

1. Payments vs Invoices

Changes Implemented:







- Payments are now properly linked to invoices
- Invoice status updates automatically upon payment creation
- Payment amount auto-fills when selecting an invoice
- Payment receipt print functionality added

Testing Locations (4 Dashboards):

A. Admin Dashboard



Location: Admin Dashboard → Clients → [Select Client] → Payments Tab

Testing Steps:

1. Log in to Admin Dashboard
 2. Click "Clients" in left sidebar
 3. Open any client profile
 4. Navigate to "Payments" tab
 5. Click "Add Payment" button
 6. *Verify:*
-  All invoices appear in invoice dropdown
 -  "Amount" field auto-fills with invoice due amount upon selection
 -  Complete payment details (Date, Payment Method, Notes)
 -  Click "Save Payment"
 -  New payment appears in payment list
 -  Invoice status updates correctly (Partially Paid / Fully Paid)

-  Invoice list refreshes with updated status









Payment Receipt Print:

1. Click "Print Receipt" button next to any payment
2. ***Verify:***
 -  Print window opens successfully
 -  Receipt displays payment details (Amount, Date, Invoice No.)

*B. Client Dashboard*

Location: Client Dashboard → Invoices → [Select Invoice]
→ Add Payment

Testing Steps:

1. Log in to Client Dashboard
2. Click "Invoices" in left sidebar
3. Open any invoice
4. ***Verify:***
 -  "Add Payment" button is visible
 -  Invoice number is pre-filled
 -  "Amount Due" displays correctly
5. Click "Add Payment"
6. In payment modal:
 -  Invoice number is pre-selected
 -  Amount auto-fills with due amount
7. Complete payment details and click "Save"
8. ***Verify:***
 -  New payment appears in Payment History
 -  Invoice status updates
 -  Balance Due reflects updated amount

Alternative Location: Client Dashboard → Payments → Add Payment

Testing Steps:

1. Open "Payments" page in Client Dashboard
2. Click "Add Payment"
3. *Verify:*

 - ☒ All invoices appear in dropdown
 - ☒ Amount auto-fills upon invoice selection

4. Save payment
5. *Verify:*

 - ☒ Payment appears in payment list

C. Admin Dashboard - Invoice Detail

Location: Admin Dashboard → Invoices → [Select Invoice] → Payments Button

Testing Steps:

1. Open "Invoices" in Admin Dashboard
2. Select any invoice
3. Click "Payments" button
4. *Verify:*

 - ☒ Payment history displays correctly
 - ☒ "Add Payment" button is available

5. Add payment and verify invoice status updates

2. Task Comments System

☒ Changes Implemented:

- User name and timestamp display for all comments

📌 Testing Locations (4 Dashboards):

A. Admin Dashboard

Location: Admin Dashboard → Tasks → [Select Task] → Comments Section

Testing Steps:

1. Open "Tasks" → Select any task
2. Scroll to Comments section
3. *Verify:*

 - ☒ Existing comments display (if any)
 - ☒ Comment input box is available

4. Type comment → Click "Add Comment"/"Post"
5. *Verify:*

 - ☒ Comment appears immediately
 - ☒ User name and timestamp display correctly
 - ☒ Comment persists after page refresh

B. Client Dashboard

Location: Client Dashboard → Tasks → [Select Task] → Comments

Testing Steps:



1. Open "Tasks" → Select task
2. Add comment
3. *Verify:*

 - ☒ Comment saves successfully
 - ☒ Comment appears in comment list

C. Employee Dashboard

Location: Employee Dashboard → My Tasks → [Select Task] → Comments

Testing Steps:

1. Open "My Tasks" → Select task
2. Add comment
3. ***Verify:***
 -  Comment saves successfully
 -  Comment displays correctly with metadata

*D. Project Detail (Admin)*

Location: Admin Dashboard → Projects → [Select Project] → Tasks Tab → [Select Task] → Comments

Testing Steps:





1. Open project → Navigate to Tasks tab → Open task
2. Add comment and verify display





3. Client Statement

*A. Admin Dashboard*

Location: Admin Dashboard → Clients → [Select Client] → Statement Tab

Testing Steps:

1. Open "Clients" → Select client with invoices/payments
2. Click "Statement" tab
3. ***Verify:***
 -  Statement data loads correctly
 -  Invoices list shows (Invoice No., Date, Amount, Status)
 -  Payments list shows (Payment Date, Amount, Invoice No.)
 -  Running balance calculates accurately

-  Summary displays: Opening Balance, Total Invoiced, Total Paid, Balance Due
- 4. Apply date range filter (Start Date, End Date)
- 5. *Verify:*
-  Filtered data displays correctly
- 6. Click "Print Statement"
- 7. *Verify:*
-  Print window opens
-  Statement prints with proper formatting

4. Contract Module

Changes Implemented:

- Contract templates system
- Rich Text Editor integration
- Template-based contract creation
- Dynamic field replacement (Client Name, Project Name, etc.)
- Template switching functionality
- PDF generation (conceptual)
- Email sending capability

Testing Location:

A. Admin Dashboard

Location: Admin Dashboard → Contracts → Add/Edit Contract

Testing Steps:

1. Open "Contracts" → Click "Add Contract"

2. *Verify:*

- ☒ Contract form loads
- ☒ "Select Template" dropdown available

3. Select template

4. *Verify:*

- ☒ Template content loads automatically
- ☒ Rich Text Editor displays content
- ☒ Dynamic fields populate correctly

5. Complete contract:

- Select Client/Project
- Add contract items (Description, Quantity, Rate, Amount)
- Edit terms via Rich Text Editor

