

Test of Process/Single Screen Selections

1.0 Test Purpose

The purpose of this test is to verify that:

- each data entry field only accepts proper data and does not cause improper/uncommanded operations to be performed due to the operator inadvertently striking a wrong key.
- each command functions properly when executed (this test does not verify DATABASE content but that the command appears to work properly to the operator)
- spurious keyboard selections do not cause inadvertent/uncommanded operations to be performed (Process/Single Screens only). The data entry field test will include this test

2.0 Test Resources Required

- An operational Renewal System using Server, Client, and Networking hardware and software consistent with the CT Insurance Dept. production system.
- One test person

3.0 Test Duration

The test is estimated to take one hour depending on the problems encountered.

4.0 Test Procedure

4.1 Data Entry Field Test Procedure

4.1.1 Check Amount Data Entry Field

Restart the Renewal application so that the initial Task Tree Screen is displayed. The Task Tree should display two task tree items labeled “Tasks” and “Renewals”. Expand the Task Tree until “Producer/Process/Single” is displayed. Double click on “Single” and the Single Screen shown in Figure 4.1-1 should appear.

PASS

FAIL

Initials

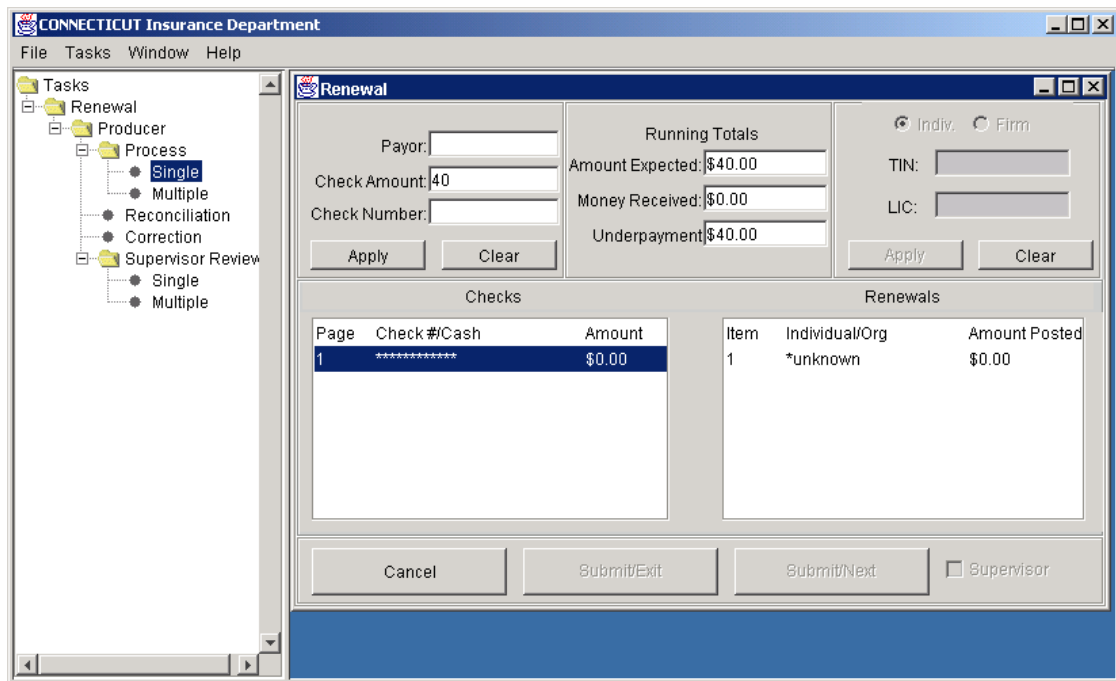


Figure 4.1-1 Renewal/Producer/Single Screen

Click in the “Check Amount” data entry field. (1) Enter the first dollar amount from the table below (do not type the dollar symbol, just enter numeric information with a period if shown in the table). (2) After entering each dollar amount, Click on “Apply” and verify that:

- the “Money Received” value equals the just entered amount, and
- the “Underpayment” value equals the “Amount Expected” minus the “Money Received”
- the “Amount” column in the LOWER LEFT Results white box equals the “Check Amount”

(3) If the “Money Received” differs from the “Check Amount” entered, write the actual value of the “Money Received” amount in the “Actual Result If Diff” column of the table.

(3) Next, click on “Clear” and proceed to enter the next dollar amount

Enter Check Amount	Results after “Apply” selected Money Received	Underpayment	Actual Result If Diff
0.00	0.00	40.00	_____
0.01	0.01	39.99	_____
0.10	0.10	39.90	_____
1.00	1.00	39.00	_____
10.00	10.00	30.00	_____
41.00	41.00	(1.00)	_____
40.0	40.00	0.00	_____
40	40.00	0.00	_____
400.00	400.00	(360.00)	_____
4000.00	4000.00	(3960.00)	_____
40000.00	40000.00	(39960.00)	_____

PASS

FAIL

Initials

Next, repeat the entry of data into the “Check Amount” field using the entries in the following table and verify that either the application does not accept the key entry or the application rejects the entered data after the “Apply” key is selected. In all cases, enter what appears in the “Money Received” field and the “Underpayment” field into the table.

