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# Test Scenarios: E-Group HRMS & Accounting System

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## 2. Functional Modules

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## 2.1 Dashboard Module

| Test Case ID | Test Scenario | Test Step | Expected Result |
|---|---|---|---|
| TC-DASH-01 | Verify Total Employee Card | Navigate to the Dashboard and locate the Total Employees card. | Should display the real-time count of all active employees across all projects. |
| TC-DASH-02 | Verify Total Projects Card | Locate the Total Projects card on the Dashboard. | Should show the exact number of projects currently running under the organization. |
| TC-DASH-03 | Verify Total Companies Card | Locate the Total Companies card on the Dashboard. | Should show the total number of client or group companies handled. |
| TC-DASH-04 | Verify Financial Statement Card | View the Financial Statement card for the current month. | Should display a high-level summary of income vs. expenses for the month. |
| TC-DASH-05 | Verify Income/Expense Graph | Observe the bar/line chart on the Dashboard. | Should accurately represent month-wise income and expense trends. |
| TC-DASH-06 | Verify Yearly Filter | Select a specific fiscal year from the Yearly Filter dropdown. | Dashboard graphs and data should refresh to reflect the selected year data. |
| TC-DASH-07 | Verify Approval Salary Summary | Locate the Approval Salary Summary section on the Dashboard. | Should display an overview of approved salaries for each month. |
| TC-DASH-08 | Verify Month-wise Salary Expense | Check the Month-wise Salary Expense chart or list. | Should show the total gross salary disbursed for each specific month. |
| TC-DASH-09 | Verify Recent Employee List | Scroll through the Recent Employee List section. | Should show recently added employees with Name, ID, Phone, Project, and Designation. |
| TC-DASH-10 | Verify Data Integration | Update an employee record or enter a voucher, then refresh the Dashboard. | The Dashboard cards and graphs should update immediately with the new data. |

## 2.2 Employee Module (Key Features)

| Test Case ID | Test Scenario | Test Step | Expected Result |
|---|---|---|---|
| TC-EMP-01 | Verify Active Employee Card | Go to the Employee module and check the summary card. | Should show the total number of currently active employees accurately. |
| TC-EMP-02 | Verify Bulk Excel Upload | Upload a populated employee data file using the predefined Excel template. | The system should validate mandatory fields and successfully import the records. |
| TC-EMP-03 | Verify Dynamic Search | Enter a Name, ID, or Phone number in the dynamic search bar. | The list should instantly filter and display the matching employee record. |
| TC-EMP-04 | Verify Advanced Filters | Apply filters for Project, Role, or Employee Type individually. | The employee list should update to show only those matching the selected filter. |
| TC-EMP-05 | Verify Combination Filter | Apply a Project filter and a Role filter simultaneously. | Only employees matching both criteria should be displayed. |
| TC-EMP-06 | Verify Custom Column Toggles | Use the column toggle setting to hide or show specific columns in the grid. | The grid view should adjust its columns based on user selection. |
| TC-EMP-07 | Verify Inline Editing | Click on a field directly in the employee list and modify the data. | The data should update inline and save successfully. |
| TC-EMP-08 | Verify Form-based Editing | Click the Edit button to open the full employee form and update information. | The form should allow detailed updates and save correctly upon submission. |
| TC-EMP-09 | Verify Soft-Delete | Select an employee and click the Delete button. | The record should be removed from the active list and transferred to the Archive. |
| TC-EMP-10 | Verify Update Button | Modify any employee information and click the Update button. | All edited information should be saved and reflected across all linked modules. |

