

Release 1850

Service Request 82219

2008 Web Merit Roster Enhancements Phase II

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 1850.

The test is made up of the following components:

1. Control Table Data Base (CTL) Initial Load (LOADCTL)
2. Employee Data Base (EDB) Initial Load (LOADEDDB)
3. Merit Data Base (MRT) Initial Load (LOADMRT)
4. Load ARSM Tables UC0ASC and UC0GRP (LOADPCDX)
5. Web Merit Testing

Control Table Data Base (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.

Employee Data Base (EDB) Initial Load (LOADEDDB)

Description

This job loads the EDB database.

Verification

Ensure 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 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 PAYRXG.

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 PAYRXG. Log on to the Web merit System using the user ID that has been substituted for PAYRXG.

Verification of Web Changes

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

- External login.properties File
- Step Based Roster Downloads
- Range Based Roster Downloads
- Error Reports

External login.properties File

To verify the code changes to utilize an external login.properties file execute the following steps:

1. From the web server administration consol screen, stop and start the web merit application.
2. Log-in to the Web Merit application using the user ID that has been substituted for PAYRXG and go to the Merit Menu. Confirm that the web server system log displays the following message:

```
*****
***USING EXTERNAL login.properties***
*****
```

Step Based Roster Downloads

To verify the code changes for providing step-based roster downloads in PDF and Excel file formats, log-in to the Web Merit application using the user ID that has been substituted for PAYRXG and execute the following steps:

1. On the Merit Menu, click on “Merit Review / Input”. Select cycle ID “MRV-TX-MAY-2008”. Click on the “Open Roster” button.
2. The next screen displayed is the **Roster Department Selection List**. Click on “Get All” for department 444444.
3. The next screen displayed is the **Step Based Merit Roster** for department 444444 and all the departments under this department.
4. From the “Select Download” drop-down list, select “Roster” and click on “Go”. Confirm that a “File Download” window appears with the file name MRV-TX-MAY-2008_ROSTER.xls. Click “Open” and confirm the contents of the Roster are opened in an Excel work sheet. Verify the contents of the file with the sample output provided in attachment A.
5. From the “Select Download” drop-down list, select “Delete” and click on “Go”. Confirm that a “File Download” window appears with the file name MRV-TX-MAY-2008_DELETES.xls. Click “Open” and confirm the contents of the Roster are opened in an Excel work sheet. Verify the contents of the file with the sample output provided in attachment B.
6. From the “Select Download” drop-down list, select “Roster PDF” and click on “Go”. Confirm that a “File Download” window appears with the file name MRV-TX-MAY-2008_ROSTER.pdf. Click “Open” and confirm the contents of the Roster are opened with your default PDF document viewer (Adobe Reader or similar). Verify the contents of the file with the sample output provided in attachment C.

Range Based Roster Downloads

To verify the code changes for providing range-based roster downloads in PDF and Excel file formats, log-in to the Web Merit application using the user ID that has been substituted for PAYRXG and execute the following steps:

1. On the Merit Menu, click on “Merit Review / Input”. Select cycle ID “MRV-99-AUG-2008”. Click on the “Open Roster” button.
2. The next screen displayed is the **Roster Department Selection List**. Click on “Get All” for department 222222.
3. The next screen displayed is the **Step Based Merit Roster** for department 222222 and all the departments under this department.
4. From the “Select Download” drop-down list, select “Roster” and click on “Go”. Confirm that a “File Download” window appears with the file name MRV-99-AUG-2008_ROSTER.xls. Click “Open” and confirm the contents of the Roster are opened in an Excel work sheet. Verify the contents of the file with the sample output provided in attachment D.
5. From the “Select Download” drop-down list, select “Delete” and click on “Go”. Confirm that a “File Download” window appears with the file name MRV-99-AUG-2008_DELETES.xls. Click “Open” and confirm the contents of the Roster are opened in an Excel work sheet. Verify the contents of the file with the sample output provided in attachment E.
6. From the “Select Download” drop-down list, select “Roster PDF” and click on “Go”. Confirm that a “File Download” window appears with the file name MRV-99-AUG-2008_ROSTER.pdf. Click “Open” and confirm the contents of the Roster are opened with your default PDF document viewer (Adobe Reader or similar). Verify the contents of the file with the sample output provided in attachment F.

Error Report 2160

Error Report 2160 states that in the Web Merit Update Cycle screen, the sub-location is not displayed correctly.

