

Information Technology Services

University System of Georgia Information Technology Services

Data & Reporting Services

Test Plan

Academic Release 1.16

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Test Plan for Academic Release 1.16

Preparation for Testing

Academic Release 1.16 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 1.16 to the Banner database using the parameters for Fall EOT 20242.

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/>

Collection of Course College and Department

Purpose

This change is from a request submitted by the Assistant Vice Chancellor of Academic Strategy & Analytics to collect College codes (and descriptions) and Department codes (and descriptions) for students and courses as a part of the Academic Data Collection. This request will provide additional data for Deans and Department Chairs as a part of institutional dashboards.

The addition of College and Department codes and descriptions for awarded and enrolled students was included in the Summer Mid-Term 20241 Academic Data Collection. Course College and Department codes and descriptions will be collected starting in the Fall End-of-Term 20242 Academic Data Collection.

Functionality delivered with this release:

Academic Release 1.16 includes an update to the ADC Campus ETL script to collect college and department codes and descriptions for courses. Four new data elements will be created and columns for each new data element will be added to ADMCRS_CATALOG_MIMIC tables and related table dump reports.

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 addition of the following data elements:

Course College Code (CRS007)

- The heading should display:
 - Course College Code (CRS007)
- The Category should display:
 - Academic / Course / Course / CRS007
- The Description should display:
 - This field identifies the college associated with a course.
- The Data Type should display
 - A/N
- The Length should display:
 - 2
- The Format should display:
 - X

- The Collection Period should display:
 - Current: mid-term and end of term
- The Data Source should display:
 - Provider: Banner
 - Table: SCBCRSE
 - Column: SCBCRSE_COLL_CODE
 - GUI Name: SCACRSE
 - GUI Label: SCACRSE > College
 - SOAXREF Translation Code:
- The Effective Terms should display:
 - Start: 20242
 - End: (none)
- The Change History Section should display:
 - Academic Term: 20242
 - Change Date: Nov 22, 2023
 - Change Notes: Created new data element Course College Code – CRS007

Course College Description (CRS008)

- The heading should display:
 - Course College Description (CRS008)
- The Category should display:
 - Academic / Course / Course / CRS008
- The Description should display:
 - The name of the college associated with a course.
- The Data Type should display
 - A
- The Length should display:
 - 100
- The Format should display:
 - X
- The Collection Period should display:
 - Current: mid-term and end of term
- The Data Source should display:

- Provider: Banner
- Table: STV_COLL
- Column: STV_COLL_DESC
- GUI Name: STV_COLL
- GUI Label: STV_COLL > Description
- SOAXREF Translation Code:
- The Effective Terms should display:
 - Start: 20242
 - End: (none)
- The Change History Section should display:
 - Academic Term: 20242
 - Change Date: Nov 22, 2023
 - Change Notes: Created new data element Course College Description – CRS008

Course Department Code (CRS009)

- The heading should display:
 - Course Department Code (CRS009)
- The Category should display:
 - Academic / Course / Course / CRS009
- The Description should display:
 - This field identifies the department associated with a course.
- The Data Type should display
 - A/N
- The Length should display:
 - 4
- The Format should display:
 - X
- The Collection Period should display:
 - Current: mid-term and end of term
- The Data Source should display:
 - Provider: Banner
 - Table: SCBCRSE
 - Column: SCBCRSE_DEPT_CODE

- GUI Name: SCACRSE
- GUI Label: SCACRSE > Department
- SOAXREF Translation Code:
- The Effective Terms should display:
 - Start: 20242
 - End: (none)
- The Change History Section should display:
 - Academic Term: 20242
 - Change Date: Nov 22, 2023
 - Change Notes: Created new data element Course Department Code – CRS009

Course Department Description (CRS010)

- The heading should display:
 - Course Department Description (CRS010)
- The Category should display:
 - Academic / Course / Course / CRS010
- The Description should display:
 - The name of the department associated with a course.
- The Data Type should display
 - A
- The Length should display:
 - 30
- The Format should display:
 - X
- The Collection Period should display:
 - Current: mid-term and end of term
- The Data Source should display:
 - Provider: Banner
 - Table: STVDEPT
 - Column: STVDEPT_DESC
 - GUI Name: STVDEPT
 - GUI Label: STVDEPT > Description
 - SOAXREF Translation Code:

- The Effective Terms should display:
 - Start: 20242
 - End: (none)
- The Change History Section should display:
 - Academic Term: 20241
 - Change Date: Nov 22, 2023
 - Change Notes: Created new data element Course Department Description – CRS010

Testing successful? (circle one) Yes / No

Test Scenario 2a: Course College Code and College Description (Columns)

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: 20242 – EOT > Course > Catalog (ods_admcrcs_catalog_mimic) > View / Download to view the Table Dump - Course Catalog report. Verify that the COURSE_COLLEGE_CODE and COURSE_COLLEGE_DESCR columns are populated.

