State of Florida
Project Aspire

Agency Interface Validation Plan
T013

December 16, 2005

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1.0 Introduction

The Agency Interface Validation Plan (AIVP) is a document prepared for Agency Advocates and other Agency Implementation team personnel who are responsible for remediation of Agency Business Systems that will integrate with Aspire. It is also for various Project Aspire teams including 1) Application Software, 2) Enterprise Integration, and 3) Test Support. The Agency Interface Validation Plan is a roadmap for Agencies to prepare and execute integration testing between Agency Business systems and Aspire as part of Acceptance Testing during Wave Rollout.

It contains a list of interfaces available for integration to Aspire. Each Agency is to use the list to identify the interfaces they plan to test and implement. The Plan identifies the timeframe for which Agencies should have the remediation of their Interfaces completed for testing. It contains forms to gather production readiness information such as USERID's for Agency personnel, Agency points of contact, Aspire points of contact, e-mail addresses for error notification, and a variety of other setup information. It establishes the testing framework which includes the development of test scripts, establishing expected results, and defect reporting, tracking, and resolution. It describes the test execution process which begins with the execution of the Agency Interface, continues with the execution of the Aspire Interface, and ends when the expected results of the test have been accepted.

Agency Interface Validation Testing is a key activity for Agency Wave Rollout. It is vital that Agency Advocates and Agency Implementation team personnel grasp the Agency Interface Validation Plan and use it to prepare for a seamless and successful Wave Rollout.

1.1 Purpose

The purpose of the Project Aspire Agency Interface Validation Plan (T013) is to:

- Provide a general introduction of Project Aspire Agency Interface Validation Testing (AIVT).
- Explain Formal Agency Interface Validation Testing as an Acceptance Test process during Wave Rollout to validate Agency data entered into Aspire through interfaces.
- Explain Informal Agency Interface Validation Testing as a method of testing interfaces prior to Wave Rollout.
- Provide advance notice to Agencies of the pre-requisites and the processes for executing Agency Interface Validation Testing.

1.2 Objectives

The objectives of the Agency Interface Validation Plan are to:

- Discuss the scope, assumptions, and issues and risks involved with testing interfaces between Agency Business Systems and Aspire.
- Define both Formal and Informal Agency Interface Validation Testing.
- Provide an overview of the different Agency and Aspire roles and responsibilities.
- Document the approach and provide a high level Project Plan.
- Provide a list of interfaces for Agencies to identify the ones they will test and implement.
- Document the testing tools the Aspire Test Support team will utilize.
- Identify ancillary Aspire operations processes, which are included in Agency Interface Validation Testing.
- Provide examples and templates.
- Identify infrastructure and operation requirements.
- Identify security requirements.

1.3 Scope

The scope of the Agency Interface Validation Plan (T013) includes:

- Defining Agency Interface Validation Testing including Informal and Formal testing.
- Developing a framework for Agency Interface Validation Testing including preparation, execution, and defect reporting, tracking and resolution,
- Providing a relative timeline for the occurrence of AIVT.
- Identifying the scope of interfaces available for testing which is inclusive of all interfaces detailed in the Project Aspire Interface Operation Guide (IOG).

- Assessing ancillary processes such as Error Handling and IT processes.

1.4 Assumptions

The following assumptions were made in developing this plan.

- Agencies are engaged in remediation of their Agency Business Systems for integration with Aspire.
- Agencies will participate in End to End (e2e) testing of the interfaces they are planning to implement. An example of an End to End test is in Appendix C.
- Agencies will assign individuals to the roles and responsibilities required for AIVT.
- The Aspire testing environment is ready.
- The Project Aspire Interface Operation Guide contains all information to date for Agencies regarding technical design specifications for interfaces.
- The Project Aspire Testing Strategy (P019) describes, at a high level, all phases of Project Aspire testing. It also describes the defect resolution process.
- The Project Aspire Agency Interface Results (T014a) will document the results of Agency Interface Validation Testing.
- A009/A010 Test Plan Scripts and Results for System Testing will contain all test scripts and fully tested results of FFMIS, End to End and Agency Stub interfaces in Mercury Quality Center/Test Director.

1.5 Issues and Risks

This section documents issues and risks associated with the Aspire Agency Interface Validation Plan (T013).

- The Wave Rollout schedule must be published in a timely manner and must be persistent.
- The interface catalog must be complete to allow Agencies to prioritize remediation.

- AIVT setup forms and templates must be available to allow Agencies to gather setup data accurately and timely.
- Agency Implementation team resources must be allocated to support AIVT activities.
- Aspire Agency Interface File Processing and Load Error Notification white paper must be available on the Aspire web site to assist the Agencies in the remediation process.
- Timeline issues dependant upon project plan.

2.0 Resource Plan

This section provides an overview of the different roles and responsibilities necessary for planning, implementing and coordinating Agency Interface Validation Testing. The individuals assigned to specific interface tests will not be determined in this document, but prior to the actual Testing. The Project Aspire team members assigned to these roles will be responsible for coordination with the Project Aspire Infrastructure Team of test defects requiring infrastructure team assistance.

The tables below show the (P)rimary, (S)econdary, and (X)Participant roles which will be utilized in AIVT Planning and Execution

2.1 Interface Testing Planning Roles

Resources from both Aspire and State Agencies will be required as indicated:

Aspire Testing Teams → / Testing Tasks ↓	Application Software Team	Testing Support Team	Technical: Application Development Team	Technical: Enterprise Interface Team	Technical: Infrastructure Team	Agency Advocates	Agency Technical Lead
Planning Kick-off	X	P	X	X	X	X	X
Load BPDs and Menus in Requirements Module of TestDirector		P					
Test Case: Plan Data, Write Scripts and Develop Expected Results	S	S	P	P		S	X
Map Requirements to Test Cases in Test Director		P					
Test Plan: Develop Plan, Test Sets and Execution Flows	S	P				S	X

Interface Test Planning

2.2 Interface Testing Execution Roles

Aspire Testing Teams → / Testing Tasks ↓	Software Application Team	Testing Support Team	Technical: Application Development Team	Technical: Enterprise Interface Team	Technical: Infrastructure Team	Agency Advocates	Agency Technical Lead
Execute Kick-off Meeting	X	P	X	X	X	X	X
Build Test Environment					P		
Test Environment Data/Configuration Set-up	P	S	S	S		X	X
Execute Test Cases and Test Sets in TestDirector	S	S	S	P		X	
Analyze Results and Log Defects in Test Director	S	S	S	P		X	X
Defect Resolution	S	S	S	P	S	X	X
Reporting and Final Documentation	S	S	S	P		X	
Exit Meeting	X	P	X	X	X	X	X

Interface Test Execution

3.0 Plan Approach

The approach to accomplishing Agency Interface Validation Testing includes:

- Organize for testing – The Aspire Enterprise Integration team member, Aspire Test Support team member, Aspire Application Software team member and the Agency Advocates determine test cases to be executed, the test schedule and the resources required to execute the test.

- Design/Build Test Scripts – The Aspire Application Software team member will develop test scripts for each interface to be tested. Each test script will involve creating test steps, test data, expected results, and entrance & exit criteria.

- Design/Build Test Procedures – The Aspire Test Support team will develop instructions for executing the tests including provisions for test execution, error/issue Management, and status reporting.

- Build Test Environment – The Aspire Technical Infrastructure team will build the hardware, software, data setups, and security setup required for testing.

- Execute Test – The Agency and Aspire testers and the Aspire Application Software team will prepare the test environment and execute the test.

- Resolve Test Defects – The Enterprise Integration team member or the Application Software team member will resolve the test defects. This also includes updating the associated documentation or code.

- Test Acceptance – The State of Florida will evaluate the actual results versus the expected results for test acceptance. Test acceptance may be considered achieving the expected results with no crucial outstanding issues.

Testing will be conducted in two stages which are:

- Informal Agency Interface Validation Testing, and

- Formal Agency Interface Validation Testing.

Agency Interface Validation Testing steps for each stage will be executed by the Aspire Testing Support team, the Aspire Application Software team, the Aspire Enterprise Integration Team and the Agency Implementation team.

