UNIVERSITY SYSTEM OF GEORGIA
INFORMATION TECHNOLOGY SERVICES
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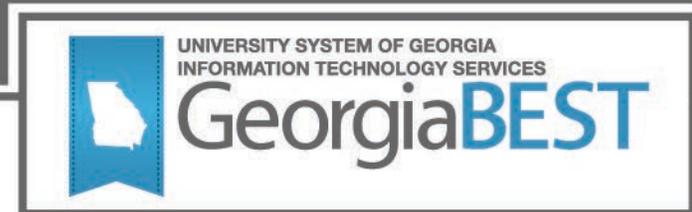
Test Plan

Academic Release 1.6

Contents

Test Plan for Academic Release 1.6

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

Military Advanced Standing

Additional Advanced Standing (Prior Learning)

Course Data Submission Summary Report modification

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

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

Preparation for Testing

The Academic Release 1.6 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 1.6 to the Banner database using the parameters for Spring MT 20204.

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.

Step 5

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

https://appst.ds.usg.edu/ords/f?p=38576

(**NOTE:** This URL is effective as of January 10, 2020. If you experience access issues, please submit a ticket to helpdesk@usg.edu as soon as possible.)

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/cgi-bin/cognos.cgi

Military Advanced Standing

Purpose

In order to track military service area transfer coursework, institutions will begin using new source/background institution (SBGI) codes designated for advanced standing in Banner. Individual data elements will be established for each military branch and the Department of Defense. This change will create a more efficient data analysis of students who are transferring in military credit for different branches. It will also allow institutions the ability to add specific military codes to the articulation process and allows for more granular reporting on each branch.

Functionality delivered with this release:

The following new data elements, valid values, and validation errors are included in this release:

New data elements:

- Advanced Standing Hours – ACE Military Credit: Air Force (STE105)
- Advanced Standing Hours – ACE Military Credit: Army (STE106)
- Advanced Standing Hours – ACE Military Credit: Coast Guard (STE107)
- Advanced Standing Hours – ACE Military Credit: Department of Defense (STE108)
- Advanced Standing Hours – ACE Military Credit: Marine Corps (STE109)
- Advanced Standing Hours – ACE Military Credit: Navy (STE110)

New validation values:

- 9999AF – Air Force courses from military transcript or course credit given for active duty assignments through ACE.
- 9999AR – Army courses from military transcript or course credit given for active duty assignments through ACE.
- 9999CG – Coast Guard courses from military transcript or course credit given for active duty assignments through ACE.
- 9999DD – Department of Defense courses from military transcript or course credit given for active duty assignments through ACE.
- 9999MC – Marine Corps courses from military transcript or course credit given for active duty assignments through ACE.
- 9999NA – Navy courses from military transcript or course credit given for active duty assignments through ACE.

New validation errors:
- VSTE322 – Advanced Hours Accepted – ACE Military Credit: Air Force must be between 0 and 100.
- VSTE323 – Advanced Hours Accepted – ACE Military Credit: Army must be between 0 and 100.
- VSTE324 – Advanced Hours Accepted – ACE Military Credit: Coast Guard must be between 0 and 100.

- VSTE325 – Advanced Hours Accepted – ACE Military Credit: Department of Defense must be between 0 and 100.
- VSTE326 – Advanced Hours Accepted – ACE Military Credit: Marine Corps must be between 0 and 100.
- VSTE327 – Advanced Hours Accepted – ACE Military Credit: Navy must be between 0 and 100.

The following data element and validation rule were modified:

Modified data element:

- Advanced Standing Code (STE085)

Modified validation rule:

- VSTE265

Test Scenario 1:

In Cognos, generate a data element dictionary using the Data Dictionary > Download PDF option. Verify that the following new data elements, valid values and validation rules exist:

Data Element: Advanced Standing Hours – ACE Military Credit: Air Force (STE105)

Valid Value: 9999AF – Air Force courses from military transcript or course credit given for active duty assignments through ACE.

Validation Rule: VSTE322 – Advanced Hours Accepted – ACE Military Credit: Air Force must be between 0 and 100.

Data Element: Advanced Standing Hours – ACE Military Credit: Army (STE106)

Valid Value: 9999AR – Army courses from military transcript or course credit given for active duty assignments through ACE.

Validation Rule: VSTE323 – Advanced Hours Accepted – ACE Military Credit: Army must be between 0 and 100.

Data Element: Advanced Standing Hours – ACE Military Credit: Coast Guard (STE107)

Valid Value: VSTE324 – Advanced Hours Accepted – ACE Military Credit: Coast Guard must be between 0 and 100.

Validation Rule: VSTE324 – Advanced Hours Accepted – ACE Military Credit: Coast Guard must be between 0 and 100.

Data Element: Advanced Standing Hours – ACE Military Credit: Department of Defense (STE108)

Valid Value: 9999DD – Department of Defense courses from military transcript or course credit given for active duty assignments through ACE.

Validation Rule: VSTE325 – Advanced Hours Accepted – ACE Military Credit: Department of Defense must be between 0 and 100.

Data Element: Advanced Standing Hours – ACE Military Credit: Marine Corps (STE109)

Valid Value: 9999MC – Marine Corps courses from military transcript or course credit given for active duty assignments through ACE.

Validation Rule: VSTE326 – Advanced Hours Accepted – ACE Military Credit: Marine Corps must be between 0 and 100.

Data Element: Advanced Standing Hours – ACE Military Credit: Navy (STE110)

Valid Value: 9999NA – Navy courses from military transcript or course credit given for active duty assignments through ACE.

Validation Rule: VSTE327 – Advanced Hours Accepted – ACE Military Credit: Navy must be between 0 and 100.

