Information Technology Services

University System of Georgia Information Technology Services

Data & Reporting Services

Test Plan

Academic Release 1.17

ADC Spring MT 20244

January 2024

Contents

Test Plan for Academic Release 1.17

Preparation for Testing

Academic Release 1.17 and Data Collections ETL (ZADMETL) 1.3 must be applied to your TEST database used to prepare for testing. Please follow the steps below to prepare for testing the release:

Step 1

Apply Academic Release 1.17 to the Banner database using the parameters for Spring MT 20244.

Step 2

Setup and/or identify test cases for testing the extraction and editor.

Step 3

In Banner, run the Data Collection Extraction process (ZADMETL) from Banner Job Submission (GJAPCTL).

Step 4

Turn on the ITS version of GlobalProtect VPN. For download, install, and login instructions, email DW_Test@usg.edu.

Step 5

Run the USG Extract in the TEST environment using the following URL:

https://appst.ds.usg.edu/ords/f?p=38576

Step 6

Review the Data Submission Error report to validate changes included in the release in the Cognos TEST environment using the following URL:

https://analyticst.ds.usg.edu/bi/

Diversity / Global Learning High Impact Practice Course Section Attributes

Purpose

Data Element High Impact Practice Course Section Attributes (SEC028) was first added to the Academic Data Collection in Spring 2019 with the creation of HIP attributes for Capstone, Service Learning, Undergraduate Research and Work Based Learning. In Fall 20212, additional HIP attributes were added for First Year Experience, Common Intellectual Experiences, Learning Communities, Writing-Intensive Courses, Collaborative Assignments and Projects and ePortfolio.

The addition of HIP attributes for Diversity / Global Learning for Spring 20244 will allow the identification of courses that emphasize global and cultural learning through "internationalization at home" or as part of a diversity or human rights curriculum focus.

Functionality delivered with this release:

Academic Release 1.17 includes the creation of the following primary and context course section attributes for Diversity / Global Learning:

Primary:

ZDGP: Diversity / Global Learning - Course includes elements that explore culture, life experiences, and worldviews different from current U.S. dominant culture. The course addresses U.S. diversity, world cultures that included differences such as race, ethnicity, gender or human rights, freedom and power

Context:

ZDUS: Primarily Domestic - The majority (or all) of the exploration around differences are in the context of the United States.

ZDGL: Primarily International - The majority (or all) of the exploration around differences are in the context of the broader global community.

The Academic Campus ETL script was updated to collect the new Diversity / Global Learning course section attributes. These attributes have been added to the Course Section Attribute lookup table and related ADMCRS_SECTION_ATTR_MIMIC table dump reports.

The following new validation rules were created:

VSEC051 – If Diversity / Global Learning context attribute ZDUS or ZDGL is present on a course section, then the primary ZDGP attribute must also be present.

VSEC052 - A Course Section may have only one Diversity / Global Learning Context Course Attribute.

Finally, the Academic Data Element Dictionary was updated to include the new validation rules and valid values.

Test Scenarios:

Test Scenario 1: Data Element Dictionary (DED)

In Cognos, generate a data element dictionary using the Data Dictionary > Download PDF option.

Verify the following changes for data element High Impact Practice Course Section Attributes (SEC028):

- The Description should display the following:

    A course section attribute that identifies course sections that use at least one high impact practice: service learning, undergraduate research, work-based learning, undergraduate capstone, first-year experience, common intellectual experience, learning communities, writing-intensive, collaborative assignments and projects, ePortfolio courses or Diversity / Global Learning.

- The Business Practice should display the following:

    All High Impact Practice course sections require a primary attribute and, if applicable, a contact hour or context attribute. Supplemental codes may be used to identify courses that meet an institutional requirement for participation in High Impact Practice courses or to identify course sections that are linked to other course sections grouped as a common High Impact Practice for students enrolled (e.g., multiple course sections for learning communities or common intellectual experiences).

    The "Course Section Attributes Business Process" is located in the Business Processes section of the GeorgiaBEST Web site.

    https://www.usg.edu/georgia_best/application_development_and_support/business_processes

- The Validation Rules should display the following:

    o Active:

        ▪ VSEC042 - A Course Section may have only one Service Learning Contact Hours Course Attribute.

