Installation / Operational Qualification Protocol

monthly 20180801.5gl g

Qualification Type: OQ

<u>Secti</u> 6.1.	on # Test Case # Title 1 Test Case	se: Procedu	iral Controls				
Purp	oose						
To de	ocument procedural controls						
Acce	otance Criteria						
RED	Can is backed un						
Vand	erbilt has appropriate hiring p	rocedures	for REDCan develo	ners			
Test C	ase 1. Test Case: Procedural Control	ols		pero.			
Step	# Procedure		Expected Result	Actual Result	P / F	Init.	Date
Data B	ackup/Recovery (21 CFR 11.10(c))		_				
1	Verify that REDCap is backe	d up.	REDCap is backed up.	See backup schedule documented in the SDS and the attached screenshot.	Pass	RRB	28-Aug-18
Snaps	hot from test step #1 t nommodel3thc-table t nommodel3thc-table togsin: Tue Aug 21 11:22:48 CDT 2018 on pts/0 tappeori311p: -15 clear appeori311p: -15 clear appeori311p: -15 clear appeori311p: or1311p15 ts -ahl t spacer 11:1p: or1311p15 ts -ahl t spacer 11:1p: or1311p15 ts -ahl t spacer 11:1p3 or1app 316 Aug 15 23:57 redcap daily r-r-r- 1 or1app or1app 316 Aug 15 23:45 redcap daily r-r-r- 1 or1app or1app 316 Aug 16 23:45 redcap daily r-r-r- 1 or1app or1app 316 Aug 12 23:46 redcap daily r-r-r- 1 or1app or1app 316 Aug 12 23:45 redcap daily r-r-r- 1 or1app or1app 316 Aug 12 23:45 redcap daily r-r-r- 1 or1app or1app 316 Aug 22 23:59 redcap daily r-r-r- 1 or1app or1app 316 Aug 22 23:59 redcap daily r-r-r- 1 or1app or1app 316 Aug 22 23:57 redcap daily r-r-r- 1 or1app or1app 316 Aug 22 23:57 redcap daily r-r-r- 1 or1app or1app 316 Aug 22 23:57 redcap daily r-r-r- 1 or1app or1app 316 Aug 22 23:57 redcap daily r-r-r- 1 or1app or1app 316 Aug 22 23:57 redcap daily r-r-r- 1 or1app or1app 316 Aug 22 23:57 redcap daily r-r-r- 1 or1app or1app 316 Aug 22 23:57 redcap daily r-r-r- 1 or1app or1app 316 Aug 22 23:57 redcap daily r-r-r- 1 or1app or1app 316 Aug 22 32:57 redcap daily r-r-r- 1 or1app or1app 316 Aug 22 32:57 redcap daily r-r-r- 1 or1app or1app 316 Aug 22 32:57 redcap daily r-r-r- 1 or1app or1app 316 Aug 22 32:57 redcap daily r-r-r- 1 or1app or1app 316 Aug 22 32:57 redcap daily r-r-r- 1 or1app or1app 316 Aug 22 32:57 redcap daily r-r-r- 1 or1app or1app 316 Aug 22 32:57 redcap daily r-r-r- 1 or1app or1app 316 Aug 22 32:57 redcap daily r-r-r- 1 or1app 0r1app 316 Aug 22 32:57 redcap daily r-r-r- 1 or1app 0r1app 316 Aug 22 32:57 redcap month	20180815 sq1,82 20180816 sq1,82 20180816 sq1,82 20180810 sq1,82 20180810 sq1,82 20180820 sq1,82 20180820 sq1,82 20180820 sq1,82 20180821 sq1,82 20180821 sq1,82 20180821 sq1,82 19,20180501 sq1,82 19,20180501 sq1,82 20180501 sq1,82 2018050000000000000000000000000000000000					

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Test C	ase <u>1. Test Case: Procedural Controls</u>					
Step	# Procedure	Expected Result	Actual Result	P / F	Init.	Date
Job Re	quirements (CFR 11.10(i) and 21 CFR 820.25(b))				
2	Verify that REDCap developers have minimum qualification requirements.	REDCap developers have minimum qualification requirements.	REDCap developers are hired per posted job descriptions. The job descriptions are retained. "Application Developer Job Description – VICTR.pdf" saved as a product of validation.	Pass	RRB	28-Aug-18
3	Confirm that for this test case: All test case steps have been executed. All deviations occurring during this test case have been documented.	All test case steps have been executed. All deviations occurring during this test case have been documented.	All test case steps have been executed. All deviations occurring during this test case have been documented.	Pass	RRB	28-Aug-18

Qualification Type: OQ

Section # Test Case # Title

6.2.

