

TESTING PLAN - ONLINE APPLICATION SYSTEM

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Applicant:

Test	Expected result	Achieved result?
Click on 'Applications'.	System will ask user to log in or register as an applicant. Alternatively, click to go to add a reference.	Yes
Click on 'Browse Vacancies'.	User will be presented with the option to browse open/ PhD/ Post Doc vacancies or search a particular vacancy.	Yes
Click on 'All'.	User is presented with a list of all open vacancies.	Yes
Click on 'View Full Vacancy Details' for the first vacancy.	Full details of the selected vacancy are displayed. Have option to apply for vacancy.	Yes
Click on 'Back'.	User is returned to the original 'Browse Vacancies' page.	Yes
Enter 45 in the 'Search' box and click 'Search'.	The user receives a message that this vacancy does not exist (Click 'Back').	Yes
Enter 4 in the 'Search' box and click 'Search'.	Details for 'Mickey Mouse' vacancy are displayed. Vacancy status is 'Deleted'. Cannot apply for this vacancy (Click 'Back').	Yes
Enter 7 in the 'Search' box and click 'Search'.	Details for 'Cellular Phone Technology Researcher' vacancy are displayed. Vacancy status is 'Closed'. Cannot apply for this vacancy (Click 'Back').	Yes
Click on 'PhD'.	All open PhD vacancies are displayed.	Yes
Pick a Vacancy and click on 'Apply for Vacancy'.	User will be redirected to 'Applications' which will ask them to log in or register (or click to add a reference).	Yes
Click on 'Register'.	User will be directed to the 'Register' page where they can create a new account.	Yes
Enter a username and click 'Register'.	User will get an error message saying they have not filled in all the required fields; all fields that have been filled in (apart from the password) will be saved.	Yes

Enter a username, name, email and password, but not the same password twice.	User will get an error message that the two passwords must be the same.	Yes
Enter username as angelsk and fill in all the other fields correctly.	User will be told that username is already in use.	Yes
Enter a username of 2 characters long, and fill in the other fields correctly.	User will get an error message saying that the username must be between 3 and 20 characters long.	Yes
Enter a password of 3 characters long, and fill in the other fields correctly.	User will get an error message saying that the password must be between 5 and 20 characters long.	Yes
Enter 'test' as an email address, and fill in the other fields correctly.	User will get an error message saying the email address does not appear to be valid.	Yes
Enter 'jxc04m@cs.nott.ac.uk' as an email address, and fill in the other fields correctly.	User will get an error message saying the email address has already been registered on the system.	Yes
Fill in all fields correctly.	User will be successfully registered on the system and sent an email confirming their username. User will be supplied with a link to create a new application. User is automatically logged in.	Yes
Click on 'Create an Application'.	User will be re-directed to the 'Application Home Page' where they can create a new application. User's name and email will be displayed.	Yes
Click on 'Create a new Application'.	User will be presented with a page where they can update their details.	Yes
Fill in the address field and click on 'Update Details'	User will receive an error message saying that they have not filled in all of the required fields.	Yes
Fill in all the fields that have a * next to them.	User will get a message saying 'Details updated successfully'.	Yes
Click on 'Next' twice	User will be on Application page 3 and will get an error message saying they must enter a vacancy code to create an application first (Click on the link).	Yes

