activate the trial account.



The platform providing the necessary account credentials, which are also used in functional testing process.



## Credentials:

### ESS User

**Username :** Admin

**Password :** m76OXEoj@P

### HRM Admin

**System Admin Username:** \_ohrmSysAdmin\_

**System Admin Password:** Q@pV1cnKV5

Providing the registration details.

No credit card required   Pre-loaded data for testing   Full access to all modules

orangedemotrial -trials70.orangehrmlive.com

Requested name is available.

First Name: Filip   Last Name: Neagoe

Email: filipneagoe26@gmail.com   Job Title: Student

No of Employees: 0 - 10   Company: University of Craiova

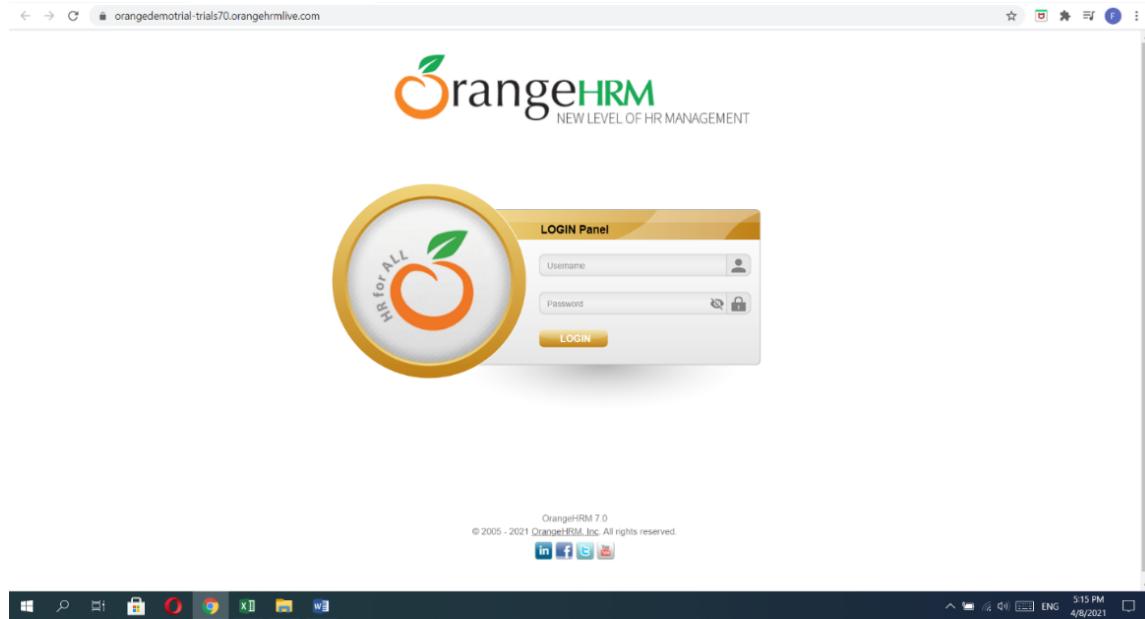
Industry: Education   Phone Number: 0744427195

Country: Romania

Populate the dummy data for this instance.

I'm not a robot

Login window is displayed.



## 5) Test Execution

### **Prerequisites:**

- FRS document
- Test plan
- Test cases
- Built from Development Team

### **Activities:**

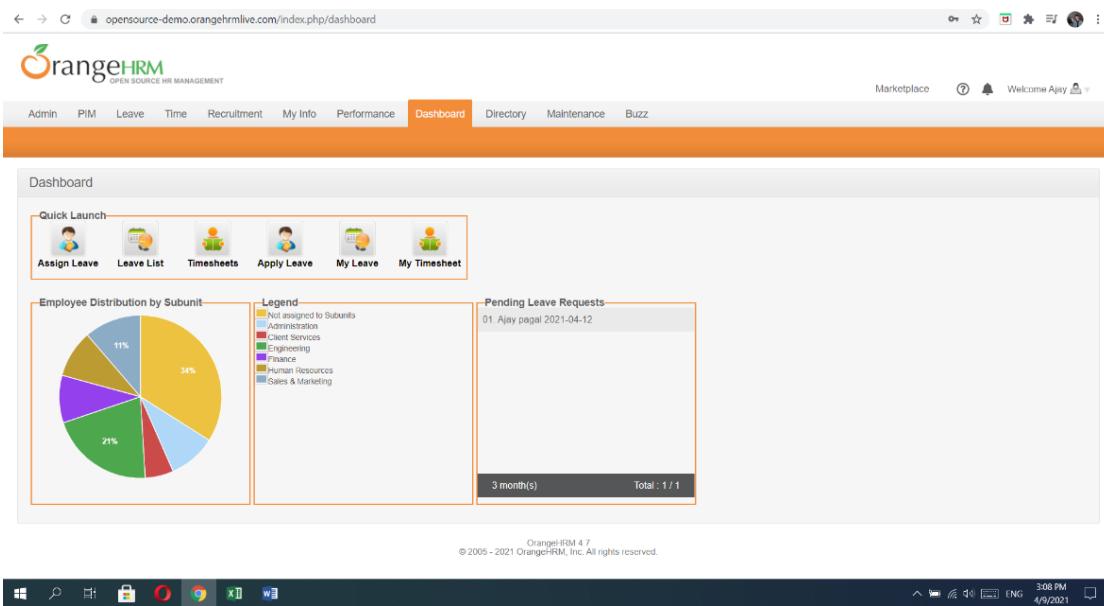
- Executing Test cases
- Preparation of Test report / Test log
- Identifying defects

**Outcome:** Status/ Test reports

## OrangeHRM - MyInfo module - test cases execution

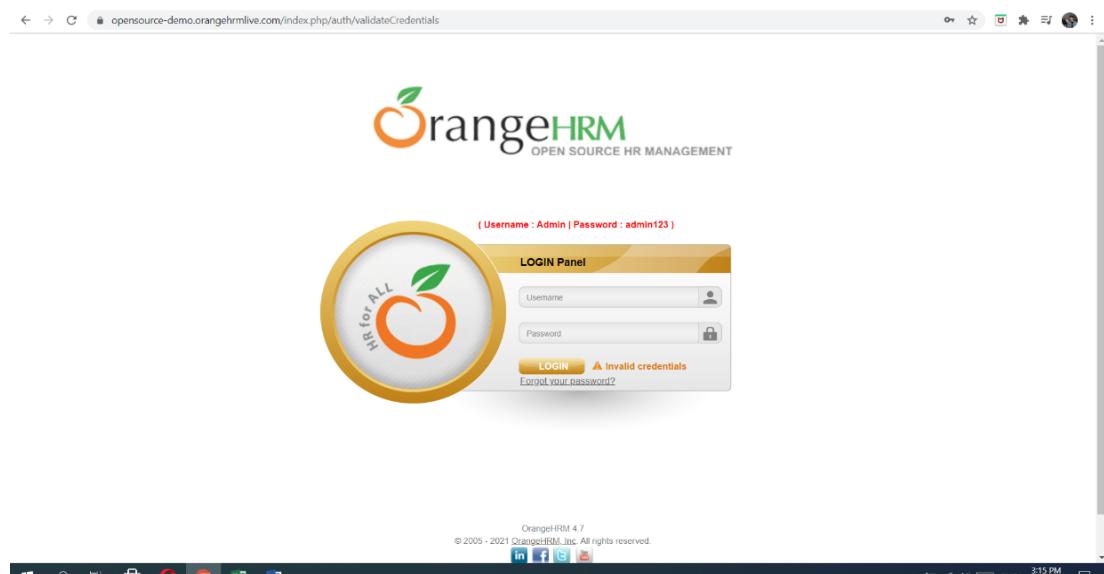
### TC\_MyInfo\_001 (FAILED)

Title: Verify login with valid ESS username and valid password.



### TC\_MyInfo\_002 (PASSED)

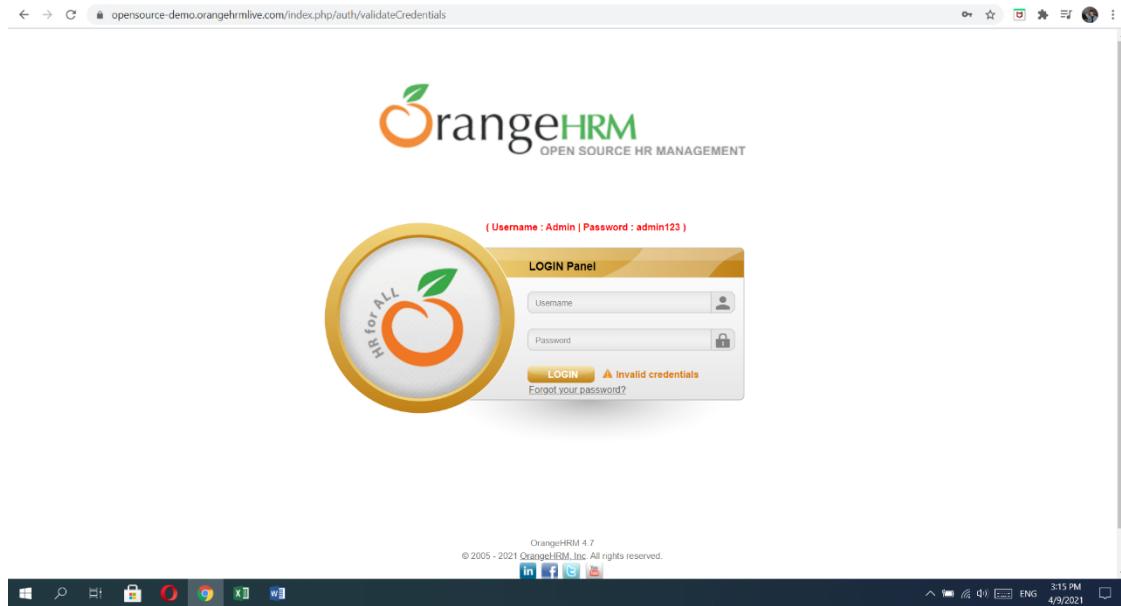
Title: Verify login with valid ESS username and invalid password.



@author: Filip Neagoe

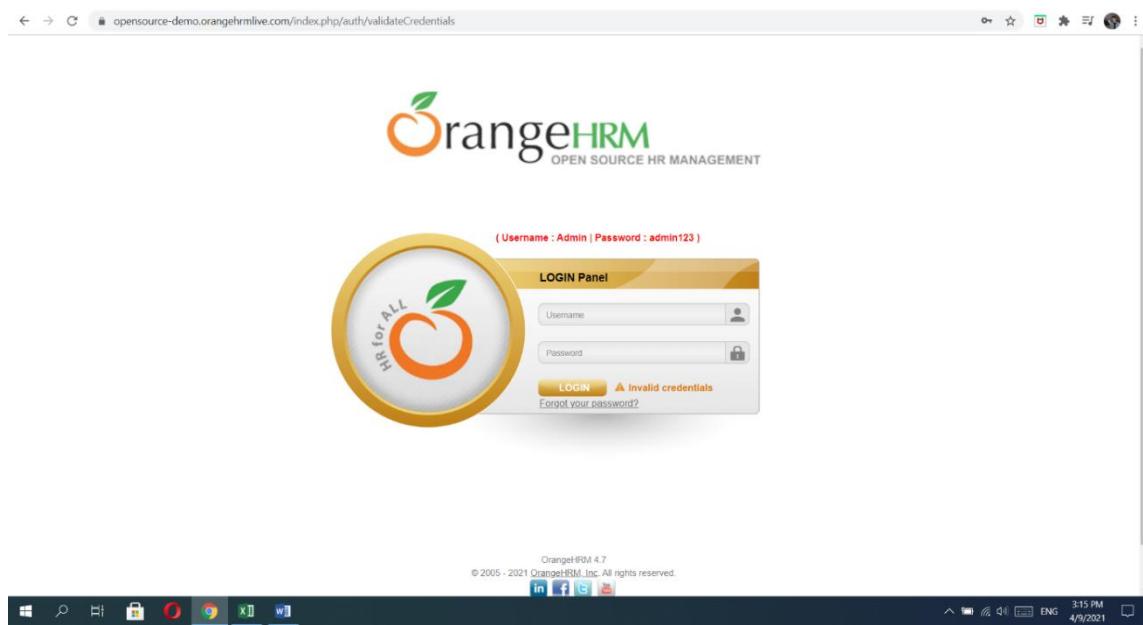
### **TC\_MyInfo\_003 (PASSED)**

Title: Verify login with invalid ESS username and valid password.



### **TC\_MyInfo\_004 (PASSED)**

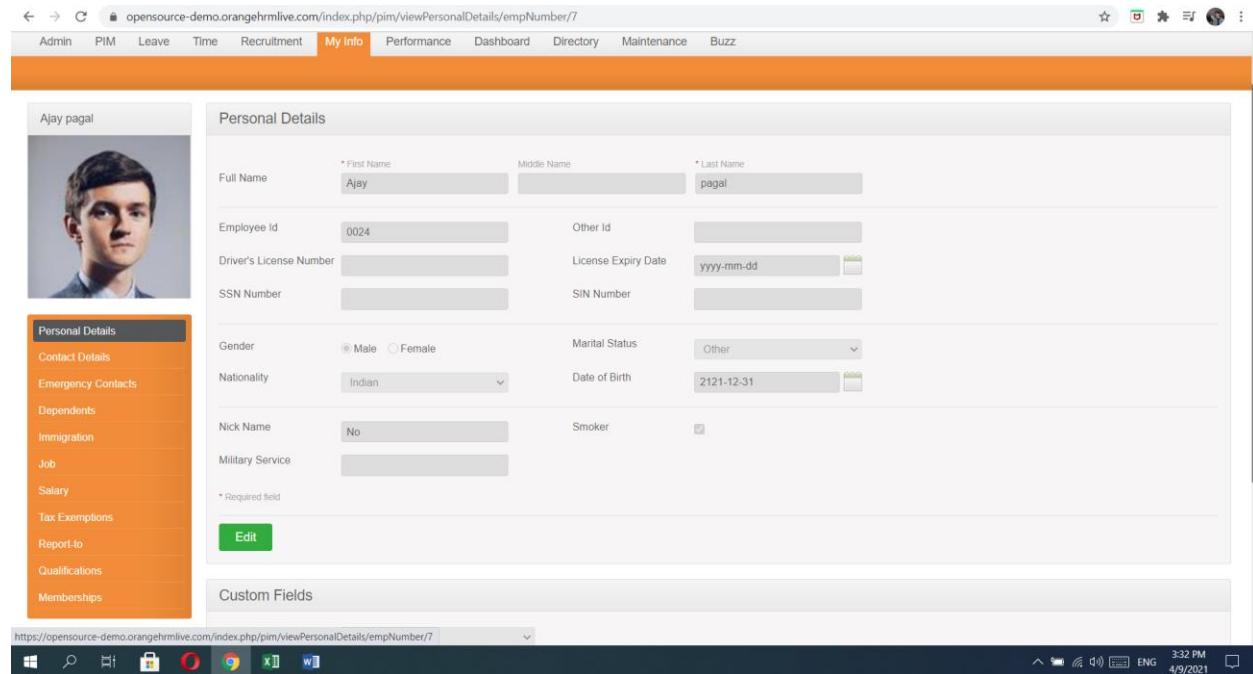
Title: Verify login with invalid ESS username and invalid password.



@author: Filip Neagoe

## TC\_MyInfo\_005 (PASSED)

Title: Verify ESS user is able to view Personal details.



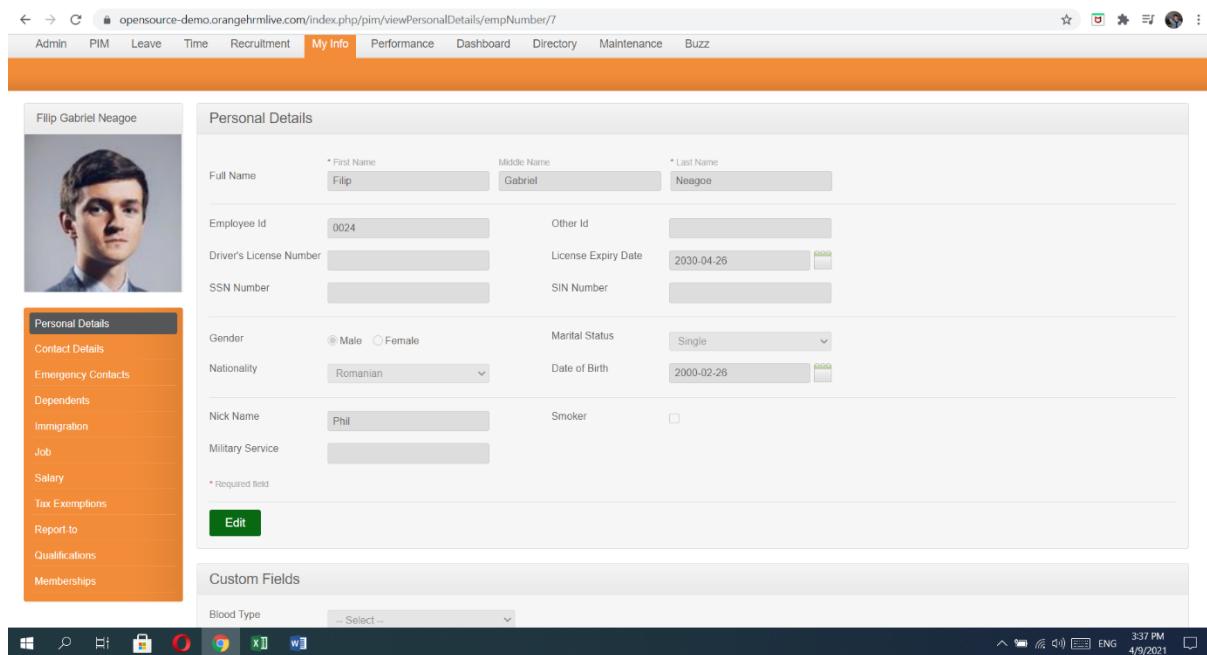
The screenshot shows the 'My Info' section of the OrangeHRM application. The top navigation bar includes links for Admin, PIM, Leave, Time, Recruitment, My Info (which is currently selected), Performance, Dashboard, Directory, Maintenance, and Buzz. On the left, a sidebar menu lists various tabs: Personal Details, Contact Details, Emergency Contacts, Dependents, Immigration, Job, Salary, Tax Exemptions, Report-to, Qualifications, and Memberships. The main content area displays the 'Personal Details' for employee Ajay pagal. The form fields include:

Field	Value
First Name	Ajay
Middle Name	
Last Name	pagal
Employee Id	0024
Other Id	
Driver's License Number	
License Expiry Date	yyyy-mm-dd
SSN Number	
SIN Number	
Gender	<input checked="" type="radio"/> Male <input type="radio"/> Female
Nationality	Indian
Marital Status	Other
Date of Birth	2121-12-31
Nick Name	No
Smoker	<input checked="" type="checkbox"/>
Military Service	

Below the form is a 'Custom Fields' section which is currently empty. A green 'Edit' button is located at the bottom of the main content area. The browser address bar shows the URL <https://opensource-demo.orangehrmlive.com/index.php/pim/viewPersonalDetails/empNumber/7>. The system status bar at the bottom right indicates the time as 3:32 PM and the date as 4/9/2021.

