### ID: EFSP-IN01

High-Level	Infrastructure
Description	
Presumed API	N/A
interactions	
Preconditions	None

Action/Verification Steps		Fail
Verify: EFSP application is visible on the Internet		
Verify: EFSP application is protected by a valid SSL certificate		

High-Level Description	Firm Admin – General
Presumed API	GetFirm, Update Firm
interactions	AuthenticateUser
Preconditions	User created with firm admin access

Action/Verification Steps		Fail
Action: Login as firm administrator. View firm detail information.		
Verify: Firm details are shown to the firm administrator		
Action: Update firm details with new information.		
Verify: Once saved, return to the firm details page to verify information		
changes kept.		

High-Level	Firm Admin -Users
Description	
Presumed API	AddUserRole, GetUser, GetUserList, RegisterUser, RemoveUser, RemoveUserRole,
interactions	ResendActivationEmail, ResetUserPassword, UpdateUser
	AuthenticateUser
Preconditions	None

Action/Verification Steps		Fail
Action: Create a new firm administrator of a new firm.		
Verify: The create user can login and has firm admin access.		
Action: Attempt to create additional users with bad/missing information.		
Verify: The system responds appropriately to errors thrown by EFM.		
Action: Create additional users with appropriate information.		
Verify: Check users associated with firm to ensure users have been created.		
Spot check accounts for successful logins.		
Action: Change information for a selected user.		
Verify: Return to user listing, then back to the selected user to review that		
changes were kept.		
Action: Elevate selected user to an additional firm administrator.		
Verify: Login with selected user credentials to ensure firm admin access		
granted.		
Action: De-elevate selected user from firm admin back to regular user.		
Verify: Login with selected user credentials to ensure normal user access		
granted.		
Action: Create a user, but don't activate- request activation email be resent		
Verify: See that additional activation email was sent.		
Action: Attempt five bad logins to lock out a selected user. Then login as a firm		
administrator to reset the account.		
Verify: See that a firm administrator can reset the user's password and unlock		
the account.		
Action: Use firm administrator and remove a user.		
Verify: Verify user does not exist in user list. Verify login with deleted user		
credentials fails.		

High-Level Description	Firm Admin – Attorneys
Presumed API interactions	CreateAttorney, GetAttorney, GetAttorneyList, RemoveAttorney, UpdateAttorney
Preconditions	User created with firm admin access

Action/Verification Steps		Fail
Action: Login as firm administrator. Add several attorneys to the firm.		
Verify: Attorneys successfully added to the firm attorney listing. Select an		
attorney and view their information to ensure that it was kept from creation.		
Action: Attempt to create attorney with bad/missing information.		
Verify: The system responds appropriately to errors thrown by EFM.		
Action: Change information for a selected attorney.		
Verify: Return to attorney listing, then back to the selected attorney to review		
that changes were kept.		
Action: Use firm administrator and remove an attorney from the firm.		
Verify: Verify attorney does not exist in attorney list.		

High-Level Description	Firm Admin – Service Contacts
Presumed API	CreateServiceContact, GetServiceContact, GetServiceContactList,
interactions	RemoveServiceContact, UpdateServiceContact
Preconditions	User created with firm admin access

Action/Verification Steps		Fail
Action: Login as firm administrator. Add several service contacts to the firm.		
Verify: Service contacts successfully added to the firm service contact listing.		
Select a service contact and view their information to ensure that it was kept		
from creation.		
Action: Change information for a selected service contact.		
Verify: Return to service contact listing, then back to the selected contact to		
review that changes were kept.		
Action: Use firm administrator and remove a service contact from the firm.		
Verify: Verify contact does not exist in service contact list.		
Action: Attempt to create additional service contacts with bad/missing		
information.		
Verify: The system responds appropriately to errors thrown by EFM.		

High-Level Description	Firm Admin – Payment Accounts
Presumed API	CreatePaymentAccount, GetPaymentAccount, GetPaymentAccountList,
interactions	GetPaymentAccountTypeList, RemovePaymentAccount, UpdatePaymentAccount
Preconditions	User created with firm admin access

Action/Verification Steps		Fail
Action: Login as firm administrator. Add several payment accounts to the firm.		
Verify: Payment accounts successfully added to the firm account listing. Select		
a payment account and view its information to ensure that it was kept from		
creation.		
Action: Change information for a selected payment account.		
Verify: Return to payment account listing, then back to the selected account to		
review that changes were kept.		
Action: Use firm administrator and remove a payment account from the firm.		
Verify: Verify account does not exist in payment account list.		
Action: Attempt to create additional payment accounts with bad/missing		
information.		
Verify: The system responds appropriately to errors thrown by EFM.		

### ID: EFSP-UM01

High-Level Description	User Management – Change Password
Presumed API	ChangePassword
interactions	
Preconditions	User created and activated

Action/Verification Steps		Fail
Action: Login to the EFSP with the user account. Initiate change password		
functionality.		
Verify: Routine asks for new password reset question and answer. Verify new		
password works.		
Action: Login to the EFSP with the user account. Initiate change password		
functionality using missing/bad information.		
Verify: Verify EFSP responds appropriately to EFM error message.		

