

Information Technology Services

University System of Georgia Information Technology Services

Data & Reporting Services

Test Plan Facilities Inventory Data Collection Spring Term (ST) 20234

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Test Plan for the Facilities Inventory Data Collection (FIDC) Spring 20244

Preparation for Testing

There are no changes to the Facilities Campus ETL script for the Spring 20244 collection. This collection will use Facilities Release 1.3 and Data Collections ETL (ZADMETL) 1.3 that were previously applied to your TEST database. No action from institutional or Managed Services DBAs is required for this collection.

Please follow the steps below to prepare for testing the Spring collection:

Step 1

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

Step 2

In Banner, run the Data Collection Extraction process (ZADMETL) from Banner Job Submission (GJAPCTL). For the Facilities Inventory Data Collection, use 'F' for parameter '01 – Data Collection to Extract?'

Step 3

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

Step 4

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

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

Step 5

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/>

Validation Rule Updates for VBRM007

Purpose

Validation rule VBRM007 originally evaluated the square feet per station for Room Use Code 111 and 112 and was inactivated in 2012 when updates were made to room use codes to better align with NCES Classification Standards.

The original validation read as follows:

VBRM007: room use code 111 or 112 requires square feet per station between 1 and 40.

For spring, the validation will be reactivated to ensure that the square feet per station for Room Use Code 110 is between 1 and 40. The updated validation is as follows:

VBRM007: Room Use Code 110 requires square feet per station between 1 and 40.

For more information on Room Use Codes, please see Room Use Code (BRM004) in the Facilities Data Element Dictionary (DED).

Functionality delivered with this release:

The following validation rule was modified and reactivated to evaluate the square feet per station for Room Use Code 110:

- Room Use Code (BRM004)
 - VBRM007 - room use code 110 requires square feet per station between 1 and 40.

The Facilities Data Element Dictionary (DED) was updated to document the above changes.

Test Scenario 1:

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

Verify the listed edits to the following data elements:

Room Use Code (BRM004):

- The Validation Rules section should display:
 - Status: Active
 - VBRM004 - room use code must be valid.
 - VBRM007 - room use code 110 requires square feet per station between 1 and 40.
 -
 - Status: Inactive
 - VBRM005 - room use code 111 must have number of stations less than 51.

- VBRM006 - room use code 112 must have number of stations greater than 50.
- VBRM008 - room use code 010, 020, 030, or 040 must have program class code 90.
- The Change History section should display:
 - Academic Term: 20244
 - Change Date: March 1, 2024
 - Change Notes: Reactivated and revised VBRM007 to evaluate square feet per station for Room Use Code 110.

Testing successful? (circle one) Yes/No

Test Scenario 2:

Run the ZADMETL process for parameter value F to generate output for FIDC. Review the .lis file output for any errors. If ZADMETL completed successfully, run the FIDC extraction.

In Cognos, navigate to Validation Errors > Validation Error Summary. Verify that the following validation rule did not fire:

- VBRM007 - room use code 110 requires square feet per station between 1 and 40.

If this VBRM007 was triggered, review room data in Banner to ensure that the room use code is 110 and the square foot per station (AREA_SQFT / ROOM_STATION_NBR) is outside the valid range of 1 – 40 square feet per station.

Room data can also be reviewed using the Cognos Table Dump – FIM Room report. For instructions on downloading this report to Excel and calculating the square feet per station, please see Appendix A: Downloading Cognos Reports.

Testing successful? (circle one) Yes/No

Test Scenario 3:

If validation VBRM07 was triggered, follow institutional business practices to correct the square feet per station for the associated rooms. Run the ZADMETL process for parameter value F to generate output for FIDC. Review the .lis file output for any errors. If ZADMETL completed successfully, run the FIDC extraction.

Verify that the error cleared for each room that was edited.

Testing successful? (circle one) Yes/No

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

Signature

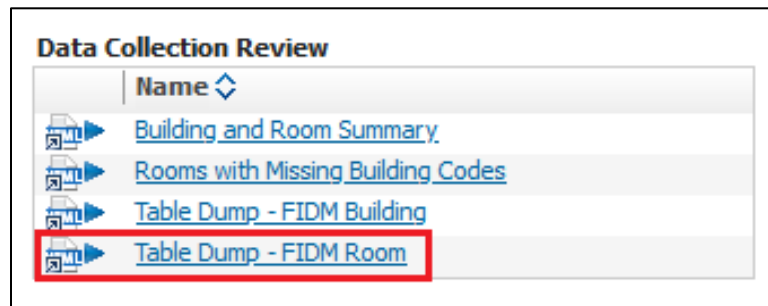
Title

Appendix A: Downloading Cognos Reports

Cognos reports can be downloaded using the Cognos Viewer. The following steps can be used to download the Cognos Table Dump - FIDM Room report:

1. Run the Cognos Table Dump - FIDM Room report.

In Cognos, navigate to Data Collection Review > Table Dump - FIDM Room and click the report link.