## TC\_MyInfo\_006 (PASSED)

Title: Verify ESS user is able to enter certain information.



The screenshot shows the 'My Info' section of the OrangeHRM application. The top navigation bar and sidebar menu are identical to the previous screenshot. The main content area displays the 'Personal Details' for employee Filip Gabriel Neagoe. The form fields include:

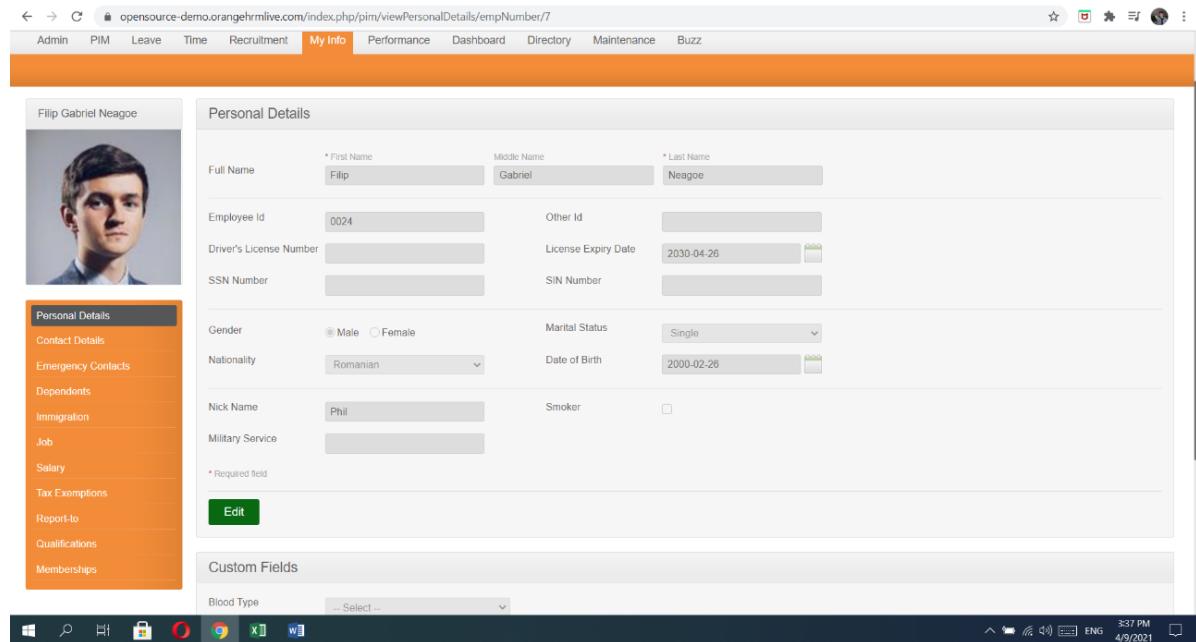
Field	Value
First Name	Filip
Middle Name	Gabriel
Last Name	Neagoe
Employee Id	0024
Other Id	
Driver's License Number	
License Expiry Date	2030-04-26
SSN Number	
SIN Number	
Gender	<input checked="" type="radio"/> Male <input type="radio"/> Female
Nationality	Romanian
Marital Status	Single
Date of Birth	2000-02-26
Nick Name	Phil
Smoker	<input type="checkbox"/>
Military Service	

Below the form is a 'Custom Fields' section which is currently empty. A green 'Edit' button is located at the bottom of the main content area. The browser address bar shows the URL <https://opensource-demo.orangehrmlive.com/index.php/pim/viewPersonalDetails/empNumber/7>. The system status bar at the bottom right indicates the time as 3:37 PM and the date as 4/9/2021.

@author: Filip Neagoe

## TC\_MyInfo\_007 (PASSED)

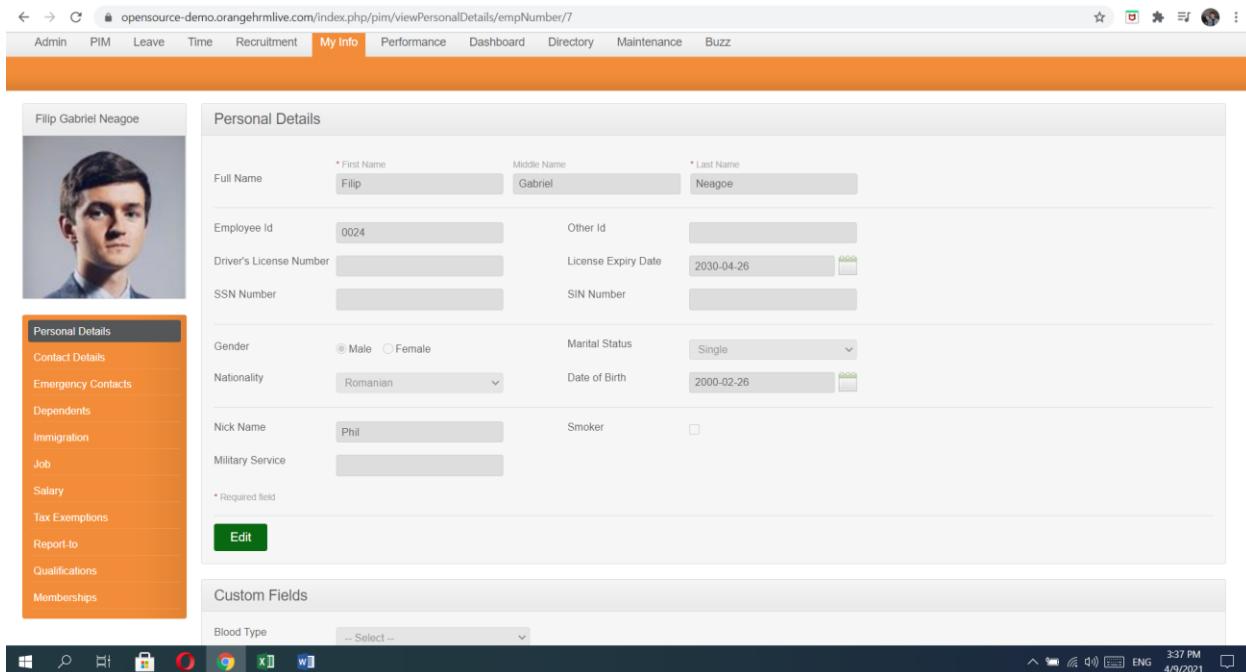
Title: Verify ESS user is able to edit certain information.



The screenshot shows the 'Personal Details' section of the OrangeHRM My Info page. The user's photo is displayed at the top left. The main form contains fields for First Name (Filip), Middle Name (Gabriel), Last Name (Neagoe), Employee ID (0024), Other ID (empty), Driver's License Number (empty), License Expiry Date (2030-04-26), SSN Number (empty), SIN Number (empty), Gender (Male), Marital Status (Single), Nationality (Romanian), Date of Birth (2000-02-26), Nick Name (Phil), Smoker (unchecked), and Military Service (empty). A note at the bottom left says '\* Required field'. A green 'Edit' button is visible. On the left, a sidebar lists various tabs: Personal Details (selected), Contact Details, Emergency Contacts, Dependents, Immigration, Job, Salary, Tax Exemptions, Report-to, Qualifications, and Memberships. The browser status bar at the bottom right shows the date and time: 3:37 PM 4/9/2021.

## TC\_MyInfo\_008 (FAILED)

Title: Verify ESS user cannot modify restricted fields.

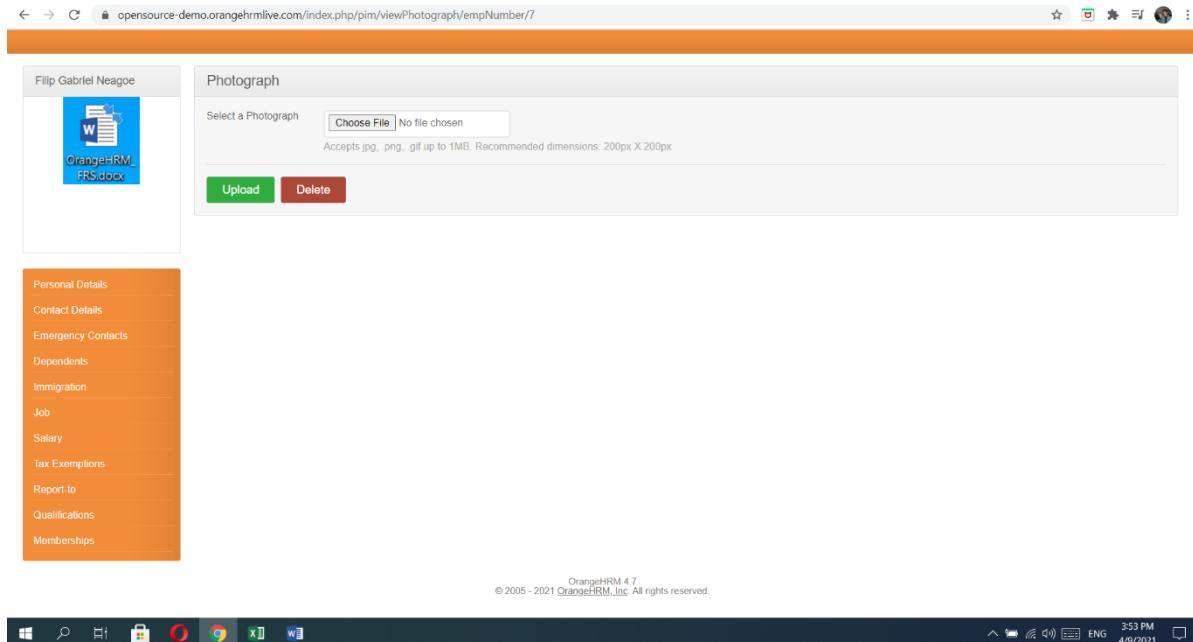


This screenshot is identical to the one above, showing the 'Personal Details' section of the OrangeHRM My Info page. The user's photo is at the top left. The form fields are the same as in the successful edit screenshot, including First Name (Filip), Middle Name (Gabriel), Last Name (Neagoe), Employee ID (0024), Other ID (empty), Driver's License Number (empty), License Expiry Date (2030-04-26), SSN Number (empty), SIN Number (empty), Gender (Male), Marital Status (Single), Nationality (Romanian), Date of Birth (2000-02-26), Nick Name (Phil), Smoker (unchecked), and Military Service (empty). The note '\* Required field' is present. The green 'Edit' button is visible. The left sidebar shows the same list of tabs. The browser status bar at the bottom right shows the date and time: 3:37 PM 4/9/2021.

@author: Filip Neagoe

## TC\_MyInfo\_009 (FAILED)

Title: Verify ESS user can upload a profile picture.



Filip Gabriel Neagoe

Photograph

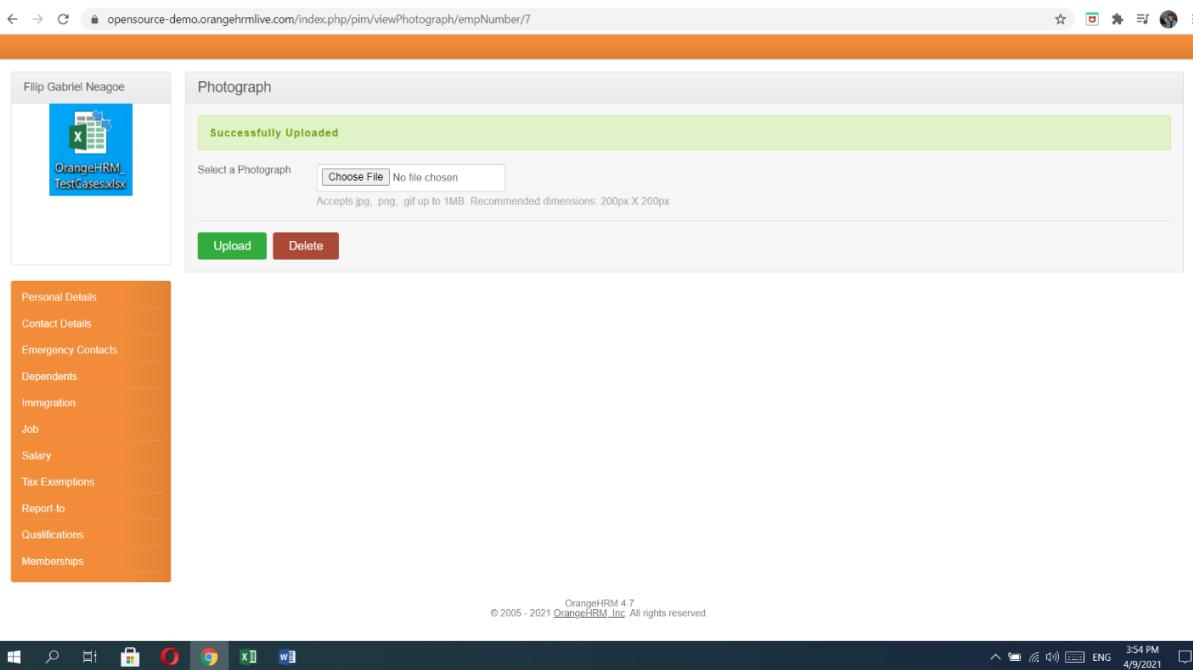
Select a Photograph  Choose File No file chosen  
Accepts jpg, png, gif up to 1MB. Recommended dimensions: 200px X 200px

Upload Delete

Personal Details  
Contact Details  
Emergency Contacts  
Dependents  
Immigration  
Job  
Salary  
Tax Exemptions  
Report to  
Qualifications  
Memberships

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3:53 PM ENG 4/9/2021



Filip Gabriel Neagoe

Photograph

Successfully Uploaded

Select a Photograph  Choose File No file chosen  
Accepts jpg, png, gif up to 1MB. Recommended dimensions: 200px X 200px

Upload Delete

Personal Details  
Contact Details  
Emergency Contacts  
Dependents  
Immigration  
Job  
Salary  
Tax Exemptions  
Report to  
Qualifications  
Memberships

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3:54 PM ENG 4/9/2021

@author: Filip Neagoe

The screenshot shows the OrangeHRM application interface. On the left, there is a sidebar with various employee details like Personal Details, Contact Details, Emergency Contacts, etc. In the center, there is a 'Photograph' section with a placeholder image and a 'Choose File' button. A file selection dialog box is open over the application, showing files from the 'Data (D:)'. The file 'MaintenanceTool.exe' is selected. The dialog includes a search bar, a file name input field ('MaintenanceTool.exe'), and 'Open' and 'Cancel' buttons.

This screenshot shows the same OrangeHRM application interface as the previous one, but with a yellow 'Validation Failed' message box at the top. The file selection dialog is still open, showing the same directory and file selection. The rest of the interface and the taskbar at the bottom remain identical to the first screenshot.

@author: Filip Neagoe

## TC\_MyInfo\_010 (PASSED)

Title: Verify ESS user can view Contact details.

The screenshot shows the 'Contact Details' page for employee Filip Gabriel Neagoe. The top navigation bar includes links for Admin, PIM, Leave, Time, Recruitment, My Info (which is selected), Performance, Dashboard, Directory, Maintenance, and Buzz. On the left, a sidebar menu lists Personal Details, Contact Details (selected), Emergency Contacts, Dependents, Immigration, Job, Salary, Tax Exemptions, Report-to, Qualifications, and Memberships. The main content area displays various contact information fields: Address Street 1, Address Street 2, City, State/Province, Zip/Postal Code, Country (dropdown menu), Home Telephone, Mobile, Work Telephone (containing the value 112-898-7612), Work Email (containing the value paul1@osohrm.com), and Other Email. A green 'Edit' button is located at the bottom of the form. The browser address bar shows the URL <https://opensource-demo.orangehrmlive.com/index.php/pim/contactDetails/empNumber/7>. The system status bar at the bottom right indicates the time as 4:04 PM and the date as 4/9/2021.

