# TEST CONTROL SHEET

**System: Payroll** **Prepared by: JM**

**Test Cycle: Employee Details**  **Date: 11/4/2012**

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| --- | --- | --- | --- | --- |
| **TEST NO.** | **TEST CONDITION** | **TEST DATA** | **EXPECTED RESULT** | **ACTUAL RESULT/COMMENT** |
| 1 | User selects “Company” | N/A | Dropdown box displayed | OK – Dropdown box displayed |
| 2 | User selects “Help” | N/A | Dropdown box displayed | OK – Dropdown box displayed |
| 3 | User selects “Employee Details” Tab | N/A | Display Employee Details Screen | OK – Displays Employee Details Screen |
| 4 | User selects “Timesheet” Tab | N/A | Display Timesheet Screen | OK – Displays Timesheet Screen |
| 5 | User selects “Reports” Tab | N/A | Display Reports Screen | OK – Displays Reports Screen |
| 6 | User selects employee number from dropdown box | N/A | Display relevant Employee Details | OK – Relevant Employee Details displayed |
| 7 | User enters incorrect data type, format or length | Incorrect data type, format or length | Throw exception and display the relevant message | OK - Exception caught and the relevant message displayed |
| 8 | User selects Department from the Dropdown box | N/A | Display the selected department in the data box | OK – Selected department is displayed in the data box |
| 9 | User selects PRSI Class from the Dropdown box | N/A | Display the selected PRSI Class in the data box | OK – Selected PRSI Class is displayed in the data box |
| 10 | User selects Hourly Rate Radial Button | N/A | Hourly Rate text box becomes active | OK – Hourly Rate text box activated |
| 11 | User selects Weekly Pay Radial Button | N/A | Weekly Pay text box becomes active | OK – Weekly Pay text box activated |
| 12 | User selects Transfer Radial Button | N/A | Bank Name, Account Number and Sort Code text box’s become active | OK – Bank Name, Account Number and Sort Code text box’s activated |
| 13 | User selects Cash Radial Button | N/A | Bank Name, Account Number and Sort Code text box’s become inactive | OK – Bank Name, Account Number and Sort Code text box’s are un-activated |
| 14 | User selects Cheque Radial Button | N/A | Bank Name, Account Number and Sort Code text box’s become inactive | OK – Bank Name, Account Number and Sort Code text box’s are un-activated |
| 15 | User selects “Previous Employee” Button | N/A | Display the previous Employee | OK – Previous Employee displayed |
| 16 | User selects “Next Employee” Button | N/A | Display the next Employee | OK – Next Employee displayed |
| 17 | User selects “Add New Employee” Button | N/A | Display the New Employee Details Screen | OK – New Employee Details Screen displayed |
| 18 | User selects “Update Employee” Button | N/A | Display the Confirm Update Employee Message | OK – Confirm Update Employee Message displayed |
| 19 | User selects “Cease Employment” Button | N/A | Display the Finish Date Screen | OK – Finish Date Screen displayed |
| 20 | User selects the “Exit” Button | N/A | Close the system | OK – The system closes |

**Further Action Required:**

None: Check Code: Retest:

x





Comments:

No further action required.