        ▪ VSEC043 - A Course Section may have only one Undergraduate Research or Creative Project Contact Hours Course Attribute.

        ▪ VSEC044 - A Course Section may have only one Work-Based Learning Contact Hours Course Attribute.

        ▪ VSEC050 - A Course Section may have only one Collaborative Assignments and Projects Contact Hour Course Attribute.

        ▪ VSEC051- If Diversity / Global Learning context attribute ZDUS or ZDGI is present on a course section, then the primary ZDGL attribute must also be present.

- VSEC052 - A Course Section may have only one Diversity / Global Learning Context Course Attribute.

    o Inactive:

    - VSEC045 - If Work-Based Learning Course Attribute is ZWL3 or ZWL4 then section instruction type code must be 81.

- The Valid Values section should be updated to include the following:

    o DIVERSITY / GLOBAL LEARNING

    - ZDGP - Primary: Course includes elements that explore culture, life experiences, and worldviews different from current U.S. dominant culture. The course addresses U.S. diversity, world cultures that included differences such as race, ethnicity, gender or human rights, freedom and power

    - ZDUS - Context: The majority (or all) of the exploration around differences are in the context of the United States

    - ZDGL - Context: The majority (or all) of the exploration around differences are in the context of the broader global community

- The Change History section should display:

    o Academic Term: 20224

    o Change Date: Jan 26, 2024

    o Change Notes: Updated the element Description and Business Practice. Added attributes for Diversity / Global Learning. Added validations VSEC051 and VSEC052.

Testing successful? (circle one) Yes / No

Test Scenario 2: Collected Attributes

Assign attributes for Diversity / Global Learning to courses, as applicable. Attributes may be temporarily assigned to courses for testing purposes.

Run the ZADMETL process for parameter value A to generate output for ADC. Review the .lis file output for any errors. If ZADMETL completed successfully, run the ADC extraction. Verify that the ADC extraction runs successfully.

In Cognos, navigate to Submission Status > Submission Summary > Submission Term: 20244 – MT > Course > Section Attributes *(*ods_admcrs_section_attr_mimic*)* > View / Download to view the Table Dump - Course Section Attributes report. Verify that the Diversity / Global Learning course section attributes (ZDGP, ZDUS and ZDGL) were collected.

Testing successful? (circle one) Yes / No

Test Scenario 3a: Validation Rules

In Cognos, navigate to Data Submission Errors > Institution Summary > Submission Term: 20244 – MT > Course > Section Attributes (ods_admcrs_section_attr_mimic) > View / Download to view data submission errors for course section attributes:

Verify that the following errors were not received:

VSEC051 – If Diversity / Global Learning context attribute ZDUS or ZDGL is present on a course section, then the primary ZDGP attribute must also be present.

VSEC052 - A Course Section may have only one Diversity / Global Learning Context Course Attribute.

Testing successful? (circle one) Yes / No

Test Scenario 3b: Validation Rule VSEC051

For a test course section, assign only a Diversity / Global Learning context course section attribute (ZDUS or ZDGL). Do not assign the primary course section attribute ZDGP.

Run the ZADMETL process for parameter value A to generate output for ADC. Review the .lis file output for any errors. If ZADMETL completed successfully, run the ADC extraction. Verify that the ADC extraction runs successfully.

In Cognos, navigate to Data Submission Errors > Institution Summary > Submission Term: 20244 – MT > Course > Section Attributes (ods_admcrs_section_attr_mimic) > View / Download to view data submission errors for course section attributes:

Verify that the following error was received:

VSEC051 – If Diversity / Global Learning context attribute ZDUS or ZDGL is present on a course section, then the primary ZDGP attribute must also be present.

Testing successful? (circle one) Yes / No

Test Scenario 3c: Validation Rule VSEC052

For a test course section, assign **both** Diversity / Global Learning context course section attributes (ZDUS and ZDGL).

Run the ZADMETL process for parameter value A to generate output for ADC. Review the .lis file output for any errors. If ZADMETL completed successfully, run the ADC extraction. Verify that the ADC extraction runs successfully.

