CONFIDENTIAL

Use Cases for Q2 2019
Preview Test Scripts

SAP SuccessFactors

THE BEST RUN SAP

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EMPLOYEE CENTRAL: SERVICE Center

Testcase: Rendering of Landing Page (ECT-114140)

<table>
<tr><td colspan="2">Prerequisites
· Users must have:
o SuccessFactors Employee Central instance
o Test Tenant and Productive Tenant
o SAP Cloud Platform account
o SAP Cloud Platform Integration account
For more information on meeting the prerequisites, see : https://help.sap.com/viewer/a94a7e623f4e49e897ac3220b993202d/latest/en-US/70fcf399c1d5404ca1f30e2930b8f9ae.html
Topics of interest: Configuring SAP Cloud for Customer, Configuring Ask HR application on SAP cloud platform and Employee Central Home Page for more information.
· Ask HR application should be enabled in application. For more information on Ask HR, please see User Guide and Implementation Guide.</td></tr>
<tr><td>Step</td><td>Result</td></tr>
<tr><td>1. Log in to your instance.</td><td>User should be able to successfully login.</td></tr>
<tr><td>2. There is no specific order followed in the arrangement of the tiles.
The URL pattern for Landing page is #Home-Show&/Landing.
There are four tiles will be present in the landing page.</td><td>N/A</td></tr>
<tr><td>3. Go to the Search Tile.</td><td>If any Knowledgebase is configured [OpenSearch/JAM] then this tile will be available.
On Click of the Search tile, it should navigate the user to Search tab of the ASK HR screen.</td></tr>
<tr><td>4. Go to the Create Ticket Tile.</td><td>By default, this tile should be present for all the users.
If the user is configured in SAP Cloud for Customer then on click of this tile it will go toCreate Ticket screen.
If the user is not configured in SAP Cloud for Customer then it throws "Your User profile is not configured, contact your system administrator." error and the user should stay in the landing screen.</td></tr>
<tr><td>5. Go to the Tickets Overview Tile.</td><td>By default, this tile should be present for all the users.
If the user is configured in SAP Cloud for Customer then on click of this tile it will go toTickets Overview tab of the Ask HR screen.</td></tr>
</table>

	If the user is not configured in SAP Cloud for Customer then it throws "Your User profile is not configured, contact your system administrator." error and the user should stay in the landing screen.
6. Go to the Contact Tile.	If contact information is configured then this tile will be available. On Click of the Contact tile, it should navigate the user to Contacts tab of the Ask HR screen.

Testcase: Change in Create Ticket screen behavior (ECT-114140)

Prerequisites

- Users must have:
  - SuccessFactors Employee Central instance
  - Test Tenant and Productive Tenant
  - SAP Cloud Platform account
  - SAP Cloud Platform Integration account

  For more information on meeting the prerequisites, see : https://help.sap.com/viewer/a94a7e623f4e49e897ac3220b993202d/latest/en-US/70fcf399c1d5404ca1f30e2930b8f9ae.html

  Topics of interest: Configuring SAP Cloud for Customer, Configuring Ask HR application on SAP cloud platform and Employee Central Home Page for more information.
- Ask HR application should be enabled in application. For more information on Ask HR, please see User Guide and Implementation Guide.

Step	Result
1. Login in to your instance.	User should be able to successfully login.
2. Verify ASK HR navigation path.	The ASK HR navigation path is visible in the top left corner of the page will not be available.
3. Verify Cancel button.	The Cancel button will be enabled irrespective of the scenario.
4. Click Cancel.	On click of the cancel button, it should cancel the actions made and the clear the fields. Then navigate the user to the previous screen.
5. Verify when no history is available.	If no history is available (when directly launched from the bookmarked url) then by default cancel the behavior of the page and route the user to Landing page.

EMPLOYEE CENTRAL: BCUI

Testcase: Remove 'Student' person type from all employment related entities (ECT-109666)

Prerequisites : N/A	
Step	Result
1. Log in to Admin Center > Manage Business Configuration.	You see the Manage Business Configuration page.
2. Click the drop down arrow next to 'jobInfo' and Click 'Create New Person Type'.	You will see the configuration page for 'Create New Person Type'.
3. Click the Person Type dropdown.	You shouldn't be able to see 'Student' as a picklist item.
4. Repeat steps 2 and 3 for a Country Specific jobInfo element.	You shouldn't be able to see 'Student' as a picklist item.
5. Repeat steps 2 to 4 for the remaining 4 entities mentioned in the summary.	Same results.
6. Repeat steps 2 to 4 for Person Entities instead of Employment Entitites.	'Student' should be present as a picklist item.

Testcase: Remove 'Candidate' person from all employment related entities in BCUI (ECT-109666)

Prerequisites : N/A	
Step	Result
1. Log in to Admin Center > Manage Business Configuration.	You see the Manage Business Configuration page.
2. Click the drop down arrow next to 'jobInfo' and Click 'Create New Person Type'.	You will see the configuration page for 'Create New Person Type'.
3. Click the Person Type dropdown.	You shouldn't be able to see 'Student' as a picklist item.
4. Repeat steps 2 and 3 for a Country Specific jobInfo element.	You shouldn't be able to see 'Student' as a picklist item.
5. Repeat steps 2 to 4 for the remaining 4 entities mentioned in the summary.	Same results.
6. Repeat steps 2 to 4 for Person Entities : emailInfo, home_address, personInfo, personalInfo, nationalIdCard, phoneInfo.	‘Candidate’ should be present as a picklist item.

Testcase: Remove 'Basic person' type from all entities in BCUI. (ECT-109666)

Prerequisites : N/A	
Step	Result
1. Go to Admin Center > Manage Business Configuration.	You see the Manage Business Configuration page.
2. Click the drop down arrow next to 'jobInfo' and Click 'Create New Person Type'.	You will see the configuration page for 'Create New Person Type'.
3. Click the Person Type dropdown.	You shouldn't be able to see 'Student' as a picklist item.
4. Repeat steps 2 and 3 for a Country Specific jobInfo element.	You shouldn't be able to see 'Student' as a picklist item.
5. Repeat steps 2 to 4 for the remaining 4 entities mentioned in the summary.	Same results.

Testcase: Validate Onboarding switch when disabling for compInfo (ECT-112541)

Prerequisites : N/A	
Step	Result
1. Go to Admin Center > 'Manage Business Configuration'.	You see the Manage Business Configuration page.
2. Click compInfo and set "Enabled for Onboarding" to Yes and save.	"Enabled for Onboarding" field is set to Yes and saves successfully.
3. Repeat step 2 for payCompRecurring and payCompNonRecurring.	Same result.
4. Go to compInfo and set "Enabled for Onboarding" as No and save.	An error message with the following message should pop up: You are allowed to disable the Onboarding switch for Compensation Information, only if it is disabled for both Recurring and Non-Recurring Pay Components.

Testcase: Validate Onboarding when enabling payCompRecurring and payCompNonRecurring (ECT-112541)

Prerequisites : N/A	
Step	Result
1. Go to Admin Center > 'Manage Business Configuration'.	You see the Manage Business Configuration page.
2. Click payCompRecurring and check the value of "Enabled for Onboarding" field.	You will see the configuration page for payCompRecurring with the field "Enabled for Onboarding".
3. If "Enabled for Onboarding" is set to Yes, then set it to No and save.	"Enabled for Onboarding" field is set to No and saves successfully.
4. Repeat step 2-3 for payCompNonRecurring first and then for compInfo.	Same Result.
5. Click payCompRecurring, set "Enabled for Onboarding" to Yes and save.	An error should pop up with the following message: You are allowed to enable this HRIS element for Onboarding, only if it is enabled for Compensation Information.
6. Repeat step 5 for payCompNonRecurring.	Same result.

Testcase: Check switch validation in Manage Data Page (ECT-112541)

Prerequisites : N/A	
Step	Result
1. Go to Admin Center > Manage Data.	You can see Manage Data page.
2. Search for "HRIS Element" in the drop down.	"HRIS Element" option is selected in drop down.
3. Select HRIS Element "Job Information" from the second drop down.	Job Information configuration page is loaded.
4. Set "Enabled for Onboarding" field to Yes.	An error should pop up with the message: This HRIS element cannot be enabled for Onboarding. "Enabled for Onboarding" field will be set back to No.
5. Set "Enabled for Contingent Workers" field to Yes.	An error should pop up with the message: This HRIS element cannot be enabled for the Contingent Worker person type.

	"Enabled for Contingent Workers" field will be set back to No
6. Repeat 3-5 for others elements apart from the ones mentioned in summary.	Same result.

Testcase: Validation when HRIS element disabled with no fields (ECT-112541)

Prerequisites : N/A	
Step	Result
1. Go to Admin Center > Manage Business Configuration.	You see Manage Business Configuration UI with compInfo configuration page.
2. Click emailInfo.	emailInfo configuration page is loaded.
3. Delete all the fields in emailInfo and save.	Odata API Data Dictionary page is loaded.
4. Click "OK" button in warning dialog and save.	Page should be saved and "Enabled" field must be set to No.
5. Repeat 2-4 for other HRIS elements except compInfo, jobInfo, employmentInfo, personalInfo and personInfo.	Same results.
6. Repeat steps 2 to 4 for Person Entities instead of Employment Entitites.	'Student' should be present as a picklist item.

EMPLOYEE CENTRAL: LOCALIZATION

Testcase: Verify the presence of the new global info for country Zimbabwe (ECT-110889)

Prerequisites · Employee should have the permission to edit the National Id portlet as part of his personal and employment profile. · National Id Portlet should be enabled in the admin tools for the given role.	
Step	Result
1. Go to the add new employee page. Move to personal information tab and under the global info section add country Zimbabwe and give appropriate data for all the fields and Click next.	The new hire page must launch successfully and the new employee global info fields must be displayed. The employee hiring should be successful and the given data should be appearing in all the fields for employee.

Testcase: Verify the change in display format for National ID card type "ID Number" for Zimbabwe (ECT-110889)

Prerequisites · Employee should have the permission to edit the National Id portlet as part of his personal and employment profile. · National Id Portlet should be enabled in the admin tools for the taken role. · Updated CSF SDM should be uploaded in the provisioning, which specifies the format of national Id for Zimbabwe.	
Step	Result
1. Go to admin tools > Add new Employee.	Hiring page will appear without any exceptions.
2. Hiring page will be loaded without any exceptions.	The validation occurs only if there is a proper format maintained else system should allow user to Click next of Identity page.
3. Select Country as Zimbabwe with card type as "ID Number".	Respective card types for the selected country will be populated in the National Id Card Types.
4. Enter improper format (ex: 123ABC45678) for the National Id and Click ok.	Save failed with Error message - "Please enter a valid ID Number. Use the format NN-NNNNNN A NN.
5. Enter less than 11 digit numeric and Click ok.	System should throw an error message –Please enter a valid ID Number. Use the format NN-NNNNNN A NN.
6. Enter proper formatted national ID, ex: 63-758552 Y 27	Save successful without any error message.

Testcase: Verify the presence of the Payment Information for country Zimbabwe. (ECT-110889)

<table>
<tr><td colspan="2">Prerequisites
Payment Method for Zimbabwe should be configured for Bank Transfer and Cash.
The configUI for Zimbabwe must be imported.
RBP must be enabled for the fields.</td></tr>
<tr><td>Step</td><td>Result</td></tr>
<tr><td>1. Go to Admin Center > Add New Employee.</td><td>The new hire page must be launched successfully.</td></tr>
<tr><td>2. Perform a new hire with Legal Entity as country "Zimbabwe". Fill all the necessary and mandatory fields in the Identity Page, the Personal Info Page and the Job Information Page.</td><td>The hiring must continue after filling in all the necessary details in the Identity Page, the Personal Info Page and the Job Info Page.</td></tr>
<tr><td>3. Under the Compensation Info page, add details for Payment Info for country Zimbabwe. Check for the following fields:

- Payment Methods(Bank Transfer, Cash)

- Account Type

- Routing Number

- Account Number

- Currency

- Amount
- Percent</td><td>The mentioned fields must be visible for Zimbabwe.

The Payment Method should show list with values Bank Transfer and Cash.

Account Types should be provided with drop-down list values ‘Current’ and ‘Savings’.</td></tr>
<tr><td>4. Complete the hiring.</td><td>The new hire must be completed successfully and the payment info details given during hire for the newly hired employee must be visible in the employee profiles page under the Payment Info section.</td></tr>
</table>

EMPLOYEE CENTRAL CONTINGENT WORKFORCE

Testcase: Verify direct reporters of terminated manager get automatically transfered to high level manager (ECT-91740)

<table>
<tr><td colspan="2">Prerequisites:
Provisioning access to run a job.
Contingent workforce management related configuration is done for testing instance.
Consider,
'CW highlevelManager' has one subordinate and 'CW Manager' has 3 subordinates.
Follow these steps to prepare test data:<ol type="a">
Add new contingent worker say 'CW highlevelManager'
Add another contingent worker say 'CW Manager' by selecting ‘CW highlevelManager’ as his manager
Add other 3 contingent workers (say CW1, CW2, CW3) by selecting ’CW Manager’ as their manager</td></tr>
<tr><td>Steps</td><td>Results</td></tr>
<tr><td>1. Search the profile of manager ‘CW Manager’.</td><td>User profile will be displayed.</td></tr>
<tr><td>2. Go to edit work order and update the end date before today’s date [Terminate the user].</td><td>User status should get changed to terminated in job info and the user should become inactive.</td></tr>
<tr><td>3. Run job.</td><td>Job should be completed successfully.</td></tr>
<tr><td>4. Observe the profiles of subordinates CW1, CW2, CW3 and their manager.</td><td>Name of the Manager should get changed to the high-level manager.
Value of manager should get changed from ''CW Manager' to 'CW highlevelManager'</td></tr>
<tr><td>5. Go to org chart and search for high level manager 'CW highlevelManager'.</td><td>'CW highlevelManager' should have three subordinates CW1, CW2, and CW3.</td></tr>
<tr><td>6. In org chart, observe the manager of three subordinates CW1, CW2, and CW3.</td><td>Subordinates manager should be ' CW highlevelManager'.</td></tr>
</table>

Testcase: Verify direct reportees of terminated CW manager who has regular managers (ECT-91740)

Prerequisites: Prepare test data as shown: Hire CW Manager, under him hire 2 regular Managers and their subordinates.

<table>
<tr><td colspan="4">CW Manager</td></tr>
<tr><td colspan="2">Regular Manager1</td><td colspan="2">Regular Manager3</td></tr>
<tr><td>Reg1</td><td>Reg2</td><td>Reg3</td><td>Reg4</td></tr>
</table>

Steps	Results
1. Terminate Regular Manager1 and verify sub ordinates of CW Manager by running a daily job.	CW Manager should have three subordinates Reg1, Reg2, and Regular Manager3.
2. Terminate CW Manager and Regular Manager1 on same day and verify Manager of Reg1 and Reg2 by running a daily job.	Manager of Reg 1 and Reg2 should get updated to the Manager of 'CW Manager'.
3. Terminate CW Manager and verify Manager of 'Regular Manager1' by running a daily job.	Manager of 'Regular Manager1' should get updated to Manager of 'CW Manager'.

Testcase: Verify the org chart of Manager when subordinates get terminated (ECT-91740)

Prerequisites:

Contingent workforce management related configuration are done for testing instance.

Consider, 'CW highlevelManager' has one subordinate and 'CW Manager' has three subordinates.

Follow these steps to prepare test data:

1. Add new contingent worker say 'CW highlevelManager'.
2. Add another contingent worker say 'CW Manager' by selecting ' CW highlevelManager' as his manager.
3. Add other three contingent workers say CW1, CW2, and CW3 by selecting 'CW Manager' as their manager.

Steps	Results
1. Terminate CW1 and observe org chart of 'CW Manager' by running the daily job.	'CW Manager' should have two subordinates CW2 and CW3.

Testcase: Forward propagation through history with Concurrent CWK Switch OFF (ECT-108931)

<table>
<tr><td colspan="2">Prerequisites:
· Concurrent CWK Switch OFF.
· Contingent Workers are enabled in the system.
· User has permissions to manage history data.</td></tr>
<tr><td>Steps</td><td>Results</td></tr>
<tr><td>1. Go to Contingent Worker profile whose ECWK record should be edited.</td><td>Profile loads successfully.</td></tr>
<tr><td>2. Go to job history and click on second last record (any time slice before ECWK).</td><td rowspan="2">Allow the user to change the data of the record and saved successfully.</td></tr>
<tr><td>3. Edit the record data. One of each type:
· Static Value
· Picklist Value
· Any value which triggers calculation
For example, any change in Standard Hours in Job Info will calculate FTE value.</td></tr>
<tr><td>4. Now click on the ECWK record and check the data whichever was changed during the last step.</td><td>Verify that the changed data is properly propagated to ECWK.</td></tr>
<tr><td>5. Try the same steps for the users having SCWK- ECWK -SCWK -ECWK and SCWK -SCWK -ECWK combinations also.</td><td>Verify these combinations.</td></tr>
</table>

Testcase: Forward propagation through history with Concurrent CWK switch ON (ECT-108931)

<table>
<tr><td colspan="2">Prerequisites:
· Concurrent CWK Switch ON.
· Contingent Workers are enabled in the system.
· User has permissions to manage history data.</td></tr>
<tr><td>Steps</td><td>Results</td></tr>
<tr><td>1. Go to Contingent Worker profile whose ECWK record should be edited.</td><td>Profile loads successfully.</td></tr>
</table>

2. Go to job history and click on second last record (any time slice before ECWK).	Allow the user to change the data of the record and saved successfully.
3. Edit the record data. One of each type: · Static Value · Picklist Value · Any value which triggers calculation For example, any change in Standard Hours in Job Info will calculate FTE value.	
4. Now click on the ECWK record and check the data whichever was changed during the last step.	Verify that the changed data is properly propagated to ECWK.