## TC\_MyInfo\_011 (PASSED)

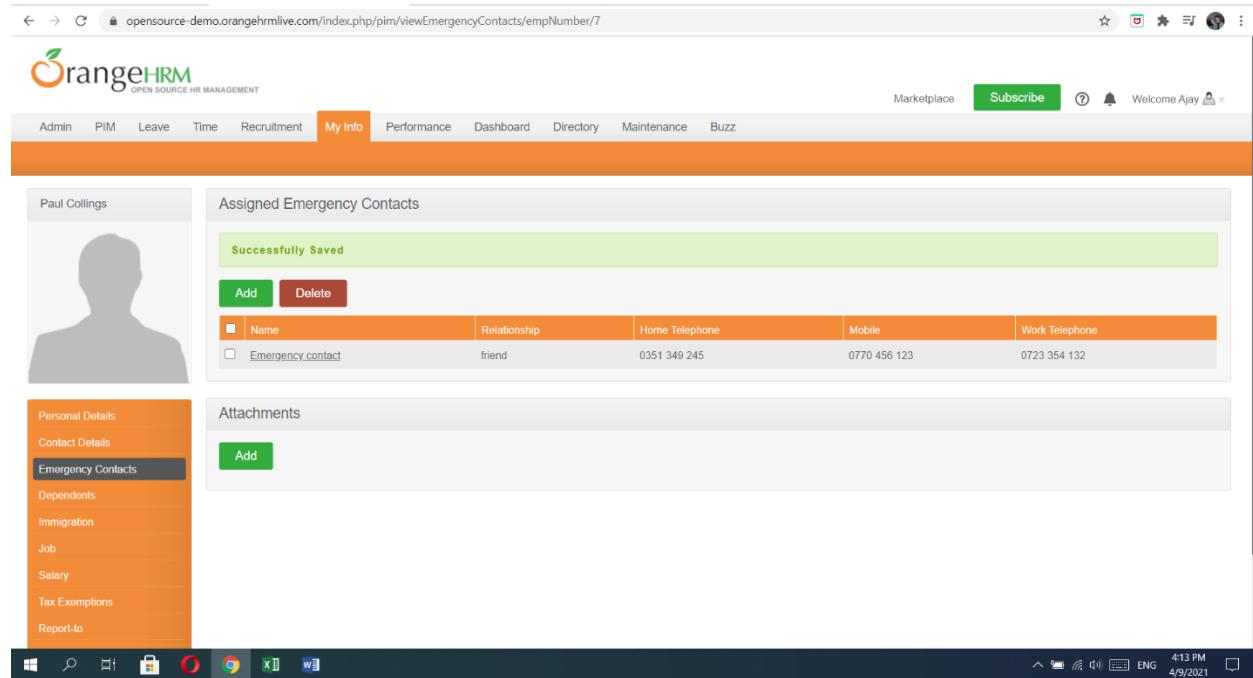
Title: Verify ESS user can access and edit Contact Details.

The screenshot shows the 'Contact Details' page for employee Paul Collings. The top navigation bar and sidebar menu are identical to the previous screenshot. The main content area now displays a green success message 'Successfully Saved'. The contact information fields have been updated: Address Street 1 (Oxford Street), Address Street 2 (Cambridge Street), City (Oxford), State/Province (London), Zip/Postal Code (200 700), Country (United Kingdom), Home Telephone (0351 843 284), Mobile (0770 335 123), Work Telephone (112-898-7612), Work Email (workmail@gmail.com), and Other Email (homemail@gmail.com). A green 'Edit' button is located at the bottom of the form. The browser address bar and system status bar are identical to the previous screenshot.

@author: Filip Neagoe

## TC\_MyInfo\_012 (PASSED)

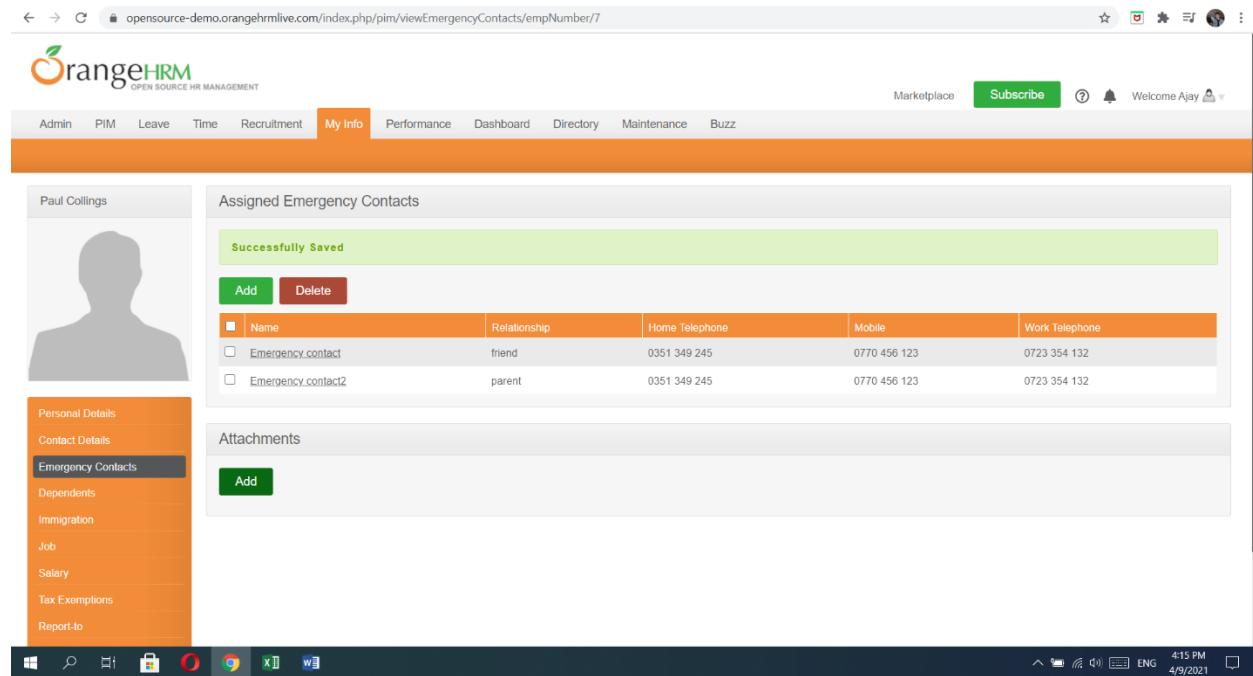
Title: Verify ESS user can add and emergency contact person.



The screenshot shows the OrangeHRM web application interface. The top navigation bar includes links for Admin, PIM, Leave, Time, Recruitment, My Info (which is highlighted in red), Performance, Dashboard, Directory, Maintenance, and Buzz. The user is logged in as 'Welcome Ajay'. The main content area displays 'Assigned Emergency Contacts' with a green success message 'Successfully Saved'. Below this, there are 'Add' and 'Delete' buttons. A table lists one emergency contact: 'Emergency.contact' (Relationship: friend, Home Telephone: 0351 349 245, Mobile: 0770 456 123, Work Telephone: 0723 354 132). On the left sidebar, under 'Emergency Contacts', other options like Dependents, Immigration, Job, Salary, Tax Exemptions, and Report-to are listed. The bottom status bar shows system information including the date (4/9/2021) and time (4:13 PM).

## TC\_MyInfo\_013 (PASSED)

Title: Verify ESS user can add multiple emergency contact persons

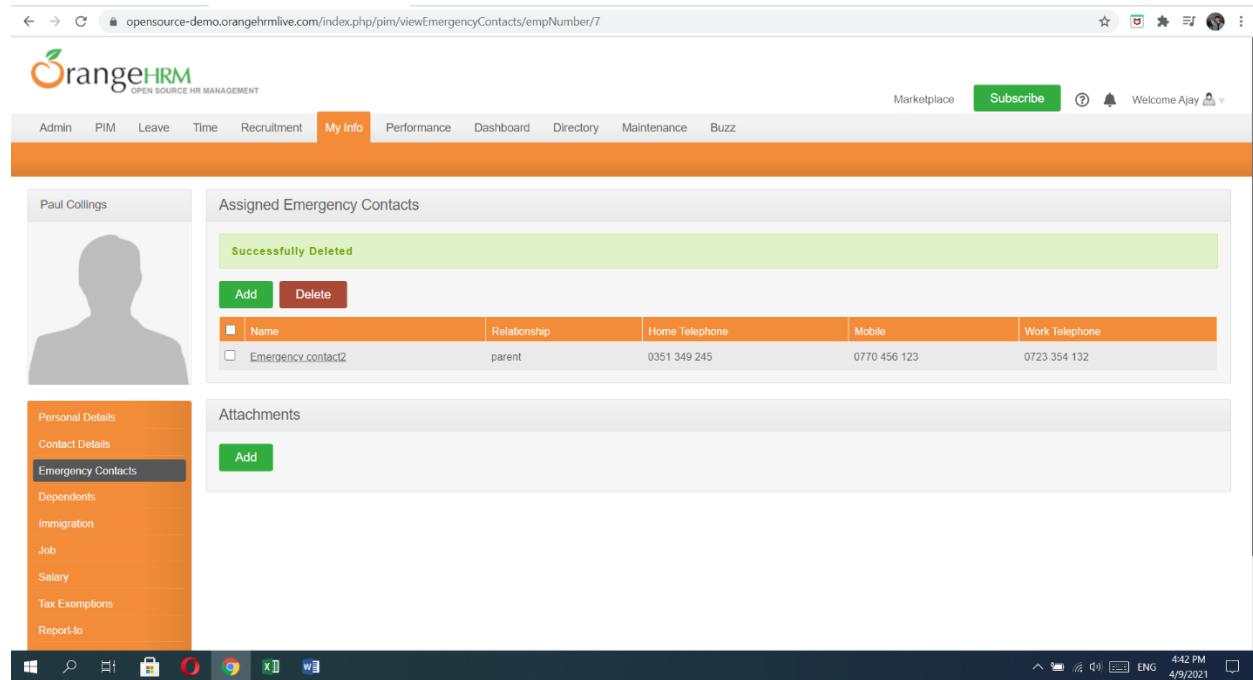


This screenshot is identical to the previous one, showing the addition of a second emergency contact. The table now includes two rows: 'Emergency.contact' (friend, 0351 349 245, 0770 456 123, 0723 354 132) and 'Emergency.contact2' (parent, 0351 349 245, 0770 456 123, 0723 354 132). The rest of the interface and system status at the bottom remain the same.

@author: Filip Neagoe

## TC\_MyInfo\_014 (PASSED)

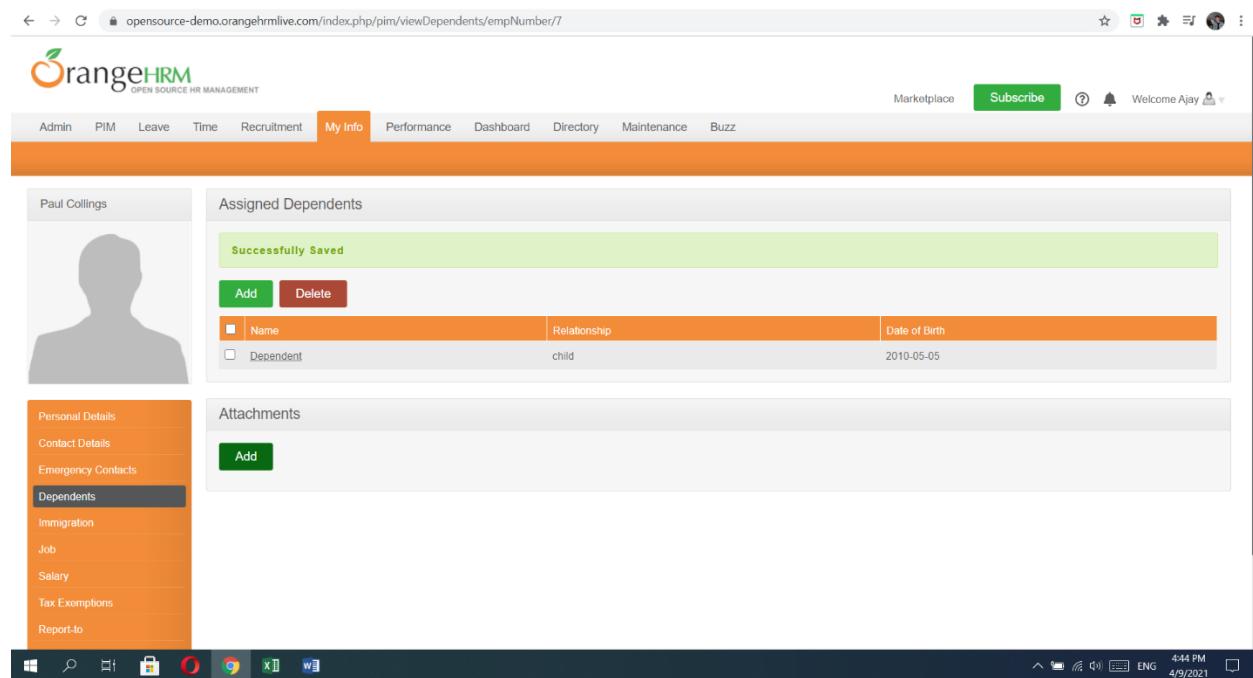
Title: Verify ESS user can delete multiple emergency contacts.



The screenshot shows the OrangeHRM web interface. The top navigation bar includes links for Admin, PIM, Leave, Time, Recruitment, My Info (which is highlighted in orange), Performance, Dashboard, Directory, Maintenance, and Buzz. A green banner at the top right says "Successfully Deleted". Below it, there's a table with columns for Name, Relationship, Home Telephone, Mobile, and Work Telephone. One row is selected, showing "Emergency.contact2" as the name, "parent" as the relationship, and phone numbers 0351 349 245, 0770 456 123, and 0723 354 132 respectively. On the left sidebar, under the "Emergency Contacts" section, the "Dependents" link is also highlighted in orange. The bottom status bar shows system icons and the date/time as 4/9/2021 4:42 PM.

## TC\_MyInfo\_015 (PASSED)

Title: Verify ESS user can add a dependent.

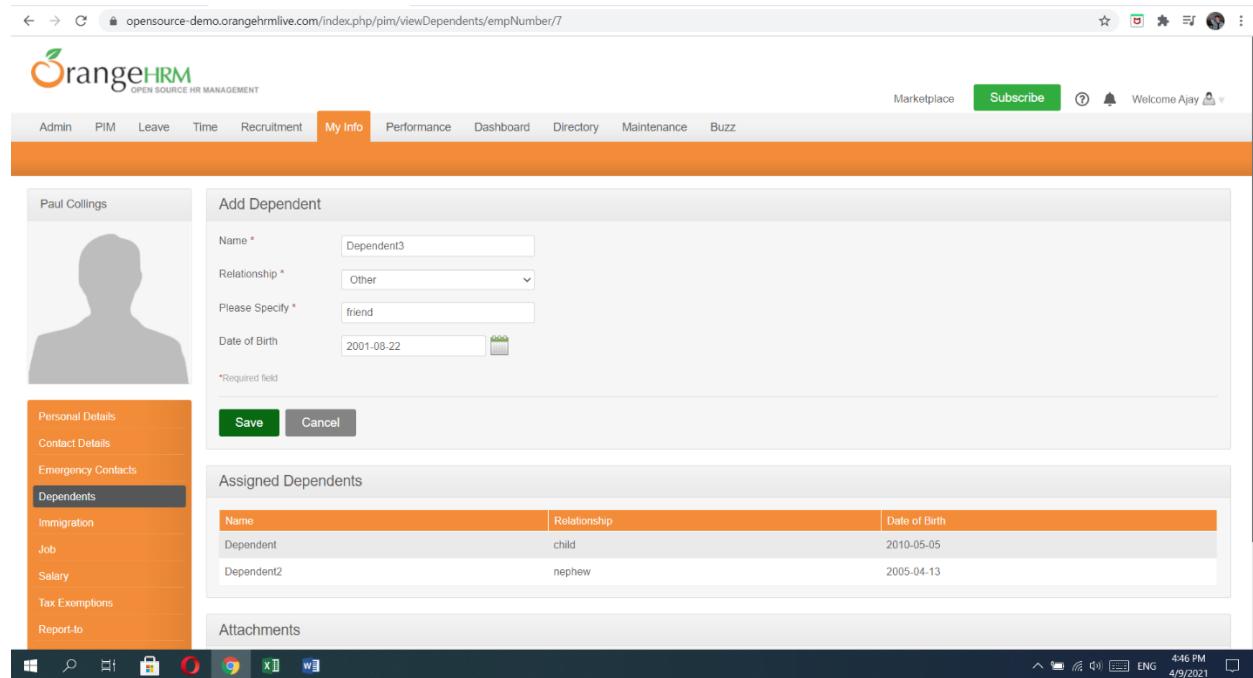


This screenshot shows the same OrangeHRM interface as the previous one. The "Dependents" link in the left sidebar is highlighted. A green banner at the top right says "Successfully Saved". Below it, there's a table with columns for Name, Relationship, and Date of Birth. One row is selected, showing "Dependent" as the name, "child" as the relationship, and the date 2010-05-05. The bottom status bar shows system icons and the date/time as 4/9/2021 4:44 PM.

@author: Filip Neagoe

## TC\_MyInfo\_016 (PASSED)

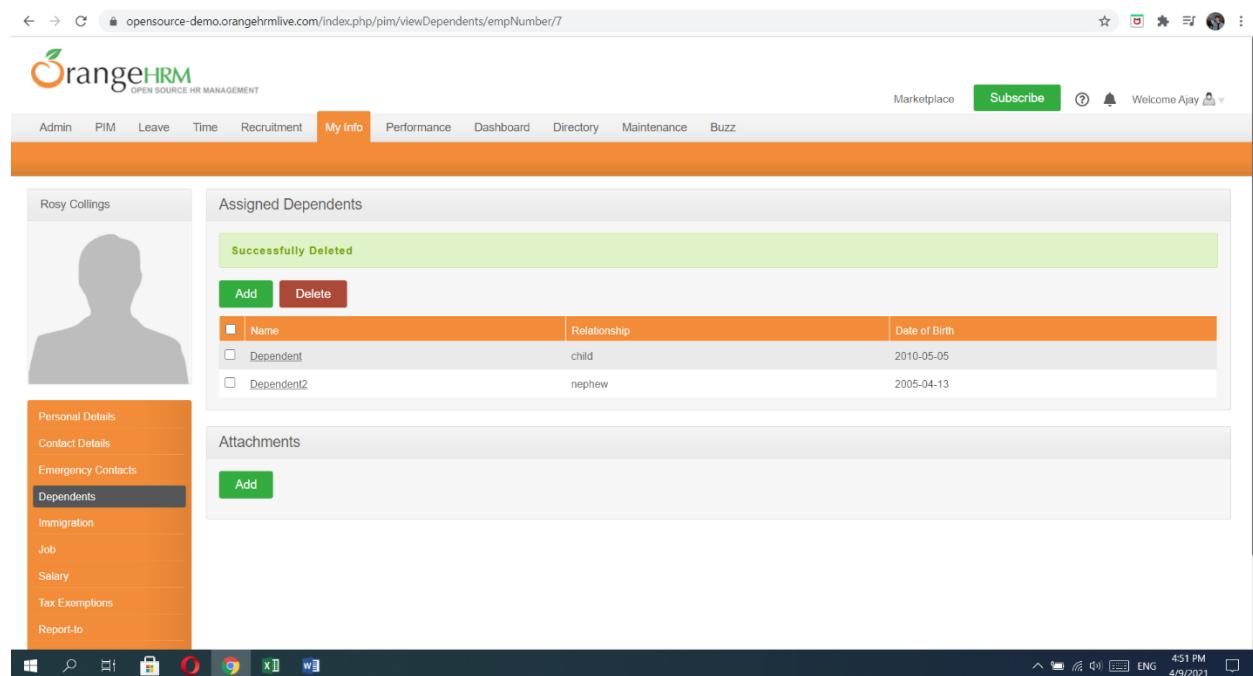
Title: Verify ESS user can add multiple dependents.