In Cognos, navigate to Data Submission Errors > Institution Summary > Submission Term: 20244 – MT > Course > Section Attributes (ods_admcrs_section_attr_mimic) > View / Download to view data submission errors for course section attributes:

Verify that the following error was received:

VSEC052 - A Course Section may have only one Diversity / Global Learning Context Course Attribute.

If primary attribute ZDGP was not assigned to the course, you should also receive the following error:

VSEC051 – If Diversity / Global Learning context attribute ZDUS or ZDGL is present on a course section, then the primary ZDGP attribute must also be present.

Testing successful? (circle one) Yes / No

NOTE: Please be sure to remove any course section attributes that were assigned for testing purposes only.

If testing was unsuccessful, please explain issues, in detail, here:

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Signature

_____

Title

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Modification of Validation Rule VSES014

Purpose

Validation rule VSES014 examines class sections noting that if the class meets on campus in assigned space, then it must be in a valid room. While investigating discrepancies in Facility reporting, it was found that this validation was checking to verify that the room number exists, without verifying that the room exists in the specific building. For the ADC Spring MT 20244 collection, the validation will be modified to evaluate that the building and room combination exists.

Functionality delivered with this release:

This release includes modification to the following validation rule to ensure that if a class meets on campus in assigned space, then it must be in a valid building and room as reported in the most recent Facilities Inventory Data Collection:

> VSES014 – If Section Location code is A or D and External Site is null and room code is not null then the building/room combination must be in the most recent Facilities Inventory data submission.

To evaluate the impact of this modification, the Severity of VSES014 will be changed from an "Error" that requires resolution to a "Known Issue". However, institutions will be required to attempt to clear this validation.

Finally, the Academic Data Element Dictionary (DED) will also be updated to include the modified validation rule as a Known Issue.

Test Scenarios:

Test Scenario 1: Data Element Dictionary (DED)

In Cognos, generate a data element dictionary using the Data Dictionary > Download PDF option.

Verify the following changes for data element Room Code (SES013):

- The Validation Rule should be updated to display:

    o Status: Active

    o Severity: Known Issue

    o VSES014 – If Section Location code is A or D and External Site is null and room code is not null then the building/room combination must be in the most recent Facilities Inventory data submission.

- The Change History section should display:

    o Academic Term: 20224

    o Change Date: Jan 26, 2024

    o Change Notes: Updated validation VSES014 to include the building/room combination. Updated severity to 'Known Issue'.

Testing successful? (circle one) Yes / No

Test Scenario 2: Validation Rule VSES014

Run the ZADMETL process for parameter value A to generate output for ADC. Review the .lis file output for any errors. If ZADMETL completed successfully, run the ADC extraction. Verify that the ADC extraction runs successfully.

In Cognos, navigate to Data Submission Errors > Institution Summary > Submission Term: 20244 – MT > Course > Class Session (ods_admcrs_cls_session_mimic) and verify that the Severity Level is set to (All) or Known Issue as shown in the screen clip below.

University System of Georgia
Data Submission Errors - Institution Summary

Severity Level: (All)

Check to see if the following validation exists:

VSES014 – If Section Location code is A or D and External Site is null and room code is not null then the building/room combination must be in the most recent Facilities Inventory data submission.

If the validation does not exist for your institution, no additional action is needed.

If the validation does exist, you will need to work with your campus Facilities Inventory Data Collection contact to ensure that the building / room combination is submitted when the Facilities Inventory Data Collection is open from February 15 to March 4, 2024.

Testing successful? (circle one) Yes / No

For more information on this validation rule, please see the **VSES014 Modification** announcement that was cross posted to the ADMPOC and FACILITIES Listservs on January 16.

If testing was unsuccessful, please explain issues, in detail, here:

Signature _____

Title _____

Appendix A: Document Change History

This section details the history of the document and updates made for each modification.

Release and Date	Form/Process	Page	Update Description
December 13, 2023	N/A	N/A	Initial release of beta test plan.
January 10, 2024		7 - 9	Added test steps for the modification of VSES014.