PKF Asset Management - UAT Document

PKF Asset Management System

User Acceptance Testing (UAT) Document

Project: PKF Fixed Asset Management System **Version:** 1.0 **Date:** January 2026 **Domain:** https://pkfassetman.commstack.group

Document Control

Version	Date	Author	Description
1.0	January 2026	Development Team	Initial UAT Document

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1. Introduction

1.1 Purpose

This document provides the User Acceptance Testing (UAT) framework for the PKF Asset Management System. It defines test cases, acceptance criteria, and sign-off procedures for validating that the system meets business requirements.

1.2 Scope

The UAT covers all functional areas of the Asset Management System: - User Authentication & Authorization - Dashboard & Analytics - Asset Management (CRUD, Status, Transfers) - Depreciation Management (IAS 16 Compliant) - Wear & Tear Register (SARS Tax Compliance) - Reporting & Exports - QR Code Scanning - GPS Tracking - Settings & User Management

1.3 Test Approach

- Each test case includes steps, expected results, and pass/fail criteria
- Testers should mark each test as PASS, FAIL, or N/A
- All FAIL items must be logged in the Issue Log section
- Final sign-off requires all critical tests to pass

2. UAT Objectives

Objective	Description
Functional Validation	Verify all features work as specified
Data Accuracy	Confirm calculations (depreciation, values) are correct
User Experience	Validate usability and navigation
Security	Verify role-based access controls
Compliance	Confirm IAS 16 and SARS tax compliance
Performance	Ensure acceptable response times
Export/Reporting	Verify report accuracy and export formats

3. Test Environment

3.1 Access Details

Item	Value
URL	https://pkfassetman.commstack.group
Manager Login	manager@demo.com / Password123!
User Login	user@demo.com / Password123!
Backend Port	5003
Database	PostgreSQL

3.2 Browser Requirements

- Chrome (recommended) - Latest version
- Firefox - Latest version
- Safari - Latest version
- Edge - Latest version

3.3 Pre-Test Checklist

Item	Status
[ ] Test accounts active and accessible	
[ ] Sample data loaded in system	
[ ] All services running (backend, database, nginx)	
[ ] Network connectivity confirmed	
[ ] Browser cleared of cached data	

4. User Roles & Access

4.1 Role Definitions

Role	Description	Access Level
Super Admin	Full system access	All features
Admin	System configuration	Settings, Users, Config (no asset data)
Manager	Full data & config access	Assets, Depreciation, Reports, Settings
User	Asset data access only	View/Edit Assets, Dashboard, Reports

4.2 Role Access Matrix

Feature	Super Admin	Admin	Manager	User
Dashboard	Full	Limited	Full	Full
Asset List	Full	No	Full	View/Edit
Create Asset	Yes	No	Yes	No
Delete Asset	Yes	Yes	No	No
Depreciation Processing	Yes	No	Yes	No
W&T Register Processing	Yes	No	Yes	No
Reports	Full	Limited	Full	View
User Management	Yes	Yes	No	No
Settings	Full	Full	Limited	Profile Only

5. Test Cases by Module

Legend

- **Priority:** Critical (C), High (H), Medium (M), Low (L)
- **Status:** PASS / FAIL / N/A / BLOCKED
- **Tester:** Initials of tester
- **Date:** Date tested

5.1 Authentication & Login

ID	Test Case	Steps	Expected Result	Priority	Status	Tester	Date	Notes
AUTH-001	Valid Login	1. Navigate to login page 2. Enter manager@demo.com 3. Enter Password123! 4. Click Login	User redirected to Dashboard	C				
AUTH-002	Invalid Password	1. Navigate to login page 2. Enter manager@demo.com 3. Enter wrong password 4. Click Login	Error message "Invalid credentials" displayed	C				
AUTH-003	Invalid Email	1. Navigate to login page 2. Enter nonexistent@demo.com 3. Enter any password 4. Click Login	Error message displayed	C				
AUTH-004	Empty Fields	1. Navigate to login page 2. Leave fields empty 3. Click Login	Validation error shown	H				
AUTH-005	Logout	1. Login successfully 2. Click Logout button	User redirected to login page, session cleared	C				
AUTH-006	Session Persistence	1. Login successfully 2. Close browser tab 3. Reopen application	User remains logged in (within session timeout)	H				
AUTH-007	Role-Based Redirect	1. Login as user@demo.com 2. Observe landing page	User directed to appropriate dashboard	H				

