

Script Name: Waivers Community Service Script
Description: This script tests the functionality contained within the Waivers module, Admin Navigation and Log-In Module, E-mail and Self Service. Year requirement for the module: last five years.
Create by: Maja Dragnic
Prerequisites:
Security Access: Update
Outputs:
Use Cases Covered: Community Service Waivers
Conditions Covered:

Step	Value to Enter	Expected Results	Actual Results	Pass/Fail	SIR#	Test Conditions
Admin User Logs In						
1	Open Internet Browser	Browser Opens				
2	Enter <http://dev.cbs.sfa.ed.gov:8531/CBSWebApp/admin/adminWelcome.jsp> into the browser address window	Window "Enter Network Password", asking for user's name and password is displayed. (Testing only)				
3	Type <cbs> as your username and <cbsdev> as your password	Field accepts values				
4	Select <OK>	Verify that the system displays the Campus-Based Admin Login page. In the center of the page is a Login button. There is a following instruction notifying the Admin User how to proceed: Welcome to Campus-Based Administration. To access the Campus-Based Admin site: 1. Select the "Login" button. 2. Enter your PIN information. The PIN serves as your identifier to let you access information in systems for the Department of Education. If you do not have a PIN go to the Department of Education PIN Registration site to apply. 3. Enter the Campus-Based Admin TG Number. 4. After login authentication is complete, the Campus-Based admin home page will be displayed. If your security rights have not yet been established, contact the CB Security Officer at the Campus-Based Programs office.				
5	Select <Log In> button	Window "Enter Network Password", asking for user's name and password is displayed. (Testing only)				
6	Type <integrate> as your username and <pin1026> as your password	Field accepts value (this step is for testing purposes only and will not be necessary in February).				
7	Select <OK> or if security browser was displayed, click <Yes> button to accept	The System displays the PIN Authentication site with the following fields: social security number, first two letters of last name, date of birth, and PIN. The PIN Authentication site is outside of the eCB System.				
8	Enter <222334444> into the SSN field	Field accepts value.				
9	Enter <Fr> into the first two letters of last name field	Field accepts value.				
10	Enter <10221970> in the DOB field	Field accepts value.				
11	Enter <1385> in the PIN number field.	Field accepts value.				
12	Select <Submit Request> button	Security Alert message comes up.				
13	Select <Yes> button	The System displays a screen where the Admin User enters the Admin TG number. There is a field to enter a TG number. There is a Next button. There is a following instruction notifying the Admin User how to proceed: "Please enter your TG number using uppercase letters. The TG number is case sensitive".				
14	Enter <TG08899> into the TG field	Field accepts value.				

Step	Value to Enter	Expected Results	Actual Results	Pass/Fail	SIR#	Test Conditions
15	Click <Next> button	The System displays the Campus-Based Admin home page. The following links are displayed on the left navigation bar: Accounting, Awards, ComLog, Communications, FISAP Update, Hold Schools, Manual Adjustments, New Schools, PART, PLIST, Recalculation, Reports, Tracking, Waivers, Work Colleges, Log out				
16	Admin User Wants to Add a New Community Service Waiver Request					
17	Select the <Waivers> from the Admin Main Menu	The Waivers page displays.				
18	Select the <Community Service> link from the left navigation bar	The System displays the Community Service Waivers page. If there is no outstanding Waivers this page will be blank and there will be a message that there is no outstanding waivers at this time.				CSW001, CSW002
19	Locate the Select School area in the header of the page. Choose the "Serial Number" search option and enter <006037> in the "Search For" field.	Search For field is populated.				
20	Select <2002-2003> in the Year field	Field is populated.				
21	Select the "GO" button.	Selected school is displayed as the "Active School"				
22	Select <Enter a New Waiver Request> from the left navigation bar	The System displays the A.Community Service - Enter New Waiver Request. There is a column labeled Type. The types listed under the label are Community Service and Reading Tutors/ Adult Literacy. Next to each type is a check box. There is a text box labeled "Description" and following instruction telling the Admin User to select the school and Award Year from the page header: "To submit a new waiver request, check one or both types of waivers, enter a Description, and select Submit".				
23	Admin User selects Submit prior to entering text into the Description box					
24	Click on the check box next to "Community Service"	The box populates with a check.				
25	Click on the check box next to "Reading Tutors / Adult Literacy."	The box populates with a check.				
26	Select the <Submit> button	The following error message is displayed: "You must enter text in the Description box in order to submit this waiver for processing."				
27	Admin User completes entering of a new waiver request					
28	Enter <Testing Waivers> in the comment box	Field accepts value				
29	Select the <Submit> button	Message "You have selected to submit a new waiver. Do you wish to proceed?" comes up. There is a Yes and No button.				
30	Select the <Yes> button	The System displays a.Community Service - Enter New Waivers request page.				
31	Locate the Select School area in the header of the page. Choose the "Serial Number" search option and enter <000072> in the "Search For" field.	Search For field is populated.				
32	2002-2003	Field is populated.				
33	Select the "GO" button.	Selected school is displayed as the "Active School"				
34	Click on the check box next to "Community Service"	The box populates with a check.				
35	Enter <Testing Waivers> in the comment box	Field accepts value				
36	Select the <Submit> button	Message "You have selected to submit a new waiver. Do you wish to proceed?" comes up. There is a Yes and No button.				
37	Select the <Yes> button	The System displays a.Community Service - Enter New Waiver request page.				