6. Click "Save Contract"

7. *Verify:*

- ☒ Contract saves successfully
- ☒ Appears in contract list

Change Template:

1. Edit existing contract → Click "Change Template"

2. *Verify:*

- ☒ Template selection modal opens
- ☒ Templates list displays with search functionality

3. Select new template

4. *Verify:*

- ☒ Warning appears for unsaved changes
- ☒ Content updates to new template

Contract Actions:

- ☒ "Send Email": Triggers email send
- ☒ "Download PDF": Downloads PDF (if implemented)
- ☒ "Print": Opens print window

5. Client Notes

📍 Testing Location:

A. Admin Dashboard

Location: Admin Dashboard → Clients → [Select Client] → Notes Tab

Testing Steps:

1. Open client profile → Click "Notes" tab
2. *Verify:*

 - ☒ Existing notes display (if any)
 - ☒ "Add Note" button available

3. Click "Add Note"
4. In modal:
 - ☒ Title field present
 - ☒ Content field (Rich Text Editor) available
 - ☒ File attachment option visible (if implemented)
5. Save note
6. *Verify:*

 - ☒ Note appears immediately
 - ☒ User name and timestamp display
 - ☒ Note persists after refresh

Edit/Delete Note:

1. Click "Edit" on existing note → Verify edits save
 2. Click "Delete" → Verify note removes permanently
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6. Comment Boxes (All Modules)

Changes Implemented:




- Project comments fixed (using notes API)
- Task comments fixed (using task_comments table)
- Client comments fixed (using notes API)
- Enhanced validation and error handling

Testing Locations:

A. Project Comments (Admin Dashboard)

Location: Admin Dashboard → Projects → [Select Project] → Comments Tab

Testing Steps:

1. Open project → Click "Comments" tab
 2. Add comment → Click "Add Comment"
 3. *Verify:*
-  Comment saves successfully
 -  Comment appears in list
 -  No "Failed to connect" errors

B. Task Comments

(Covered in Section 2)

C. Client Comments

(Covered in Section 5 - Notes)

D. Discussion Comments

Note: Discussion comments not yet implemented (separate system). Test only if available.

7. Roles & Permissions

Changes Implemented:





- Complete roles & permissions system
- Dynamic module management
- Granular permissions (View, Add, Edit, Delete)
- Role assignment to users
- Permission-checking middleware
- Default roles auto-creation

Testing Location:

A. Admin Dashboard

Location: Admin Dashboard → System & Settings → Roles & Permissions



Testing Steps:

1. Navigate to Roles & Permissions
2. *Verify:*
 -  Roles list displays
 -  Default roles visible (ADMIN, EMPLOYEE, CLIENT, MANAGER, HR)
3. Click "Add Role" → Create "Test Role"
4. *Verify:*
 -  Role creates successfully
 -  Appears in roles list

Set Permissions:



1. Click "Permissions" for any role

2. *Verify:*

-  Permission modal opens
-  Modules list with checkboxes (View, Add, Edit, Delete) displays

3. Configure permissions → Click "Save Permissions"

4. *Verify:*

-  Permissions save successfully
-  Modal closes

8. Staff Login & Role-Based Access

Changes Implemented:

- Employee dashboard now role-based
- Permission checks on all actions
- Dynamic menu items based on permissions
- Module visibility controlled by permissions

Testing Location:



A. Employee Dashboard

Location: Employee Dashboard (Login as Employee)

Testing Steps:

1. Log in with Employee account

2. *Verify:*

-  Dashboard loads
-  Stats cards show only permitted modules

3. Check left sidebar

4. *Verify:*



-  Only permitted menu items visible

-  Restricted items hidden

Page-Specific Verification:

- ****My Tasks:**** "Add Task"/"Edit" buttons visible only with respective permissions
- ****My Projects:**** Page accessible only with ``canView('myProjects')``
- ****Time Tracking:**** "Add Time Entry" visible only with ``canAdd('timeTracking')``
- ****Attendance:**** "Check In/Out" visible only with ``canAdd('attendance')``
- ****Leave Requests:**** "Add Leave"/"Edit" visible per permissions

Permission Test:

1. Assign Employee "View Only" permissions for Tasks
2. Log in as Employee
3. ***Verify:***
 -  Tasks page accessible
 -  "Add Task" and "Edit" buttons hidden

9. Activities System

Changes Implemented:

- Activities table created
- Activities API implemented
- Project Detail page shows real activities (no mock data)

Testing Location:




A. Admin Dashboard

Location: Admin Dashboard → Projects → [Select Project] → Activities Tab

Testing Steps:



1. Open project → Click "Activities" tab

2. *Verify:*

-  Activities list loads
-  Real activities display (no mock data)
-  Shows User, Action, Description, Timestamp

3. Perform action in project (e.g., add task)

4. *Verify:*

-  Activity logs automatically
-  List refreshes with new activity

Note: Activity logging requires manual implementation in controllers via `activityController.logActivity`.

10. Task Labels System

 Changes Implemented:

- Labels load from database (no hardcoded values)
- Labels persist to database on add/delete
- Default labels auto-create on first load

📍 Testing Location:



A. Admin Dashboard

Location: Admin Dashboard → Tasks → Manage Labels


Testing Steps:

1. Open Tasks page → Click "Manage Labels"

2. ***Verify:***

-  Labels load from database
-  Default labels visible (Bug, Design, Enhancement, Feedback)


3. ***Add Label:***

- Enter name (e.g., "Urgent") + select color → Click "Add"
-  Label saves to database and appears immediately

4. ***Delete Label:***

- Click delete icon →  Label removes from DB and UI

5. ***Use in Tasks:***

- Assign label when creating/editing task
-  Label saves with task and displays on task detail page