Click on 'Upload Letter'.	Vacancy code will automatically be filled in. User will receive an error message saying they must enter a correct date of availability.	Yes
Enter a valid date of availability.	User will be informed that details have been saved. Says no letter uploaded.	Yes
Enter 4 as the vacancy code and click 'Upload Letter'.	User will receive an error message saying that the vacancy has been deleted and user cannot create an application for it.	Yes
Enter 7 as the vacancy code and click 'Upload Letter'.	User will receive an error message saying that the vacancy is closed and user cannot create an application for it.	Yes
Pick a .jpg file to upload (Click on 'Browse' to choose a file).	Error message displayed saying only .txt, .rtf and .doc files can be uploaded.	Yes
Pick a .doc file to upload (Letter of Introduction)	File uploaded successfully. Will display filename and provide a link to the file, which can be downloaded and opened.	Yes
Click on 'Delete' file.	File will be removed from the database.	Yes
Pick another .doc file to upload.	File will be displayed as before.	Yes
Try uploading another file.	User will receive an error message saying that they have already uploaded a letter.	Yes
Click on 'Application Home' in the Quick Links box.	User will be returned to the Application Home Page. The newly created application will be available to [Edit]. Its status will be 'In Progress'.	Yes
Click on [Edit]	User will be directed to the 'Edit Details' page.	Yes
Click on 'Upload CV' on the progress bar.	User will be redirected to the 'Upload CV' page. It will say CV not yet uploaded.	Yes
Pick a CV file to upload (.doc).	Message will save CV uploaded correctly. CV will be displayed, and a link given so that the file can be downloaded. The file can also be deleted and re-uploaded.	Yes.
Click on 'Preview and Submit Application' on the progress bar.	The user will not be able to submit the application, as all the required fields have not yet been completed.	Yes
Click on 'Review Application' then, 'Back'.	User will be on the Add References page. It will say that no references have been added yet.	Yes

Complete the details for a referee and click 'Add Reference'.	Reference will be added to the application, and shown at the top of the page. The user will also have the option to delete it.	Yes
Try adding the same referee again.	The user will get an error message saying that the reference has already been added for that application.	Yes
Delete the Reference.	Reference will be deleted from the system. Page will say no references have been added.	Yes
Add 3 referees.	Page will display names of referees that have been added. Links will be provided to delete those referees.	Yes
Try adding another referee.	User will receive an error message saying that they can only add 3 referees.	Yes
Click 'Next Page'.	User will be redirected to the 'Upload Other Files' page. This part is optional as a PhD vacancy was chosen.	Yes
Click on 'Preview Application'.	The user will be presented with the option to 'Submit Application' as all required fields have been completed for this application. User can review all information supplied and view the file they uploaded.	Yes
Click on 'Submit Application'.	The user will be emailed a confirmation message. Message will say application submitted successfully and the referees will be emailed their usernames and passwords. The application will not be able to be resubmitted.	Yes
Click on 'Application Home'	The application will not be able to be edited and the status will be 'Awaiting References'.	Yes
If all the user's references have been added.	The application's status will be 'Completed'.	Yes
Create a new application for a vacancy and do not return to edit it until after the closing date.	Application status will be 'Vacancy Closed' and they will not be able to submit the application.	Yes
Click on new application and change the URL to 1.	User will receive a message saying they do not have permission to access this application.	Yes

Click on Edit Details.	User can now edit their personal details without having to create a new application.	Yes
Click on 'Log out'.	User will be completely logged out of the system.	Yes
Click on 'Home'.	User will be redirected to the index page.	Yes
Click on 'Help'.	The FAQs will be displayed.	Yes
Click on 'Contact Help Desk'.	The contact form will be displayed.	Yes
Click on 'Site Map'.	The site map will be displayed.	Yes
Enter details and click 'Submit'.	The user's request will be emailed to jxc04m@cs.nott.ac.uk	Yes
Enter username and password in the Login box and 'Login'.	User will be logged in and redirected to the Application Home Page.	Yes
Click on 'Change Password' in the Quick Links box.	User will have the option to change their password.	Yes
Enter the current password wrongly.	User will receive an error message saying they must enter their current password correctly.	Yes
Enter the new password differently twice.	User will receive an error message saying that they must enter the new password the same way twice for it to be changed.	Yes
Enter the old and new passwords correctly and click 'Change Password'.	The system will successfully change the user's password. It will ask them to refresh to login again.	Yes
Press Refresh.	User can now log into the system.	Yes
Click on 'Forgotten Details'.	User will be given the option to retrieve their username and receive a new password.	Yes
Enter a username that does not exist.	User will be told that this username is not currently in the system, and to try entering their email address.	Yes
Enter an incorrect email address.	User will be told that this email is not currently in the system.	Yes
Enter the correct email, but an incorrect username.	User will be advised to enter only an email address as the username could not be matched to that email.	Yes
Enter a correct email address.	User will be told that the system has emailed them a new password. System will email the user with the username matching that email address, and generate a new password for it.	Yes

