

Test cases

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1. Introduction

The principle is applied for the following types of the documents:

- New scanned documents
- New manually imported documents
- Existing documents having “Valid” status for which the attribute change workflow has been requested
- New automatically imported SV documents

In task in the Inbox added information on Attachments subdocument. The Inbox messages format updated to show the following information on the screen:

- a. Task actions
- b. Document name
- c. Local document type
- d. Client name
- e. GBS_Id
- f. Extended Grid_Id

2. The principle for general documents

Step number	Actions	Expected result	Result	Notes
Document import via CAPTIVA				
1. Login	Login as user from <i>scanner role</i> . Using menu bar or search, go to the test client.	The client folder will be opened in the main frame.		

Step number	Actions	Expected result	Result	Notes
2. Create a document	<p>User from <i>scanner role</i> creates a registration card.</p> <p>Select Archive / Create / New document in the menu.</p> <p>Fill other document properties.</p> <p>Press OK.</p>	<p>The create dialog will be opened.</p> <p>The document will be saved in the system.</p> <p>The document status should be 'New'</p>		
3. Import the document into the System	<p>Choose the document and open document properties. Generate barcode. Print barcode and stick it on the document.</p> <p>Import scanned document into the System using CAPTIVA.</p>	The document will be imported into Incoming folder in the System.		
4. Publishing the document	<p>Login as user from <i>scanner role</i> and wait for few minutes until the document will disappear from the Incoming folder.</p> <p>Process for principle starts automatically for scanned documents.</p>	<p>The document will be automatically published.</p> <p><i>Editor role</i> receives a document verification task (principle) in Inbox.</p>		
Document import from Webtop				
5. Login	<p>Login as user from <i>scanner role</i>.</p> <p>Using menu bar or search, go to the test client.</p>	The client folder will be opened in the main frame.		

Step number	Actions	Expected result	Result	Notes
6. Create a document	<p>User from <i>scanner role</i> creates a registration card, imports of a document and attributes a document.</p> <p>Select Archive / Create / Import in the menu.</p> <p>Fill other document properties.</p> <p>Press OK.</p>	<p>The import dialog will be opened.</p> <p>The document will be saved in the system.</p> <p>The document status should be 'New'</p>		
7. Publishing the document	<p>Process for principle starts automatically for manually imported documents</p>	<p>The document will be automatically published.</p> <p><i>Editor role</i> receives a document verification task (principle) in Inbox.</p>		
Accept tasks for document verification				

Step number	Actions	Expected result	Result	Notes
8. The document verification	<p>Login as user from <i>editor role</i> and go to the Inbox.</p> <p>Check that the document details are available in the task. For details refer to the description.</p> <p>Open 'Verification' task.</p> <p>Open documents property mask.</p> <p>Close property mask and press Forward button.</p> <p>Editor has possibility to accept a document after validation or reject it and re-send to <i>scanner role</i> for re-attributing, re-scanning, client owner change.</p>	<p>The document's property card should be Read-Only.</p> <p>'Verification' task should be in the Inbox.</p> <p>The Forward dialog will be opened.</p>		
8.1 Accept document	<p>Choose 'Accept document'.</p> <p>Press OK.</p>	<p>After a task is accepted, other users in the <i>editor role</i> will no longer see the task in the inbox.</p> <p>After verification, inbox messages should disappear from Editor inbox.</p> <p>The test document receives status "Valid", the system publishes it in the archive structure and the process is finished.</p>		
Accept tasks for document verification with <i>reject</i>				

Step number	Actions	Expected result	Result	Notes
8.2. Reject and send documents for re-scan document.	Choose 'Re-scan document'. Press OK.	The system automatically sends a rescanning task to all users from <i>scanner role</i> . <i>The scanner</i> will proceed as described in the point 9.		
8.3. Reject and send request to change a client dossier	Choose 'Change client dossier'. Press OK.	The editor rejects the task and the system automatically sends a new task to all users from <i>scanner role</i> . <i>The scanner</i> will proceed as described in the point 10.		
8.4. Reject and send request to re-typing and re-attributing a scanned document	Choose 'Re-type/re-attribute document'. Press OK.	The editor rejects the task and the system automatically sends a new task to all users from <i>scanner role</i> . <i>The scanner</i> will proceed as described in the point 10.		
9. Re-scan a document	Login as user from <i>scanner role</i> and go to the Inbox. Check that the document details are available in the task. For details refer to the description . Open 'Re-scan document' task and press Finish button. Scanner rescans the document and captures it to the System.	The test document receives status "New" After the document is captured in the CEE Electronic Archive (if it was rescanned due to poor quality), it will be listed as a new document version. Users from <i>editor role</i> receive a task requesting document verification and follow the steps described in points 8.		