5.2 Dashboard

ID	Test Case	Steps	Expected Result	Priority	Status	Tester	Date	Notes
DASH-	Dashboard Load	1. Login as	Dashboard displays with all sections loading	C				

001		manager 2. Navigate to Dashboard		
DASH-002	KPI Display	1. View Dashboard 2. Check KPI cards	Total Assets, Total Value, Accumulated Depreciation, NBV displayed correctly	C
DASH-003	Status Pie Chart	1. View Dashboard 2. Check Status chart	Pie chart shows assets by status (Active, Disposed, etc.)	H
DASH-004	Value Bar Chart	1. View Dashboard 2. Check Value by Category chart	Bar chart displays asset values grouped by category	H
DASH-005	Depreciation Trend	1. View Dashboard 2. Check trend chart	Line chart shows depreciation trends over time	H
DASH-006	Recent Assets	1. View Dashboard 2. Check Recently Added section	List of most recently added assets displayed	M
DASH-007	Filter by Date Range	1. Select From/To dates 2. Apply filter	Dashboard data filtered to selected period	H
DASH-008	Filter by Location	1. Select location filter 2. Apply	Dashboard shows data for selected location only	M
DASH-009	Filter by Category	1. Select category filter 2. Apply	Dashboard shows data for selected category only	M
DASH-010	Export Summary	1. Click Export button 2. Select CSV format	CSV file downloads with dashboard data	H
DASH-011	Export to Excel	1. Click Export 2. Select Excel format	Excel file downloads correctly	H

ID	Test Case	Steps	Expected Result	Priority	Status	Tester	Date	Notes
DASH-012	Export to PDF	1. Click Export 2. Select PDF format	PDF report generates correctly	H				

5.3 Asset Management

ID	Test Case	Steps	Expected Result	Priority	Status	Tester	Date	Notes
ASSET-001	Asset List Display	1. Navigate to Assets 2. View asset list	Paginated list of assets displayed with key columns	C				
ASSET-002	Create New Asset	1. Click Add Asset 2. Fill required fields (name, number, category, location) 3. Enter purchase price, date 4. Select depreciation method 5. Save	Asset created successfully, appears in list	C				
ASSET-003	View Asset Details	1. Click on asset in list 2. View detail page	All asset information displayed correctly	C				
ASSET-004	Edit Asset	1. Open asset details 2. Click Edit 3. Modify fields 4. Save	Changes saved, reflected in list and details	C				
ASSET-005	Delete Asset	1. Login as Admin 2. Select asset 3. Click Delete 4. Confirm	Asset removed from list (soft delete)	C				

		1. Confirm		
ASSET-006	Search by Name	1. Enter asset name in search 2. Press Enter	Matching assets displayed	H
ASSET-007	Search by Asset Number	1. Enter asset number in search 2. Press Enter	Matching asset displayed	H
ASSET-008	Filter by Status	1. Select status filter (Active) 2. Apply	Only active assets shown	H
ASSET-009	Filter by Category	1. Select category filter 2. Apply	Only assets in selected category shown	H
ASSET-010	Filter by Location	1. Select location filter 2. Apply	Only assets at selected location shown	H
ASSET-011	Filter by Condition	1. Select condition filter 2. Apply	Only assets with selected condition shown	M
ASSET-012	Column Visibility	1. Click column settings 2. Hide/show columns 3. Apply	Selected columns visible/hidden	M
ASSET-013	Sort by Column	1. Click column header 2. Observe sorting	Data sorted ascending/descending	M
ASSET-014	Pagination	1. Navigate through pages 2. Change page size	Correct number of items per page, navigation works	M
ASSET-015	Upload Image	1. Open asset details 2. Upload image file 3. Save	Image attached to asset, displayed in gallery	H

