

Appendix D_R 2.0 eZ_Audit User Acceptance Testing Results 05052004.xls

Date	Script #	Step #	User ID	Data Used	Actions Taken	Description of Result	Severity	Logged By	Priority	SIR #
5/3/2004	1	132, 153	pscree03	annual 00266899	User selected to view the QC page for an annual record (both compliance audit and financial)	The sub-Question to "Are all attached PDFs viewable" is incorrect. Currently states "If no, which questions were incorrect." Should state "If no, which PDFs were not viewable?"	Level 3	Ti Baker		1664
5/3/2004	1	N/A	pscree03	annual 00266899	User selected the "Score Calculation" on the FS QC page. For non-profit INS	The system displays a Page Cannot be displayed error. The expected result is that the Score Calculation page would display. Unable to recreate SIR after first time. Error message states "Error 400: Invalid path/FA/Nonprofit668171 was requested"	Level 1	Ti Baker		1665
5/3/2004	1	185	jbelus01	annual 00266899	User selected to view a Compliance Audit record in the Code Findings queue	The system displays a dropdown for "Institution in Group." This should only be displayed on the code findings page for a consolidated/consolidated school group compliance audit. This record was for an individual school.	Level 3	Ti Baker		1666
5/3/2004	3	164	cchapl01	annual 55555568	tester created a new institution submission and then resolved it as a case user. Tester then logged back in as the institution	The system displays a notification stating that "the submission is under FSA review." The expected result is that the notification would display "has been reviewed and is complete." (same notification as current other types)	Level 3	Ti Baker	High	1668
5/3/2004	5	23	gkelly01	waiver 02593000	user selected to view/approve a submitted waiver request.	The system displays two separate links to view the uploaded waiver/exemption request. Only 1 file was uploaded, expected result is that one would display.	Level 3	Sherry Quade		1669
5/3/2004	5	23	gkelly01	waiver 02593000	user selected to view an uploaded waiver request.	The system displays a message stating "your session has expired due to inactivity." This did not happen every time and some users did not see at all.	Level 2	Sherry Quade		1670
5/3/2004	5	25	gkelly01	waiver 02593000	user approved a waiver request.	The system does not display any value for "user ID" with the determination of approval. Expected result is that the user name would display after determination of approval is saved.	Level 2	Sherry Quade		1671
5/3/2004	5	40	aagass01	waiver 02593000	searched for and viewed a rescinded waiver	The system does not display any value for "user name" and "date" corresponding to the "rescind." expected result is that these would be populated based on who/when rescinded	Level 2	Sherry Quade		1674

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5/4/2004	N/A	N/A	ssincl02	annual 00108900	user created an annual submission, indicated that it had findings, but with no flags. User then qc'd both portions as complete. Logged in as screener and coded the audit as deficient.	the compliance audit went from the code findings queue straight to archive. The expected result is that the record would have gone to the CTL since it was deficient.	Level 1	Ti Baker		1675
5/4/2004	n/a	na	pgroup01	annual proprietary submissions	selected "all" from upload page	when page refreshes after uploading an "all" attachment, the system displays the "All(a-133)" label on the file. This is incorrect, as the "all" being uploaded is for a proprietary school	Level 3	Ti Baker	High	1676
5/4/2004	7		nonprof03	20000003	QC user marked a second resubmission (CA was previously complete, FS was previously incomplete) incomplete by setting the CA incomplete (due to data entry, not attachment) and FS complete.	Expected result is that the record would be marked incomplete and that the school would receive an incomplete notification/letter. The actual result was that the FS record remains in the queue, the CA disappears, and the receives no notification/letter.	Level 1	Joe Jenkins		1682
5/4/2004	8	23	rgella01	02470100	user selected to create an amended acd	The system does not display a value for "original acd date" on the Generated Amended ACD. The field label is displayed but there is no value. Expected result is that the date the original was created would display.	Level 2	Sherry Quade		1677
5/4/2004			pgroup07	55555596	viewed the institution home page after submitting a portion of a SG record	The system displays the "School Group" grid. The table displays with correct data but the formatting on the table is incorrect.	Level 3	Ti Baker	High	1678
5/4/2004	4	219	pscree03	55555596	qc user selected to perform QC from the Pending approval queue for a Locator FS record. User selected to submit as complete. (proprietary INS)	expected result is that the system would return the user to the qc queue with the record no longer displayed. The actual result was that the system displays a read-only version of the financial statement QC.	Level 3	Ti Baker		1679
5/5/2004	n/a	n/a	pschoo07	99999996	proprietary locator ins logged in and selected to acces the financial statement info page. Before entering any data on the page, user selected to view the financial statement pages (bs, is, cf)	Expected result is that the Statement page would display. The actual result is that the system displays an Error 500 page. Problem occurs for both C and UC school groups.	Level 2	Ben Lopez		1680
5/5/2004	7	n/a			Selected the Printer-Friendly button from the Incomplete Letter. Printed Incomplete Letter from the Case and Insitution side.	The expected result is that the entire letter is printed and viewable on the printed pages. Currently when printed, the Contact Information grid on the Incomplete Letter is not captured on one page.	Level 3	Yvette Jones		1681

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5/5/2004	7		pscree03		Accessed the Incomplete Letter	The Contact Information grid on the Incomplete Letter contained an incorrect spelling of a name. The system displays "Sherry Quadem" for the email address. The correct spelling is "Sherry Quade"	Level 3	Sherry Quade		N/A - Grid removed through Enh Req.

