Test Scenarios and Test Cases for US: **Managing Report Templates**

**TS 1: Selecting a Template**

Objective: Verify that a report creator can select a report template while creating a new report.

**TC 1.1: Verify the availability of report templates when creating a new report.**

* Precondition: A report creator is logged in and is presently on the "create new report" page/section.
* Test Steps:

1. Click on the "create new report" option/link to create a new report.
2. Check the dropdown or selection list to view available templates options.

Expected Result: A list of templates with pre-defined columns and layouts should be available for selection.

**TC 2.1: Verify the appearance of template details upon selection.**

* Precondition: A report creator logged in and has clicked on the “create new report” option/link.
* Test Steps:

1. Select a report template from the dropdown/list.
2. View the display of columns and layouts of the selected template.

Expected Result: The selected template's columns and layout details are displayed correctly and should not show any data.

**TS 2: Customizing Columns in a Template**

Objective: Verify that a report creator can customize the columns of a selected template.

**Test Case 2.1: Verify the ability to add columns to a selected template.**

* Precondition: A report creator has selected a template.
* Test Steps:

1. Add new columns to the selected template.

Expected Result: The new columns should get added into the selected template and are displayed instantly and correctly without any distortion.

**Test Case 2.2: Verify the ability to remove columns from a selected template.**

* Precondition: A report creator has selected a template.
* Test Steps:

1. Remove columns from the template.

Expected Result: The selected columns should get successfully removed from the report layout, and the report layout gets updated accordingly without any visible layout distortion.

**Test Case 2.3: Verify that updates to columns are reflected in the report layout.**

* Precondition: A report creator has selected a report template.
* Test Steps:

1. Modify the selected report layout by dragging and dropping the columns to different positions.
2. Observe the changes in the report layout.

Expected Result: The report layout should reflect the changes accurately and instantly.

**Test Scenario 3: Saving a Customized Template as a New Template**

Objective: Verify that a report creator can save a customized template as a new template.

**Test Case 3.1: Verify the ability to save a modified template as a new template.**

* Precondition: A report template has been customized.
* Test Steps:

1. Save the customized template as a new template.
2. Provide a name and description for the new template.

Expected Result: The new template should be saved with the modified columns and layout, and it should appear in the list of available templates with the given name and description.

Add 1 test case for trying to give the same name and description of the existing template and should not allow it.

**Test Case 3.2: Verify the inability of saving the customized template with the same name and description. (***This TC depends upon the specific implementation or requirements***)**

* Precondition: A report template has been customized in a unique way.
* Test Steps:

1. Save the customized template as a new template.
2. Provide an existing name and description for the new template.

Expected Result: A report user should be prompted to give a unique name and description.

**Test Scenario 4: Updating Existing Templates**

Objective: Verify that a report creator can update the column selection and layout of existing templates without affecting reports created using those templates.

**Test Case 4.1: Verify the ability to update an existing template.**

* Precondition: An existing template is selected.
* Test Steps:

1. Modify the column selections and layout.
2. Save the changes.

Expected Result: The template should be updated with the new column selection and layout.

**Test Case 4.2: Verify that updating an existing template does not affect reports already created using it.**

* Precondition: A report creator is logged in and is presently on the "create new report" page/section.
* Test Steps:

1. Create a new report using an existing template.
2. Modify the template by adding/removing/moving columns.
3. Compare the newly created report with the updated template.

Expected Result: The newly created and existing reports should remain unchanged despite the modifications to the template.

**Test Scenario 5: Deleting Templates**

Objective: Verify that a report creator can delete templates without impacting existing reports.

**Test Case 5.1: Verify the ability to delete an unnecessary template.**

* Precondition: At least one template exists.
* Test Steps:

1. Select a template from the list/dropdown.
2. Delete the template.

Expected Result: The selected template should get deleted and no longer appear in the list of available templates.

**Test Case 5.2: Verify that deleting a template does not affect reports already generated from that template.**

* Precondition: A report creator is logged in and is presently on the "create new report" page/section.
* Test Steps:

1. Create a new report with an existing template.
2. Delete the template used to generate the report.
3. Review the newly generated report.

Expected Result: The report generated from the deleted template should remain unaffected and retain its original structure and data.