The screenshot shows the 'Add Dependent' form in the OrangeHRM application. The user is adding a new dependent named 'Dependent3' with a relationship of 'Other'. The 'Please Specify' field contains the value 'friend'. The 'Date of Birth' is set to '2001-08-22'. A note at the bottom left indicates that the 'Name' field is required. The 'Save' button is visible at the bottom left of the form. On the left sidebar, the 'Dependents' tab is selected. The 'Assigned Dependents' table lists two existing dependents: 'Dependent' (child, born 2010-05-05) and 'Dependent2' (nephew, born 2005-04-13). The system status bar at the bottom right shows '446 PM 4/9/2021'.

## TC\_MyInfo\_017 (PASSED)

Title: Verify ESS user can delete dependents.



The screenshot shows the 'Assigned Dependents' page after a deletion. A green success message at the top states 'Successfully Deleted'. The 'Delete' button is highlighted in red. The 'Assigned Dependents' table now only lists the dependent 'Dependent' (child, born 2010-05-05), as 'Dependent2' has been removed. The 'Attachments' section is empty. The system status bar at the bottom right shows '451 PM 4/9/2021'.

@author: Filip Neagoe

## TC\_MyInfo\_018 (PASSED)

Title: Verify ESS user can upload attachments.

The screenshot shows the OrangeHRM web interface for managing dependents. On the left, a sidebar menu includes options like Personal Details, Contact Details, Emergency Contacts, Dependents (which is selected), Immigration, Job, Salary, Tax Exemptions, Report-to, Qualifications, and Memberships. The main content area displays 'Assigned Dependents' with two entries: 'Dependent' (Relationship: child, Date of Birth: 2010-05-05) and 'Dependent2' (Relationship: nephew, Date of Birth: 2005-04-13). Below this is an 'Add Attachment' dialog. It contains a 'Select File' input field with 'Choose File structure.png' and a note 'Accepts up to 1MB'. A 'Comment' text area contains the text 'I just upload an attachment and it works as expected'. There are 'Upload' and 'Cancel' buttons at the bottom. The footer of the page includes the text 'OrangeHRM 4.7 © 2005 - 2021 OrangeHRM Inc. All rights reserved.'

This screenshot shows the same OrangeHRM interface after an attachment has been uploaded. The 'Attachments' section now displays a single entry: 'structure.png' (File Name, Description: 'I just upload an attachment and it works as expected.', Size: 145.59 k, Type: image/png, Date Added: 2021-04-09, Added By: Ajay). A green success message 'Successfully Saved' is visible above the attachment table. The footer of the page includes the text 'OrangeHRM 4.7 © 2005 - 2021 OrangeHRM Inc. All rights reserved.'

## TC\_MyInfo\_019 (PASSED)

Title: Verify ESS user can add immigration details.

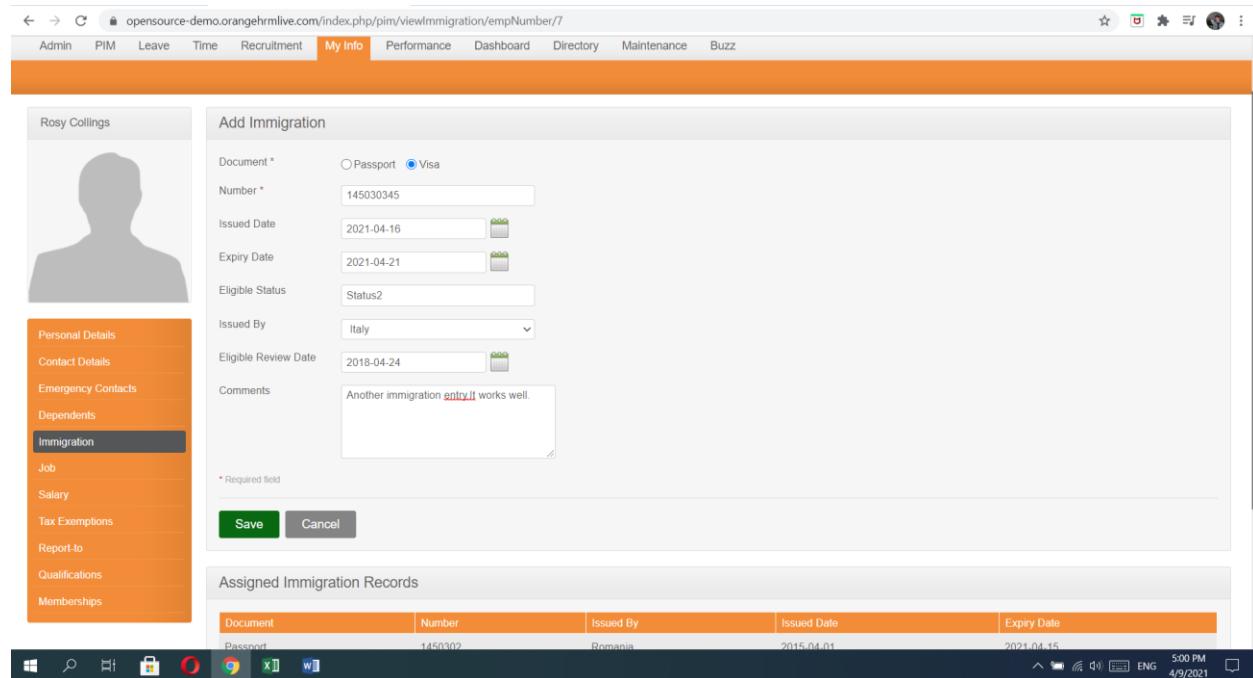
The screenshot shows the 'Edit Immigration' form for employee Rosy Collings. The left sidebar has a 'Personal Details' section with a placeholder profile picture. The main panel has a title 'Edit Immigration'. It contains fields for 'Document' (radio buttons for 'Passport' and 'Visa', with 'Passport' selected), 'Number' (text input '1450302'), 'Issued Date' (date input '2015-04-01'), 'Expiry Date' (date input '2021-04-15'), 'Eligible Status' (dropdown 'Status'), 'Issued By' (dropdown 'Romania'), 'Eligible Review Date' (date input '2022-04-07'), and a 'Comments' text area containing the message 'I add an immigration document and the process works properly, according to expectations.' Below the form are 'Save' and 'Cancel' buttons. At the bottom, there's a table titled 'Assigned Immigration Records' showing one record: Document: Passport, Number: 1450302, Issued By: Romania, Issued Date: 2015-04-01, Expiry Date: 2021-04-15. The status bar at the bottom right shows '458 PM 4/9/2021'.

The screenshot shows the 'Assigned Immigration Records' page for employee Rosy Collings. The left sidebar has a 'Personal Details' section with a placeholder profile picture. The main panel has a title 'Assigned Immigration Records' with a green success message 'Successfully Saved'. It includes 'Add' and 'Delete' buttons. Below is a table showing one record: Document: Passport, Number: 1450302, Issued By: Romania, Issued Date: 2015-04-01, Expiry Date: 2021-04-15. Below the table is an 'Attachments' section with an 'Add' button. The status bar at the bottom right shows '458 PM 4/9/2021'.

@author: Filip Neagoe

## TC\_MyInfo\_020 (PASSED)

Title: Verify ESS user can add multiple immigration entries.



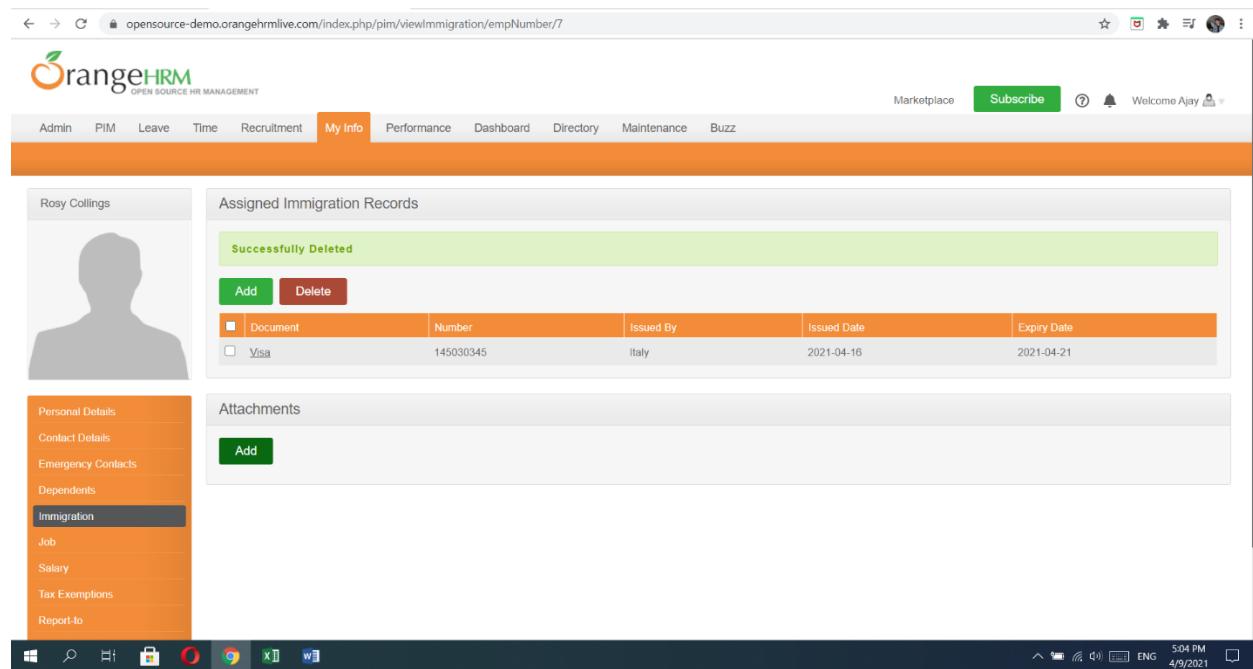
The screenshot shows the 'Add Immigration' form for Rosy Collings. The form fields include:

- Document: Visa (selected)
- Number: 145030345
- Issued Date: 2021-04-16
- Expiry Date: 2021-04-21
- Eligible Status: Status2
- Issued By: Italy
- Eligible Review Date: 2018-04-24
- Comments: Another immigration entry works well.

The sidebar on the left shows the 'Immigration' tab is selected. The status bar at the bottom indicates the browser is running on Windows 10, version 5.00 PM, and the date is 4/9/2021.

## TC\_MyInfo\_021 (PASSED)

Title: Verify ESS user can delete single/multiple immigration entries



The screenshot shows the 'Assigned Immigration Records' table after a deletion. The table displays one record:

Document	Number	Issued By	Issued Date	Expiry Date
Passport	1450302	Romania	2015-04-01	2021-04-15

A green success message 'Successfully Deleted' is visible above the table. The sidebar on the left shows the 'Immigration' tab is selected. The status bar at the bottom indicates the browser is running on Windows 10, version 5.04 PM, and the date is 4/9/2021.

@author: Filip Neagoe

## TC\_MyInfo\_022 (PASSED)

Title: Verify ESS user can attach documents .

The screenshot shows the OrangeHRM application interface. On the left, there is a sidebar with a user profile picture and a navigation menu containing links like Personal Details, Contact Details, Emergency Contacts, Dependents, Immigration (which is selected), Job, Salary, Tax Exemptions, Report-to, Qualifications, and Memberships. The main content area has a title 'Assigned Immigration Records' with 'Add' and 'Delete' buttons. Below this is a table with columns: Document, Number, Issued By, Issued Date, and Expiry Date. A single row is shown: 'Visa' under Document, '145030345' under Number, 'Italy' under Issued By, '2021-04-16' under Issued Date, and '2021-04-21' under Expiry Date. At the bottom of the main content area, there is an 'Add Attachment' dialog with fields for 'Choose File' (set to 'subunits.docx'), a comment ('I attached a document to the immigration category!'), and 'Upload' and 'Cancel' buttons. The footer of the page includes the OrangeHRM logo and copyright information: 'OrangeHRM 4.7 © 2005 - 2021 OrangeHRM, Inc. All rights reserved.'

## TC\_MyInfo\_023 (PASSED)

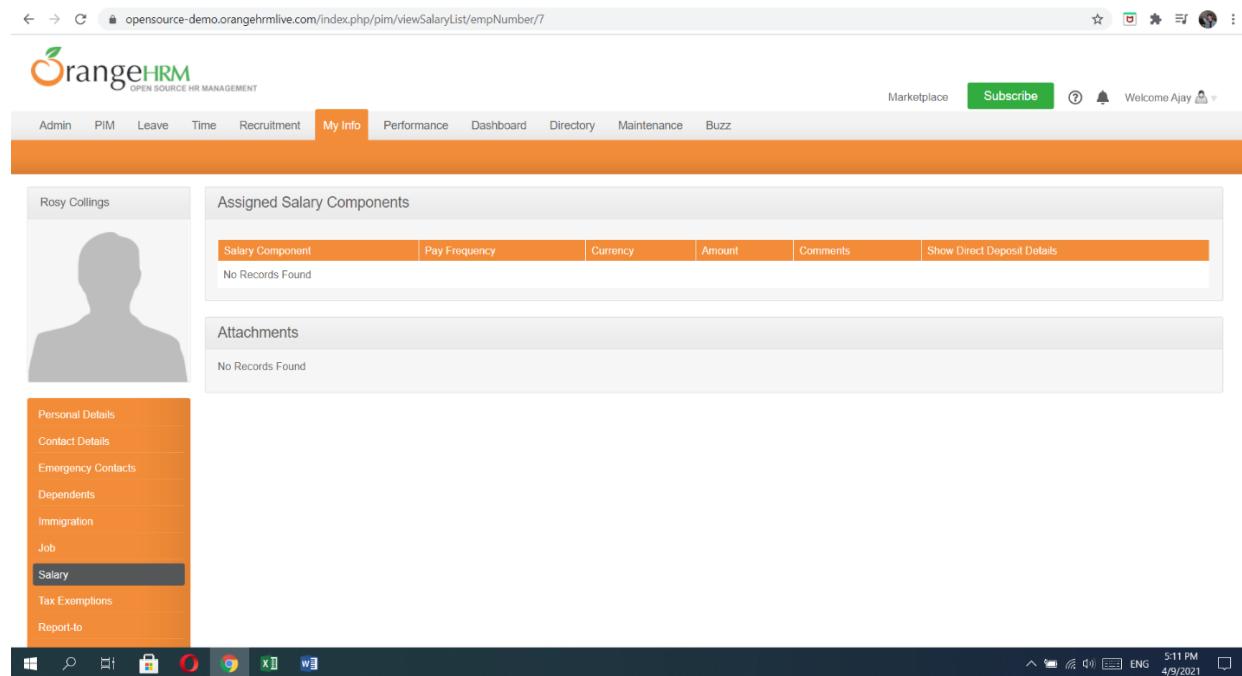
Title: Verify ESS user cannot change job details.

The screenshot shows the OrangeHRM application interface. The top navigation bar includes Admin, PIM, Leave, Time, Recruitment, My Info (which is selected), Performance, Dashboard, Directory, Maintenance, and Buzz. The main content area has a title 'Job' with a user profile picture. It contains several dropdown menus and input fields: Job Title (HR Manager), Job Specification (Not Defined), Employment Status (Full-Time Permanent), Job Category (Officials and Managers), Joined Date (1990-10-11), Sub Unit (Human Resources), and Location (Texas R&D). Below these is a section titled 'Employment Contract' with Start Date and End Date fields (both set to 'yyyy-mm-dd') and a 'Contract Details' field (set to 'Not Defined'). At the bottom is an 'Attachments' section with the message 'No Records Found'. The footer of the page includes the OrangeHRM logo and copyright information: 'OrangeHRM 4.7 © 2005 - 2021 OrangeHRM, Inc. All rights reserved.'

@author: Filip Neagoe

## TC\_MyInfo\_024 (PASSED)

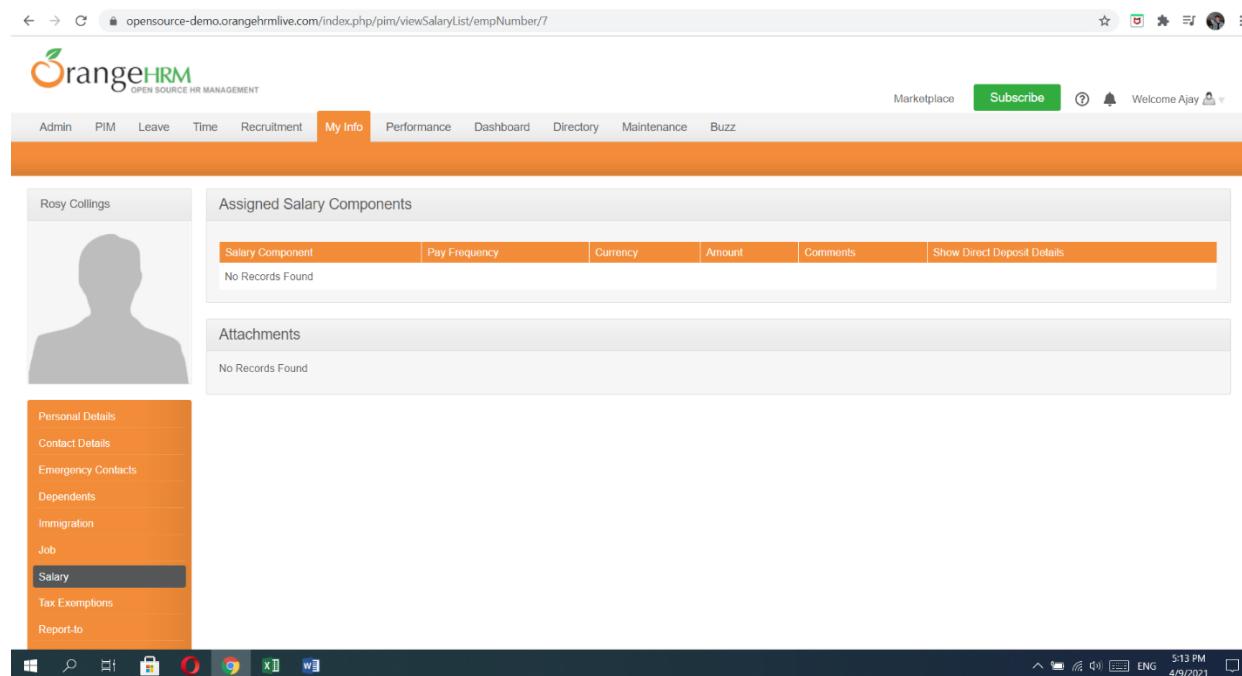
Title: Verify ESS user cannot access the salary field.



