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1 UAT TEST SCENARIOS - KOPERASI KARYAWAN SKF

1.1 Document Information

Version: 1.0

Total Scenarios: 60+

Last Updated: 17 January 2026

1.2 How to Use This Document

1.2.1 Test Scenario Format:

TC-XXX: [Test Case Title]

Module: [Module Name]

Priority: P0 / P1 / P2 / P3

Preconditions: [Setup needed]

Test Data: [Specific data to use]

Steps:

1. [Action 1]
2. [Action 2]
3. [Action 3]

Expected Result:

- [Expected outcome 1]
- [Expected outcome 2]

Actual Result: [Tester fills this]

Status: ☐ Pass / ☐ Fail / ☐ Blocked

Tested By: [Name]

Date: [DD/MM/YYYY]

Notes: [Any observations]

1.3 MODULE 0: AUTHENTICATION

1.3.1 TC-001: User Login - Valid Credentials

Module: Authentication

Priority: P0 (Critical)

Preconditions: User account exists and active

Test Data: - Email: member1@uat.kopkarskf.com - Password: Test@123

Steps: 1. Navigate to <https://uat.kopkarskf.com> 2. Enter email in “Email” field 3. Enter password in “Password” field 4. Click “Login” button

Expected Result: - Redirect to dashboard - User name displayed in top-right corner - Appropriate menu items visible based on role - Welcome notification shown

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

Tested By: _____

Date: //_____

1.3.2 TC-002: User Login - Invalid Password

Module: Authentication

Priority: P0 (Critical)

Preconditions: User account exists

Test Data: - Email: member1@uat.kopkarskf.com - Password: WrongPassword123

Steps: 1. Navigate to login page 2. Enter valid email 3. Enter incorrect password 4. Click “Login”

Expected Result: - Login fails - Error message: “Email atau password salah” - User remains on login page - Password field cleared

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.3.3 TC-003: Forgot Password Flow

Module: Authentication

Priority: P1 (High)

Preconditions: Email server configured

Test Data: - Email: member1@uat.kopkarskf.com

Steps: 1. Click “Lupa Password?” on login page 2. Enter email address 3. Click “Kirim Link Reset” 4. Check email inbox 5. Click reset link in email 6. Enter new password (twice) 7. Click “Reset Password” 8. Try login with new password

Expected Result: - Email received within 2 minutes - Reset link valid for 60 minutes - Password successfully changed - Can login with new password - Old password no longer works

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.4 MODULE 1: DASHBOARD

1.4.1 TC-004: Dashboard Load - Admin View

Module: Dashboard

Priority: P0 (Critical)

Preconditions: Logged in as Admin

Steps: 1. Login as admin 2. Observe dashboard load time 3. Verify all widgets displayed

Expected Result: - Page loads < 3 seconds - Total members count accurate - Total simpanan amount displayed - Total pinjaman outstanding shown - Today’s mart transactions visible - Charts render properly (no broken images) - Quick access cards functional

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.4.2 TC-005: Dashboard Real-time Data Update

Module: Dashboard

Priority: P2 (Medium)

Preconditions: Logged in, have access to create transaction

Steps: 1. Note current “Total Transaksi Hari Ini” 2. Open new tab, create mart transaction 3. Return to dashboard tab 4. Refresh page

Expected Result: - Counter increased by 1 - Total amount updated correctly

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.5 MODULE 2: KEUANGAN

1.5.1 TC-006: View Simpanan Balance

Module: Keuangan - Simpanan

Priority: P0 (Critical)

Preconditions: Logged in as member with savings data

Steps: 1. Click “Keuangan” → “Simpanan” 2. Observe balance display

Expected Result: - Total saldo displayed prominently - Breakdown: Pokok, Wajib, Sukarela shown separately - Transaction history table loads - Filter by date range functional - Export Excel/PDF buttons visible

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.5.2 TC-007: Simpanan Transaction History

Module: Keuangan - Simpanan

Priority: P1 (High)

Preconditions: Member has transaction history

Steps: 1. Go to Keuangan → Simpanan 2. Scroll to transaction history 3. Click on a transaction to view detail 4. Try date filter 5. Try export to Excel

Expected Result: - All transactions listed with: Date, Type, Amount, Balance - Detail modal shows complete info - Date filter updates table - Excel export downloads successfully - Excel contains correct data

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.5.3 TC-008: Submit Pinjaman - Happy Path

Module: Keuangan - Pinjaman

Priority: P0 (Critical)

Preconditions: Member eligible (active, no active loan)

Test Data: - Amount: Rp 5.000.000 - Tenor: 12 months - Purpose: Konsumtif - Interest method: Flat

Steps: 1. Click “Keuangan” → “Pinjaman” 2. Click “+ Ajukan Pinjaman” 3. Fill form with test data 4. Click “Lanjut ke Tanda Tangan” 5. Draw signature on canvas 6. Click “Simpan” signature 7. Review data 8. Click “Submit Pengajuan”

