

RELEASE 1931

**Service Request 82583
Race and Ethnicity Data Restructuring in Payroll**

**Service Request 82806
Health Sciences Compensation Data**

**Service Request 82979
Add PPS Separation Reason Code to CPS Interface**

**Service Request 83016
Web New Hire – Add Appointment Dept Code**

**Error Reports 2276, 2279, 2280, 2281, 2283, 2285,
2286, 2287, 2288, 2290, 2293, 2297, 2307**

Test Plan

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Testing Overview

This test plan addresses the test runs and cases constructed to verify the correct installation of Release 1931. The test is made up of the following components:

Batch Testing

- Control Table Data Base (CTL) Initial Load (LOADCTL)
- Employee Data Base (EDB) Initial Load (LOADEDDB)
- Individual Identification Data Base (IID) Initial Load (LOADIID)
- History Table Data Base (HDB) Initial Load (LOADHDB)
- CPS Employee Interface File (RUN711)
- Batch EDB Update (RUN120U)
- HDB Update (RUN742)

Online Testing

- EPD1 - Employee Personal Data 1
- IGEN - General Information 1
- HPER - Personal Data History
- Web EDB Inquiry Testing
- Web EDB Update New Hire Testing

LOADCTL: Control Table (CTL) Initial Load

Description

This job loads the DB2 CTL database.

Verification

Ensure that the DB2 CTL has been successfully restored by verifying normal completion of the job and ensuring that all tables have been successfully loaded into the data base. The members in PDS UDB2CTL already reflect the updates applied to the DB2 Control tables.

LOADEDDB: Employee Data Base (EDB) Initial Load

Description

This job loads the EDB database.

Verification

In order to assure successful completion of this job, verify that the EDB has been successfully restored by verifying normal completion of the job and ensuring that all tables have been successfully loaded into the data base.

LOADIID: Individual Identification Data Base (IID) Initial Load

Description

This job loads the IID database.

Verification

In order to assure successful completion of this job, verify that the IID has been successfully restored by verifying normal completion of the job and ensuring that all tables have been successfully loaded into the data base.

LOADHDB: History Data Base (HDB) Initial Load

Description

This job loads the HDB database.

Verification

In order to assure successful completion of this job, verify that the HDB has been successfully restored by verifying normal completion of the job and ensuring that all tables have been successfully loaded into the data base.

Batch Test Plan

RUN711: CPS Employee Interface File

Description

This job runs PPP711 to produce the CPS Employee Interface file.

Verification

Ensure that the job has been executed successfully. Verification can be made by reviewing the PDS REPORTS member PPP711.

- Verify that the job completed normally.
- Verify that the following files match the supplied files: EMPDATA and DEPDATA

RUN120U: Batch EDB Update

Description

This job runs PPP020, PPP050, PPP080, PPP120, PPP100, and PPP180 to update the EDB with miscellaneous transactions.

Verification

Verify that the job has completed normally. Compare the PPP1800 report to the one provided with the release. There may be differences with date/time fields but the rest of the report should match. Appendix A describes the transactions that were processed by the batch EDB update.

RUN742: HDB Update

Description

This job runs an update of the HDB, using the ECF from RUN120U.

Verification

Verify that the job has completed normally.

Online Test Plan

EPD1: Employee Personal Data 1

Description

The EPD1 screen enables the user to enter and update personal information about the employee.

Verification

Access the **EPD1** screen for employee ID **000050020**.

Verify that the field level help appears for the following new data elements:

Hispanic	(EDB0322)
American Indian or Alaska Native	(EDB0324)
Asian	(EDB0325)
Black/African American	(EDB0323)
Native Hawaiian or Other Pacific Islander	(EDB0326)
White	(EDB0327)

Verify that value 'Z' has been added to help text for Primary Ethnic/Race.

Verify that the fields for the new data elements can be updated with 'Y', 'N' or blanks and that multiple indicators can be selected.

Steps to verify **new** warning message:

- Enter 'N' on one or more of the Racial indicators
- Leave remaining new data elements blank; do not enter any "Y"
- Hit PF5.
- Verify that the message displayed is "08-349-No racial indicators are 'Y' – recording non-response"
- The "N" will be replaced by blanks when you hit the final F5 update

Steps to verify **modified** warning message:

- Leave Primary Ethnic/Race blank
- Hit PF5.
- Verify that the message displayed is "08-191 Ethnic Origin field is blank, will be derived".

Verify that Primary Ethnic/Race is derived:

- Enter "N" for Hispanic Indicator
- Enter "Y" for Asian Indicator
- Enter "N" or blanks for the other 4 race indicators
- Leave Primary Ethnic/Race blank
- Hit PF5 key twice
- Verify that derived Ethnic Code is "S"

IGEN: General Information 1

Description

The IGEN screen allows the user to view information relating to the employee as an individual rather than to the appointment(s) held by the employee, or to the distribution(s) related to those appointment(s).

Verification

Access the **IGEN** screen for employee ID **000050028**.