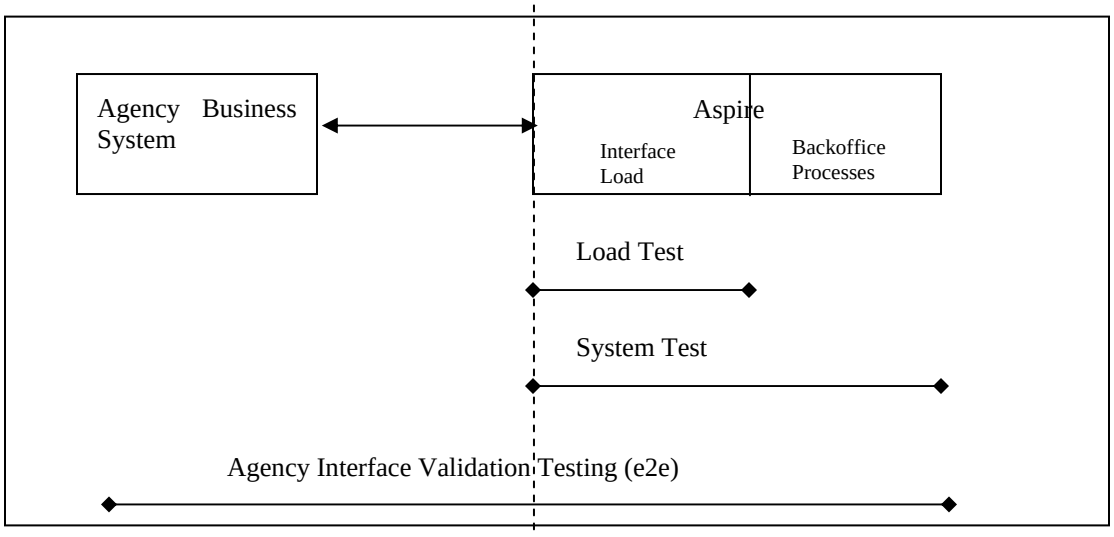
3.1 Definition of Test Stages

Informal Agency Interface Validation Testing (IAIVT) is the execution of an end to end PeopleSoft set of batch processes by the Aspire Application Software team using data interfaced from an Agency Business System. The PeopleSoft set of batch processes are

integral components of Aspire Business Processes, which an example can be found in Appendix C. The data is monitored and tracked for each process and evaluated. IAIVT may be performed at any time during the project. The prerequisite for IAIVT is the Project Aspire interface and PeopleSoft batch processes related to the interface have been developed, unit tested, accepted, and resides in the Functional Testing environment, and the Agency or Agencies have completed the remediation of their respective interfaces. Informal Agency Interface Validation Testing will use the unit test steps detailed in the Test Consideration section of the Project Aspire Detailed Design Specification (A007) deliverable and the Technical Design Specifications for test execution. It requires construction of a PeopleSoft job definition in the functional testing environment. An example of a PeopleSoft job definition is in Appendix C. The interface data file is provided by the Agencies.

Formal Agency Interface Validation Testing (FAIVT) is the execution of an end to end PeopleSoft set of batch processes by the Aspire Application Software team with formal defect tracking, resolution, and regression testing just prior to the Agencies Wave rollout. It is also for Agencies to formally validate the remediation of their business systems. It requires test scripts to be developed by the Aspire Application Software team for each respective FAIVT scenario. The test script is a combination of a specific interface test script and the PeopleSoft batch processes test scripts. (I.E. the AR deposit interface is complemented with ARPAYLOAD and ARUPDATE.) An example of a test script is in Appendix E. It requires construction of a PeopleSoft job definition in the formal test environment by the Aspire Application Software team. The interface data file is provided by the Agencies.

Agency Interface Validation Testing, either informal or formal, is an end to end process that requires all prior testing phases to be completed.



3.2 Agency Interface Validation Testing Preparation

3.2.1 Agency Interface Validation Testing Kickoff Meeting

The Aspire Project Team will conduct an AIVT kickoff meeting which will discuss:

- Testing Procedures and Standards
- Roles and Responsibilities of the Agency
- Preparation for Agency Interface Validation Testing
- Logging Defects
- Troubleshooting and Resolving Issues
- Points of Contact
- Operational issues and procedures

The kickoff meeting, either for informal or formal AIVT, will be conducted for one Agency or multiple Agencies depending on an Agency's remediation status and/or Wave Rollout schedule.

The kickoff meeting for Formal Agency Interface Validation Testing should occur up to four months prior to an Agencies scheduled Wave Rollout to ensure sufficient time for completion. As defined above in section 3.1, Formal Agency Interface Validation Testing is the process an Agency executes for acceptance of the Aspire Interfaces and PeopleSoft batch processes. It will require formal test scripts, defect reporting, defect tracking, and defect resolution.

The kickoff meeting for Informal Agency Interface Validation Testing will be on an as needed basis. Informal Agency Interface Validation Testing is available to any Agency during the project to test the remediation of their system, as long as the Aspire Interface has completed unit test.

3.2.2 Informal Agency Interface Validation Testing Preparation

Preparation for Informal Agency Interface Validation Testing may begin once the Agency has received the Agency Interface Validation Testing Plan (T013). The Plan will contain a list of interfaces (Section 5) and an Agency Information Form in

Appendix A to use to identify the interfaces they will be using. It may also be used to enable an Agency to prioritize their Agency system remediation. Remediation of the Agency system must be completed for AIVT. An AIVT Production Readiness form for requesting a USERID and establishing other setup information is provided in Appendix B. Each Agency must request a USERID to access the Aspire FTP server and to have an inbound and outbound file directory established. The forms in Appendix A and B will be completed by the Aspire team and the Agency Implementation team during the kickoff meeting. The Application Software team must identify the PeopleSoft batch processes for the operation team to build a job definition in the development environment. After interfaces are coded, unit tested, and reviewed by the functional team; the PeopleSoft interface objects and job definition are migrated from the development environment into the Functional Testing environment. Only unit tested and approved objects are migrated into the Functional Testing environment where IAIVT is conducted.

Informal Agency Interface Validation Testing includes utilizing a State designated Agency Coordinator to assist with the communication to the Agencies on file layouts, testing timeframes, etc. This role is assigned by the State of Florida and must be established to start IAIVT.

Additional preparation of the integration testing environment will be completed by the infrastructure team and is documented in Project Aspire Test Plan for Technical Testing (T008).

The following table is to assist as a checklist for preparation of Informal AIVT:

Agency Name:	Wave #				
Activity / Task	Validation	Responsible Entity	Date Initiated	Date Completed	Comments
Select interfaces to remediate from list of interfaces in Section 5	Agency information form submitted to Aspire Application Software team	Agency Advocates			
Agencies complete Business	Agency information form submitted to Aspire	Agency Technical Lead			

Agency Name:	Wave #				
Activity / Task	Validation	Responsible Entity	Date Initiated	Date Completed	Comments
System remediation	Application Software team				
Agency Production Readiness form completed and returned to Agency	Verify Agency USERID, inbound directory, and outbound directory are in test environment, and validate Agency e-mail address	Aspire Technical Team			
Identify Interface to test	Remediation of interface by Agency is complete; Aspire interface is complete	Agency Coordinator Agency Technical Lead Aspire Test Team			
Identify Participants	Members of Application Software, and Enterprise Integration teams	Agency Coordinator Aspire Test Team			
Schedule and Conduct Interface Kickoff meeting	Meeting confirmed on calendar	Agency Coordinator Aspire Test Team			
Identify all batch processes for end to end testing and construct a	Verify job definition can be executed in testing	Aspire Application Software, Aspire			

Agency Name:	Wave #				
Activity / Task	Validation	Responsible Entity	Date Initiated	Date Completed	Comments
job definition containing all batch processes in the development environment	environment	Infrastructure Team			
Current Aspire Interface objects are migrated to testing environment	Verify Interfaces exists in testing environment	Aspire Technical Team			

3.2.3 Formal Agency Interface Validation Testing Preparation

Agencies that have not participated in IAIVT must complete the preparation activities defined in IAIVT. The FAIVT preparation and execution timeframe will vary depending on the number of interfaces the Agency will be using, but must be sufficient for the Agencies Wave rollout. FAIVT timeframe guidelines are discussed in section 4.1.1. In addition, FAIVT requires the definition of test cases, test scripts, and expected results as related to each interface and its PeopleSoft batch processes. Agencies may leverage test scripts developed during the system test phase. Agency Acceptance Criteria for Agency Interface Validation Testing must also be prepared. The Acceptance Criteria will define the guidelines for a successful Agency Interface Validation Test. Acceptance Criteria will be finalized by the State of Florida prior to Formal Agency Interface Validation Testing for each Wave rollout.

Formal Agency Interface Validation Test preparation also includes utilizing a State designated Agency Coordinator to assist with the communication to the Agencies on file layouts, testing timeframes, etc.

The following table is to assist as a checklist for preparation of Formal AIVT:

Agency Name:	Wave #				
Activity / Task	Validation	Responsible Entity	Date Initiated	Date Completed	Comments
Select interfaces to remediate from list of interfaces in Section 5	Agency information form submitted to Aspire Application Software team	Agency Advocates			
Agencies completed Business System remediation	Agency information form submitted to Aspire Application Software team	Agency Technical Lead			
Agency Production Readiness form completed and returned to Agency	Verify Agency USERID, inbound directory, and outbound directory are in test environment, and validate Agency e-mail address	Aspire Technical Team			
Identify Interface to test	Remediation of interface by Agency is complete; Aspire interface is	Agency Coordinator Agency Technical Support Aspire Test Team			

Agency Name:	Wave #				
Activity / Task	Validation	Responsible Entity	Date Initiated	Date Completed	Comments
	complete				
Identify Participants	Members of Application Software, and Enterprise Integration teams	Agency Coordinator Aspire Test Team			
Schedule and Conduct Interface Kickoff meeting	Meeting confirmed on calendar	Agency Coordinator Aspire Test Team			
Migrate job definition from development environment to testing environment	Verify job definition can be executed in testing environment	Aspire Application Software, Aspire Infrastructure Team			
Current Aspire Interface objects are migrated to testing environment	Verify Interfaces exists in testing environment	Aspire Technical Team			
Create end to end test script	Test scripts from system test are combined to create end to end test script	Aspire Application Software			
Expected Results are established	Determine if expected	Agency Advocates, Aspire Application			

Agency Name:	Wave #				
Activity / Task	Validation	Responsible Entity	Date Initiated	Date Completed	Comments
	results are achievable	Software, Aspire Test Team			

3.3 Test Execution of Informal and Formal Testing

Executing Informal Agency Interface Validation Testing is a simple process of conducting a kickoff meeting to review the selected interface(s), scheduling the execution of the test, conducting follow up meetings to discuss the outcome and document lessons learned. Formal AIVT requires the use of test scripts, defect tracking, defect resolution, and test acceptance, but essentially follows the same flow. The kickoff meeting is with the Aspire teams and the Agency Implementation teams, who are invited to attend via conference call or in person.