Step	Value to Enter	Expected Results	Actual Results	Pass/Fail	SIR#	Test Conditions
38	Locate the Select School area is in the header of the page. Choose the "Serial Number" search option and enter <007082> in the "Search For" field.	Search For field is populated.				
39	2002-2003	Field is populated.				
40	Select the "GO" button.	Selected school is displayed as the "Active School"				
41	Click on the check box next to "Reading Tutors / Adult Literacy."	The box populates with a check.				
42	Enter <Testing Waivers> in the comment box	Field accepts value				
43	Select the <Submit> button	Message "You have selected to submit a new waiver. Do you wish to proceed?" comes up. There is a Yes and No button.				
44	Select the <Yes> button	The System displays a.Community Service - Enter New Waiver request page.				
45	Locate the Select School area is in the header of the page. Choose the "Serial Number" search option and enter <007103> in the "Search For" field.	Search For field is populated.				
46	2002-2003	Field is populated.				
47	Select the "GO" button.	Selected school is displayed as the "Active School"				
48	Click on the check box next to "Community Service"	The box populates with a check.				
49	Click on the check box next to "Reading Tutors / Adult Literacy."	The box populates with a check.				
50	Enter <Testing Waivers> in the comment box	Field accepts value				
51	Select the <Submit> button	Message "You have selected to submit a new waiver. Do you wish to proceed?" comes up. There is a Yes and No button.				
52	Select the <Yes> button	The System displays a.Community Service - Enter New Waiver request page.				
53	Basic Flow - Admin User Wants to View Pending Waivers					
54	Select <Pending waivers> link	The school is displayed. The System displays the Community Service Waivers page. The center of the page includes a list of all outstanding Community Service waivers. This list is in a table with following column labels: Date Posted, Serial Number, School Name, Description, Status, Community Service, and Reading/Adult Literacy. If there was not a waiver request for one of the waiver types, the status field displays N/A. The data is sorted by CB Serial #. To the right of each row is a Detailed View link. There is a following message: "To review, approve or deny a waiver, select the Detail View Link. There is also a link to a Printer Friendly Version of the page. There are following links on the left navigation bar: A.Community Service, B.Title III, C. Under Use, D. Reports, ComLog and Logout. There are following links available on the subnavigation menu: Enter New Waiver Request, Pending Waivers, Approved Waivers, and Denied Waivers.				CSW003, CSW004, CSW005
55	Verify the the school with serial number 006037 is displayed on the A.Community Service - Pending Waivers page	The school is displayed.				
56	Verify the the school with serial number 000072 is displayed on the A.Community Service - Pending Waivers page	The school is displayed.				
57	Verify the the school with serial number 007082 is displayed on the A.Community Service - Pending Waivers page	The school is displayed.				