## 2.3 Payroll Module (Summary & Employee Salary)

| Test Case ID | Test Scenario | Test Step | Expected Result |
|---|---|---|---|
| TC-PAY-01 | Verify Total Gross Salary | View the "Total Gross Salary" on the Payroll Summary screen. | Should accurately sum up all gross salaries for the selected period. |
| TC-PAY-02 | Verify Total Net Salary | View the "Total Net Salary" after all deductions. | Should show the correct final amount to be paid to employees. |
| TC-PAY-03 | Verify Overtime Total | Check the overtime summary based on submitted timesheets. | Should display the total OT amount calculated from individual records. |
| TC-PAY-04 | Verify Approved Salary Summary | View the "Approved Salary Summary" list. | Should display the payroll values that have been officially approved. |
| TC-PAY-05 | Verify Bulk Timesheet Upload | Upload an Excel file containing working hours for multiple employees. | System should populate the work hours into the payroll list for calculation. |
| TC-PAY-06 | Verify Payslip Edit | Open a specific payslip and manually adjust any allowance or deduction. | Manual adjustments should trigger a recalculation of the net salary. |
| TC-PAY-07 | Verify Auto-Basic Calculation | Select an employee and input their total working hours for the month. | System should automatically calculate the Basic Salary based on the rate and hours. |
| TC-PAY-08 | Verify Net Salary Computation | Enter OT, Allowances, and Deductions in the payslip generation form. | System should auto-compute and display the final Net Salary instantly. |

## 2.3 Submodule: Add New Employee (Form Section)

| Test Case ID | Test Scenario | Test Step | Expected Result |
|---|---|---|---|
| TC-ADD-E-01 | Verify Basic Information | Fill in Name, Email, DOB, Gender, and map to Group/Project. | The basic profile data should be accepted and logically grouped. |
| TC-ADD-E-02 | Verify Address Info | Fill in Address Line 1, City, Division, and ZIP code. | Full address details should be accurately stored in the database. |
| TC-ADD-E-03 | Verify Qualification | Enter educational background and work experience details. | Academic and professional history should be saved under the employee profile. |

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| TC-ADD-E-04 | Verify Work Details | Assign Department, Designation, and Role from the dropdowns. | Employees should be correctly mapped to the organization's work structure. |
| TC-ADD-E-05 | Verify Accommodation & HR | Input accommodation type, HR contact, and ticket duration. | Logistics and HR-related tracking data should be stored correctly. |
| TC-ADD-E-06 | Verify Ticket & NOC | Enter ticket and NOC expiry dates. | The system should save these dates for future notifications or alerts. |
| TC-ADD-E-07 | Verify Passport/License Upload | Upload document files and enter their respective issue/expiry dates. | Files should be stored securely and expiry dates recorded for tracking. |
| TC-ADD-E-08 | Verify Visa Info | Input Visa type, Entry/Exit dates, and medical/biometric deadlines. | The system should maintain an accurate visa process timeline. |
| TC-ADD-E-09 | Verify Bank Info | Input Bank Name, Branch, and Account Details. | Bank information should be stored for payroll processing and disbursement. |
| TC-ADD-E-10 | Verify Vendor/Customer Billing | Enter billable hours and rates for billable staff. | Billing information should be saved for customer invoicing purposes. |
| TC-ADD-E-11 | Verify Final Form Preview | Navigate to the final summary screen before clicking submit. | All entered data across all sections should be displayed for final review. |

### 2.4.1 Accounts: Vouchers (Payment & Received)

| Test Case ID | Test Scenario | Test Step | Expected Result |
|---|---|---|---|
| TC-ACC-V-01 | Verify Payment Voucher Header | Select Group, Company, and Project in the voucher form. | System should accurately map and save organizational hierarchy data. |
| TC-ACC-V-02 | Verify Transaction Type Toggle | Select 'Cash' or 'Bank' as the Transaction Type. | Voucher behavior and required fields should update based on selection. |
| TC-ACC-V-03 | Verify Period & Date Fields | Select a specific Date and Period for the transaction. | System should record the transaction under the correct fiscal period. |