Expected Result: - Form validation works (all required fields) - Signature canvas functional - Preview shows correct calculation (monthly payment) - Submission successful message - Status = "Pending" - Email notification sent to member - In-app notification created - Loan appears in "Daftar Pinjaman" table

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.5.4 TC-009: Approve Pinjaman - Pengurus

Module: Keuangan - Pinjaman

Priority: P0 (Critical)

Preconditions: Pending loan exists, logged as Pengurus

Steps: 1. Login as Pengurus 2. Check notification (new loan request) 3. Click notification or go to Kepengurusan → Pinjaman 4. Filter: Status = "Pending" 5. Click "Review" on a loan 6. Review member data, loan details 7. Click "Approve" 8. Confirm approval

Expected Result: - Notification badge visible - Loan details complete (member info, amount, tenor) - Approval confirmation modal - Status changed to "Approved" - Email sent to member (approval notification) - Approval timestamp recorded - "Approved by" field = current user

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.5.5 TC-010: Reject Pinjaman with Reason

Module: Keuangan - Pinjaman

Priority: P1 (High)

Preconditions: Pending loan exists

Steps: 1. Login as Pengurus 2. Go to pending loan 3. Click "Reject" 4. Enter rejection reason (required) 5. Confirm

Expected Result: - Reason field mandatory (can't submit empty) - Status = "Rejected" - Email to member with reason - Loan removed from pending list

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.5.6 TC-011: Simulasi Pinjaman - Flat Interest

Module: Keuangan - Simulasi Pinjaman

Priority: P1 (High)

Preconditions: None

Test Data: - Amount: Rp 10.000.000 - Interest: 1.5% per month - Tenor: 12 months - Method: Flat

Steps: 1. Click “Keuangan” → “Simulasi Pinjaman” 2. Enter test data 3. Select “Flat” method 4. Click “Hitung” 5. Review amortization table 6. Click “Export PDF”

Expected Result: - Calculation instant (< 1 second) - Monthly payment = Rp 958.333 (approx)
- Total interest = Rp 1.800.000 - Total payment = Rp 11.800.000 - Amortization table shows 12 rows - PDF exports successfully with complete data

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.5.7 TC-012: Simulasi Pinjaman - Efektif vs Anuitas Comparison

Module: Keuangan - Simulasi Pinjaman

Priority: P2 (Medium)

Preconditions: None

Test Data: - Amount: Rp 5.000.000 - Interest: 2% per month - Tenor: 6 months

Steps: 1. Calculate with “Efektif” method → Note total payment 2. Clear form 3. Calculate with “Anuitas” method → Note total payment 4. Compare results

Expected Result: - Efektif: Decreasing monthly payments - Anuitas: Equal monthly payments
- Efektif total interest $<$ Anuitas total interest - Both methods show clear calculations

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.5.8 TC-013: Record Angsuran Payment

Module: Keuangan - Angsuran

Priority: P0 (Critical)

Preconditions: Active loan with pending payment, logged as Admin

Test Data: - Loan ID: [Select from active loans] - Payment amount: [Full monthly payment amount]

Steps: 1. Login as Admin 2. Go to Keuangan → Angsuran Pinjaman 3. Find loan with pending payment 4. Click “Bayar Angsuran” 5. Enter payment amount 6. Enter payment date (today) 7. Click “Simpan Pembayaran” 8. Generate receipt

Expected Result: - Payment recorded successfully - Status updated: Pending → Paid
- Remaining balance calculated correctly - Receipt PDF generated - Member notified (email/WhatsApp) - Journal entry auto-created

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.5.9 TC-014: Overdue Angsuran Detection

Module: Keuangan - Angsuran

Priority: P1 (High)

Preconditions: Loan with past due date

Steps: 1. Navigate to Angsuran dashboard 2. Check “Overdue” tab 3. Verify penalty calculation

Expected Result: - Overdue payments highlighted in red - Days overdue calculated correctly
- Penalty amount shown (if applicable) - Reminder sent automatically (check logs)

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.5.10 TC-015: Penarikan Simpanan Request

Module: Keuangan - Penarikan Simpanan

Priority: P1 (High)

Preconditions: Member has simpanan sukarela > Rp 0

Test Data: - Amount: Rp 500.000 - Reason: “Kebutuhan mendesak”

Steps: 1. Login as member 2. Click “Keuangan” → “Penarikan Simpanan” 3. Click “+ Ajukan Penarikan” 4. Enter amount (must be available balance) 5. Enter reason 6. Click “Ajukan”

Expected Result: - Validation: Amount simpanan sukarela - Submission successful - Status = “Pending” - Email confirmation sent - Request visible in member’s list

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.5.11 TC-016: Approve Penarikan - Multi-Level

Module: Keuangan - Penarikan Simpanan

Priority: P1 (High)

Preconditions: Withdrawal request pending

Steps: 1. Login as Pengurus 1 → Click “Approve” (1st level) 2. Logout, login as Pengurus 2 → Click “Approve” (2nd level) 3. Logout, login as Admin → Click “Complete” (transfer done) 4. Check member notification