Testcase: ECWK data can be edited through history Concurrent CWK Switch OFF/ON (ECT-108931)

Prerequisites: · Concurrent CWK Switch ON. · Contingent Workers are enabled in the system. · User has permissions to manage history data.	
Steps	Results
1. Go to Contingent Worker profile whose ECWK record should be edited.	Profile loads successfully.
2. Go to job history and click on ECWK record. Edit the record data (not dates).	Allow the user to change the data (not dates) of the ECWK time slice.
3. Repeat the steps for Concurrent Contingent Worker switch OFF case also.	Allow the user to change the data (not dates) of the ECWK time slice.

Testcase: Forward propagation through edit icon (pencil icon) and ‘Take Action > Edit Organization Info’ (ECT-108931)

Prerequisites: · Contingent Workers are enabled in the system. · User has permissions to manage history data.	
Steps	Results

1. Go to Contingent Worker profile whose ECWK record should be edited.	Profile loads successfully.
2. Click on Edit icon of job information by selecting pencil icon. Add a new record within the timeline of SCWK with any other event reason like data change. Then save	Allow the user to change the data of the record and saved successfully.
3. Now click on the ECWK record in history and check the data.	Verify that the changed data is properly propagated to ECWK.
4. Edit similarly through 'Take Action' > 'Edit Organization Info' and verify the data in ECWK.	ECWK should have the data propagated from the latest time slice.

Testcase: Forward propagation via edit icon with Workflow enabled (ECT-108931)

Prerequisites: · Contingent Workers are enabled in the system. · User has permissions to manage history data.	
Steps	Results
1. Go to Contingent Worker profile whose ECWK record should be edited.	Profile loads successfully.
2. Go to job history and click on second last record (any time slice before ECWK). Edit the record data. One of each type: · Static Value · Picklist Value · Any value which triggers calculation. For example, any change in Average Hours in Job Info will calculate FTE value.	Workflow gets triggered when you click Save. Workflow: Configure onSave rule on JobInfo entity and trigger the workflow (WF). Only Edit icon supports WF. History does not support WF.
3. Complete the workflow.	Check the profile, if the data is propagated to ECWK.

Testcase: OnSave/Post Save rule propagation in edit/History flow (ECT-108931)

Prerequisites: · Have WO in the system. Have the rules created and enabled. Add a new JobInfo entry SCWK or add any event record before ECWK record and check the rules	
Steps	Results
1. Create OnSave/PostSave rule and enable for any Job info field	Rules must be ready to execute.
2. Have a Contingent Worker with any combination in history like SCWK > Data Change > ECWK. Try changing the record before ECWK and click Save.	On Save/Post Save of the record should propagate the rule changes to ECWK

Testcase: Forward propagation through history with Concurrent CWK Switch OFF (ECT-108931)

Prerequisites: · Concurrent CWK Switch OFF. · Contingent Workers are enabled in the system. · User has permissions to manage history data.	
Steps	Results
1. Go to Contingent Worker profile whose ECWK record should be edited.	Profile loads successfully.
2. Go to job history and click on 2nd last record (any time slice before ECWK). Edit the record data. One of each type: · Static Value · Picklist Value · Any value which triggers calculation For example, any change in Average Hours in Job Info will calculate FTE value.	Allow the user to change the data of the record and saved successfully.
3. Now click on the ECWK record and check the data whichever was changed during the last step.	Verify that the changed data is properly propagated to ECWK.
4. Try the above for the users having SCWK- ECWK -SCWK -ECWK and SCWK -SCWK -ECWK combinations also	Verify these combinations.

Testcase: Determine whether or not the Job Relationship portlet is visible for contingent workers or not. (ECT-112490)

<table>
<tr><td colspan="2">Description: When this switch is enabled, if the portlet is available for contingent workers, it shows the same fields as for an employee.</td></tr>
<tr><td colspan="2">
Test Scenario 1: Setting up the test scenario</td></tr>
<tr><td colspan="2">Prerequisites:
BCUI is enabled
Job Relationship element is enabled for the system
Job Relationships should show a switch for contingent workers.
ECPersonElementConfig MDF does not exist for Job relationships for contingent workers.</td></tr>
<tr><td>Steps</td><td>Results</td></tr>
<tr><td>1. Go to Admin Center > Manage Business Configuration.</td><td></td></tr>
<tr><td>2. Go to “HRIS Elements” section.</td><td>Verify that there is no “create Person Type” and no “Person Type” already exists for “jobRelationsInfo”</td></tr>
<tr><td>3. Select “jobRelationsInfo”</td><td>Verify that the “Enabled For Contingent Workers” flag is set (either Yes or No)</td></tr>
<tr><td colspan="2">
Test Scenario 2: Job Relationship for Contingent Workforce is disabled</td></tr>
<tr><td>1. Go to Admin Center > Manage Business Configuration > “HRIS Elements” > “jobRelationsInfo”</td><td>Verify that the “Enabled For Contingent Workers” flag is set to No.</td></tr>
<tr><td>2. Go to Add Contingent Worker wizard</td><td>Verify that the Job Relationships portlet is no longer available.</td></tr>
<tr><td>3. Go to People Profile</td><td>Verify Job Relationships portlet is no longer available.</td></tr>
<tr><td colspan="2">
Test Scenario 3: Job Relationship for Contingent Workforce is enabled</td></tr>
<tr><td>1. Go to Manage Business Configuration > “HRIS Elements” > “jobRelationsInfo”</td><td>Verify that the “Enabled For Contingent Workers” flag is set to YES</td></tr>
<tr><td>2. Go to Add Contingent Worker wizard</td><td>Verify that the Job Relationships portlet is available</td></tr>
<tr><td>3. Go to People Profile</td><td>Verify Job Relationships portlet is available</td></tr>
</table>

EMPLOYEE CENTRAL BENEFITS

Testcase: Enhancement to create enrollment records effective from a date that occurs before the click date (BEN-3315)

Prerequisites · Benefit must be created	
Step	Result
1. Go to Admin Center Benefit Admin Overview.	“Benefit Admin Overview” opens
2. Choose Create new > Benefit Life Event Configuration.	New ‘Benefit Life Event Configuration’ creation screen appears
3. While configuring ‘Benefit Life Event Configuration’, In ‘Benefit Effective Date Configuration’ select the Benefit for which you want to set the ‘Effective from date’ past the ‘Click Date’ and attach the ‘Effective From Rule’ to set the same. Click Save.	Life Event Configuration saved successfully
4. Choose Create new > Benefits Exception.	New ‘Benefits Exception’ creation screen appears
5. Select Exception For as ‘Enrollment’.	‘New Exception Window Required’ field appears
6. Set the ‘New Exception Window Required’ to Yes.	The fields (Exception Start Date, Exception End Date, Benefit Life Event Configuration, Benefit Event Date) appears
7. Select the ‘Benefit Life Event Configuration’ created in step 3 and enter the Event Date.	The Exception Start Date, Exception End Date and the Benefit Exception details (such as Benefit, Relevant for Benefit Period, Enrollment Effective From Rule) populates automatically from the Configuration
8. Save the Exception.	Benefit Exception saved successfully
9. Go to the ‘Other Available Benefits’ section in the Benefits Page for the Employee for whom exception has been created.	You will be able to see the Benefit for which exception has been created for the Employee.
10. Click ‘Enroll Now’ to enroll into the Benefit.	Enrollment screen appears
11. Check the ‘Effective From’ date in the enrollment screen.	‘Effective From’ date will be the past date that has been set via ‘Enrollment From Rule’

12. Enter the required enrollment details and Click Save.	Enrollment saved successfully with 'Effective From date' as a past date

Testcase: HSA employer contribution configuration and enrollment screen enhancements (BEN-3253)

Prerequisites

- User has access to "Benefit Admin Overview" and required RBP permission on benefits object.
- Insurance benefit (Health Insurance) is enrolled in Self Tier for a User "X"

Step	Result
1. Go to Admin Center > Benefit Admin Overview.	"Benefit Admin Overview" opens
2. Choose Create new > Benefit	New Benefit creation screen appears ew 'Benefit Life Event Configuration' creation screen appears
3. Select Benefit Type as "Savings Plan"	New Field appears "Enable Employer Contribution"Life Event Configuration saved successfully
4. Check values in "Enable Employer Contribution"	It has two values "Yes" and "No" Default values in "No"
5. Change the default value to "Yes"	New field "Employer Contribution" appears
6. Select Plan Type "HSA"	"Savings Plan Tier Configuration" appears Verify old "Employer contribution field is not present"
7. Create new "Savings Plan employer Contribution"	Object creation form appears It has following fields: · Effective start date · Employer contribution ID · Employer contribution Name · Employer Contribution Detail Object
8. Check details of "Employer contribution Detail Object"	It has following fields: · Qualifying start date · Qualifying start month · Qualifying end date · Qualifying end month · Payment Processing day · Payment Processing month · Employer contribution tier object

9. Check the details of employer contribution tier object	It has following fields: Coverage tier Contribution amount
10. Create a Employer Contribution object with below details of "Employer Contribution Details": Qualifying Start Day : 01 Qualifying Start Month : January. Qualifying End Day :31 Qualifying End Month: January Payment Day :01 Payment Month: January Employer Contribution Tier Detail Coverage Tier Employer Contribution Amount Self :100 Self + family :200 Do the same for Feb to Dec	Object is saved in system with name "Each pay period Contribution"
11. Create a Employer Contribution object with below details of "Employer Contribution Details" · Qualifying Start Day: 01 · Qualifying Start Month: January. · Qualifying End Day :31 · Qualifying End Month: December · Payment Day: 01 · Payment Month: January · Employer Contribution Tier Detail · Coverage Tier Employer Contribution Amount Self : 1000 Self+family : 2000	‘Effective From’ date will be the past date that has been set via ‘Enrollment From Rule’
12. Choose Plan Type as HSA · Choose enable employer contribution as "yes" · Select "Employer contribution" as "One time contribution" created · Fill Savings Plan Tier Configuration · Coverage Tier : Self · Annual minimum con :100	Benefit is saved (With Name HSA) and eligible for enrollment

· Annual maximum contribution 10,000 · Coverage Tier : Self + family · Annual minimum con :100 · Annual maximum contribution 20,000 Fill other mandatory details and save	
13. Go to “Manage Benefit Dependencies” create/edit the configuration and make Health Insurance Lead benefit of HSA “	Dependency is maintained
14. Go to profile of a user ‘X’ is eligible and Click enroll now for HSA	Enrollment window opens Verify the Employer contribution is calculated and shown as 1000 Verify Maximum annual contribution is 10000-1000 = 9000
15. Save the Enrollment	“Enrollment is successfully saved”

Testcase: Employee can re-enroll into a Benefit which they have opted-out (BEN-3241)

Prerequisites

- ‘Opt-Out of Enrollment’ field must be enabled in the Benefit

Step	Result
1. Go to Admin Center > Benefit Admin Overview	“Benefit Admin Overview” opens
2. Choose Create new > Benefit	New Benefit creation screen appears
3. While creating the Benefit, set the ‘Allow Edit of Enrollment’ field to ‘Yes’	New Field ‘Opt-Out of Enrollment’ appears
4. Set the value for ‘Opt-Out of Enrollment’ to Yes	New Field ‘Opt-Out Workflow’ appears
5. Select the workflow from the Opt-Out Workflow drop-down and Click save after configuring the Benefit	Benefit gets Saved
6. Go to the Benefits Page for the Employee	Benefits Page loads with all configured Sections
7. Go to the ‘Other Available Benefits’ section in the Benefits Page	The Benefit you have configured will be available for enrollment.
8. Click ‘Enroll Now’	Enrollment Screen will open

9. Fill all the required details and save the Enrollment	Benefit Enrollment gets saved successfully
10. Go to the respective section (Ex. Insurance Section) in the Benefits Page	You will see the Enrollment for the Benefit with an 'opt-out' button
11. Click Opt-out	Opt Out confirmation pop-up appears on your screen
12. Click Opt Out button to confirm	Workflow pop-up appears on your screen
13. Click Confirm	Workflow gets triggered
14. Go to the 'My Workflow Requests' of the approver	You will be able to see the Benefit Enrollment request for the Benefit you have opted-out waiting for the approval
15. Click Approve	Benefit will be opted-out successfully
16. Go to the 'Other Available Benefits' section in the Employee's Benefit Page	The Benefit which you have opted-out will be available to Enroll again

EMPLOYEE CENTRAL: TIME OFF

Testcase: Time Management and Move of Hire Date (TIM-6820)

Prerequisites · Time Off and Time Sheet permissions must be granted to Admin user · Permission for "Manage Data" for creation and display of MDF object "Hire Date Correction" must be granted to Admin user · Permission for "Manage Data" for Time related MDF objects must be granted to Admin user · Permission for "Add New Employee" must be granted to Admin user · Time Off and Time Sheet are enabled and configured · Time Profiles contain time types with permanent and with recurring time account types and also time types without time account types · Some Time Account types are with flexible start date	
Step	Result/Additional Info
1. Go to Admin Center > Add New Employee > Create a new employee with a hire date in future and with Time related fields for Time Off and Time Sheet.	New employee can be created successfully.
2. Go to Home > My Employee File > Search for the (inactive) new user with Hire Date as 'As of'- Date.	New user can be displayed.
3. Go to Admin Center > Manage Data and search for the following time objects for the new user: - Time Accounts - Accruals - Time Account Type Waiting Period - Time Account Eligibility Status - Time Account Type Date Reference Note each time object for a comparision.	Time objects can be displayed.
4. Go to Admin Center > Manage Data and create a Hire Date Correction for new user with a new hire date in future.	MDF object Hire Date Correction can be created successful.
5. Go to Admin Center > Manage Date and search again for the time object for the new user mentioned above and compare with the data before the creation of the Hire Date Correction.	Check that the time objects have been adjusted accordingly to the new hire date.

ONBOARDING - EMPLOYEE CENTRAL INTEGRATION

Testcase: Limit Manage Pending Hire 2.0 column configuration to OnboardingCandidateInfo fields (ONB-23859)

Prerequisites

- Onboarding is enabled
- "Enhanced Manage Pending Hires Feature" must be enabled from Admin Center > Manage Employee Central Settings (Enable this Role based permission from Admin center > Manage Permission Roles > Choose the role > Click the Permission button > Manage System Properties > Enable "Employee Central Feature Settings").
- The "Configure Columns for the Manage Pending Hires" tool permission must be granted.

Step	Result
1. Go to Admin Center > Configure Columns for the Manage Pending Hires.	You should be able to open the "Configure Columns for the Manage Pending Hires" tool.
2. From the "Entities" drop-down select EC entity and from "Fields" select field for EC entity and field which has mapping in "Field Mapping tool for integration with Employee Central". For example, Personal Information entity and Last Name field and then click the "Save" button.	Verify that the save is successful.
3. Similarly select entity and field which has been not mapped in "Field Mapping tool for integration with Employee Central" and then click the "Save" button	Verify that the error message is displayed.
4. Similarly select entity and field which has been mapped as non OCI field MailCountry in "Field Mapping tool for integration with Employee Central" and then click the "Save" button.	Verify that the error message is displayed.

Testcase: Verify API to return data available in OnboardingCandidateInfo for MPH (ONB-23859)

Prerequisites · Onboarding is enabled · “Enhanced Manage Pending Hires Feature” must be enabled from Admin Center > Manage Employee Central Settings (Enable this Role based permission from Admin center > Manage Permission Roles > Choose the role > Click the Permission button > Manage System Properties > Enable “Employee Central Feature Settings”). · The Central Setting “Configure Columns for the Manage Pending Hires” tool permission must be granted.	
Step	Result
1. Go to Admin Center > Configure Columns for the Manage Pending Hires.	You should be able to open the “Configure Columns for the Manage Pending Hires” tool.
2. From the “Entities” drop-down select EC entity and from “Fields” select field for EC entity and field which has mapping in “Field Mapping tool for integration with Employee Central”. For example, Personal Information entity and Last Name and First Name fields, and then click the “Save” button.	Verify that the save is successful.
3. Refresh Metadata from Admin Center > OData API Metadata Refresh And Export > click the “Refresh” button.	Verify that the metadata is refreshed successfully.
4. Go to Admin Center > Manage Pending Hires and select O”nboarding” from the drop-down menu.	Verify that the enhanced UI is loaded with candidate details and filter options.
5. Provide some filter value for Name or select an option from the drop-down for company, division, etc., and then click the “Apply” button.	Verify that the candidates are filtered based on the provided filters.
6. When there are more than 20 candidates, click the “Load More” button.	Verify that by default 20 candidates are displayed, and then click the “Load More“ button, the next 20 are displayed.
7. Click the header of any column and select Sort by ascending/descending.	Verify that the candidates are sorted by the selected column.

