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| **Protocol #** | **Description** | **Purpose** | **Reqt/Spec** | Author |
|  | Attachment control | To verify adding attachments to Document. |  |  |

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| **Prerequisites** | 1. Standard System Configuration. 2. User login exists. 3. The useris logged into the web interface. 4. User must have “Read and Write” document permission. | | | |
| **Procedure** | 1. Create a new document and add main file to it. 2. Open the document in edit mode and navigate to the attachment control. 3. Click on “Add New” link.   **ER 1 - “Add a file/document” dialog appears.**     1. Click on “Choose File” button. 2. Try to attach a file type which is not a MS Word document or an executable (e.g. Jpeg, PNG, TXT etc.).   **ER 2 – File is successfully attached.**     1. Click on the “Add New” link again, and try to attach a MS Word (.doc or .docx) document.   **Note:** Ensure the word document is not empty and has some text.  **ER 3 – The word document is also attached successfully.**     1. Click on the “Native” link under the “Open” column for 1st file attached.   **ER 4 – File/attachmentis downloaded in the native format.**     1. Click on the “PDF” link under the “Open” column for the attached MS Word document.   **ER 5 – The MS Word file attachment successfully opens in PDF format**     1. Close the PDF. 2. Click on the edit icon to edit the attachment.   **ER 6 – The Editing Attachment screen appears.**     1. Add a description and edit the file name. 2. Click on “Update”.   **ER 7 – The description is added and the file name is changed.**     1. Click on delete attachment.   **ER 8 – The Remove Attachment screen appears.**     1. Click on “Yes”.   **ER 9 – The Attachment is deleted successfully.**     1. Go to searches 2. Click on“[Search on Document Number](https://quantumdev.title21.com/Search/SelectSearch/?searchName=Search%20on%20Document%20Number&baseSearchName=Search%20on%20Document%20Number&isSavedSearch=False)” link. 3. Enter document number created in step(1) 4. Click on go button   **ER 10 – The Document is displayed as per search result.**     1. Click on show linked document and attachment arrow and verify the added attachment in step(6).   **ER 11 – The linked attachment is displayed.** | | | |
| **Pass/Fail** | Pass:  Fail: | Type of Execution: | |  |
| Automation: | Manual: |
| **Notes/Deviations** |  | | | |
| **Additional Remarks in case of Manual Execution** |  | | |  |
| **Name of Tester(if Manual)** |  | | |  |
| **Test Case Review/Approval** | Signature of  Reviewer/Approver: | | | **Date of Approval:** |