Step	Value to Enter	Expected Results	Actual Results	Pass/Fail	SIR#	Test Conditions
58	Verify the the school with serial number 007103 is displayed on the A.Community Service - Pending Waivers page	The school is displayed.				
59	Select the <Detailed View> link from the school with Serial Number 000072.	The System displays the Community Service - Pending Waivers – Details page. At the top of the page is the school's serial number and school name. The next line lists which waiver or waivers the school is requesting, along with the status of the request. The center of the page lists the contents of the Waiver Packet for the Review Panel: Cover Page, Waiver Request, ATH Report, and Final Funding Worksheet. Below this list is a Panel Review area. This area consists of table or table with four columns: Status, Comments, Mod. User, Mod. Date.				CSW005
60		At the bottom of the page, there is Final Review section, with two radio buttons labeled Approve and Deny and Comments field. There is a Previous button and a Submit button. There are following instructions on the page telling the Admin User how to proceed: "To enter your review, select a status option from the dropdown menu, enter comments, if desired, and select Post". "To record final approval or denial for this waiver, select either Approve" or Deny" followed by Submit. If you are denying this waiver, you must enter a comment."				
61	Locate Status dropdown menu in the Panel Review section and select <Approved>	Field is populated.				
62	Select the <Post> button	The error message comes up requesting the user to enter a comment.				
63	Locate Comments section in the Panel Review section and enter: "Reviewer 1 Approved"	Field is populated.				
64	Select the <Post> button	The System displays the raw as Read-Only and posts the Panel Member's username and the time and date the entry was posted.				
65	Locate Status dropdown menu in the Panel Review section and select <Approved>	Field is populated.				
66	Locate Comments section in the Panel Review section and enter: "Reviewer 2 Approved"	Field is populated.				
67	Select the <Post> button	The System displays the raw as Read-Only and posts the Panel Member's username and the time and date the entry was posted.				
68	Locate Status dropdown menu in the Panel Review section and select <Denied>	Field is populated.				
69	Locate Comments section in the Panel Review section and enter: "Reviewer 3 Denied"	Field is populated.				
70	Select the <Post> button	The System displays the raw as Read-Only and posts the Panel Member's username and the time and date the entry was posted.				
71	Basic Flow - Admin User Wants to Approve a Waiver					
72	Select <Pending waivers> link	The Community Service Waivers - Pending Page displays.				
73	Select the <Detailed View> for the school with Serial Number 007082	The System displays the Community Service - Pending Waivers – Details page. At the top of the page is the school's serial number and school name. The next line lists which waiver or waivers the school is requesting, along with the status of the request. The center of the page lists the contents of the Waiver Packet for the Review Panel: Cover Page, Waiver Request, ATH Report, and Final Funding Worksheet. Below this list is a Panel Review area. This area consists of table or table with four columns: Status, Comments, Mod. User, Mod. Date.				CSW005

Step	Value to Enter	Expected Results	Actual Results	Pass/Fail	SIR#	Test Conditions
74		At the bottom of the page, there is Final Review section, with two radio buttons labeled Approve and Deny and Comments field. There is a Previous button and a Submit button. There are following instructions on the page telling the Admin User how to proceed: "To enter your review, select a status option from the dropdown menu, enter comments, if desired, and select Post". "To record final approval or denial for this waiver, select either Approve" or Deny" followed by Submit. If you are denying this waiver, you must enter a comment."				
75	Locate Status dropdown menu in the Panel Review section and select <Approved>	Field is populated.				
76	Locate Comments section in the Panel Review section and enter: "Reviewer 1 Approved"	Field is populated.				
77	Select the <Post> button	The System displays the raw as Read-Only and posts the Panel Member's username and the time and date the entry was posted.				
78	Select <Pending waivers> link	Pending Waivers page is displayed.				
79	Basic Flow - Admin User Wants to Deny a Waiver					
80	Select the <Detailed View> link fro the school with Serial Number 006037	The System displays the Community Service - Pending Waivers – Details page. At the top of the page is the school's serial number and school name. The next line lists which waiver or waivers the school is requesting, along with the status of the request. The center of the page lists the contents of the Waiver Packet for the Review Panel: Cover Page, Waiver Request, ATH Report, and Final Funding Worksheet. Below this list is a Panel Review area. This area consists of table or table with four columns: Status, Comments, Mod. User, Mod. Date.				CSW005
81		At the bottom of the page, there is Final Review section, with two radio buttons labeled Approve and Deny and Comments field. There is a Previous button and a Submit button. There are following instructions on the page telling the Admin User how to proceed: "To enter your review, select a status option from the dropdown menu, enter comments, if desired, and select Post". "To record final approval or denial for this waiver, select either Approve" or Deny" followed by Submit. If you are denying this waiver, you must enter a comment."				
82	Locate Status dropdown menu in the Panel Review section and select <Approved>	Field is populated.				
83	Select the <Post> button	Error message comes up.				
84	Locate Comments section in the Panel Review section and enter: "Reviewer 1 Approved"	Field is populated.				
85	Select the <Post> button	The System displays the raw as Read-Only and posts the Panel Member's username and the time and date the entry was posted.				
86	Locate Status dropdown menu in the Panel Review section and select <Denied>	Field is populated.				
87	Locate Comments section in the Panel Review section and enter: "Reviewer 2 Denied"	Field is populated.				
88	Select the <Post> button	The System displays the raw as Read-Only and posts the Panel Member's username and the time and date the entry was posted.				
89	Locate Status dropdown menu in the Panel Review section and select <Denied>	Field is populated.				
90	Locate Comments section in the Panel Review section and enter: "Reviewer 3 Denied"	Field is populated.				