ASSET-016	QR Code Display	1. Open asset details 2. View QR code section	QR code generated and displayed	H
ASSET-017	Audit Trail	1. Open asset details 2. View Audit Trail tab	History of all changes to asset displayed	H
ASSET-018	Export Assets	1. Click Export button 2. Select format (CSV)	Asset list exports correctly	H
ASSET-019	Required Field Validation	1. Try to create asset 2. Leave required fields empty	Validation errors shown for required fields	C
ASSET-020	Duplicate Asset Number	1. Try to create asset 2. Use existing asset number	Error: "Asset number already exists"	H

5.4 Asset Status Changes

ID	Test Case	Steps	Expected Result	Priority	Status	Tester	Date	Notes
STATUS-001	Change to In Storage	1. Select active asset 2. Change status to "In Storage" 3. Confirm	Status changed, depreciation CONTINUES (IAS 16)	C				
STATUS-002	Change to In Maintenance	1. Select active asset 2. Change status to "In Maintenance" 3. Confirm	Status changed, depreciation CONTINUES (IAS 16)	C				
STATUS-003	Change to Disposed	1. Select active asset 2. Change status to "Disposed" 3. Select effective date 4. Confirm	Status changed, depreciation STOPS (derecognition)	C				
STATUS-004	Status Change Modal	1. Initiate status change 2. View confirmation modal	Modal shows depreciation impact message	C				
STATUS-005	Effective Date Selection	1. Initiate disposal 2. Select effective date	Effective date recorded correctly	H				
STATUS-006	Status Change Audit	1. Change asset status 2. View audit trail	Status change logged with date, user, old/new values	H				

5.5 Depreciation Management

ID	Test Case	Steps	Expected Result	Priority	Status	Tester	Date	Notes
DEP-	Depreciation Review Page	1. Navigate to	Depreciation summary and asset list	C				

001		Depreciation Review 2. View page	displayed		
DEP-002	Preview Depreciation	1. Select period (From/To) 2. Click Preview	Depreciation calculations shown without saving	C	
DEP-003	Straight Line Method	1. View asset with SL method 2. Check calculation	Depreciation = (Cost - Residual) / Useful Life	C	
DEP-004	Declining Balance Method	1. View asset with DB method 2. Check calculation	Depreciation = NBV x Rate	C	
DEP-005	Process Depreciation	1. Preview depreciation 2. Click Process 3. Confirm	Depreciation recorded, period locked	C	
DEP-006	Period Locking	1. Process depreciation 2. Try to re-process same period	Error: Period already locked	C	
DEP-007	Sequential Period Validation	1. Try to process future period 2. Skip current period	Error: Must process periods sequentially	C	
DEP-008	View Depreciation Schedule	1. Select asset 2. View depreciation schedule	Year-by-year depreciation shown with opening/closing NBV	H	
DEP-009	Depreciation by Category	1. View breakdown by category	Totals by category displayed correctly	H	
DEP-010	Depreciation by Location	1. View breakdown by location	Totals by location displayed correctly	H	

ID	Test Case	Steps	Expected Result	Priority	Status	Tester	Date	Notes
DEP-011	Edit Before Processing	1. Preview depreciation 2. Edit asset parameters 3. Preview again	Updated calculations reflected	H				
DEP-012	NBV Calculation	1. View asset depreciation 2. Verify NBV	NBV = Cost - Accumulated Depreciation	C				
DEP-013	Zero Depreciation at End	1. View fully depreciated asset	Depreciation stops at residual value	C				

5.6 Wear & Tear Register (Tax)

ID	Test Case	Steps	Expected Result	Priority	Status	Tester	Date	Notes
WT-001	W&T Register Display	1. Navigate to Wear & Tear Register 2. View register	List of assets with tax depreciation info	C				
WT-002	SARS Section Display	1. View W&T register 2. Check SARS section column	Each asset shows mapped SARS section	C				
WT-003	Tax Rate Calculation	1. View asset W&T 2. Verify tax depreciation	W&T calculated using SARS rates	C				
WT-004	Preview W&T Processing	1. Select tax year 2. Click Preview	W&T calculations shown without committing	C				
WT-005	Process W&T	1. Preview W&T 2. Click Process 3. Confirm	W&T recorded, period locked	C				

