

User Acceptance Testing (UAT)

Team ID:	LTVIP2026TMIDS70988
Project Name:	Calculating Family Expenses Using ServiceNow

Project Overview

Project Name: Calculating Family Expenses Using ServiceNow

Project Description: A ServiceNow application developed to record, calculate, and summarize family expenses automatically for better budgeting.

Project Version: Version 1.0

Testing Period: 15 February 2025 to 21 February 2025

Testing Scope

Features Tested:

- Daily expense entry
- Automatic summary calculation
- Expense record linking
- Reports and dashboards

User Requirements Tested:

- Accurate expense recording
- Automatic expense total updates
- Easy report viewing

Testing Environment

Application Location: ServiceNow Developer Instance

Credentials: Authorized project users

Test Cases

Test Case ID	Test Scenario	Test Steps	Expected Result	Actual Result	Pass/Fail
TC-001	Expense Entry	Enter expense details and save record	Expense record saved successfully	Expense saved correctly	Pass
TC-002	Automatic Calculation	Add daily expense and verify summary	Summary updates automatically	Summary updated correctly	Pass

		update			
TC-003	Record Linking	Open summary record and check related expenses	Expenses linked correctly	Records linked properly	Pass
TC-004	Report Generation	Generate expense report	Report displays correct totals	Report generated successfully	Pass

Bug Tracking

Bug ID	Bug Description	Steps to Reproduce	Severity	Status	Additional Feedback
BG-001	No major bugs observed during testing	N/A	Low	Closed	System functioning correctly

Sign-off

Tester Name: Project Team

Date: 21 February 2025

Signature: _____

Notes:

- Ensure that all test cases cover both positive and negative scenarios.
- Encourage testers to provide detailed feedback, including any suggestions for improvement.
- Bug tracking should include details such as severity, status, and steps to reproduce.
- Obtain sign-off from both the project manager and product owner before proceeding with deployment.