Step	Value to Enter	Expected Results	Actual Results	Pass/Fail	SIR#	Test Conditions
91	Select the <Post> button	The System displays the raw as Read-Only and posts the Panel Member's username and the time and date the entry was posted.				
92	Basic Flow - Admin User Wants to Deny a Waiver					
93	Select <Pending waivers> link	Pending Waivers page is displayed.				
94	Select the <Detailed View> link fro the school with Serial Number 007103	The System displays the Community Service - Pending Waivers – Details page. At the top of the page is the school's serial number and school name. The next line lists which waiver or waivers the school is requesting, along with the status of the request. The center of the page lists the contents of the Waiver Packet for the Review Panel: Cover Page, Waiver Request, ATH Report, and Final Funding Worksheet. Below this list is a Panel Review area. This area consists of table or table with four columns: Status, Comments, Mod. User, Mod. Date.				
95		At the bottom of the page, there is Final Review section, with two radio buttons labeled Approve and Deny and Comments field. There is a Previous button and a Submit button. There are following instructions on the page telling the Admin User how to proceed: "To enter your review, select a status option from the dropdown menu, enter comments, if desired, and select Post". "To record final approval or denial for this waiver, select either Approve" or Deny" followed by Submit. If you are denying this waiver, you must enter a comment."				
96	Locate Status dropdown menu in the Panel Review section and select <Denied>	Field is populated.				
97	Locate Comments section in the Panel Review section and enter: "Reviewer 1 Denied"	Field is populated.				
98	Select the <Post> button	The System displays as Read-Only and posts the Panel Member's username and the time and date the entry was posted.				
99	Final Reviewer Wants to Approve and Deny Waivers					
100	Select <Pending waivers> link	A. Community Service - Pending Waivers page is displayed.				
101	Select <Detail> button for the school with Serial Number 000072	A.Community Service - Pending Waivers - Details page displays				
102	Locate Action Section in the Final Review part and select Approve button	Approve button is selected				
103	Locate Comment section in the Final Review Part and enter "Testing"	Field is populated.				
104	Select <Submit>	The following message is displayed: "You have selected to record this waiver as Approved. Do you wish to proceed?" There is a Yes and No button.				
105	Select <Yes> button	A. Community Service Approved Waivers page is displayed				
106	Select <Pending waivers> link	A. Community Service - Pending Waivers page is displayed.				
107	Select <Detail> button for the school with Serial Number 007082	A.Community Service - Pending Waivers - Details page displays				
108	Locate Action Section in the Final Review part and select Approve button	Approve button is selected				
109	Locate Comment section in the Final Review Part and enter "Testing"	Field is populated.				
110	Select <Submit>	The following message is displayed: "You have selected to record this waiver as Approved. Do you wish to proceed?" There is a Yes and No button.				
111	Select <Yes> button	A. Community Service Approved Waivers page is displayed				
112	Select <Pending waivers> link	A. Community Service - Pending Waivers page is displayed.				
113	Select <Detail> button for the school with Serial Number 006037	A.Community Service - Pending Waivers - Details page displays				

