

# **Test Plan**

## **Academic Release 1.5**



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## Contents

Test Plan for Academic Release 1.5.....	1
General Testing Instructions .....	1
Returning Test Results.....	1
Preparation for Testing.....	2
Admit Type RN (VSTE014 & VSTE254).....	3
Purpose.....	3
Functionality delivered with this release:.....	3
Test Scenario 1:.....	3
Test Scenario 2: .....	4
Instruction Level Code NR .....	6
Purpose.....	6
Functionality delivered with this release:.....	6
Test Scenario 1: .....	6
International Baccalaureate (IB1) Test Score Validation .....	9
Purpose.....	9
Functionality delivered with this release:.....	9
Test Scenario 1:.....	9
Test Scenario 2: .....	9
Learning Support Turnaround Report.....	11
Purpose.....	11
Functionality delivered with this release:.....	11
Test Scenario 1: .....	11
Learning Support Current Enrollment Indicators.....	12
Purpose.....	12
Functionality delivered with this release:.....	12
Test Scenario 1: .....	12



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Test Scenario 2: .....	13
Test Scenario 3: .....	13
Learning Support Indicators – Math 2.....	15
Purpose.....	15
Functionality delivered with this release:.....	15
Test Scenario 1: .....	15
Test Scenario 2: .....	15
Test Scenario 3: .....	15



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## Test Plan for Academic Release 1.5

This test plan is to be used for certifying the following:

- Admit Type RN (VSTE014 & VSTE254)
- Instructional Level Code NR
- IB1 Test Score Validation
- Learning Support Turnaround Report
- Learning Support Current Enrollment Indicators
- Learning Support Indicators – Math 2

### General Testing Instructions

Testing should be performed to validate the functionality being delivered with this release. In order to test this release thoroughly, we ask that you not only follow your normal business practices and processes to see if the modification runs correctly, but please try multiple scenarios that you might not encounter often in an effort to identify any anomalies in the process.

Support for Testing

For support during testing, contact the Academic Data Collections team:

Email: [DW\\_Test@usg.edu](mailto:DW_Test@usg.edu)

For emergency, business interruptions or production down situations, call the ITS Helpdesk immediately

706-583-2001

Toll-free within Georgia: 1-888-875-3697

### Returning Test Results

When testing is complete, return the completed test plan as an email attachment to [DW\\_Test@usg.edu](mailto:DW_Test@usg.edu)



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## Preparation for Testing

The Academic Release 1.5 and Data Collections ETL 1.3 must be applied to your TEST database used to prepare for testing. Please follow the steps below to prepare for testing the release:

### **Step 1**

Apply the Academic Release 1.5 to the Banner database using the parameters for Fall EOT 2019.

### **Step 2**

Setup and/or identify test cases for testing the extraction and editor.

### **Step 3**

In Banner, run the Data Collection Extraction process (ZADMETL) from Banner Job Submission (GJAPCTL).

### **Step 4**

Turn on the ITS version of GlobalProtect VPN. For download, install, and login instructions, email [DW\\_Test@usg.edu](mailto:DW_Test@usg.edu).

### **Step 5**

Run the USG Extract in the TEST environment using the following URL:

<https://apps.tst.usg.edu/ords/f?p=38576>

(**NOTE:** If you experience access issues, please clear your browser cache and ensure you are not using a bookmarked URL.)

### **Step 6**

Review the Data Submission Error report to validate changes included in the release in the Cognos TEST environment using the following URL:

<https://analytics.tst.usg.edu/cognos/cqi-bin/cognos.cqi>



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## Admit Type RN (VSTE014 & VSTE254)

### Purpose

The purpose of the RN Admit Type code is to capture students that are admitted as "Residential Academy Students who are not Dual Enrollment eligible." This code "RN" was added as a valid value in 20162 but was not properly incorporated into the existing validation rules.

### Functionality delivered with this release:

The admit type code "RN" will be added to validation rules VSTE014 and VSTE254. These validation rules are used by Data Elements Undergraduate Admit Type (STE009) and Student Type (STE080). Additional changes will also be made to these data elements and validation rules for accuracy and consistency (i.e. correct institution names, remove references to "MOWR", etc.).

#### Test Scenario 1:

In Cognos, generate a data element dictionary using the Data Dictionary > Download PDF option and search for STE009.

Verify that the Business Practice section contains the following:

Admit Type will be used in conjunction with other data elements for reporting. To ensure accuracy in reporting this element, it is recommended that you become familiar with the related data elements, translation table and edits. Admit Type must be translated on SOAXREF. The cross-reference label - RGTADMT (Regents Admit) must be entered on STVXLBL. The "Dual Enrollment Business Process" is located in the Business Processes section of the GeorgiaBEST website.

[https://www.usg.edu/georgia\\_best/busproc\\_docs/DualEnrollment\\_business\\_practice\\_July2018\\_revised.pdf](https://www.usg.edu/georgia_best/busproc_docs/DualEnrollment_business_practice_July2018_revised.pdf)

Two special codes were used for admission for Hurricane Katrina students. FD was used for freshman admissions; TD for transfer. These codes should no longer be used after matriculation date of 20122.

Verify the following updated validation rule:

VSTE014 - If matriculation date is on or after Summer 2002 (20031), student level = US and Institution is NOT Georgia Southern University, Georgia Southwestern State University, University of West Georgia (FOR OTHER INSTITUTIONS), Admit Type valid values: CA, CN, CC, FR, FL, FP, FI, FO, NF, TR, TL, TP, NT, AU, TN, ND, PB, JE, RE, FD, TD, EC, DN, RA, RN.