To verify the code changes to resolve Error Report 2160, log-in to the Web Merit application using the user ID that has been substituted for PAYRXG and execute the following steps:

1. On the Merit Menu, click on “Merit/Across the Board Administration”. Select cycle ID “MRV-ATB-99-RES2” and click on “Edit”.
2. On the “Update Merit Cycle” screen, select “MD” from the drop-down list for “Sub-Location” and click on “Update”.
3. Verify that the next screen displays “Cycle ID: MRV-ATB-99-RES2 updated successfully.” message.
4. Click on “Return to Merit Cycle Administration” link.
5. On the Merit Cycle Administration screen, again, select cycle ID “MRV-ATB-99-RES2” and click on “Edit”.
6. Verify that the “Sub-Location” field is displaying “MD” as the sub-location.

Error Report 2167

Error Report 2167 states that in the Web Merit Add Cycle and Web Merit Update Cycle screens, when entering an invalid value in the Control Percent field, an SQL Error is encountered.

To verify the code changes to resolve Error Report 2167, log-in to the Web Merit application using the user ID that has been substituted for PAYRXG and execute the following steps:

1. On the Merit Menu, click on “Merit/Across the Board Administration”. Select cycle ID “MRV-ATB-99-RES2” and click on “Edit”.
2. On the “Update Merit Cycle” screen, enter “3-.” in the “Control/ATB Percent” field and click on “Update”.
3. Verify that the next screen displays “Cycle ID: MRV-ATB-99-RES2 updated successfully” message and that no error is encountered.

Error Report 2171

Error Report 2171 states that the Recommended Increase field in a regular step-based Merit Roster screen is blanked out on certain types of employees.

To verify the code changes to resolve Error Report 2171, log-in to the Web Merit application using the user ID that has been substituted for PAYRXG and execute the following steps:

1. On the Merit Menu, click on “Merit Review/Input”. Select cycle ID “MRV-TX-MAY-2008” and click on “Open Roster”.
2. Click on “Get All” for department 444444.
3. On the Step-Based Merit Roster, clear out “Evaluation Date”, “Performance Rating”, “Recommended Increase” and “New Step” fields for employee “ADAMS JOHN” (second record) and click on “Save Changes”.
4. Enter the following new values for the same employee “ADAMS JOHN” (second record):
Evaluation Date = 07/08.
Performance Rating = 3.
5. Click on “Save Changes”.
6. Verify that the “Recommended Increase” and “New Step” have been calculated and filled in with value “1.5”.

Error Report 2175

Error Report 2175 states that The Web Merit Range-Based Roster screen incorrectly displays an error message when deleting existing Performance Evaluation Date and Rating on an RGC employee.

To verify the code changes to resolve Error Report 2175, log-in to the Web Merit application using the user ID that has been substituted for PAYRXG and execute the following steps:

1. On the Merit Menu, click on “Merit Review/Input”. Select cycle ID “EEB HX MERIT 0207” and click on “Open Roster”.
2. Click on “Get All” for department 222222.
3. On the Range-Based Merit Roster, clear out “Evaluation Date” and “Performance Rating” for employee “BLOOM JERRY T” and click on “Save Changes”.
4. Verify that the previous values are gone and that no error is encountered.
5. Enter the following new values for the same employee “BLOOM JERRY T”:
Evaluation Date = 07/08.
Performance Rating = SUP.
Percent Increase=3.
6. Click on “Save Changes”.
7. Verify that the new values are present and that no error is encountered.

Attachment C – Sample Step-based Roster PDF Download

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**STEP BASED MERIT ROSTER
 MRV-TX-MAY-2008
 Department: 444444 - UCOP IR&C ADMIN**

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Cycle Status: Open for Departmental Input