Step	Value to Enter	Expected Results	Actual Results	Pass/Fail	SIR#	Test Conditions
114	Locate Action Section in the Final Review part and select Deny button	Approve button is selected				
115	Locate Comment section in the Final Review Part and enter "Testing"	Field is populated.				
116	Select <Submit>	The following message is displayed: "You have selected to record this waiver as Deny. Do you wish to proceed?" There is a Yes and No button.				
117	Select <Yes> button	A. Community Service Denied Waivers page is displayed				
118	Select <Pending waivers> link	A. Community Service - Pending Waivers page is displayed.				
119	Select <Detail> button for the school with Serial Number 007103	A.Community Service - Pending Waivers - Details page displays				
120	Locate Action Section in the Final Review part and select Deny button	Approve button is selected				
121	Locate Comment section in the Final Review Part and enter "Testing"	Field is populated.				
122	Select <Submit>	The following message is displayed: "You have selected to record this waiver as Deny. Do you wish to proceed?" There is a Yes and No button.				
123	Select <Yes> button	A. Community Service Denied Waivers page is displayed				
124	User wants to Log In to Community Service Waiver Status documents have been Posted					
125	Click <Log in> button	Network Password Login Box appears				
126	Type <integrate> as your username and <pin1026> as your password	Field accepts value (this step is for test purposes only and will not be necessary in September)				
127	Click <ok>	Login Screen Appears				
128	Click <Log in> button	Security message is displayed - if browser is set that way				
129	Type in <001110001> to the SSN field	Field accepts value				
130	Type in <St> into the last two digits of your last name fields	Field accepts value				
131	Type in <10221970> in the DOB field	Field accepts value				
132	Type in <1401> in the PIN field	Field accepts value				
133	Click <submit request>	System displays the TG screen				
134	Click <yes> or appropriate button to agree with the statement	System displays the Pin-Site Confirming Your Identity screen				
135	Enter <TG00022> into the TG # field	Field accepts value				
136	Click <Next>	System displays School: Spencer Business School Serial # 006037 on the Setup - Change Schools page				
137	User Verifies Community Service Waiver Status letters are posted to Self-Service for School Spencer Business School					

Step	Value to Enter	Expected Results	Actual Results	Pass/Fail	SIR#	Test Conditions
138	Select the <Self-Service> button located on the top navigation bar.	The Self-Service page is displayed. The page contains three headings - Forms & Reports, Campus Based Notifications, Acknowledgements and Contact Help Desk. Forms & Reports contains This Year's FISAP Form Submitted Version - All Parts Part 1 Part 2 Part 3 Part 4 Part 5 Part 6 (PDF) Current Working Version - All Parts Part 1 Part 2 Part 3 Part 4 Part 5 Part 6 (PDF) Submitted Version - Branch Campus Additional Information Current Working Version - Branch Campus Additional Information Debarment Form & Signature Page (PDF) Lobbying Form (PDF) Statement of Account - 2001-2002 2000-2001 1999-2000 1998-1999 1997-1998 Campus-Based Notifications (This is dynamic based on School) Acknowledgements Submission Log Batch Submittal Contact Help Desk CB Call Center CBF0B@ed.gov (877) 801-7168 IFAP Web Page http://ifap.ed.gov/				
139	Confirm the <Community Service Cover Letter> link is located under Campus-Based Notifications	The Community Service Cover letter is displayed				
140	Click the <Community Service Cover Letter> link	The System displays the contents of the Community Service Cover Letter contents				
141	Select <File> from the new window's top navigation bar	The File Menu is displayed				
142	Select <Print> from the file menu	The document prints				
143	Select <x> on the PDF window	The PDF closes				
144	Confirm the <Community Service Status Letter> link is located under Campus-Based Notifications	The Community Service Status Letter is displayed				
145	Click the <Community Status Letter> link	The System displays the contents of the Community Service Status Letter which explains that the school has been DENIED a waiver.				
146	Select <Log Out> Link from the left navigation bar	The Campus-Based Login Page is displayed				
147	User wants to Log In to Community Service Waiver Status documents have been Posted					
148	Click <Log in> button	Network Password Login Box appears				
149	Type <integrate> as your username and <pin1026> as your password	Field accepts value (this step is for test purposes only and will not be necessary in September)				
150	Click <ok>	Login Screen Appears				
151	Click <Log in> button	Security message is displayed - if browser is set that way				
152	Type in <001220001> to the SSN field	Field accepts value				
153	Type in <St> into the last two digits of your last name fields	Field accepts value				
154	Type in <10221970> in the DOB field	Field accepts value				
155	Type in <5617> in the PIN field	Field accepts value				
156	Click <submit request>	System displays the TG screen				
157	Click <yes> or appropriate button to agree with the statement	System displays the Pin-Site Confirming Your Identity screen				
158	Enter <TG00022> into the TG # field	Field accepts value				
159	Click <Next>	System displays School: Stillman College Serial # 0000072 on the Setup - Change Schools page				