Testing successful? (circle one) Yes / No

Test Scenario 2b: Course College Code and College Description (Data)

Using the Table Dump – Course Catalog report generated in Test Scenario 2a, verify that the COURSE_COLLEGE_CODE and COURSE_COLLEGE_DESCR values for a sample of courses match data in your institution’s TEST Banner database.

Testing successful? (circle one) Yes / No

Test Scenario 3a: Course Department Code and Department Description (Columns)

Using the Table Dump – Course Catalog report generated in Test Scenario 2a, verify that the COURSE_DEPARTMENT_CODE and COURSE_DEPARTMENT_DESCR columns are populated.

Testing successful? (circle one) Yes / No

Test Scenario 3b: Course Department Code and Department Description (Data)

Using the Table Dump – Course Catalog report generated in Test Scenario 2a, verify that the COURSE_DEPARTMENT_CODE and COURSE_DEPARTMENT_DESCR values for a sample of courses match data in your institution’s TEST Banner database.

Testing successful? (circle one) Yes / No

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

Signature

Title

Source Background Institution (SBGI) Code

Purpose

In spring 2023, Ellucian updated the Banner Source Background Institution (SBGI) Code field size from 6 to 20 characters. Related Georgia Enhancements have been scheduled for release in October 2023. In most cases, the 6 character FICE code field is extracted as a part of the Academic Data Collection. However, in some cases, a translated value or the SBGI code will be extracted.

Functionality delivered with this release:

Academic Release 1.16 includes modifications to the FICE/HS Application (APEX) to allow translation of a 20 character SBGI Code to a valid 6 character College Board or FICE Code.

The ADC Campus ETL logic collects FICE codes, in order, from the following sources:

1. FICE/High School Translation Application (if a translation exists)
2. STVSBGI_FICE (if populated)
3. STVSBGI_CODE

If a STVSBGI_CODE larger than 6 characters is used and this code is not translated on the FICE/High School Translation Application or translated to a STVSBGI_FICE code, the Banner Data Collection Extraction process (ZADMETL) will **fail** on the ODS_ADMSTU_TRANSFER_MIMIC step.

College Board (High School) codes are collected, in order, from the following sources:

1. FICE/High School Translation Application (if a translation exists)
2. STVSBGI_CODE

The Campus ETL logic does not use the STVSBGI_FICE field in the collection of College Board codes. If a STVSBGI_CODE larger than 6 characters is used and this code is not translated to a 6 character College Board Code on the FICE/High School Translation Application, only the first 6 digits of the STVSBGI_CODE will be collected. This may result in the collection of an incorrect College Board Code.

Test Scenarios:

Test Scenario 1a: FICE Code

Run the ZADMETL process for parameter value A to generate output for ADC. Review the .lis file to verify that an error was not received on the ODS_ADMSTU_TRANSFER_MIMIC step.

Testing successful? (circle one) Yes / No

Test Scenario 1b: FICE Code Translation

If there is a failure on the ODS_ADMSTU_TRANSFER_MIMIC step in Test Scenario 1a, verify that a STVSBGI_CODE larger than 6 characters was used. Notify the Data and Reporting Team by email at DW_Test@usg.edu and we will provide instructions for creating a translation on the Test FICE/HS

Translation Application or adding a FICE value to the Source / Background Institution Validation (STVSBGI) page.

Testing successful? (circle one) Yes / No / NA

Test Scenario 2: College Board (High School) Code

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: 20242 – EOT > Student > Matriculation (ods_admstu_enr_matric_mimic) > View / Download to review the Data Submission Errors report for the following validation errors related to High School Code.

VSTE117 - If matriculation date is equal to or greater than 20031, then High School Code must be a valid College Board code (as listed in the FICE / High School Code Translation Application), NNNNNN, or null.

VSTE277 - High School code must be present, If Student Level is 11.

If these validation errors exist, verify that the Cognos error detail displays the High School Code shown in your test Banner database. Resolve the errors using your institutional procedure for resolving these errors.

Testing successful? (circle one) Yes / No

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

Signature

Title

Test Score Administration Type (TADM) Code

Purpose

In spring 2023, Ellucian updated the Test Score Administration Type (TADM) Code field size from 6 to 20 characters. Related Georgia Enhancements have been scheduled for release in October 2023.

Functionality delivered with this release:

Academic Release 1.16 includes an update to the ADC Campus ETL script to collect only the following two character valid test administration type values from the Banner Test Score Information (SOATEST) page or translation label 'RGTTTYP' on the Banner EDI Cross-Reference Rules (SOAXREF) page:

- LO - Local
- NA - National
- RE – Residual

Test Scenarios:

Test Scenario 1:

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 > Student > Test Results (ods_admstu_test_results_mimic) > View / Download to view the Table Dump – Student Test Results report. Verify that the only values displayed in the TEST_TYPE_CODE column are valid values NA, LO or RE.

Testing successful? (circle one) Yes / No

Test Scenario 2:

Using the Table Dump – Student Test Results report generated for Test Scenario 1, verify that the collected Test Type Codes for a sample of students match the test administration type codes from your institution's test Banner database.

