### Test Script M&R/CLARA/IMM/2022/009/0007

### Client Portal(009)/Document Checklist(0007)

***General Information***

|  |  |  |  |
| --- | --- | --- | --- |
| **Tester Details** | |  |  |
| **Name** | **User ID** | **Tested Environment** | **Tested Date** |
|  |  | Pre-Production |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Expected Results:**  Client Portal Document Checklist 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 |  |  |
|  | 2 | Click the Menu and navigate to Document Checklist and click the button | Has to open the Document Checklist page |  |  |
|  |  |  | Should display following fields Auto Populated in the Document Checklist page |  |  |
|  | 3 |  | Matter No |  |  |
|  | 4 |  | Date |  |  |
|  | 5 |  | Status |  |  |
|  | 6 |  | Action |  |  |
|  | 7 |  | On clicking "View" under Actions will open document upload page associated with the matter along with following fields |  |  |
|  |  |  | **Document Upload Page** |  |  |
|  | 8 |  | Date of Upload |  |  |
|  | 9 |  | Document |  |  |
|  | 10 |  | Download |  |  |
|  | 11 |  | Attachment |  |  |
|  | 12 |  | Upload |  |  |
|  | 13 |  | Action |  |  |
|  | 14 |  | On clicking "Download icon" next to document name in attachment will download the file to local system |  |  |
|  |  |  | Download icon will not be available for the client if the document is not attached in CLARA |  |  |
|  | 15 |  | after finishing the offline document process click "Choose Files" will open windows explorer to choose the document that wants to be uploaded |  |  |
|  | 16 |  | Upload icon will be visible once after selecting the document |  |  |
|  | 17 |  | after successful upload click submit will send the document back to CLARA and change the status to SENT in Document Checklist Page |  |  |

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

**Overall Testing Status:**

Pass and accepted

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

Failed

**Comments:**

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

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

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