Cycle Date: 05/08

BW Effective Date: 05/07/2008

MO Effective Date: 05/01/2008

Name / Employee ID	Department Code / Description	Title Code / Description	Pay Sched./ Time%	Current Salary / Rate	Curr Step	Eval. Date	Perf. Rating	Recomm. Increase	New Step	Percent Increase	New Salary / Rate	Self Update Flag	Error Code
ADAMS, JOHN 444000200	804918 CHANCELLORS OFFICE	4804 COMPUTER RESOURCE SPEC. II	MO 1.00	42996 3583.00	1.5								
ADAMS, JOHN 444000200	804918 CHANCELLORS OFFICE	4804 COMPUTER RESOURCE SPEC. II	MO 0.25	36000 3000.00		06/08	2	1.0	1.0	16.70	42012 3501.00		
AGUILAR, JOHN 444000201	861001 BUDGET OFFICE	4805 COMPUTER RESOURCE SPEC. I	MO 0.00	2400 200.00									
AGUILAR, JOHN 444000201	861001 BUDGET OFFICE	4805 COMPUTER RESOURCE SPEC. I	MO 1.00	42588 3549.00	5.0	04/08	3	3.0	8.0	15.05	48996 4083.00		RSM
AGUILAR, JOHN 444000201	861001 BUDGET OFFICE	4805 COMPUTER RESOURCE SPEC. I	MO 0.25	36000 3000.00									
ALTERMAN, JOHN 444000202	827701 HOSPITAL EDUCATION	4804 COMPUTER RESOURCE SPEC. II	BW 1.00	20.59	1.5	06/08	3	0.0	1.5	0.00	20.59		
ALVAREZ, JOHN 444000203	827701 HOSPITAL EDUCATION	4805 COMPUTER RESOURCE SPEC. I	BW 1.00	20.40	5.0	06/08	1	0.0	5.0	0.00	20.40		
BAUM, JOHN 444000205	861001 BUDGET OFFICE	4804 COMPUTER RESOURCE SPEC. II	MO 1.00	42996 3583.00	1.5	04/08	2	6.5	8.0	35.17	58116 4843.00		RSM
BAUM, JOHN 444000205	861001 BUDGET OFFICE	4804 COMPUTER RESOURCE SPEC. II	MO 0.25	36000 3000.00		04/08	2	1.0	1.0	16.70	42012 3501.00		
BRANDY, JOHN 444000206	861001 BUDGET OFFICE	4805 COMPUTER RESOURCE SPEC. I	BW 1.00	20.40	5.0								
BRANDY, JOHN 444000206	861001 BUDGET OFFICE	4805 COMPUTER RESOURCE SPEC. I	BW 0.25	19.00									
FITTE, BENNIE 000050082	804918 CHANCELLORS OFFICE	4804 COMPUTER RESOURCE SPEC. II	MO 0.40	50112 4176.00									

Note: RSM: new step set to maximum step available in TCT.

Attachment F – Sample Range-based Roster PDF Download

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**RANGE BASED MERIT ROSTER
 MRV-99-AUG-2008
 Department: 222222 - UCOP CENTRAL ADMIN**

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Cycle Status: Open for Departmental Input

Cycle Date: 08/08

BW Effective Date:

MO Effective Date: 08/01/2008

Name / Employee ID	Department Code / Description	Title Code / Description	Pay Sched./ Time%	Current Salary / Rate	Grade	Eval. Date	Perf. Rating	Percent Increase	Annual Increase	New Salary / Rate	Self Update Flag	Error Code
ABSENT-FOREVER, MARCUSEDRA 000050020	804918 CHANCELLORS OFFICE	7274 PROGRAMMER/ANALYST III-SUPVR	MO 1.00	69420 5785.00								
ABSENT-FOREVER, MARCUSEDRA 000050020	804918 CHANCELLORS OFFICE	7275 PROGRAMMER/ANALYST III	MO 0.50	70800 5900.00								
CAVALLI, JOHN 444000300	804918 CHANCELLORS OFFICE	7276 PROGRAMMER/ANALYST II-SUPVR	MO 1.00	72000 6000.00								
COOPER, JOHN 444000301	861001 BUDGET OFFICE	7274 PROGRAMMER/ANALYST III-SUPVR	MO 1.00	67200 5600.00								
CRAIG, JOHN 444000302	827701 HOSPITAL EDUCATION	7274 PROGRAMMER/ANALYST III-SUPVR	BW 0.80	72800 2800.00		03/08	2	1.00	728.00	73528 2828.00		
DAVID, JOHN 444000303	827701 HOSPITAL EDUCATION	7276 PROGRAMMER/ANALYST II-SUPVR	MO 1.00	78000 6500.00				0.00	0.00	78000 6500.00		RGC
DEERING, JOHN 444000304	861001 BUDGET OFFICE	7276 PROGRAMMER/ANALYST II-SUPVR	BW 1.00	78000 3000.00				0.00	0.00	78000 3000.00		RGC
DORAN, JOHN 444000305	861001 BUDGET OFFICE	7274 PROGRAMMER/ANALYST III-SUPVR	MO 1.00	57600 4800.00		07/08	2	0.00	0.00	57600 4800.00		
DORSEY, JOHN 444000306	861001 BUDGET OFFICE	7274 PROGRAMMER/ANALYST III-SUPVR	BW 1.00	70200 2700.00		07/08	3	0.00	0.00	70200 2700.00		

Note: RGC: existing salary rate is more than the max rate found in TCT.