Testing successful? (circle one) Yes / No

Test Scenario 3:

Identify students in your institutions test database that have a test administration type that is not one of the three Regents valid values NA, LO or RE, if applicable. Using the Table Dump – Student Test Results report generated for Test Scenario 1, verify that the Test Type Code for each student is blank.

Testing successful? (circle one) Yes / No / NA

Collection of Regents Cumulative Award Data

Purpose

In prior collections, multiple institutions required error relief for the following validation errors related to USG Cumulative Award data:

VSGC011 - USG Cumulative Hours Attempted must be greater than zero and cannot be null.

VSGC023 - USG Cumulative GPA must be greater than zero and cannot be null.

Research indicated that these errors result from a student receiving an award at a level that is different from the level that the student is enrolled. (Example: A student is enrolled as a graduate student in summer and is awarded an undergraduate degree in that term.)

Functionality delivered with this release:

Academic Release 1.16 includes an update to the Academic Campus ETL logic that identifies the last term a student was enrolled at the awarded level. The addition of a filter on level code will allow the campus ETL logic to pull cumulative data for the correct term and level code.

Test Scenarios:

Test Scenario 1: USG Cumulative Hours Attempted

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: 20242 – EOT > Graduation > Cumulative (ods_admgrad_student_mimic) > View / Download to review data submission errors related to cumulative award data.

Verify that the following validation error does not exist:

VSGC011 - USG Cumulative Hours Attempted must be greater than zero and cannot be null.

If this validation error does exist, please mark that testing was not successful and provide additional information on the student to help in our review. (Example: The student was awarded an undergraduate degree in summer 2023 but was enrolled as a graduate student taking only graduate level courses in that term. The student was last enrolled as an undergraduate in fall 2022.)

Testing successful? (circle one) Yes / No

Test Scenario 2: USG Cumulative GPA

In Cognos, navigate to Data Submission Errors > Institution Summary > Submission Term: 20242 – EOT > Graduation > Cumulative (ods_admgrad_student_mimic) > View / Download to review data submission errors related to cumulative award data.

HOPE Hours Attempted

Purpose

In the Spring MT 20234 collection, Kennesaw State University requested error relief for the following validation error:

VSTE135: HOPE Hours Attempted cannot be null if HOPE GPA is not null.

Research identified an error in the logic for extraction of HOPE Hours Attempted. A missing filter in the section of code for the max sequence numbers may prevent the attempted hours data from being collected.

Functionality delivered with this release:

Academic Release 1.16 includes an update the Academic Campus ETL logic to add the missing filter in the section of code to select the max sequence number on the Banner CHECS Eligibility (ZHAHPZL) page where the calculation type is equal to 'SCHL' or 'ZHAHOPE'. This filter is used in the logic for both awarded and enrolled students.

Test Scenarios:

Test Scenario 1: HOPE Hours Attempted – Awarded Students

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: 20242 – EOT > Graduation > Cumulative (ods_admgrad_student_mimic) > View / Download to review data submission errors related to cumulative award data.

Verify that the following validation error is not present:

VSGC009 - HOPE Hours Attempted cannot be null if HOPE GPA is not null.

Testing successful? (circle one) Yes / No

Test Scenario 2: HOPE Hours Attempted – Enrolled Students

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: 20242 – EOT > Student > Cumulative (ods_admstu_enr_cum_mimic) > View / Download to review data submission errors related to cumulative award data.

Verify that the following validation error is not present:

Faculty Teaching Percentage

Purpose

In a prior collection, Georgia State University reported concerns regarding the following validation error related to faculty teaching percentages (FCS005).

VFCS005: Faculty Teaching Percentage must not exceed 100 for any individual instructor.

ITS distributed a Known Issue announcement to the ADMPOC listserv on Feb 10, 2023 to clarify the users' experiences. The Known Issue announcement noted that if the Faculty Teaching Percentage is greater than 100 for an individual instructor in a single course section or the sum of teaching percentages is greater than 100 for a single course section taught by multiple instructors, all course sections taught by the instructor(s) may appear in the data submission error detail listing in Cognos.

Functionality delivered with this release:

Academic Release 1.16 includes an update to the Cognos error display for VFCS005. This update will ensure that only the problematic course section will be displayed in the error listing.

Test Scenarios:

Test Scenario 1: Faculty Teaching Percentage

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: 20242 – EOT > Course > Faculty (ods_admcrcs_faculty_mimic) > View / Download to review data submission errors related to faculty.

Verify that the following error is not present:

VFCS005: Faculty Teaching Percentage must not exceed 100 for any individual instructor.

If the error is present, proceed to Test Scenario 2.

Testing successful? (circle one) Yes / No

Test Scenario 2: Error Content

If validation error VFCS005 is present, verify that only the course sections with a teaching percentage greater than 100% are listed in the error display. (If an instructor teaches 3 sections and is listed with a teaching percentage greater than 100% in one course section, only the one section causing the error should be listed under VFCS005.)

Testing successful? (circle one) Yes / No

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
October 18, 2023	N/A	N/A	Initial release of beta test plan.
November 3, 2023			Production release.