**Test Scenario 1: Import/Export Application: Special Import Visa-Importation of Non-Registered Non Authorised Products.**

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| **Test Case 1: Screening.** | | | | | |
| **Test Date** |  | | **Version** | | 1.0 |
| **Test Case ID** | SD002 | | **Actor(s)** | | Processor |
| **Functional Requirement** | 1.1. New Applications | | **Test Cycle No.** | | 1 |
| **Pre-requisites** | 1. Application should have been received from portal. | | | | |
| **Test Description** | 1. Test the ability to capture all application details, uploaded documents as well as raise queries. 2. Test the ability to Add Checklist Details. 3. Test the ability to recommend the products. | | | | |
| **Steps/Instructions** | 1. Using the provided link, log into the system 2. User should double-click and select the applied Import/Export Special Visa from the in-tray with a required tracking number and filter with the workflow stage that is screening 3. Preview the application details and uploaded documents. 4. User should recommend on the permit products. 5. User should add Checklist Details. 6. User should request additional information from the Raise Query/Request for information button. 7. Once the correct application details are captured proceed to submit the application to the next stage. | | | | |
| **Expected Test Results** | 1. The system should notify the submitter that their submission has been received. 2. The application should be available for allocation at the end | | | | |
| **Actual Test Results**  **( ✓Tick where appropriate)** | **Pass**  **✓** | **Fail** | |  | |
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| **Tester Name:**  SoftClans Technologies | | | **Signature:** | | |
| **Comments:** | | | **Date and Time of Completion:** | | |
| **Attachments (if any):** | | | | | |
| **For Office Use**  **Results Verification by Project Manager** | | | | | |
| **Project Manager:** | | | **Signature:** | | |
| **Overall Results:** | | | **Date and Time:** | | |

**Test Scenario 2: Import/Export Application: Import Visa Recommendation & Approval**

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| **Test Case 2: Import Visa Recommendation & Approval** | | | | | |
| **Test Date** |  | | **Version** | | 1.0 |
| **Test Case ID** | SD003 | | **Actor(s)** | | Processor |
| **Functional Requirement** | 1.1. New Applications | | **Test Cycle No.** | | 1 |
| **Pre-requisites** | 1. Application details should have been verified and passed. 2. Upload documents should have been verified. 3. Products should have been verified and passed | | | | |
| **Test Description** | Test the ability to capture and preview all application details as well as uploaded documents. | | | | |
| **Steps/Instructions** | 1. Using the provided link, log into the system 2. User should double-click and select the applied Special Import Visa from the in-tray with a required tracking number and filter with the workflow stage which is the Import Visa Recommendation & Approval. 3. While on the Import Visa Recommendation & Approval page, the user should select the application to close and release application. 4. User should preview the application details and document uploads from the action button. 5. User should preview previously added Checklist Details. 6. User should request additional information from the Add new Query Request button. 7. User should reject or approve application. 8. Once the correct application details are captured proceed to submit the application to the next stage. | | | | |
| **Expected Test Results** | 1. The system should notify the submitter that their submission has been received. 2. The application should be available for allocation at the end | | | | |
| **Actual Test Results**  **( ✓Tick where appropriate)** | **Pass**  **✓** | **Fail** | |  | |
| **Tester Name:**  SoftClans Technologies | | | **Signature:** | | |
| **Comments:** | | | **Date and Time of Completion:** | | |
| **Attachments (if any):** | | | | | |
| **For Office Use**  **Results Verification by Project Manager** | | | | | |
| **Project Manager:** | | | **Signature:** | | |
| **Overall Results:** | | | **Date and Time:** | | |

**Test Scenario 3: Import/Export Application:** **Import Visa Release.**

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| **Test Case 3: Import Visa Release** | | | | | |
| **Test Date** |  | | **Version** | | 1.0 |
| **Test Case ID** | SD0012 | | **Actor(s)** | | Applicant |
| **Functional Requirement** | 1.1. New Applications | | **Test Cycle No.** | | 1 |
| **Pre-requisites** | 1. All details should have been verified and passed. 2. Certificate release should have been passed. | | | | |
| **Test Description** | Test the ability to release certificates, update signatories, and capture application details. | | | | |
| **Steps/Instructions** | 1. The user should log into the system using the provided link. 2. User should double-click and select the applied Special Import Visa from the in-tray with a required tracking number and filter with the workflow stage. 3. While on this page, the user should select the application for Import Visa Release. 4. User should preview the application details if they are correctly captured from the action preview details button. 5. User should update the signatory when necessary. 6. User should preview the certificate details from the registration certificate letter button and release. 7. Once the correct details are captured proceed to release the certificate to the applicant. | | | | |
| **Expected Test Results** | 1. The system should notify the submitter that their certificate has been released. 2. The application should be available for allocation at the end | | | | |
| **Actual Test Results**  **( ✓Tick where appropriate)** | **Pass**  **✓** | **Fail** | |  | |
| **Tester Name:**  SoftClans Technologies | | | **Signature:** | | |
| **Comments:** | | | **Date and Time of Completion:** | | |
| **Attachments (if any):** | | | | | |
| **For Office Use**  **Results Verification by Project Manager** | | | | | |
| **Project Manager:** | | | **Signature:** | | |
| **Overall Results:** | | | **Date and Time:** | | |