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Date	Script #	Business Process	Current Design	Enhancement Description	Priority	Logged By	LOE	Process Impact	Decision
5/3/2004	1	quality control	in qc, first queue is labeled "submissions pending QC"	The system will label the first queue in QC as "Submissions Pending Acceptability Review."	High	Ti Baker	Low	No	4/6/2004 - Agreed to defer for CCB/Post Release Consideration.
5/3/2004	1	quality control		The system will provide links at the top of the QC page to allow a user to skip to the beginning of the Pending Review/Pending Approval queues.	High	Ti Baker	Low	No	4/6/2004 - Agreed to defer for CCB/Post Release Consideration.
5/3/2004	1	quality control		The system will provide links on the QC page to skip to submissions by "region" in the Submissions Pending Approval queue.	High	Ti Baker	Low	No	4/6/2004 - Agreed to defer for CCB/Post Release Consideration.
5/3/2004	3	new institution		The system will provide text to explain the correct format for entering FYE on a new Institution Submission. (OPTIONS - Update error message to explain correct format OR use mm/dd/yyyy boxes).	High	Ti Baker	Low	No	4/6/2004 - Agreed to defer for CCB/Post Release Consideration.
5/3/2004	3	new institution	question auditor information states "review auditor information"	The system will display "enter auditor's information" on the New Institution FS Submission page	High	Ti Baker	Low	No	4/6/2004 - Agreed to defer for CCB/Post Release Consideration.
5/3/2004	3	new institution	system displays notification to new school stating to submit a change in FYE	The system will display the following notification to an institution without a FYE - "eZ Audit does not have a FYE listed for your institution. If you are seeking initial participation in the Title IV program(s), please click the New Institution Link from the left navigation. If you are a participating institution, please click the Change in FYE date link."	High	Ti Baker / Deborah Godden	Low	Potential for conflicting FYE	implement w/ R 2.0 Logged as SIR # 1688
5/3/2004	7	incomplete email		The system will provide a way to track "invalid" emails identified when the system tried to send an incomplete email and it is not delivered.	High	Joe Jenkins	N/A	will return to eZ-Audit mailbox as is	N/A. Already functions this way.
5/4/2004		new institution	uses PPA execution date	use "initial" PPA date or "reinstatement" date (if applicable)	High	Ti Baker	Medium	schools may have incorrect submission type	Implement Logged as SIR # 1689
5/5/2004	7	Incomplete Letter	Incomplete Letter contains Contact Information grid	Remove/Improve Contact Information grid from INC Letter.	High	Ti Baker	Low	Potential misguided calls.	Implement Logged as SIR # 1690
5/5/2004	7	Institution Submission	"Add" button is on the Upload Attachments page for Resubmission that do not allow uploads	Remove the "Add" button from Resubmission templates that do not allow additional attachments	High	Ti Baker	Low	No	Implement Logged as SIR # 1691
4/23/2004	SIR # 1483	Incomplete Letter	pre 2.0 qc page does not have comments field	With R 2.0, Incomplete Letter functionality is being implemented for all submissions (pre and post R2.0). Pre-R2.0 submissions will be QC'd with pre-R2.0 QC templates which do not include the field, 'Comments for Incomplete Letter'. Therefore, a QC reviewer will be unable to add comments to the Incomplete Letter for historical submissions.	High	Test Team	Low	No	Implement. If fails during first test, defer to post deployment "patch." Logged as SIR # 1695
5/3/2004	1	submission	Entering period audited is data entry	The system will pre-populate the "period audited" field on the institution submission pages based on the institution's FYE/submission being created.	Low	Ti Baker	N/A		Deferred for CCB review.
5/3/2004	1	submission	no edit check between period audited	The system should provide an edit check to ensure that the "period audited" matches on the FS and CA information pages.	Low	Ti Baker	N/A		Deferred for CCB review.
5/3/2004		code findings		The system will display "submission type" with records in the Screener (code findings) queue.	Low	Ti Baker	N/A		Deferred for CCB review.
5/3/2004		quality control		The system will display "submission type" on the CA and FS quality control pages.	Low	Ti Baker	N/A		Deferred for CCB review.
5/3/2004	5	viewing ARS queue	headers on ARS home page cannot be seen after scrolling down	The system will allow a Resolution user to see column headers in the queue at all times on the page(freeze headers)	Low	Jim Sakers	N/A		Deferred for CCB review.
5/3/2004	3		system displays "error messages" at top of page on ins data entry	The system will provide an indicator next to incomplete fields when error messages are invoked.	Low	Deborah Godden	N/A		Deferred for CCB review.
5/3/2004	7	ins submission	no check between SOFP and SOA	The system will provide an edit check to ensure that the value entered for "Unrestricted Net Assets" on the SOFP matches the calculated value for "Unrestricted Net Assets at End of Year" on the SOA. Only applies to non-profit.	Low	Joe Jenkins	N/A		Deferred for CCB review.
5/4/2004	all	login	on login page, cursor does not default to user name box		Low	Sherry Quade	N/A		Deferred for CCB review.
5/5/2004	n/a	Institution Submission	No additional attachment requirements for Proprietary institutions	If a prop school answers 'Yes' to having findings then the system will require the school to attach a "Corrective Action Plan" to accompany "All" attachments	Low	Ti Baker	N/A		Deferred for CCB review.
5/5/2004	7	Institution Submission	Contact Information is locked in cases of Resubmission where the record was marked Incomplete due to Data entry	Unlock Contact Information on the Checklist page for all Resubmission templates	Low	Ti Baker	N/A		Deferred for CCB review.
5/3/2004	1	quality control		The system will display a field for "Resubmission" with the Submission Information provided with records in the QC queue.	Medium	Ti Baker	N/A		Deferred for CCB review.
5/3/2004	3	new institution	New Ins FS info page asks prop user to enter 90/10 for proprietary school	Remove 90/10 question from the New Ins submission page. N/A for a new school	Medium	Ti Baker	N/A		Deferred for CCB review.