ONBOARDING

Testcase: Add Company field to OnboardingCandidateInfo and populate data from DivCode in KMS (ONB-23859)

<table>
<tr><td colspan="2">Prerequisites
You must have the admin permission to access the KMS application.</td></tr>
<tr><td>Step</td><td>Result</td></tr>
<tr><td>1. Go to Onboarding > Settings.</td><td>The Settings page is loaded.</td></tr>
<tr><td>2. Click the “Data Dictionary” tab.</td><td>Verify that the field “DivCode” exists with label “Company” under the following tags in the Data Dictionary:
EC Integrations tag
CandidateCreated tag
Paperwork Done tag
postPHV tag</td></tr>
<tr><td>3. Now start a new process for a new hire and in the Job Location panel, select a valid option for Company and complete the post hire verification step.</td><td>Check Audit trail to verify that postPHV notification has been triggered and the value of DivCode is as selected by the manager for Company field in the post hire verification step.</td></tr>
</table>

Testcase: To verify Efficient Envelopes are used with Embedded DocuSign while forms are generated and signed (ONB-23729)

<table>
<tr><td colspan="2">Prerequisites
DocuSign feature is activated with “Outside Signing” as “No” and “Enable Efficient Envelopes” as “Yes”.
Forms are available in system with DocuSign Signature option enabled.
Order Property is set for forms under Reference Files > Forms page.
User has access to DocuSign site to verify the envelopes created for an activity.</td></tr>
<tr><td>Step</td><td>Result</td></tr>
<tr><td>1. Log in to Onboarding as Hirirng Manager and start Onboarding process for a new hire and complete PHV step.</td><td>Hiring Manager should be able to complete PHV step for a new hire.</td></tr>
<tr><td>2. Through the triggered welcome letter email, as a new hire, click the “Paper work / NES” link to start NES step.</td><td>New hire should be able to start NES step through the link provided in Welcome Letter email.</td></tr>
<tr><td>3. Complete filling necessary data in all the panels and complete review pages and click the “Finish” button</td><td>New hire is navigated to Signature page to accept and provide password to start with signing the required forms.</td></tr>
</table>

4. Accept the signature terms by clicking the check box, enter password, and click the “Submit” button.	New hire is navigated to Signature page to start signing forms.
5. Instruction text should be shown above the entire forms list and it should be in bold + italic.	Instruction text: " Note : You must sign all forms within a package (with show more in parenthesis) to save the signatures. " . This text should appear in bold + italic.
6. To verify whether "Show <n> more" link appears if there are more than one form in the efficient envelopes.	"Show <n> more" link should be clickable and on clicking this link all the form names should be displayed separated by comma and "Show Less" link should be visible.
7. To verify whether "show less" link appears if all the forms are displayed separated by a comma.	"Show less" should be clickable and on clicking this link only the first form name should be displayed and "Show <n> more" link should be visible.
8. Case 1: There are 3 forms (F1, F2, F3) listed for signing (DocuSign signature type). Set the order property to these forms as: · 3 for form F1 · 1 for form F2 · 2 for form F3	Forms listed should be shown in the following sequence. 1. F2 2. F3 3. F1
9. Case 2: Click any of the forms (to be signed through DocuSign type) and verify that on the righ hand side all the forms (F1, F2, F3) are loaded for signature in the same order sequence (F2, F3, F1).	F2, F3, F1 forms are loaded in a sequence for signing.
10. Case 3: There are 3 forms (F1, F2, F3) in which F3 is using Click to Sign signature type, F1, F2 are using DocuSign signature type with order property sequence as mentioned in Step 5.	Forms are listed are shown in the order F2, F3, F1. When signator clicks on F1 or F2 form, on RHS these forms are loaded for DocuSign signature. When signator clicks on F3 form, F3 form is loaded for Click to Sign signature.
11. Case 4: Sign all the forms inside the envelope and click the “Finish” button.	A tick mark should be shown for all the forms that were seigned in the envelope.
12. Case 5: There are 3 forms (F1, F2, F3). F1 needs to be signed by the Employee, F2 by the Employee and Manager, F3 by the Manager. Order Property sequence of these forms are F3, F1, F2. In this case verify that there is no execption shown and both Employee and Manager can sign the forms successfully.	Both the Employee and the Manager can sign the forms successfully.
13. Case 6: Verify all the forms inside an envelope will be shown to all the signators irrespective of the person required to sign.	All the forms inside an envelope will be shown to all the signators irrespective of the person required to sign.

14. Case 7: An envelope has 3 forms with signator signing only two forms in it and moved to another envelope without signing the third. Later, when the signator returns to the former envelope to sign the third form, verify that signature is NOT retained in the forms that are signed by the signator in the former envelope.	Signature for the signed forms are not retained when signator moves to another envelope without finishing signature of all forms inside an envelope.
15. Case 8: Login as Admin user and activate DocuSign featue by setting “No” option for “Enable Efficient Envelopes”.	Each form is inside a separate envelope when Docusign feature is set with 'Enable Efficient Envelopes' option as “No“.

RECRUITING MANAGEMENT: ODATA - JOB APPLICATION PERMISSIONS

Testcase: Field level filtering in upsert operation for Job Application entity (RCM-43468)

Prerequisites

- Create a job requisition with few operators such as recruiter and sourcer.
- Recruiter should have Write permission in template.
- Sourcer should not have Write permission in template.

Step	Result
1. Verify upsert for user (say recruiter) who has Write permission for few fields in application template (try for different statuses).	Response: Application has been inserted successfully.
2. Verify upsert for user (say sourcer) who does not have Write permission for few fields in application template.	Response: Insufficient field-level permission.
3. Verify upsert for user (say recruiter) who has Write permission for few fields in application template but does not have Selectable By permission for status used in upsert in edit application status configuration.	Response: Insufficient field-level permission.
4. Verify upsert for user (say recruiter) who has Write permission for few fields in application template but does not have Visible To permission for status used in upsert in edit application status configuration.	Response: Application has been inserted successfully.
5. Verify upsert for user (say recruiter) who has Write permission for few fields in application template but does not have Visible To permission and Hide status option is enabled for status used in upsert in edit application status configuration.	Response: Application has been inserted successfully.
6. Update the job application created in step 1 by the recruiter.	Response: Application has been updated successfully.
7. Disable Selectable By permission to any status and try to update the job application created in step 1 by the recruiter to the same status.	Response: Insufficient field-level permission.
8. Update the job application created in step 1 by the sourcer who does not have permission.	Response: Insufficient field-level permission.

RECRUITING MANAGEMENT: ACTIVITY FEED/ACTIVITY PORTLET IN THE CANDIDATE PROFILE

Testcase: End to end testing for CRM activity entities (RCM-58925)

Prerequisites Dashboard tab Appearance: · Enable Candidate Activity and Candidate Follow MDF object for View/Edit permissions. · Enable Role-based Permission for Follow or Unfollow External Candidate under Recruiting Permissions.	
Step	Result
1. Create an External candidate.	Candidate gets created.
2. Go to Admin Center > Recruiting > Candidate and search the newly created candidate	Candidate appears in the search result
3. Open Candidate profile and click Follow Candidate on the top-right corner.	A confirmation message is displayed. Message: You are successfully following Candidate Name.
4. After you select “Follow Candidate” option, the option gets changed.	An Unfollow option is available in the Candidate profile for the followed candidate.
5. Go to Dashboard and check the candidate.	Newly followed candidate is available on the dashboard and there are no activities for this candidate.
6. External Candidate logs on to the External Career Site.	Candidate can logon to the External Site.
7. Go to the dashboard and check the candidate.	On the dashboard, you can see the login activity for the for this new candidate. There can be other activities for the candidate such as abandoned, drafter, not applied, and so on.
8. Open Candidate profile and click “View Activity Feed” on the top-right corner.	Candidate Activity Feed pops up showing the login activity.
9. Candidate logs on to the External Career Site and apply to any Job Requisition and saves application as Draft.	Candidate can save the application as draft.
10. Go to Candidate Profile and click View Activity Feed.	Candidate Activity Feed pops up showing the activity where candidate has applied for a job. Go to the dashboard and you can see a new activity as candidate applied for a job.
11. Candidate logs on to the External Career Site and apply to any Job Requisition and click Apply.	Candidate can apply to Job Requisition.
12. Go to Dashboard and check candidate.	On the dashboard, you can see the activity where the candidate has applied to a Job Requisition.

13. Go to Candidate Profile for which the candidate is Followed by recruiter and select Unfollow from the top-right corner.	Candidate is Unfollowed, and it is removed from the Dashboard > Candidate Activity Feed list.

Testcase: Dashboard and Candidate Search with Data Capture Form (RCM-58925)

Prerequisites

For Dashboard tab Appearance:

- Enable Candidate Activity and Candidate Follow MDF object - View/Edit permissions
- Enable RBP permission - for Follow/Unfollow External candidate under Recruiting permissions.
- For Search criteria Submitted data Capture form:
- RMK must be enabled
- Career Site Builder must be enabled

Steps	Results
1. Go to Admin Center > Recruiting.	Dashboard tab appears.
2. Dashboard tab includes the following elements: Candidate Activity Feed, Candidates List, Refresh button with total number of activities, Search option to search for a candidate, Gear icon, Timeframe dropdown menu.	Go to Candidate List and click Candidate. Candidate Profile is displayed. Click the Job Requisition link. Job Requisition page and the Time of the activity are displayed. Search field is displayed. Refresh option with the number of new activities is displayed. Timeframe is displayed as a dropdown list. Click the Gera icon. The Activity Feed Settings page is displayed with Following List and Email Notification tabs. Also, Close and Done options are available on the Activity Feed Settings page.
3. Click the gear icon on the dashboard in the right corner. Click Close. Click Undo. Click Close. Click Done.	Candidate follow list appears. When you click Close, candidate information will be crossed. When you click Undo, candidate information will be uncrossed. A popup message is displayed asking “Do you want to unfollow the selected Candidate?”
4. Go to Recruiting > Candidate and search select criteria as Data Capture form dropdown and Submission Date Range dropdown list.	Verify can search with Data Capture Form and Submission Date Range criteria. If Submission Date Range criteria is selected, it asks you to select the Data Capture form.

RECRUITING MANAGEMENT: CANDIDATE RELATIONSHIP MANAGEMENT (CRM)/CANDIDATE ACTIVITY

Testcase: Candidate visibility change from any company recruiter worldwide to only recruiters managing jobs (RCM-55875)

<table>
<tr><td colspan="2">Prerequisites
· Two or more recruiters to follow this external candidate.
· External Candidate should have applied for a few jobs
· One recruiter has permission to view this job and the other does not.</td></tr>
<tr><td>Step</td><td>Result</td></tr>
<tr><td>1. Log in to external career site using an existing or a new candidate who is followed by one or more recruiters.</td><td>Successul Log in to the external career site</td></tr>
<tr><td>2. Go to Candidate Profile of the candidate.</td><td>Candidate Profile page loads successfully</td></tr>
<tr><td>3. Change the visibility from Any company recruiter worldwide to Only recruiters managing jobs I apply to.</td><td>Visibility changed.</td></tr>
<tr><td>4. Save Profile.</td><td>On save, the recruiter who has permission to view the job requisition applied to by candidate should be able to still see the followed status on the candidate and the recruiter whose does not have permission to view this job requisition should not be able to see the followed state on the candidate. This can be verified by logging in to the application as both the recruiter and checking Candidate Followed status.</td></tr>
</table>

RECRUITING MANAGEMENT: CANDIDATE RELATIONSHIP MANAGEMENT (CRM)/ VIEW ACTIVITY PORTLET

Testcase: Verify the visibility of the view activity portlet link on candidate profile (RCM-55875)

Prerequisites Recruiting permission to View Candidate Activity Feed on Candidate Profile.	
Verify that view activity portlet link is not visible for Internal Candidate	
Step	Result
1. Log in to Recruiting as the user.	Login should be successful.
2. Go to Candidate Search page, search for any internal candidate and open the candidate profile.	“View Activity Feed” button should not be present on the right hand side of Candidate Profile Header.
Verify that view activity portlet link is visible for all newly created external candidates	
1. Log in to the external career site.	Login should be successful.
2. Create an external candidate profile.	Candidate profile should be successfully created.
3. Log in to Recruiting as a user.	Login should be successful.
4. Go to Candidate Search page, search for any internal candidate and open the candidate profile.	“View Activity Feed” button should be present on the right hand side of Candidate Profile Header, irrespective of whether you are following the candidate or not.
5. Click “View Activity Feed” button.	A window should appear with the title “Candidate Activity Feed”.
Verify that view activity portlet link is visible for all existing external candidates	
1. Log in to Recruiting as a user.	Login should be successful.
2. Go to Candidate Search page, search for any internal candidate and open the candidate profile.	“View Activity Feed” button should be present on the right hand side of Candidate Profile Header, irrespective of whether you are following the candidate or not.
Verify that no activity feed appears for candidates who have taken no action	
1. Log in to the external career site.	Login should be successful.
2. Create an external candidate profile by agency and forward the candidate to any of the Job Requisition.	Candidate profile should be successfully created and forwarded to the selected Job Requisition.
3. Log in to Recruiting as a user.	Login should be successful.
4. Go to Candidate Search page, search for any internal candidate and open the candidate profile.	“View Activity Feed” button should be present on the right hand side of Candidate Profile Header, irrespective of whether you are following the candidate or not.

5. Click “View Activity Feed” button.	A window should appear with the title “Candidate Activity Feed”. The following details should be present in the feed: “The activity feed is empty because the candidate has not taken any action. We recommend that you set email notifications to be notified of any new activity.”

RECRUITING MANAGEMENT: CANDIDATE RELATIONSHIP MANAGEMENT (CRM)/ CANDIDATE ACTIVITY FEED

Testcase: Verify the visibility of the view activity portlet link on candidate profile (RCM-55875)

Prerequisites Recruiting permission to View Candidate Activity Feed on Candidate Profile.	
Verify that view activity portlet link is not visible for Internal Candidate	
Step	Result
1. Log in to Recruiting as the user.	Login should be successful.
2. Go to Candidate Search page, search for any internal candidate and open the candidate profile.	"View Activity Feed" button should not be present on the right hand side of Candidate Profile Header.
Verify that view activity portlet link is visible for all newly created external candidates	
1. Log in to the external career site.	Login should be successful.
2. Create an external candidate profile.	Candidate profile should be successfully created.
3. Log in to Recruiting as a user.	Login should be successful.
4. Go to Candidate Search page, search for any internal candidate and open the candidate profile.	"View Activity Feed" button should be present on the right hand side of Candidate Profile Header, irrespective of whether you are following the candidate or not.
5. Click "View Activity Feed" button.	A window should appear with the title "Candidate Activity Feed".
Verify that view activity portlet link is visible for all existing external candidates	
1. Log in to Recruiting as a user.	Login should be successful.
2. Go to Candidate Search page, search for any internal candidate and open the candidate profile.	"View Activity Feed" button should be present on the right hand side of Candidate Profile Header, irrespective of whether you are following the candidate or not.
Verify that no activity feed appears for candidates who have taken no action	
1. Log in to the external career site.	Login should be successful.
2. Create an external candidate profile by agency and forward the candidate to any of the Job Requisition.	Candidate profile should be successfully created and forwarded to the selected Job Requisition.
3. Log in to Recruiting as a user.	Login should be successful.

4. Go to Candidate Search page, search for any internal candidate and open the candidate profile.	“View Activity Feed” button should be present on the right hand side of Candidate Profile Header, irrespective of whether you are following the candidate or not.
5. Click “View Activity Feed” button.	A window should appear with the title “Candidate Activity Feed”. The following details should be present in the feed: “The activity feed is empty because the candidate has not taken any action. We recommend that you set email notifications to be notified of any new activity.”
Verify that activity is captured for candidates logging on to the External Career Site	
1. Log in to the external career site and create an external candidate profile.	Login should be successful and candidate profile should be successfully created.
2. Log in to the newly created external profile.	Login should be successful.
3. Logout from the candidate profile.	
4. Log in to Recruiting as a user.	Login should be successful.
5. Go to Candidate Search page, search for any internal candidate and open the candidate profile.	The selected candidate profile should open with the “View Activity Feed” button available on the right hand side of Candidate Profile Header.
6. Click “View Activity Feed” button.	A window should appear with the title “Candidate Activity Feed”. The following details should be present in the feed: “<Candidate Full Name> <Contact Card> has logged into the career site.”
Verify that activity is captured when an external candidate logs out or closes the External Career Site without applying for a job	
1. Log in to the external career site and create an external candidate profile.	Login should be successful and candidate profile should be successfully created.
2. Log in to the newly created external profile.	Login should be successful.
3. On the Job Search Page, search for a job and Click any job from the search results.	The Job Application Page should be opened.
4. Logout from the external career site or close the window without applying for the job.	
5. Login as a Recruiter.	
6. Go to Candidate Search page, search for any internal candidate and open the candidate profile.	The selected candidate profile should open with the “View Activity Feed” button available on the right hand side of Candidate Profile Header.
7. Click “View Activity Feed” button.	A window should appear with the title “Candidate Activity Feed”. The following details should be present in the feed:

	“<Candidate Full Name> <Contact Card> has abandoned the <Job Title and Job ReqId set in proper locale> job application.” NOTE: Details about the job abandoned activity will be visible in the “Candidate Activity Feed” atleast 3 hours after the candidate has abandoned the job application.
Verify that activity is captured when an external candidate stays idle on the Job Application page	
8. Log in to the external career site and create an external candidate profile.	Login should be successful and candidate profile should be successfully created.
9. Log in to the newly created external profile.	Login should be successful.
10. On the Job Search Page, search for a job and Click any job from the search results.	The Job Application Page should be opened.
11. Do not take any action on the Job Application page for more than 3 hours.	
12. Login as a Recruiter.	
13. Go to Candidate Search page, search for any internal candidate and open the candidate profile.	The selected candidate profile should open with the “View Activity Feed” button available on the right hand side of Candidate Profile Header.
14. Click “View Activity Feed” button.	A window should appear with the title “Candidate Activity Feed”. The following details should be present in the feed: “<Candidate Full Name> <Contact Card> has abandoned the <Job Title and Job ReqId set in proper locale> job application.” NOTE: Details about the activity will be visible in the “Candidate Activity Feed” atleast 3 hours after the candidate has abandoned the job application.
Verify that activity is captured when an external candidate saves the job as a draft on the Job Application page	
1. Log in to the external career site and create an external candidate profile.	Login should be successful and candidate profile should be successfully created.
2. Log in to the newly created external profile.	Login should be successful.
3. On the Job Search Page, search for a job and Click any job from the search results.	The Job Application Page should be opened.
4. On the Job Application page, Click the “Save” button and logout from the External Career site.	The job should be saved as a draft and logout should be successful.
5. Login as a Recruiter.	

