### Test Script M&R/MOBILEAP/CLARA/L&E/2024/001

### Time Ticket/(0001)

***General Information***

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| **Tester Details** | |  |  |
| **Name** | **User ID** | **Tested Environment** | **Tested Date** |
|  |  | Pre-Production |  |
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|  |  |  |  |
|  |  |  |  |
| **Expected Results:**  Matter Time ticket Created/updated/deleted Successfully | | | |

***Process***

| **Process** | **Step #** | **Steps** | **Expected Results** | **Actual Results** | **Pass/Fail/**  **Not executed** |
| --- | --- | --- | --- | --- | --- |
| Login | 1 | Enter the Mobile Number and OTP received in mobile to login page | Should be able to Login successfully and open the landing page |  |  |
| Enter the E-Mail ID and OTP received in E-Mail to Login |
| Time Ticket Summary | 2 |  | By Default, list the time tickets for the login user |  |  |
| 3 | Has to open the Time Ticket List page |  |  |
| 4 | Should display all the Time Tickets for the selected Matter number |  |  |
| Search Time Ticket | 5 | Click Search Button | Has to open the search criteria fields |  |  |
| 6 | Search Options can be single or multiple. Enter the required search field values and click search. This will update the list page records according to the search |  |  |
| Create New Time Ticket | 7 | Click New button from Time Ticket List page or Click Time Ticket shortcut icon | Should open New Time Ticket screen with below tab and fields |  |  |
|  |  |  | **General tab** |  |  |
|  | 8 |  | Matter ID -Dropdown Select-Optional field |  |  |
|  | 9 |  | Client Name-Auto populate -Optional field |  |  |
|  | 10 |  | Time Keeper Code - Logged in Time keeper Code will be filled by Default |  |  |
|  | 11 |  | Timer can be used for adding Booked hours. As per the below conversion chart time will be filled in the booked hours field |  |  |
|  | 12 |  | Booked Hours - Entry field – Optional field |  |  |
|  | 13 |  | Bill type - Select Billable or Non-Billable –Mandatory field |  |  |
|  | 14 |  | Date - Select the date |  |  |
|  | 15 |  | Assigned Rate/Hour- Time Keeper's rate will be automatically filled |  |  |
|  | 16 |  | Default rate - Time Keeper's rate will be automatically filled |  |  |
|  | 17 |  | Time Ticket Amount - Will be calculated as  (Booked Hours x Default rate) |  |  |
|  | 18 |  | Description - Enter the Time ticket notes |  |  |
|  | 19 |  | validation - Error message will be Popped up if Mandatory fields are not filled |  |  |
|  | 20 |  | On Clicking Save after filling the details 1. A new Time Ticket is created and assigned to the matter 2. Created Time Ticket is added in the Time Ticket list page for the selected matter 3. Receive success message |  |  |
|  | 21 | Cancel Save | Will Close the Time Ticket new screen and go to Time Ticket list page |  |  |
| search | 22 | Click Search Button | Will Click to search Time Ticket criteria in the list page open |  |  |
|  | 23 |  | Matter Id – Select Dropdown List |  |  |
|  | 24 |  | Time Keeper Code-Auto Populate |  |  |
|  | 25 |  | Bill Type- Select Field |  |  |
|  | 26 |  | Date- Select the date |  |  |
|  | 27 |  | Status-Select Dropdown List |  |  |
|  | 28 | Click Execute button | On Clicking execute button open Time Ticket Summary Matter No List page Open and On Clicking icon Matter No Details open |  |  |
|  | 29 | Click Reset button | On Clicking reset button will clear the search field values and will make all the fields as blank & Click search again will provide the unfiltered list |  |  |
| Edit Time Ticket | 30 | Select a Time Ticket from the Time Ticket list page and click Edit icon from options | Should open Time Ticket Edit screen with below fields |  |  |
|  |  |  | **Edit Option Tab** |  |  |
|  | 31 |  | Matter Id – Auto populate/ Non Editable |  |  |
|  | 32 |  | Activity Code -Select Dropdown Field/ Editable |  |  |
|  | 33 |  | Task based Code - Select Dropdown Field/ Editable |  |  |
|  | 34 |  | Client Name- Auto populate /Non-Editable |  |  |
|  | 35 |  | Time Keeper Code -Auto populate/ Non-Editable |  |  |
|  | 36 |  | Timer- Auto populate /Non Editable |  |  |
|  | 37 |  | Booked Hours - Editable |  |  |
|  | 38 |  | Bill type -Auto Populate/ Editable |  |  |
|  | 39 |  | Date – Auto Populate/Editable |  |  |
|  | 40 |  | Assigned rate/Hour-Auto Populate/Non- Editable |  |  |
|  | 41 |  | Default rate / Hour -Auto Populate /Non-Editable |  |  |
|  | 42 |  | Time ticket Amt - Auto Populate / Non-Editable |  |  |
|  | 43 |  | Description -Auto populate/ Editable |  |  |
|  | 44 |  | On Clicking update button, 1. will update the changes for the selected Time Ticket 2. Receive success Message |  |  |
| Cancel Update | 45 |  | On Clicking cancel button, Close the Pop-up screen and go back to Time Ticket List page |  |  |
|  |  |  | **Copy Option Tab** |  |  |
| Copy Time Ticket | 46 | Select a Time Ticket and Click Options button and then click Copy icon | Has to display the Time Ticket details |  |  |
|  | 47 |  | Matter ID -Auto populate/Editable |  |  |
|  | 48 |  | Activity Code- Auto populate -Editable |  |  |
|  | 49 |  | Task Based Code Auto populate -Editable |  |  |
|  | 50 |  | Client Name- Auto populate /Non-Editable |  |  |
|  | 51 |  | Time Keeper Code -Auto populate/ Non-Editable |  |  |
|  | 52 |  | Timer- Auto populate /Non Editable |  |  |
|  | 53 |  | Booked Hours - Auto populate /Editable |  |  |
|  | 54 |  | Bill type Auto populate / Editable |  |  |
|  | 55 |  | Date – Auto Populate/Editable |  |  |
|  | 56 |  | Assigned rate/Hour-Auto Populate/Non- Editable |  |  |
|  | 57 |  | Default rate / Hour -Auto Populate /Non-Editable |  |  |
|  | 58 |  | Time ticket Amt - Auto Populate / Non-Editable |  |  |
|  | 59 |  | Description – Auto populate/Editable |  |  |
|  | 60 |  | On Clicking Save button, 1. will update the changes for the selected Time Ticket 2. Receive success Message |  |  |
| Cancel Update | 61 |  | On Clicking cancel button, Close the Pop-up screen and go back to Time Ticket List page |  |  |
| Delete Time Ticket | 62 | Select a Time Ticket and Click Options button and then click delete icon | Received Message Delete Record Successfully |  |  |

***Confirmation / Approval of Testing Results***

**Overall Testing Status:**

Pass and accepted

Passed with note \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Failed

**Comments:**

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**Approved by :** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Name :** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date :**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_