Check Amount	Results after “Apply” selected	
	Money Received	Underpayment
0.0a	_____	_____
B.32	_____	_____
ABC	_____	_____
&	_____	_____
10.0s	_____	_____
41.s0	_____	_____
4a0.00	_____	_____
4000.aa	_____	_____
ABCde.00	_____	_____

PASS

FAIL

 Initials

Next, repeat the entry of data into the “Check Amount” field by selecting the function keys at the top of the keyboard and all other non-alphanumeric keys (tab, cap lock, shift, control, alt, home, page up, etc.) and verify that either the application does not accept the key entry or the application rejects the entered data after the “Apply” key is selected. In all cases, enter what appears in the “Money Received” field and the “Underpayment” field into the table below (continues on next page).

Check Amount	Results after “Apply” selected	
	Money Received	Underpayment
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Results after “Apply” selected

4.1.2 Check Number Data Entry Field

Restart the Renewal application so that the initial Task Tree Screen is displayed. The Task Tree should display two task tree items labeled “Tasks” and “Renewals”. Expand the Task Tree until “Producer/Process/Single” is displayed. Double click on “Single” and the Single Screen shown in Figure 4.1-1 should appear.

PASS FAIL _____
Initials

Click in the “Check Number” data entry field. (1) Enter the first item from the table. (2) After entering item, Click on “Apply” and verify that:

- the “Check #” value in the LOWER LEFT white box results area equals the just entered check number
- (3) If the “Check #” differs from the “Check Number” entered, write the actual value of the “Check #” in the “Actual Result If Diff” column of the table.
- (3) Next, click on “Clear” and proceed to enter the next dollar amount

Check Number	Check #
123-456	_____
123456789	_____
1234567890123	_____
abcdefghi	_____
abc123abc123	_____
12-12-12-12-12	_____
ab-ab-ab-ab-	_____
1234-56-788	_____
1234-ab-78	_____

PASS FAIL _____
Initials

Next, repeat the entry of data into the “Check Number” field by selecting the function keys at the top of the keyboard and all other non-alphanumeric keys (tab, cap lock, shift, control, alt, home, page up, etc.) and verify that either the application does not accept the key entry or the application rejects the entered data after the “Apply” key is selected. In all cases, enter what appears in the “Check Number” field and the “Check #” field into the table below (continues on next page).

4.2 Command Test Procedures

4.2.1 Cancel Command Test Procedure

Restart the Renewal application so that the initial Task Tree Screen is displayed. The Task Tree should display two task tree items labeled “Tasks” and “Renewals”. Expand the Task Tree until “Producer/Process/Single” is displayed. Double click on “Single” and the Single Screen shown in Figure 4.1-1 should appear and the OLDEST ITEM IN THE WORK QUEUE SHOULD APPEAR.

PASS FAIL _____
Initials

Enter valid entries into the “Check Amount” and Check Number” fields. Select “Apply” . Click on “Cancel” and verify that the data entry fields and results fields return to their original values.

PASS FAIL _____
Initials

4.2.2 Submit/Exit Command Test Procedure

Restart the Renewal application so that the initial Task Tree Screen is displayed. The Task Tree should display two task tree items labeled “Tasks” and “Renewals”. Expand the Task Tree until “Producer/Process/Single” is displayed. Double click on “Single” and the Single Screen shown in Figure 4.1-1 should appear and the OLDEST ITEM IN THE WORK QUEUE SHOULD APPEAR.

PASS FAIL _____
Initials

Enter valid entries into the “Check Amount” and Check Number” fields. Select “Apply” . Click on “Submit/Exit” and verify that the Single Screen display disappears with only the task tree visible.

PASS FAIL _____
Initials

NEED TO DO CASES WHERE Submit/Next picks up errors HERE

4.2.3 Submit/Next Command Test Procedure

Restart the Renewal application so that the initial Task Tree Screen is displayed. The Task Tree should display two task tree items labeled

“Tasks” and “Renewals”. Expand the Task Tree until “Producer/Process/Single” is displayed. Double click on “Single” and the Single Screen shown in Figure 4.1-1 should appear and the OLDEST ITEM IN THE WORK QUEUE SHOULD APPEAR.

PASS FAIL _____
Initials

Enter valid entries into the “Check Amount” and Check Number” fields. Select “Apply” . Click on “Submit/Next” and verify that the data entry fields and information fields change based on the next oldest item in the work queue. WE NEED TO HAVE KNOWN EXAMPLES IN THE WORK QUEUE SO THAT WE KNOW THE NEXT SAMPLE BROUGHT UP IS THE OLDEST.

PASS FAIL _____
Initials

NEED TO DO CASES WHERE Submit/Next picks up errors HERE

4.2.4 Supervisor Test Procedure

Restart the Renewal application so that the initial Task Tree Screen is displayed. The Task Tree should display two task tree items labeled “Tasks” and “Renewals”. Expand the Task Tree until “Producer/Process/Single” is displayed. Double click on “Single” and the Single Screen shown in Figure 4.1-1 should appear and the OLDEST ITEM IN THE WORK QUEUE SHOULD APPEAR.

PASS FAIL _____
Initials

Enter valid entries into the “Check Amount” and Check Number” fields. Select “Apply” . Click on “Supervisor” check box and Click on “Submit/Exit, verify that the Supervisor dialog appears. Enter any info to fill narrative field had Click “OK. Verify that the Single Screen display disappears with only the task tree visible. Select “Supervisor/Single”

PASS FAIL _____
Initials

NEED TO DO CASES WHERE Submit/Next combined with Supervisor Review picks up errors HERE (Repeat of error tests done for Submit/Next)