Step number	Actions	Expected result	Result	Notes
10. Check document attributes, re-type	<p>Login as user from <i>scanner role</i> and go to the Inbox.</p> <p>Check that the document details are available in the task. For details refer to the description.</p> <p>Open 'Re-type/re-attribute document' or 'Modify client dossier' task and press Finish button.</p> <p>The scanner accepts the task, checks the document registration card, checks the captured document and selects a new document type or additional specific attributes for a previously scanned/imported document.</p> <p>Press Finish button.</p>	<p>The document's property card should NOT be Read-Only.</p> <p>The system stores the new attributes and automatically transfers the document to the new client folder if the client relation has changed.</p> <p>Users from <i>editor role</i> receive a new task requesting document verification. Editor performs the steps described above in points 8.</p>		
Test results:				

3. The principle for SV documents

Step number	Actions	Expected result	Result	Notes
Document import via CAPTIVA				

Step number	Actions	Expected result	Result	Notes
1. Login	Login as user from <i>scanner role</i> . Using menu bar or search, go to the test client into the Arrangement/Signature Specimen/Signature Specimen folder.	The client folder will be opened in the main frame.		
2. Create a SV document	Select Archive / Create / New document in the menu. User from <i>scanner role</i> creates a registration card, selects SV local document type, and fills general document attributes Press OK.	The create dialog will be opened. The document will be saved in the system. The document status should be 'New'		
3. Import the document into the System	Choose the document and open document properties. Generate barcode. Print barcode and stick it on the document. Import scanned document into the System using CAPTIVA.	The document will be imported into Incoming folder in the System.		
4. Publishing the document	Login as user from <i>scanner role</i> and wait for few minutes until the document will disappear from the Incoming folder. Process for principle starts automatically for scanned documents.	The document will be automatically published.		

Step number	Actions	Expected result	Result	Notes
5. Checking the document's attributes as scanner	Using menu bar or search, go to the property mask of the test document.	The document's property card should be Read-Only. The document status should be 'filling' <i>SV operator</i> will be receives the Task in Inbox for authority information filling.		
Document import from Webtop				
4. Login	Login as user from <i>scanner role</i> . Using menu bar or search, go to the test client into the Arrangement/Signature Specimen/Signature Specimen folder.	The Signature Specimen folder will be opened in the main frame.		
5. Import the document	Select Archive / Create / Import Documents in the menu. User from <i>scanner role</i> creates a registration card, selects SV local document type, imports a document and fills general document attributes.	The import dialog will be opened.		
6. Filling the documents properties	Choose the test SV document and fill other document properties. Press OK.	The document will be saved in the system. The document status should be 'New'		
7. Verifying the document status	Wait for one minute and reload the page by selecting Signature Specimen folder once more.	The document status should be 'filling'		