2 Test Case: Information

Test Case: Informed Consent Creation

<u>Purpose</u>

To verify Informed Consent creation

Acceptance Criteria

REDCap has operational checks to ensure informed consents are complete and correct.

Users signing informed consent have to agree to an accountability clause before signing.

Subjects can electronically sign an informed consent form.

Subjects can complete an informed consent form.

The audit trail is secure.

The audit trail is accessible for agency review and copying.

REDCap informed consent forms can be exported in human-readable and non-proprietary readable electronic format(s).

The audit trail is computer generated.

The audit trail has an accurate time/date stamp.

The audit trail records actions that create, modify, and delete electronic records.

Changes to a record do not obscure previously recorded audit trail information.

Signed informed consent forms will have the printed name of the signer and the date and time the form is signed.

The informed consent is identified as an informed consent.

Test Case <u>2. Test Case: Informed Consent Creation</u>							
Step # Procedure		Expected Result	d Result Actual Result		Init.	Date	
REDC	ap has operational checks to ensure informed con	sents are complete and	correct.				
1	Log into REDCap as the project manager. Select the test project. Click Manage Survey Participants. Under the Public Survey Link tab, document the Public Survey URL.	The Public Survey URL is documented.	The Public Survey URL is https://redcap.vand erbilt.edu/surveys/? s=K3H94M3F77	Pass	RRB	28-Aug-18	
2	Log out of REDCap. Using the documented survey URL, open the survey.	The survey opens.	The survey opens.	Pass	RRB	28-Aug-18	

Test (Step	C ase <u>2. Test Case</u> #	: Informed Consent Creation Procedure	Expected Result	Actual Result	P / F	Init.	Date
Snaps	shot from test step	<u>) #2</u>	1				
(i) 🔒	https://redcap.vande	rbilt.edu/surveys/?s=K3H94M3F77	🔊	☆			
Co	nsent Forms						
Plan	se complete the surr	ver helow					
Than	ik you!	vey below.					
-							
	First Name: * must provide val	ue					
	Last Name: * must provide val	ue					
	Date of Birth			day M-			
	* must provide vali	ue					
		Snapshot from TC2_Step2	/20/2010				
		OFNI1505 Russell.Darbare 10.40.25 ANI 6	120/2016				
3	Enter an invati	lid date in one of the date	An error message	An error message	Pass	RRB	28-Aug-18
	different field	l. Verify that an error	user enters an	user enters an			
	message appe	ears.	invalid date.	invalid date.			
<u>Snaps</u>	shot from test step	<u>0 #3</u>					
A	lert			×			
Tł	ne value vou pr	rovided could not be valid	ated because it doe	es not			
fo	llow the expec	ted format. Please try aga	iin.				
Re	equired format	t: Date (M-D-Y)					
-							
				Close			
		Snapshot from TC2	Sten3				
	OFI	NI1503 Russell.Barbare 10:40	J:57 AIVI 8/28/2018				
4	Correct or del	lete the invalid date. In	The user cannot	The user cannot	Pass	RRB	28-Aug-18
	the drop-dow	n list, attempt to enter an ne list.	that is not on the	that is not on the			
	Note: Blanks	are an allowed list item.	list.	list.			
Augu	st 28, 2018						Page 4 of 27

