

# Information Technology Services



## **Test Plan**

## **Academic Release 1.5**

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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)

## 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/cgi-bin/cognos.cgi>

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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

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

Change Notes: Updated VSTE014 to add RN code; Updated Valid Values to reference MOWR: JE, RA, RN

### Test Scenario 2:

In Cognos, generate a data element dictionary using the Data Dictionary > Download PDF option and search for STE080.

Verify that the Business Practice sections shows the following:

Institutional student type codes must be translated to Regents' admission type values on SOAXREF using Cross-Reference Label RGTSTYP. 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)

Verify the following updated validation rule:

VSTE254 - If matriculation date is equal to or greater than 20031, then If Student Type is D then Admit Type must be JE, EC, RA, DN, or RN.

Verify the Change History was edited to show the following:

Academic Term: 20202

Change Date: Nov 27, 2019

Change Notes: Updated VSTE254 to add RN code

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

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

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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

Gwinnett College, Georgia Highlands College, Gordon State College, and South Georgia State College, instruction level code must be 10, 20, 21, 22, 30, 31, 32, or NR.

VCRS011 – For Albany State University, Clayton State University, Fort Valley State University, Georgia Southwestern State University, and Savannah State University, instruction level code must be 10, 20, 21, 22, 30, 31, 32, 55, or NR.

VCRS012 – For Columbus State University, Georgia College & State University, Georgia Institute of Technology, Georgia Southern University, Kennesaw State University, Middle Georgia State University, University of North Georgia, University Of West Georgia, and Valdosta State University, instruction level code must be 10, 20, 21, 22, 30, 31, 32, 55, 65, 70, or NR.

VCRS013 - For Augusta University, Georgia State University, and University Of Georgia, instruction level code must be 10, 20, 21, 22, 30, 31, 32, 55, 65, 70, 80, or NR.

Verify the Data Source > GUI Label was populated with the following:

Supplemental Data tab > Classification

Verify the Change History was edited to show the following:

Academic Term: 20202

Change Date: Nov 27, 2019

Change Notes: In Fall 2019, the Business Practices section was updated. The descriptions of the following validation errors were updated: VCRS010, VCRS011, VCRS012, and VCRS013. GUI Label field was populated.

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

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

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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)

VSTR248 - International Baccalaureate Higher-Level English Examination (IB1) Score Range must be between 1 and 7.

#### Test Scenario 1:

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

Verify that the new data elements and validation errors exist.

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

- VSTR248 - International Baccalaureate Higher-Level English Examination (IB1) Score Range must be between 1 and 7.

#### Test Scenario 2:

Identify students with enrollment for Fall 2019 and test code IB1 on Test Score Information (SOATEST) or a test code translated to IB1 on SOAREF > RGTTEST.

For one or more students, replace the valid test score with a value outside the range 1 – 7 (i.e. 8)

**This step may require campus technical assistance or the use of a test score data load to bypass the validations that occur on SOATEST during data entry.**

Run ZADMETL, extract, and review errors in Cognos. Verify that the following error is received in the Data Submission Errors report for Test Scores (ODS\_ADMSTU\_TEST\_RESULTS\_MIMIC).

VSTR248 - International Baccalaureate Higher-Level English Examination (IB1) Score Range must be between 1 and 7.

Replace the invalid test score value with the correct value.

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

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

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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.

Testing successful? (circle one) Yes/No

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

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## Learning Support Current Enrollment Indicators

### Purpose

During the Summer EOT 20201 collection, ITS discovered that the Learning Support Current Enrollment Indicator – English (STE042) and Learning Support Current Enrollment Indicator – Math 1 (STE043) were not populated until grades were rolled to academic history. This resulted in a large number of validation errors VSTE151, VSTE173, and VSTE176 and known issue VSTE156 for institutions who had not yet rolled grades. In addition, after grades were rolled to academic history, the current enrollment indicators were not correctly populated with a “C” (Satisfied) for students who have satisfied Learning Support exit requirements.

The campus ETL logic will be updated to correctly populate the Learning Support Current Enrollment Indicators. Known issue VSTE156 will be changed back to a validation error.

### Functionality delivered with this release:

The campus ETL (CAMPUS\_ODS\_ADM\_ETL\_INSTALL.sql) was updated to correctly populate the Learning Support Current Enrollment Indicators by performing the following steps:

Populate the Learning Support Current Enrollment Indicator with X (Exempt) if a student is exempt from Learning Support. (SHRNCRS\_NCST\_CODE cross-referenced to X for SORXREF label RGTLS)

Populate the Learning Support Current Enrollment Indicator with C (Satisfied) if a student has completed Learning Support exit requirements. (SHRNCRS\_NCST\_CODE with a STVNCST\_SATISFIED\_IND equal to Y)

Populate the Learning Support Current Enrollment Indicator with Y (Currently enrolled) or N (Not currently enrolled) based on the following collection types and tables:

- MT: SFRSTCR
- EOT: SHRTCKG

The following validation rule will be changed from a Known Issue to an Error.

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 cannot be null.

**Note:** Institutions may still receive validation errors related to Learning Support Current Enrollment Indicator – English (STE042), Learning Support Current Enrollment Indicator – Math 1 (STE043) and Learning Support Current Enrollment Indicator – Math 2 (STE101) during End-of-Term if grades have not been rolled to academic history.

### Test Scenario 1:

In Cognos, generate a data element dictionary using the Data Dictionary > Download PDF option and search for data element STE043.

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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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## Learning Support Indicators – Math 2

### Purpose

During the Fall MT 20202 collection, ITS discovered that the Campus ETL was not pulling data for the Learning Support Requirement Indicator – Math 2 (STE100) and Learning Support Current Enrollment Indicator - Math 2 (STE101). Since the values for these indicators are null in the ODS table, the following validation rules are triggered:

(VSTE303) For students matriculating Fall 2019 and forward, if student level is 10, 20, 30, 40, then Learning Support Requirement Indicator – Math 2 must not be null.

(VSTE314) For students matriculating Fall 2019 and forward, if student level is 10, 20, 30, 40, then Learning Support Program Current Enrollment Indicator – Math 2 must not be null.

These Errors were changed to Known Issues to allow institutions to successfully submit data for the Fall MT 20202 collection.

### Functionality delivered with this release:

The campus ETL (CAMPUS\_ODS\_ADM\_ETL\_INSTALL.sql) was updated to correctly populate the Learning Support Requirement Indicator and the Learning Support Program Current Enrollment Indicator for Math 2.

Validation rules VSTE303 and VSTE 314 will be changed from Known Issues back to Validation Errors.

#### Test Scenario 1:

In Cognos, generate a data element dictionary using the Data Dictionary > Download PDF option and search for data element STE100.

Verify that the following validation rule is listed in the Validation Rules section with Severity Error:

VSTE303 - For students matriculating Fall 2019 and forward, if student level is 10, 20, 30, 40, then Learning Support Requirement Indicator – Math 2 must not be null.

#### Test Scenario 2:

In Cognos, generate a data element dictionary using the Data Dictionary > Download PDF option and search for data element STE101.

Verify that the following validation rule is listed in the Validation Rules section with Severity Error:

VSTE314 - For students matriculating Fall 2019 and forward, if student level is 10, 20, 30, 40, then Learning Support Program Current Enrollment Indicator – Math 2 must not be null.

#### Test Scenario 3:

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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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