Step	Value to Enter	Expected Results	Actual Results	Pass/Fail	SIR#	Test Conditions
160	User Verifies Community Service Waiver Status letters are posted to Self-Service for Stillman College					
161	Select the <Self-Service> button located on the top navigation bar.	The Self-Service page is displayed. The page contains three headings - Forms & Reports, Campus Based Notifications, Acknowledgements and Contact Help Desk. Forms & Reports contains This Year's FISAP Form Submitted Version - All Parts Part 1 Part 2 Part 3 Part 4 Part 5 Part 6 (PDF) Current Working Version - All Parts Part 1 Part 2 Part 3 Part 4 Part 5 Part 6 (PDF) Submitted Version - Branch Campus Additional Information Current Working Version - Branch Campus Additional Information Debarment Form & Signature Page (PDF) Lobbying Form (PDF) Statement of Account - 2001-2002 2000-2001 1999-2000 1998-1999 1997-1998 Campus-Based Notifications (This is dynamic based on School) Acknowledgements Submission Log Batch Submittal Contact Help Desk CB Call Center CBFOB@ed.gov (877) 801-7168 IFAP Web Page http://ifap.ed.gov/				
162	Confirm the <Community Service Cover Letter> link is located under Campus-Based Notifications	The Community Service Cover letter is displayed				
163	Click the <Community Service Cover Letter> link	The System displays the contents of the Community Service Cover Letter contents				
164	Select <File> from the new window's top navigation bar	The File Menu is displayed				
165	Select <Print> from the file menu	The document prints				
166	Select <x> on the PDF window	The PDF closes				
167	Confirm the <Community Service Status Letter> link is located under Campus-Based Notifications	The Community Service Status Letter is displayed				
168	Click the <Community Status Letter> link	The System displays the contents of the Community Service Status Letter which explains that the school has been APPROVED a waiver.				
169	Verify the Log Out function					
170	Select the <Log Out> link from the left navigation bar	The System displays a warning message. There is a Proceed button.				
171	Select <Proceed> button	The Campus-Based Programs LogIn page is displayed.				
172	Log in					
173	Enter < http://test.cbs.sfa.ed.gov:8532/CBSWebApp/admin/adminWelcome.jsp > into the browser address window	Window "Enter Network Password", asking for user's name and password is displayed. (Testing only)				
174	Type <cbs> as your username and <cbstest> as your password	Field accepts values				

Step	Value to Enter	Expected Results	Actual Results	Pass/Fail	SIR#	Test Conditions
175	Click <OK>	The system displays the Campus-Based Admin Login page. In the center of the page is a Login button. There is a following instruction notifying the Admin User how to proceed: "Welcome to Campus-Based Administration. To access the Campus-Based Admin site: 1. Select the "Login" button, 2. Enter your PIN information. The PIN serves as your identifier to let you access information in systems for the Department of Education. If you do not have a PIN, go to the Department of Education PIN Registration site to apply, 3. Enter the Campus-Based Admin TG Number, 4. After login authentication is complete, the Campus-Based Admin home page will be displayed." If your security rights have not yet been established, contact the CB Security Officer at the Campus-Based Programs office.				
176	Select <Log In> button	Network login screen appears.				
177	Type <integrate> as your username and <pin1026> as your password	Field accepts value (this step is for testing purposes only and will not be necessary in February).				
178	Select <OK> or if security browser was displayed, click <Yes> button to accept	The System displays the PIN Authentication site with the following fields: social security number, first two letters of last name, date of birth, and PIN. The PIN Authentication site is outside of the eCB System.				
179	Enter <222334444> into the SSN field	Field accepts value.				
180	Enter <IM> into the first two letters of last name field	Field accepts value.				
181	Enter <10221970> in the DOB field	Field accepts value.				
182	Enter <2309> in the PIN number field.	Field accepts value.				
183	Select <Submit Request> button	Security Alert message comes up.				
184	Select <Yes> button	The System displays a screen where the Admin User enters the Admin TG number. There is a field to enter a TG number. There is a Next button. There is a following instruction notifying the Admin User how to proceed: "Please enter your TG number using upper				
185	Enter <TG08899> into the TG field	Field accepts value.				
186	Click <Next> button	The System displays the Campus-Based Admin home page. The following links are displayed on the left navigation bar: Accounting, Awards, ComLog, Communications, FISAP Update, Hold Schools, Manual Adjustments, New Schools, PART, PLIST, Recalculation, Reports, Tracking, Waivers, Work Colleges, Logout.				
187	Admin User Enters Reports Module					
188	Select the <Reports> link from the left navigation bar	The System displays the main reports page, which gives an overview of the types of reports available: The Reports module allows you to view and print statistical data for all schools as well as individual schools. Reports are available for the modules below. Select a link on the left navigation bar to access the reports for that module. For reports that are not specific to a module, select the Custom link. A. Accounting Select the Accounting link to view transactional data such as a school's ATH or eSOA. B. Awards Select the Awards link to view worksheets, school funding information, and other data relating specifically to Awards. C. E-mail Select the E-mail link to view text for e-mail notifications. D. FISAP Select the FISAP link to view FISAP-specific reports. E. Hold Schools Select the Hold Schools link to view various reports including hold school status and notification letters. F. PART Select the PART link to view procedure activity statistics. G. PLIST Select the PLIST link to view summary reports of schools with excess liquid capital status and to view excess liquid capital notifications. H. Waivers Select the Waivers link to view approval and denial data for Community Service, Title III, and Under Use v				

