

TEST PLAN

OrangeHRM

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Contents

1. Introduction.....	3
1.1. Range.....	3
1.1.1. Areas to be tested	3
1.1.2. Non-tested areas	3
1.2. Purpose of the tests.....	4
2. Types of tests	4
3. Test results	5
4. Resources and environment.....	5
4.1. Tests tools	5
4.2. Tests devices and environment.....	5
5. Schedule of tests	6
6. Summary of the plan.....	6

1. Introduction

Following the plan defines the scope, approach, schedule, and resources required for the manual testing of the OrangeHRM demo system (). It is intended for all members of the project delivery team, including QA testers, developers, and project stakeholders.

The document identifies areas to be tested () and non-tested (), the type of tests to be performed (), people responsible for specific activities, the resources and the schedule required to complete the activities described.

1.1.Range

1.1.1. Areas to be tested

The following modules and functionalities of OrangeHRM will be tested.

Module / Function	Description
Login and Logout	Verify login with valid/invalid credentials and logout functionality.
Dashboard	Check visibility, layout, and accuracy of dashboard widgets.
Admin	Test user management: create, edit, delete users and assign roles.
Leave	Validate leave request flow, types, history, and approval process.
My Info	Review personal info fields for editability and data saving.
Field Validations	Ensure required fields and input formats (e.g., email, date) are validated.
UI Alignment & Button Functionality	Check layout consistency and that buttons/links work as expected.

1.1.2. Non-tested areas

The table below indicates the areas that will not be tested and analysed. The description column indicates the reason that prevents the functionality from being tested.

Module / Function	Reason for Exclusion
Mobile Responsiveness	The demo site is designed for desktop; mobile layout is not a priority in this test.
Performance or Load Testing	Requires automation and server-level access, which is not available in demo environment.
Email Notifications	Email functions are not active or verifiable in the demo instance.
Third-party Integration	Integrations with external systems are disabled or inaccessible in the demo version.

1.2.Purpose of the tests

The aim of the tests is to identify and report functional defects in the demo version of OrangeHRM. The test process is to verify expected functionality of core HR modules and ensure data validation, correct navigation, as well as error handling. This test plan will simulate a QA process for portfolio/documentation purposes.

2. Types of tests

The following list indicates the types of tests that will be carried out in the project:

- Functional Testing
- UI Testing
- Validation Testing
- Boundary Testing
- Smoke Testing
- Regression Testing

3. Test results

Test results will be recorded in a Google Sheets Test Case Document, including:

- Test Case ID
- Test Scenario
- Steps
- Expected vs Actual Result
- Status: Passed/Failed
- Comments

Additionally:

- Defects will be logged in Trello and documented in JIRA-style Markdown files.

4. Resources and environment

4.1. Tests tools

Tool	Purpose
Trello	Visual test execution and bug tracking
Google Sheets	Test case documentation
Markdown	Bug-reporting (JIRA-style)
Github	Repository for test assets and reports

4.2. Tests devices and environment

Environment Type	Configuration
Test Environment	Visual test execution and bug tracking
Browser	Google Chrome (138.0.7204.184)
OS	Windows 10
Screen Size	1920x1080

5. Schedule of tests

Tests will be carried out over the course of **August 5 to August 7, 2025**. The table below outlines each testing activity, the related module, responsible tools, and the **priority of the functionality** being tested (on a scale of 1 [lowest] to 5 [highest]).

Date	Activity	Module/Function	Tools Used	Priority
Aug 5, 2025	Test Case Execution (Login)	Login/Logout	Google Sheets, Trello	5
Aug 5, 2025	Test Case Execution (User Management)	Admin	Google Sheets, Trello	4
Aug 6, 2025	Test Case Execution (Leave Module)	Leave Request/Approval	Google Sheets, Trello	5
Aug 6, 2025	Boundary & Input Testing	My Info	Manual Check	3
Aug 6, 2025	UI Review & Field Validation	Dashboard, Forms	Manual Check, Trello	3
Aug 6, 2025	Bug Reporting & Documentation	Bugs Found (All Modules)	Markdown, Trello	-
Aug 7, 2025	Regression Testing	Fixed Bugs	Trello, Google Sheets	4
Aug 7, 2025	Summary Report Creation	Test Summary	Google Docs, GitHub	-

6. Summary of the plan

This test plan outlines the complete approach for manually testing the OrangeHRM Live Demo application. The project includes functional testing of major modules such as Login, Leave, and User Management. All test results will be tracked in Google Sheets and Trello, and bugs will be documented in a JIRA-style format.

This testing effort aims to simulate a real-world QA project workflow and serve as a comprehensive portfolio asset.