Test C	ase <u>2. Test Case: Informed Consent Creation</u>				T •/	
Step	# Procedure	Expected Result	Actual Result	P / F	Init.	Date
5	Complete part of the survey - leave at least three required fields blank. Note which required fields were left blank.	The blank required fields are documented.	The blank required fields are documented. Last Name Date of Consent Consent Version Language of Consent Reviewed Was time allowed to ask/answer questions? Was a copy of the signed Consent Form(s) provided to the study subject?	Pass	RRB	28-Aug-18
6	Click Next Page. Take a screen shot of the resulting message.	The message displays a list of all of the missing required fields.	The message displays a list of all of the missing required fields.	Pass	RRB	28-Aug-18
<u>Snaps</u>	hot from test step #6					
No You Pro • L <	DTE: Some fields are required! ur data was successfully saved, but you did not juire a value. Please enter a value for the fields ovide a value for ast Name: Date of Consent: Consent Version anguage of Consent Reviewed: Vas time allowed to ask/answer questions? Vas a copy of the signed Consent Form(s) provided t Snapshot from TC: OFNI1503 Russell.Barbare 10:	provide a value for so on this page that are I o the study subject? 2_Step6 44:24 AM 8/28/2018	me fields that isted below.			
	Or Ni 1903 Russell, Darudre 10.					

Step	# Procedure	Expected Result	Actual Result	P / F	Init.	Date
7	Click OK. Fill in all fields in the	The consent	The consent	Pass	RRB	28-Aug-18
	consent form. Document each value;	information is	information is			
	use a screenshot to document the	documented.	documented.			
	signature field.		First Name: Joe			
	Note: For fields that are reformatted		Last Name:			
	automatically, e.g., dates, document the		Average			
	value after the automatic formatting.		Date of Birth 08-			
			20-1980			
			Last 4 digits of the			
			participant Social			
			Security Number			
			5555			
			Date of Consent:			
			08-28-2018			
			Consent Forms			
			reviewed: Main			
			Study Consent			
			Form			
			Consent Version			
			1.0			
			Language of			
			Consent			
			Reviewed: English			
			Study Staff			
			Member			
			Conducting			
			Consent Form			
			Discussion:			
			Kendra Malone			
			Was time allowed			
			to ask/answer			
			questions? Yes			
			Was/Were the			
			Consent Form(s)			
			signed prior to			
			initiation of study			
			procedures? Yes			
			Was a copy of the			
			signed Consent			
			Form(s) provided			
			to the study			
			subject? Yes			
			Additional Notes:			
			None			
			Signature			
			acumented by			
			screen shot.			

Step	#	Procedure	Expected Result	Actual Result	P / F	Init.	Date
Snapsl	hot from test st	ep #7					
Sig * m	nature for C	Ionsent lue		signature 2018		<u>4</u> , 0942.pr	ng (0.01 MB)
		S	napshot from TC2_Ste	p7			
		OFNI1503 Rus	ssell.Barbare 10:47:18	AM 8/28/2018			
8	Document the Click Next I information identical to documented stamp at the	he current date and time. Page. Verify that the in the consent form is the information previously l, included the time-date bottom left of the form.	The information in the consent form is identical to the information previously documented	The information in the consent form is identical to the information previously documented. Current: 08/28/2018 10:47 AM Eastern Note: The time stamp is in Central time. This is expected due to the location of REDCap servers.	Pass	RRB	28-Aug-1
Snapsl	hot from test st	ep #8				in the state	2.524
	08/28/2018 9:47a	m Joe Average, 1980-08-20, V	ersion: 1, Type: Testing		1	RED	Сар
		S	napshot from TC2_Ste	p8			
		OFNI1503 Ru	ssell.Barbare 10:48:30	AM 8/28/2018			

