

# TEST PLAN

## OrangeHRM Web Application

*Manual Testing*

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## 1. Introduction

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This Test Plan describes the testing strategy, scope, approach, and schedule for the manual testing of the OrangeHRM web application. The goal is to validate that all core modules function correctly per defined requirements before release.

### 1.1 Purpose

To define the test objectives, scope, approach, and responsibilities for testing the OrangeHRM application modules including Login, Admin, PIM, Recruitment, My Info (ESS), and Dashboard.

### 1.2 Project Overview

OrangeHRM is a Human Resource Management application. This test plan covers functional testing of key modules accessed via the demo environment: <https://opensource-demo.orangehrmlive.com>

## 2. Scope

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### 2.1 Modules In Scope

- Login / Logout
- Admin – User Management
- PIM – Employee Management
- Recruitment – Vacancies & Candidates
- My Info – ESS (Employee Self Service)
- Dashboard

## **2.2 Modules Out of Scope**

- Leave Management (separate testing phase)
- Attendance Tracking (separate testing phase)
- Performance Module
- API / Backend testing

## **2.3 Testing Types**

- Functional Testing
- Smoke Testing
- Regression Testing
- User Acceptance Testing (UAT)

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## **3. Test Objectives**

1. Verify that all functional requirements for each module are met.
2. Ensure that user authentication (login/logout) behaves correctly.
3. Validate that Admin can manage users, employees, and vacancies.
4. Confirm ESS users can view and update their own profile information.
5. Ensure the Dashboard displays correct navigation and widget data.
6. Identify, document, and report defects for resolution.

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## **4. Test Approach**

### **4.1 Testing Methodology**

Manual Black-Box testing will be the primary methodology. Test cases will be executed by a QA Tester against the demo environment. Each test case documents preconditions, test steps, test data, expected results, and actual results.

### **4.2 Entry Criteria**

- Test environment is available and accessible.
- Test cases are reviewed and approved.
- Test data is prepared.
- All required access and credentials are provided.

### **4.3 Exit Criteria**

- All planned test cases have been executed.
- Pass rate is 90% or above.
- No Critical/High severity defects are open.
- Test Summary Report is prepared and approved.

## 5. Test Schedule

Activity	Start Date	End Date
Test Plan Creation	20-Feb-2026	22-Feb-2026
Test Case Design	22-Feb-2026	24-Feb-2026
Test Execution	24-Feb-2026	26-Feb-2026
Defect Reporting & Retesting	26-Feb-2026	27-Feb-2026
Test Summary Report	27-Feb-2026	27-Feb-2026

## 6. Resources & Responsibilities

Role	Name	Responsibility
QA Lead	QA Team	Test plan, execution oversight, reporting
QA Tester	QA Team	Test case creation and execution
Project Manager	PM Team	Approval and coordination

## 7. Test Environment

Parameter	Details
Application URL	<a href="https://opensource-demo.orangehrmlive.com">https://opensource-demo.orangehrmlive.com</a>
Admin Credentials	Username: Admin / Password: admin123
Browser	Google Chrome (latest), Mozilla Firefox
Operating System	Windows 10 / 11
Test Management	MS Excel – OrangeHRM_Test_Cases.xlsx

## 8. Risk & Mitigation

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Risk	Severity	Mitigation
Demo environment unavailability	High	Schedule testing during stable hours; notify team
Incomplete test cases	Medium	Peer review before execution
Resource unavailability	Medium	Assign backup testers
Application changes during testing	High	Freeze environment before test execution

## 9. Defect Management

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All defects identified during testing will be logged with the following information: Defect ID, Module, Severity, Priority, Steps to Reproduce, Expected vs Actual Result, Status. Severity levels: Critical, Major, Minor. Priority levels: High, Medium, Low.

## 10. Approvals

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Role	Name	Signature / Date
QA Tester		
QA Lead		
Project Manager		