Test Scenario 2:

In the Data Element Dictionary, search for STE085. Verify the following:

Updated Data Element title: Advanced Standing Code (STE085)

Updated validation rule:

VSTE265 - Advanced Standing Codes can only be 999901, 999902, 999903, 999904, 999905, 999906, 999908, 999909, 999910, 9999AF, 9999AR, 9999CG, 9999DD, 9999MC, 9999NA.

Verify the following updated Data Source > Column field contains:

SHRTRIT_SGBI_CODE

Test Scenario 3:

In Cognos, run the Student Data Submission Review > Advanced Standing Summary report. Verify the presence of the following Advanced Standing Codes and Descriptions:

AMCAF - ACE Military Credit: Air Force

AMCAR - ACE Military Credit: Army

AMCCG - ACE Military Credit: Coast Guard

AMCDD - ACE Military Credit: Department of Defense

AMCMC - ACE Military Credit: Marine Corps

AMCNA - ACE Military Credit: Navy

Test Scenario 4:

On SOAXREF label RGTADPL, map an existing Advanced Standing source/background institution (SBGI) code (i.e. 999903 ACE, 99990 Other) to one of the new Advanced Standing – ACE Military Credit codes (i.e. 9999AF, 9999AR, etc.).

Run the ZADMETL process for parameter value A to generate output for ADC. Review the .lis file output for any errors. If ZADMETL completed successfully, run the ADC extraction.

In Cognos, run the Student Data Submission - Advanced Standing Summary report. Verify that the Advanced Standing – ACE Military Credit code cross referenced on SOAXREF is displayed on the report with values in the ADVANCED_HOURS_EARNED and Record Count columns.

Remove the cross reference from SOAXREF.

Testing successful? (circle one) Yes/No

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

Signature

Title

Additional Advanced Standing

Purpose

In order to provide more granularity about the new and growing ways that students are being granted advanced standing hours for prior learning assessment, institutions may begin using new transfer institution codes in Banner. Individual data elements and transfer institution codes will be established for credit accepted through Professional Certification, Portfolio Review, and Performance to allow institutions to better identify and record credit that may have been previously recorded under data element Advance Standing Hours – Other (STE005).

Functionality delivered with this release:

The following new data elements, valid values, and validation errors are included in this release:

New Data Elements:

- Advanced Standing Hours – Professional Certification (STE102)
- Advanced Standing Hours – Portfolio Review (STE103)
- Advanced Standing Hours – Performance (STE104)

New Validation Values:

- 999908 – Credit by Professional Certification
- 999909 – Credit by Portfolio Review
- 999910 – Credit by Performance

New Validation Errors:

- VSTE319 - Advanced Hours Accepted – Professional Certification must be between 0 and 100.
- VSTE320 - Advanced Hours Accepted – Portfolio Review must be between 0 and 100.
- VSTE321 - Advanced Hours Accepted – Performance must be between 0 and 100.

Test Scenario 1:

In Cognos, generate a data element dictionary using the Data Dictionary > Download PDF option. Verify that the following new data elements, validation values and validation rules exist.

Advanced Standing Hours – Professional Certification (STE102)

Valid Value: 999908 – Credit by Professional Certification

Validation Rule: VSTE319 - Advanced Hours Accepted – Professional Certification must be between 0 and 100.

Advanced Standing Hours – Portfolio Review (STE103)

Valid Value: 999909 – Credit by Portfolio Review

Validation Rule: VSTE320 - Advanced Hours Accepted – Portfolio Review must be between 0 and 100.

Advanced Standing Hours – Performance (STE104)

    Valid Value: 999910 – Credit by Performance

    Validation Rule: VSTE321 - Advanced Hours Accepted – Performance must be between 0 and 100.

Test Scenario 2:

In Cognos, run the Student Data Submission Review > Advanced Standing Summary report. Verify the presence of the following Advanced Standing Codes and Descriptions:

    PROFCT – Credit by Professional Certification

    PORTRV – Credit by Portfolio Review

    PERFRM – Credit by Performance

Test Scenario 3:

On SOAXREF label RGTADPL, map an existing Advanced Standing source/background institution (SBGI) code (i.e. 99990 Other) to one of the Additional Advanced Standing SBGI codes (i.e. 999908, 999909, etc.).

Run the ZADMETL process for parameter value A to generate output for ADC. Review the .lis file output for any errors. If ZADMETL completed successfully, run the ADC extraction.

In Cognos, run the Student Data Submission - Advanced Standing Summary report. Verify that the Additional Advanced Standing code cross referenced on SOAXREF is displayed on the report with values in the ADVANCED_HOURS_EARNED and Record Count columns.

Remove the cross reference from SOAXREF.

Testing successful? (circle one) Yes/No

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

Signature

Title

Course Data Submission Summary Report Drill Down

Purpose

To assist institutions with validation of the Semester Credit Hours Summary and the Credit Hours Generated by Program Area reports, a drill down on the total fields will be added to the Course Data Submission Summary report.

Functionality delivered with this release:

The Course Data Submission Summary report drill down will link to a listing of courses that make up the total credit hours for column headings LOWER_LEVEL, UPPER_LEVEL, GRADPROF, MILITARY, NR and UNKNOWN.

Test Scenario 1:

In Cognos, generate the Course Data Submission Summary report. For each combination of Current Enrollment Indicator (CNTENRLN, CNTENRLY) and Census Status (C1, C2), verify that the totals for each level code (LOWER_LEVEL, UPPER_LEVEL, GRADPROF, etc.) are correct.

Testing successful? (circle one) Yes/No

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

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Signature _____

Title _____