Test C	Case 2. Test Case: Informed Consent Creation					
Step	# Procedure	Expected Result	Actual Result	P / F	Init.	Date
Users	signing informed consent have to agree to an acc	ountability clause befor	e signing.	1		
9	Document the certification statement (can copy it from the browser window).	The certification statement is documented.	The certification statement is: I certify that all the information in the document above is correct. I understand that clicking 'Submit' will electronically sign the form and that signing this form electronically is the equivalent of signing a physical document.	Pass	RRB	28-Aug-18
10	Check the certification. Verify that the Submit button enables.	Checking the certification enables the Submit button.	Checking the certification enables the Submit button.	Pass	RRB	28-Aug-18
Snaps	hot from test step #10					
	I certify that all the information in the do electronically sign the form and that sign document.	ocument above is cor ning this form electro	rect. I understand that nically is the equivaler	t clickin nt of sig	g 'Subr ning a	nit' will physical
	If any information above is not correct, yo	u may click the 'Previ	ious Page' button to g	o back a	and cor	rect it.
	<< Previous Page		Subn	nit		
	S	napshot from TC2 Step	10			
	OFNI1503 Ru	ssell.Barbare 10:49:42	AM 8/28/2018			
Subjec	ets can electronically sign an informed consent for	orm.				
11	Click Submit. Verify the survey finalization message is displayed.	The survey finalization message is displayed.	The survey finalization message is displayed.	Pass	RRB	28-Aug-18

Test C	Case <u>2. Test Case: Informed Consent Creation</u>	.		D / =	. .	-
Step	# Procedure	Expected Result	Actual Result	P / F	Init.	Date
<u>Snaps</u>	hot from test step #11					1
C	lose survey					
2.75102						
Th	ank you for taking the survey.					
Ha	ve a nice day!					
Dov	vnload your survey response (PDF): 🛛 🛃 Dow	nload				
		TOD 01 44				
	Sn	apshot from TC2_Step11				
	OFNI1503 Rus	sell.Barbare 10:50:09 AM	1 8/28/2018			
Subjec	ts can complete an informed consent form.					
12	Click Download. Save the downloaded file as a product of validation	The downloaded	The downloaded	Pass	RRB	28-Aug-18
	ine as a product of valuation.	product of	product of			
		validation.	validation. File			
			ConsentForms_EC			
			onsentPart11Cer_2 018-08-			
			28_0950.pdf			
13	Open the downloaded file. Verify that the information in the consent form is	The information	The information in the consent form	Pass	RRB	28-Aug-18
	identical to the information previously	form is identical	is identical to the			
	documented, included the time-date	to the information	information previously			
	Close the downloaded file.	documented	documented			
14	Redo the consent form. Use the exact	The downloaded	The downloaded	Pass	RRB	28-Aug-18
	except for changing the Additional	product of	product of			
	Notes area. Download the file and save	validation.	validation.			
	validation.		ConsentForms_EC			
	Note: The signature will not be		onsentPart11Cer_2			
	deviation.		28_0953.pdf			
					-	

est C	Case <u>2. Te</u>	st Case	e: Inform	ned Consent Creation	<u>on</u>		15	т.		D / 5	T •	
tep	#		Proc	edure	Ex	pecte	ed Re	sult	Actual Result	r / F	Init.	Date
15	Log into manage Choose PDF Su	o REl r. Sel File	DCap a lect the Reposit Archive	s the project test project. tory (left menu) e (tab).	A li com > surv disp	st of nplete veys i olayee	ed is d.		A list of completed surveys is displayed.	Pass	RRB	28-Aug-18
naps	hot from t	est ste	p #15									
This paretrieve	e Repository age may be used f al later, or you ma ng data and synta	for storing ay downloa ax files are	and retrieving ad previously u stored here als	files and documents used for th ploaded files in the file list below so.	is project. You ma v. Whenever a dat	iy upload f a export is	files here to s performe	o save for d, the				
đ	User Files	📑 Data I	Export Files	🔁 PDF Survey Archive	@ Upload Net	w File						
Display enable downlo differe Show	ved below are PD d by one or more bad the archived f nt from other dow 10 • entries	F files that surveys o files. Note: wnloadable	have been aut n their Survey ! The PDFs belo e PDFs in the pi	omatically captured and stored Settings page. Only users with 'F w are archived when a participa roject that are generated on der	by the PDF Auto-A ull data set' data e nt completes a su nand using the cu	wrchiver se export priv rvey, which rrent data Se	tting, whicl rileges will h means th earch	n has been be able to iey might b	n De			
Surve	y Completion	Record	Survey	dentifier (Name, DOB)	IP Address	Version	Туре	Downloa	ad			
08/2	28/2018 9:52am	<u>11</u>	Consent Forms	Joe Average, 1980-08-20	99.32.253.114	1	Testing	PDF				
<mark>0</mark> 8/2	28/2018 9:49am	<u>10</u>	Consent Forms	Joe Average, 1980-08-20	99.32.253.114	1	Testing	PDF				
				Snapshot from TC2_Step15								
			OFNI15	503 Russell.Barbare 10:54:50 AM	8/28/2018							
ne au	ıdit trail is	secure	e.									
16	Verify t	hat th	ne proje	ect administrator	The	proj	ect		The project	Pass	RRB	28-Aug-18
	does no	t hav	e the op	otion to delete of	r adm	nnist s pot	rator	the	administrator does			
	Tename	uic c	ompicu	eu suiveys.	opti	on to) dele	te or	option to delete or			
					rena	ame t	he		rename the			
					com surv	nplete veys.	ed		completed surveys.			
						2						L