		3. Confirm		
WT-006	Export W&T Register	1. Click Export 2. Select CSV	W&T register exports for tax filing	H
WT-007	W&T by SARS Section	1. View breakdown by SARS section	Assets grouped by Section 11/12	H
WT-008	Tax Book Value (TBV)	1. View asset W&T details 2. Verify TBV	TBV = Cost - Accumulated Tax Depreciation	C
WT-009	Category Tax Mapping	1. Go to Settings > Tax 2. Map category to SARS section	Mapping saved, applied to assets	H
WT-010	Tax Useful Life	1. View asset W&T 2. Check useful life	Tax useful life matches SARS schedule	H

5.7 Category Management

ID	Test Case	Steps	Expected Result	Priority	Status	Tester	Date	Notes
CAT-001	View Category Tree	1. Navigate to Categories 2. View hierarchy	4-level category tree displayed	H				
CAT-002	Create Level 1 Category	1. Click Add 2. Enter category name 3. Save	New main category created	H				
CAT-003	Create Subcategory	1. Select parent category 2. Add subcategory 3. Save	Subcategory created under parent	H				
CAT-004	Edit Category	1. Select category 2. Edit name 3. Save	Category name updated	M				
CAT-005	Delete Category	1. Select empty category 2. Delete	Category removed (if no assets assigned)	M				
CAT-006	Category with Assets	1. Try to delete category with assets	Error: Cannot delete category with assigned assets	H				

5.8 Location Management

ID	Test Case	Steps	Expected Result	Priority	Status	Tester	Date	Notes
LOC-001	View Location Tree	1. Navigate to Locations 2. View hierarchy	3-level location tree (Building > Floor > Room)	H				
LOC-002	Create Building	1. Click Add Level 1 2. Enter building name 3. Save	Building created	H				
LOC-003	Create Floor	1. Select building 2. Add floor 3. Save	Floor created under building	H				
LOC-004	Create Room	1. Select floor 2. Add room 3. Save	Room created under floor	H				
LOC-005	Edit Location	1. Select location 2. Edit details 3. Save	Location updated	M				
LOC-006	Delete Location	1. Select empty location 2. Delete	Location removed (if no assets)	M				

5.9 Custodian Management

ID	Test Case	Steps	Expected Result	Priority	Status	Tester	Date	Notes
CUST-001	View Custodians	1. Navigate to Custodians 2. View list	List of custodians displayed	H				
CUST-002	Create Custodian	1. Click Add 2. Enter name, department 3. Save	Custodian created	H				
CUST-003	Edit Custodian	1. Select custodian 2. Edit details 3. Save	Custodian updated	M				
CUST-004	Delete Custodian	1. Select custodian without assets 2. Delete	Custodian removed	M				
CUST-005	Assign to Asset	1. Edit asset 2. Select custodian 3. Save	Asset assigned to custodian	H				
CUST-006	Custodian Asset Count	1. View custodian list 2. Check asset count column	Correct count of assigned assets shown	M				

5.10 Reporting

ID	Test Case	Steps	Expected Result	Priority	Status	Tester	Date	Notes
RPT-001	Access Reports Page	1. Navigate to Reports 2. View available reports	Report selection page displayed	H				
RPT-002	Asset Inventory Report	1. Select Inventory Report 2. Apply filters	Complete asset listing displayed	C				

		2. Apply filters 3. Generate		
RPT-003	Depreciation Report	1. Select Depreciation Report 2. Select period 3. Generate	Depreciation details for period shown	C
RPT-004	Value Summary Report	1. Select Value Summary 2. Group by category 3. Generate	Asset values grouped correctly	H
RPT-005	Condition Report	1. Select Condition Report 2. Generate	Assets listed by condition status	H
RPT-006	Custodian Report	1. Select Custodian Report 2. Generate	Assets grouped by custodian	H
RPT-007	Audit Trail Report	1. Select Audit Report 2. Select date range 3. Generate	All changes in period listed	H
RPT-008	Export to CSV	1. Generate any report 2. Export as CSV	CSV file downloads correctly	H
RPT-009	Export to Excel	1. Generate report 2. Export as Excel	Excel file with formatting downloads	H
RPT-010	Export to PDF	1. Generate report 2. Export as PDF	PDF report generates correctly	H
RPT-011	Report Filtering	1. Generate report 2. Apply multiple filters	Filtered data displayed correctly	M