6. Go to Candidate Search page, search for any internal candidate and open the candidate profile.	The selected candidate profile should open with the “View Activity Feed” button available on the right hand side of Candidate Profile Header.
7. Click “View Activity Feed” button.	A window should appear with the title “Candidate Activity Feed”. The following details should be present in the feed: “<Candidate Full Name> <Contact Card> has has saved a draft of the <Job Title and Job ReqId set in proper locale> job application.”
Verify that activity is captured when an external candidate applies for a job	
1. Log in to the external career site and create an external candidate profile.	Login should be successful and candidate profile should be successfully created.
2. Log in to the newly created external profile.	Login should be successful.
3. On the Job Search Page, search for a job and Click any job from the search results.	The Job Application Page should be opened.
4. On the Job Application page, fill all the details and Click “Apply” button.	The job application should be successful.
5. Login as a Recruiter.	
6. Go to Candidate Search page, search for any internal candidate and open the candidate profile.	The selected candidate profile should open with the “View Activity Feed” button available on the right hand side of Candidate Profile Header.
7. Click “View Activity Feed” button.	A window should appear with the title “Candidate Activity Feed”. The following details should be present in the feed: “<Candidate Full Name> <Contact Card> has applied for the <Job Title and Job ReqId set in proper locale> job.”
Verify that activity is captured when an external candidate submits the data capture form	
1. Login as a Recruiter.	
2. Go to Manage Data and create an entry for “CandidateDCFActivity” with the external candidate's candidateId and DCF form code.	The entry should be created successfully.
3. Go to Candidate Search page, search for any internal candidate and open the candidate profile.	The selected candidate profile should open with the “View Activity Feed” button available on the right hand side of Candidate Profile Header.
4. Click “View Activity Feed” button.	A window should appear with the title “Candidate Activity Feed”. The following details should be present in the feed: “<Candidate Full Name> <Contact Card> has submitted the data capture form <DCF code>”
Verify the format in which data appears in the candidate activity feed	

1. Login as a Recruiter.	
2. Go to Manage Data and create 30 entries for CandidateDCFActivity and CandidateCareerActivity with the external candidate's candidateId.	The entries should be created successfully.
3. Go to Candidate Search page, search for any internal candidate and open the candidate profile.	The selected candidate profile should open with the "View Activity Feed" button available on the right hand side of Candidate Profile Header.
4. Click "View Activity Feed" button.	A window should appear with the title "Candidate Activity Feed". A maximum of 5 items should appear on the UI at a time with atmost 15 items preloaded from the oData when the "Candidate Activity Feed" window is loaded. The items should be sorted in a chronological order, with the latest activity appearing on top. A scroll bar should also be present on the window.
Verify the candidate profile and candidate activity feed is unavailable for purged candidates	
1. Login as a Recruiter.	
2. Go to Candidate Search page and search for a purged external candidate.	The search should not return any results.

RECRUITING MANAGEMENT: CANDIDATE RELATIONSHIP MANAGEMENT (CRM)/ CANDIDATE ACTIVITY TRACKING EMAIL

Testcase: Verify the email notifications sent to candidates with abandoned applications (RCM-55875)

<table>
<tr><td colspan="2">Prerequisites
· A job application that is abandoned at least 2 days before the current date.
· The “Complete and Submit Your Job Application" notification is enabled.</td></tr>
<tr><td colspan="2">Verify that a candidate who has abandoned job applications 2 days ago doesn’t receive a reminder</td></tr>
<tr><td>Step</td><td>Result</td></tr>
<tr><td>1. Login as the candidate who has abandoned a job application 2 days ago.</td><td>Login should be successful.</td></tr>
<tr><td>2. Check if a reminder notification is issued for the abandoned application.</td><td>A reminder notification should not be present as the application has been abandoned 2 days ago.</td></tr>
</table>

Testcase: Verify the email notifications sent to candidates with finished applications (RCM-55875)

<table>
<tr><td colspan="2">Prerequisites
The “Complete and Submit Your Job Application" notification is enabled.</td></tr>
<tr><td colspan="2">Verify that a candidate who has applied for a job doesn’t receive a reminder</td></tr>
<tr><td>Step</td><td>Result</td></tr>
<tr><td>1. Login as the candidate who has already applied for a job.</td><td>Login should be successful.</td></tr>
<tr><td>2. Check if a reminder notification is issued for a job that is already applied.</td><td>A reminder notification should not be present as the application will be in the “Applied” status.</td></tr>
</table>

RECRUITING MANAGEMENT: CANDIDATE RELATIONSHIP MANAGEMENT (CRM)/ CANDIDATE FOLLOW/UNFOLLOW FEATURE

Testcase: Verify the Follow/Unfollow feature on the candidate profile page (RCM-55875)

<table>
<tr><td colspan="2">Prerequisites
The Manage Recruiting permission to follow/unfollow candidates.</td></tr>
<tr><td colspan="2">Verify that a follow button appears on the external candidate profile page</td></tr>
<tr><td>Step</td><td>Result</td></tr>
<tr><td>1. Log in to Recruiting as the user.</td><td>Login should be successful.</td></tr>
<tr><td>2. Go to Candidate Search page, search for any external candidate and open the candidate profile.</td><td>The candidate profile is displayed. A “Follow” button should be available on the top right area of the candidate profile along with other options.</td></tr>
<tr><td colspan="2">Verify that a follow button appears only for external candidates</td></tr>
<tr><td>1. Log in to Recruiting as the user.</td><td>Login should be successful.</td></tr>
<tr><td>2. Go to Candidate Search page, search for any external candidate and open the candidate profile.</td><td>The candidate profile is displayed. A “Follow” button should be available on the top right area of the candidate profile along with other options.</td></tr>
<tr><td>3. Go to Candidate Search page, search for any internal candidate and open the candidate profile.</td><td>The candidate profile is displayed without a “Follow” button.</td></tr>
<tr><td colspan="2">Verify the follow action on the external candidate profile page</td></tr>
<tr><td>1. Log in to Recruiting as the user.</td><td>Login should be successful.</td></tr>
<tr><td>2. Go to Candidate Search page, search for any external candidate and open the candidate profile.</td><td>The candidate profile is displayed. A “Follow” button should be available on the top right area of the candidate profile along with other options.</td></tr>
<tr><td>3. Click “Follow”.</td><td>3. A confirmation message should appear that you are following the respective candidate.
4. The button label should change to “Unfollow” on the candidate profile page.</td></tr>
<tr><td colspan="2">Verify the unfollow action on the external candidate profile page</td></tr>
<tr><td>1. Log in to Recruiting as the user.</td><td>5. Login should be successful.</td></tr>
<tr><td>2. Go to Candidate Search page, search for any external candidate that you are following and open the candidate profile.</td><td>6. The candidate profile is displayed.</td></tr>
<tr><td>3. Click “Unfollow”</td><td>A warning message should appear prompting confirmation to unfollow the candidate.</td></tr>
</table>

4. Click “Yes”	The candidate should be unfollowed. The button label on the candidate profile page should change to “Follow”.
Verify that a recruiter is able to follow not more than 100 external candidates	
1. Log in to Recruiting as the user.	Login should be successful.
2. Go to Candidate Search page, search for any external candidate and open the candidate profile.	The candidate profile is displayed. A “Follow” button should be available on the top right area of the candidate profile along with other options.
3. Click “Follow”.	7. A confirmation message should appear that you are following the respective candidate. 8. The button label should change to “Unfollow” on the candidate profile page.
4. Repeat steps 2 and 3 to follow 100 more candidates	You should be able to follow a maximum of 100 candidates. An alert message should appear not allowing you to follow more than 100 candidates.
Verify that Follow MDF entity is updated as expected	
1. Log in to Recruiting as the user.	Login should be successful.
2. Go to Candidate Search page, search for any external candidate and open the candidate profile.	The candidate profile is displayed. A “Follow” button should be available on the top right area of the candidate profile along with other options.
3. Click “Follow”.	9. A confirmation message should appear that you are following the respective candidate. 10. The button label should change to “Unfollow” on the candidate profile page. 11. The Follow MDF entity for the candidate is updated with right “follow” flag
4. Click “Unfollow”	12. A warning message should appear prompting confirmation to unfollow the candidate.
5. Click “Yes”	13. The candidate should be unfollowed. The button label on the candidate profile page should change to “Follow”. 14. The Follow MDF entity for the candidate is updated with right “unfollow” flag

RECRUITING MANAGEMENT: CANDIDATE PROFILE / BUSINESSRULES

Testcase: Candidate Profile UI: BusinessRules are triggered on changeOf the External & Internal Candidate profile when conditions are met (RCM-59371)

<table>
<tr><td colspan="2">Prerequisites
· Go to Admin Center > Configure Business Rules and create a business rule with base object as "Candidate Profile"
- Create an expression with different criteria (using standard fields, custom fields, FO/GO fields - which are of different types as mentioned below under configure CPT fields)

· Go to Admin Center > Manage Rules in Recruiting (Enable the Business Rules under Manage Recruiting Settings)
- Go to Candidate > Template-level Rules
- Select the rules created for the candidate under "Save Rules" and save

· Configure the Manage Templates tool in Recruiting: Text, Number, Percent, Currency, Picklist, Enum, Boolean, Derived, Object
NOTE: Based on the possibilities configure both standard and custom field with above field type.</td></tr>
<tr><td colspan="2">Verify that the onChange Rules are getting triggered when the conditions are met</td></tr>
<tr><td>Step</td><td>Result</td></tr>
<tr><td>1. Login with an existing candidate.</td><td>Login should be successful.</td></tr>
<tr><td>2. Go to Candidate Search page, search for any external candidate and open the candidate profile.</td><td>The candidate profile is displayed.</td></tr>
<tr><td>3. Update the field that is associated with the OnChange rule.</td><td>The rule is triggered and corresponding values will be updated based on the rule that is associated with that field.
The rule should be able to set the value to null or any specific value.</td></tr>
<tr><td>4. Save the profile.</td><td>The candidate profile is saved successfully. The fields updated by the user as well as by the rule should be reflected accordingly.</td></tr>
<tr><td>5. Login as a Recruiter.</td><td></td></tr>
<tr><td>6. Go to Candidate Search page, search for the candidate and open the candidate history.</td><td>The candidate history is shown and the audit displays user changes along with rule changes.</td></tr>
<tr><td colspan="2">Verify that the onChange Rules are getting triggered when the conditions are not met</td></tr>
<tr><td>1. Login with an existing candidate.</td><td>Login should be successful.</td></tr>
<tr><td>2. Go to Candidate Search page, search for any external candidate and open the candidate profile.</td><td>The candidate profile is displayed.</td></tr>
</table>

3. Update the field that is not associated with the OnChange rule.	The rule is not triggered and only the values updated by the user are reflected.
4. Save the profile.	The candidate profile is saved successfully. The fields updated by the user as well as by the rule should be reflected accordingly.
5. Login as a Recruiter.	
6. Go to Candidate Search page, search for the candidate and open the candidate history.	The candidate history is shown and the audit displays changes done by the user only.
Verify that the readOnly fields are updated when the OnSave rule is triggered.	
1. Login with an existing candidate.	Login should be successful.
2. Go to Candidate Search page, search for any external candidate and open the candidate profile.	The candidate profile is displayed.
3. Update the field that is associated with the OnSave rule.	
4. Save the candidate profile.	Based on your business rule configuration, read only fields that are associated with the updated field should be changed accordingly.
Verify that hidden fields are updated when the OnSave rule is triggered.	
1. Login with an existing candidate.	Login should be successful.
2. Go to Candidate Search page, search for any external candidate and open the candidate profile.	The candidate profile is displayed.
3. Update the field that is associated with the OnSave rule.	
4. Save the candidate profile.	Based on your business rule configuration, hidden fields that are associated with the updated field should be changed accordingly. NOTE: Changes to the hidden fields should be verified by users who have the permission to view the hidden fields.

RECRUITING MANAGEMENT: APPLICATION PURGE

Testcase: Purge applications in status "Job Req Closed" and "Hired on other Requisition" (RCM-46809)

Prerequisites · The following switches in Admin Center > Manage Recruiting Settings should be enabled: · Purge Job Applications in 'Requisition Closed' status · Purge Job Applications in 'Hired On Other Requisiton' status · Create a Job Requisition and post it to External site. · As an external candidate, apply to this job requisition as a USA country candidate. · Now Close the Job Requisition and ensure the status is set to "Job Req Closed". · Test data: Make sure there exists a candidate who has a creation date, last login date and last modified to date earlier than 1 day. · Go to Manage data > Under DRTM Candidate profile object, set up retention period for Candidate's country to be 1 day.	
Step	Result
1. Go to Admin Center > Data Retention Management and choose "Inactive Application purge". Choose “Country” as USA and Retention period = 1 day. Check the Preview Report.	Preview report shows the application that ist o be purged.
2. Disable the options mentioned above and then repeat Step #1.	Preview report does not show the application that is to be purged.
3. Enable the switch again, and repeat step#1. This time approve the report and ensure that the application data is anonymized on running Application purge job.	Application data is anonymized.
4. Repeat the above steps for Hired On Other Requisiton (include data creation accordingly)	If switch is enabled, then candidate is listed for purge, else candidate is not listed for purge.
5. Repeat the above steps for DRTM. Go to Admin Center > Data retention management and choose DRTM Inactiave candidate purge, choose country as USA.	Same results as expected for Inactive candidate purge.

RECRUITING MANAGEMENT: ODATA JOB REQUISITION AUDIT

Testcase: OData – Batch & Single Upsert - Job Requisition Rule Audit Changes (RCM-57863)

Prerequisites

- Odata Job requisition API export permissions should be provided

Step	Result
1. Create an onSave rule for job requisition with different field types	Check that the rules are triggered and changes are reflected in Job Requisition using the GET query as per the configured rule. Show audit records for all fields which are changed by the rule along with the user changes audit
2. Assign rule to any job requisition template under Manage Rules in Recruiting Page	
3. Create a job requisition through OData using the same template from Step 2	
4. Create another job requisition through OData using the same template from Step 2	
5. Perform Batch Upsert through OData for Job Requisition on the field changes matching rule configured condition	

Testcase: OData – Batch & Single Upsert - Job Requisition Rule Audit Changes (RCM-57863)

Prerequisites

- Odata Job requisition API export permissions should be provided

Step	Result
1. Create an onSave rule for job requisition with different field types	Verify rules are triggered and changes are reflected in Candidate using the GET query as per rule configured Should audit records for all fields which are changed by the rule along with the user changes audit
2. Assign rule to CPT field under Manage Rules in Recruiting Page	

3. Create a candidate through OData.	
4. Perform Batch Upsert through OData for Candidate on the field changes matching rule configured condition	
5. Perform Batch Upsert through OData for Job Requisition on the field changes matching rule configured condition	

RECRUITING MANAGEMENT: APPLICANT STATUS

Testcase: Selectable By permission visible for default status (RCM-40483)

Prerequisites · Permissions are provided for the “Edit Applicant Status Configuration section”.	
Step	Result
1. Go to Admin Center and select the “Edit Applicant Status Configuration” section.	The “Edit Candidate Applicant Status Configuration“ page opens.
2. Select any one of the Application Status set names.	The Application status set opens with the configured statuses.
3. Select the New Application (Default) status.	Ensure the default status opens.
4. Scroll down to verify that the Selectable By section with checkboxes for eight operators exits.	Verify if this section is present.
5. When the section is opened for the first time and if it is not edited, you should see all the selected operators.	Verify that the checkboxes are selected for all the operators by default when the section is opened for the first time.