Expected Result: - Each level approval recorded with timestamp - Status: Pending → Reviewed → Approved → Completed - Email at each status change - Simpanan balance decreased after “Completed”

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.5.12 TC-017: SHU Calculation - Auto

Module: Keuangan - SHU

Priority: P0 (Critical)

Preconditions: Logged as Admin, fiscal year has data

Test Data: - Period: 2025 - Total SHU Pool: Rp 100.000.000 - Cadangan: 20% - Jasa Modal: 25% - Jasa Usaha: 55%

Steps: 1. Login as Admin 2. Go to Keuangan → SHU 3. Click “Setup SHU Settings” 4. Enter test data 5. Click “Hitung SHU” 6. Review calculation summary 7. Click “Distribusi SHU”

Expected Result: - Cadangan = Rp 20.000.000 (20%) - Pool Anggota = Rp 80.000.000 - Jasa Modal pool = Rp 20.000.000 (25% of 80M) - Jasa Usaha pool = Rp 44.000.000 (55% of 80M) - Individual SHU calculated proportionally - All members with savings/transactions included - Total SHU distributed = Pool Anggota

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.5.13 TC-018: SHU Slip Generation with QR

Module: Keuangan - SHU

Priority: P1 (High)

Preconditions: SHU distributed for member

Steps: 1. Login as member 2. Go to Keuangan → SHU 3. Select year 4. Click “Download Slip SHU” 5. Open PDF 6. Scan QR code with phone

Expected Result: - PDF downloads instantly - PDF contains: Name, Member ID, Year, amounts - QR code present at bottom - Scanning QR shows verification page - Verification shows: Valid, Date, Amount

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.6 MODULE 3: KOPERASI MART

1.6.1 TC-019: POS - Barcode Scan Transaction

Module: Koperasi Mart - POS

Priority: P0 (Critical)

Preconditions: Logged as Kasir, products with barcodes exist

Test Data: - Product barcode: 8991002100015 (test barcode) - Quantity: 2 - Payment: Tunai

Steps: 1. Login as Kasir 2. Go to Koperasi Mart → POS 3. Focus on barcode input field 4. Scan barcode (or type manually + Enter) 5. Verify product added to cart 6. Adjust quantity to 2 7. Click “Checkout” 8. Select “Tunai” 9. Enter cash received 10. Click “Bayar” 11. Print struk (preview)

Expected Result: - Product auto-added after scan - Product name, price displayed correctly
- Quantity adjustable - Subtotal calculated (price × qty) - Total amount correct - Change calculated if cash > total - Stock decreased after payment - Transaction recorded with unique number - Struk PDF generated with QR

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.6.2 TC-020: POS - Member Credit Purchase

Module: Koperasi Mart - POS

Priority: P0 (Critical)

Preconditions: Member has credit limit available

Test Data: - Member scan: Use member QR card - Products: Various (total Rp 150.000) - Payment: Kredit

Steps: 1. At POS, scan member QR card first 2. Member data auto-loaded (name, credit limit) 3. Scan products 4. Total: Rp 150.000 5. Select payment method: “Kredit” 6. Check if total credit limit 7. Click “Bayar” 8. Confirm credit purchase

Expected Result: - Member card scan populates customer field - Credit limit visible - Validation: Total (Credit limit - Credit used) - If over limit, show error & block - If OK, transaction successful - Credit used increased by total - Member notified of credit purchase

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.6.3 TC-021: POS - E-Wallet Payment (Midtrans)

Module: Koperasi Mart - POS

Priority: P1 (High)

Preconditions: Midtrans sandbox configured

Test Data: - Products total: Rp 50.000 - Payment: E-wallet (GoPay)

Steps: 1. Complete product selection 2. Select “E-wallet” payment 3. Click “GoPay” 4. QR code displayed 5. Use Midtrans simulator app to pay 6. Wait for callback 7. Check transaction status

Expected Result: - Midtrans snap modal opens - QR code rendered - Payment status: Pending → Success - Callback received within 5 seconds - Transaction marked as “Paid” - Stock updated - Receipt generated

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.6.4 TC-022: Sales History - Filter & Export

Module: Koperasi Mart - Sales History

Priority: P2 (Medium)

Preconditions: Multiple transactions exist

Steps: 1. Go to Koperasi Mart → Riwayat Penjualan 2. Set date filter (last 7 days) 3. Filter by kasir 4. Filter by payment method (Tunai) 5. Click “Export Excel” 6. Open exported file

Expected Result: - Filters work independently - Table updates with filtered data - Export contains only filtered records - Excel format correct (headers, values)

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.6.5 TC-023: Credit Report - Aging Analysis

Module: Koperasi Mart - Credit Reports

Priority: P1 (High)

Preconditions: Members have outstanding credit

Steps: 1. Go to Koperasi Mart → Laporan Kredit 2. Review aging categories (0-30, 30-60, >60 days) 3. Click on member to see detail 4. Export report for payroll deduction

Expected Result: - Aging buckets calculated correctly - Overdue credits highlighted - Total outstanding per member accurate - Export format suitable for HRD (Excel)