Enter a correct username.	User will be told that the system has emailed them a new password. The system will email the user at the email address that matches the username entered, and send them the username and a new password.	Yes
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Reference:

Test	Expected result	Achieved result?
Applicant submits an application.	Referee will receive an email telling them that they have been added as a reference for this applicant, and be given a username and password.	Yes
Click on the link in the email.	User is taken to the index page.	Yes
Click on 'Applications'.	User is told where to click to add a reference.	Yes
Click on Index, then on 'Reference'.	User is told that they must log in to add a reference.	Yes
Click on 'Login'	User is redirected to the login page.	Yes
Enter username and password from the email, and click 'Login'.	User is logged in and redirected to the reference home page. They can see for whom they have to write the reference.	Yes
Click on 'Add Reference'.	User can now edit their personal details.	Yes
Check personal details and add any extra ones. Click on 'Save Details'.	Message saying details updated successfully.	Yes
Delete email address and click on 'Save Details'.	User will receive an error message saying that you must fill in all the required fields.	Yes
Click on 'Next'.	User will now be allowed to upload their reference. It will say that a reference has not yet been uploaded.	Yes
Click on 'Next'.	User will not yet be able to submit their reference because they have not completed all the required fields.	Yes
Click on 'Review Reference' and choose a .doc file to upload as a reference (use Browse to select the file).	User will receive a message saying file has successfully uploaded. The filename will be provided with a link to download file, or delete it.	Yes

Click on 'Next'.	User can preview reference. User has option to submit the reference.	Yes
Click on 'Submit Reference'.	Message saying reference has been successfully submitted. User cannot submit reference again.	Yes
Click on 'Reference Home'.	Page says that reference has been submitted, and the date on which it was submitted.	Yes
Click on 'Change Password'.	User has the option to change their password.	Yes
Click on 'Logout'.	User is successfully logged out.	Yes

Staff Member:

Test	Expected result	Achieved result?
Admin adds user as a staff member.	User receives an email saying this and giving them a username and password.	Yes
Enter username and password in Login box and click 'Login'.	User is redirected to the Staff Home page. User can see all the vacancies they manage.	Yes
Click on 'Add Vacancy'.	User is taken to the Add Vacancy page.	Yes
Enter some details for the vacancy. Do not select a vacancy type. Click on 'Add Vacancy'.	User is shown an error message saying they must fill in all the required fields. User is told which fields are missing and the data they entered before is retained.	Yes
Enter all details for vacancy, but enter a date that does not exist for a starting date.	User is told that their starting date is incorrect. All other data is retained.	Yes
Correct starting date and click on 'Add Vacancy'.	User is told that the vacancy has been added successfully, and told the vacancy ID.	Yes
Click 'Back'.	User will now be managing 1 vacancy. They will have various options that they can take for the vacancy,	Yes
Click on [Edit].	User can edit the details for the vacancy.	Yes
Change the vacancy type and click 'Save Changes'.	Vacancy type will be updated successfully (Click 'Back').	Yes
Click on [View].	User will be taken to a page where they can view the full details of the vacancy as the applicants can see it.	Yes
Click on 'Staff'.	User will be taken to the Staff Home page.	Yes

Click on [Change Status].	User will be taken to a page where they can close, re-open or delete a vacancy (they will be able to view the current status and closing date of the vacancy).	Yes
Select 'Close' and click on 'Change Status'.	The vacancy will now be closed.	Yes
Click on 'Back' and then [View]	The vacancy's status be 'Closed' and the closing date will be today. The vacancy will be shown in italics on the Manage Vacancies page.	Yes
Click on 'Staff', then [Change Status]. Select 'Re-Open' and click on 'Change Status'.	The vacancy will be re-opened.	Yes
Click on 'Back', then [Edit], and change the closing date.	Vacancy closing date will be updated successfully (Click 'Back').	Yes
Click on [Change Status] and choose 'Delete'.	Vacancy will be deleted successfully. Vacancy will be crossed out on the Manage Vacancy page.	Yes
Click on 'Edit Staff Details'.	User will be able to edit their details.	Yes
Add a department and position, and click 'Save'.	User's details will be updated.	Yes
Click on 'Change Password'.	User will be able to change their password.	Yes
Pick a new password and 'Save'.	User's password will be saved. They will have to refresh and log in again. Press 'Refresh'.	Yes
Log in with username 'admin' and password 'admin'.	User will be presented with a list of vacancies managed by the user 'admin'.	Yes
Click on [Manage Applications] for vacancy 1.	User will be able to see how many applications have been made for this vacancy, and what stage they are in.	Yes
Select applicant 'Jo Carter', and click 'View Application'.	User will be able to view all the details for this applicant, including all the files they have uploaded. They can also print this page.	Yes
Click 'Staff Home', then choose [Statistics] for vacancy 1.	User will be able to see a breakdown of the applicants for vacancy 1, broken down by age, gender and country of origin.	Yes
Click on 'View a Graphical Representation...'	User will be able to see a graphical representation (pie chart) of the statistics for vacancy 1, as percentages.	Yes