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5/3/2004	3	new institution	New Ins FS info page asks question for "timely return to Title IV programs" as a subitem to question 9 (depending on INS Type)	Remove "timely return" item from the New Ins Submission page	Medium	Ti Baker	N/A		Deferred for CCB review.
5/3/2004	3	notifications	received notification not bolded	The system will display the "Submission Received" notifications in BOLD.	Medium	Ti Baker	N/A		Deferred for CCB review.
5/3/2004	3	notifications	difficult to determine newest notification	The system will provide a way to differentiate between new and old notifications (ie make notification bold for 30 days).	Medium	Ti Baker	N/A		Deferred for CCB review.
5/3/2004	8	ACD		The system will display "ACN" and "FYE" on the data entry version of the ACD page.	Medium	Jim Sakers	N/A		Deferred for CCB review.
5/3/2004	all	viewing ARS queue	queue sorts by received date	The system will allow Resolution Users to "sort" (alpha/received date/etc) on the ARS / FA home queue.	Medium	Jim Sakers	N/A		Deferred for CCB review.
5/3/2004	5	approving waiver	on Waiver Resolution, select approve and then FYE	The system will require a resolution user to select a FYE BEFORE approving a Waiver/Exemption request. OR ask the school to select the fiscal year end for which they are requesting the waiver/exemption.	Medium	Richard Dawkins	N/A		Deferred for CCB review.
5/3/2004	5	waiver	no notification for rescinded waiver	The system will provide a notification on the Institution Home page when a waiver is rescinded. Should display rescind date and instructions on due date of next submission.	Medium	Sherry Quade	N/A		Deferred for CCB review.
5/4/2004			submission summary not provided for Change in FYE, Waiver/Exemption, or LPS	The system will provide a submission summary page for all submission types.	Medium	Ti Baker	N/A		Deferred for CCB review.
5/4/2004				Remove "reason" field (below the dates) for a Merger/CIO submission. Already implied by selecting the submission type.	Medium	Ti Baker	N/A		Deferred for CCB review.
5/4/2004	7	ins submission	no edit check between financial statements	Provide an edit check between "Retained earnings" on the Balance Sheet to "Ending Retained earnings" on the Income Statement.	Medium	Joe Jenkins	N/A		Deferred for CCB review.
5/4/2004	7	ins submission (proprietary only)	no edit check between financial statements	Provide an edit check between "ending cash flow balance on the Cash Flow Statement to "cash balance" on the balance sheet.	Medium	Joe Jenkins	N/A		Deferred for CCB review.
5/4/2004	7	ins submission		The system will allow a user to select "No" on the Checklist page for item "Summary Schedule of Prior Year Audit Findings" when they selected "No" to "Were there audit findings in the previous year's report?" on the Compliance Audit Information page.			N/A		Deferred for CCB review.
5/4/2004	3	fs resolution	fa resolution user ID captured on Submission Summary	The system will display the ID of the FA user on the FS Determination page upon saving of a determination.	Medium	Sherry Quade	N/A		Deferred for CCB review.
5/4/2004	3	fs resolution	notes captured in the "notes" page	The system will provide a "notes" box on the FS Determination page when a determination of "AAA Referral" is selected.	Medium	Sherry Quade	N/A		Deferred for CCB review.
5/4/2004	8	audit res, amend acd	amend acd button displayed at bottom of acd page	move "amend" ACD button to the top of the generated ACD page	Low	Sherry Quade	N/A		Deferred for CCB review.
5/4/2004	7	quality control	system provides an add button on the QC page	Remove the add button from the QC page. User can use the existing save option instead.	Medium	Ti Baker	N/A		Deferred for CCB review.
5/4/2004	7	quality control	system currently does not require a note when selecting to refer a record to case	The system will require a QC user to enter a "note" when selecting to refer a record to case.	Medium	Ti Baker	N/A		Deferred for CCB review.