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.6.6 TC-024: Product Management - Add New Product

Module: Koperasi Mart - Produk

Priority: P1 (High)

Preconditions: Logged as Admin/Manager

Test Data: - Name: “Sabun Mandi ABC” - Barcode: 8991234567890 - Category: Toiletries - Price: Rp 15.000 - Cost: Rp 12.000 - Stock: 50 - Min Stock: 10

Steps: 1. Go to Koperasi Mart → Produk 2. Click “+ Tambah Produk” 3. Fill all fields 4. Upload image (optional) 5. Click “Simpan” 6. Verify product in list

Expected Result: - All validations work (barcode unique, price > cost) - Product saved successfully - Appears in product list - Image displayed if uploaded - Can be scanned at POS

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.6.7 TC-025: Low Stock Alert

Module: Koperasi Mart - Stok Menipis

Priority: P1 (High)

Preconditions: Products with stock < min_stock

Steps: 1. Create product with stock = 5, min_stock = 10 2. Navigate to Koperasi Mart → Stok Menipis 3. Check if product appears 4. Verify notification

Expected Result: - Product listed in low stock table - Current stock vs min stock shown - Email notification sent to Manager Toko (if configured) - Badge on menu shows count

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.6.8 TC-026: Stock Opname - Physical Count

Module: Koperasi Mart - Stock Opname

Priority: P1 (High)

Preconditions: Products have system stock

Test Data: - Product A: System = 50, Physical = 48 (selisih -2) - Product B: System = 30, Physical = 32 (selisih +2)

Steps: 1. Go to Koperasi Mart → Stock Opname 2. Click “Mulai Opname” 3. Enter physical count for products 4. Review variance table 5. Enter notes for variances 6. Click “Selesai & Adjustment” 7. Check inventory after opname

Expected Result: - Variance calculated: Physical - System - Negative variance (shrinkage) shown in red - Positive variance (excess) shown in green - Adjustment updates system stock = physical - Journal entry created (inventory adjustment) - Audit log recorded (who, when, changes)

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.6.9 TC-027: Purchase Order Creation

Module: Koperasi Mart - Pembelian

Priority: P1 (High)

Preconditions: Supplier exists, products exist

Test Data: - Supplier: Supplier A - Products: Product 1 (qty 100), Product 2 (qty 50)

Steps: 1. Go to Koperasi Mart → Pembelian 2. Click “+ Buat PO” 3. Select supplier 4. Add products with quantities 5. Enter unit prices 6. Review total 7. Click “Simpan PO” 8. Print PO document

Expected Result: - PO number auto-generated (PO-YYYYMMDD-XXX) - Subtotal calculated per item - Grand total correct - PDF PO generated with all details - Status = “Draft”

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.6.10 TC-028: Goods Received Note (GRN)

Module: Koperasi Mart - Pembelian

Priority: P1 (High)

Preconditions: PO exists with status “Sent to Supplier”

Test Data: - PO Number: [From TC-027] - Received qty: Same as PO (full delivery)

Steps: 1. Navigate to PO detail 2. Click “Terima Barang” 3. Verify received quantities 4. Enter receipt date 5. Click “Simpan GRN” 6. Check inventory stock

Expected Result: - GRN number generated (GRN-YYYYMMDD-XXX) - Stock increased by received quantities - PO status = “Partially Received” or “Completed” - Create hutang dagang (if payment term = credit) - Journal entry: Debit Inventory, Credit Hutang

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.6.11 TC-029: Expense Recording with Receipt Upload

Module: Koperasi Mart - Biaya Operasional

Priority: P2 (Medium)

Preconditions: Expense category exists

Test Data: - Category: Listrik - Amount: Rp 750.000 - Date: Today - Receipt: Image file (JPG/PNG)

Steps: 1. Go to Koperasi Mart → Biaya Operasional 2. Click “+ Tambah Biaya” 3. Select category 4. Enter amount & date 5. Upload receipt photo 6. Enter description 7. Click “Simpan” 8. Admin approves expense

Expected Result: - Expense saved with status “Pending Approval” - Receipt image uploaded & viewable - After approval: Journal entry created - Debit: Expense account, Credit: Cash/Bank

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.6.12 TC-030: Consignment Inbound

Module: Koperasi Mart - Titip Jual

Priority: P2 (Medium)

Preconditions: None

Test Data: - Supplier: PT Jaya Abadi - Product: “Kue Kering Spesial” - Quantity: 50 pcs - Consignment price: Rp 10.000/pcs - Sell price: Rp 15.000/pcs - Commission: 30%

Steps: 1. Go to Koperasi Mart → Titip Jual → Barang Masuk 2. Click “+ Tambah Titipan” 3. Enter all data 4. Click “Simpan” 5. Sell some items at POS 6. Check settlement calculation

Expected Result: - Consignment item tracked separately from owned stock - Sales recorded with consignment flag - Settlement shows: Total sold × Price, Commission, Amount to supplier

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.6.13 TC-031: Voucher Creation & Redemption