The screenshot shows the OrangeHRM web application interface. The URL in the address bar is [opensource-demo.orangehrmlive.com/index.php/pim/viewSalaryList/empNumber/7](https://opensource-demo.orangehrmlive.com/index.php/pim/viewSalaryList/empNumber/7). The top navigation bar includes links for Admin, PIM, Leave, Time, Recruitment, My Info (which is highlighted in orange), Performance, Dashboard, Directory, Maintenance, and Buzz. A Marketplace button and a green 'Subscribe' button are also present. On the right, a welcome message for 'Ajay' is shown. The main content area displays 'Assigned Salary Components' with a table header: Salary Component, Pay Frequency, Currency, Amount, Comments, and Show Direct Deposit Details. Below the header, it says 'No Records Found'. To the left, a sidebar menu lists Personal Details, Contact Details, Emergency Contacts, Dependents, Immigration, Job, and Salary (which is highlighted in orange). Another sidebar below lists Tax Exemptions and Report.to. The bottom of the screen shows a Windows taskbar with various icons and the system tray indicating the date and time as 4/9/2021 at 5:11 PM.

## TC\_MyInfo\_025 (PASSED)

Title: Verify ESS user cannot edit the salary field.

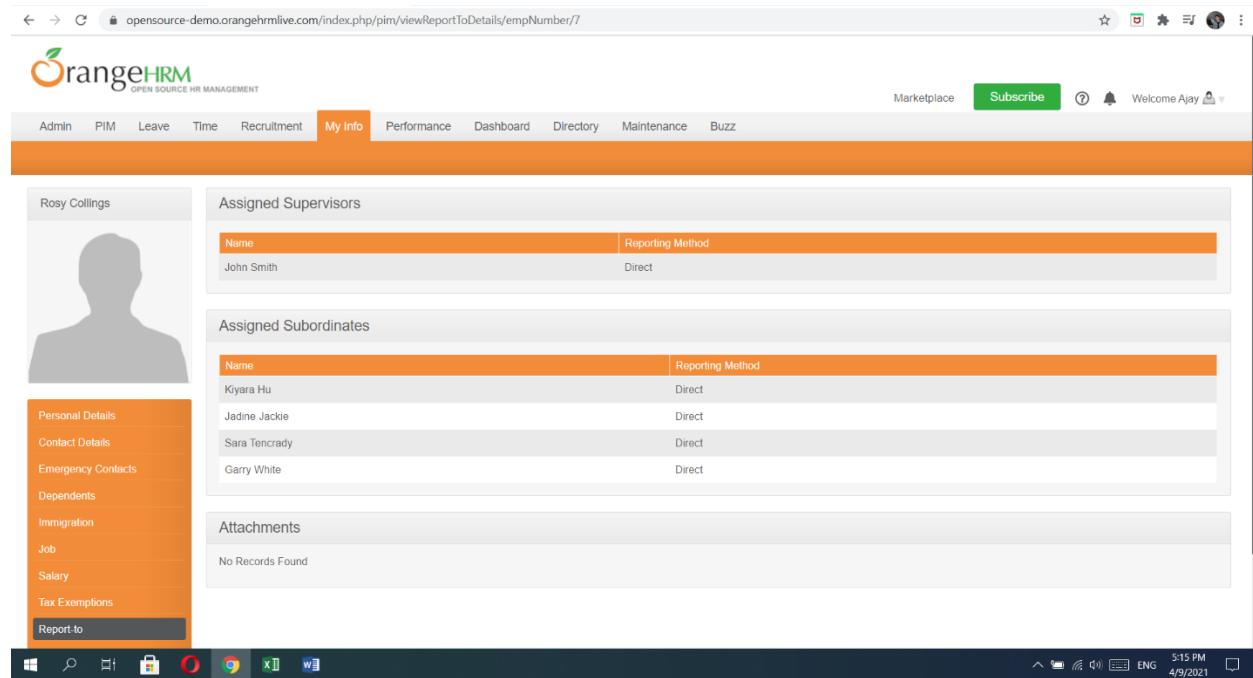


This screenshot is identical to the one above, showing the OrangeHRM My Info page for employee Rosy Collings. The URL is [opensource-demo.orangehrmlive.com/index.php/pim/viewSalaryList/empNumber/7](https://opensource-demo.orangehrmlive.com/index.php/pim/viewSalaryList/empNumber/7). The 'Salary' component in the sidebar is highlighted in orange. The main content area shows 'Assigned Salary Components' with a table header and 'No Records Found'. The Windows taskbar at the bottom indicates the date and time as 4/9/2021 at 5:13 PM.

@author: Filip Neagoe

## TC\_MyInfo\_026 (PASSED)

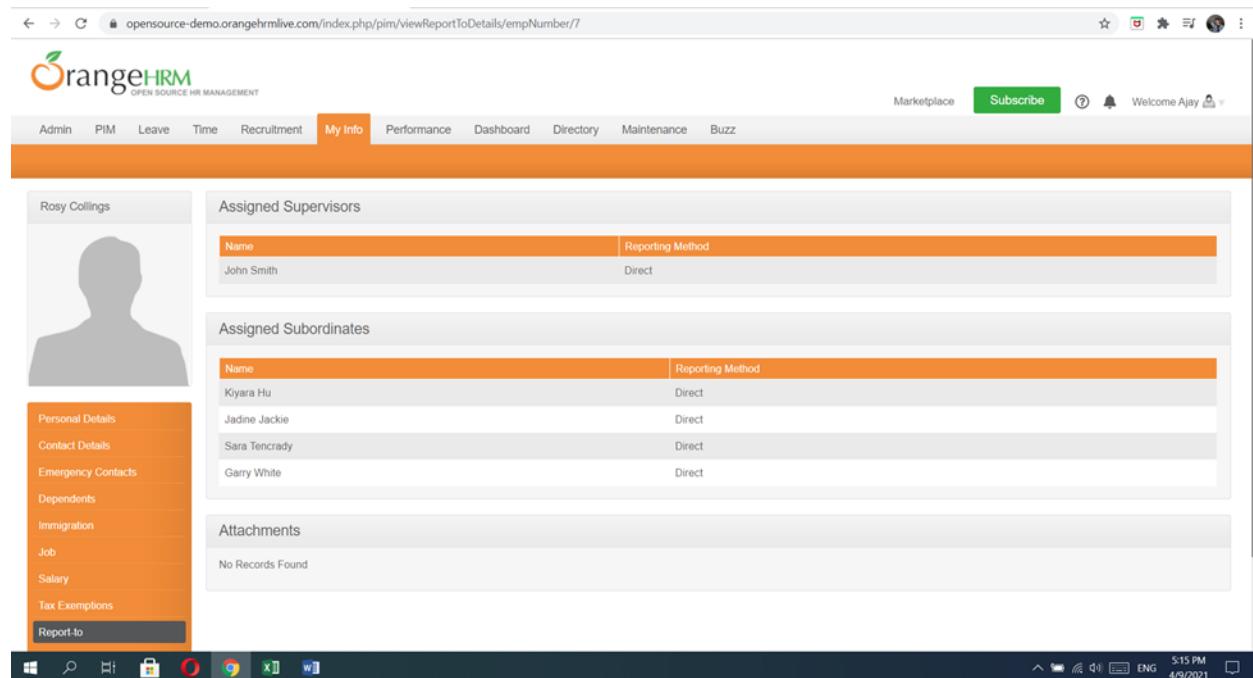
Title: Verify ESS user can only view the list of supervisors.



The screenshot shows the 'My Info' page for employee Rosy Collings. The left sidebar has a 'Report-to' section highlighted in orange, containing links for Personal Details, Contact Details, Emergency Contacts, Dependents, Immigration, Job, Salary, Tax Exemptions, and Report-to. The main content area displays 'Assigned Supervisors' (John Smith, Reporting Method: Direct) and 'Assigned Subordinates' (Kiyara Hu, Jadine Jackie, Sara Tencrady, Garry White, all reporting directly). An 'Attachments' section shows 'No Records Found'. The top navigation bar includes Admin, PIM, Leave, Time, Recruitment, My Info (highlighted), Performance, Dashboard, Directory, Maintenance, and Buzz. The top right shows Marketplace, Subscribe, and a welcome message for Ajay.

## TC\_MyInfo\_027 (PASSED)

Title: Verify supervisor-user can view his subordinates.



The screenshot shows the 'My Info' page for supervisor Rosy Collings. The left sidebar has a 'Report-to' section highlighted in orange, containing links for Personal Details, Contact Details, Emergency Contacts, Dependents, Immigration, Job, Salary, Tax Exemptions, and Report-to. The main content area displays 'Assigned Supervisors' (John Smith, Reporting Method: Direct) and 'Assigned Subordinates' (Kiyara Hu, Jadine Jackie, Sara Tencrady, Garry White, all reporting directly). An 'Attachments' section shows 'No Records Found'. The top navigation bar includes Admin, PIM, Leave, Time, Recruitment, My Info (highlighted), Performance, Dashboard, Directory, Maintenance, and Buzz. The top right shows Marketplace, Subscribe, and a welcome message for Ajay.

@author: Filip Neagoe

## TC\_MyInfo\_028 (PASSED)

Title: Verify ESS user cannot edit certain fields.

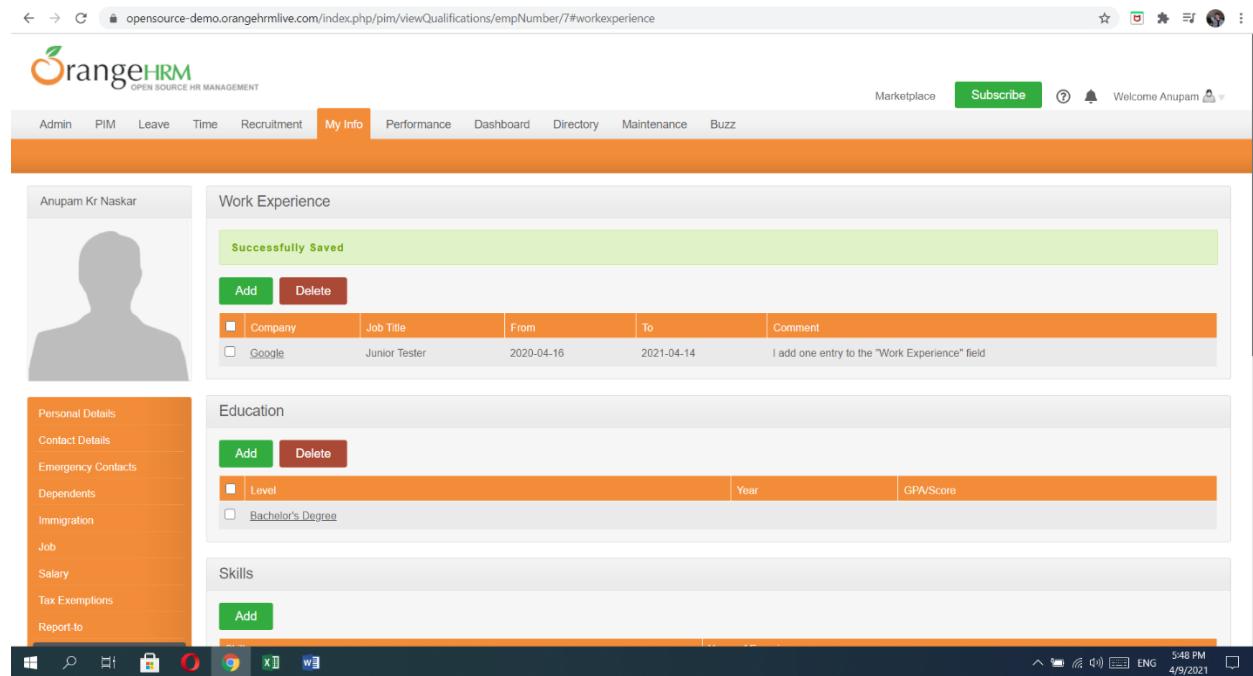
The screenshot shows the 'My Info' section of the OrangeHRM application. On the left, there's a sidebar with various tabs: Admin, PIM, Leave, Time, Recruitment, My Info (which is selected), Performance, Dashboard, Directory, Maintenance, and Buzz. The main content area displays 'Assigned Supervisors' and 'Assigned Subordinates'. Under 'Assigned Supervisors', there is one entry: John Smith, Reporting Method: Direct. Under 'Assigned Subordinates', there are four entries: Kiyara Hu, Jadine Jackie, Sara Tencrady, and Gary White, all listed with 'Reporting Method: Direct'. At the bottom of the main content area, it says 'Attachments' and 'No Records Found'. The status bar at the bottom right shows the date as 4/9/2021 and the time as 5:15 PM.

## TC\_MyInfo\_029 (PASSED)

Title: Verify ESS can add work experience.

The screenshot shows the 'Add Work Experience' form in the OrangeHRM application. The sidebar has the same tabs as the previous screenshot. The main form has fields for 'Company' (Google), 'Job Title' (Junior Tester), 'From' (2020-04-16), 'To' (2021-04-14), and 'Comment' (I add one entry to the "Work Experience" field). Below the form, there's a note saying '\* Required field'. At the bottom of the form are 'Save' and 'Cancel' buttons. Below the form, there's a summary table for 'Work Experience' with columns for Company, Job Title, From, To, and Comment. The status bar at the bottom right shows the date as 4/9/2021 and the time as 5:48 PM.

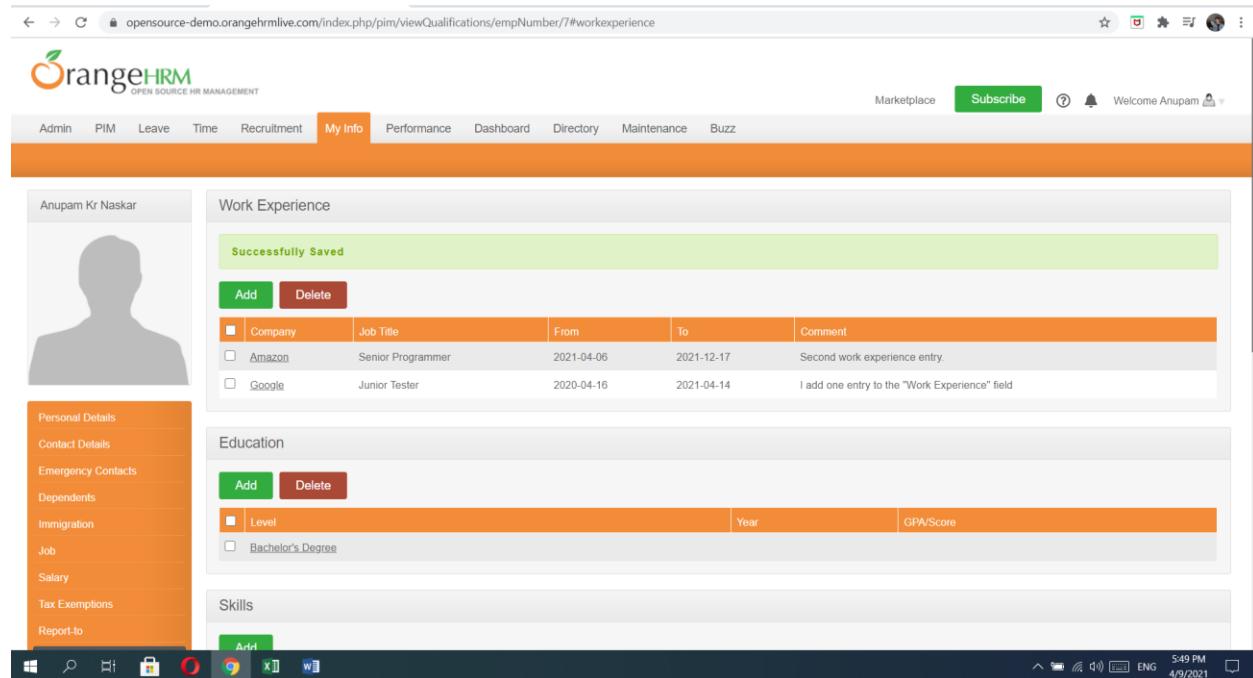
@author: Filip Neagoe



The screenshot shows the OrangeHRM application interface. The top navigation bar includes links for Admin, PIM, Leave, Time, Recruitment, My Info (which is currently selected), Performance, Dashboard, Directory, Maintenance, and Buzz. A green 'Subscribe' button and a 'Welcome Anupam' message are also present. On the left, a sidebar lists Personal Details, Contact Details, Emergency Contacts, Dependents, Immigration, Job, Salary, Tax Exemptions, and Report-to. The main content area is titled 'Work Experience' and displays a 'Successfully Saved' message. It contains an 'Add' and 'Delete' button. A table shows two entries: one for Google from 2020-04-16 to 2021-04-14 with the comment 'I add one entry to the "Work Experience" field'. Below this is an 'Education' section with an 'Add' button, showing a table with one entry for Bachelor's Degree. At the bottom, there is a 'Skills' section with an 'Add' button.