Test C	Case 2. Test Case: Informed Consent Creation					
Step	# Procedure	Expected Result	Actual Result	P / F	Init.	Date
The au	dit trail is accessible for agency review and copy	ing.				
17	Download the two consent forms previously created in this test case and save them as products of validation.	The two consent forms previously created in this test case can be downloaded.	The two consent forms previously created in this test case can be downloaded. Files: Joe_Average_1980 -08- 20_pid76359_form Consent_Forms_id 10_2018-08- 28_094951.pdf, Joe_Average_1980 -08- 20_pid76359_form Consent_Forms_id 11_2018-08- 28_095256.pdf	Pass	RRB	28-Aug-18
REDC	ap informed consent forms can be exported in hu	man-readable and non-	proprietary readable elec	tronic fo	ormat(s)	
18	readable and can be opened by a standard pdf viewer.	forms are human readable and can be opened by a standard pdf viewer.	are human readable and can be opened by a standard pdf viewer.	Pass	KKB	28-Aug-18
The au	dit trail is computer generated.					
19	Verify that the audit trails were automatically generated for both completed surveys. Note: The pdf copy of the survey serves as the audit trail.	The audit trails were automatically generated.	The audit trails were automatically generated. Note: The Logging function is also a functional audit trail.	Pass	RRB	28-Aug-18
The au	dit trail has an accurate time/date stamp.	1				
20	Verify that the audit trails have an accurate time/date stamp.	The audit trails have an accurate time/date stamp.	The audit trails have an accurate time/date stamp.	Pass	RRB	28-Aug-18
The au	dit trail records actions that create, modify, and c	lelete electronic record	S.			
21	Verify that the audit trails accurately recorded the survey answers.	The audit trails accurately recorded the survey answers.	The audit trails accurately have the survey answers.	Pass	RRB	28-Aug-18

Test C	ase 2. Test Case: Informed Consent Creation					
Step	# Procedure	Expected Result	Actual Result	P / F	Init.	Date
Change	es to a record do not obscure previously recorded	l audit trail information.				
22	Verify that the second consent form did	The second	The second	Pass	RRB	28-Aug-18
	not overwrite the prior survey.	consent form did	consent form did			
		not overwrite the	not overwrite the			
		prior survey.	prior survey.			
Signed	informed consent forms will have the printed na	me of the signer and the	e date and time the form	is signed	1.	
23	Verify that the consent form has the printed name of the singer.	The consent form has the printed name of the singer.	The consent form has the printed name of the singer.	Pass	RRB	28-Aug-18
24	Verify that the consent form has the date and time the form was signed.	The consent form has the date and time the form was signed.	The consent form has the date and time the form was signed.	Pass	RRB	28-Aug-18
The inf	formed consent is identified as an informed conse	ent.				
25	Verify the consent form is identified as a consent form.	The consent form is identified as a consent form.	The consent form is identified as a consent form.	Pass	RRB	28-Aug-18
26	Confirm that for this test case: All test case steps have been executed. All deviations occurring during this test case have been documented.	All test case steps have been executed. All deviations occurring during this test case have been documented.	All test case steps have been executed. All deviations occurring during this test case have been documented.	Pass	RRB	28-Aug-18