Specific entrance and exit criteria may be contained in the test script for each end to end interface test.

Testing will include inbound, outbound, and real-time interfaces. An inbound interface is where the flow of data is from the Agency Business system to Aspire using a flat file. An outbound interface is where the flow of data is from Aspire to the Agency Business system using a flat file. A real-time interface is a two-way interface between Aspire and the Agency Business system using technology to interact with each other simultaneously. A fourth type of process referred to as a scheduled (cron) job is also used in AIVT. A scheduled (cron) job is a script that reads files, moves files between directories, and initiates messages such as e-mail.

3.3.1 Entrance Criteria

3.3.1.1 Agency Interface Validation Testing Entrance Criteria

The starting point for AIVT depends upon the type of interface, inbound, outbound, or real-time.

For inbound interfaces, the test begins when the expected results are established, the external Agency Business system creates a data file and submits it to the Aspire FTP server, and the job definition has been executed.

For outbound interfaces, the test begins when the expected results are established followed by the execution of the Aspire interface.

For real-time interfaces, the test begins when the expected results are established and the initial transaction is initiated. This transaction could be in Aspire or in an external system.

The starting points defined above are for both informal and formal testing.

3.3.2 Exit Criteria

3.3.2.1 Agency Interface Validation Testing Exit Criteria

As with the entrance criteria, the exit criteria for Agency Interface Validation Testing depend upon the type of interface.

For inbound interfaces the test ends after the input file has been processed, error logs have been created, and the data has been verified with the expected results on an online page or report.

For outbound interfaces, the test ends when the output file is in the proper Aspire directory, and the content and format of the data file has been validated against the expected results.

For real-time interfaces, the test ends when the entire transaction is complete. This transaction will be complete in Aspire when Aspire sends its final message and it has been validated against the expected results.

The end points defined above are for both informal and formal testing.

3.3.3 Testing Process

The process flow for Informal and Formal Agency Interface Validation Testing is below and may be used as a checklist:

3.3.3.1 Informal Agency Interface Validation Testing – Inbound Interface

Agency Name:	Wave #				
Activity / Task	Validation	Responsible Entity	Date Initiated	Date Completed	Comments
Schedule PeopleSoft Job Definition	Job is executing in Process Scheduler	Aspire Application Software			
Execute Inbound File Validation Scheduled (cron) Job	Scheduled (cron) Job is moving files to correct inbound directory	Aspire Operations/Infrastructure			
Execute Agency Interface, FTP file to Server	Interface Data file created	Agency Technical Support			

Agency Name:	Wave #				
Activity / Task	Validation	Responsible Entity	Date Initiated	Date Completed	Comments
Monitor batch processes executing in Process Scheduler, Resolve Production Control Errors	Validate jobs complete with no production control errors	Aspire Operations Team			
Monitor batch processes in Report Manager, Resolve Application Errors	Validate jobs complete with valid log files	Aspire Application Software			
Evaluate Results, Document Lessons Learned	Lessons Learned document prepared	Aspire Application Software			
Conduct Lessons learned meeting	Meeting scheduled	All parties			
Defects Recorded	Defects tracked in Mercury Test Director	Aspire Test Team			

3.3.3.2 Formal Agency Interface Validation Testing – Inbound Interface

Agency Name:	Wave #				
Activity / Task	Validation	Responsible Entity	Date Initiated	Date Completed	Comments
Schedule PeopleSoft Job Definition	Job is executing in Process Scheduler	Aspire Application Software			
Execute Inbound Scheduled (cron) Job	Scheduled (cron) Job is moving files to correct inbound directory	Aspire Operations/Infrastructure			
Execute Agency Interface, FTP file to Server	Interface Data file created	Agency Technical Support			
Monitor batch processes executing in Process Scheduler, Resolve Production Control Errors	Validate jobs complete with no production control errors	Aspire Operations Team			
Monitor batch processes in Report Manager, Resolve Application Errors	Validate jobs complete with valid log files	Aspire Application Software			

Agency Name:	Wave #				
Activity / Task	Validation	Responsible Entity	Date Initiated	Date Completed	Comments
Evaluate Results, Record Defects	Defects recorded in Mercury Test Director	Aspire Test Team			
Defects Resolved	Defects Unit Tested	Aspire Enterprise Integration, Aspire Application Software, Aspire Operations			
Regression Test	Test Re-executed	All Parties			

3.4 Defect Capture and Classification

Defects will be captured in Mercury Test Director, a Commercial off the Shelf software solution for defect reporting, and tracking.

Defects will be classified for each type of test, for example:

Stage	Mercury Test Director Test Phase
Informal Agency Interface Validation Testing	Functional Test
Formal Agency Interface Validation Testing	Wave UAT

An Issue type will be established, which determines the Team, to which the defect is assigned for resolution and the environment the defect resolution will be resolved. For example:

Mercury Test Director Issue Type	Defect Resolution Team	Defect Resolution Source Environment
Configuration	Aspire Application Software	FCFGA
Interface	Aspire Enterprise Integration	FDEVA
PeopleSoft Bug	Aspire Infrastructure	FDMOA
Production Control	Aspire Operations	N/A

3.5 Defect Tracking

3.5.1 Defect Review

As Agency Interface Validation Testing is executed, interface defects will be discovered. A defect review meeting will be conducted on a weekly basis. The defects will be listed on a report from Mercury Test Director with the current state of the defect. The Meeting will be to discuss the next steps for defect resolution and regression testing. The time and participants of the defect review meeting will be determined shortly after the kickoff meeting.

3.5.2 Defect Resolution

The defects will be documented in the Defect Tracking module of Mercury Test Director and a resource will be assigned to fix the defect based on the Test Director Issue Type. The resource will correct the defect in the applicable environment determined by the Issue type. The resource will be responsible for creating an Object Migration Request (OMR) to migrate the defect resolution to the target environment.

Mercury Test Director Issue Type	Defect Resolution Resource	Defect Resolution Target Environment
Configuration	Aspire Application Software	Functional Testing
Interface	Aspire Enterprise Integration	Functional Testing
PeopleSoft Bug	Aspire Infrastructure	Development Environment, Functional Testing, Wave Rollout Environment, Production Environment

Regression testing for Agency Interface Validation Testing will be conducted after migration of the respective defect resolution. The original test which produced the defect will be re-executed to ensure that the defect resolution is working. Formal Agency

Interface Validation Test defects will have an additional migration step: the defect resolution will be migrated from the functional test environment to the Wave Rollout test environment once the defect has passed Functional Test regression testing. Once the defect resolution has been successfully migrated to the Wave Rollout test environment, the original test, which produced the defect, will be re-executed to ensure that the defect resolution is working.

It is possible that a defect must be resolved by an Agency. When this occurs, the defect will have its status tracked in Test Director. Once the Agency has made the appropriate change and the test is re-executed the defect will be updated accordingly and eventually resolved and closed in Mercury Test Director.