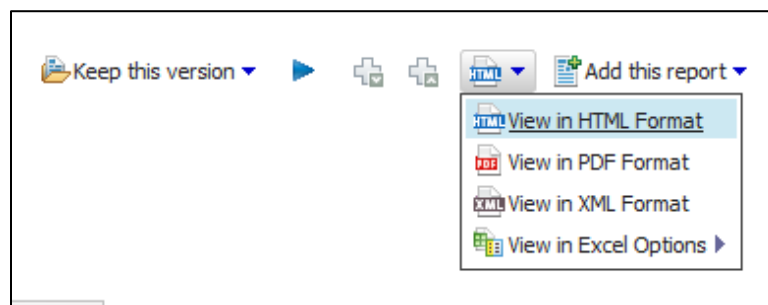


2. Select the desired file format.

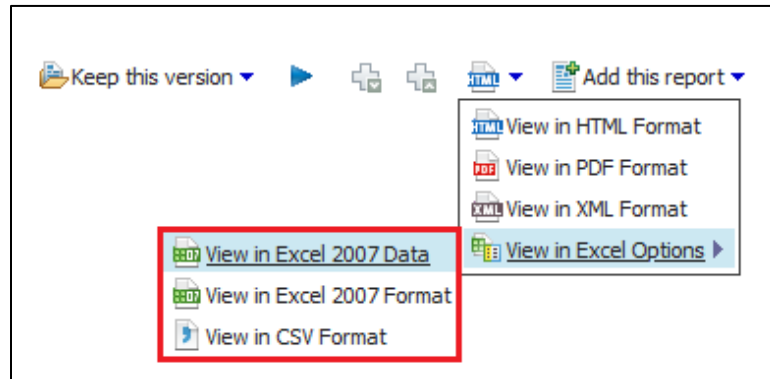
- a. In the upper right corner of the report, select the dropdown menu next to the HTML icon.



- b. Select 'View in Excel Options'.



c. Select your desired download format.



1. View in Excel 2007 Data: creates an Excel spreadsheet with column headings and room data.
2. View in Excel 2007 Format: creates an Excel spreadsheet with report headings, column headings and room data.
3. View in CSV Format: creates a .csv file with column headings and room data.

Note: You may have to allow popup windows in your browser when downloading reports. If you do not see the report after downloading, check your Downloads folder.

d. Calculate the square feet per station in Excel.

1. To calculate the square feet per station in Excel, add a column for “SQFT / STATION”.
2. On the first row under the new heading, add the formula ‘=(column and row for AREA_SQFT / column and row for ROOM_STATION_NBR)’. In the example below, the formula is ‘=G2 / J2’. Hit ‘Enter’ to see the result.

	A	B	C	D	E	F	G	H	I	J	K	L
1	SETID	ACADEMIC_TERM	COLL_TYPE	BUILDING_CODE	ROOM_CODE	ROOM_DESC	AREA_SQFT	ROOM_USE_CODE	PROGRAM_CLASS_CODE	ROOM_STATION_NBR	CIP_CODE	SQFT / STATION
2	98200	20244	ST	0003	101	ClassRm	1,019	110	90	21		=G2/J2
3	98200	20244	ST	0003	104	ClassRm	828	110	11	34		
4	98200	20244	ST	0003	114	ClassRm	820	110	11	25		
5	98200	20244	ST	0003	202	ClassRm	417	110	11	26		
6	98200	20244	ST	0003	214	ClassRm	424	110	11	15		
7	98200	20244	ST	0003	221	ClassRm	833	110	11	16		
8	98200	20244	ST	0006	105	ClassRm	549	110	11	23		
9	98200	20244	ST	0006	205	ClassRm	812	110	11	39		

3. Copy and paste the cell with the formula to the rows below.

	A	B	C	D	E	F	G	H	I	J	K	L
1	SETID	ACADEMIC_TERM	COLL_TYPE	BUILDING_CODE	ROOM_CODE	ROOM_DESC	AREA_SQFT	ROOM_USE_CODE	PROGRAM_CLASS_CODE	ROOM_STATION_NBR	CIP_CODE	SOFT / STATION
2	98200	20244	ST	0003	101	ClassRm	1,019	110	90	21		48.52380952
3	98200	20244	ST	0003	104	ClassRm	828	110	11	34		24.35294118
4	98200	20244	ST	0003	114	ClassRm	820	110	11	25		32.8
5	98200	20244	ST	0003	202	ClassRm	417	110	11	26		16.03846154
6	98200	20244	ST	0003	214	ClassRm	424	110	11	15		28.26666667
7	98200	20244	ST	0003	221	ClassRm	833	110	11	16		52.0625
8	98200	20244	ST	0006	105	ClassRm	549	110	11	23		23.86956522