Module: Koperasi Mart - Voucher Promo

Priority: P2 (Medium)

Preconditions: Logged as Admin

Test Data: - Code: PROMO17 - Type: Percentage - Value: 10% - Min purchase: Rp 50.000 - Max usage: 100 - Valid: Today to +7 days

Steps: 1. Go to Koperasi Mart → Voucher Promo 2. Click “+ Buat Voucher” 3. Enter all data 4. Click “Simpan” 5. At POS: Input voucher code “PROMO17” 6. Total should discount correctly 7. Complete transaction 8. Check voucher usage count

Expected Result: - Voucher saved & active - At POS: Discount applied if total min purchase - Usage count incremented - If max usage reached, voucher auto-inactive

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.7 MODULE 4: BELANJA (MEMBER)

1.7.1 TC-032: Browse Product Catalog

Module: Belanja - Katalog Produk

Priority: P2 (Medium)

Preconditions: Logged as member

Steps: 1. Click “Belanja” → “Katalog Produk” 2. Browse by category 3. Search by product name 4. Filter by price range 5. View product detail

Expected Result: - All active products displayed - Category filter works - Search auto-suggest - Product detail shows: Image, price, stock, description - “Add to Wishlist” functional (if feature exists)

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.7.2 TC-033: Pre-Order Out-of-Stock Product

Module: Belanja - Katalog Produk

Priority: P3 (Low)

Preconditions: Product with stock = 0

Steps: 1. Find out-of-stock product 2. Click “Pre-Order” 3. Enter quantity needed 4. Submit request 5. Admin receives notification

Expected Result: - Pre-order form only appears if stock = 0 - Request recorded with status “Pending” - Admin notified to procure

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.7.3 TC-034: View Personal Shopping History

Module: Belanja - Riwayat Belanja

Priority: P1 (High)

Preconditions: Member has transaction history

Steps: 1. Click “Belanja” → “Riwayat Belanja” 2. View all transactions 3. Download digital receipt 4. Check credit balance (if any)

Expected Result: - Only personal transactions shown (filtered by user_id) - Transaction details: Date, items, total, payment method - “Download Struk” generates PDF - Credit outstanding visible if payment = kredit

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.8 MODULE 5: LAPORAN & INFORMASI

1.8.1 TC-035: Generate Financial Report (Balance Sheet)

Module: Laporan & Informasi - Semua Laporan

Priority: P1 (High)

Preconditions: Journal entries exist

Steps: 1. Go to Laporan & Informasi → Semua Laporan 2. Select “Neraca (Balance Sheet)” 3. Select period (e.g., 2025) 4. Click “Generate” 5. Review report 6. Export to Excel & PDF

Expected Result: - Report generates < 10 seconds - Assets = Liabilities + Equity (balanced) - All COA accounts grouped correctly - Export successful in both formats

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.8.2 TC-036: Broadcast Announcement

Module: Laporan & Informasi - Pengumuman

Priority: P1 (High)

Preconditions: Logged as Admin/Pengurus

Test Data: - Title: "Libur Mart 17 Agustus 2026" - Content: "Koperasi Mart tutup pada 17 Agustus..." - Image: [Optional] - Publish: Immediately

Steps: 1. Go to Laporan & Informasi → Pengumuman 2. Click "+ Buat Pengumuman" 3. Fill all fields 4. Click "Publish" 5. Check as member: Should see announcement 6. Check email (if broadcast enabled)

Expected Result: - Announcement published immediately - Visible to all members - Email sent to all members (if configured) - In-app notification badge

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.8.3 TC-037: Upload & Download AD/ART Document

Module: Laporan & Informasi - AD/ART

Priority: P2 (Medium)

Preconditions: Logged as Admin

Steps: 1. Go to Laporan & Informasi → AD/ART 2. Click "Upload Dokumen" 3. Select PDF file (Anggaran Dasar) 4. Click "Upload" 5. As member: Download document

Expected Result: - Only PDF accepted - File size limit enforced (e.g., max 10MB) - Upload successful - Download link works for all members

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.8.4 TC-038: Submit Bug Report via UAT Module

Module: Laporan & Informasi - UAT

Priority: P1 (High)

Preconditions: None

Test Data: - Title: "POS barcode scan tidak responsive" - Severity: High - Description: "Saat scan barcode terkadang..." - Screenshot: Attach image

Steps: 1. Click "Laporan & Informasi" → "UAT" 2. Click "Laporkan Bug" 3. Fill bug report form 4. Upload screenshot 5. Click "Submit" 6. Admin receives notification

Expected Result: - Bug submitted with unique ID (BUG-XXX) - Status = "Submitted" - Email notification to admin/developer - User can track bug status

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.8.5 TC-039: Create Poll & Vote

Module: Laporan & Informasi - Polling

Priority: P2 (Medium)

Preconditions: Logged as Admin (create), Member (vote)

Test Data: - Title: "Pilih Produk Baru di Mart" - Options: "A. Frozen Food", "B. Roti & Kue", "C. Snack Import" - Duration: 7 days

Steps: 1. Admin creates poll with 3 options 2. Publish poll 3. Login as member 4. Go to Polling 5. Select one option 6. Click "Vote" 7. View results

Expected Result: - Poll created & visible to all members - Member can vote once only - Results shown as percentage - After deadline, poll auto-closed

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.8.6 TC-040: Submit Aspirasi & Admin Response

Module: Laporan & Informasi - Aspirasi Anggota

Priority: P2 (Medium)

Preconditions: None

Test Data (Member): - Category: Keluhan - Subject: "Harga produk X terlalu mahal" - Message: "Mohon pertimbangkan untuk menurunkan harga..."

