****FUNCTIONAL TEST SCRIPT FOR**** OTHP

| **STEP #** | **TEST**  **TYPE** | **Scenario description** | **EXPECTED**  **RESULT** | **ACTUAL**  **RESULT** | **COMMENTS** |
| --- | --- | --- | --- | --- | --- |
|  | Inquire | Access the OTHP screen by entering OTHP in the Quick Navigation field from any screen or by selecting OTHP from the main menu. (Actor tab) | The OTHP screen will appear with the cursor in the OTHP Type field. The Screen Function View Other Party Information is selected. |  |  |
|  |  | Press enter or click Find | The grid will populate will all the OTHP information. |  |  |
|  | Inquire | Click the lookup icon and select and OTHP type from the LOV (list of values), click Find or press enter. | The grid displays all the other parties with the type selected. The top row in the grid is selected by default. Each row has an arrow on the far right. |  |  |
|  | Inquire | Select a row and click the arrow | The accordion opens displaying the other party information. Click the arrow again to close the accordion. |  |  |
|  | Inquire | Click New to begin another inquiry. Enter a value in the Name field, select ‘Contains’ from the dropdown. Press enter or click Find | The grid will display only those other parties containing the information entered. |  |  |
|  | Inquire | Repeat the above step with the other options— Sounds Like, Ends With, Starts With and Exact. | The grid will populate with the other parties meeting the specified parameter. |  |  |
|  | Inquire | Click New to begin another inquiry and enter a valid value in the OTHP, press enter or click FInd | Information for the entered OTHP will display. |  |  |
|  | Inquire | Click New to begin another inquiry. Enter 7 numbers in the OTHP ID field, press enter or click Find | The message “Invalid OTHP ID “ is displayed. |  |  |
|  | Inquire | Click New to begin another inquiry. Enter 8 numbers in the OTHP ID field (12345678) | The message “No Matching Records Found” will be displayed. |  |  |
|  | Inquire | Click New to begin another inquiry. Select a country using the lookup, press enter or click Find. | The grid will be populated with only other parties in the selected country. |  |  |
|  | Inquire | Click the New icon to begin another inquiry. Press enter or click Find to populate the grid with all the OTHP IDs. Select a row and click the Payment tab. | The payment information associated with the OTHP will be displayed. |  |  |
|  |  | Access the OTHP screen and select the Add Other Party Information from Screen Functions. | The OTHP screen will display with the cursor in the OTHP Type field, the required fields are tan, option white and display only gray. |  |  |
|  | Add | Select a type from the lookup enter a Name, Street, City, Country and any optional information, click the Add icon | The information is added, an OTHP ID is system generated and appears in the gray OTHP ID box. The message “Add Successful” is displayed. |  |  |
|  | Add | Repeat the above step leaving one of the required fields blank | The message “Enter Required Fields” will display and the missing field is red. |  |  |
|  | Modify | Select the Modify Other Party Information Screen Function. | The OTHP screen will display with fields enabled for modification. |  |  |
|  | Modify | Enter any changes on the OTHP information tab, keeping in mind the required fields. Click Save. | The new information is saved, the message “Update Successful” is displayed. |  |  |
|  | Modify | Click the Payments tab, enter payment information associated with the OTHP, all fields are optional. Click Save | The information will be saved for the OTHP and the information  ‘Update Successful” is displayed. |  |  |
|  | Modify | Using the same Payment information, change a field or fields, click save | The information will be saved and the history button will be enabled. |  |  |
|  | Modify | Click the history button. | The previous values will be displayed, the date and worker who made changes is displayed in the Date updated and Updated By field. |  |  |