

How to Test Employee Access

1. Sign in as a test employee.
2. Confirm the employee reaches the correct location.
3. Verify normal tasks are available.
4. Verify restricted settings, reports, deletion, refunds, or management tools are unavailable when the role should not permit them.
5. Confirm the employee's language and appearance.
6. Correct the Back Office role or location assignment before launch.

Revision #1

Created 2026-09-13 03:26:10 UTC by Sunny

Updated 2026-09-13 03:26:11 UTC by Sunny