Verify the following updated valid values:

JE – Joint Enrollment/Early Admission (not eligible for Dual Enrollment)

RA – Residential Academy Students who are Dual Enrollment eligible



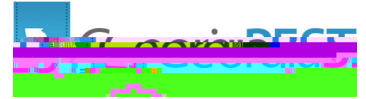
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RN – Residential Academy Students who are not Dual Enrollment eligible

Verify the Change History was edited to show the following:

Academic Term: 20202

Change Date: Nov 27, 2019



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## Instruction Level Code NR

### Purpose

Data element Level Code (CRS005) was updated to include information for the use of Instruction Level Code NR (not reported) to exclude placeholder courses from credit hour and course enrollment reports. This code will also exclude the placeholder course from being counted in the student's credit hours attempted.

### Functionality delivered with this release:

Data element Instruction Level Code (CRS005) was updated as follows:

The Business Practice section was updated to include information regarding the use of the NR Instruction Level Code.

The following validation errors were updated to correct institution names, remove consolidated institutions, and correct formatting errors:

- VCRS010
- VCRS011
- VCRS012
- VCRS013

The Data Source > GUI Label: Supplemental Data tab > Classification was added

The Change History was updated to record the changes listed above.

### Test Scenario 1:

In Cognos, generate a data element dictionary using the Data Dictionary > Download PDF option and search for data element CRS005.

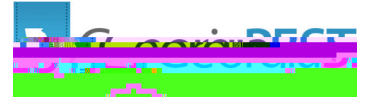
Verify that the Business Practice field was updated to include the following paragraph:

The code NR should be used to identify courses that the institution has designated as placeholders (i.e. placeholder course for study abroad). Use of this code will allow the course to be collected but not included in the credit hour or course enrollment budget reports. This code will also exclude the placeholder course from being counted in the student's credit hours attempted for reporting purposes. When NR is used on a course, all course sections will be impacted.

Verify the following updated validation rules:

VCRS010 – For Abraham Baldwin Agricultural College, Atlanta Metropolitan State College, College of Coastal Georgia, Dalton State College, East Georgia State College, Georgia





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## International Baccalaureate (IB1) Test Score Validation

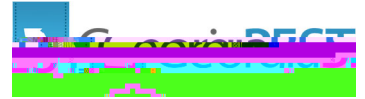
### Purpose

To allow for the validation of International Baccalaureate Higher-Level English Examination (IB1) test scores, a new data element and associated validation error was created.

### Functionality delivered with this release:

The following new data element and validation error are included in this release:

International Baccalaureate Higher-Level English Examination (IB1) (STR183)



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## Learning Support Turnaround Report

### Purpose

A new report was created to identify students with outstanding Learning Support Requirements after the completion of 30 credit hours.

### Functionality delivered with this release:

A new Cognos Turnaround report, Learning Support - Students with Learning Support Requirements After 30 Hours, was created to identify students who have not satisfied existing learning support requirements after the completion of 30 credit hours.

#### Test Scenario 1:

In Cognos, generate the Learning Support - Students with Learning Support Requirements After 30 Hours report. Verify the data on each tab of the report for accuracy.





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In the Validation Rules sections, verify the following rules exist under Updated Validation Rules:

VSTE156 - For students matriculating prior to Fall 2019, if the Learning Support Requirement Indicator – Math is S or I and the Learning Support Program Current Enrollment Indicator – Math 1 cannot be null.

Verify the Change History was edited to show the following:

- Academic Term: 20202
- Change Date: Nov 27, 2019
- Change Notes: Business rule VSTE156 was updated to specify matriculation term and was changed from Known Issue to Error.

### **Test Scenario 2:**

For institutions that offer Learning Support for English and Math 1, Identify enrolled students who have satisfied existing Learning Support Requirements for Learning Support – English and Learning Support – Math 1.

Run ZADMETL, extract, and review the Cognos Enrollment in Learning Support report, English and Math 1 tabs.

Verify that a row exists on each report with the following columns and values:

Column LS\_ENROLL\_ENGLISH\_CODE and LS\_ENROLL\_MATH\_CODE with value C

Column LS Enrollment Description with value Satisfied

Column Total Enrollment with a count of enrolled students who have satisfied existing learning support requirements for English and Math 1

### **Test Scenario 3:**

For institutions who offer Learning Support – Math 2, identify a student matriculating in Fall 2019 who satisfied existing Learning Support Requirements for Math 2.

Run ZADMETL, extract, and review the Math 2 tab of the Cognos Enrollment in Learning Support report.

Verify that a row exists on the Math 2 tab with the following columns and values:

Column LS\_ENROLL\_MATH2\_CODE with value C

Column LS Enrollment Description with value Satisfied

Column Total Enrollment with a count of enrolled students who have satisfied existing learning support requirements for Math 2





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Testing successful? (circle one) Yes/No

If testing was unsuccessful, please explain issues, in detail, here:

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Run ZADMETL, extract, and review errors in Cognos. Review the Data Submission Errors report for Student CPE and Learning Support Req (ods\_admstu\_enr\_req\_mimic). Verify the accuracy of any errors received.

**Testing successful? (circle one) Yes/No**

**If testing was unsuccessful, please explain issues, in detail, here:**

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