## TC\_MyInfo\_030 (PASSED)

Title: Verify ESS can add multiple work experience.

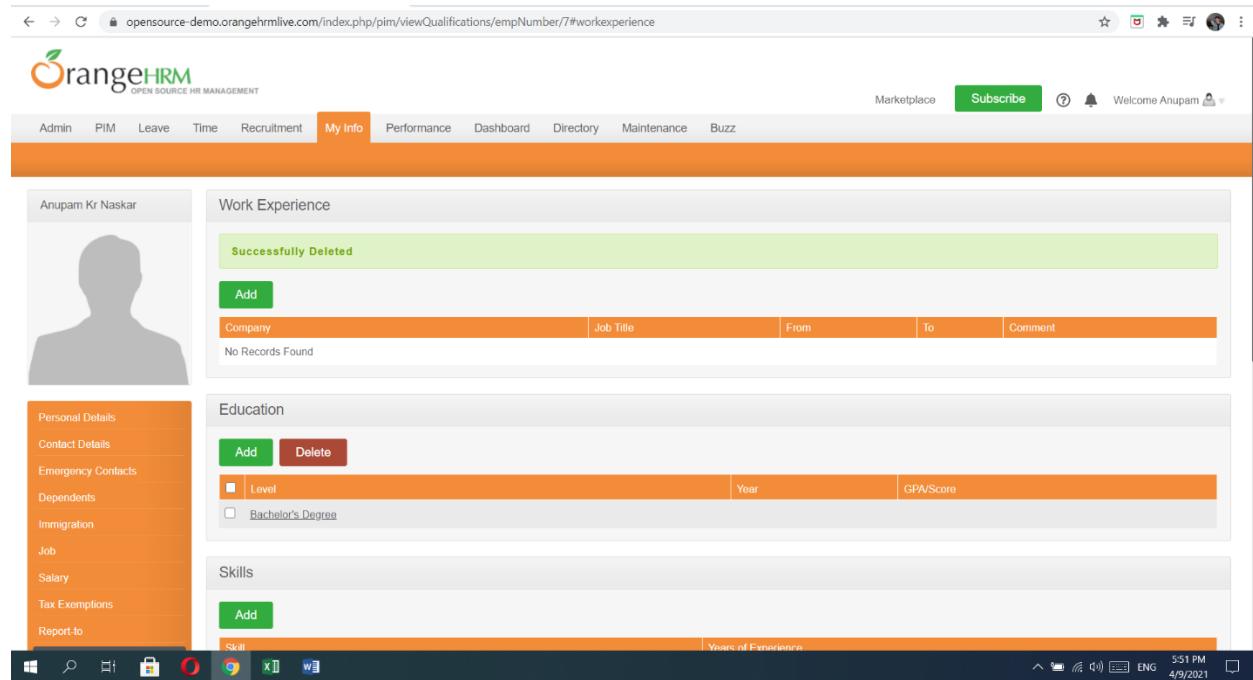


This screenshot is identical to the previous one, showing the 'Work Experience' section after adding two new entries. The table now contains three rows: one for Amazon from 2021-04-06 to 2021-12-17 labeled 'Second work experience entry.', and two for Google (one from 2020-04-16 to 2021-04-14 and another from 2020-04-16 to 2021-04-14) with the same comment 'I add one entry to the "Work Experience" field.'

@author: Filip Neagoe

## TC\_MyInfo\_031 (PASSED)

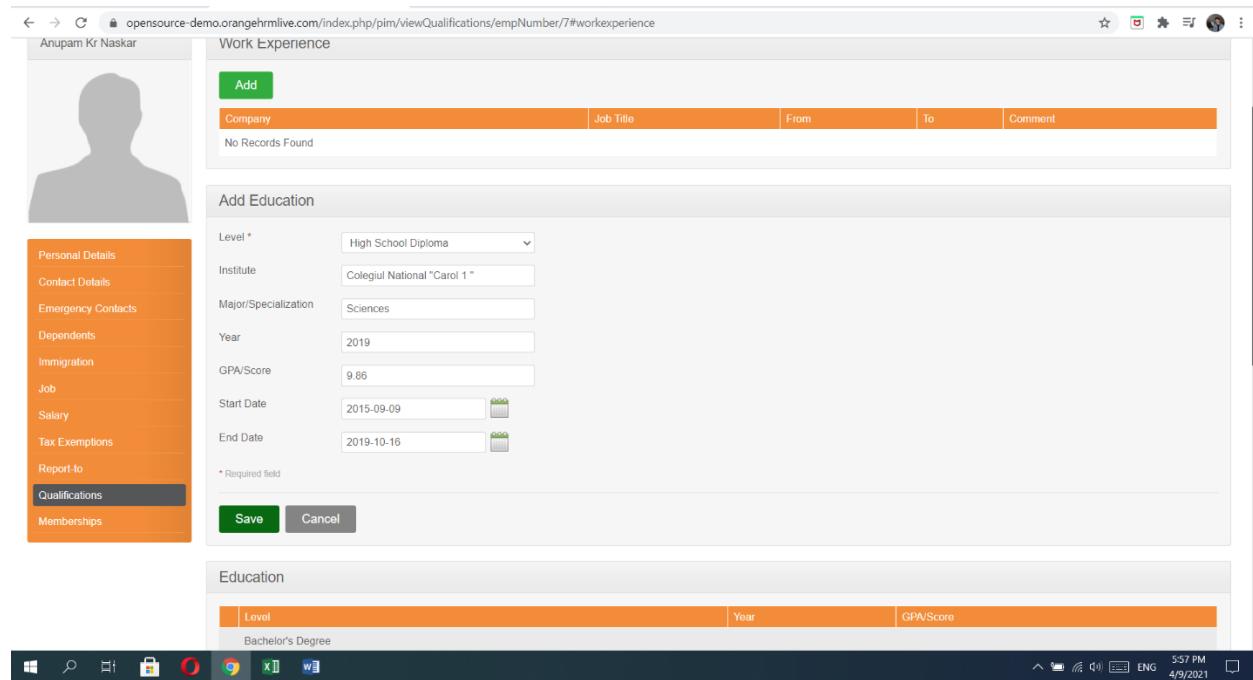
Title: Verify ESS can delete one/multiple multiple work experience.



The screenshot shows the OrangeHRM application interface. The top navigation bar includes links for Admin, PIM, Leave, Time, Recruitment, My Info (which is highlighted in orange), Performance, Dashboard, Directory, Maintenance, and Buzz. A green banner at the top right says "Successfully Deleted". Below this, there are sections for Work Experience, Education, and Skills. The sidebar on the left lists Personal Details, Contact Details, Emergency Contacts, Dependents, Immigration, Job, Salary, Tax Exemptions, Report to, Qualifications (which is highlighted in orange), and Memberships. The bottom status bar shows system icons and the date/time as 5:51 PM 4/9/2021.

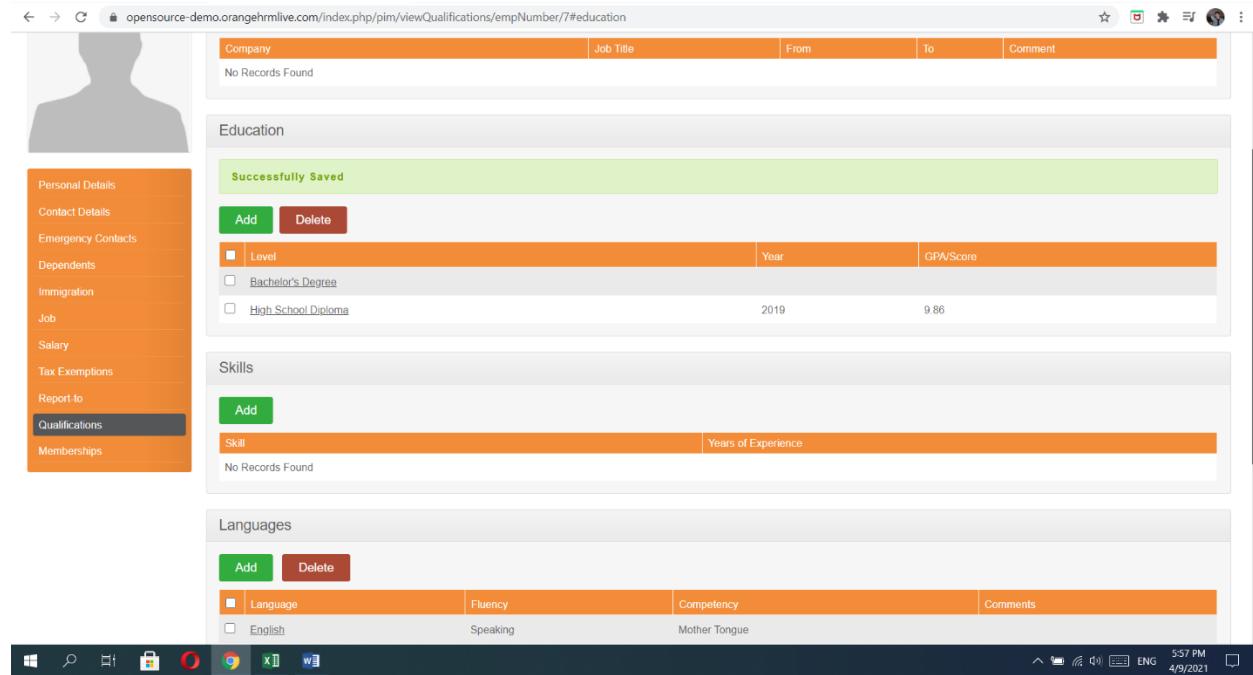
## TC\_MyInfo\_032 (PASSED)

Title: Verify ESS can enter education details.



The screenshot shows the OrangeHRM application interface. The top navigation bar includes links for Admin, PIM, Leave, Time, Recruitment, My Info, Performance, Dashboard, Directory, Maintenance, and Buzz. The sidebar on the left lists Personal Details, Contact Details, Emergency Contacts, Dependents, Immigration, Job, Salary, Tax Exemptions, Report to, Qualifications (which is highlighted in orange), and Memberships. A modal window titled "Add Education" is open, containing fields for Level (High School Diploma), Institute (Colegiul National "Carol 1"), Major/Specialization (Sciences), Year (2019), GPA/Score (9.86), Start Date (2015-09-09), and End Date (2019-10-16). Required fields are marked with an asterisk (\*). Below the modal, the "Education" section shows a table with one row: Bachelor's Degree. The bottom status bar shows system icons and the date/time as 5:57 PM 4/9/2021.

@author: Filip Neagoe

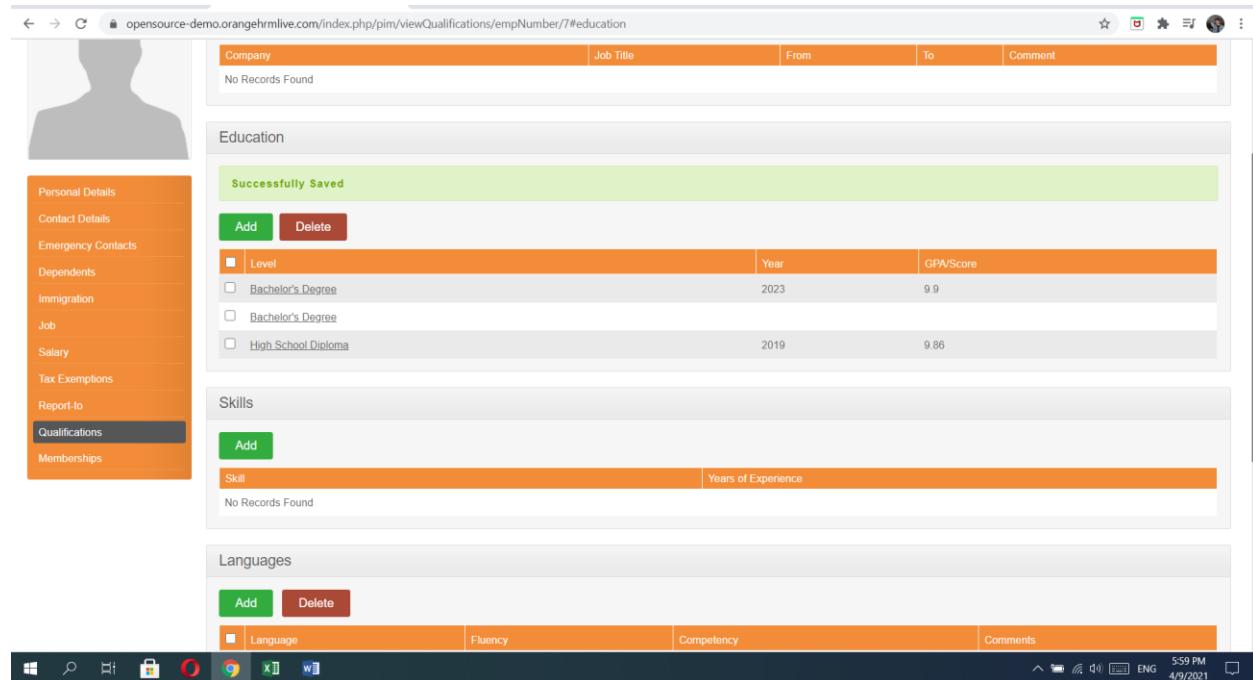


Successfully Saved

Level	Year	GPA/Score
Bachelor's Degree	2019	9.86
High School Diploma	2019	9.86

## TC\_MyInfo\_033 (PASSED)

Title: Verify ESS can enter multiple education details.



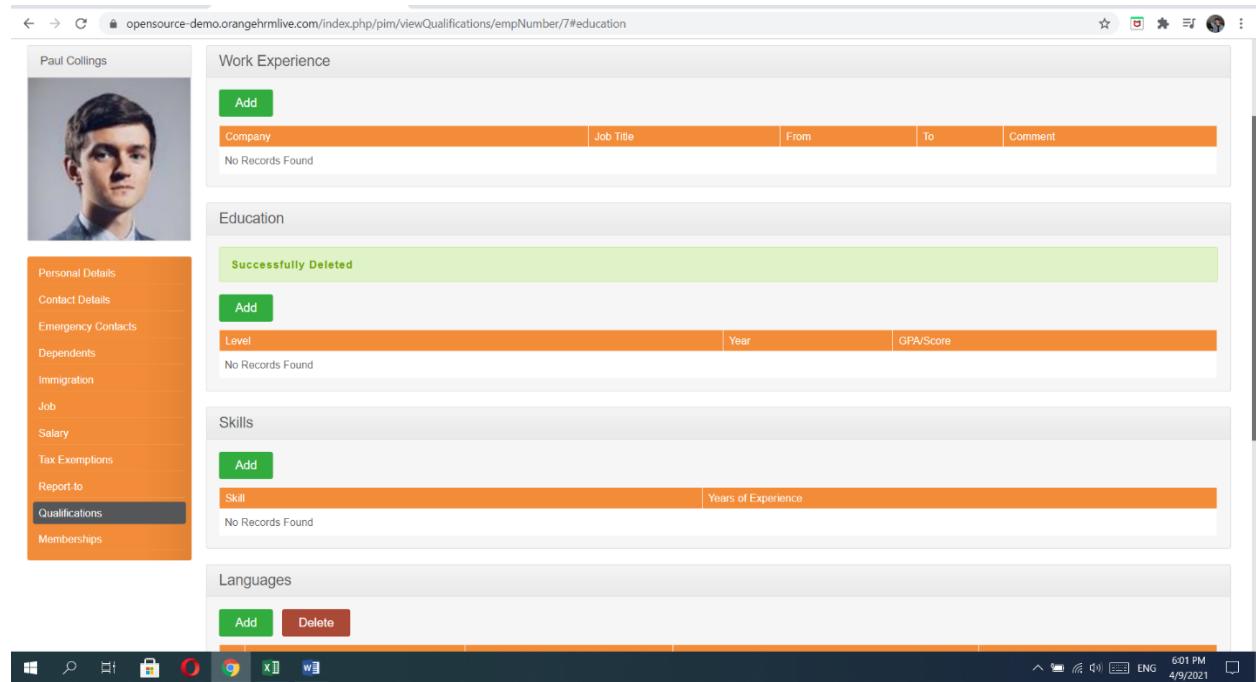
Successfully Saved

Level	Year	GPA/Score
Bachelor's Degree	2023	9.9
Bachelor's Degree	2023	9.9
High School Diploma	2019	9.86

@author: Filip Neagoe

## TC\_MyInfo\_034 (PASSED)

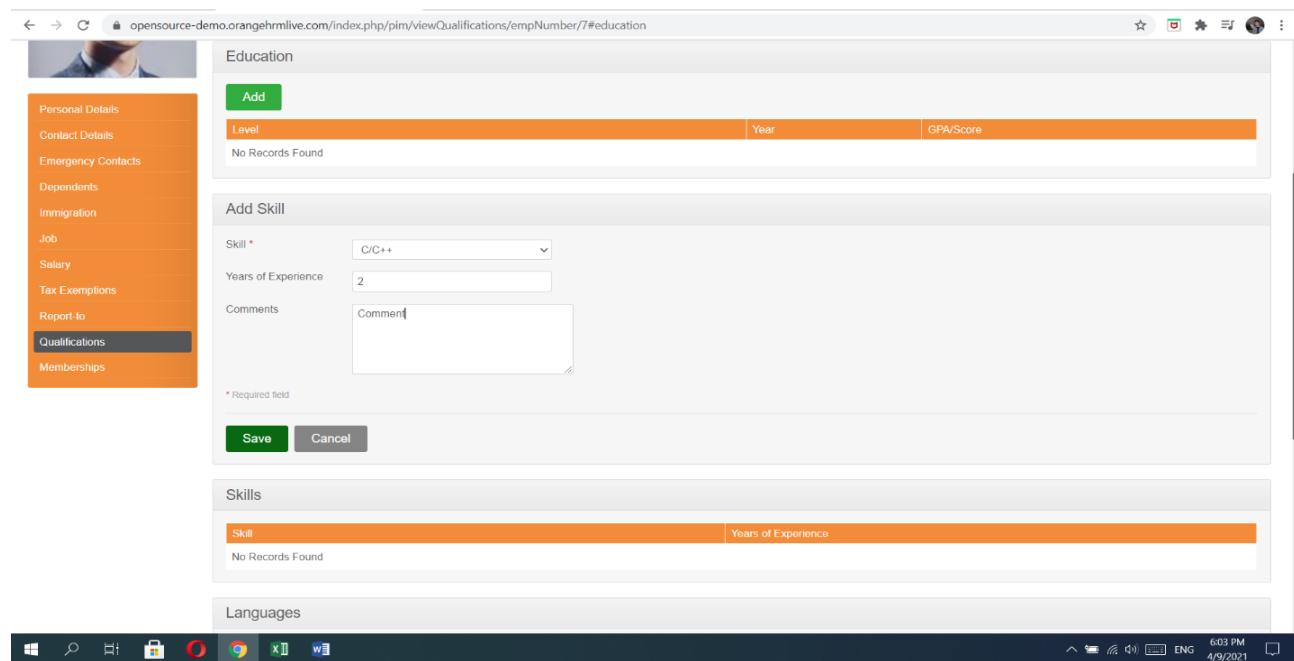
Title: Verify ESS user can delete single/ multiple education details



The screenshot shows the OrangeHRM application interface. On the left, there is a sidebar with a profile picture of Paul Collings and a navigation menu containing links like Personal Details, Contact Details, Emergency Contacts, Dependents, Immigration, Job, Salary, Tax Exemptions, Report to, Qualifications (which is highlighted), and Memberships. The main content area has tabs for Work Experience, Education, Skills, and Languages. The Education tab is active and displays a green success message 'Successfully Deleted'. Below this, there is an 'Add' button and a table with columns for Level, Year, and GPA/Score, showing 'No Records Found'. The bottom status bar shows system icons and the date/time as 6:01 PM 4/9/2021.

