

Federal Student Aid (FSA) Students Portal Rollout – Release 1

User Acceptance Test (UAT) Test Plan

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1.0 User Acceptance Test Overview

The User Acceptance Test Plan provides an overview of the testing necessary to ensure that the functionality delivered meets the needs of the target user identified for the Students Portal Rollout for Release 1. Included in this document is a list of detailed items that will be incorporated into test scripts and applied in the User Acceptance Testing.

The main purposes of User Acceptance Test was to:

- Serve as Formal System Acceptance.
- Verify Application Functionality.
- Confirm Content Management and Production.
- Validate all of the above within a user acceptance test environment.

Entry Criteria for User Acceptance Test Execution:

- All applications and application components necessary for cycle to be completed have been inventoried and promoted.
- User Acceptance Test Plan is complete.
- Resources to execute tests are available.
- The User Acceptance Test environment is in place.

Exit Criteria for User Acceptance Test:

- All test cases and conditions have been executed successfully.
- Identified errors and defects have been corrected and re-tested.
- All issues and incidents have been properly documented and worked through the resolution process.
- All reviews were conducted, and that the review yields satisfactory results.

2.0 User Acceptance Test Scope

User Acceptance Test cases will be based on the following:

- Personalized and Non Personalized account holding students Preparing, Choosing, Applying, Funding, Attending and Repaying college.

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- Application Functionality
- Content Management and Production

3.0 Roles and Responsibilities

User Acceptance Testing involved a Students Channel user group and the Portals Rollout Testing Team. The primary role for the User Acceptance Testing effort was the Students Channel User Group with assistance from the Test Team Analysts. The roles are described below:

3.1 Students Channel User Group

- Execute the User Acceptance tests.

3.2 Test Team Analysts

- Assist in the development of the User Acceptance Test Plan.
- Evaluate the User Acceptance test results
- Report all incidents and problems encountered during testing activities.

Ms. Teale Taggart, Ms. Anne Jensen, and Bryan Hykes will serve as the Test Team Analysts.

3.3 Test Team Lead

- Define a User Acceptance Test Plan.
- Define User Acceptance test cases and scripts.
- Monitor the testing process to identify problems, mitigate potential risks and schedule slippage.
- Review test results with the test team to clarify questions, concerning system functionality and discrepancies with expected results, and ensured that the user acceptance testing activity was a valid and complete exercise.
- Certify that the testing process was comprehensive in scope and

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complete manage the execution of user acceptance tests.

Erick Middleton will serve as the Test Team Lead

4.0 Executing and Validating Test Cases

Each test case was designed as a discrete, executable exercise that would return a predictable result. Test Cases included a setup, input, and expected result sections. Each test case was designed to verify the functionality of a business scenario and described step by step how the business scenario was being tested.

The actual test results were then compared to the expected results to determine if the test ran correctly, “Pass” (or incorrectly, “Fail”) by the Test Team Analyst executing the case.

A “discrepancy” was defined as the difference between what was *expected* to happen and what *actually* happened. Discrepancies were initially evaluated to ensure that they represent system defects. The initial evaluation of discrepancies included:

- Review of the test data;
- Review of the test environment;
- Review of test scripts;
- Review of actual system functioning.

If it was determined that the “discrepancy” represented a system defect, the incident was forwarded to the development team for assessment and proposed solution. After successfully testing the modification, the incident was designated as “closed” by the Test Team Lead.

Validation of a test case occurred when the specific test activity has a status of “Pass” and was reviewed by the Test Team Lead. Completion of User Acceptance Testing was dependent upon each test activity having a status of “pass”.

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5.0 Test Scenarios/Cases

The following is a list of test cases, which will be used to write detailed test scripts. Detailed test scripts with expected results will be documented for each item listed below.

5.1 Student Preparing for College (personalized account holder)

- Create a personalized Portal account.
- Login to personalized Portal account.
- Bookmark links to favorite colleges and universities.
- Search for information on Think College Early.
- Complete a Self-Assessment.

5.2 Student Preparing for College (non personalized account holder)

- Search for information on FAFSA.
- Execute search for “scholarship” information.
- Search for a College Checklist.
- Search for Testing Information.

5.3 Student Choosing a College (personalized account holder)

- Login to personalized Portal account.
- Edit bookmarks.
- Search for information on Types of Schools.
- Search for information on Things to Consider.

5.4 Student Choosing a College (non personalized account holder)

- Search for information on Understanding the Costs.
- Submit customer survey on the site.
- Complete a School Search.
- Reapply for a Pin.

5.5 Student Applying to College (non personalized account holder)

- Search for information on Application Timeline.
- Search for information on Early Admissions.
- Search for a To Do list.
- Execute advanced search for “FFEL Grant” information.

5.6 Student Funding College (personalized account holder)

- Login to personalized Portal account.
- Update account information (change password).
- Search for information on Student Aid Report.
- Search for information on Eligibility.
- Search for information on Grants.

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- Search for a Budget Calculator.

5.7 Student Funding College (non personalized account holder)

- Search for information on Funding Your Education.
- Search for information on Scholarships.
- Search for information on Loans.
- Search for information on Borrowing Responsibly.
- Search for information on Campus-based Aid.

5.8 Student Attending College (personalized account holder)

- Reapply for personalized Portal account (forgot password).
- Login to personalized Portal Account.
- Complete a FAFSA Renewal application.
- Search for information on Maintaining Eligibility.

5.9 Student Attending College (non personalized account holder)

- Search for information on Loan Exit Counseling.
- Search for Loans using the Loan Locator.
- Search for information on Careers.

6.0 Student Repaying Loans (personalized account holder)

- Login to personalized Portal Account.
- Search for information on Repayment Incentives.
- Search for a Financial Calculator.
- Search for information on Loan Consolidation.

6.1 Student Repaying Loans (non personalized account holder)

- Search for information Difficulty Repaying.
- Search for information on Deferments/Forbearances.
- Search for information on Discharges.
- Search for information for Defaulted Borrowers.

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6.0 ISSUES / QUESTIONS

The following issues / questions related to the User Acceptance Test Plan.

Issue	Resolution

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