Agency Name:	Wave #				
Activity / Task	Validation	Responsible Entity	Date Initiated	Date Completed	Comments
Enter Defect into Mercury Test Director	Defect assigned to appropriate resource	Aspire Test Support			
Defect Review Meeting	Mercury Test Directory Defect Report reviewed at meeting	Aspire App Software, Aspire Enterprise Integration, Aspire Test Support, Agency Implementation Team			
Defect Resolution migrated to Functional Test Environment	PeopeSoft Project migrated or Configuration updated in Functional Test Environment	Aspire Enterprise Integration			
Regression Test Functional Test	Test script causing defect	Aspire Application Software			

Agency Name:	Wave #				
Activity / Task	Validation	Responsible Entity	Date Initiated	Date Completed	Comments
Environment	re-executed				
Defect Resolution migrated to Wave Rollout test environment	PeopeSoft Project migrated or Configuration updated in Wave Rollout Test Environment	Aspire Test Support			
Regression Test Wave Rollout Test Environment	Test script causing defect re-executed	Aspire Application Software			

3.6 Error Reporting Testing

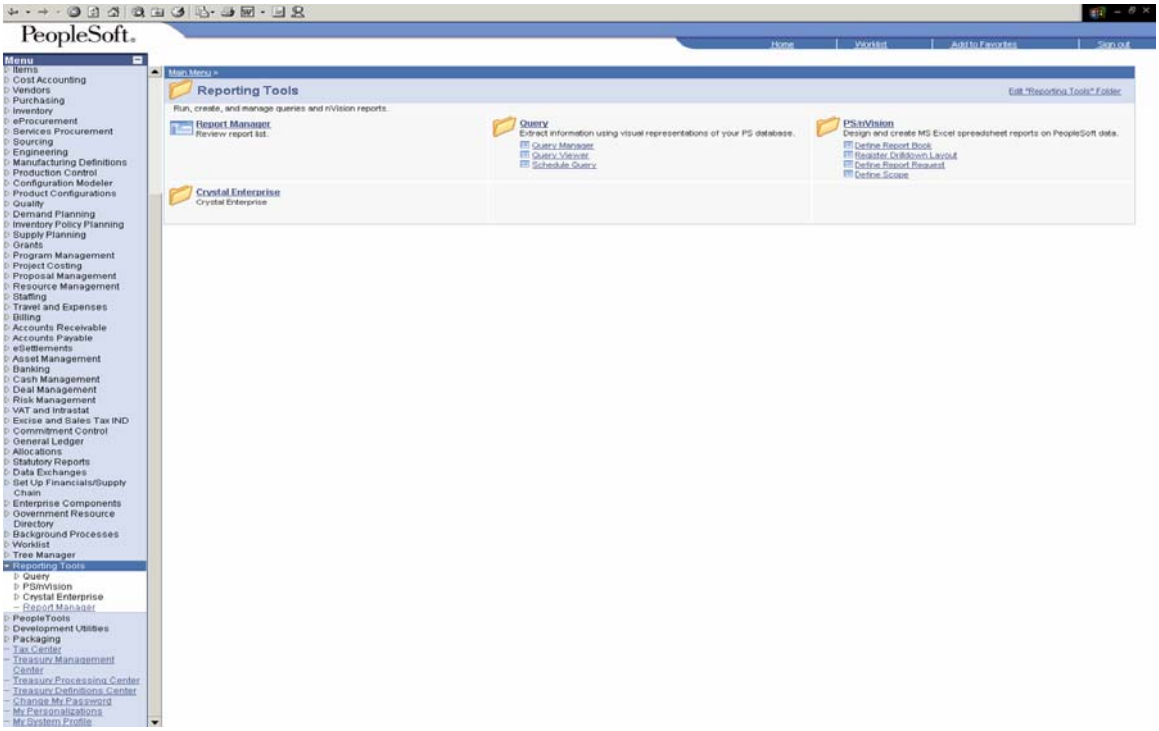
Error Reporting Testing is addressed during Agency Interface Validation Testing and requires the following preparation:

- Job Definitions must be created that include the interface and additional PeopleSoft batch programs for end to end processing. See Appendix C.
- Run Control records, which are records that contain the input parameters, must be created for each interface and batch program prior to execution.
- A process request record must be created for each interface and batch program in the Job Definition, and is the record the process scheduler recognizes to execute the Job.
- One or more PeopleSoft roles must be included on the process request record. This is accomplished by selecting the 'Distribution' link.
- A specific Report Manager folder may be assigned to a process request record. The Report Manager folder provides further granularity in how the output is displayed in Report Manager. It provides the ability of viewing the output of each process singularly on a page as opposed to all output for all processes on a page.

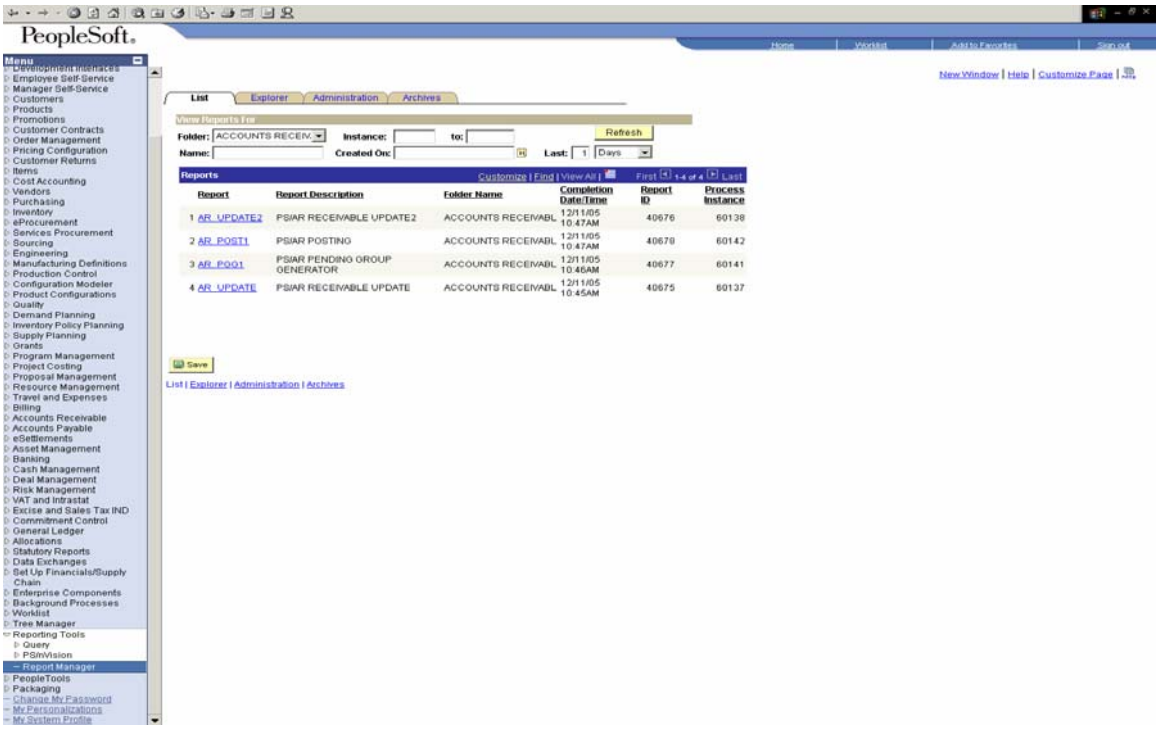
Agency Users assigned to the PeopleSoft roles used on the process request record will select Report Manager from the PeopleSoft menu. The processes that were executed during the execution of the AIVT will be displayed. The User may select a specific folder to narrow the number of processes displayed. To see the logs generated from the processes:

1) Select the process under the 'Report' column heading to display the list of output generated.
2) Select the 'Redirected Terminal Output' log, which in most cases provides a summary of the records processed successfully and the records processed with errors.
3) In some instances, a specific report log is generated with the processing results.
4) If the output logs are inadequate, the user may record a test defect. The Testing Support team member is responsible for recording defects during AIVT.

The following is the screen shot of the menu navigation to Report Manager:



The following is a screen shot of Report Manager:



The following is a screen shot of the output log:

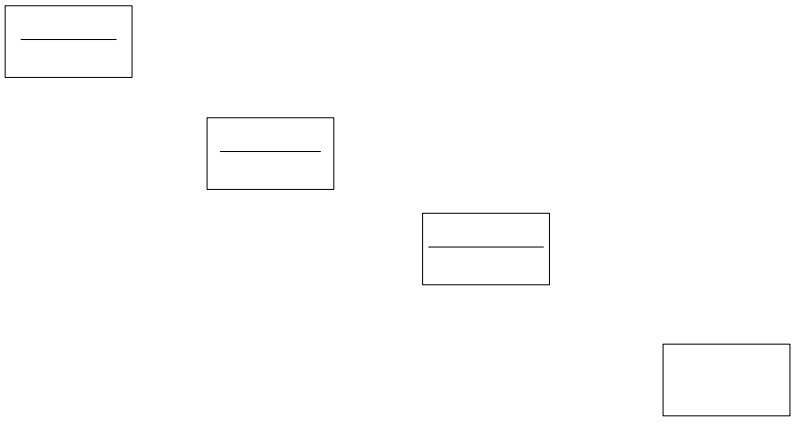
3.7 Test Metrics and Reporting

The metrics, scripts for wave testing of Agency interfaces will be documented and captured in Project Aspire Agency Interface Results (T014x).

4.0 Project Plan Summary

The timeframes for the planning and executing the Agency Interface Validation Plan must be clearly identified at a high-level in the Aspire Project Plan and at a detail-level in the Project's Detail Task Tracking (DTT) tool. Additionally, due to the short timeframe for Agency Interface Validation Plan, the process for tracking progress on the execution of the details of the Agency Interface Validation Plan (i.e., the individual DTT task items) must provide for early detection of problems or issues that would jeopardize the successful completion of Agency Interface Validation Plan.

A variety of tools will be used to organize and manage the Testing Project Plan:



4.1 Aspire Microsoft Project Plan

High-level Testing related tasks are captured in the Aspire Microsoft Project Plan. The Agency Interface Validation Plan testing schedule adheres to the overall Aspire project plan.

The diagram below illustrates all phases of Agency Interface Validation testing and the high level timelines.