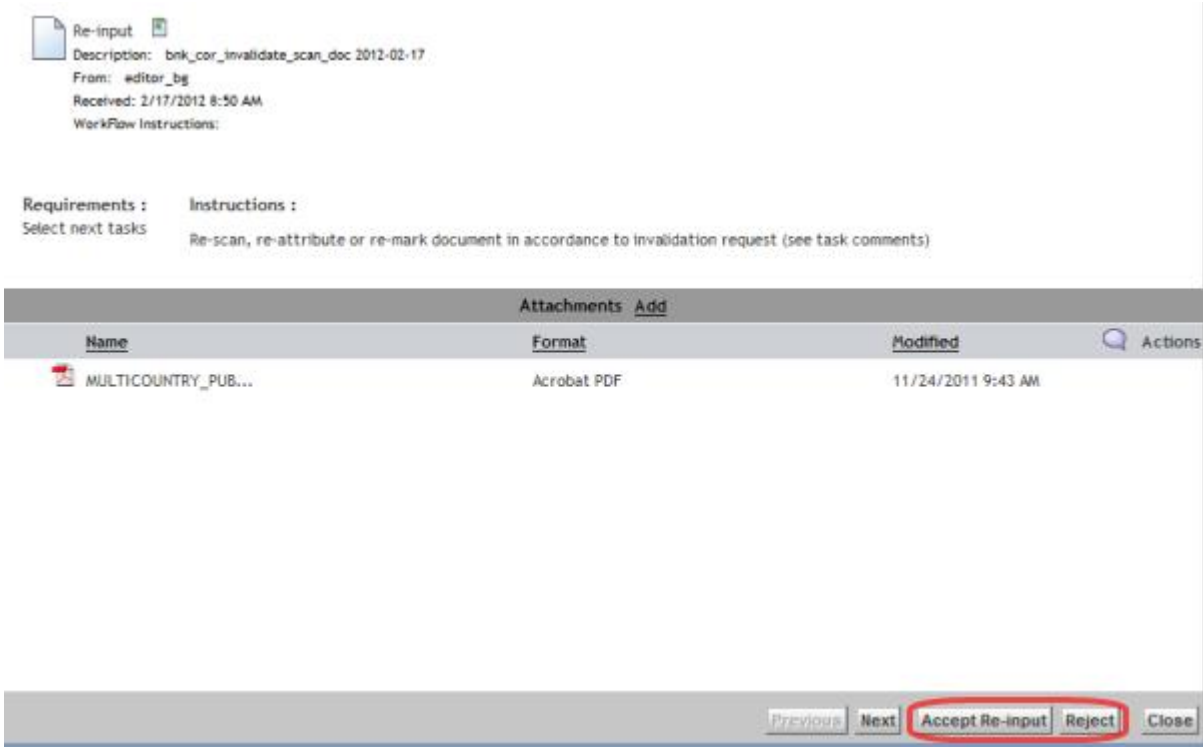
Step number	Actions	Expected result	Result	Notes
Filling 'Specimen Card' document workflow				
2. Filling the document.	<p>During this step you have to markup the document and fill all the authority information.</p> <p>Login as user from <i>role_bnk_auth_fill_legal_group</i> and go to the Inbox.</p> <p>Check that the document details are available in the task. For details refer to the description.</p> <p>Open 'Fill document legal' task.</p> <p>Open documents property mask.</p> <p>Close property mask and press 'Accept'. Press Forward button.</p>	<p>'Fill document legal' task should be in the Inbox.</p> <p>The document's property card should NOT be Read-Only.</p> <p>The task will be removed from the inbox.</p>		
3. Rejecting the filled document.	<p>Login as user from <i>role_bnk_auth_check_legal_group</i> and go to the Inbox.</p> <p>Check that the document details are available in the task. For details refer to the description.</p> <p>Open 'Accept document legal' task.</p> <p>Open documents property mask.</p> <p>Close property mask and press 'Accept'.</p> <p>Press Reject button.</p>	<p>'Accept document legal' task should be in the Inbox.</p> <p>The document's property card should be Read-Only.</p> <p>The task will be removed from the inbox.</p>		

Step number	Actions	Expected result	Result	Notes
4. Refilling the document.	<p>Login as user from <i>role_bnk_auth_fill_legal</i> group and go to the Inbox.</p> <p>Check that the document details are available in the task. For details refer to the description.</p> <p>Open 'Refill document legal' task and press accept.</p> <p>Open documents property mask.</p> <p>Close property mask and press Finish button.</p>	<p>'Refill document legal' task should be in the Inbox.</p> <p>The document's property card should NOT be Read-Only.</p> <p>The task will be removed from the inbox.</p>		
5. Checking the filled document.	<p>During this step you have to check previously filled authority information.</p> <p>Login as user from <i>role_bnk_auth_check_legal</i> group and go to the Inbox.</p> <p>Check that the document details are available in the task. For details refer to the description.</p> <p>Open 'Accept document legal' task.</p> <p>Open documents property mask.</p> <p>Close property mask and press 'Accept'.</p> <p>Press Forward button.</p>	<p>'Accept document legal' task should be in the Inbox.</p> <p>The document's property card should be Read-Only.</p> <p>The task will be removed from the inbox.</p>		
6. Verifying the	Login as user from <i>scanner</i> role.	The document status should be 'Valid'.		