Steps: 1. Login as member 2. Go to Aspirasi Anggota 3. Click "+ Sampaikan Aspirasi" 4. Fill form 5. Submit 6. Login as Admin 7. Review aspirasi 8. Write response 9. Mark as "Resolved" 10. Member receives notification

Expected Result: - Aspirasi tracked with ID (ASP-XXX) - Status: Pending → Reviewed → Resolved - Member notified at each status change - Response visible to member

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.9 MODULE 6: KEPENGURUSAN

1.9.1 TC-041: Add New Member with Member Card

Module: Kepengurusan - Daftar Anggota

Priority: P0 (Critical)

Preconditions: Logged as Admin/Pengurus

Test Data: - Name: "Budi Santoso" - Email: budi.santoso@example.com - NIK: 3201234567890123
- Department: Production - Position: Staff - Join Date: Today

Steps: 1. Go to Kepengurusan → Daftar Anggota 2. Click “+ Tambah Anggota” 3. Fill all mandatory fields 4. Upload photo 5. Click “Simpan” 6. Click “Generate Kartu Anggota” 7. Download & print member card

Expected Result: - Member ID auto-generated (A-XXXX) - Email sent with login credentials
- Member card PDF contains: Photo, Name, ID, QR code - QR code scannable at POS - Member status = “Active”

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.9.2 TC-042: Bulk Import Members from Excel

Module: Administrasi - Import Data

Priority: P1 (High)

Preconditions: Excel template downloaded

Test Data: - Excel file with 10 members data

Steps: 1. Go to Administrasi → Import Data 2. Select “Anggota” 3. Download template 4. Fill template with 10 members 5. Upload filled template 6. Preview import data 7. Click “Import” 8. Check success/error report

Expected Result: - Template format validated - Preview shows all 10 members - If error (duplicate NIK), show clearly - Valid records imported successfully - Error records logged for correction

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.9.3 TC-043: Asset Inventory Management

Module: Kepengurusan - Inventaris Aset

Priority: P2 (Medium)

Preconditions: None

Test Data: - Name: “Laptop Dell Latitude 5420” - Category: Elektronik - Purchase Date: 01/01/2024 - Purchase Price: Rp 15.000.000 - Current Value: Rp 12.000.000 - Condition: Baik - Location: Kantor Koperasi

Steps: 1. Go to Kepengurusan → Inventaris Aset 2. Click “+ Tambah Aset” 3. Fill form 4. Click “Simpan” 5. View depreciation calculation (if applicable)

Expected Result: - Asset saved with unique ID - Depreciation auto-calculated (if feature exists) - Asset list sortable/filterable by category - Export to Excel for audit

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.9.4 TC-044: Meeting Minutes (Notulen Rapat)

Module: Kepengurusan - Notulen Rapat

Priority: P2 (Medium)

Preconditions: None

Test Data: - Date: 15 January 2026 - Type: Rapat Pengurus - Agenda: “Evaluasi Kinerja Triwulan 4 2025” - Attendees: List of participants - Decisions: Key decisions made

Steps: 1. Go to Kepengurusan → Notulen Rapat 2. Click “+ Tambah Notulen” 3. Fill all fields 4. Upload attachment (if any) 5. Click “Simpan” 6. Export to PDF

Expected Result: - Notulen saved with auto ID - Searchable archive - PDF export with proper format

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.9.5 TC-045: Organization Structure (Daftar Pengurus)

Module: Kepengurusan - Daftar Pengurus

Priority: P2 (Medium)

Preconditions: None

Test Data: - Name: “Ahmad Yani” - Position: Ketua - Period: 2025-2028 - Phone: 081234567890

Steps: 1. Go to Kepengurusan → Daftar Pengurus 2. Click “+ Tambah Pengurus” 3. Fill data 4. Upload photo & SK appointment 5. Click “Simpan” 6. View org chart

Expected Result: - Pengurus listed with period - Alert if period about to expire - Org chart visualization (optional)

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.9.6 TC-046: Generate Official Letter with QR

Module: Kepengurusan - Surat & Dokumen

Priority: P0 (Critical)

Preconditions: Document template exists

Test Data (Surat Undangan): - Nama yang diundang: “Bapak/Ibu Anggota” - Tanggal rapat: 20 Februari 2026 - Tempat: Ruang Rapat Koperasi - Agenda: RAT Tahunan 2026