### ID: EFSP-UM02

High-Level Description	User Management – Reset Password
Presumed API interactions	GetPasswordQuestion, ResetPassword
Preconditions	User created and active

Action/Verification Steps		Fail
Action: From EFSP login page, initiate password reset.		
Verify: Password reset question asked.		
Action: Answer password reset question correctly. Enter new password.		
Verify: Ensure new password allows for login.		
Action: Answer password reset question incorrectly.		
Verify: Verify the system responds correctly.		

High-Level Description	ECF Filing – Initial Filing
Presumed API	AttachServiceContact
interactions	GetPolicy, GetFeesCalculation, GetFilingList, GetFilingStatus, ReviewFiling
Preconditions	User created and properly associated with a firm; Test court created and configured
	for TexFile; User's firm contains multiple service contacts;

Action/Verification Steps		Fail
Action: Login as selected user. Create new filing for Test court.		
Verify: Ensure case types presented are associated with Test court.		
Action: Continue preparing new filing. Add all service contacts to the case.		
Attach documents to filing. Finish up to the point of submitting filing, but do		
not submit.		
Verify: Ensure fees displayed correctly on filing verification page (prior to		
submission)		
Action: Submit filing for clerk review.		
Verify: The filing shows in the list of filings for the user with a status showing		
that it has been submitted for clerk review.		
Action: Review list of filings and select filing to review.		
Verify: Ensure all details of the filing are properly reflected.		
Action: Prepare filing with extremely large file.		
Verify: Verify the system correctly rejects the filing		
Action: Prepare filing with unacceptable file types.		
Verify: Verify the system correctly rejects the filing		

High-Level	ECF Filing – Subsequent Filing
Description	
Presumed API	GetCase, GetPolicy, GetFeesCalculation, GetFilingList, GetFilingStatus, ReviewFiling
interactions	
Preconditions	User created and properly associated with a firm; Test court created and configured
	for TexFile; User's firm contains multiple service contacts; Case has previous
	eFilings.

Action/Verification Steps	Pass	Fail
Action: Login as selected user. Create new filing for Test court in a case already		
efiled through the system.		
Verify: Ensure case types presented are associated with Test court.		
Action: Continue preparing new filing. Review service contacts on the case.		
Attach documents to filing. Finish up to the point of submitting filing, but do		
not submit.		
Verify: Ensure fees displayed correctly on filing verification page (prior to		
submission)		
Action: Submit filing for clerk review.		
Verify: The filing shows in the list of filings for the user with a status showing		
that it has been submitted for clerk review.		
Action: Review list of filings and select filing to review.		
Verify: Ensure all details of the filing are properly reflected. Check user's email		
for filing confirmation.		

High-Level	ECF Filing – Subsequent Filing-Detach Service Contact
Description	
Presumed API	GetCase, GetPolicy, GetFeesCalculation, GetFilingList, GetFilingStatus, ReviewFiling,
interactions	DetachServiceContact
Preconditions	User created and properly associated with a firm; Test court created and configured for TexFile; User's firm contains multiple service contacts; Case has previous
	eFilings.

Action/Verification Steps	Pass	Fail
Action: Login as selected user. Create new filing for Test court in a case already		
efiled through the system.		
Verify: Ensure case types presented are associated with Test court.		
<ul> <li>Action: Continue preparing new filing. Review service contacts on the case and remove a service contact from a case. Attach documents to filing. Finish up to the point of submitting filing, but do not submit.</li> <li>Verify: Ensure fees displayed correctly on filing verification page (prior to submission)</li> </ul>		
Action: Submit filing for clerk review. Verify: The filing shows in the list of filings for the user with a status showing that it has been submitted for clerk review.		
Action: Review list of filings and select filing to review. Verify: Ensure all details of the filing are properly reflected. Check user's email for filing confirmation.		

High-Level	ECF Filing – Cancel Filing
Description	
Presumed API	GetFilingList, CancelFiling
interactions	
Preconditions	Perform tasks outlined in EFSP-ECF02

Action/Verification Steps		Fail
Action: From the list of filings, select one that has not yet been reviewed by		
the clerk. Cancel the filing.		
Verify: Ensure filing isn't in the clerk review queue. Verify cancellation email		
received.		

High-Level Description	ECF Filing – Clerk Review
Presumed API interactions	GetFilingList, GetFilingStatus, NotifyReviewFilingComplete
Preconditions	Perform tasks outlined in EFSP-ECF02 at least 4 times.

Action/Verification Steps		Fail
Action: Login as test court to the EFM . Reject two filings, accept the other		
two.		
Verify: Login as user filing. Review filing listings and filing details to see the		
original and file stamped copies of the filed document. Review rejected filings		
show as rejected. Ensure email sent to users from the EFM.		