## TC\_MyInfo\_035 (PASSED)

Title: Verify ESS user can add single/ multiple skills/ talents.



The screenshot shows the OrangeHRM application interface. The sidebar and tabs are identical to the previous screenshot. In the Education section, there is an 'Add' button and a table showing 'No Records Found'. Below this, a modal window titled 'Add Skill' is open, containing fields for 'Skill \*' (set to C/C++), 'Years of Experience' (set to 2), and 'Comments' (with placeholder text 'Comment'). A note at the bottom says '\* Required field'. At the bottom of the modal are 'Save' and 'Cancel' buttons. The bottom status bar shows system icons and the date/time as 6:03 PM 4/9/2021.

@author: Filip Neagoe

## TC\_MyInfo\_036 (PASSED)

Title: Verify ESS user can delete single/ multiple instances of "Skills" category.

The screenshot shows the 'Skills' section of the OrangeHRM application. A green success message 'Successfully Deleted' is displayed above the skill table. The table has columns for Skill and Years of Experience. One record is listed: English with Speaking as the fluency and Mother Tongue as the competency. Below this is the 'Languages' section, which shows a single entry for English. The status bar at the bottom indicates the date and time as 4/9/2021 6:05 PM.

## TC\_MyInfo\_037 (PASSED)

Title: Verify ESS user can add a language.

The screenshot shows the 'Add Language' form. The form fields are: Language (Chinese), Fluency (Speaking), and Competency (Good). A comment field contains the text 'I speak chinese pretty well | guess )'. Below the form is a table showing the added language entry: English, Speaking, Mother Tongue. The 'Languages' section also lists English. The status bar at the bottom indicates the date and time as 4/9/2021 8:17 PM.

@author: Filip Neagoe

The screenshot shows the OrangeHRM PIM Qualifications page. The left sidebar has 'Qualifications' selected. The main area has a green 'Add' button. Below it is a table for 'Skill' and 'Years of Experience'. A message 'No Records Found' is displayed. The next section is 'Languages' with a green 'Successfully Saved' message. It has an 'Add' button and a table with columns: Language, Fluency, Competency, and Comments. The table contains rows for Chinese (Speaking, Good) and English (Speaking, Mother Tongue). The final section is 'License' with an 'Add' button and a table for 'License Type', 'Issued Date', and 'Expiry Date'. A message 'No Records Found' is shown. At the bottom, there's an 'Attachments' section with an 'Add' button. The taskbar at the bottom shows various icons and the date/time: 8:18 PM, 4/9/2021.

## TC\_MyInfo\_038 (PASSED)

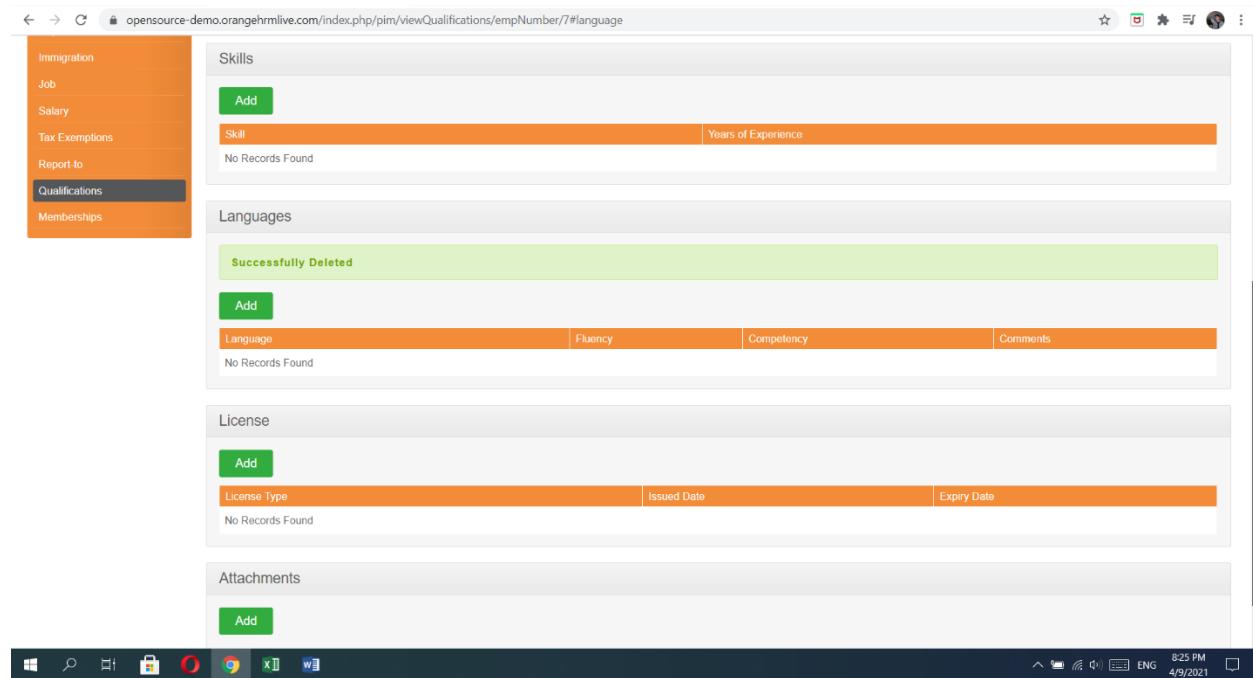
Title: Verify ESS user can add multiple languages.

This screenshot is identical to the first one, but the 'Languages' table now includes a comment for the French entry: 'I love french.' The rest of the interface and system status at the bottom remain the same.

@author: Filip Neagoe

## TC\_MyInfo\_039 (PASSED)

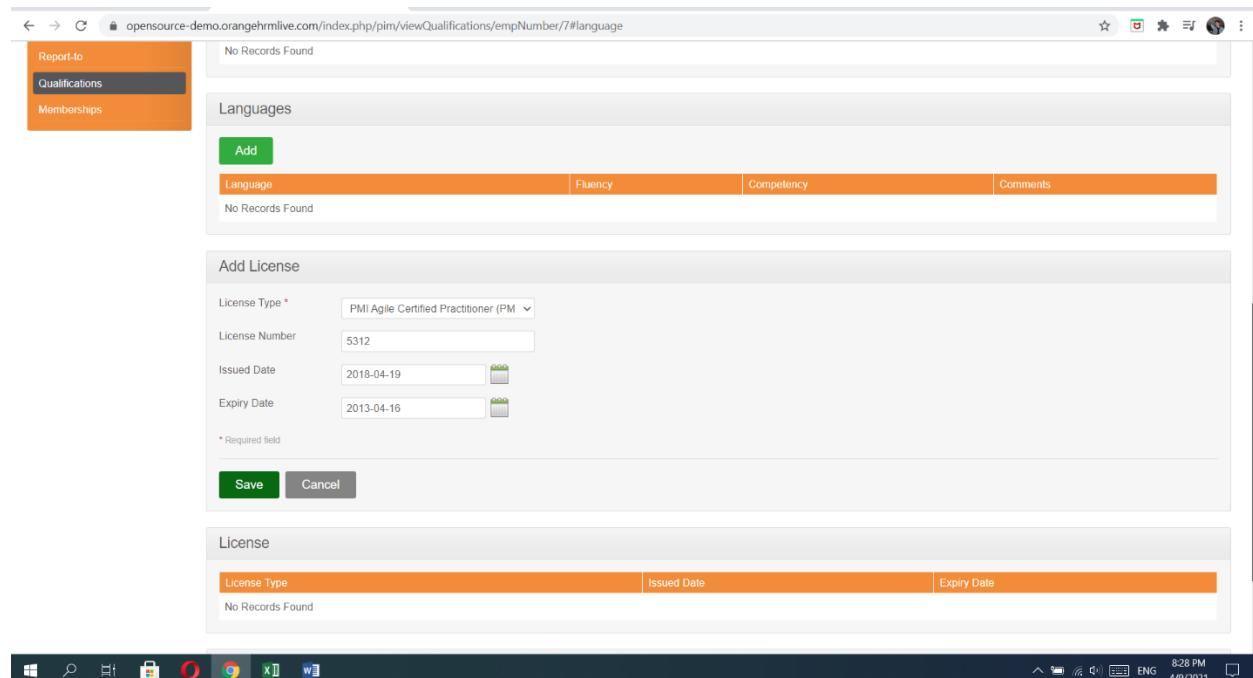
Title: Verify ESS user can remove multiple languages.



The screenshot shows the OrangeHRM application interface. The left sidebar has a 'Qualifications' tab selected. The main area displays three sections: 'Skills', 'Languages', and 'License'. The 'Languages' section contains a green success message 'Successfully Deleted'. Below it is a table with columns: Language, Fluency, Competency, and Comments. A green 'Add' button is visible above the table. The 'License' section also has an 'Add' button. The bottom status bar shows system icons and the date/time: 8:25 PM, 4/9/2021.

## TC\_MyInfo\_040 (PASSED)

Title: Verify ESS user can add a license.



The screenshot shows the OrangeHRM application interface. The left sidebar has a 'Qualifications' tab selected. The main area displays three sections: 'Report-to', 'Languages', and 'Add License'. The 'Add License' section contains fields for License Type (selected: PMI Agile Certified Practitioner (PM)), License Number (5312), Issued Date (2018-04-19), and Expiry Date (2013-04-16). It also includes a note: '\* Required field' and two buttons: 'Save' and 'Cancel'. Below this is a 'License' section with a table and a 'No Records Found' message. The bottom status bar shows system icons and the date/time: 8:28 PM, 4/9/2021.

@author: Filip Neagoe

The screenshot shows the OrangeHRM software interface for managing employee qualifications. The left sidebar has tabs for Tax Exemptions, Report-to, Qualifications (which is selected), and Memberships. The main area has sections for Skills, Languages, and License.

**Skills:** No Records Found

**Languages:** No Records Found

**License:** Successfully Saved

Add	Delete	
<input type="checkbox"/> License Type	Issued Date	Expiry Date
<input type="checkbox"/> PMI Agile Certified Practitioner (PMI-ACP)	2018-04-19	2034-04-12

**Attachments:** Add

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## TC\_MyInfo\_041 (PASSED)

Title: Verify ESS user can add multiple licenses.

The screenshot shows the OrangeHRM software interface for managing employee qualifications. The left sidebar has tabs for Report-to, Qualifications (selected), and Memberships. The main area has sections for Languages and License.

**Languages:** No Records Found

**License:** Successfully Saved

Add	Delete	
<input type="checkbox"/> License Type	Issued Date	Expiry Date
<input type="checkbox"/> Cisco Certified Network Associate (CCNA)	2010-04-07	2019-04-04
<input type="checkbox"/> PMI Agile Certified Practitioner (PMI-ACP)	2018-04-19	2034-04-12

**Attachments:** Add

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@author: Filip Neagoe

## TC\_MyInfo\_042 (PASSED)

Title: Verify ESS user can delete single/ multiple licenses.

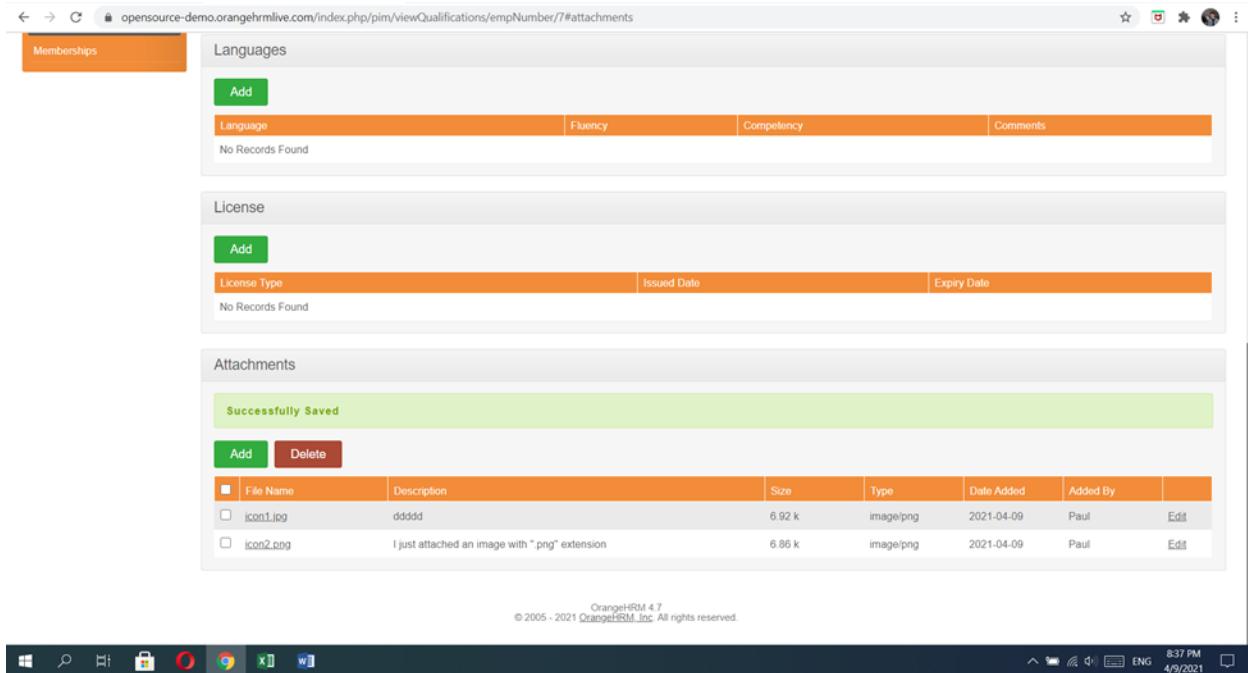
The screenshot shows the OrangeHRM application interface for managing employee qualifications. The left sidebar has tabs for Tax Exemptions, Report-to, Qualifications (which is selected), and Memberships. The main content area has sections for Skill, Languages, License, and Attachments. The License section shows a green success message 'Successfully Deleted'. The bottom status bar shows the date and time as 4/9/2021 8:34 PM.

## TC\_MyInfo\_043 (PASSED)

Title: Verify ESS user can attach a document in "License" field.

The screenshot shows the OrangeHRM application interface for managing employee qualifications. The left sidebar has tabs for Tax Exemptions, Report-to, Qualifications (selected), and Memberships. The main content area has sections for Skill, Languages, License, and Attachments. The License section shows an 'Add' button. Below it is an 'Add Attachment' section where a file named 'icon2.png' is selected. A comment box contains the text 'I just attached an image with ".png" extension'. The bottom status bar shows the date and time as 4/9/2021 8:37 PM.

@author: Filip Neagoe



The screenshot shows the OrangeHRM software interface for managing employee qualifications. The main navigation bar at the top includes links for Home, PIM, Payroll, HRIS, Reports, and Settings. The current page is 'View Qualifications' for employee number 7.