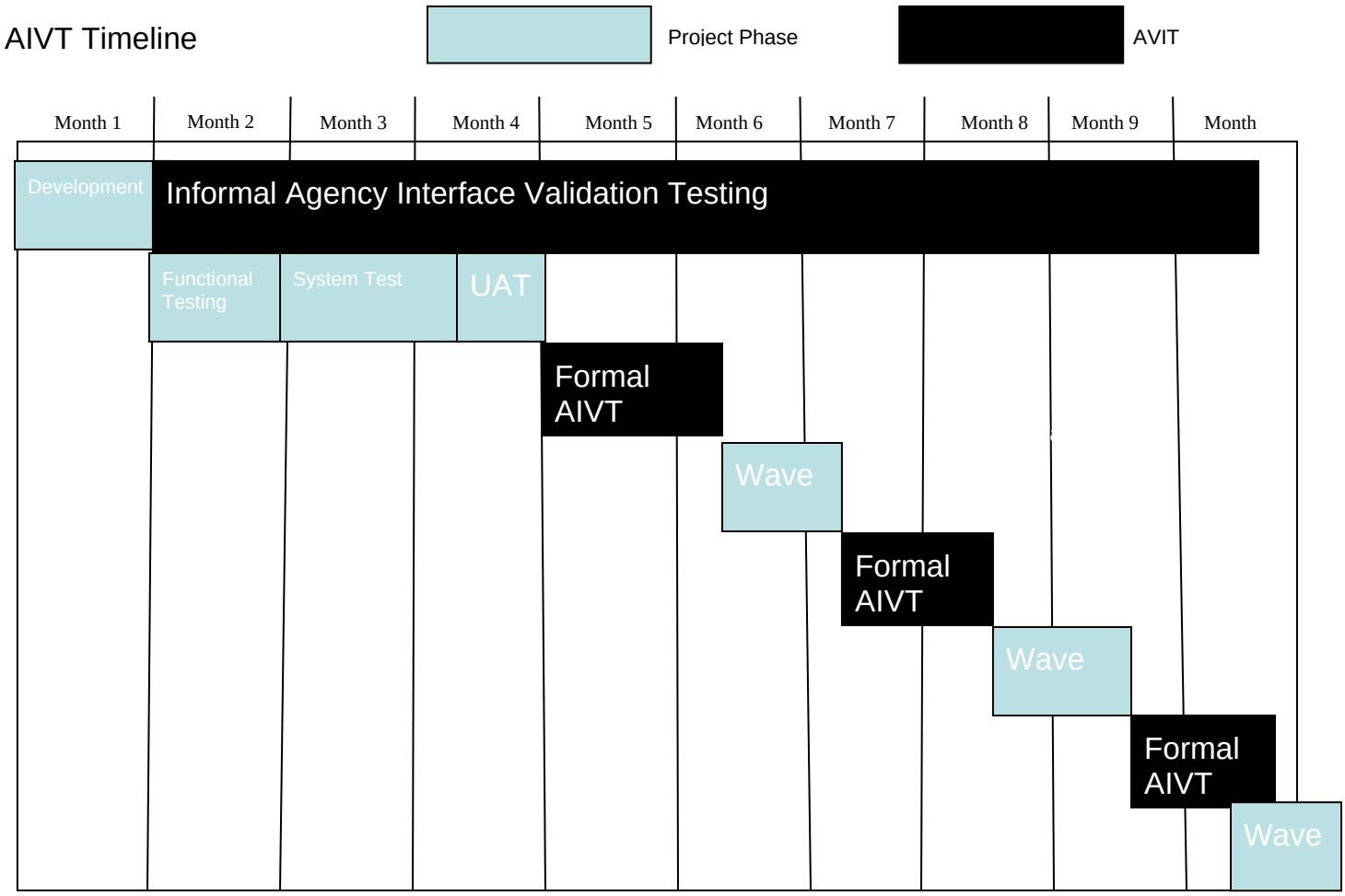


Figure 1 - High Level Aspire Testing Timeline

4.1.1 Testing Schedule

Informal Agency Interface Validation Testing may be conducted at any time during the project given development has been completed by the Aspire Technical team and the Agency Technical team.

Formal Agency Interface Validation Testing is intended to occur during the Wave rollout phase of the project. FAIVT duration will vary depending on the number of interfaces an Agency is implementing and the complexity of the interfaces. An Agency implementing only Receivables and Billing may take one month or less for FAIVT, whereas, an Agency implementing Purchasing, Payables, Receivables, Billing, and General Ledger may take more or less than three months for FAIVT.

5.0 List of Interfaces

The following list of interfaces is the inbound and outbound interfaces available to an Agency. The list will be used to identify the interfaces an Agency will use, the file names of the files the Agencies will provide, and the number of files for testing.

The following list is subject to revision.

ADML ID	Interface Description	Business Process Area	Inbound / Outbound	Agency Use (Y/N)	Agency File Name
2	Division of Retirement - Retirement Benefits	R2R	Inbound		
7	Journal Entries for Agency Use	R2R	Inbound		
8	Department of Commerce Interface	R2R	Outbound		
30	Speed Type Batch Load	R2R	Inbound		
32	Budget Journal Interface	R2R	Inbound		
33	Employees	R2R	Inbound		
57	BOA - Bank Statements	Treasury	Inbound		
59	BONY - Bank Statements	Treasury	Inbound		
62	Wachovia - Bank Statement	Treasury	Inbound		
64	Capital City - Cleared Paper Warrants	Treasury	Inbound		
67	BONY - EFT and Bank Transfer - Outbound	Treasury	Inbound		
70	Processing of electronic returns	Treasury	Inbound		

ADML ID	Interface Description	Business Process Area	Inbound / Outbound	Agency Use (Y/N)	Agency File Name
81	MFMP - Req Budget Check / Pre-encumbrance	P2P	Inbound		
83	MFMP - Purchase Requisition Data	P2P	Inbound		
85	MFMP - Purchase Order Data	P2P	Inbound		
87	MFMP - PO Changes & Cancellations	P2P	Inbound		
88	MFMP - Contracts Data	P2P	Inbound		
89	MFMP - Receipts Information	P2P	Inbound		
90	MFMP - Payment information (voucher related)	P2P	Inbound		
91	DCF - Public Assistance Payments	P2P	Inbound		
92	DCF - Public Assistance Cancellations	P2P	Inbound		
93	AWI - Unemployment Comp Payments	P2P	Inbound		
95	Available to Agencies - Expense Payments	P2P	Inbound		
96	P-Card User Profile Upload	P2P	Inbound		
97	P-card Charges	P2P	Inbound		

ADML ID	Interface Description	Business Process Area	Inbound / Outbound	Agency Use (Y/N)	Agency File Name
99	Vendor Registration Website	P2P	Inbound		
100	MFMP - Encumbrance Data	P2P	Inbound		
104	MFMP - Encumbrance Data	P2P	Inbound		
106	Wachovia - EFT Payments	P2P	Inbound		
107	MFMP - Payment information	P2P	Inbound		
108	MFMP - Voucher - Budget Check	P2P	Inbound		
110	Detail Warrants and Summary EFT for Payroll and Retirement (BOSP)	P2P	Inbound		
111	Reconciliation status of Payroll / Retirement warrants	P2P	Outbound		
128A	Interunit Processing – Encumbrance Entry	R2R	Inbound		
128B	Interunit Processing – Transaction Processing	R2R	Inbound		
133	Payment Status and History	P2P	Outbound		

ADML ID	Interface Description	Business Process Area	Inbound / Outbound	Agency Use (Y/N)	Agency File Name
134	P-Card Requests and Changes to Card Provider	P2P	Inbound		
151	Labor Distribution	Proj/Grant	Inbound		
153	Valid CSFA Codes	Proj/Grant	Inbound		
154	Grants Master File	Proj/Grant	Inbound		
155	Grants Master File	Proj/Grant	Outbound		
170	Deposit Interface	AR/Billing	Inbound		
173	Billing Interface	AR/Billing	Inbound		
740	Receiving, merging, formatting, and identifying bank data	Treasury	Inbound		
749	Available to Agencies - Vendor Client Add	P2P	Inbound		
765	Projects Master File - Inbound Interface	Proj/Grant	Inbound		
770	Projects Master File	Proj/Grant	Outbound		
788	SPIA Interface - Outbound to SPIA	Treasury	Outbound		
802	Component Interface for Agency Chartfield Values	R2R	Inbound		
806	Component Interface for Enterprise Chartfield Values	R2R	Inbound		

ADML ID	Interface Description	Business Process Area	Inbound / Outbound	Agency Use (Y/N)	Agency File Name
810	Outbound Physical Inventory Flat File	AM	Outbound		
814	Inbound Physical Inventory Flat File	AM	Inbound		
1126	Collateral Management – Outbound Interface to CAP	Treasury	Outbound		
1127	SPIA – Inbound to Aspire, EFT Request	Treasury	Inbound		
1136	Transmit monthly expenditure data to LAS/PBS	R2R	Outbound		
1137	Reconciliation download to LAS/PBS	R2R	Outbound		
1138	Fund balance extract to LAS/PBS (audited ending fund balances)	R2R	Outbound		
1140	DOR Hold Table	P2P	Inbound		
1142	Pay-cycle output to FLAIR print file	P2P	Outbound		
1143	Return data for Agency Expense payments	P2P	Outbound		
1286	Available to Agencies - One Time Payment	P2P	Inbound		
1287	SpeedChart Load	P2P	Inbound		
1297	Pending Item Interface	AR/Billing	Inbound		
1397	Automatic Escheatment	P2P	Outbound		

