

**RELEASE 1770**

**Service Request 81873  
Error Reports 2047, 2083**

**Web Merit Enhancements 2007 Phase I**

**Test Plan**

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## Testing Overview

This test plan addresses the test cases constructed to verify the correct installation of Release 1770. The test is made up of the following components:

1. Control Table Data Base (CTL) Initial Load (LOADCTL)
2. Merit Table Data Base (MRT) Initial Load (LOADMRT)
3. Load ARSM tables UC0ASC and UC0GRP (LOADPCDX)
4. Web Merit Testing
5. Load PPPBUT table (LOADBUT)
6. Error Report 2047 Testing

## **Control Table (CTL) Initial Load (LOADCTL)**

### **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 database.

## **Merit Data Base (MRT) Initial Load (LOADMRT)**

### **Description**

This job loads the MRT database.

### **Verification**

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

## **Load ARSM Tables UC0ASC and UC0GRP (LOADPCDX)**

### **Description**

This job loads the UC0ASC and UC0GRP tables. Please note that all base User IDs should be **substituted** with your own User IDs before loading into the UC0ASC and UC0GRP tables. The test cases have been set up for user ID PAYCFG.

Make sure to use the **LOAD RESUME YES** option which will not replace your current ARSM entries.

### **Verification**

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

## Web Merit Testing

### Description

This test plan confirms that Web Merit changes have been installed properly. The table loads for the PPS Merit tables contain selected Cycle IDs that are used in the test cases that follow. The test cases have been set up for user ID PAYCFG. Log on to the Web Merit System using the user ID that has been substituted for PAYCFG.

### Verification of Web Changes

To confirm that the new version of Web Merit has been successfully installed, verify the following:

#### *Merit Cycle Administration*

1. Click on the Merit/Across the Board Administration link.
2. From the Merit Cycle Administration screen, select “Cycle Definition” and click the “Add New” button.
3. Enter a Cycle ID containing a special character (/ \* \ : “ < > ? |), complete the remaining required fields, and click “Add”. Verify that the application issues the following error message:

Cycle ID may not contain any of these characters: / \* \ : “ < > ? |

### Range Roster

1. Click on Merit Review/Input, select CYCLE1-OR-MERIT and click "Open Roster". Verify that the departments are listed in ascending order.
2. For Department 222222, click "Get All".
3. Confirm that the layout matches the layout in the screenshots below. In particular, confirm the placement of buttons and links above and below the roster table, the placement of the Pct Incr. and Annual Increase columns, and the headings for the Current Salary/Rate and New Salary/Rate columns.

Top of roster table:

**RANGE BASED MERIT ROSTER: [CYCLE1-OR-MERIT](#)**

Cycle Status: Open for Departmental Input  
 Cycle Date: 06/07      BW Effective Date: 06/03/2007      MO Effective Date: 06/01/2007

Enter the evaluation date and performance rating, then the annual increase or the percent increase. Click "Save Changes" at any time to save the data you have entered.

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<input type="button" value="Cost Summary"/>		Select Download <input type="button" value="Go"/>		<input type="button" value="Calculate"/>		<input type="button" value="Reset"/>		<input type="button" value="Save Changes"/>	
Name/ Employee ID	Title Code/Dept.Title Dept.Desc.	Pay Sched./ Time%	Current Salary/ Rate	Grade	Eval.Date (MMYY)	Perf. Rating	Pct Incr.	Annual Increase	New Salary / Rate
<a href="#">BLOOM, JERRY T</a> 777555006	<a href="#">9307</a> / 804918 CHANCELLORS OFFICE	BW 1.00	138450 5325.00						

Bottom of roster table:

<a href="#">LUCKY, JAMES P</a> 777555020	<a href="#">5428</a> / 804918 CHANCELLORS OFFICE	MO 1.00	39888 3324.00						
<a href="#">MILDER, RAUL T</a> 777555003	<a href="#">5428</a> / 804918 CHANCELLORS OFFICE	MO 0.50	39924 3327.00		06/06	4	4.00	1596.96	41521 3460.08 RLM
<a href="#">MISTY, EDWINA E</a> 777555007	<a href="#">9307</a> / 804918 CHANCELLORS OFFICE	BW 1.00	138450 5325.00						

