

This guidance is applicable for all interfacing agencies.

Interface Cycle 3: Full Integration Testing

During Interface Cycle 3 – Full Integration Testing, interfacing agencies must ensure that all business processes can be completed from start to finish, including upstream and downstream processes and systems that rely on interfacing system integration and interface data. Agencies must lead this testing effort by developing test scenarios and defining success criteria, managing and executing testing activities, and tracking and reporting testing progress. This testing is completed in the UAT environment during All Agency UAT.

Interface Cycle 3 – Interface Full Integration Testing Worksheet

An <Agency> *Interface Cycle 3 - Full Integration Testing* worksheet has been published to your Testing folder in Smartsheet. The worksheet provides the ability for your agency to track and report progress while testing. **Agency Technical Liaisons must ensure this worksheet is being updated and maintained timely (e.g., as activities occur) to provide accurate testing progress throughout Interface Cycle 3 testing.**

Data from this worksheet will be used to populate related interface testing metrics on your Monthly Progress Report, which is required to be submitted by your agency each month via recurring Readiness Workplan tasks. Your testing status and progress will be published to the Florida PALM website and shared with Project stakeholders, including the Executive Steering Committee.

Smartsheet Navigation:

Florida PALM Workbook for (Agency) > Testing

Worksheet Instructions

The instructions below describe the data that is populated in your worksheet and how to update your <Agency> *Interface Cycle 3 - Full Integration Testing* worksheet.

| Error Messages | Cycle 2 Test ID Prefix | Interface File Name | Agency Business System | Inbound: ABS Acronym | Florida PALM Interface Name | Interface Direction | Cycle 2 Test Status | Planned Number of Tests | Actual Number of Tests | Performance Outcome | Performance Outcome Comments | Planned Number of Tests for Next Month | Comments |
|----------------|------------------------|----------------------|--|----------------------|---|---------------------|---------------------|-------------------------|------------------------|---------------------|------------------------------|--|----------|
| | ID001 | DEMO_interfaceName_1 | Barcode Inventory System - Property | BISP | [AM008]- Inbound Asset Physical Inventory CSV File Load | Inbound | Test Complete | | | | | | |
| | ID002 | DEMO_interfaceName_2 | Florida Accountability Tracking System (FACTS) | FACTS | [DM001]- Inbound Grant Data | Inbound | Test Incomplete | | | | | | |
| | ID003 | DEMO_interfaceName_3 | Asset - Inventory scanning system | | [AM004]- Outbound Asset Physical Inventory CSV File Extract | Outbound | Test Complete | | | | | | |
| | ID004 | DEMO_interfaceName_4 | GTA - General Tax Administration (SUNTAK) | | [OL017]- Outbound CharField Combination Extract | Outbound | Test Incomplete | | | | | | |

Figure 1: Demo Interface Cycle 3 – Full Integration Testing Worksheet

The first seven columns of the worksheet are prepopulated based on your confirmed interface selections from your <Agency> *Cycle 2 Technical Interface Testing* worksheet. These columns are locked from editing.

- **Cycle 2 Test ID Prefix** – Indicates the first part of the Agency Test ID within the <Agency> *Cycle 2 Technical Interface Testing* worksheet.
- **Interface File Name** – Indicates the Interface File Name found within the <Agency> *Cycle 2 Technical Interface Testing* worksheet.
- **Agency Business System** – Indicates your related agency business system.

This guidance is applicable for all interfacing agencies.

- **Inbound: ABS Acronym** – Indicates the acronym related to the agency business system (only be populated for inbound interfaces).
- **Florida PALM Interface Name** – Indicates the name of the interface.
- **Interface Direction** – Indicates if the interface is inbound to Florida PALM or outbound from Florida PALM.
- **Cycle 2 Test Status** – Indicates if the testing is ‘complete’ or ‘incomplete’. Testing ‘incomplete’ includes testing that has not started and testing that is in progress.

Use the remaining columns to report testing progress for each interface for the current month.

- **Planned Number of Tests** – The number of tests planned to conduct for each interface for the month. (Required for every interface.)
 - This column is locked from editing, and the number is auto populated from the ‘Planned Number of Tests for Next Month’ column.
 - If the Interface is new, the number will default to ‘0’.
- **Actual Number of Tests** – The total number of tests that actually occurred for each interface during the month. (Required for every interface.)
 - Provide the actual number of tests (successful or unsuccessful) that occurred for the interface.
 - “N/A” is only allowable if the interface has not completed Cycle 2 testing **AND** therefore no testing occurred.
- **Performance Outcome** – The agency rating for the overall outcome of testing for each interface for the entire month. (Required for every interface.)
 - Drop-down options include:
 - Above Expectations – Select this option if testing of the interface has been successful and exceeded your expectations, with little to no room for improvement.
 - Satisfactory – Select this option if testing of the interface has executed as planned. There may still be room for process improvements, minor remediations, and/or training opportunities.
 - Inadequate – Select this option if testing did not go as well as expected and many improvements are required.
 - If selected, a comment in the “Performance Outcome Comments” is required.
 - N/A – Select this option if no testing was completed for the month.
- **Performance Outcome Comments** – This field is used to provide context to the rating assigned in the “Performance Outcome” column. (Required only if ‘Inadequate’ was selected in the “Performance Outcome” column.)
 - Provide context to the assigned rating in the “Performance Outcome” column.
 - If ‘Inadequate’ was selected as the Performance Outcome, explain the challenges experienced during testing and the plans to improve future testing.
- **Planned Number of Tests for Next Month** – The number of tests planned for the next month. (Required for every interface.)
 - For Outbound Interfaces, provide the expected number of tests to be completed the following month.

This guidance is applicable for all interfacing agencies.

- This number should not exceed the number of times an outbound file will be produced by Florida PALM based on the batch schedule.
- For Inbound Interfaces, provide the expected number of files to be produced and sent for processing to Florida PALM.
- Enter “N/A” if the interface has not completed Cycle 2 testing **AND** therefore no testing is planned for the following month.
- **Comments** – Use this field optionally for internal purposes.