ADML ID	Interface Description	Business Process Area	Inbound / Outbound	Agency Use (Y/N)	Agency File Name
1399	BONY Deal Confirmation Outbound Interface	Treasury	Outbound		
1420	Interface bank statement to GL	Treasury	Outbound		
1422	Batch Interface Security	Multiple	Inbound		
1424	Derivation Engine run-time integraton	Multiple	Inbound		
1425	General Appropriations Act (GAA)	R2R	Inbound		
1426	Batch Load of Purchase Orders	P2P	Inbound		
1721a	Updating Cash Balances Between Aspire and FLAIR during Transition	R2R	Outbound		
1721b	Updating Cash Balances Between Aspire and FLAIR during Transition	R2R	Inbound		
1721c	Updating Cash Balances Between Aspire and FLAIR during Transition	R2R	Inbound / Outbound Report		
1726	MFMP - Voucher Audit Denials	P2P	Inbound		
1728	PeopleFirst - TRC Codes	Proj/Grant	Inbound		

ADML ID	Interface Description	Business Process Area	Inbound / Outbound	Agency Use (Y/N)	Agency File Name
1764	Payroll Upload to PeopleFirst	R2R	Outbound		
1768	Upload TRC definitions to Aspire	Proj/Grant	Inbound		
1773	Upload Speedcharts with Multiple Distribution Lines	P2P	Inbound		
1775	Trust Fund Interest Earned and Admin Fee - Outbound	Treasury	Outbound		
1777	PO interface to support PO changes and cancellations	P2P	Inbound		
1781	batch load of adjustment vouchers	P2P	Inbound		
1783	DFS Customer Interface	AR/Billing	Inbound		
1795	Develop TR1/TR2 Repository	Multiple	Inbound		

ADML ID	Interface Description	Business Process Area	Inbound / Outbound	Agency Use (Y/N)	Agency File Name
1827	Automate Loading of Accounting Information for ACH Deposits	AR/Billing	Inbound		
1830	Allow Agencies to link new/existing projects to existing revenue contracts/grants	Proj/Grant	Inbound		
1832	Patriot Act	P2P	Inbound		
1847	DOT Encumberances	P2P	Inbound		
1848	MFMP Reversal Vouchers	P2P	Inbound		

6.0 Testing Tools

Mercury Test Director will be utilized to manage and document the testing process, scripts, business processes, and defects. Below is a list of the Mercury Test Director modules that will be utilized during Agency Interface Validation Testing.

- Requirements: Contains the Aspire business processes that map back to the Aspire business requirements.
- Test Plan: Contains a flow chart of the testing process, which includes defect tracking and resolution.
- Test Lab: The module where the test scripts are executed.
- Defect Tracking: Utilized to capture and track defects and the resolution to those defects.

6.1 Requirements Coverage

6.1.1 Mercury Test Director Coverage Analysis

Mercury Test Director's Coverage Analysis functionality will be used to ensure that all Requirements are covered by Test Scripts. A report detailing how the Requirements are linked to the various Test Scripts can be produced and reviewed by the Application Software and Technical State Team Leads.

This will provide the necessary documentation of how the various Business Process Requirements are being tested.

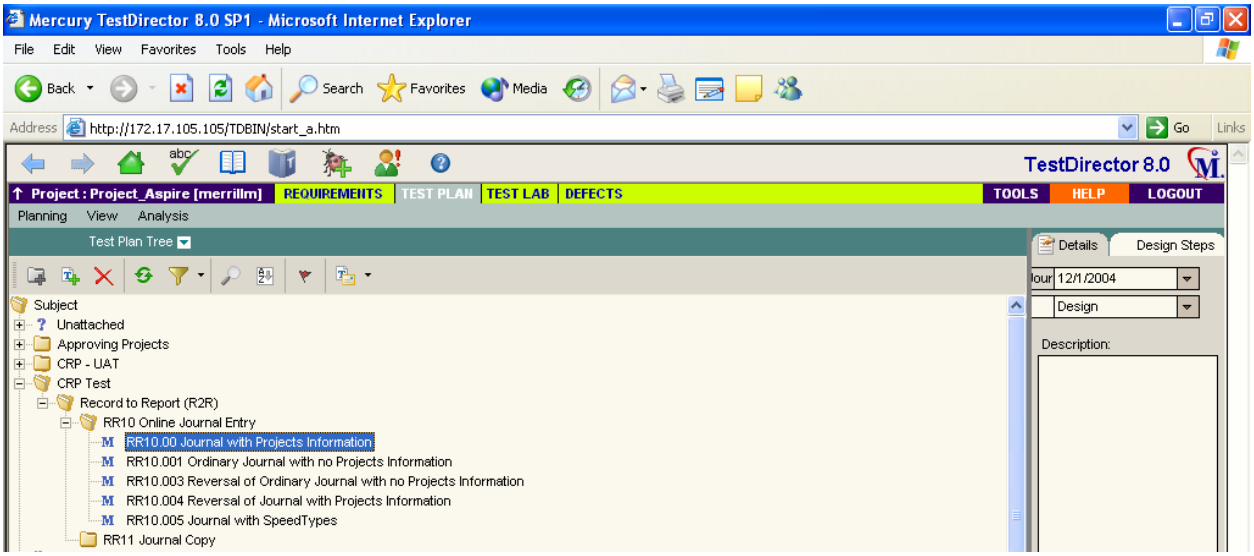
6.1.2 Mercury Test Director Requirements Module

The Business Processes will be loaded into the Mercury Test Director Requirements Module. These Business Processes will serve as the Testing Requirements against which Test Script coverage will be measured.

6.2 Test Plan

All Test Scripts for Agency Interface Validation Testing will be loaded into the Mercury Test Director Test Plan module. Test Plan tree functionality will be used to organize the Test Scripts by Test Phase, Process Group, and Business Process.

Below is a sample of how the scripts will look in the Test Script Tree:



7.0 Interface Process Testing

7.1 Testing the Interruption and Recovery Procedure

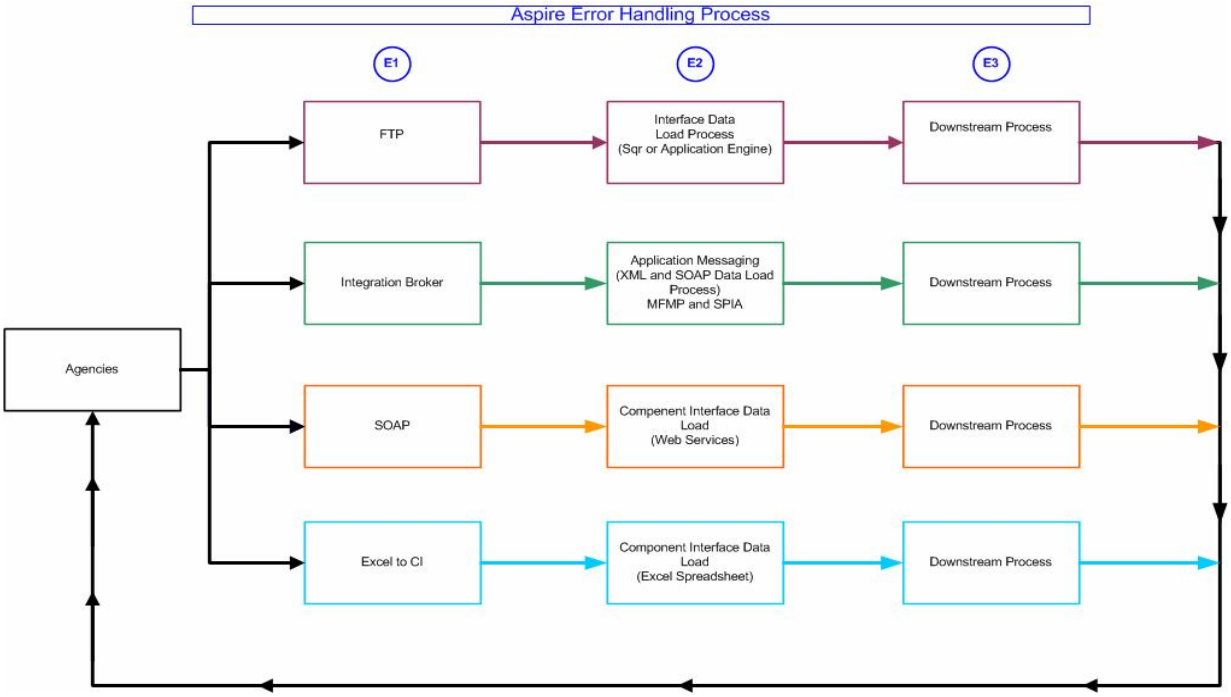
Interruption and Recovery procedures will be tested during Informal and Formal AIVT. Interruption may occur from a production control error or a data error. Both types of errors will be part of the test. A production control error will require intervention by operations to resolve the defect; a data error will require intervention by the data provider to resolve the defect. Error handling will be monitored to ensure proper communication of the interruption and prompt corrective action.