Testcase: Users with permission should be able to move candidates to default status (RCM-40483)

Prerequisites · Permissions are provided for the “Edit Applicant Status Configuration” section.	
Step	Result
1. Go to Admin Center and select the “Edit Applicant Status Configuration “section.	The “Edit Candidate Applicant Status Configuration” page opens.
2. Select any one of the Application Status set name and click Default status.	Ensure the default status page opens.
3. Go to the Selectable by section. Enable permission only for the Recruiter and Originator operators and save the permissions.	Ensure the selections are saved.
4. Create a Job Requisition as follows, and ensure it is associated with the Applicant status set: · Recruiter – Alexander Thompson · Hiring Manager: Carla Grant	Creation of the Job Requisition is successful.

· Originator: Alan Lake · Recruiting coordinator: Alissa Rankin	
5. Have candidates apply to this Job and then move one candidate to an in-progress status. For example, Shortlist.	Candidate is moved to Shortlist status.
6. Recruiter can move the candidate from Shortlist to New Application using one of the following ways: · Action dropdown from Candidate workbench · Drag and Drop · Take Action option from Applicant profile · Move candidate button in the Applicant Profile · Move candidate option from the Inline Resume Viewer · Move Candidate in person Icon · Candidate Status change field	The candidate is moved successfully, and no error occurs.

Testcase: The users who do not have permission to move candidates to default status (RCM-40483)

Prerequisites · Permissions are provided for the “Edit Applicant Status Configuration” section.	
Step	Result
1. Go to the Admin Center > Edit Applicant Status Configuration.	The “Edit Candidate Applicant Status Configuration” page opens.
2. Select any one of the Application Status set name and click Default status.	Verify the selections are saved.
3. In the Selectable by section, enable permission only for the Recruiter and Originator operators and save the permissions.	Verify the selections are saved.
4. Create a Job Requisition as follows, and ensure it is associated with the Applicant status set: · Recruiter – Alexander Thompson · Hiring Manager: Carla Grant · Originator: Alan Lake · Recruiting coordinator: Alissa Rankin	Creation of the Job Requisition is successful.

5. Have candidates apply to this Job and then move one candidate to an in-progress status. For example, Shortlist.	Candidate is moved to Shortlist status.
6. As a Hiring Manager, try moving the candidate from Shortlist to New Application.	The candidate cannot be moved, and an error message is displayed.
7. The error message must be as follows: "You do not have permission to move the candidate(s) to the selected status".	Confirm if the error message is correct.
8. Move the candidate from Shortlist to New Application using the one of the following ways: · Action dropdown from candidate workbench · Drag and Drop · Take Action option from Applicant profile · Move candidate button in the Applicant Profile · Move candidate option from the Inline Resume Viewer · Move Candidate in person Icon · Candidate Status change field.	

Testcase: Adding Candidates to Requisition respects Selectable By permission for the Default status. (RCM-40483)

Prerequisites · Permissions are provided for the "Edit Applicant Status Configuration" section.	
Step	Result
1. Go to the Admin Center and select the "Edit Applicant Status Configuration" section.	The "Edit Candidate Applicant Status Configuration" page opens.
2. Select any one of the Application Status set name and click Default status.	Ensures the default status opens.
3. Go to the Selectable by section. Enable permission only for the Recruiter and Originator operators and save the permissions.	Ensure the selections are saved.
4. Create a Job Requisition as follows, and ensure it is associated with the Applicant status set: · Recruiter – Alexander Thompson · Hiring Manager: Carla Grant · Originator: Alan Lake · Recruiting coordinator: Alissa Rankin	Creation of the Job Requisition is successful.

5. Forward some candidates to this Job Requisition.	Candidates are in forwarded statuses.
6. As a Hiring Manager, add a candidate to requisition.	The candidate cannot be added to Requisition and the following error message is displayed: “You do not have permission to move the candidate(s) to the selected status”
7. As a Recruiter, add a candidate to the requisition.	The candidate is added to requisition successfully, and no error occurs.
8. Add a candidate to requisition using one of the following ways: · Action dropdown from Candidate workbench · Drag and Drop · Take Action option from Applicant profile · Add to Requisition button in the Applicant Profile · Add to Requisition link in person Icon · Candidate Status change field. · Add to Requisition option when you forward a candidates to the Job Requisition in the candidates Tab	

RECRUITING MANAGEMENT: INITIATE ONBOARDING

Testcase: Verify Confirm action for individual application via mass initiate onboarding (RCM-55610)

Prerequisites Onboarding Integration is required, and ensure to configure the Hirable status for Onboarding in the Job Req template Note: Follow the steps when you click the 'Hirable'/'View Active Candidates'/'View All Candidates' status.	
Step	Result
1. Go to the candidate summary page.	Candidate Summary page opens.
2. Select one of the applicants and click the Action menu.	The Action drop down is displayed.
3. Click the "Initiate Onboarding" menu and click the confirm button.	The following success message is displayed with the title 'Onboarding Status' and an OK button: "The Onboarding process for <FirstName LastName> has been initiated". Clicking OK refreshes, the page with status update and the Onboarding Portlet is also displayed on the Candidate information page.

Testcase: Verify the Email received when mass initiate onboarding has been processed (RCM-55610)

Prerequisites Onboarding Integration is required, and ensure to configure the Hirable status for Onboarding in the Job Req template Note: Follow the steps when you click the 'Hirable'/'View Active Candidates'/'View All Candidates' status.	
Step	Result
1. Go to the candidate summary page.	Candidate Summary page opens.
2. Select more than one applicants and click the Action Menu.	Action drop down is displayed.
3. Click the 'Initiate Onboarding' menu and click the confirm button.	The following success message is displayed with the title 'Onboarding Status' and an OK button: "Onboarding initiation for all the selected candidates is in progress through Initiate Mass Onboarding Job. Please check your email to know the onboarding submission status of the candidates".
4. Case 1: When all applications are eligible to initiate Onboarding	The following email is received:

	The Initiate Onboarding Job was triggered for <total num of candidates selected> candidate(s). Please find the details of the onboarding submission status below: Initiated onboarding for <total num of candidates selected> candidate(s): Candidate Name: <List of candidate names>
5. Case 2: When a few applications are eligible and few failed due to some failure cases.	The email message for the Case 1 includes the following failure case: Initiated onboarding failed for <no of failed candidates> candidate(s): Candidate Name Failure Reason <List of failed candidate names> <Failure Reason>

Testcase: Verify the filter options and the column on Candidate Summary Page for "Onboarding Submission" (RCM-55610)

<table>
<tr><td colspan="2">Prerequisites

Onboarding Integration is required, and ensure to configure the Hirable status for Onboarding in the Job Req template

Note: Follow the steps when you click the 'Hirable'/'View Active Candidates'/'View All Candidates' status.</td></tr>
<tr><td>Step</td><td>Result</td></tr>
<tr><td>1. Go to Recruiting > Candidate Summary Page of the Job Requisition.</td><td>The Candidate Summary page opens.</td></tr>
<tr><td>2. Click the Filter Options.</td><td>The "Onboarding Submission" must be multiselect and the values must be "SUCCESS", "FAILURE", "CANCELLED", " No Value".</td></tr>
<tr><td>3. Select any one of the options for the “Onboarding Submission” field and click apply.</td><td>Based on the filter criteria, the candidate summary page is displayed.

The “Onboarding Submission” column is displayed based on the selected filter option.</td></tr>
</table>

Testcase: Validate Onboarding Submission Status for SAC Report (RCM-55610)

<table>
<tr><td colspan="2">Prerequisites

Onboarding Integration is must and ensure to configure the Hirable status for Onboarding in the Job Requisition template.</td></tr>
<tr><td>Step</td><td>Result</td></tr>
<tr><td>1. Go to Reporting > Create a story.</td><td>You can create and select Recruiting.</td></tr>
<tr><td>2. Go to the Onboarding node under the Application entity.</td><td>Display the columns under the Onboarding node.</td></tr>
</table>

3.	Select the columns 'Request Status', 'Submitted date', 'Submitted By' and 'ApplicationID' fields.	Select the columns accordingly.
4.	Generate a report.	Report is generated successfully with appropriate data. For example, Success, Failed and Cancelled.

RECRUITING MANAGEMENT: CRM EMAIL CORRESPONDENCE

Testcase: Email Correspondence: New tab "Message Center" having consolidated view of all the correspondence (RCM-59263)

<table>
<tr><td colspan="2">Prerequisites
Admin Center – Manage Recruiting Settings, "Enable Email Correspondence" switch in section "Email Correspondence and Message Center" OR "Email Correspondence feature" is enabled using "Upgrade Center".
From application > Recruiting > Message Center.</td></tr>
<tr><td>Step</td><td>Result</td></tr>
<tr><td>1. Select Recruiting.</td><td>User is redirected to the Recruiting homepage.</td></tr>
<tr><td>2. In the Recruiting page, verify the that the Message Center tab exists.</td><td>If "Email Correspondence" is enabled the Message Center tab is displayed.</td></tr>
<tr><td>3. Select "Job Requisitions" and click any one of the opened job requisitions for which a few candidates have applied.</td><td>Candidates with job requisition opens.</td></tr>
<tr><td>4. Select any of the candidate from the summary page and click the "Email" button.</td><td>Opens a new page with the Send Email functionality.</td></tr>
<tr><td>5. Select a template and select next.</td><td>Ensure the subject and body are present.</td></tr>
<tr><td>6. Click "Send" and select "I'm done".</td><td>Verify that the user is added to candidate summary page.</td></tr>
<tr><td>7. Open the candidate application of the selected candidate.</td><td>Verify the following:
The "Correspondence" section is displayed
The sender's name is displayed with contact card. If the sender is the logged in user, it should show 'You'.
The subject of the email is similar to what is as provided and is clickable.</td></tr>
<tr><td>8. Click the subject of the email.</td><td>Navigates you to Message Center tab ad displays the conversation details.</td></tr>
<tr><td>9. In Message Center tab, you would see a Master-Detail layout</td><td>In Master view verify following information:
Date, Candidate Name, Email Subject and extract of email body is displayed.
Candidate Name is clickable and opens the candidate profile.
Candidate name displays the contact card when clicked on the icon next to it.</td></tr>
</table>

	· In detail view, following details are displayed: o email body o Rich Text Editor to draft and send another email o Clickable candidate Name to open Candidate profile. Candidate name shows contact card when clicked on the icon next to it.
10. Click the "Message Center" tab	Details all the email correspondence between a recruiter and candidate after the Message Center is enabled. View the email that is sent to the candidate in Step 6. The Message Center displays all the emails sent from various sources as follows: o -Email sent from Talent Pool. o -Email sent from Candidate Profile are shown. -Email sent from Candidate Summary page.

Testcase: Email Correspondence: Candidate's reply in "Message Center" (RCM-59263)

Prerequisites · Admin Center – Manage Recruiting Settings, "Enable Email Correspondence" switch in section "Email Correspondence and Message Center" OR "Email Correspondence feature" is enabled using "Upgrade Center". · From application > Recruiting > Message Center.	
Step	Result
1. As a Recruiter send an email to a Candidate from the Correspondence Portlet on Candidate profile or Job Application,.	Verify that the candidate receives the sent email in the candidate's inbox.
2. Initiate an email reply from Candidate's email mailbox to the email received.	Verify the following: · The email reply sent by the candidate is displayed in Message Center grouped along with the earlier initiated mail in detail view. The email is marked as "Bold" specifying as 'Unread' email.
3. Click the Unread email in Master View.	Verify the following: · Selected email is now not displayed in 'Bold' text specifying it as 'Read'. · All the mail conversations are displayed in the detail view as a collection. The emails are displayed in chronological order where the latest email is shown on top.

Testcase: Email Correspondence: “Unread” and “All messages” in “Message Center” (RCM-59263)

<table>
<tr><td colspan="2">Prerequisites
· Admin Center – Manage Recruiting Settings, “Enable Email Correspondence” switch in section “Email Correspondence and Message Center” OR “Email Correspondence feature” is enabled using “Upgrade Center”.
· From application > Recruiting > Message Center.</td></tr>
<tr><td>Step</td><td>Result</td></tr>
<tr><td>1. Click Message Center tab under Recruiting.</td><td>In Master view, verify the following:
· A dropdown with options “All Messages” and “Unread only” is displayed.
“All Messages” is selected by default.</td></tr>
<tr><td>2. Change the dropdown to “Unread”.</td><td>Verify the following:
· The Master view page is updated to view the unread messages only.
· The unread messages are displayed as “Bold”.
· The count of all messages is displayed with “All Messages(<Count>)” option.
· The count of messages which are in unread status as “Unread Only (<Count>)”
If there are no unread messages, verify the text “You have no messages” appear in the Master View.</td></tr>
<tr><td>3. Click one of the unread email in Master View.</td><td>Verify the following:
· The font of the selected email in Master View is changed from “Bold” to Normal specifying the status of the email as read.
· The unread count decreases by one.</td></tr>
</table>

Testcase: Email Correspondence: Sort and Filter in “Message Center” (RCM-59263)

<table>
<tr><td colspan="2">Prerequisites
· Admin Center – Manage Recruiting Settings, “Enable Email Correspondence” switch in section “Email Correspondence and Message Center” OR “Email Correspondence feature” is enabled using “Upgrade Center”.
· From application > Recruiting > Message Center.</td></tr>
<tr><td>Step</td><td>Result</td></tr>
<tr><td>1. In Message Center tab, check if ‘Display Options’ icon is visible next to the “All Messages” dropdown. Click the icon.</td><td>Verify the following:
· ‘Display Options Dialog’ opens with ‘Filter tab’ selected.
Filter by date dropdown, search by first name, last name and subject input fields are displayed.</td></tr>
<tr><td>2. Click the ‘All Dates’ dropdown and select ‘Custom Range’.</td><td>Verify that a date picker appears right below the dropdown.</td></tr>
</table>

3. Click the date picker calendar icon and select from and to dates.	Verify that the selected dates are shown in the date picker.
4. Enter the first name/last name/subject value for a search.	Verify the entered texts are displayed in the input field.
5. Click 'OK' button in the dialog.	Verify the following: · The Master View email list if filtered based on the search criteria is provided. · The filter date and subject criteria is displayed in a green toolbar at the beginning of the email list in the Master view. The filer name criteria are displayed in the 'Search by Name' field in the Master View.
6. Click the 'Clear Filters' icon in the green toolbar.	Verify that the applied filters are cleared, and results are displayed as per name filter value.
7. Click the 'Clear Icon' of the Search by Name field in Master View.	Verify that the applied name filter criteria are reset and the results with no filter are displayed.
8. Click the Display options dialog and click sort tab icon in the dialog. Select sort order sort object as required and click 'OK'	Verify the email list in the Master View is sorted as per the selected sort object and sort order.

Testcase: Email Correspondence: Correspondence Portlet behavior changes (RCM-59263)

Prerequisites · Admin Center – Manage Recruiting Settings, "Enable Email Correspondence" switch in section "Email Correspondence and Message Center" OR "Email Correspondence feature" is enabled using "Upgrade Center". · From application > Recruiting > Message Center.	
Step	Result
1. Go to Recruiting > Candidates	Candidate search page opens.
2. Search for a Candidate.	Candidate profile opens.
3. Go toEmail Correspondence section.	Emails sent to the candidate are displayed.
4. Click the Email Subject that a logged in user initiated.	Email opens 'Message Center' in a new tab.
5. Click the Email Subject that a logged in user initiated.	Email opens in a popup window which is in 'Read Only' mode.
6. Click the Email Subject that a logged in user initiated and was sent before the 'Message Center' feature was enabled.	Email opens in a popup window which is in 'Read Only' mode.

Testcase: Email Correspondence: Email Parsing in “Message Center (RCM-59263)

Prerequisites · Admin Center – Manage Recruiting Settings, “Enable Email Correspondence” switch in section “Email Correspondence and Message Center” OR “Email Correspondence feature” is enabled using “Upgrade Center”. · From application > Recruiting > Message Center.	
Step	Result
1. In Recruiting, click the ‘Message Center’ tab	The Message Center opens with email conversations listed in Master-Detail layout.
2. Click any one of the emails in the Master View.	The email conversation list history is displayed in the detail view.
3. Draft a reply using the Rich Text Editor.	The content and formatting applied on the text is displayed correctly.
4. Click the ‘Send’ button.	Candidate receives a in the mailbox.
5. Initiate a reply from the Candidate mailbox to the recruiter.	Verify the following: · The email received by the Recruiter is displayed in Message Center detail view. The received email contains only the text replied by the candidate excluding the from and to email ids.

Testcase: Email Correspondence: Preview and Send in “Message Center” (RCM-59263)

Prerequisites · Admin Center – Manage Recruiting Settings, “Enable Email Correspondence” switch in section “Email Correspondence and Message Center” OR “Email Correspondence feature” is enabled using “Upgrade Center”. · From application > Recruiting > Message Center.	
Step	Result
1. In Recruiting, click the ‘Message Center’ tab	The Message Center opens with email conversations listed in Master-Detail layout.
2. Click any one of the emails in the Master View.	The email conversation list history is displayed in the detail view
3. Draft a reply using the Rich Text Editor.	The content and formatting applied on the text is displayed correctly.
4. Click the Preview Button	The email id’s, subject and drafted email content is displayed correctly in the Preview dialog.