Click on 'Back', then [Report].	User will be able to view (and print) a report which includes the statistics for the vacancy, and all the details of candidates who have 'Completed' applications, including being able to download files they have uploaded.	Yes
Click on [Print].	User will be able to print the report. (NB: If the user is using IE then they need to make sure 'active scripting' is enabled).	Yes
Click on a filename.	User will be given the option to download the file (or view it in the browser if it's a text file).	Yes

Administrator:

Test	Expected result	Achieved result?
Click on Admin Home.	As user is logged in a user admin, this will take them straight to the Admin Home page.	Yes
Click on View Staff.	User will be displayed a list of all staff members currently in the system, including their usertype (staff or admin). Click 'Back'.	Yes
Click on Add Staff.	The user will now be able to add a new staff member.	Yes
Enter partial details for the staff members and click 'Add'.	The user will get an error message saying they must fill in all the required fields. Entered data will be retained.	Yes
Enter full details for the staff member, but enter a 2 character username.	User will receive an error message saying usernames must be between 3 and 20 characters long.	Yes
Enter full details for staff, but enter email as 'test'.	User will get an error message saying their email appears to be formatted incorrectly.	Yes
Enter full correct details for staff and click 'Add'.	Staff member will be added successfully, and they will be emailed their username and password.	Yes
Click Back, then View Staff.	User will see that the staff member has been added successfully to the system.	Yes
Click Back, and click on Promote/ Demote admin.	User will see a list of current staff members, (excluding themselves and 'admin'), and an option to change usertype to staff or admin.	Yes

Select the staff member that was just added, and promote them to admin.	Staff member will be promoted to admin. This will be reflected on the View Staff page. If the user were to log in as that staff member they would have access to the admin section.	Yes
Return to Admin Home, and select Manage Vacancies.	User will be presented with a list of all the vacancies in the database, and who manages those vacancies.	Yes
Select vacancy 1, and click 'Reassign'.	User will be taken to a page where they can select someone to reassign the vacancy to (excluding the person who is currently managing the vacancy).	Yes
Pick the staff member just added, and Submit.	The vacancy will now be managed by the new staff member. The page will automatically change to reflect this (including the drop-down list). This change will also be seen on the Manage Vacancies page.	Yes
Do not pick a staff member and Submit.	User will get an error message saying they must pick a staff member to reassign to.	Yes
Click on 'Admin Home' and choose Delete Staff.	The user will be presented with a list of staff members that they can delete (excluding themselves and 'admin').	Yes
Choose the new staff member to delete, and pick 'Joanne Carter' to reassign the vacancies to. Click 'Delete'.	The new staff member will be deleted. If the user were to return to the Manage Vacancies page, vacancy 1 will now be managed by Joanne Carter. The new staff member will no longer be in the drop-down box of staff that can be deleted.	Yes
Choose a staff member to delete, but do not pick a re-assignee. Click 'Delete'.	User will receive an error message saying that they must pick a staff member to reassign the vacancies to.	Yes
Choose a staff member to re-assign to, but not one to delete. Click 'Delete'.	User will receive an error message saying that they must pick a staff member to delete. Selections will be kept.	Yes
Pick the same staff member twice. Click 'Delete'.	User will receive an error message saying that they cannot reassign vacancies to the staff member that is being deleted.	Yes
Click on Logout.	User will be logged out of the system.	Yes