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| **Protocol #** | **Description** | **Purpose** | **Reqt/Spec** | Author |
|  | Codes | To verify   1. Adding Code classes as an admin. 2. Adding Code categories as an admin. 3. Adding Codes as an admin. 4. Added Codes are available for the user. 5. Added Codes can be applied to a document. 6. Deleting Code(s). |  |  |

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| **Prerequisites** | 1. Standard System Configuration. 2. User login exists. 3. The user must have local and system admin privilege. | | | |
| **Procedure** | 1. Log in as the admin user. 2. Go to the administration page. 3. Click on codes.      1. Click on add class button.   **ER 1 – Add code class dialog is displayed.**     1. Enter class name. 2. Click on add button.   **ER 2 – Code class added successfully and “Add category” section is enabled.**     1. Enter code class name same as used in step(5) 2. Click on add button.   **ER 3 – “CodeName already exists” validation message is displayed.**     1. Click on add category button.   **ER 4 – Add code category popup screen is displayed.**     1. Enter code category name. 2. Click on add button.   **ER 5 – Code category added successfully and “Add code” section is enabled**     1. Click on the close button. 2. Click on add code button.   **ER 6 – Add code popup screen is displayed**     1. Click on add button.   **ER 7 – “Code Id is required” and “Code name is required**” **validation messages are displayed.**     1. Enter code Id 2. Enter code name. 3. Enter definition. 4. Select criticality from criticality dropdown. 5. Click on add button.   **ER 8 – A successful message for newly added code is displayed**     1. Enter the code id same as used in step(15)   **ER 9 – “CodeID already exists” validation message is displayed**     1. Enter the code name same as used in step(16)   **ER 10 – “Code Name already exists” validation message is displayed**     1. Click on the close button. 2. Select other code class from code class dropdown. 3. Click on add code. 4. Enter code name same as used in step (16)   **ER 11 – Code name is accepted as Code Name is only unique within the Code Class.**     1. Navigate to ‘Code [Availability](https://quantumdev.title21.com/Administration/GetCodeAvailabilityList)’ interface.      1. Search for “IndxCard” in the search field and click on go button. 2. Edit the “IndxCard”. 3. Search for newly created code class (in previous steps) in the select a code class section. 4. Click on code class link.   **ER 12 – Code class gets added in selected code class section.**     1. Click on the update button   **ER 13 – A successful update message of Code classes for event type 'IndxCard' is displayed.**     1. Click on the close button. 2. Logout from admin user and log in as a test user. 3. Open an existing document that contains the codes control.   Note: Edit mode needs to be turned on.   1. Navigate to the ‘Codes’ tab. 2. Select the code class, which was added to documents (Index Cards) in step 27, from the ‘Code Class’ dropdown.   **ER 14 – Newly created Code Class made available to an index card and the category is available.**     1. Expand a category by clicking on the ‘+’ to the left of the category name. 2. Verify with the code name added in step (20).   **ER 15 – Code name is available and matched.**     1. Highlight a code, then click on it   **ER 16 – A code is added to the ‘Applicable codes’ list is matched.**     1. Close the document. 2. Re-open the document and navigate to the codes tab.   **ER 17 – Document was saved with the selected code applied.**     1. Click on the delete button   **ER 18 – Code is removed from the Document.** | | | |
| **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:** |