5. Click the Send button which is next to the Preview button or Send Button on the Preview Dialog.	Verify the following: · The appearance of success message above the Rich Text Editor. · The Candidate receives the email in same format as drafted.

Testcase: Email Correspondence: Attachments in "Message Center" (RCM-59263)

Prerequisites · Admin Center – Manage Recruiting Settings, "Enable Email Correspondence" switch in section "Email Correspondence and Message Center" OR "Email Correspondence feature" is enabled using "Upgrade Center". · From application > Recruiting > Message Center.	
Step	Result
1. Select Recruiting	User is redirected to Recruiting homepage.
2. In Recruiting page, check if the Message Center tab exists.	If "Email Correspondence" is enabled the Message Center tab is displayed.
3. Select "Job Requisitions" and click any one of the opened job requisitions for which a few candidates have applied.	Candidates with job requisition opens.
4. Select any one of the candidates from summary page and click the "Email" button.	Opens a new page with the Send Email functionality.
5. Select "Attach a document", upload a file and click 'OK', and click 'Next'.	Ensure the email has the subject and body with attachments
6. Click "Send" and select "I'm done".	Candidate summary page opens.
7. Open the candidate application of the selected candidate	Verify the following: · A "Correspondence" section is displayed. · The sender's name is displayed with contact card. If the sender is the logged in user, it should display 'You'. The subject of the email is as provided and is clickable.
8. Click the subject of the email.	Navigates you to Message Center tab displaying the conversation details.
9. In Message Center tab, view a Master-Detail layout.	In Master view, following information is displayed: · Date, Candidate Name, Email Subject and extract of email body is displayed. · Candidate Name is clickable and opens the Candidate profile. · Clicking the icon next to the candidate name displays the contact card.

	· In detail view, following details are displayed: o attachments added are displayed below the email content in detail view and are downloadable on click. o Complete email body is displayed. o Rich Text Editor is displayed to draft and send another email reply. o Candidate Name is clickable and opens Candidate profile. · Clicking the icon next to the candidate name displays the contact card.

Testcase: Internal Career Site – Job Layout Pages (Respect the Internal and External Component Filters) (RMK-17098)

Description: This test checks if internal and external filters are respected for site components and layouts for users who are either authenticated employees or are external (general public) users.	
Prerequisites · You should have Recruiting enabled in your company instance. · Application Tracking System should be Recruiting. · Real-Time Job Sync (RTJS) should be active. · Recruiter Single Sign-On (SSO) should be active. · Carrier Site Builder (CBS) should be enabled.	
Step	Result
1. Log in to your instance.	
2. Go to Admin Center > Manage Career Site Builder.	
3. Click Layouts.	
4. Click Edit for an existing layout or create a new layout.	
5. Click the Column 1 tab.	Ensure that at least one component is displayed.
6. Click Add Component. Do not change settings for “All Candidates” and “All Devices.”	Ensure that the seven components in the Add Component drop-down list are displayed on the page. If they aren’t, add the missing components and ensure that their values or content is detectable on the site in preview and published form.
7. Click Publish if you’ve added more components.	· Ensure that a successfully published alert is displayed. · Ensure that the Internal and External checkboxes for your additional components are selected.
8. Deselect Internal checkboxes for all components on the Home Pages edit window.	Ensure that all External checkboxes are selected.
9. Click Publish.	

10. Open a new desktop browser tab and go to the external career site.	Check that all seven components marked for External are displayed.
11. Repeat step 10 on a tablet.	
12. Repeat step 10 on a cell phone.	
13. Navigate back to the browser. Click the Employee Login link.	
14. Enter the necessary credentials. Click Log On.	Check that none of the seven components are displayed.
15. Repeat step 13-14 with a tablet.	
16. Repeat step 13-14 with a cell phone.	
17. Navigate back to the CSB Content Pages edit window.	
18. Deselect External checkboxes for all seven components. Ensure that Internal checkboxes for all seven components are selected. Click the Publish button.	Ensure that a successfully published alert is displayed.
19. Navigate back to the Job Layout site where you are logged in with the same credentials as step 14. Refresh the page.	Check that all seven components checked for Internal are now displayed.
20. Repeat step 19 on a tablet.	
21. Repeat step 19 on a cell phone.	
22. Navigate back to the CSB Content Pages edit window.	
23. Select External checkboxes for all seven components.	
24. Click Publish.	Ensure that a successfully published alert is displayed.

Testcase: Internal Career Site – Home Pages (Respect the Internal and External Component Filters or Layout Filters) (RMK-17098)

<table>
<tr><td colspan="2">Description:
This test checks if internal and external filters are respected for site components and layouts for users who are either authenticated employees or are external (general public) users.</td></tr>
<tr><td colspan="2">Prerequisites
· You should have Recruiting enabled in your company instance.
· Application Tracking System should be Recruiting.
· Real-Time Job Sync (RTJS) should be active.
· Recruiter Single Sign-On (SSO) should be active.
· Carrier Site Builder (CBS) should be enabled.</td></tr>
<tr><td>Step</td><td>Result</td></tr>
<tr><td>1. Log in to your instance.</td><td></td></tr>
<tr><td>2. Go to Admin Center > Manage Career Site Builder.</td><td></td></tr>
<tr><td>3. Click Pages > Home > en_US > Main Brand > Home.</td><td></td></tr>
<tr><td>4. Click Add Component.</td><td>Ensure that the 13 components in the Add Component drop-down list are displayed on the page. If they aren’t, add the missing components and ensure that their values or content is detectable on the site in preview and published form.</td></tr>
<tr><td>5. Click Publish if you’ve added more components.</td><td>Ensure that a successfully published alert is displayed.</td></tr>
<tr><td>6. Go to the Info and Subscribe Form component on the Home Pages edit window.</td><td>Ensure that no Internal checkboxes are displayed.</td></tr>
<tr><td>7. Go to the Subscribe Form component.</td><td>· Ensure that no Internal checkboxes are displayed.
· Ensure that the Internal and External checkboxes for your additional components are selected.</td></tr>
<tr><td>8. Deselect any Internal checkboxes for all components on the Home Pages edit window.</td><td>Ensure that all External checkboxes are selected.</td></tr>
<tr><td>9. Click the Publish button.</td><td></td></tr>
<tr><td>10. Open a new desktop browser tab and go to the external career site.</td><td>Check that all 13 components marked for External are displayed.</td></tr>
</table>

11. Repeat step 10 on a tablet.	
12. Repeat step 10 on a cell phone.	
13. Navigate back to the browser. Click the Employee Login link.	
14. Enter the necessary credentials. Click Log On.	Check that none of the 13 components are displayed.
15. Repeat steps 13-14 on a tablet.	
16. Repeat steps 13-14 on a cell phone.	
17. Navigate back to the CSB Home Pages edit window.	
18. Deselect the External checkboxes for all 13 components. Ensure that Internal checkboxes for all 11 components are selected (Info and Subscribe Form and Subscribe Form do not have Internal). Click the Publish button.	Ensure that a successfully published alert is displayed.
19. Navigate back to the browser tab where you were logged in, use the same credentials as step 14. Refresh the page.	Check that all 11 components checked for Internal are now displayed.
20. Repeat step 19 on a tablet.	
21. Repeat step 19 on a cell phone.	
22. Navigate back to the CSB Content Pages edit window.	
23. Select the External checkboxes for all 13 components.	
24. Click Publish.	Ensure that a successfully published alert is displayed.

Testcase: Internal Career Site – Content Pages (Respect the Internal and External Component Filters) (RMK-17098)

Description: This test checks if internal and external filters are respected for site components and layouts for users who are either authenticated employees or are external (general public) users.
Prerequisites · You should have Recruiting enabled in your company instance. · Application Tracking System should be Recruiting. · Real-Time Job Sync (RTJS) should be active. · Recruiter Single Sign-On (SSO) should be active.

· Carrier Site Builder (CBS) should be enabled.	
Step	Result
1. Log in to your instance.	
2. Go to Admin Center > Manage Career Site Builder.	
3. Click Pages > Home > en_US > Main Brand > Home.	
4. Click Location.	
5. Click Add Component. Do not change settings for "All Candidates" and "All Devices."	Ensure that the 13 components in the Add Component drop-down list are displayed on the page. If they aren't, add the missing components and ensure that their values or content is detectable on the site in preview and published form.
6. Click Publish if you've added more components.	Ensure that a successfully published alert is displayed.
7. Go to the Info and Subscribe Form component on the Home Pages edit window.	Ensure that no Internal checkboxes are displayed.
8. Go to the Subscribe Form component.	· Ensure that no Internal checkboxes are displayed. · Ensure that the Internal and External checkboxes for your additional components are selected.
9. Deselect any Internal checkboxes for all components on the Home Pages edit window.	Ensure that all External checkboxes are selected.
10. Click the Publish button.	
11. Open a new desktop browser tab and go to the external career site.	Check that all 13 components marked for External are displayed.
12. Repeat step 11 on a tablet.	
13. Repeat step 11 on a cell phone.	
14. Navigate back to the browser. Click the Employee Login link.	
15. Enter the necessary credentials. Click Log On.	Check that none of the 13 components are displayed.
16. Repeat steps 14-15 on a tablet.	
17. Repeat steps 14-15 on a cell phone.	

18. Navigate back to the CSB Home Pages edit window.	
19. Deselect the External checkboxes for all 13 components. Ensure that Internal checkboxes for all 11 components are selected (Info and Subscribe Form and Subscribe Form do not have Internal). Click the Publish button.	Ensure that a successfully published alert is displayed.
20. Navigate back to the browser tab where you were logged in, use the same credentials as step 15. Refresh the page.	Check that all 11 components checked for Internal are now displayed.
21. Repeat step 20 on a tablet.	
22. Repeat step 20 on a cell phone.	
23. Navigate back to the CSB Content Pages edit window.	
24. Select the External checkboxes for all 13 components.	
25. Click Publish.	Ensure that a successfully published alert is displayed.

RECRUITING MARKETING: RESUME UPLOAD

Testcase: The resume upload feature in Data Capture form works as expected. (RMK- 17097)

Prerequisites

- User must have admin access to Career Site Builder.
- User must have implemented Candidate Relationship Management (CRM).

Step	Result
1. Launch Admin Center.	Verify that Career Site Builder page is displayed.
2. Go to Manage Career Site Builder.	
3. Go to Tools > Data Capture Form.	Verify that the Landing Page List page opens with no issues.
4. Create New Data Capture Form, enter all required fields and set it to Active.	
5. Choose Layout > Add icon.	
6. Select Resume and choose Save.	
7. Go to Pages > Landing > (en_US) English (United States) > Main Brand.	
8. Go to a landing page that has a Home Phone number field added to it.	Verify that the Landing Page Editor page opens with no issues.
9. Choose Edit next to the Landing Page.	
10. Choose the Details tab.	Verify that Is Active is selected with no issues.
11. Select Yes for Is Active field.	
12. Choose Column 1 tab.	Verify that Column 1 tab opens with no issues. Verify that a Data Capture Form component is added to the Landing Page.
13. Choose the grayscale image.	Verify the Data Capture Form page opens with no issues.
14. Select the data capture form that has Resume Upload.	Verify that a new window opens and displays the Landing Page along with the Data Capture Form. Verify that the Resume field is displayed on Data Capture Form.
15. Choose the Preview button on the upper right corner of the page.	
16. Choose 'External' at the pop-up modal.	

17. Upload resume and enter required information in all the mandatory fields.	Verify that a working icon is displayed during submission. Verify that the resume is uploaded in Data Capture Form.
18. Choose Submit.	

Testcase: The resume upload in Employee Central works as expected. (RMK- 17097)

<table>
<tr><td colspan="2">Prerequisites
· User must have admin access.
· User must have enabled Internal Career Site Powered by Career Site Builder (CSB).
· User should be an internal user.</td></tr>
<tr><td>Step</td><td>Result</td></tr>
<tr><td>1. Launch the external career site.</td><td>Verify that the Employee Login button is displayed on Home page next to View Profile.</td></tr>
<tr><td>2. Choose the Employee Login button and verify that the IDP page is displayed without any issues.</td><td></td></tr>
<tr><td>3. Enter internal user credentials and choose Log on.</td><td>Verify that the user has been logged in to IDP.
Verify that the Employee Login button is replaced with My Account dropdown.</td></tr>
<tr><td>4. Search for a job and select one of the internal jobs which is posted externally as well.</td><td>Verify that the Refer a Friend button is displayed on Job details page next to both Apply button's left side.</td></tr>
<tr><td>5. Choose Refer a Friend.</td><td>Verify that Refer a Friend form opens up with Refer a Friend heading.
Verify that the fields (First Name, Last Name, Email Address, Phone Number, Country and Add Resume) are displayed in the form.
Verify that the Cancel and Send buttons are present at the bottom of the form.
Verify that these fields are text fields (First Name, Last Name, Email Address & Phone Number).
Verify that the Country field is MDF picklist, and all country values are listed in the dropdown.
Verify that the given fields are mandatory (First Name, Last Name, Email Address & Country).
Verify that the Add Upload Resume field is implemented.</td></tr>
</table>

	Verify that choosing Cancel button closes and takes the user back to job detail page. Verify that choosing Send button without filling any fields throws an error.
6. Enter information in all the mandatory fields and choose Send.	Verify that the form is submitted and sent.

TALENT: PERFORMANCE MANAGEMENT

Testcase: Verify the new added signer can be removed by current user (PMU-7519)

Prerequisites · Admin Center > Form Template Settings > Uncheck ‘Hide Add/Remove Signer buttons’. · Launch a form · New signers added by UserX at StepX	
Step	Result
1. Open form by UserX at StepX	
2. Clicking ‘Remove Signer’ button	New signers’ names are listed on popup
3. Select some of signers and click ‘Remove’ button	The selected signer’s step is removed from route map on form

TALENT: CALIBRATION

Testcase: Verify user can access full display mode on matrix view in calibration session (CAL-5878)

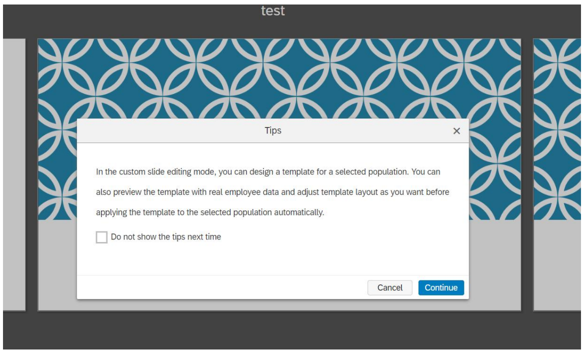
Prerequisites

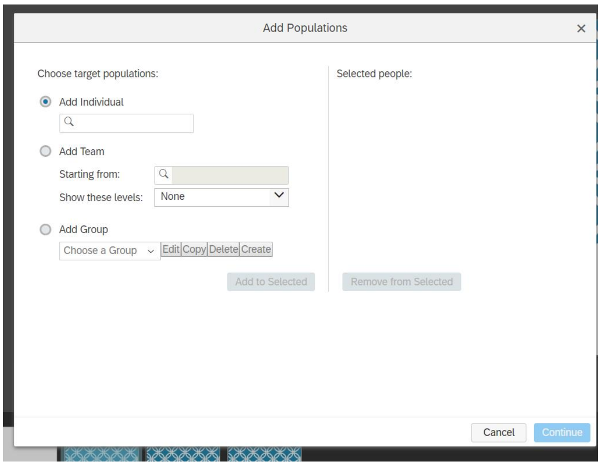
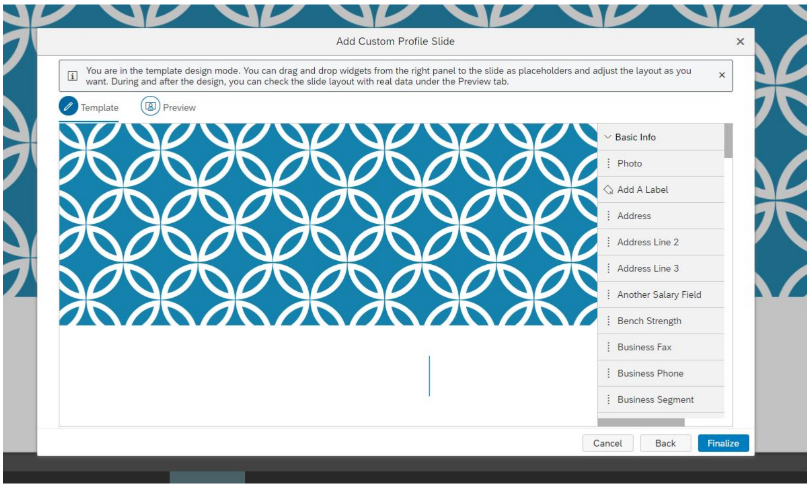
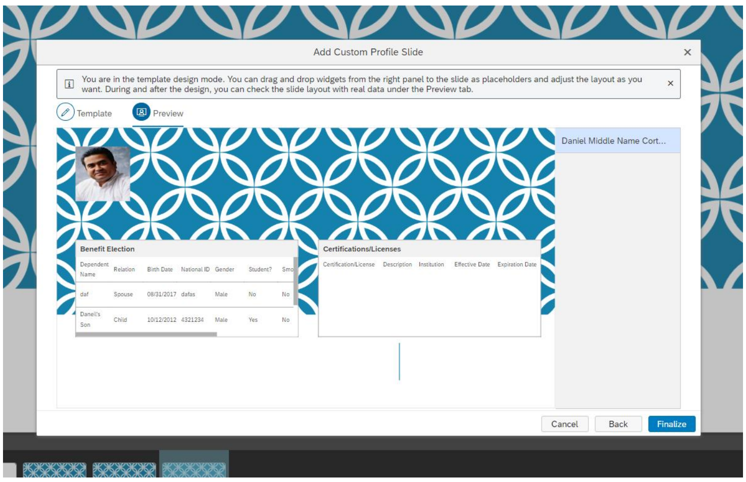
- Provisioning – Calibration enabled
- Enable Fiori Restyling for Calibration is checked in provisioning or admin center > Manage Calibration Settings > Global Settings
- Create a calibration session with matrix view

Step	Result
1. Go to Calibration tab	
2. Select the above session and open it	
3. Go tomatrix view	· Verify there is full display mode icon ‘Open Full Screen’ on the top right of the view content, next to the ‘Display Only Photo’ icon
4. Click the ‘Open Full Screen’ icon	· Matrix view in full display mode, no header, no ab view, no toolbar or other info, only the main content · The ‘Open Full Screen’ icon changes to ‘Close Full Screen’ icon
5. Click the ‘Close Full Screen’ icon	· The page back to original display on #3

TALENT: PRESENTATIONS

Testcase: Verify user can preview and update custom profile slide (TRVW-2121)

Prerequisites · Presentation is enabled · System – Permission Role – User Permissions, make sure 'manage presentation' has been granted to the role.	
Step	Result
1. Go to Presentations module	
2. Create a presentation	
3. Upload static slide	
4. Click the menu on the right top	
5. Click create custom profile slide link	Verify you will see the tooltip like below: 
6. Click continue button	Verify the add user pop will be shown
7. Click cancel button	Verify the popup will disappear
8. Click create custom profile slide link	Verify the tooltip popup shows again
9. Check 'Do not shows the tips next time'	Click continue
10. Click cancel	
11. Click create custom profile slide	Verify the tooltip won't show. It shows add user popup directly.