   Select Download            

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4. From the Download menu, select “Deletes” and click “Go”. Confirm that the text file is named ‘CYCLE1-OR-MERIT\_DELETES’ and contains records for the following deleted employees:
  1. COE, CHRIS
  2. DISH, CANDI
  3. GRAHAM, ANNA
  4. JELLO, JERRY O
  5. LETTERMAN, WALTER P
  6. LUCKY, JAMES P
  7. MOON, JOHNNIE J
  8. O'REDSTONE, KIMBERLY R
  9. OCEAN, BRUCE G
  10. PECKNER, MIKE P
  11. PENDANT, CODY
  12. ROUND, MERRY GO
  13. SMITH, SAMUAL T
  14. WONDERFUL, MISTER A
5. From the Download menu, select “Roster” and click “Go”. Confirm that the roster text file does not include the employees listed on the DELETES file.
6. On the download roster file, confirm that the Pct. Increase field precedes the Annual Increase field, and that the Title Description column appears after the Title Code.
7. For employee BLOOM, JERRY, enter an Evaluation Date of ‘05/06’ and press the Tab key to advance to the next field. Verify that the application issues the following error message:

Evaluation Date is prior to the Oldest Performance Review Date for this cycle.
8. For employee CIBLE, VINCE, leave the Evaluation Date blank and enter a Performance Rating of ‘X’. Press Tab to advance to the next entry field. Verify that no error message is issued.
9. Press the “Reset” button.
10. For employee BLOOPER, MISTY, enter an evaluation date of ‘06/07’, a Performance Rating of ‘3’, and an increase of 3%. Click “Calculate”. Verify that the employee record is not flagged as ‘RLM’ (‘new rate is less than the minimum found in TCT’).

### ***Range Roster – Employee Detail***

1. On page 2 of the roster for CYCLE1-OR-MERIT, department 222222, click on the employee name link for WHILE, CHAD A.
2. On the Employee Detail page for employee WHILE, confirm that the distribution time percent is displayed as 0.6033.
3. Confirm that the Next Merit Review Code value is displayed as ‘5’ without any period after the numeric value.
4. Input additional comments into the Comments box for employee WHILE and click “Save Comments”. Close the Employee Detail window and refresh the roster page. Verify that the employee record is not highlighted as a deleted record.
5. Click on the employee name link for employee WHILE. Confirm that the additional comments are displayed in the Comments text box. Close the Employee Detail window.
6. Click on the employee name link for deleted employee WONDERFUL, MISTER.
7. On the Employee Detail page, enter additional comments in the Comments text box and click “Save Comments”. Close the Employee Detail page.

8. Click on the employee name link for employee WONDERFUL again. Confirm that the additional comments are displayed in the Comments text box.
9. On the Employee Detail page, click "Restore to Roster". Confirm that the existing comments are not deleted.

**Step Roster**

1. From the Merit menu, click on Merit Review/Input, select CYCLE3-STEP-MERIT and click "Open Roster". For Department 222222, click "Get All".
2. Confirm that the layout matches the layout in the screenshot below. In particular, confirm the placement of buttons and links above and below the roster table, and the headings for the Current Salary/Rate and New Salary/Rate columns.

Top of roster table:

**STEP BASED MERIT ROSTER: [CYCLE3-STEP-MERIT](#)**

Cycle Status: Final Extract Open for HR, Control Point Review  
 Cycle Date: 06/07      BW Effective Date: 06/03/2007      MO Effective Date: 06/01/2007

Enter the evaluation date, the performance rating, and the recommended step increase. Click "Save Changes" at any time to save the data you have entered.

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<input type="button" value="Cost Summary"/>		Select Download <input type="button" value="Go"/>		<input type="button" value="Calculate"/>		<input type="button" value="Reset"/>		<input type="button" value="Save Changes"/>		
Name/ Employee ID	Title Code/Dept Title Dept Desc.	Pay Sched./ Time%	Current Salary/ Rate	Curr. Step	Eval.Date (MM/YY)	Perf. Rating	Recomm. Incr.	New Step	Pct Incr.	New Salary / Rate
<a href="#">BENSON, HEIDI B</a> 777555034	<a href="#">6113</a> / 845001 PHYSICAL PLANT	BW 1.00	15.4900	4.5		NP	0.0	4.5	0.03	15.4943
<a href="#">ABSENT, MARCUS M.</a> 000050020	<a href="#">4804</a> / 804918 CHANCELLORS OFFICE	MO 0.80	40512 3376.00	1.0	05/07	3	2.0	3.0	9.39	44316 3693.00

