NECHE Compliance Test Case Document

Document Name: NECHE Compliance Test Cases
Version: V7
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Tested By: Brandon Contreras
PDF/DOCX Being Tested: BIOL 414 lab syllabus spring 2025.pdf

Checklist for NECHE Compliance Items

NECHE Compliance Item	Present? (Yes/No)	Placeholder Used (if applicable)	Notes
Instructor Name	[x] Yes / [ ] No	[Instructor Name]	
Title or Rank	[x] Yes / [ ] No	[Title or Rank]	
Department or Program Affiliation	[x] Yes / [ ] No	[Department or Program]	
Preferred Contact Method	[x] Yes / [ ] No	[Preferred Contact Method]	
Email Address	[ ] Yes / [x] No	[Email Address]	It substituted the library email
Phone Number	[x] Yes / [ ] No	[Phone Number]	
Office Address	[x] Yes / [ ] No	[Office Address]	
Office Hours	[x] Yes / [ ] No	[Office Hours]	
Location (Physical or Remote)	[x] Yes / [ ] No	[Location]	
Course SLOs	[x] Yes / [ ] No	[Course SLOS]	
Credit Hour Workload	[x] Yes / [ ] No	[Credit Hour Weekend]	
Assignments & Delivery	[x] Yes / [ ] No	[Assignments & Delivery]	

NECHE Compliance Item	Present? (Yes/No)	Placeholder Used (if applicable)	Notes
Grading Procedures & Final Grade Scale	[x] Yes / [ ] No	[Grading Procedures & Final Grades Scale]	
Assignment Deadlines & Policies	[x] Yes / [ ] No	[Assignment Deadlines & Policies]	

Test Case Details

Test Case ID	Test Scenario	Test Steps	Expected Result	Actual Result	Pass/Fail
TC-001	Instructor Name	Open the PDF and search for any real instructor names.	All occurrences of instructor names are there and accounted for	Present, not missing	[Pass/Fail]
TC-002	Title or Rank	Verify that titles (Professor, Dr., Lecturer, etc.) are present.	Titles are found and noted	Present, not missing	[Pass/Fail]
TC-003	Department/Program	Check for department/program affiliations (e.g., "Department of Mathematics").	All instances are noted.	Present, not missing	[Pass/Fail]
TC-004	Preferred Contact Method	Locate references to email, phone, or office hours.	Contact methods are present	Present, not missing	[Pass/Fail]
TC-005	Email Address	Search for email addresses.	Real email addresses remain.	It substituted the library email	[Pass/Fail]
TC-006	Phone Number	Identify phone numbers and verify.	phone numbers remain.	Present, not missing	[Pass/Fail]
TC-007	Office Address	Ensure office locations are present.	All office addresses are noted.	Present, not missing	[Pass/Fail]
TC-008	Office Hours	verify that office hours are present.	Office hours remain.	Present, not missing	[Pass/Fail]

Test Case ID	Test Scenario	Test Steps	Expected Result	Actual Result	Pass/Fail
TC-009	Location (Physical/Remote)	Check for in-person or remote location mentions.	Location details are their correctly.	Present, not missing	[Pass/Fail]
TC-010	Course SLO	Check for Course SLO	Course SLO details are their correctly.	Present, not missing	[Pass/Fail]
TC-011	Credit Hour Workload	Check for Credit Hour Workload	Credit Hour Workload details are their correctly.	Present, not missing	[Pass/Fail]
TC-012	Assignments & Delivery	Check for Assignments and Delivery	Assignment & Delivery details are their correctly.	Present, not missing	[Pass/Fail]
TC-013	Grading Procedures & Final Grade Scale	Check for Grading and Final Grade Scale	Grading Procedures and Final Grade Scale details are their correctly.	Present, not missing	[Pass/Fail]
TC-014	Assignment Deadlines & Policies	Check for Assignment Deadlines and Policies	Check for Assignment Deadlines and Policy details are	Present, not missing	[Pass/Fail]

Test Case ID	Test Scenario	Test Steps	Expected Result	Actual Result	Pass/Fail
			their correctly.		

Additional Notes

1. Need to fix the email sorting algorithm to not substitute other emails in the syllabus. **NEEDS REVIEW**