Test case ID	Test scenario	Test case	Pre requisite	Test steps	Test data	Expected Result	Actualresult	Status	comment
TC_TF_001	To verify Time Functionality	To verify Test clocking in and out at different times of the day to ensure accuracy.	1) Open the Browser 2) Enter the URL - https://opensource-demo.orangehrmlive.com/web/index.php/admin/viewSystemUsers	1: Verify that employees can successfully clock in at the start of their shift. 2: Ensure that employees can successfully clock out at the end of their shift 3: Test clocking in and out multiple times within a single shift and verify that time entries are recorded accurately.	1)valid employee credentials	Result should be displayed	Result should be displayed	Pass	
TC_TF_002	To verify Time Functionality	To Verify that employees can access and update their timesheets.	1) Open the Browser 2) Enter the URL - https://opensource-demo.orangehrmlive.com/web/index.php/admin/viewSystemUsers	1: Verify that timesheets accurately record employee attendance, including clock-in, clock-out times, and total hours worked. 2: Test timesheet approval process to ensure that managers can review and approve timesheets for their team members. 3: Validate that timesheets can be edited or adjusted by employees or managers when necessary, with appropriate audit trails.	1)valid employee credentials	Result should be displayed	Result should be displayed	Pass	
TC_TF_003	To verify Time Functionality	To verify that overtime hours are calculated accurately based on configured rules.	1) Open the Browser 2) Enter the URL - https://opensource-demo.orangehrmlive.com/web/index.php/admin/viewSystemUsers	1: Verify that overtime hours are calculated correctly based on predefined rules (e.g., exceeding standard working hours, working on holidays). 2: Ensure that overtime hours are clearly indicated in timesheets and payroll reports.	1)valid employee credentials	Result should be displayed	Result should be displayed	Pass	
TC_TF_004	To verify Time Functionality	To Verify that admins can access attendance records for individual employees and teams.	1) Open the Browser 2) Enter the URL - https://opensource-demo.orangehrmlive.com/web/index.php/admin/viewSystemUsers	1: Verify that admin can access attendance for individual employees predefined teams (e.g., exceeding standard working can, working employees 2: Ensure that attendance report is recorded in proper note	1)valid employee credentials	Result should be displayed	Result should be displayed	Pass	
TC_TF_005	To verify Time Functionality	To Verify that admins can manage employee absences (e.g., sick leave, vacation) within the system.	1) Open the Browser 2) Enter the URL - https://opensource-demo.orangehrmlive.com/web/index.php/admin/viewSystemUsers	1: Validate that leave or absence days are properly accounted by the admin in timesheets and do not count towards total working hours. 2: Verify that admin can access employees on leave or absence are unable to clock in during the period of absence.	1)valid employee credentials	Result should be displayed	Result should be displayed	Pass	
TC_TF_006	To verify Time Functionality	To verify Report schedule	1) Open the Browser 2) Enter the URL - https://opensource-demo.orangehrmlive.com/web/index.php/admin/viewSystemUsers	1: Validate that time-related reports and analytics (e.g., attendance summary, overtime analysis) are generated accurately and reflect real-time da 2: Test custom reporting functionalities to ensure flexibility in generating time-related reports based on specific criteria or filters.	1)valid employee credentials	Result should be displayed	Result should be displayed	Pass	
TC_TF_007	To verify Time Functionality	To verify Breaks and Rest Periods	1) Open the Browser 2) Enter the URL - https://opensource-demo.orangehrmlive.com/web/index.php/admin/viewSystemUsers	1: Validate that break times are deducted from total working hours and reflected accurately in timesheets. 2: Ensure that employees are reminded to take mandatory rest breaks as per labor regulations or company policies.	1)valid employee credentials	Result should be displayed	Result should be displayed	Pass	
TC_TF_008	To verify Time Functionality	To verify Compliance and Regulations	1) Open the Browser 2) Enter the URL - https://opensource-demo.orangehrmlive.com/web/index.php/admin/viewSystemUsers	1: Validate that time entries are seamlessly integrated with the payroll system to ensure accurate salary calculations. 2: Ensure that time-related data (e.g., hours worked, overtime) is transferred correctly to the payroll module for processing.	1)valid employee credentials	Result should be displayed	Result should be displayed	Pass	
TC_TF_009	To verify Time Functionality	To verify Shift Management	1) Open the Browser 2) Enter the URL - https://opensource-demo.orangehrmlive.com/web/index.php/admin/viewSystemUsers	1: Verify that employees are assigned to the correct shifts based on their schedule or departmental requirements. 2: Ensure that shift changes or adjustments are reflected accurately in the system and do not result in discrepancies in timesheets.	1)valid employee credentials	Result should be displayed	Result should be displayed	Pass	
TC_TF_010	To verify Time Functionality	To verify project information about the customer report and project report	1) Open the Browser 2) Enter the URL - https://opensource-demo.orangehrmlive.com/web/index.php/admin/viewSystemUsers	1:verify project information about the customer report and project report 2.verify its updates smoothly without any delay	1)valid employee credentials	Result should be displayed	Result should be displayed	Pass	