Verify that the field level help appears for the following new data elements:

Hispanic	(EDB0322)
Amer Indian Ind	(EDB0324)
Asian Ind	(EDB0325)
Black/African Amer Ind	(EDB0323)
Native Hawai Ind	(EDB0326)
White Ind	(EDB0327)

Verify that the following fields display as follows:

Hispanic	: Y
AI/A/AA/NH/W	: N/Y/Y/N/N

Verify the new group help for the **Sex/Ethnic Id** label.

Verify the new group help for the **AI/A/AA/NH/W** label.

HPER: Personal Data History

Description

HPER screen displays various personal data for an employee.

Verification

Access the **HPER** screen for employee ID **000050028**.

Verify that the following fields display as follows:

Hispanic : Y
AI/A/AA/NH/W : N/Y/Y/N/N

Verify the new group help on the **AI/A/AA/NH/W** label.

Verify that the field level help appears for the following new data elements:

Hispanic (EDB0322)
Amer Indian Ind (EDB0324)
Asian Ind (EDB0325)
Black/African Amer Ind (EDB0323)
Native Hawai Ind (EDB0326)
White Ind (EDB0327)

EHON: Honors Data

Description

EHON enables the user to enter and update up to fourteen separate honors received by the employee.

Verification

Access the **EHON** screen for employee ID 000050028.

Enter Honor Type Code ‘ DDS’ (with a leading space) and Date ‘9999’. After pressing enter, the program should remove any leading space and display the description of the Honor Type Code i.e. “Doctor of Dental Surgery”.

Web EDB Inquiry Testing

- 1.1 **Action:** Logon to PPS Web with a valid user ID and password which has access to the Web EDB Inquiry application.
Result: The main menu is displayed.
- 1.2 **Action:** Select the “Employee Database (EDB) Inquiry” link.
Result: “Employee Selection” screen is displayed. Verify that the version information at the bottom of the screen says “Release 2.5 (R1931)”.
- 1.3 **Action:** Enter employee Id. 000050020, and click “select”. Click on “Personal”.
Result: “Personal Information” screen is displayed. Verify that the screen includes indicators for the following:
- Hispanic
 - American Indian or Alaskan Native
 - Asian
 - Black/African American
 - Native Hawaiian or Other Pacific Islander
 - White.

Web EDB Update New Hire Testing

1.1 **Action:** Logon to PPS Web with a valid user ID and password which has access to the Web EDB Update application.

Result: The main menu is displayed.

1.2 **Action:** Select the “[EDB Update System - New Hire](#)” link.

Result: “Employee Identification” screen is displayed. Verify that the version information at the bottom of the screen says “Release 1.3 Build 001 (R1931)”. Verify that stylesheets and javascript have loaded correctly.

1.3 **Action:** Enter the following information and click “next”.

First Name => “TEST”

Last Name => “CASE”

Date of Birth => “01/01/76”

SSN => “445 79 4378”

Result: The application should take you to the *Personal Information* page, and a new id should appear in the yellow header bar towards the top. Verify that the screen has drop-downs with “—/No/Yes” for all of the following ethnicity indicators:

Hispanic

American Indian or Alaskan Native

Asian

Black/African American

Native Hawaiian or Other Pacific Islander

White

1.4 **Action:** This step is required only for campuses using “Appointment Department Code”. Click on “Appointments & Distribution” and click on “Add Appointment”

Result: “Add Appointment” form is displayed. Verify that the screen includes “Appointment Department Code” for data entry.

Appendix A

The following table describes the transactions processed in the Batch EDB Update (RUN120U).

Employee ID	Date Prepared	ETH	HISP	AMER IND	ASIAN	AFR AMER	NAT HAW	WHT	Comments
222222001	062110	Z							Ethnic code updated from F to Z
222222002	062110			Y					American Indian set to Y; rest of ethnic flags to N
222222003	062110				Y				Asian set to Y; rest of ethnic flags to N
222222004	062110					Y			African American set to Y; rest of ethnic flags to N
222222005	062110						Y		Native Hawaiian set to Y; rest of ethnic flags to N
222222007	062110							Y	White set to Y; rest of ethnic flags to N
222222008	062110			Z					Rejected
222222009	062110			N					Messages 08-349 and 12-349 issued
222222010	062110				N				Messages 08-349 and 12-349 issued
222222011	062110					N			Messages 08-349 and 12-349 issued
222222012	062110						N		Messages 08-349 and 12-349 issued
222222013	062110							N	Messages 08-349 and 12-349 issued
222222014	062110			N	N	N	N	N	Messages 08-349 and 12-349 issued
222222015	062110		Y						Hispanic Ind set to Y
222222016	062110		N	Y					American Indian set to Y; Ethnic Code derived to Q; Messages 08-191 and 12-191 issued
222222017	062110		N		Y				Asian set to Y; Ethnic Code derived to S; Messages 08-191 and 12-191 issued
222222018	062110		N			Y			African American set to Y; Ethnic Code derived to P; Messages 08-191 and 12-191 issued
222222019	062110		N				Y		Native Hawaiian set to Y; Ethnic Code derived to T; Messages 08-191 and 12-191 issued
222222020	062110		N					Y	White set to Y; Ethnic Code derived to V; Messages 08-191 and 12-191 issued
222222021	062110	*	*	*	*	*	*	*	Ethnic code derived to U; Messages 08-191 and 12-191 issued