Step number	Actions	Expected result	Result	Notes
filled document as Operator	Using search, go to the test document and check its status.			
Test results:				

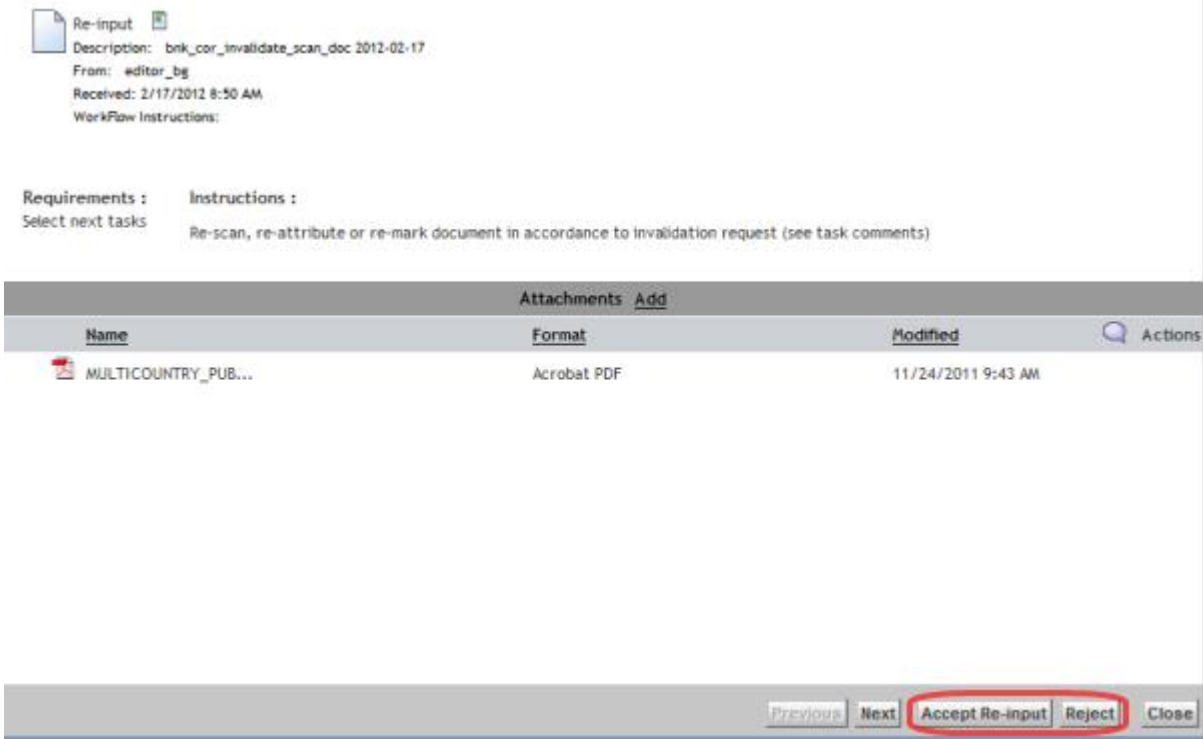
4. New workflow for attribute changing for existing “Valid” documents

Step number	Actions	Expected result	Result	Notes
CSRV Documents				
1. Login	Every System user who has rights to view a document card and its content should have possibility to initiate the process of changing document attributes for existing VALID documents if wrong information was found.			
2. Request for document attribute change	<p>Using menu bar or search, go to the test CSRV document.</p> <p>Click on the right-button of mouse on the test document and select “Change valid document”.</p> <p>Enter request comment.</p> <p>Press ‘OK’.</p>	<p>The document menu will be appeared.</p> <p>The ‘Change valid document request’ dialog will be opened.</p> <p>All users from <i>scanner role</i> will receive the Task for a document attributes checking and modification.</p>		
3. Receiving the ‘Re-input’ task	<p>Login as user from <i>scanner role</i> and go to the Inbox.</p> <p>Open ‘Re-input’ task.</p> <p>Open document’s property card.</p> <p>Go to Comments tab and check the comment that was created by initiator of the attribute changing process.</p>	<p>Task for attribute change should be in the Inbox.</p> <p>The document property card should be Read-Only and the document should be in the ‘Valid’ status.</p>		
4. The scanner should analyze the document card and choose ‘Accept Re-input’ or ‘Reject’ it.				