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| TC-ACC-V-04 | Verify Line Item Expense Head | Add an 'Expense Head' and 'Account Head' to the line item. | Heads must be valid and pulled from the Chart of Accounts (CoA) |
| TC-ACC-V-05 | Verify Auto-Total Calculation | Add multiple line items with different amounts. | The 'Total Amount' field should auto-calculate the sum accurately. |
| TC-ACC-V-06 | Verify Available Balance Display | Observe the balance display before and after entering an amount. | System should show the real-time available balance for the selected account. |
| TC-ACC-V-07 | Verify Received Voucher Entry | Create a voucher with 'Income Head' and 'Received From' data. | System should record the transaction as a credit/income entry. |
| TC-ACC-V-08 | Verify Voucher List Grid | Navigate to the 'Voucher List' and check history. | Should display Date, Voucher No., Type, Project, Amount, and Status. |
| TC-ACC-V-09 | Verify Voucher Search/Filter | Search the list by Voucher Number or Project. | System should display the specific voucher matching the search criteria. |

### 2.4.2 Accounts: Reporting (Ledger & Trial Balance)

| Test Case ID | Test Scenario | Test Step | Expected Result |
|---|---|---|---|
| TC-ACC-R-01 | Verify Ledger Filter Criteria | Filter Ledger Report by Date Range, Project, and Account Head. | Report should only display transactions matching all selected filters. |
| TC-ACC-R-02 | Verify Ledger Balance Accuracy | Check the Debit, Credit, and Opening/Closing balances. | Math must be accurate (Opening + Debit - Credit = Closing). |
| TC-ACC-R-03 | Verify Group Ledger Report | Generate a Group Ledger Report (aggregated by group). | Data should be summarized accurately across all entities within the group. |
| TC-ACC-R-04 | Verify Trial Balance Structure | Generate a Trial Balance report. | Reports must be organized by Assets, Equity, Liabilities, Income, and Expenses. |
| TC-ACC-R-05 | Verify TB Period-wise Totals | Check the period-wise Debit and Credit totals in Trial Balance. | Total debits must equal total credits for a balanced report. |

### 2.4.3 Chart of Accounts (CoA)

| Test Case ID | Test Scenario | Test Step | Expected Result |
|---|---|---|---|
| TC-ACC-C-01 | Verify CoA Hierarchy Management | Add a new 'Child' account under a 'Parent' head. | The hierarchy relationship must be correctly maintained and displayed. |
| TC-ACC-C-02 | Verify Account Type Assignment | Assign a Type (Asset, Liability) to a new account head. | The account should behave according to its type in financial reports. |
| TC-ACC-C-03 | Verify CoA Field Entries | Fill in Account Name, Code, and Status (Read-only/Editable) | Data should be saved correctly in the CoA master list. |
| TC-ACC-C-04 | Verify Read-only Status | Try to edit an account head marked as 'Read-only'. | System should prevent any modifications to protected account heads. |
| TC-ACC-C-05 | Verify CoA Integration | Check if new CoA heads appear in Voucher entry dropdowns. | New heads should be immediately available for use in transactions. |

## 2.5 Settings Module

| Test Case ID | Test Scenario | Test Step | Expected Result |
|---|---|---|---|
| TC-SET-01 | Verify Expense Head Creation | Navigate to Settings and create a new Expense Head. | The new head should be available for selection in Voucher entries. |
| TC-SET-02 | Verify Income Head Creation | Navigate to Settings and create a new Income Head. | The new head should be available for selection in Received Vouchers. |
| TC-SET-03 | Verify Group Creation | Create a new Business Group under the organization. | The group should appear in the organizational dropdowns across the system. |
| TC-SET-04 | Verify Project Creation | Add a new Project and link it to a specific Group/Company. | The project should be selectable during Employee onboarding and Voucher entry. |

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| TC-SET-05 | Verify Field Management (Visibility) | Toggle a field ( Passport Expiry) to 'Hidden' in Field Management. | The specific field should no longer be visible in the Employee Add/Edit form. |
| TC-SET-06 | Verify Role-Based Access Assignment | Create a user and assign a specific role(Accountant/HR) . | The user should only see and access the modules permitted for that specific role. |

