### Test Script M&R/CLARA/L&E/2022/006/0003

### Matter(006)/Notes(0003)

***General Information***

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

***Process***

| **Process** | **Step #** | **Steps** | **Expected Results** | **Actual Results** | **Pass/Fail/**  **Not executed** |
| --- | --- | --- | --- | --- | --- |
| Login | 1 | Enter the User ID and Password in the login page | Should be able to Login successfully and open the landing page |  |  |
| Notes tab | 2 | Select a client and Click Options button, click Edit icon and then Click Notes tab | Has to display the Note tab list page |  |  |
| Search Notes | 3 | Click Search Button | Has to open the search criteria fields |  |  |
| 4 | Search Options can be single or multiple (only for required fields). Enter the required search field values and click search. This will update the list page records according to the search |  |  |
| 5 | Click Reset button | On Clicking reset will clear the search field values and will make all the fields as blank & Click search again will provide the unfiltered list |  |  |
| List search / Filter | 6 | Enter the required values in the Search field on the top of list page | Will filter the records according to search criteria in the list page |  |  |
| Options | 7 | Click Options button | Will display the required options for this screen |  |  |
| 8 | Click Download icon from Options | Will down the list page records in Xlsx format |  |  |
| Create Notes | 9 | Select a new button from top of list page | Will Open a New popup screen to enter the Notes New fields |  |  |
|  | 10 |  | 1. Note type - Select the options from Dropdown |  |  |
|  | 11 |  | 2. Status- Default status is Active |  |  |
|  | 12 |  | 3. Notes - Enter the Note details |  |  |
|  | 13 |  | On Clicking Save button, 1. will Create a New Note no and added in the list page 2. Receive success Message |  |  |
| Update Notes | 14 | Select a Note and go to Options and Click Edit Icon | Will Open the details of Selected Note Number |  |  |
|  | 15 |  | 1. Note type - Editable |  |  |
|  | 16 |  | 2. Status- Editable |  |  |
|  | 17 |  | 3. Notes - Editable |  |  |
|  | 18 |  | On Clicking Update button 1. Update the details of selected Note 2. Receive success message |  |  |
| Cancel Update | 19 |  | On Clicking cancel button, Close the Pop-up screen and go back to Matter List page |  |  |
| Display Note | 20 | Select a Note and Click Options button and then click display icon | Has to display the selected Note Details |  |  |
| Delete Note | 21 | Select a Note and Click Options button and then click delete icon | Will Delete the Selected the Note and display the message |  |  |

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

**Overall Testing Status:**

Pass and accepted

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

Failed

**Comments:**

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

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

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