**Admin > Club Directory**

* Log in as admin.
  + Make sure ‘display online’ column now reads ‘display in directory’.
  + Look for ‘membership types’ colum. Click into a couple of clubs and verify that the number showing in this column matches the number of active membership types that club has set up in GN.

|  |  |  |
| --- | --- | --- |
| Jennea | Sheetal | Meral  **MM** |
| JB | Sdsdfsf |  |

**Admin > Accounting**

* Log in as admin and make sure third column is titled ‘club ID’.

|  |  |  |
| --- | --- | --- |
| Jennea | Sheetal | Meral  **MM** |
| JB |  |  |

**Club Admin > Membership Types**

* Log in as club admin and make sure membership types tab is not available/displayed.

|  |  |  |
| --- | --- | --- |
| Jennea | Sheetal | Meral  **MM** |
|  |  |  |

**Admin > Membership Types > Retire Date Ranges**

* Open existing membership type and make sure date range does not exist.
* Create new membership type and make sure date range does not exist.

|  |  |  |
| --- | --- | --- |
| Jennea | Sheetal | Meral  **MM** |
|  |  |  |

**Junior Status in GHIN**

* Renew a membership for a golfer who is not a junior member, but change the birthdate to equal 17 or younger.
  + Make sure birthdate is updated in GHIN.
  + Make sure golfer was changed to junior status in GHIN for that specific club.

|  |
| --- |
| Kevin |
|  |

**Admin > Membership Type > Accepting New Members**

* Check the ‘accepting new members online’ box in the membership type pop-up.
* Join as a new golfer who meets the other eligibility requirements for that membership type.
  + Make sure that membership type is available for the golfer.
* Renew as a golfer who meets the other eligibility requirements for that membership type.
  + Make sure that membership type is available for the golfer.
* Go back into the membership type pop-up in the admin panel and uncheck the ‘accepting new members online’ box.
* Join as a new golfer who meets the other eligibility requirements for that membership type.
  + Make sure that membership type is not available for the golfer.
* Renew as a golfer who meets the other eligibility requirements for that membership type.
  + Make sure that membership type is available for the golfer.
* If member newly join then appropriate membership shown to him
* accepting new members hides the membership for all users
* from where user can renew the same membership

|  |  |  |
| --- | --- | --- |
| Jennea | Sheetal | Meral |
|  |  |  |

**Admin > Clubs > Add-ons**

* Create add-on at club level and apply it to one membership type.
  + Make sure it displays under the correct membership type.
* Change add-on so that it applies to more than one membership type.
  + Make sure it displays under the correct membership types.

|  |  |  |
| --- | --- | --- |
| Jennea | Sheetal | Meral  **FALSE** |
|  |  |  |

**Admin > Archiving Membership Types**

* Archive a membership type that has golfers set to auto-renew into it and select different membership type for golfers to auto-renew into.
* Auto-renew two golfers who were in that membership type.
  + Make sure they auto-renew into the correct membership type.

|  |
| --- |
| Jennea |
|  |

**Admin > Association Fees > Discount for Members of Other Clubs**

* Add an association discount that has “members from other clubs” checked.
* Join as a golfer who is also a member of another club.
  + Make sure the discount is applied.
  + Make sure the appropriate fees are charged on both membership type page and in cart.
* Renew as a golfer who is also a member of another club.
  + Make sure the discount is applied.
  + Make sure the appropriate fees are charged on both membership type page and in cart.
* Join as a golfer who has never joined the association.
  + Make sure the discount is not applied.
  + Make sure the appropriate fees are charged on both membership type page and in cart.
* Renew as a golfer who has never joined the association.
  + Make sure the discount is not applied.
  + Make sure the appropriate fees are charged on both membership type page and in cart.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Jennea | Sheetal | Meral | Kevin | Marvin |
|  |  |  |  |  |

