

Test Cases – To Validate the Upgraded Version of DCM Module

S.No	Test Cases - DCM Module	Notes	Test Case Output
1	While Adding a new document make sure that the fields are visible to the user as per the existing permissions, similarly for the Update document.	All the fields must be in their respective display groups and carryover of the previous value should take place when we update the record if the carryover option is set for that field.	
2	Make sure that tBits throws an error when we enter Duplicate Value in field 'Document No' and submit. No Two Document No shall be the same.	Copy any of the previously entered Document No and try entering the same value for new Document.	
3	Check if the "Generate Document No" is configured and working fine.	If configuration is done then Document No is auto generated [Depends Upon requirement] when we select "Generate Document No" field.	
4	While Creating a Transmittal- Check the Following	A. Protocol: Check Whether All the values in To List, Cc List are auto populated and are according to the protocol defined.	
		B. Check If its displaying the Historical Date Field and Historical DTN Number [If the user has access to it]	
		C. Make sure the validation rules are working for that particular process, some common rules are Transmittal should not proceed further if Document No & Subject is empty, If there is no Submission or Decision file and if Decision is None.	
		D. Check if the variables related to the document are correctly displayed in the wizard	
		E. Check if the files enclosed are correctly displayed in the wizard	
		F. Make Sure you cant edit Doc No, Title, Rev in the wizard and also the Circulation List cannot be edited	
		G. Check whether you can modify Qty, Category values in Wizard	
		H. Check whether the Preview is generated correctly	
		I. Check whether the generated DTN number in PDF is in the same format as required.	
		J. Check whether all the values in PDF are correctly displayed.	
5	Create Transmittal Button should only be visible to the user who has "DTN Approver" role permission	Submit for Approval is shown to the rest of the users who doesn't have "DTN Approver" role permission	
6	Click to Approve Button in "DTN App" BA should only be visible when the status is submitted for approval.		

7	After Creating Transmittal - Check the Following	A. Make Sure All the field values get copied from source BA to Target BA's	
		B. Make Sure the Submission / Decision Files & Supporting Docs get copied from the source BA to the Target BA.	
		C. Make Sure that the Turn Around Times are calculated Properly in source BA as well as target BA.	
		D. Make sure that the Response date field of Source BA becomes NULL after source BA creating transmittal to target BA.	
		E. Check If the Flow Status field values are changed post transmittal	
		F. Check if the DTN No is copied in all the BA's	
		G. Check the DTN File and other Transmitted Files are copied in DTN BA.	
		H. Validate the Logger,Assignee,Subscriber List in DTN BA.	
		I. Confirm that all the Tranmittals in DTN BA are confidential by default.	
8	While doing RFC,Check the RFC water mark along with the date,is the same being generated or not?		
9	Test for the DCI Report.		
10	Test for the Over due Reports		
11	Test for Lookahead Reports		
12	Check for the Dashboard Elements related to DCM-they should be visible with no anomaly		