Error Handling levels are identified for each step in the Application Software Business Process. The Error Handling level definitions are as follows:

E1 - Errors occurring during FTP of flat file

E2 - Errors occurring during the execution of the Aspire interface

E3 - Errors occurring during execution of the Aspire batch processes related to the interface



Production control error's and error handling to be tested, but not limited to, are:

Error Type	Error Handling
No <End Of File> record in input file	File moved to Agency error handling directory for Agency review
Incorrect naming convention of input file	File moved to Agency error handling directory for Agency review
Process abending	Notification to help desk, technical support alerted, Abend resolved, Job restarted

Data errors and error handling to be tested will be consistent with each application software area business processes. The following is the AIVT flow for the billing interface with error handling, as an example:

Navigation Step		Error Handling Level
1.	Billing / Interface Transactions / Billing Interface	E2
2.	Billing / Interface Transactions / Process Billing Interface Report Manager Redirected Terminal Output: 23 Errors 0 New Bill Headers Created 0 New Bill Lines Created	E3
3.	Billing / Interface Transactions / Correct Interface Errors	Page
4.	Billing / Maintain Bills / Change Status of Bills Report Manager BIIVCSTS_39904.PDF Change Status Log	E3
5.	Billing / Generate Invoices / Non-Consolidated / Single Action Invoice Report Manager Pre-Process and Finalization Redirected Terminal Output 2 Bills selected for processing 2 Bills were processed successfully 0 Bills were found with errors	E3
6.	Billing / Generate Invoices / Non-Consolidated / Print Portrait Invoice BIIVCPN_39908.PDF Invoice Print	E3
7.	Billing / Generate Invoices / Non-Consolidated / Process Extract Table Invoices Message Log File – Not adequate	E3

8. Billing / Generate Invoices / Non-Consolidated / Billing Pre-Load Process E3

   Redirected Terminal Output
   2 Bills selected for processing
   1 Bill found to contain errors
   1 Bill contains combo edit errors
   1 Bill processed successfully

9. Billing / Maintain Bills / Correct Staged Acctg Error Page
   Combo edit error correction

10. Billing / Generate Invoices / Non-Consolidated / Load GL Interface E3
    BILDGL01_39913.PDF Load GL Entries Log

11. Billing / Generate Invoices / Non-Consolidated / Commitment Control Budget Check
    Process Monitor – No Success – Production Control Error
    Message Log – LIBCOBRTS.SO.2 Open failed: No such file

12. Billing / Generate Invoices / Non-Consolidated / Load AR Pending Items E3

    BILDAR01_39919.PDF Load AR Pending Items Log

13. Billing / Generate Invoices / Non-Consolidated / Pre-Process and Finalization E3

    Redirected Terminal Output
    2 Bills selected for processing
    2 Bills were processed successfully
    0 Bills were found with errors

14. Accounts Receivable / Receivables Update / Request Receivables Update E3
    Redirected Terminal Output
    0 Groups selected for processing

When any process fails in the middle of execution the effect on the data will be documented. This will detail whether or not the transactions that loaded prior to the suspension of execution were successfully applied or were rolled back. This information will also be critical in determining how the process will be restarted.

The Application Software Business Processes included in suspension/resumption testing can be found in Appendix D.

7.2 Testing the File Transport Procedure

Testing the File Transport Procedure will be conducted during informal and formal AIVT.

The requirements for testing the file transport procedure are:

1) Agency business system remediation is complete and Agencies are capable of providing a data file.

2) File Transport scheduled (cron) job for Agency data file transport is completed and executing on the Aspire inbound FTP server.

3) File Transport scheduled (cron) job for banking data file transport is completed and executing on the Aspire inbound FTP server.

The Agency Coordinator will orchestrate with the Agencies to determine their readiness for AIVT. During Agency Interface Validation Testing, the Agency will ftp the file to the Aspire FTP server where the scheduled (cron) job will process the file and move it to the Aspire inbound directory for processing. The cron job will check for errors and send an e-mail depending on the type of error.

Cron Job Error Type	E-mail notification
Bad File, no 'End Of File' marker	Sent to operations to contact agency
GL Business Unit/Sender Mismatch	Sent to security personnel

8.0 APPENDIX

Appendix A - AIVT Agency Information Form

The AIVT Agency information Form will be given to the Agencies prior to the IAIVT kickoff meeting. The purpose of the form is for the Agencies to provide to the Project Aspire team information necessary for successful AIVT. In addition to the e-mail for error notification, the list of interfaces will be provided with blank columns to identify if the interface is to be used by the Agency, the file name to be provided by the Agency, and the number of files the Agency will provide for testing.

Using the list of interfaces, please complete the form below with interface information your Agency is planning to use:

Agency Interface Validation Testing
Agency Information Form

Agency: DFS

1. e-mail address for error notification: _____

2. Please provide the list of interfaces to be tested using the list of interfaces in section 5.

ADML ID	Interface Description	Business Process Area	Inbound / Outbound	Agency Use (Y/N)	Agency File Name
170	Deposit Interface	AR/Billing	Inbound		
173	Billing Interface	AR/Billing	Inbound		

Appendix B - AIVT and Production Readiness Form

The Agency Interface Validation Testing and Production Readiness form will be provided to the Agency at the Informal AIVT kickoff meeting. It identifies to the Agency the Aspire Business Unit value required for the interface file name, the FTP server USERID for FTP of flat files, and the inbound and outbound directory file names for the inbound and outbound interface files, respectively.

Agency Interface Validation Testing and
Production Readiness Form

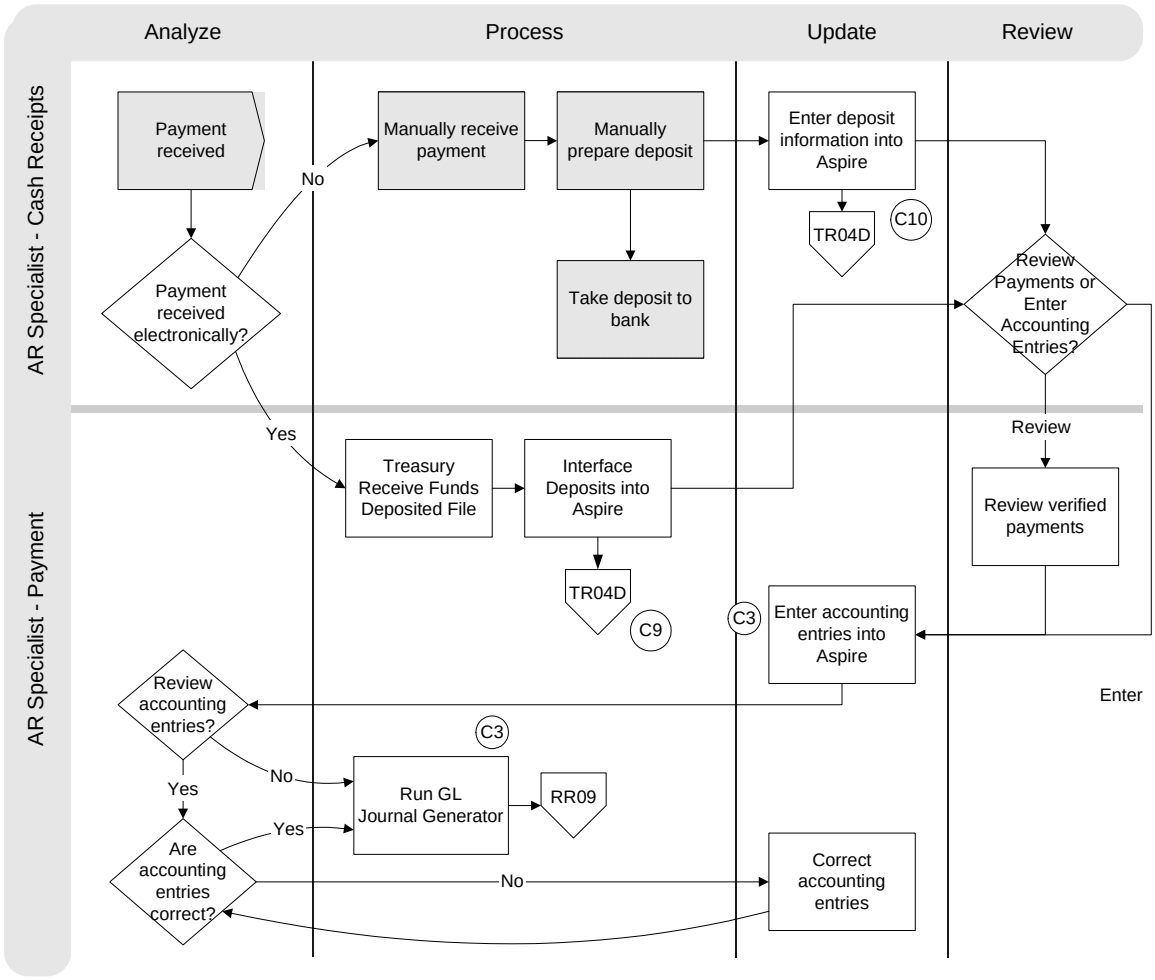
Agency: DFS

1. Aspire Business Unit: 43000
2. FTP Server USERID: _____
3. Agency Inbound Directory _____
4. Agency Outbound Directory _____
5. FTP Address
6. File Naming Convention
7. Aspire contact name:
8. Agency contact name:

Appendix C - Agency Interface Validation Testing Example

1.0 Business Process - AB08 Direct Journal Deposits Process Flow

AB08 Direct Journal Deposits



Process Narrative

The process will begin when a payment is received. If not received electronically, the AR Specialist – Cash Receipts receives the manual payment, prepares the deposit, and takes the deposit to the bank. The AR Specialist – Cash Receipts then enters the deposit information into Aspire.