**Admin > Clubs > Add-ons**

* Create add-on at club level and apply it to one membership type.
  + Make sure it displays under the correct membership type.
* Change add-on so that it applies to more than one membership type.
  + Make sure it displays under the correct membership types.

|  |  |  |
| --- | --- | --- |
| Jennea | Sheetal | Meral  **false** |
|  |  |  |

**Front-end**

* Join as a golfer who has never joined the association and sign up for auto-renew.
  + Make sure the appropriate discounts are applied.
  + Make sure the appropriate fees are charged on both membership type page and in cart.
  + Make sure golfer receives email notification.
  + Make sure golfer is scheduled for auto-renew in that club.
* Join as a golfer with a $0 transaction.
  + Make sure the appropriate discounts are applied.
  + Make sure the appropriate fees are charged on both membership type page and in cart.
  + Make sure golfer receives email notification.
* Renew a membership for a golfer who is active in that club.
  + Make sure the appropriate discounts are applied.
  + Make sure the appropriate fees are charged on both membership type page and in cart.
  + Make sure golfer receives email notification.
* Renew a membership for a golfer who is inactive in that club and sign up for auto-renew.
  + Make sure the appropriate discounts are applied.
  + Make sure the appropriate fees are charged on both membership type page and in cart.
  + Make sure golfer receives email notification.
  + Make sure golfer is scheduled for auto-renew in that club.
* Renew as a golfer with a $0 transaction.
  + Make sure the appropriate discounts are applied.
  + Make sure the appropriate fees are charged on both membership type page and in cart.
  + Make sure golfer receives email notification.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Jennea | Sheetal | Meral  **FALSE** | Kevin | Marvin |
|  |  |  |  |  |

**Renewal Widget**

* Renew one club through the widget and sign up for auto-renew.
  + Make sure the appropriate discounts are applied.
  + Make sure the appropriate fees are charged on both membership type page and in cart.
  + Make sure golfer receives email notification.
  + Make sure golfer is scheduled for auto-renew in that club.
* Renew two clubs through the widget and sign up for auto-renew for both clubs.
  + Make sure the appropriate discounts are applied.
  + Make sure the appropriate fees are charged on both membership type page and in cart.
  + Make sure golfer receives 2 email notifications (one for each club).
  + Make sure golfer is scheduled for auto-renew in both clubs.
* Renew two clubs through the widget and sign up for auto-renew for only 1 club.
  + Make sure the appropriate discounts are applied.
  + Make sure the appropriate fees are charged on both membership type page and in cart.
  + Make sure golfer receives 2 email notifications (one for each club).
  + Make sure golfer is scheduled for auto-renew for the club s/he selected auto-renew.
* Renew with a $0 transaction.
  + Make sure the appropriate discounts are applied.
  + Make sure the appropriate fees are charged on both membership type page and in cart.
  + Make sure renewal processes correctly.
  + Make sure golfer receives email notification.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Jennea | Sheetal | Meral | Kevin | Marvin |
|  |  |  |  |  |

**Auto-renew**

* Sent 4-week notification and opt out via link in email.
  + Make sure golfer is opted out of auto-renew.
* Process auto-renewal for golfer.
  + Make sure golfer receives all appropriate emails.
  + Make sure golfer is successfully auto-renewed.
  + Make sure golfer is still on auto-renew list.

|  |
| --- |
| Jennea |
|  |

**Bug Fixes**

* Go to the roster and update a golfer who has no membership type selected. Make sure save button disappears.
* In the golfer search on the front end, search for someone who has an apostrophe in their name.
* Delete transaction on SCGA Test Club transactions page (be sure to note GHIN number). Go to roster and verify that golfer with that GHIN number has status of unpaid.

|  |
| --- |
| Jennea |
| JB |

**Mandrill**

* Log into Mandrill and verify that emails are being sent through Mandrill.
* Add new club admin. Make sure email is sent through Mandrill.

|  |
| --- |
| Jennea |
|  |