**Test Plan for HR Application**

**1. Objective**

* To ensure that all modules of the HR application function as expected.
* Validate data accuracy, user authentication, and usability.

**2. Scope:**

***In Scope:***

* Address Management(Division)
* Employee Management
* Leave Encashment
* Salary
* Rosters
* Attendance
* Activity Log
* Blood Bank

***Out Scope:***

* My Dashboard
* Education Management
* Bank Management
* Divisional Info
* Leave Management
* Pay Grade Management
* Setting
* HR Policy
* View HR Policy
* Leave Calendar
* Leave History Report
* Roles & Permissions

**3. Test Items**

* User authentication (login/logout) with provided credentials.
* Employee data entry, update, and deletion.
* Attendance and timesheet tracking.
* Leave application processing.
* Payroll generation and management.
* Reporting and analytics.

**4. Types of Testing**

* **Functional Testing:** Test each module for proper functioning.
* **UI/UX Testing:** Verify the user interface for usability and responsiveness.
* **Performance Testing:** Check the speed and efficiency under load.
* **Security Testing:** Ensure secure login and sensitive data protection.
* **Regression Testing:** Retest after fixing bugs or updating the application.

**5. Test Environment**

* Specify the devices, browsers, or platforms to be used for testing.

**6. Test Cases**

Example test cases:

* Verify that valid credentials allow successful login.
* Test that invalid credentials deny access with an appropriate error message.
* Check if employee records can be added, updated, and deleted correctly.
* Validate accurate calculation and display of payroll details.

**7. Test Data**

* Use test data for employee details, attendance records, leave requests, and payroll calculations.

**8. Roles and Responsibilities**

* Assign tasks to team members for different areas of testing.

**9. Schedule**

* Define timelines for each phase of testing.

| **Phase** | **Module** | **Start Date** | **End Date** | **Duration** | **Environment** | **Remarks** |
| --- | --- | --- | --- | --- | --- | --- |
| Phase 1: UI & Navigation | Division Management | Dec 12, 2024 | Dec 12, 2024 | 1 day | Chrome, Firefox, Edge | Basic UI and navigation checks |
|  | Employee Pay Grade | Dec 13, 2024 | Dec 13, 2024 | 1 day | Web Browsers | Filter & view test |
| Phase 2: Export & Profile | Export Profile | Dec 14, 2024 | Dec 14, 2024 | 1 day | Web Browsers | Export formats testing |
| Phase 3: Encashment | Leave Encashment | Dec 15, 2024 | Dec 16, 2024 | 2 days | Web Browsers | Validation + Submission edge cases |
|  | Leave Encashment List | Dec 17, 2024 | Dec 17, 2024 | 1 day | Web Browsers | Search & pagination |
| Phase 4: Salary | Prepare Salary | Dec 18, 2024 | Dec 19, 2024 | 2 days | Web Browsers | Salary generation & duplicate checks |
|  | Salary List | Dec 20, 2024 | Dec 20, 2024 | 1 day | Web Browsers | Export and filters |
| Phase 5: Roster | Employee Roster Management | Dec 21, 2024 | Dec 23, 2024 | 3 days | Web Browsers | Shift assignments + validations |
| Phase 6: Attendance | Attendance | April 24, 2025 | April 26, 2025 | 1 day | Web Browsers | Check-in logic |
| Phase 7: Audit Logs | Activity Log | April 27, 2025 | April 27, 2025 | 1 day | Web Browsers | CRUD operation logs |
| Phase 8: Blood Bank | Blood Bank | April 28, 2025 | April 29, 2025 | 2 days | Web Browsers | Donor, donation, search logic |
| Final Review | Regression & Bug Retesting | April 30, 2025 | May 2, 2025 | 3 days | All Environments | Fix validation & final verification |