ID	Test Case	Steps	Expected Result	Priority	Status	Tester	Date	Notes
RPT-012	Report Data Accuracy	1. Generate report 2. Verify against source data	Report totals match source data	C				

5.11 QR Code Scanning

ID	Test Case	Steps	Expected Result	Priority	Status	Tester	Date	Notes
QR-001	Access Scanner	1. Navigate to Scan page 2. Allow camera access	Camera preview displayed	H				
QR-002	Scan Valid QR	1. Point camera at asset QR 2. Wait for scan	Redirected to asset detail page	C				
QR-003	Invalid QR Code	1. Scan non-asset QR code 2. Observe behavior	Error message displayed	H				
QR-004	Camera Permission Denied	1. Deny camera access	Helpful error message shown	M				
QR-005	Generate QR Code	1. View asset details 2. Click Generate QR	QR code generated for asset	H				
QR-006	Download QR Code	1. View asset QR code 2. Click Download	QR code image downloads	M				

5.12 GPS Tracking

ID	Test Case	Steps	Expected Result	Priority	Status	Tester	Date	Notes
GPS-001	View Map	1. Navigate to GPS Tracking 2. View map	Map displays with asset markers	H				
GPS-002	Capture GPS Location	1. Edit asset 2. Click Capture Location 3. Save	GPS coordinates saved to asset	H				
GPS-003	Filter Map	1. View GPS map 2. Apply location filter	Only matching assets shown on map	M				
GPS-004	View Asset from Map	1. Click asset marker on map 2. View popup	Asset details shown, link to full details	M				

5.13 User Management

ID	Test Case	Steps	Expected Result	Priority	Status	Tester	Date	Notes
USER-001	View Users	1. Login as Admin 2. Navigate to Settings > Users	List of tenant users displayed	H				
USER-002	Create User	1. Click Add User 2. Enter email, name, role 3. Set password 4. Save	User created, can login	C				
USER-003	Edit User	1. Select user 2. Edit details 3. Save	User information updated	H				
USER-004	Deactivate User	1. Select user 2. Click Deactivate	User cannot login	C				
USER-005	Reset Password	1. Select user 2. Click Reset Password 3. Set new password	User can login with new password	C				
USER-006	Role Assignment	1. Edit user 2. Change role 3. Save 4. User logs in	User has new role permissions	C				
USER-007	Duplicate Email	1. Create user with existing email	Error: Email already exists	H				
USER-008	User Access Control	1. Login as User role 2. Try to access Admin features	Access denied / features hidden	C				

5.14 Settings

ID	Test Case	Steps	Expected Result	Priority	Status	Tester	Date	Notes
SET-001	View Profile	1. Navigate to Settings 2. View Profile tab	Current user profile displayed	H				
SET-002	Update Profile	1. Edit profile fields 2. Save	Profile updated successfully	H				
SET-003	Notification Settings	1. View Notifications tab 2. Toggle preferences 3. Save	Notification preferences saved	M				
SET-004	Tax Settings Access	1. Login as Manager 2. Access Tax Settings	Tax configuration options displayed	H				
SET-005	Category Tax Mapping	1. Go to Category Tax Mapping 2. Map category to SARS section 3. Save	Mapping applied to assets	H				

5.15 File Management

ID	Test Case	Steps	Expected Result	Priority	Status	Tester	Date	Notes
FILE-001	Upload Image	1. Open asset 2. Upload JPG/PNG image	Image uploaded and displayed	H				
FILE-002	Upload Document	1. Open asset 2. Upload PDF document	Document attached to asset	H				
FILE-003	Download File	1. View asset files 2. Click Download	File downloads correctly	H				
FILE-004	Delete File	1. View asset files 2. Delete file	File removed from asset	M				
FILE-005	File Size Limit	1. Try to upload file > 50MB	Error: File too large	M				
FILE-006	Invalid File Type	1. Try to upload unsupported file type	Error: File type not supported	M				

