Find view and sort bookings

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| **ID** | **Admin-3-1** |
| Purpose | Test viewing bookings with bookings preloaded in the system. |
| Set Up | Ensure that the account has admin privileges, logged into the system and has at least one booking. |
| Steps | 1. From the home page, select “view bookings” |
|  | 2. Scroll through the list of bookings |
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| Expected Result | The system is expected to list all bookings entered into the system. |

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| **ID** | **Admin-3-2** |
| Purpose | Test viewing booking with no bookings in the system. |
| Set Up | Ensure that the account has admin privileges, logged into the system and has no bookings made. |
| Steps | 1. From the home page, select “view bookings” |
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| Expected Result | The system recognises that there are no bookings logged into the system and responds by displaying “no bookings made”. |

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| **ID** | **Admin-3-3** |
| Purpose | Test sort bookings based on the date |
| Set Up | Ensure that the account has admin privileges, logged into the system and has at least one booking. |
| Steps | 1. From the home page, select “view bookings” |
|  | 2. Select a starting date using the drop down menu |
|  | 3. Select a ending date using the drop down menu |
|  | 4. Click “apply” |
| Expected Result | The system recognises that a range has been entered by the user and only displays the bookings made within that date range. |

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| **ID** | **Admin-3-4** |
| Purpose | Test sort bookings based on a specific category (booking number, name etc.) |
| Set Up | Ensure that the account has admin privileges, logged into the system and has at least one booking. |
| Steps | 1. From the home page, select “view bookings” |
|  | 2. Search for either a booking number or name. |
|  | 3. Click “search” |
| Expected Result | The list of bookings should reduce to show a specific range or booking specified by the search function. |

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| **ID** | **Admin-3-5** |
| Purpose | Test viewing a specific booking |
| Set Up | Ensure that the account has admin privileges, logged into the system and has at least one booking. |
| Steps | 1. From the home page, select “view bookings” |
|  | 2. Click on any booking |
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| Expected Result | The system recognises that a specific booking has been selected and expands the view to display all relevant attributes of a booking. |