<table>
<tr>
<td></td>
<td>
</td>
</tr>
<tr>
<td>12. Add user to the selected people pane</td>
<td></td>
</tr>
<tr>
<td>13. Click continue</td>
<td>Verify template configuration page will show up.
Verify there are two tabs on the page - template and preview.</td>
</tr>
<tr>
<td>14. Drag widget from right pane to configuration page on the left</td>
<td>
</td>
</tr>
<tr>
<td>15. Click preview tab</td>
<td>Verify user can preview the data

</td>
</tr>
</table>

PLATFORM INTEGRATIONS: PLATFORM FOUNDATION API

Testcase: Session reuse for same user with different authentication types (API-11625)

<table>
<tr><td>Prerequisites
· OData API feature has been enabled
· Allow Admin to Access OData API through Basic Authentication permission has been granted
· Manage OAuth2 Client Applications permission has been granted
· You have created an OAuth2 client in Manage OAuth2 Client Applications</td><td></td></tr>
<tr><td>Step</td><td>Result</td></tr>
<tr><td>1. Send request using below request header.
<code>Cookie: <valid external oauth login session></code>
<code>X-CSRF-Token: <invalid token></code>
<code>Authorization: <valid Basic Auth credentials></code></td><td>Even though the CSRF token is invalid, user can still reuse the session by providing valid Basic Auth credentials.</td></tr>
<tr><td>2. Send request using below request header.
<code>Cookie: <valid external oauth login session></code>
<code>X-CSRF-Token: <invalid token></code>
<code>Authorization: <valid OAuth credentials></code></td><td>Even though the CSRF token is invalid, user can still reuse the session by providing valid OAuth credentials.</td></tr>
</table>

PLATFORM Integrations: Rule Engine

Testcase: Rule Designer: Support filtering of rule functions **(**RUL-6159**)**

Prerequisites · Logged in user should have admin role · Admin role should have authorization for Business Rules	
Step	Result
1. Go to Admin Center > Configure Business Rules	The Business Rules Admin page opens.
2. Create a new rule (it doesn't matter which scenario or object you use to create the rule)	The Configure Business Rules page opens.
3. In Configure Business Rules UI, maintain the IF part of the rule > type in the "Select left condition" field a search term, such as "Calculate"	The function section of the popup (function section is at the very end, probably you have to scroll down) shall only show functions which somehow include the search term.

Testcase: Provide possibility to go toapplication specific rule registration UI (RUL-280)

Prerequisites · Logged in user should have admin role · Admin role should have authorization for Business Rules · At least one of the following application should be activated: Position Management, Benefits, Time Off, EC	
Step	Result
1. Go to Admin Center > Configure Business Rules	The Business Rules Admin page opens.
2. Create a rule based on a scenario, delivered by the applications mentioned as pre-requisite	
3. Save the rule	
4. Go back to Business Rules Admin UI	
5. Search for your newly created rule	In column "Assigned" there should be a grey circle to visualize that the rule is currently not assigned.
6. Click the grey button in column "Assigned"	A popup shall open which tells the user, that the rule is not assigned.
7. Select the button "Assign Rule" in the footer of the popup	a. The content of the popup should change and display the information where this rule can be assigned ("Rule registration location").

	b. In some cases (e.g. for rules based on the MDF rule scenario) the "rule registration location" is not yet provided by the application. For these rules the information "We didn't find any target to assign this rule to." will be displayed. This is NOT an error. These applications will provide the "rule registration location" in one of the following releases.
8. Select the link to reach the application specific UI	The user should be taken to the application specific UI to assign the rule (e.g. for rules based on position management rule scenario "Default Position Attributes in Position Organization Chart (CopyPositionRule)" the user will be taken to the Position Management Settings UI.

Testcase: Processing block before first condition/using variables in a rule (RUL-392)

Where/When to Use: If an expression or function will be used in rule multiple times, then it's better to define it as a variable and use this variable in the rule. Business Case example: Doing caculation in variable section. The result of the calculation shall be stored in a variable that can be used in further conditions (if/elseif/elseif) Benefits: 1. It can improve performance since we only need calculate the value once. 2. Easy reading for the Rule Expression in Rule UI 3. Can use variable as a short cut for long expression Prerequisites · Go tomanage permission roles and make sure below roles are enabled under Metadata Framework section, Configure Business Rules · Define objects needed and design rule from your own business perspective, the objects like "Salary" used below is only an example for your reference.	
Step	Result
1. Go to Admin Center > Configure Business Rules	The Business Rules Admin page opens.
2. Click Create New Rule icon on the top right of the page	The Configure Business Rules page opens.

3. Select a scenario and base object and other requried fields and click Continue button	You can see a Variables section above If.
4. Click Variables section	The Variables section is expanded and a Add Variable link is available.
5. Click link Add Variable	An empty statement displays
6. a. Fill in variable name (e.g "Actual_Pay") in left expression; b. Select function "Minus" in right expression; c. Fill in the function paramer (Salary, Tax). It should be like Minus (First Value: Salary, Second Value: Tax)	The Variables section should be like below: Actual_Pay =Minus(First Value: Salary, Second Value: Tax)
7. a. Select Always True in If section b. In Then section, set "Set UserInfo.pay = Actual_Pay". here "Actual_pay" is the variable we just set above. c. Click Save to save the rule	The rule is saved successfully
8. Execute the rule	The rule should be executed successfully and the UserInfo.pay should get the right number.

PLATFORM Integrations: MDF SERVICE

Testcase: Support navigation properties for MDF user type audit fields (MDF-28271)

Prerequisites · MDF is enabled for your instance · You have created a new object definition or you have an existing object definition. For this Testcase we'll use cust_ParentTest for demonstration. · If you created a new object definition, make sure API visibility is set to Editable for your entity and metadata is refreshed.	
Step	Result
1. Send OData request: odata/v2/cust_ParentTest,User/$metadata	There are two new navigation property exposed: `<NavigationProperty Name="lastModifiedByNav" sap:required="false" sap:creatable="false" sap:updatable="false" sap:upsertable="false" sap:visible="true" sap:sortable="true" sap:filterable="true" Relationship="SFOData.lastModifiedByNav_of_cust_ParentTest" FromRole="cust_ParentTest" ToRole="lastModifiedByNav" sap:label="mdfSystemLastModifiedBy"></NavigationProperty>` `<NavigationProperty Name="createdByNav" sap:required="false" sap:creatable="false" sap:updatable="false" sap:upsertable="false" sap:visible="true" sap:sortable="true" sap:filterable="true" Relationship="SFOData.createdByNav_of_cust_ParentTest" FromRole="cust_ParentTest" ToRole="createdByNav" sap:label="mdfSystemCreatedBy"></NavigationProperty>`

Testcase: Improved usability of Publish Extension UI on Extension Center (MDF-26503)

Prerequisites · Generic Object is enabled · Instance synchronization Tool is enabled · In permission role, Metadata Framework > Admin access to MDF OData API permission is granted for test user

- In permission role, MDF related permissions under Manage Instance Synchronization are granted for test user
- Source company instance and target company instance are paired
  - Log in to your instance and Go to Admin Center
  - Search for Instance synchronization Wizard then click it
  - Click Add New Pair if there is no existing pair for you to sync data from source to target

Set the Target Data Center, Target Environment, Target Company ID and click Generate Token. Follow the steps required to complete the pair.

Step	Result
1. Login with source company instance and navigation to Admin Center, search for Extension Center	
2. Click Extension Center and go to its landing page	
3. (Skip this if extension is already existing) Create an extension if there is no extension there	Do not use default Uncategorized Extension which is not support publish extension action.
4. (Skip this if extension is already existing) Click Create SuccessFactors Extension button, fill in External Code value then click Action > Save Extension	Extension is created successfully for following testing.
5. Click to open the extension	
6. Click Action > Publish Extension	
7. On Publish Extension dialog, select Target Data Center, Target Environment, Target Company from dropdown list, fill in Target User then click Next	User can select value from dropdown of Target Data Center, Target Environment, Target Company. This is configured as described in the prerequisites.
8. Click Confirm	Publish Extension job should be triggered successfully.

REPORTING AND ANALYTICS: REPORT CENTER

Testcase: Use the "Label As" functionality (AYT-22107)

Prerequisites · Report Center should be enabled.	
Step	Result
1. Go to reporting	User should see two tabs: FLAT and Grouped
2. Select any Report > Click Label As > Create New Label (Say Parent) > Enter a name > Create the label	Label should get created
3. Go toGrouped Tab	The created label should appear as a folder.
4. Navigate back to Flat tab	
5. On any report, Click label As > Apply the created label	The label should get applied to the report
6. Go toGrouped tab > Select the Label folder	The report should come up under the label.
7. Navigate back to Flat > Click label as on any report > Click Manage > Edit the created label > Change the color > Save	The color of the label applied to the report should change.
8. Click label as on any report > Click Manage > Create a new label(Say child) > Give a name > Tick on Nest Label in > Select the previously available label(Say Parent) >Create > Done > Apply Parent/child to a Report > Go toGrouped.	On Clicking on the parent folder, child folder should come up. On further clicking on the child folder, the report to which the label has been applied should come up.
9. Navigate back to flat > Click label as on any report > Now Go to manage in label as and delete parent label> Save	The Parent/child label should automatically get deleted. The Report which is assigned to parent/Child should get unassigned.

REPORTING AND ANALYTICS: AD HOC REPORTING

Testcase: Create an Event Audit domain Ad Hoc report (AYT-23069)

Prerequisites

- Ensure that role-based permission for the Event Audit sub-domain schema (SDS) has been granted

Step	Result
1. Goto Analytics > Reporting > Adhoc Reports > Create New Report	
2. Select Single Domain Report type	Event Audit SDS should be visible in the available list
3. Under Report Definition Type, look for Event Audit in the dropdown	

Testcase: Enable Permissions for Event Audit Sub-domain Schema (AYT-23069)

Step	Result
1. Log in to the application as an admin user	
2. Go to Admin Center> Manage Permission Roles	Event Audit SDS should be visible in the available list
3. Select the role assigned to admin and go to Permission	
4. In the permissions, remove create premissions for the report "Event Audit"	
5. Verify if the user has permissions to run the report	
6. Save the permissions, and logout	
7. Login as the user above	
8. Select one of the reports on Event Audit and run it online to check that is working	
9. Select the "save as " option from the dropdown for the same report.	
10. The save as option should not work as the user does not have the permissions to create a report of the type "Event Audit"	The option to "Save as" for the Event Audit reports should not be available.

Testcase: Check the "Enable Distinct" option for the Event Audit Ad Hoc report (AYT-23069)

Prerequisites · An Event Audit Ad Hoc report should already be created	
Step	Result
1. Go to Analytics> Reporting>Adhoc reports	
2. Edit a report on Event Audit SDS	
3. Go tocolumn pill and check the "Enable Distinct" box	Verify there is no duplicate rows showing on preview or export.
4. Save the query	
5. Preview	

Testcase: Apply Filter group action from Filter pill on the Event Audit Ad Hoc report (AYT-23069)

Step	Result
1. Create a query using Event Audit SDS.	
2. Apply filter for any column in selection.	
3. Verify the records those are displaying on the result page are obeying the applied filters. Export the file.	Ensure that the exported output displays record based on applied filters.
4. Verify export file displays records based on applied filters	

PLATFORM: MDF

Testcase: Edit Name From Picklist Header UI (MDF-27487)

Prerequisites

- Logged in user should have admin role
- Picklist should have greater than 200 picklist values (large picklist)
- Instance should be picklist migrated. (In case of non-migrated instance, same steps need to be followed from COD page instead of Picklist Center)

Test Steps	Result
1. Go to Admin Center > Picklist center	
2. In the picklist search screen, enter and select large picklist (code: TestPicklist)	This picklist is too large to be displayed in this UI.
	Click View Picklist to view and edit this picklist on a new page
	The Message along with ‘view picklist’ and ‘admin center’ buttons are shown
3. Click on ‘view picklist’	Picklist with header and values should be loaded as expected.
4. Click on ‘Edit’ button shown over picklist header	‘Edit Picklist’ Screen is shown to user with an option to edit name, status [inactive–>active], display order, parent picklist in picklist header
5. Edit name and update to new value	User is shown with an acknowledgment message that header is updated successfully. "TestPicklist updated successfully."
6. Observe the change in picklist header.	Picklist header should be updated according to the latest change made.

Testcase: Edit Display Order From Picklist Header UI (MDF-27487)

Prerequisites

- Logged in user should have admin role
- Picklist should have >200 picklist values (large picklist)
- Instance should be picklist migrated. (In case of non-migrated instance, same steps need to be followed from COD page instead of Picklist Center)

Test Steps	Result
1. Go to Admin Center > Picklist center	

2. In the picklist search screen, enter and select large picklist (code: TestPicklist)	This picklist is too large to be displayed in this UI. Click View Picklist to view and edit this picklist on a new page.
	A message along with ‘view picklist’ and ‘admin center’ buttons are shown.
3. Click on ‘view picklist’	Picklist with header and values should be loaded as expected.
4. Click on ‘Edit’ button shown over picklist header	‘Edit Picklist’ Screen is shown to user with an option to edit name, status [inactive–>active], display order, parent picklist in picklist header.
5. Select ‘Display order’ as ‘None’ and click ‘save’	User is shown with an acknowledgment message that header is updated successfully. "TestPicklist updated successfully."
6. Observe the change in picklist header.	Picklist header should be updated according to the latest change made.
7. Select ‘Display order’ as ‘Alphabetic’ and click save	User is shown with an acknowledgment message that header is updated successfully. "TestPicklist updated successfully."
8. Observe the change in picklist header.	Picklist header should be updated according to the latest change made.
9. Select ‘Display order’ as ‘Numeric’ and click ‘save’	a) If picklist has non-numeric picklist value (code: PLV1), ” PickList Display Order is Numeric. You must provide numeric label values of PickListValue PLV1” should be shown as error.
	b) If picklist has only numeric picklist values, “TestPicklist updated successfully” should be shown.
10. Click on ‘Edit’ button shown over picklist header and make some changes, click ‘cancel’	‘Discard all changes?’ confirmation warning should be presented to user before discarding changes.
	Changes should discard and user will land on picklist header page.
11. Click on ‘Yes’ over the warning dialog	

Testcase: Edit Status from Picklist Header UI (MDF-27487)

Prerequisites · Logged in user should have admin role · Picklist should have >200 picklist values (large picklist) · Instance should be picklist migrated. (In case of non-migrated instance, same steps need to be followed from COD page instead of Picklist Center) · Picklist has inactive status.

Test Steps	Result
1. Go to Admin Center > Picklist center	
2. In the picklist search screen, enter and select large picklist (code: TestPicklist)	This picklist is too large to be displayed in this UI. Click View Picklist to view and edit this picklist on a new page
	A message along with ‘view picklist’ and ‘admin center’ buttons are shown
3. Click on ‘view picklist’	Picklist with header and values should be loaded as expected.
4. Click on ‘Edit’ button shown over picklist header	‘Edit Picklist’ Screen is shown to user with an option to edit name, status [inactive–>active], display order, parent picklist in picklist header
5. Select ‘Status’ from ‘Inactive’ to ‘active’ and click ‘save’	User is shown with an acknowledgment message that header is updated successfully. “TestPicklist updated successfully”.
6. Observe the change in picklist header.	Picklist header should be updated according to the latest change made.
7. Now select ‘Status’ from ‘active’ to ‘Inactive’ and click ‘save’	User is shown with error dialog “You are not allowed to change the picklist status from active to inactive.”
8. Click on close and Observe the change in picklist header	Picklist header should not be updated according to the latest change made.

