

Application/Module	EmpowHR	Test Script Author	Adrian Connerty	
Test Phase	FLETC Customer Acceptance Testing	Test Executed By		
Test Case ID	FLETC_4.07	Execution Date(s)		
Test Case Description	History Override (HCUP) - Cancel Hire Action	Test Script Execution Status	PASS or FAIL	
Requirements for Testing	This cannot be done during the payroll processing cycle.			
Test Step #	Test Step Description	Expected Results	Pass/Fail	Comments
4.07.001	Log on to the EmpowHR test environment with the userid and password that you've been assigned.	The user sees the EmpowHR test environment home page.		
4.07.002	Select the PAR Processing link and then the History Override link from the menu in the left column.	The History Override search screen appears.		
4.07.003	Enter search criteria (Emplid) for test case provided and select the Search button.	Search Results Display underneath criteria or will open directly to Employee Record (Go to Step 4.07.005 if opens directly)		
4.07.004	Select the employee link.	The HCUP Creation screen appears. The following question is displayed with 'Yes' and 'No' buttons: Do you wish to create a History Correction Package for employee: <i>Last Name, First Name</i> (XXXXXX)?		

Test Step #	Test Step Description	Expected Results	Pass/Fail	Comments
4.07.005	Select the 'Yes' button.	The History Correction tab is displayed with all PAR actions listed.		
4.07.006	For the specified Hire action, change the WIP Status field value to 'CAN'.	Fields become editable.		
4.07.007	Enter applicable Auth Code (Use magnifying glass search lookup if necessary)	Data displays		
4.07.008	Update the WIP status field value on all actions above the affected row to 'CAN'.	All rows have a 'CAN' WIP Status.		
4.07.009	Set the HCUP Indicator field dropdown field value to 'Starting' for the canceled hire action.	The HCUP Indicator field is set for the canceled hire action.		
4.07.010	Set the HCUP Indicator field dropdown field value to 'Intervening' for all actions that are above the canceled hire action.	The HCUP Indicator field is set for all actions above the canceled hire action.		
4.07.011	Select HCUP Package Status as "Release HCUP Package"	Selection displays		
4.07.012	Click Save	Confirmation of successful save displays		
4.07.013	Sign out of EmpowHR and close the browser window.	The user is not logged on to the system anymore.		
TO BE EXECUTED THE FOLLOWING BUSINESS DAY				
4.07.014	Log on to the EmpowHR test environment with the userid and password that you've been assigned.	The user sees the EmpowHR test environment home page.		
4.07.015	Select the PAR Processing link and then the History Override link from the menu in the left column.	The History Override search screen appears.		
4.07.016	Search for and retrieve the employee used for this test case.	The History Correction tab is displayed for this employee.		
4.07.017	Verify the transaction status is set to 'Applied' for the HCUP package that was processed the day before.			