Qualification Type: OQ

Section # 6.3.Test Case # Test Case # TestTitle TestPurpose To verify administrative control	Case: Administrative Contro	ls			
Acceptance Criteria Web access to REDCap requires Access to REDCap project desig Significant REDCap meta-data format(s). REDCap electronic signatures c only by the individual. REDCap allows project adminis REDCap has the ability to contr REDCap passwords expire. REDCap passwords have minim Invalid login attempts are logged	s end-to-end encryption. gn, settings, or controls requi can be exported in human-re can use identification compor strators to enter a server to au rol permissions for users with num complexity requirement d.	res an active user ID an adable and readable nor nents, included those tha atomatically archive info a user IDs.	d passw -proprie at are de prmed ce	ord. etary el signed	ectronic to be used s to.
Test Case3. Test Case: AdministrativeStep #Procedure	e Controls Expected Re	sult Actual Result	P / F	Init.	Date
 Log out of REDCap if alree in. Navigate to http://redcap.vanderbilt.ed that the browser redirects the https://redcap.vanderbilt.ed <u>Snapshot from test step #1</u> <u>https://redcap.vanderbilt.ed</u> <li< td=""><td>eady logged The browser redirects to https://redcap. derbilt.edu/.</td><td>The browser redirects to https://redcap.vane erbilt.edu/.</td><td>Pass 1</td><td>RRB</td><td>28-Aug-18</td></li<>	eady logged The browser redirects to https://redcap. derbilt.edu/.	The browser redirects to https://redcap.vane erbilt.edu/.	Pass 1	RRB	28-Aug-18

Test C	ase 3. Test Case: Administrative Controls					
Step	# Procedure	Expected Result	Actual Result	P / F	Init.	Date
Access	to REDCap project design, settings, or controls	requires an active user	ID and password.			
2	Enter a valid login ID but leave the password blank. Click Log in. Document the date and time of the log in attempt.	The user is informed they have entered an invalid user name or password.	The user is informed they have entered an invalid user name or password. Date/Time: 08/28/2018 11:02 AM Eastern	Pass	RRB	28-Aug-18
Snaps	hot from test step #2					
() E	RROR: You entered an invalid user name	or password!				
	Snapshot from TC3_Step2					
	OFNI1503 Russell.Barbare 11:02:43 AM	/ 8/28/2018				
3	Enter a valid login ID but an invalid password. Click Log in. Document the date and time of the log in attempt.	The user is informed they have entered an invalid user name or password.	The user is informed they have entered an invalid user name or password. Date/Time: 08/28/2018 11:02 AM Eastern	Pass	RRB	28-Aug-18
Snaps	hot from test step #3					
O E	RROR: You entered an invalid user name	or password!				
15	Snapshot from TC3_Step3					
	OFNI1503 Russell.Barbare 11:03:30 AM 8	0/28/2018				
4	Enter an invalid login ID and the correct administrator password. Document the invalid login ID.	The user is informed they have entered an invalid user name or password.	The user is informed they have entered an invalid user name or password. Date/Time: 08/28/2018 11:03 AM Eastern	Pass	RRB	28-Aug-18
				·	2	