Testcase: Edit Parent Picklist from Picklist Header UI (MDF-27487)

<table>
<tr><td colspan="2">Prerequisites
· Logged in user should have admin role
· Picklist should have > 200 picklist values (large picklist)
· Instance should be picklist migrated. (In case of non-migrated instance, same steps need to be followed from COD page instead of Picklist Center)</td></tr>
<tr><td>Test Steps</td><td>Result</td></tr>
<tr><td>1. Go to Admin Center > Picklist center</td><td></td></tr>
<tr><td rowspan="2">2. In the picklist search screen, enter and select large picklist (code: TestPicklist)</td><td>This picklist is too large to be displayed in this UI. Click View Picklist to view and edit this picklist on a new page.</td></tr>
<tr><td>A message along with ‘view picklist’ and ‘admin center’ buttons are shown</td></tr>
<tr><td>3. Click on ‘view picklist’</td><td>Picklist with header and values should be loaded as expected.</td></tr>
</table>

4. Click on 'Edit' button shown over picklist header	'Edit Picklist' Screen is shown to user with an option to edit name, status [inactive–>active], display order, parent picklist in picklist header
5. Enter 'Parent Picklist' in the value help of 'Parent Picklist' field and choose the value and click 'save'	"Are you sure you want to change the Parent Picklist? This will reset the existing mapping of individual picklist values to parent picklist values." As warning message with options 'Yes' and 'Cancel'
6. Click on 'Yes' over the dialog	User is shown with an acknowledgment message that header is updated successfully. "TestPicklist updated successfully".
7. Observe the change in picklist header.	Picklist header should be updated according to the latest change made.
8. Now again click on 'Edit' and click on icon to select 'Parent Picklist'	'Select: Parent picklist' search screen opens with an option to search by code/name with 'GO' button
9. Enter Picklist code/name in generic search bar and click 'GO' or enter key	Search results are listed as per the code/name entered.
10. Choose the required picklist code/name as parent picklist by one click by mouse key	The parent picklist selected should be shown as selection for 'Parent picklist' field
11. Click Save	"Are you sure you want to change the Parent Picklist? This will reset the existing mapping of individual picklist values to parent picklist values." As warning message with options 'Yes' and 'Cancel'
12. Click on 'Yes' over dialog	User is shown with an acknowledgment message that header is updated successfully. "TestPicklist updated successfully".

Testcase: Processor Support To Edit Parent Picklist Status from Picklist Header UI (MDF-27487)

Prerequisites

- Logged in user should have admin role
- Picklist should have >200 picklist values (large picklist)
- Instance should be picklist migrated. (In case of non-migrated instance, same steps need to be followed from COD page instead of Picklist Center)

Test Steps	Result
1. Go to Admin Center > Picklist center	
2. In the picklist search screen, enter and select large picklist (code: TestPicklist)	This picklist is too large to be displayed in this UI. Click View Picklist to view and edit this picklist on a new page.
	A message along with 'view picklist' and 'admin center' buttons are shown.

3. Click on ‘view picklist’	Picklist with header and values should be loaded as expected.
4. Click on ‘Edit’ button shown over picklist header	‘Edit Picklist’ Screen is shown to user with an option to edit name, status [inactive–>active], display order, parent picklist in picklist header.
5. Now again click on ‘Edit’ and click on icon to select ‘Parent Picklist’	‘Select: Parent picklist’ search screen opens with an option to search by code/name with ‘GO’ button
6. Enter Picklist code/name in generic search bar and click ‘GO’ or enter key	Search results are listed as per the code/name entered.
7. Choose the required picklist code/name as parent picklist by one click by mouse key	The parent picklist selected should be shown as selection for ‘Parent picklist’ field
8. Click Save	“Are you sure you want to change the Parent Picklist? This will reset the existing mapping of individual picklist values to parent picklist values.” As warning message with options ‘Yes’ and ‘Cancel’
9. Click on ‘Yes’ over dialog	a) User is shown with an acknowledgment message that header is updated successfully. “TestPicklist updated successfully”
	b) On confirmation for the above warning, for all the picklist values in the specific version on which edit is clicked, parent picklist values should be reset
10. Follow Steps 4-8 and click ‘cancel’ now.	On cancelling, parent picklist should be retained and parent picklist values for picklist values should not be reset.

Testcase: Insert Time Slice From History View – Middle Time Slice (MDF-27487)

Prerequisites

- Logged in user should have admin role
- Picklist should have >200 picklist values (large picklist)
- Instance should be picklist migrated. (In case of non-migrated instance, same steps need to be followed from COD page instead of Picklist Center)
- Picklist should have minimum 2 versions added already [say Jan 01, 2019 & Mar 01, 2019]

Test Steps	Result
1. Go to Admin Center > Picklist center	
2. In the picklist search screen, enter and select large picklist (code: TestPicklist)	This picklist is too large to be displayed in this UI. Click View Picklist to view and edit this picklist on a new page.

	A message along with ‘view picklist’ and ‘admin center’ buttons are shown
3. Click on ‘view picklist’	Picklist with header and values should be loaded as expected.
4. Click on ‘Versions’ link shown over breadcrumb (navigation path) to load version history page	All the timeslice attached to picklist are loaded with ‘+’(Add New Version),Sort and column settings icons.
5. Click on ‘+’ to add new picklist version	Dialog box ‘Add new Version’ is presented with default date as current date along with ‘OK’ and ‘cancel’ button
6. Choose the date from date picker to adjust middle timeslice [say Feb 01,2019] and click ‘OK’	a) “Picklist version created successfully” is presented and redirected to picklist header screen of respected version
	b) Header and values should get copied from previous version[i.e., Jan 01,2019]

Testcase: Insert Time Slice From History View – Last Time Slice (MDF-27487)

Prerequisites

- Logged in user should have admin role
- Picklist should have >200 picklist values (large picklist)
- Instance should be picklist migrated. (In case of non-migrated instance, same steps need to be followed from COD page instead of Picklist Center)
- Picklist should have minimum 2 versions added already [say Jan 01,2019 & Mar 01,2019]

Test Steps	Result
1. Go to Admin Center > Picklist center	
2. In the picklist search screen, enter and select large picklist (code: TestPicklist)	This picklist is too large to be displayed in this UI. Click View Picklist to view and edit this picklist on a new page.
	A message along with ‘view picklist’ and ‘admin center’ buttons are shown.
3. Click on ‘view picklist’	Picklist with header and values should be loaded as expected.
4. Click on ‘Versions’ link shown over breadcrumb (navigation path) to load version history page	All the timeslice attached to picklist are loaded with ‘+’(Add New Version),Sort and column settings icons.
5. Click on ‘+’ to add new picklist version	Dialog box ‘Add new Version’ is presented with default date as current date along with ‘OK’ and ‘cancel’ button
6. Choose the date from date picker to adjust middle timeslice [say Apr 01,2019] and click ‘OK’	a) “Picklist version created successfully” is presented and redirected to picklist header screen of respected version

	b) Header and values should get copied from previous version[i.e., Mar 01, 2019]
7. Click on versions breadcrumb (navigation path) to see the version added	The new version should get adjusted after the latest version added when effective dates are sorted ascending

Testcase: Unable To Insert Time Slice From History View – First Time Slice (MDF-27487)

Prerequisites

- Logged in user should have admin role
- Picklist should have > 200 picklist values (large picklist)
- Instance should be picklist migrated. (In case of non-migrated instance, same steps need to be followed from COD page instead of Picklist Center)
- Picklist should have minimum 2 versions added already [say Jan 01,2019 & Mar 01,2019]

Test Steps	Result
1. Go to Admin Center > Picklist center	
2. In the picklist search screen, enter and select large picklist (code: TestPicklist)	This picklist is too large to be displayed in this UI. Click View Picklist to view and edit this picklist on a new page
	A message along with ‘view picklist’ and ‘admin center’ buttons are shown
3. Click on ‘view picklist’	Picklist with header and values should be loaded as expected.
4. Click on ‘Versions’ link shown over breadcrumb (navigation path) to load version history page	All the timeslice attached to picklist are loaded with ‘+’(Add New Version),Sort and column settings icons.
5. Click on ‘+’ to add new picklist version	Dialog box ‘Add new Version’ is presented with default date as current date along with ‘OK’ and ‘cancel’ button
6. Choose the date from date picker to add first/earlier timeslice [say Dec 01,2018] and click ‘OK’	“Invalid date. The date cannot be earlier than the initial record” error message is shown to user and user is not allowed to add a new picklist version.

Testcase: Unable To Insert Time Slice From History View – Existing Time Slice (MDF-27487)

Prerequisites

- Logged in user should have admin role
- Picklist should have >200 picklist values (large picklist)
- Instance should be picklist migrated. (In case of non-migrated instance, same steps need to be followed from COD page instead of Picklist Center)
- Picklist should have minimum 2 versions added already [say Jan 01,2019 & Mar 01,2019]

Test Steps	Result
1. Go to Admin Center > Picklist center	
2. In the picklist search screen, enter and select large picklist (code: TestPicklist)	This picklist is too large to be displayed in this UI. Click View Picklist to view and edit this picklist on a new page”
	A message along with ‘view picklist’ and ‘admin center’ buttons are shown
3. Click on ‘view picklist’	Picklist with header and values should be loaded as expected.
4. Click on ‘Versions’ link shown over breadcrumb (navigation path) to load version history page	All the timeslice attached to picklist are loaded with ‘+’(Add New Version),Sort and column settings icons.
5. Click on ‘+’ to add new picklist version	Dialog box ‘Add new Version’ is presented with default date as current date along with ‘OK’ and ‘cancel’ button
6. Choose the date from date picker to add existing timeslice [say Jan 01,2019] and click ‘OK’	“A version of this picklist already exists on this date. Please specify another date.” error message is shown to user and user is not allowed to add a new picklist version.

Testcase: Unable To Insert Time Slice From History View Date Prior Jan 01, 1900 (MDF-27487)

Prerequisites

- Logged in user should have admin role
- Picklist should have > 200 picklist values (large picklist)
- Instance should be picklist migrated. (In case of non-migrated instance, same steps need to be followed from COD page instead of Picklist Center)

Test Steps	Result
1. Go to Admin Center > Picklist center	
2. In the picklist search screen, enter and select large picklist (code: TestPicklist)	This picklist is too large to be displayed in this UI. Click View Picklist to view and edit this picklist on a new page.
	A message along with ‘view picklist’ and ‘admin center’ buttons are shown.
3. Click on ‘view picklist’	Picklist with header and values should be loaded as expected.

4. Click on 'Versions' link shown over breadcrumb (navigation path) to load version history page.	All the timeslice attached to picklist are loaded with '+'(Add New Version),Sort and column settings icons.
5. Click on '+' to add new picklist version.	Dialog box 'Add new Version' is presented with default date as current date along with 'OK' and 'cancel' button.
6. Choose the date from date picker to add date prior Jan 01,1900 [say Jan01,1890] and click 'OK'.	"Effective date cannot be earlier than Jan 01,1900" field prompt is shown in red.

Testcase: Insert Time Slice From History View – Validate Pagination (MDF-27487)

Prerequisites

- Logged in user should have admin role
- Picklist should have >200 picklist values (large picklist)
- Instance should be picklist migrated. (In case of non-migrated instance, same steps need to be followed from COD page instead of Picklist Center)
- Picklist should have more than 100 versions inserted

Test Steps	Result
1. Go to Admin Center > Picklist center	
2. In the picklist search screen, enter and select large picklist (code: TestPicklist)	This picklist is too large to be displayed in this UI. Click View Picklist to view and edit this picklist on a new page.
	A message along with 'view picklist' and 'admin center' buttons are shown
3. Click on 'view picklist'	Picklist with header and values should be loaded as expected.
4. Click on 'Versions' link shown over breadcrumb (navigation path) (navigation path) to load version history page	All the timeslice attached to picklist are loaded with '+'(Add New Version),Sort and column settings icons.
5. Scroll down to see all the versions added	First 100 versions are listed and later second 100 set will load and so on.

Testcase: Ability To Delete A Timeslice Of Picklist (MDF-27487)

Prerequisites · Logged in user should have admin role · Picklist should have >200 picklist values (large picklist) · Instance should be picklist migrated. (In case of non-migrated instance, same steps need to be followed from COD page instead of Picklist Center) · Picklist should have minimum 3 versions added(Jan 01,2019 ;Feb 01,2019; Mar 01,2019)	
Test Steps	Result
1. Go to Admin Center > Picklist center	
2. In the picklist search screen, enter and select large picklist (code: TestPicklist)	This picklist is too large to be displayed in this UI. Click View Picklist to view and edit this picklist on a new page.
	A message along with 'view picklist' and 'admin center' buttons are shown.
3. Click on 'view picklist'	Picklist with header and values should be loaded as expected.
4. Click on 'Versions' link shown over breadcrumb (navigation path) (navigation path) to load version history page	All the timeslice attached to picklist are loaded with '+'(Add New Version),Sort and column settings icons.
5. Delete the middle time slice by clicking on the version and click 'delete' button	"Are you sure you want to delete the selected version of the picklist?" along with 'delete' and 'cancel'
6. Click on 'delete'	Picklist version deleted successfully
7. Now delete top/bottom timeslice by clicking on the version and click 'delete' button	"Are you sure you want to delete the selected version of the picklist?" along with 'delete' and 'cancel'
8. Click on 'delete'	'Picklist version deleted successfully'
9. Now delete only left timeslice by clicking on the version and click 'delete'	"Are you sure you want to delete the selected version of the picklist?" along with 'delete' and 'cancel'
10. Click on 'delete'	'Picklist version deleted successfully'. This time picklist header itself gets deleted. Confirm by searching the picklist code in search. Result will not be found.

Testcase: Make 'Secured' = 'Yes' Default for Create Custom Objects (MDF-27940)

Prerequisites · Logged in user should have admin role	
Test Steps	Result

1. Go to Admin Center>Configure object definitions	
2. Click New > Object Definition > create a custom object with effective dated Basic and name say cust_testcustRBP	
3. Click on Save. Message to use is dispalyed as in Result	This object is an role-based permission secured object. To access this object, you need to grant the necessary role-based permissions.
4. Click on OK.	Custom Object is created with secured as "Yes"
5. Navigate to Admin center->Manage Permission Role.	
6. Click on Role you want to use for this user has acess to.	
7. Click on Permission	The Permission page is displayed
8. Go to section "Miscellaneous Permissions"	The cust_testcustRBP should be displayed.
9. Give access to Visibility and Actions. Click Done > Save Changes	The permission is saved successfully.
10. Navigate to Admin center->Manage data. Search for cust_testcustRBP under create new	The custom object is seen.
11. Add data for cust_testcustRBP and save	The data is saved successfully.

PLATFORM: CORE INTEGRATION

Testcase: Support Multiple Schedules per day in Integration Center (INT-7334)

Steps	Result
1. Create an outbound integration.	
2. Provide details like integration name, header type.	
3. Add fields from different entities using Add field button in Field Configuration page.	
4. Provide Destination settings details	
5. Navigate to Scheduling page	
6. Select the option "Multiple Schedule per day"	
7. Check that the tool tip clearly says that this is used for delta extracts and not recommended for ful load.	
8. Also check that the frequency is defaulted to 3 and can be maximum 6 times .	
9. Enter the start date/time and end time .	
10. Save and Schedule the integration.	Check that the integration runs every hour from the start time for the frequency specified . Ex :If the start time is 10:00AM and frequency selected is 3 times, then the job would run at 10:00Am, 11:00AM and 12:00PM

Testcase: Integration Center Import of fields of type edm.time (INT-6958)

Steps	Result
1. Launch Integration center and select My Integrations tab.	
2. Create a CSV Inbound integration	
3. Select an entity containing fields of type edm.time(ex:employee time)	

4. Upload a sample csv and map the fields of type edm.time	
5. Provide the right format for these kind of fields	
6. Enter the destination Settings	
7. Save and Run the integration.	Check that the the corresponding field is updated with the value in CSV file.

SUITE: DRM

Testcase: Increase the Upper Limit for User List in DRTM Purge (STE-11314)

Prerequisites

- Ensure DRTM Master Data Purge is enabled from Upgrade Center
- Grant role-based permissions “Create DRTM Data Purge Request” and “Manage and Approve DRTM Data Purge Request”
- Prepare more than 10, 000 inactive user IDs

Step	Result/Additional Info
1. Login to the application.	
2. Go to Admin Center > Data Retention Management.	
3. Click on “Create New Purge Request”.	
4. Select “DRTM Master Data Purge” as request type.	
5. Type in request name e.g. “master data purge”.	
6. Choose “Upload a list of inactive users only (by user ID).	
7. Click on “Download Example”.	
8. Copy user IDs into downloaded template and click upload to upload the CSV file.	CSV file which contains </= 10, 000 user IDs uploaded successfully. CSV file which contains > 10, 000 will receive an error message.

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