If the payment is received electronically, the AR Specialist - Payment receives the Funds Deposited file. The payment will then be interfaced into Aspire. The AR Specialist - Payment will enter applicable accounting entries into Aspire. The payment then runs through the GL Journal Generator process.

Treasury will follow its processes to reconcile the deposit.

Frequency / Dependencies

On demand

The GL Journal Generator process will be run daily (typically overnight).

Process Changes

a. The accounting entry to record a receipt is a separate and unique process from the creation of a deposit in Aspire.

b. Most Agencies will have to change their business processes related to non-receivable transactions.

c. This process reduces the need for Agencies to use shadow systems.

Assumptions

d. A customization will be made to the accounting entry page to disallow the selection of an Agency's cash account being input and the balance changed as a result of the entry.

e. For direct journals, a customization will be made to cause recording of revenue dependent on the reconciliation process by Treasury.

f. All Agencies that send Direct Journal deposits from their Agency systems will process the deposits in the same manner.

Role Description

g. AR Specialist – Cash Receipts– the AR Specialist – Cash Receipts will receive cash and enter corresponding deposits into Aspire.

h. AR Specialist - Payment – The AR Specialist - Payment will process direct journal deposits and create accounting entries for the deposits.

Comments

This process applies to transactions when revenue has not been recorded prior to receipt of funds.

2.0 Job Definition – AB08 Direct Journal Deposits Process Flow

Process List

Process Name	Description	Process Type	*Type	*Format	Distribution
FL_FILE_ADD	FL_FILE_ADD	Application Engine	Web	TXT	Distribution
FLEXARLB	FLEXARLB	SQR Process	Web	PDF	Distribution
FL_FILE_DEL	FL_FILE_DEL	Application Engine	Web	TXT	Distribution
FL_AR_PYLD	FL_AR_PYLD	Application Engine	Web	TXT	Distribution
FL_AR_PYLD2	FL_AR_PYLD2	Application Engine	Web	TXT	Distribution
JRNLGEN	JRNLGEN	Application Engine	Web	TXT	Distribution

3.0 Lessons Learned – AB08 Direct Journal Deposits Process Flow

Lessons Learned – ADML 170 Preliminary e2e Interface Test

1) End of File not found and/or misspelled in file from Agency:

   Each Agency must submit an interface format validation file before there first actual interface. Similar to how banks validate routing transit numbers and account numbers, Agency interface files must be validated.

2) Duplicate file submitted for processing causing Oracle insert error:

   Agency interface guide must specifically define criteria preventing duplicate data. System test must include scenarios for testing duplicate files being submitted.

3) Report Manager does not display ‘Success’ or ‘No Success’

   ‘Success’ or ‘No Success’ status being displayed assists in reading the error log for programming errors or reading the error log for processing results.

4) Invalid data values in interface file such as Business Unit equal to 43 instead of 43000.

   Agency subject matter expertise must be developed for valid data values in Aspire.

5) Difficulty locating data after end to end processes run, data found marked complete ready for journal generator on direct journal account entry page

   Monitoring points for each end to end interface flow must be identified to enable users to locate results of each process associated with end to end flow.

Appendix D - Suspension/Resumption Business Processes

Appendix E - Test Script Examples

Pending Item Interface Validation Test Script

AIVT / AR Billing	ST_ARB_AB04 INTFC Processing Pending Item Interface				
SYSTEM\ CYCLE3\ AR/Billing	ST_ARB_AB18 Processing Billing Interface				
		.1	Agency Log on to System		
		.2	Start FTP		
		.3	Enter ascii at FTP prompt		
		.4	Enter Put <source.file name> <target.filename>		
		.5	Repeat step.4 for each file		
		1	Log into Aspire with UserID for Security Role AR Specialist.		Should possess security access to all pages in this script
		2	Click the Custom Interfaces link		
		3	Click the Pending Items link		
		4	Click the Add a New Value tab.		
		5	Enter a valid value e.g. "EXTITEMS CYC3" in the Run Control ID field.	EXTITEMS CYC3	EXTITEMS CYC3
		6	Click the Add (Alt+1) button.		
		7	Click the look up from Business Unit ID button		
		8	Select a valid value from the Search Results table.		
		9	Click the Run button.		
		10	Click the Look Up Server Name button.		
		11	Click the dropdown arrow to display the Server Name list.		
		12	Select a valid value e.g. "PSUNX"	PSUNX	PSUNX

			from the Search list.	
		13	Select the check box for Process Name FL_PENDITEM	
		14	Click the OK (Enter) button.	
		15	Click the Process Monitor link.	
		16	Click the Refresh button.	
		17	Ensure the Run Status is Success.	
		18	Ensure the app engine processed the customer interface	
		19	Log into system with UserID for Security Role AR Specialist - Items.	
		20	Click the Accounts Receivable link.	
		21	Click the Receivables Update link.	
		22	Click the Request Receivables Update link.	
		23	Click the Add a New Value tab.	
		24	Enter a valid value e.g. "ARUPD03CYC3" in the Run Control ID field.	ARUPD03CYC3
		25	Click the Add (Alt+1) button.	
		26	Click the Look up Group Unit (Alt+5) button.	
		27	Select a valid value e.g. "43000" from the Search Results table.	43000
		28	Click the dropdown arrow to display the Process Frequency list.	
		29	Select a valid value e.g. "Always" from the Search list.	Always
		30	Enter a valid value e.g. "01/01/2005" in the Accounting Date From field.	1/1/2005
		31	Enter a valid value e.g. "t" in the Accounting Date To field.	t
		32	Click the Run button.	
		33	Click the dropdown arrow to display the Server Name list.	
		34	Select a valid value e.g. "PSUNX" from the Search list.	PSUNX
		35	Ensure the check box for Process Name ARUPDATE is selected.	
		36	Click the OK (Enter) button.	
		37	Log into system with UserID for Security Role AR Specialist - Items.	
		38	Click the General Ledger link.	
		39	Click the Journals link.	

		40	Click the Subsystem Journals link.	
		41	Click the Generate Journals button.	
		42	Click the Add a New Value tab.	
		43	Enter a valid value e.g. "JRNLG03CYC3" in the Run Control ID field.	JRNLG03CYC3
		44	Click the Add (Alt+1) button.	
		45	Ensure the check box for Edit is selected	
		46	Ensure the check box for Post is selected.	
		47	Select the push button for Process Frequency "Always".	
		48	Click the Look up SetID (Alt+5) button.	
		49	Select a valid value e.g. "SHARE" from the Search Results table.	SHARE
		50	Click the Look up Accounting Definition Name (Alt+5) button.	
		51	Select a valid value e.g. "ARDEFN" from the Search Results table.	ARDEFN
		52	Click the Look up Application Business Unit (Alt+5) button.	
		53	Select a valid value e.g. "43000" from the Search Results table.	43000
		54	Click the Look up Ledger Group (Alt+5) button.	
		55	Select a valid value e.g. "ACTUALS" from the Search Results table.	ACTUALS
		56	Click the Look up Template (Alt+5) button.	
		57	Select a valid value e.g. "AR_BILLING" from the Search Results table.	AR_BILLING
		58	Click the dropdown arrow to display the From Date Option list.	
		59	Select a valid value e.g. "Specify Date" from the Search list.	Specify Date
		60	Enter a valid value e.g. "01/01/2005" in the From Date field.	1/1/2005
		61	Click the dropdown arrow to display the To Date Option list.	
		62	Select a valid value e.g. "Specify Date" from the Search list.	Specify Date
		63	Enter a valid value e.g. "t" in the To Date field.	t
		64	Click the Run button.	
		65	Click the dropdown arrow	

			to display the Server Name list.	
		66	Select a valid value e.g. "PSUNX" from the Search list.	PSUNX
		67	Ensure the check box for Process Name FS_JGEN is selected.	
		68	Click the OK (Enter) button.	
		69	Click the Process Monitor link.	
		70	Click the Details link for Process Name FS_JGEN.	
		71	Click the Message Log link.	
		72	Click the Return (Esc) button.	
		73	Click the Cancel (Esc) button.	
		74	Ensure the Run Status is Success.	
		75	Ensure the PSJob generated, edited, and posted the pending journal(s).	