5.16 Security & Access Control

ID	Test Case	Steps	Expected Result	Priority	Status	Tester	Date	Notes
SEC-001	Protected Routes	1. Logout 2. Try to access /dashboard directly	Redirected to login page	C				
SEC-002	Manager Restrictions	1. Login as Manager 2. Try to delete asset	Delete option not available	C				
SEC-003	User Restrictions	1. Login as User 2. Try to access Settings > Users	Access denied / not visible	C				
SEC-004	Tenant Isolation	1. Login as tenant A user 2. View assets	Only tenant A assets visible	C				
SEC-005	Session Timeout	1. Login 2. Wait for session timeout 3. Try to access page	Redirected to login	H				
SEC-006	Token Expiry	1. Login 2. Wait for token expiry 3. Make API request	Unauthorized error, redirect to login	H				

6. Sign-Off Form

6.1 Testing Summary

Module	Total Tests	Passed	Failed	N/A	Pass Rate
Authentication	7				
Dashboard	12				
Asset Management	20				
Asset Status	6				
Depreciation	13				
Wear & Tear	10				
Categories	6				
Locations	6				
Custodians	6				
Reporting	12				
QR Scanning	6				
GPS Tracking	4				
User Management	8				
Settings	5				
File Management	6				
Security	6				
TOTAL	**133**				

6.2 Critical Issues Summary

Issue ID	Description	Status	Resolution Date

6.3 Acceptance Criteria

Criteria	Met (Y/N)	Notes
All Critical (C) priority tests pass		
All High (H) priority tests pass or have accepted workarounds		
No unresolved Critical issues		
System performance acceptable		
Data accuracy verified		
IAS 16 depreciation compliance verified		
SARS tax compliance verified		
Role-based access control working		
Export functionality working		
User documentation available		

6.4 Final Sign-Off

UAT Start Date: _____

UAT End Date: _____

System Accepted: Yes / No / Conditional

Conditions (if any): _____

_____

_____

Client Representative

Name	Title	Signature	Date

Business Owner / Sponsor

Name	Title	Signature	Date

IT Representative

Name	Title	Signature	Date

Project Manager

Name	Title	Signature	Date

7. Issue Log

Use this section to document any issues found during UAT testing.

Issue ID	Date Found	Test Case	Description	Severity	Status	Assigned To	Resolution	Resolved Date
ISS-001				C/H/M/L	Open/Resolved/Deferred			
ISS-002								
ISS-003								
ISS-004								
ISS-005								
ISS-006								
ISS-007								
ISS-008								
ISS-009								
ISS-010								

Appendix

A. Test Data Reference

Demo Credentials: - Manager: manager@demo.com / Password123! - User: user@demo.com / Password123!

Sample Asset Data: - Asset numbers should follow format: AST-XXXX - Categories: Computer Equipment, Office Furniture, Vehicles, etc. - Locations: Head Office > Ground Floor > Reception

B. Depreciation Methods Reference

Method	Formula	Description
Straight Line	(Cost - Residual) / Useful Life	Equal depreciation each period
Declining Balance	NBV x Rate	Higher depreciation early
Sum of Years Digits	(Cost - Residual) x (Remaining Years / Sum of Years)	Accelerated
Units of Production	(Cost - Residual) x (Units Used / Total Units)	Based on usage

C. SARS Tax Sections Reference

Section	Description	Typical Assets
Section 11(e)	Wear and tear	General equipment
Section 12C	Manufacturing equipment	Industrial machinery
Section 12E	Small business assets	SME equipment
Section 12B	Renewable energy	Solar panels

D. Asset Status Reference

Status	Description	Depreciation
Active	In normal use	Continues
In Storage	Temporarily stored	Continues (IAS 16)
In Maintenance	Under repair	Continues (IAS 16)
Retired	No longer in use	Continues (IAS 16)
Disposed	Sold or scrapped	STOPS (Derecognition)
Lost	Cannot be located	STOPS (Derecognition)
Stolen	Reported stolen	STOPS (Derecognition)

Document End

This UAT document is confidential and intended for authorized personnel only.