Step number	Actions	Expected result	Result	Notes
	 <p>The screenshot shows a task interface for a document titled 'Re-input'. It includes a description, frame, received date, and workflow instructions. Below this, there are sections for 'Requirements' and 'Instructions'. A table of attachments is displayed, listing a file named 'MULTICOUNTRY_PUB...' in 'Acrobat PDF' format, modified on '11/24/2011 9:43 AM'. At the bottom, there are buttons for 'Previous', 'Next', 'Accept Re-input', 'Reject', and 'Close'. The 'Reject' button is highlighted with a red rectangle.</p>			
a.	Rejecting 'Re-input' task	Press 'Reject' button	'Rejected' task will be sent to the initiator of the attribute changing process. The task will be removed from the inbox.	
i.	Receiving 'Rejected' task	Login as initiator of the attribute changing process and go to the Inbox. Open 'Rejected' task. Open document's property card.	The 'Rejected' task should be in the Inbox. The document property card should be Read-Only and the document should be in the 'Valid' status. The task will be removed from the inbox.	

Step number	Actions	Expected result	Result	Notes
	Press Finish button.			
b. Accepting 'Re-input' task	Press 'Accept Re-input' button. Open document's property card. Edit the documents attributes. Or Rescan the document. Press 'Forward' button.	The document property card should NOT be Read-Only and the document should be in the 'New' status. 'Re-input' task will be in the Inbox. Standard workflow will start: The 'Verification' task will be sent to the users from Editor role for further processing.		
SV Documents				
5. Login	Every System user who has rights to view SV document card and its content should have possibility to initiate the process of changing document attributes for existing VALID SV documents if wrong information was found.			
6. Request for document attribute change	Using menu bar or search, go to the test SV document. Click on the right-button of mouse on the test document and select "Change valid document". Enter request comment.	The document menu will be appeared. The 'Change valid document request' dialog will be opened. All users from <i>SV Operator role</i> will receive		

Step number	Actions	Expected result	Result	Notes
	Press 'OK'.	the Task for a document attributes checking and modification.		
7. Receiving the 'Re-input' task	<p>Login as user from <i>SV Operator role</i> and go to the Inbox.</p> <p>Open 'Re-input' task.</p> <p>Open document's property card.</p> <p>Go to Comments tab and check the comment that was created by initiator of the attribute changing process.</p>	<p>Task for attribute change should be in the Inbox.</p> <p>The document property card should be Read-Only and the document should be in the 'Valid' status.</p>		
8.	The SV Operator should analyze the document card and Authority Information and choose 'Accept Re-input' or 'Reject' it.			

Step number	Actions	Expected result	Result	Notes
				
a.	Rejecting 'Re-input' task	Press 'Reject' button	'Rejected' task will be sent to the initiator of the attribute changing process. The task will be removed from the inbox.	
i.	Receiving 'Rejected' task	Login as initiator of the attribute changing process and go to the Inbox. Open 'Rejected' task. Open document's property card. Press Finish button.	The 'Rejected' task should be in the Inbox. The document property card should be Read-Only and the document should be in the 'Valid' status. The task will be removed from the inbox.	

Step number	Actions	Expected result	Result	Notes
b. Accepting 'Re-input' task	<p>Press 'Accept Re-input' button.</p> <p>Open document's property card.</p> <p>Edit the documents attributes and Authority Information.</p> <p>Press 'Forward' button.</p>	<p>The document property card should NOT be Read-Only and the document should be in the 'Filling' status.</p> <p>'Re-input' task will be in the Inbox.</p> <p>Standard workflow will start from the Verification step:</p> <p>The 'Verification' task will be sent to the users from auth_check_legal role for further processing.</p>		
Test results:				