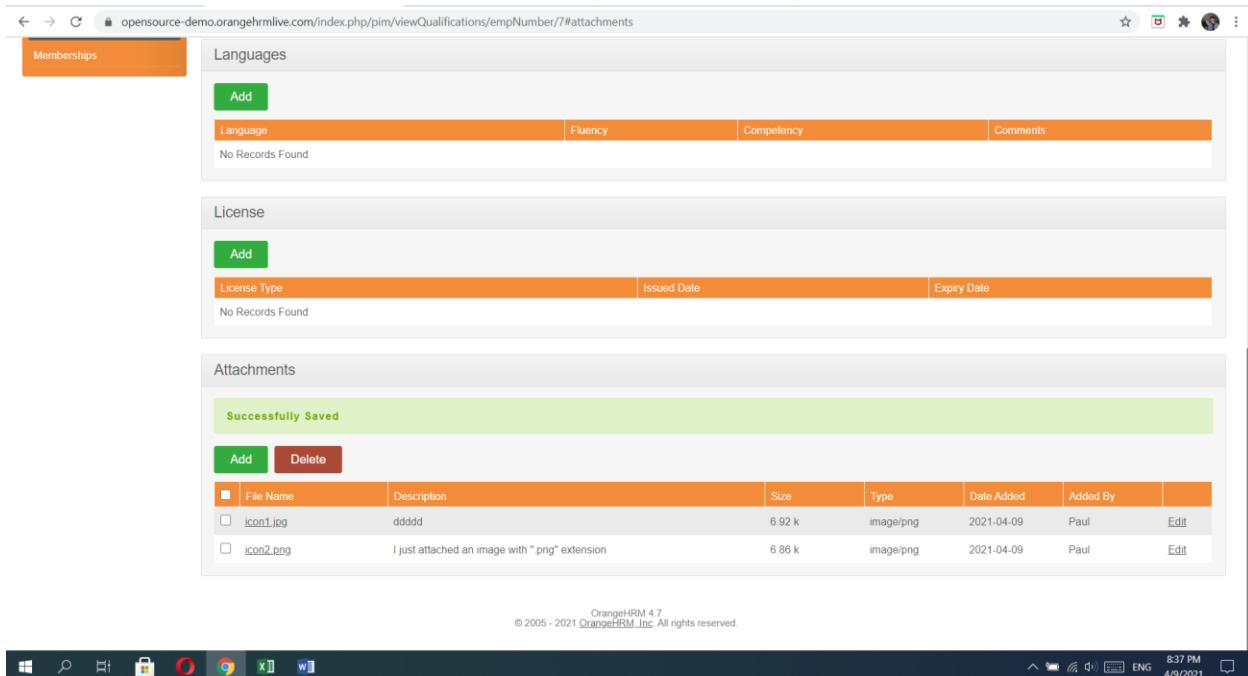
The interface is divided into several sections:

- Memberships:** A sidebar with an orange header containing the word 'Memberships'.
- Languages:** A section with a green 'Add' button. It has columns for Language, Fluency, Competency, and Comments. A message 'No Records Found' is displayed.
- License:** A section with a green 'Add' button. It has columns for License Type, Issued Date, and Expiry Date. A message 'No Records Found' is displayed.
- Attachments:** The main section, which includes a green 'Successfully Saved' message. It features a table with columns for Add, Delete, File Name, Description, Size, Type, Date Added, and Added By. Two attachments are listed:
  - icon1.jpg: dddd, 6.92 k, image/png, 2021-04-09, Paul, Edit
  - icon2.png: I just attached an image with "png" extension, 6.86 k, image/png, 2021-04-09, Paul, Edit

At the bottom of the screen, there is a Windows taskbar with icons for Start, Search, Task View, File Explorer, Edge, Google Chrome, Excel, and Word. The system tray shows the date and time as 8:37 PM, 4/9/2021.

## TC\_MyInfo\_044 (PASSED)

Title: Verify ESS user can add multiple document in "License" field

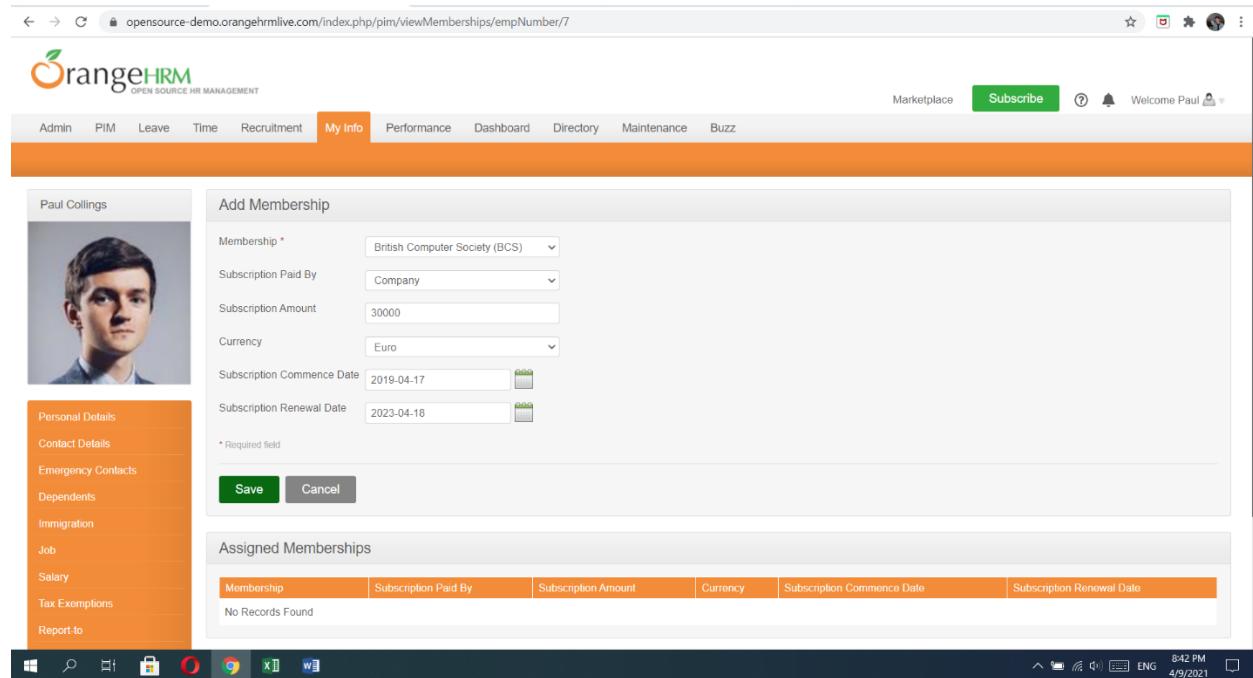


This screenshot is identical to the one above, showing the same OrangeHRM interface for managing employee qualifications. The 'Attachments' section displays two attachments: 'icon1.jpg' and 'icon2.png'. The layout, table structure, and system status at the bottom of the screen are all the same.

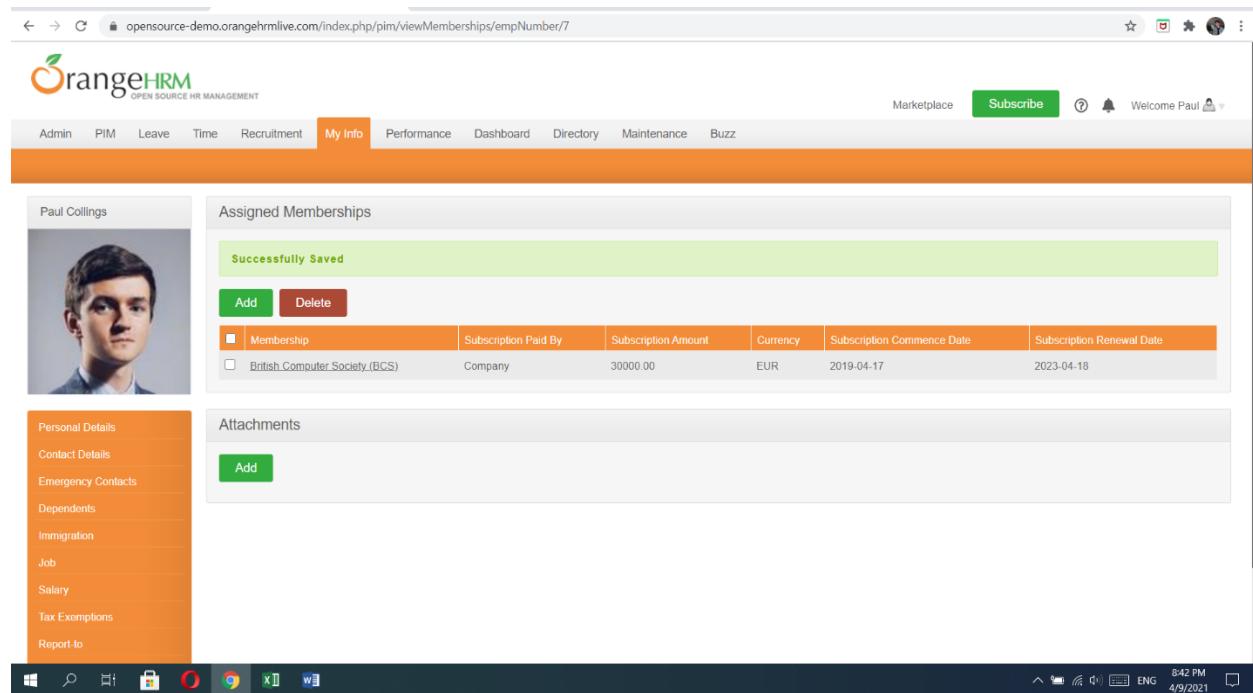
@author: Filip Neagoe

## TC\_MyInfo\_045 (PASSED)

Title: Verify ESS user can add membership details.



The screenshot shows the 'Add Membership' page in the OrangeHRM application. On the left, there is a sidebar with a profile picture of Paul Collings and a list of personal details sections: Personal Details, Contact Details, Emergency Contacts, Dependents, Immigration, Job, Salary, Tax Exemptions, and Report to. The main content area has two tabs: 'Add Membership' (selected) and 'Assigned Memberships'. The 'Add Membership' tab contains fields for: Membership (British Computer Society (BCS)), Subscription Paid By (Company), Subscription Amount (30000), Currency (Euro), Subscription Commence Date (2019-04-17), and Subscription Renewal Date (2023-04-18). A note indicates that 'Membership' is a required field. Below these fields are 'Save' and 'Cancel' buttons. The 'Assigned Memberships' tab shows a table with one row: British Computer Society (BCS), Company, 30000.00, EUR, 2019-04-17, and 2023-04-18. The status bar at the bottom shows the date as 4/9/2021 and the time as 8:42 PM.

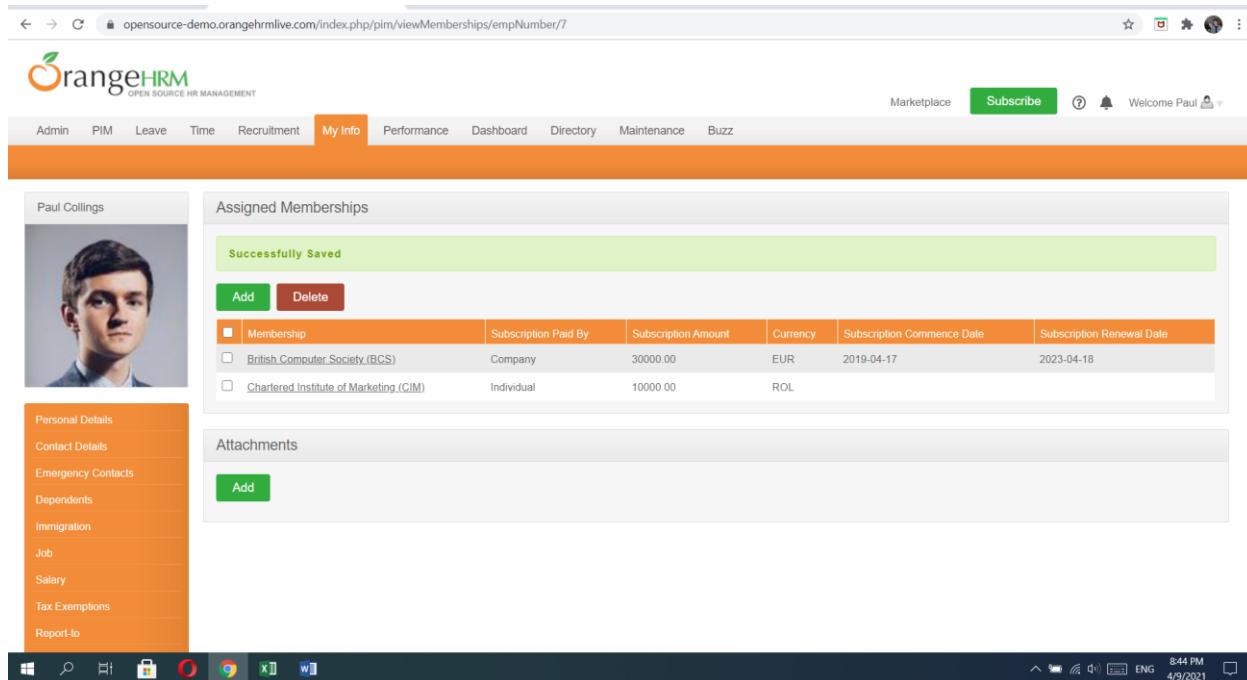


The screenshot shows the 'Assigned Memberships' page in the OrangeHRM application. The sidebar on the left is identical to the previous screenshot. The main content area shows a table titled 'Successfully Saved' with one row: British Computer Society (BCS), Company, 30000.00, EUR, 2019-04-17, and 2023-04-18. Below this table is an 'Attachments' section with an 'Add' button. The status bar at the bottom shows the date as 4/9/2021 and the time as 8:42 PM.

@author: Filip Neagoe

## TC\_MyInfo\_046 (PASSED)

Title: Verify ESS user can add multiple memberships.



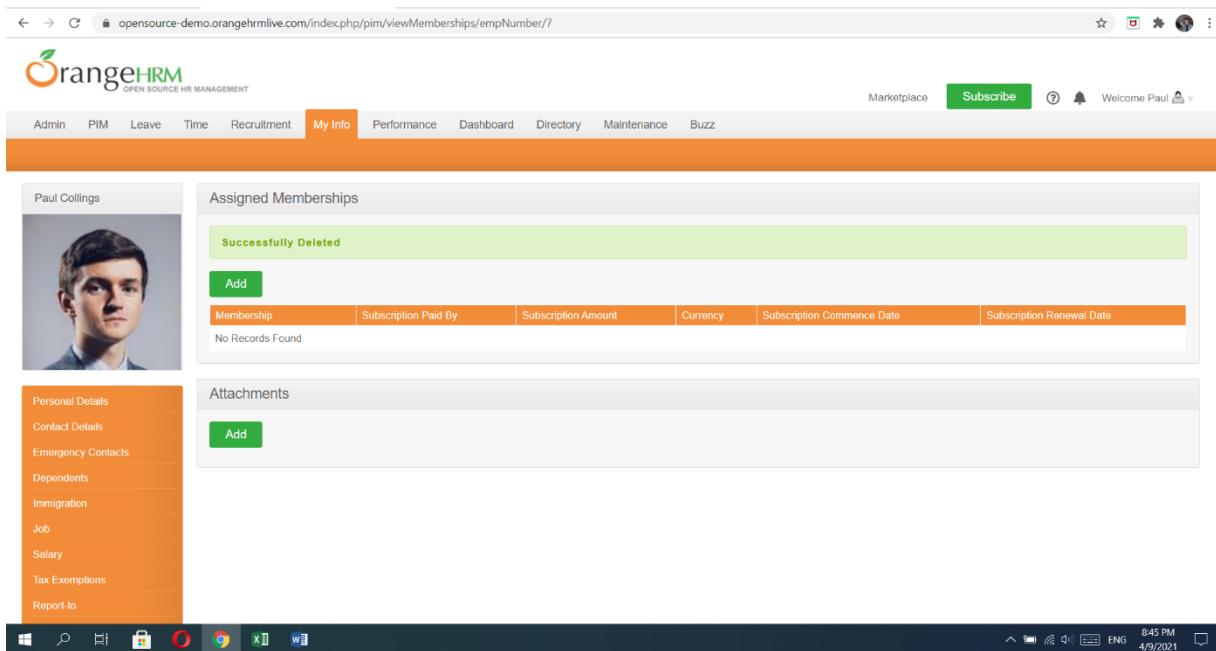
The screenshot shows the 'Assigned Memberships' section of the OrangeHRM application. A green success message 'Successfully Saved' is displayed. Below it, a table lists two memberships:

Membership	Subscription Paid By	Subscription Amount	Currency	Subscription Commence Date	Subscription Renewal Date
<input checked="" type="checkbox"/> British Computer Society (BCS)	Company	30000.00	EUR	2019-04-17	2023-04-18
<input checked="" type="checkbox"/> Chartered Institute of Marketing (CIM)	Individual	10000.00	ROL		

The left sidebar shows a navigation menu with items like Personal Details, Contact Details, Emergency Contacts, Dependents, Immigration, Job, Salary, Tax Exemptions, and Report-to. The top navigation bar includes links for Admin, PIM, Leave, Time, Recruitment, My Info (which is selected), Performance, Dashboard, Directory, Maintenance, and Buzz. The top right corner shows Marketplace, Subscribe, a help icon, a notification bell, and a welcome message for 'Paul'.

## TC\_MyInfo\_047 (PASSED)

Title: Verify ESS user can remove one/multiple memberships.



The screenshot shows the 'Assigned Memberships' section of the OrangeHRM application. A green success message 'Successfully Deleted' is displayed. Below it, a table shows the deleted data:

Membership	Subscription Paid By	Subscription Amount	Currency	Subscription Commence Date	Subscription Renewal Date
No Records Found					

The left sidebar shows a navigation menu with items like Personal Details, Contact Details, Emergency Contacts, Dependents, Immigration, Job, Salary, Tax Exemptions, and Report-to. The top navigation bar includes links for Admin, PIM, Leave, Time, Recruitment, My Info (which is selected), Performance, Dashboard, Directory, Maintenance, and Buzz. The top right corner shows Marketplace, Subscribe, a help icon, a notification bell, and a welcome message for 'Paul'.

@author: Filip Neagoe

## TC\_MyInfo\_048 (PASSED)

Title: Verify ESS user can upload membership documents

The screenshot shows the 'Assigned Memberships' section of the OrangeHRM application. On the left, there's a sidebar with various tabs: Personal Details, Contact Details, Emergency Contacts, Dependents, Immigration, Job, Salary, Tax Exemptions, Report to, Qualifications, and **Memberships**. The 'Memberships' tab is currently selected. The main area displays a grid for assigned memberships, which is currently empty ('No Records Found'). Below this, there's a form titled 'Add Attachment'. It includes fields for 'Select File' (with a 'Choose File' button and a preview of 'icon2.png'), a 'Comment' text area containing the note 'Just added an attachment in membership special field', and two buttons at the bottom: 'Upload' and 'Cancel'. At the bottom of the page, there's a footer with the text 'OrangeHRM 4.7 © 2005 - 2021 OrangeHRM Inc. All rights reserved.' and a system status bar at the bottom right.

The screenshot shows the 'Attachments' section of the OrangeHRM application. The sidebar on the left is identical to the previous screenshot, with the 'Memberships' tab selected. The main area now displays a table of attachments. A green banner at the top of the table area says 'Successfully Saved'. The table has columns for 'File Name', 'Description', 'Size', 'Type', 'Date Added', and 'Added By'. One row is visible, showing 'icon2.png', 'Just added an attachment in membership special field.', '6.86 k', 'image/png', '2021-04-09', and 'Paul'. There are also 'Add' and 'Delete' buttons above the table. The footer and system status bar at the bottom are identical to the first screenshot.