Bottom of roster table:

<a href="#">BANNER, RALPH E.</a> 444000070	<a href="#">7704</a> / 804918 CHANCELLORS OFFICE	MO 1.00	39588 3299.00	3.0						
<a href="#">BARKEY, JOHN</a> 222222001	<a href="#">7704</a> / 804918 CHANCELLORS OFFICE	MO 1.00	41400 3450.00	4.0						
<a href="#">BARR, MOUNDS</a> 444000063	<a href="#">4804</a> / 804918 CHANCELLORS OFFICE	MO 1.00	48696 4058.00	5.0						

   Select Download            

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3. From the Download menu, select “Deletes” and click “Go”. Confirm that the text file is named ‘CYCLE3-STEP-MERIT\_DELETES’ and contains records for the following deleted employees:
  1. BARR, MOUNDS
  2. BELLA, ELLA VON
4. For employee AHOY, CHIP, enter an Evaluation Date of ‘05/06’ and press the Tab key to advance to the next field. Verify that the application issues the following error message:

Evaluation Date is prior to the Oldest Performance Review Date for this cycle.

5. For employee ALLCARRS, COLIN, leave the Evaluation Date blank and enter a Performance Rating of ‘X’. Press Tab to advance to the next entry field. Verify that no error message is issued when the Evaluation Date is blank and the Performance Rating is ‘X’.
6. Press reset.

### ***Step Roster – Employee Detail***

1. On the roster for CYCLE3-STEP-MERIT, department 222222, click on the employee name link for ATOR, RAY. Confirm that the distribution time percent is displayed as 0.4025.
2. Confirm that the Next Merit Review Code value is displayed as ‘2’ without any period after the numeric value.
3. Input comments into the Comments box for employee ATOR and click “Save Comments”. Close the Employee Detail window and refresh the roster page. Verify that the employee record is not highlighted as a deleted record.
4. Click on the employee name link for deleted employee BARR, MOUNDS. On the Employee Detail page, enter additional comments in the Comments text box and click “Save Comments”. Close the Employee Detail page.
5. Click on the employee name link for employee BARR again. Confirm that the additional comments are displayed in the Comments text box.

### ***Employee Name link (Internet Explorer 6 only)***

1. While browsing with Internet Explorer version 6, click on Merit Review/Input, select CYCLE3-STEP-MERIT and click “Open Roster”.
2. For Department 222222, click “Get All”.
3. Click on the employee name link for the first record on the roster, ‘BENSON, HEIDI’.
4. Close the Employee Detail screen.
5. On the roster page, click the ‘Next’ link.
6. Confirm that the employee name link for the first record on the second page, BAUM, JOHN, appears as a blue ‘unvisited’ link.

## **PPPBUT Table Load (LOADBUT)**

### **Description**

This job reloads the PPPBUT table in the DB2 CTL database. Note that in this load, only one PPPBUT table record has BUT\_MERIT\_SELECT = "Y". This will allow the verification of the resolution of error report 2047.

### **Verification**

Ensure that the PPPBUT table has been successfully loaded by verifying normal completion of the job.

## **Error Report 2047 Testing**

### **Description**

This test plan confirms that the changes to resolve Error Report 2047 have been installed properly. Error Report 2047 documents the problem whereby the Web Merit application abends when the BUT table has only one entry selected for Web Merit (BUT\_MERIT\_SELECT = "Y"). After successfully starting the Web Merit application on Websphere, the user clicks the Web Merit link on the Web PPS Main Menu, it is at this point that the abend previously occurred.

### **Verification of Error Report 2047 Resolution**

To confirm that the changes to resolve Error Report 2047 have been installed correctly, execute the following steps:

1. The web merit application must be stopped and restarted on the server.
2. After successfully restarting the Web Merit application, go to the Web PPS Main Menu and click the Web Merit link.
3. Verify that the Merit Menu is displayed. This confirms that the changes to resolve Error Report 2047 have been installed correctly.