

For Early access and all user testing, we would like you to test the use of the portal as you would use the existing systems and feedback accordingly. The scenarios below are for guidance.

Ref.	Action Type	Org type	Detail	Notes	Success / Error?	Notes - any feedback or issues faced? Pls provide further details and reference for Service Now report
	Accessing the product					
T1	Task	all	Login using email and password			
T2	Task	all	Access the MIAFTR / VS&TD product			
T3	Task	all	Log out. Log out, log back in			
	Creating claims					
T4	Task	Supply	Create multiple new claims using different data inputs			
T5	Task	Supply	Add additional vehicle/claimants			
T6	Task	Supply	Save claim			
T7	Task	Supply	Verify cannot load a duplicate claim reference under the same org ID			
T8	Task	Supply	Create a claim that will trigger a PNC match in the Matches Tab. View matches tab and verify details are correct.	MIB provided data to be used to create your new claim that will trigger a match * using testdata captured in the template on the second tab		
T9	Task	Supply	Create a claim that will trigger a cherished match in the Matches Tab. View matches tab and verify details are correct.	MIB provided data to be used to create your new claim that will trigger a match * using testdata captured in the template on the second tab		
T10	Task	Supply	Create claims that will trigger Registration matches: 1. VRM or VIN 2. Surname and Postcode; 3. Surname and Date of Birth; 4. Postcode 5. Company Name. View matches within claim details and verify match fields are correct.	MIB provided data to be used to create your new claim that will trigger a match * using testdata captured in the template on the second tab		
	Search claim					
T11	Task	all	Search for created claims using various search combinations	Suppliers can search for ones created by self		
T12	Task	all	Search to return only 1 claim and view result	Search for Claim Numbr: CVT0000001		
T13	Task	all	Search where multiple claims found then select and view results	Search for VRM: AA02AAA		
T14	Task	all	Search for claim that does not exist	Search for Claim Number: 13234		
	Update claims					
T15	Task	Supply	Update multiple claims by changing a single field	* using test data you have created		
T16	Task	Supply	Update multiple claims by changing data in multiple fields			
T17	Task	Supply	Add and remove vehicles and claimants			
T18	Task	Supply	Perform status changes			
T19	Task	Supply	Update a claim that will trigger a PNC match in the Matches Tab. View matches tab and verify details are correct.	MIB provided data to be used to create your new claim that will trigger a match		
T20	Task	Supply	Update a claim that will trigger a cherished match in the Matches Tab. View matches tab and verify details are correct.	MIB provided data to be used to create your new claim that will trigger a match		
T21	Task	Supply	Update a claim that will trigger Registration matches: 1. VRM or VIN 2. Surname and Postcode; 3. Surname and Date of Birth; 4. Postcode 5. Company Name	MIB provided data to be used to create your new claim that will trigger a match		
T22	Task	Supply	Verify cannot update a claim loaded by another organisation	Claim loaded by another org: CVT0000001 created by 17900000		
	Alerts					
T23	Task	Management User - Supply	View alerts			
T24	Task	Management User - Supply	Check alerts following matching on rows (where matches are triggered) are displayed			
T25	Task	Management User - Supply	Delete alert			
T26	Task	Management User - Supply	Retain alert			
T27	Task	Management User - Supply	View claim from alert screen.			
	Adhoc/Exploratory					
T28		all	Negative Tests: Attempt to do things that the system should not allow e.g. Search for incorrect date ranges, date earlier than current date; non-permitted characters in fields etc.			
T29		all	Exceptional checks for anything outside normal/standard operating conditions			
	Feedback					
	Question	all	How did you find the experience?			
	Question	all	Did you find it was easy to complete the tasks?			
	Question	all	Was there anything missing you expected to see?			
	Question	all	Do you have any further comments around Navigate?			