Steps: 1. Go to Kepengurusan → Surat & Dokumen 2. Select template “Surat Undangan Rapat” 3. Click “Buat Surat” 4. Fill placeholders 5. Preview PDF 6. Click “Generate & Download” 7. Scan QR code

Expected Result: - Document number auto-generated (e.g., 001/UND/I/2026) - Sequence increments correctly - PDF contains all filled data - QR code at bottom - QR scan shows verification (document valid, date, number) - Document archived automatically

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.9.7 TC-047: Edit & Reprint Archived Document

Module: Kepengurusan - Surat & Dokumen

Priority: P1 (High)

Preconditions: Previously generated document exists

Steps: 1. Go to Arsip Surat 2. Find document by number or filter 3. Click “Edit” 4. Modify data (e.g., fix typo in name) 5. Click “Regenerate” 6. Download updated PDF 7. Check if document number remains same

Expected Result: - Edit preserves document number - Updated PDF generated - Version history tracked (optional) - QR code updated with new data

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.9.8 TC-048: Manual Journal Entry

Module: Kepengurusan - Jurnal Umum

Priority: P1 (High)

Preconditions: COA exists

Test Data (Adjustment): - Date: Today - Description: “Penyesuaian biaya listrik” - Debit: 5601 Biaya Listrik - Rp 100.000 - Credit: 1101 Kas - Rp 100.000

Steps: 1. Go to Kepengurusan → Jurnal Umum 2. Click “+ Buat Jurnal” 3. Select accounts & enter amounts 4. Ensure Debit = Credit 5. Click “Posting”

Expected Result: - Journal number auto-generated (JRN-YYYYMMDD-XXX) - Validation: Total Debit = Total Credit - Status Draft → Posted after posting - General ledger updated - Can’t edit after posted

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.9.9 TC-049: Bank Reconciliation - Import & Match

Module: Kepengurusan - Rekonsiliasi Bank

Priority: P1 (High)

Preconditions: Bank statement Excel file

Test Data: - Bank statement with 10 transactions - 8 transactions match journal entries - 2 unmatched (bank charges, interest)

Steps: 1. Go to Kepengurusan → Rekonsiliasi Bank 2. Click “Import Mutasi Bank” 3. Upload Excel file 4. System auto-matches by amount & date 5. Manually match 2 remaining 6. Create journal for unmatched items 7. Finalize reconciliation

Expected Result: - Excel parsing successful - Auto-match rate > 80% - Unmatched items listed clearly - Journal entries created for unmatched - Reconciliation report generated

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.10 MODULE 7: ADMINISTRASI

1.10.1 TC-050: Add Chart of Accounts (COA)

Module: Administrasi - Master Data

Priority: P1 (High)

Preconditions: Account category exists

Test Data: - Category: Aset Lancar - Code: 1105 - Name: Piutang Dagang - Description: Tagihan dari penjualan kredit

Steps: 1. Go to Administrasi → Master Data → Akun (COA) 2. Click “+ Tambah Akun” 3. Fill all fields 4. Click “Simpan” 5. Try creating journal with new account

Expected Result: - Account code must be unique - Account saved successfully - Available in dropdown for journal entry

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.10.2 TC-051: Manage Roles & Permissions (RBAC)

Module: Administrasi - Roles & Permissions

Priority: P1 (High)

Preconditions: Logged as System Admin

Test Data: - Create custom role “Auditor” - Grant permissions: View all reports, View journals (read-only)

Steps: 1. Go to Administrasi → Roles & Permissions 2. Click “+ Buat Role” 3. Name: “Auditor” 4. Select permissions (granular) 5. Click “Simpan” 6. Assign user to “Auditor” role 7. Login as that user → verify access

Expected Result: - Custom role created - Permissions enforced (can view, can’t edit) - Unauthorized actions blocked (403)

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.10.3 TC-052: Update Koperasi Settings (Branding)

Module: Administrasi - Pengaturan Koperasi

Priority: P2 (Medium)

Preconditions: Logged as Admin

Test Data: - Koperasi Name: “Koperasi Karyawan SKF - PT Spindo Tbk” - Logo: Upload new logo image - Interest rate: 1.5% - Simpanan wajib min: Rp 50.000

Steps: 1. Go to Administrasi → Pengaturan Koperasi 2. Update name, upload logo 3. Change interest rate parameter 4. Click “Simpan” 5. Check if logo updated in header 6. Test if new interest applies to loan simulation

Expected Result: - Settings saved globally - Logo appears everywhere (navbar, documents, emails) - New interest rate used in calculations

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.10.4 TC-053: Manual Database Backup

Module: Administrasi - Backup & Restore

Priority: P1 (High)

Preconditions: None

Steps: 1. Go to Administrasi → Backup & Restore 2. Click “Buat Backup Sekarang” 3. Wait for completion 4. Download backup file 5. Check file size & date

Expected Result: - Backup completes < 5 minutes - File size reasonable (compressed) - Download successful (.sql file) - Backup listed in history with timestamp

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.10.5 TC-054: Restore from Backup (USE WITH CAUTION)

Module: Administrasi - Backup & Restore

Priority: P1 (High)

Preconditions: Backup file exists, UAT environment only!