Step	Value to Enter	Expected Results	Actual Results	Pass/Fail	SIR#	Test Conditions
189	Admin User Seeks Waiver Reports					
190	Select <H. Waiver Reports> link from the left navigation bar	The System displays the FISAP Reports page. There is a column for general reports and a column for school-specific reports. Each available report is a link. There is an instruction notifying the Admin User how to proceed. Links include General Reports The following links are in the General Reports column of the Waivers Reports page: Community Service Report Title III Report Under Use Reports Reports By School The following links are in the Reports By School column of the Waivers Reports page: Community Service Cover Page Community Service Status Letter Title III Cover Page Title III Status Letter Under Use Cover Page Under Use Status Letter				
191	Admin User Seeks General Waiver Reports					
192	Select the <Community Service Report> link under Genral Reports	The System displays the Community Service Approval/Denial Report				
193	Select <File> from the top navigation bar	The System displays the File Menu				
194	Select <Print> option from the file menu	The System diplays the Print Menu				
195	Select the <Print> button	The System prints the document				
196	Select the <x> in the upper right hand corner on the report windo	The Report closes and the System displays the Waiver Reports page. There is a column for general reports and a column for school-specific reports. Each available report is a link. There is an instruction notifying the Admin User how to proceed.				
197	Admin User Seeks Waivers Reports by School					
198	Select the <Serial #> radio Button from the top navigation bar for < School 1>.	Button populated with a black dot when selected		FIS002		HS003
199	Enter <006037> in the field Labeled 'Search By'	Field Accepts Value		FIS002		HS003
200	Select <2002-2003> from a dropdown menu labeled "Campus-Based Year"	Field Populates with correct year				HS003
201	Click <Go> Button	The system populates the School Name in the Name Field and 006037 in the Serial Number Field.				
202	Select the <Community Service Cover Page> link under Reports by School	The System displays the Community Service Cover Page				
203	Select <File> from the top navigation bar	The System displays the File Menu				
204	Select <Print> option from the file menu	The System displays the Print Menu				
205	Select the <Print> button	The System prints the document				
206	Select the <x> in the upper right hand corner on the report window	The Report closes and the System displays the Waivers Page. There is a column for general reports and a column for school-specific reports. Each available report is a link. There is an instruction notifying the Admin User how to proceed.				
207	Select the <Community Service Status Letter> link under Reports by School	The System displays the Community Service Status Letter				
208	Select <File> from the top navigation bar	The System displays the File Menu				
209	Select <Print> option from the file menu	The System displays the Print Menu				
210	Select the <Print> button	The System prints the document				
211	Select the <x> in the upper right hand corner on the report window	The Report closes and the System displays the Waivers Page. There is a column for general reports and a column for school-specific reports. Each available report is a link. There is an instruction notifying the Admin User how to proceed.				

Step	Value to Enter	Expected Results	Actual Results	Pass/Fail	SIR#	Test Conditions
212	Select the <Serial #> radio Button from the top navigation bar for < School 1>.	Button populated with a black dot when selected		FIS002		HS003
213	Admin User Wants to Log Out of the System					
214	Select <Log Out> link from the left navigation bar	The system displays a warning message. There is a yes or no button.				
215	Select <Yes> button	The System displays the Campus-Based Admin Login page.				