Test Case Process	Control ID	Test Case	Navigational Path	Component	User ID	Prereq.	Input Data	Expected Results	Actual Results	Owner	Due Date	Comments/Status
2.1 Adding Time Reporting Codes												
2.2 Establishing TRC Programs												
2.3 Creating Compensatory Time Off Plan												
2.4 Creating a Weekly Time Period												
2.4 Creating a Weekly Time Period												
2.5 Building a Time Period Calendar												
Building a Time Period Calendar	TL-CF-0501	Building a Time Period Calendar	Set Up HRMS, Product Related, Time and Labor, Time Periods, Build Time Period Calendar, Build Time Period Calendar				Run Control ID =___; Click ADD Start Date = ___; End Date =___; Calendar Build Scope = ___; Override Indicator = ___; Use Prior Week Start Day =___; Time Periods = ____ Click SAVE; Click RUN					
	TL-CF-0504		Process Scheduler Request Page				Server Name =___; Time Zone = ___; Click OK					
			Process Monitor link				Select to view progress					
2.6 Create a Workgroup												
2.7 Create Template-Built Rule for Approval Required												
2.8 Create Template-Built Rule for Default TRC												
2.9 Create Template-Built Rule for Holiday Pay												
3.0 Define a Value List (to be used when creating a Daily Threshold Rule)												
3.1 Create a Template-Built Rule for Overtime (Daily Threshold)												
3.2 Creating a Rule Program												
3.3 Assign Rule Program to Existing Workgroup												
3.4 Creating Products												
3.5 Creating Tasks												
3.6 Creating a Task Template												
3.7 Creating Task Profiles												
3.8 Creating Taskgroups												
3.9 Creating an Attendance Tracking Program												
4.0 Creating a Rapid Time Punch Template												
4.1 Creating a Rapid Time Elapsed Template												
4.2 Entering Punch Time												
4.3 Entering Elapsed Time												
4.4 Running Time Administration												
4.5 Review Payable Time												
4.6 Self-Service Weekly Punch Time Reporting												
4.7 Self-Service Weekly Elapsed Time Reporting												
4.8 Self-Service Mass Time Reporting												
4.9 Approving Payable Time												
5.0 Approving Time by Group												
5.1 Batch Approval Process												
5.2 Managing Exceptions												
5.3 Creating Pay Calendars for PeopleSoft Payroll Processing												
5.4 Creating Pay Run ID												
5.5 Adding Pay Run ID to Pay Calendar												
5.6 Running Load Time and Labor Process (into Payroll)												
5.7 Verify Payline Have Time and Labor Data												
5.8 Pay Calculation Process												
5.9 Pay Confirmation Process												
6.0 Extract Time and Labor Costs Process												
6.1 Reviewing Labor Distribution and Dilution Amounts												
6.2Adjustments to Payable Time												
6.3 Record Only Adjustments												
6.4 Other Transactions Scenarios to consider												
6.5 Enrolling Time Reporters For Existing Employees												
6.6 Enrolling Comp Time Off Plans												
6.7 Refresh Dynamic Groups												
6.8 Verify Supervisors Groups												
6.9 Creating a Dynamic Group												
7.0 Creating a Static Group												
7.1 Creating a Shift Schedule												
7.2 Creating a Workday Schedule												
7.3 Creating a Schedule Template												
7.4 Creating a Schedule Definition												
7.5 Running the Build Calendar Process												
7.6 Assigning Schedules to a Workgroup												
7.7 Assigning Schedules to an Employee												
7.8 Override Schedule Workday												