### 2.6 Archive Module

| Test Case ID | Test Scenario | Test Step | Expected Result |
|---|---|---|---|
| TC-ARC-01 | Verify Deleted Employee Storage | Delete an employee and check the Archive module. | The deleted employee record must be visible in the Archive list. |
| TC-ARC-02 | Verify Deleted Voucher Storage | Delete a voucher and check the Archive module. | The deleted voucher record must be stored in the Archive for review. |
| TC-ARC-03 | Verify Search in Archive | Search for a specific deleted record using ID or Name in Archive. | The system should display the specific archived record. |
| TC-ARC-04 | Verify Restore Functionality | Select an archived record and click the "Restore" button. | The record should be removed from the Archive and restored to its original module. |
| TC-ARC-05 | Verify Data Recovery Integrity | Restore a record and check if all original data is intact. | No data loss should occur; all fields should be exactly as they were before deletion. |

### 2.7 Feature: Activity Log

| Test Case ID | Test Scenario | Test Step | Expected Result |
|---|---|---|---|
| TC-LOG-01 | Verify Action Type Tracking | Perform a 'Create' or 'Update' action and check the log. | The log must correctly record the "Action Type" (Create, Edit, Delete). |
| TC-LOG-02 | Verify Module Identification | Perform an action in the Payroll module. | The log should correctly identify the "Module" where the action occurred. |
| TC-LOG-03 | Verify Affected ID Tracking | Edit Employee ID and check the activity log. | The log must display the specific "Affected ID" . |

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| TC-LOG-04 | Verify Timestamp Accuracy | Perform an action and immediately check the log time. | The log must record the exact "Timestamp" of the action. |
| TC-LOG-05 | Verify User Identity Tracking | Log in as a specific user, perform an action, and check the log. | The log must correctly identify the "User Identity" who performed the task. |

### 2.8 Feature: Access Control

| Test Case ID | Test Scenario | Test Step | Expected Result |
|---|---|---|---|
| TC-SEC-01 | Verify CRUD Permission Matrix | Assign 'Read' only permission to a user for the Accounts module. | Users should only see data; 'Create', 'Update', and 'Delete' buttons must be hidden or disabled. |
| TC-SEC-02 | Verify Module-wise Assignment | Grant a user access to the Employee module but restrict the Payroll module. | Users should not see or be able to access the Payroll module menu. |
| TC-SEC-03 | Verify Unauthorized Access Prevention | Try to access a restricted module URL directly. | The system should redirect the user or show an "Access Denied" message. |

### 2.9 Feature: Manage Field

| Test Case ID | Test Scenario | Test Step | Expected Result |
|---|---|---|---|
| TC-FLD-01 | Verify Mandatory Field Control | Set the "Blood Group" field as 'Mandatory' in Settings. | The Employee Onboarding form should not allow submission if "Blood Group" is empty. |
| TC-FLD-02 | Verify Optional Field Control | Set the "NOC Expiry" field as 'Optional'. | The system should allow form submission even if the "NOC Expiry" field is left blank. |
| TC-FLD-03 | Verify Visibility Control | Toggle a field to be 'Hidden' in settings. | The specific field should disappear from the Employee Onboarding form. |

## 2.10 Feature: User Creation

| Test Case ID | Test Scenario | Test Step | Expected Result |
|---|---|---|---|
| TC-USR-01 | Verify New User Account Creation | Create a new system user with a username and password. | The user should be able to log in successfully with the provided credentials. |
| TC-USR-02 | Verify Role Assignment | Assign a specific Role (Accountant) to a new user. | The user should inherit all permissions defined for the 'Accountant' role. |
| TC-USR-03 | Verify Role Modification | Change a user's role from 'Staff' to 'Admin'. | The user’s access level should immediately update to 'Admin' privileges. |
| TC-USR-04 | Verify User Deactivation | Select an active user and click 'Deactivate'. | The user should be immediately barred from logging into the system. |