WARNING: Only test in UAT, NEVER in production!

Steps: 1. Note current data (e.g., total members) 2. Go to Backup & Restore 3. Select old backup file 4. Click “Restore” (with confirmation) 5. Wait for completion 6. Check if data reverted

Expected Result: - Confirmation modal (multiple warnings) - Restore successful - Data matches backup snapshot - All tables restored

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.10.6 TC-055: Audit Log Tracking

Module: Administrasi - Audit Logs

Priority: P2 (Medium)

Preconditions: User activities recorded

Steps: 1. Do various actions: Create member, approve loan, etc. 2. Go to Administrasi → Audit Logs 3. Filter by user 4. Filter by action (create/update/delete) 5. View detail of a log entry

Expected Result: - All actions logged with: User, Action, Model, Timestamp - Changes tracked (JSON before/after) - Filters work correctly - Export to Excel functional

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.10.7 TC-056: Midtrans Payment Gateway Test

Module: Administrasi - Payment Gateway

Priority: P1 (High)

Preconditions: Midtrans sandbox configured

Steps: 1. Go to Administrasi → Payment Gateway 2. Check configuration (keys visible) 3. Click “Test Connection” 4. Create test payment (from POS or manual) 5. Complete payment in Midtrans simulator 6. Verify callback received

Expected Result: - Connection test successful - Payment initiated correctly - Callback received & processed - Transaction status updated

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.11 CROSS-FUNCTIONAL TEST CASES

1.11.1 TC-057: End-to-End Workflow - New Member Onboarding

Module: Cross-functional

Priority: P0 (Critical)

Preconditions: None

Scenario: New employee joins company → becomes koperasi member

Steps: 1. Admin adds member data 2. System generates member ID & login 3. Member receives email with credentials 4. Member logs in, completes profile 5. Member makes first simpanan deposit 6. Admin approves first deposit 7. Member applies for loan 8. Pengurus approves loan 9. Loan disbursed 10. Member shops at mart (credit) 11. Member checks SHU eligibility

Expected Result: - All steps flow smoothly - Data consistency across modules - Notifications at each step - No errors or data loss

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.11.2 TC-058: End-to-End Workflow - RAT (Annual Meeting)

Module: Cross-functional

Priority: P0 (Critical)

Preconditions: Fiscal year closed

Scenario: Prepare & execute Annual General Meeting

Steps: 1. Generate financial reports (Neraca, Laba Rugi) 2. Calculate annual SHU 3. Distribute SHU to members 4. Generate SHU slips for all members 5. Create meeting invitation letters (mail merge) 6. Send invitations via email 7. Create polling for new board election 8. Members vote online 9. Record meeting minutes (notulen) 10. Archive all documents

Expected Result: - All reports accurate & match - SHU calculation correct (balanced to profit) - All members receive slips & notifications - Voting system works (one vote per member) - Documents generated & archived properly

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.11.3 TC-059: Performance Test - Concurrent Users

Module: Performance

Priority: P1 (High)

Preconditions: Multiple test accounts

Scenario: 10 users using system simultaneously

Setup: - 3 users at POS (scanning, transactions) - 2 users creating/approving loans - 2 users browsing catalog - 2 admins generating reports - 1 user uploading data

Steps: 1. Have all 10 users login at same time 2. All perform their tasks for 15 minutes 3. Monitor server performance 4. Check for errors/conflicts

Expected Result: - No crashes - Response time still acceptable (< 5s) - No transaction conflicts (database locks) - All operations complete successfully

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.11.4 TC-060: Security Test - Unauthorized Access Attempt

Module: Security

Priority: P0 (Critical)

Preconditions: Logged as Member (lowest privilege)

Scenario: Try to access admin-only features

Steps: 1. Login as regular member 2. Try to access URL directly: /admin/settings 3. Try to access: /kepengurusan/members 4. Try to manually edit URL params (e.g., change user_id in query) 5. Try SQL injection in search field 6. Try XSS in form inputs

Expected Result: - All unauthorized access blocked (403 Forbidden) - Redirect to 403 error page - SQL injection blocked (prepared statements) - XSS blocked (input sanitization) - Audit log records attempt

Actual Result: _____

Status: ☐ Pass ☐ Fail ☐ Blocked

1.12 Test Summary Template

Test Execution Summary:

Module	Total TC	Passed	Failed	Blocked	Pass %
Authentication	3	-	-	-	-
Dashboard	2	-	-	-	-
Keuangan	13	-	-	-	-
Koperasi	13	-	-	-	-
Mart					
Belanja	3	-	-	-	-
Laporan & Info	6	-	-	-	-
Kepengurusan	9	-	-	-	-
Administrasi	7	-	-	-	-
Cross-functional	4	-	-	-	-
TOTAL	60	-	-	-	-

Approved By:

QA Lead: _____ Date: //_____

Testing Team Lead: _____ Date: //_____