Test Ca Step #	ase <u>3. Test</u> #	Case:	Administr Proced	<u>ative</u> ure	: Coi	ntrols	<u>s</u>	Ex	spec	ted I	Resu	ılt	Ac	tua	l Re	esult	Р	/ F	Init.		D	ate	<u>,</u>
Snapsh	not from tes	st step #	<i>‡</i> 4						-														
O EI	RROR: Yo	u ente	ered an i	nva	lid ı	user	name	e or	pass	word	11												
Ø		3	Snapshot	fron	n TC	:3_S	tep4																
	OFNI	1503 R	ussell.Ba	rbar	e 11	:04:1	04 AM	8/28	/201	8													
	State and	1929-94		165500	Easta			ON CA	63386														
5	Enter the correct p	admi asswo	nistrator rd. Clicl	: use k Lo	r II og ir) an 1.	d the	The in.	e use	er ID	logs	5	The u in.	iser	ID I	logs	Pa	ISS	RRB	2	8-A	ug	-18
<u>Snapsh</u>	not from tes	st step #	<u> </u>															1					
Log	ged in as				~																		
rus	sell_barba	re 🦷	My Prot	lle	UPP.	Log	out																
	Snap	oshot fi	rom TC3_	Step	p5																		
OFN	1503 Rus	sell.Ba	rbare 11:	04:4	5 AI	M 8/	28/2																
		1	018																				
REDCa	p has the a	bility to	o control j	perm	issic	ons fo	or users	s with	ı user	· IDs.	_					_							
6	Navigate Identifv a	to the user	: User R other th	ight an tl	s ta he c	b. curre	ent	A u the	user (curr	other ent u	tha ser	n	A use the ci	er of irre	ther nt u	than ser	Pa	ISS	RRB	2	8-A	ug	-18
	user who	se rig	hts can b		dite	d.		wh	ose 1	rights	s car	1	whos	e ri	ghts	can							
	Documer rights (sc	nt the creen s	user and shot OK). Th	ir c	urre user	nt will	be doc	cume	ented	•		docui	ner	t is ited.								
	be called	the te	st user f	or s	ubs ent	equ	ent																
<u>Snapsh</u>	not from tes	st step #	<u>#6</u>		<i>,</i>																		
				Project		1.000			0.0253			13472	. National Action			3270M		Data	Data				
Username or u (click username	users assigned to a role to edit or assien to role)	Expiration (click expiration to	Data Access Group (click DAG to assign	Design and	User Rights	Data Access	Data Export Tool	Reports & Report	Graphical Data View	Manage Survey	Calendar	Data Impor	Data t Comparison	Logging	File Repository	Record Locking	Lock/Unlock Records	Quality (create/ed	Quality it (execute	API	REDCap Mobile	Create lecords	Rename Records
		edit)	user)	Setup		Groups	De Mariñad	Builder	& stats	Participant		1001	1001			Customization		rules)	rules)		Арр	in an	
alyssa_abramsi	ky (Alyssa Abramsky)	never	testz	*	*	V	De-Idenuned	*	•	*	*			•	V	^	^	^	^	^	•	V	^
									Snapshot	from TC3_S	Step6												
							C	OFNI1503	Russell.Ba	rbare 11:07:	53 AM 8/	28/2018	}										

Step	# Procedure	Expected Result	Actual Result	P / F	Init.	Date
7	Create a new role. Set the permissions for the role to be different than the test user's permissions - add at least one permission the test user does not have and remove at least one permission the test user has. Document the role and its permissions (screen shot OK). This role will be called the test role for subsequent steps testing this requirement.	A test role whose permissions are different from the test user is documented.	A test role whose permissions are different from the test user is documented. Role: test_for_val	Pass	RRB	28-Aug-18

Snapshot from test step #7

Basi		a new role !	test for val"													
	c Rights	Data i	Entry Rights			2										
gnest lo	vel privileges:	NOTE	The data entry ri	ghts *only	* pertain to a b page in RED	user's Cap										
Projec	ct Design and Setup	data i	mporta or data exp	ports. No Rea	d Vew Edi	E										
Data /	Rights Coups		3	Access Onl	Ddit res	pohaes										
ivileges f	for data exports (including PDFs and API exports), nd stats:	(NURVER)	nt Forms	0 0	۲											
Data	Exports O No Access															
trine-fc remov	orm text fields will be Content at tagged red, as well at any C Remove all tagged Inva fields and Lancher						1									
Add /	Edit Reports															
Also a report data ir	stown user to view ALL a (but not necessarily all n the reports)															
a State	& Charts [["]															
an Mar	nage Survey															
Catern	ticipanta Idar 💟															
Data	Comparison Tool															
File R																
Data	Quality Create & edit rules															
API	API Execute rules															
Whet i	ertaining to the REDCap Mobile App:															
REDC	ap Mobile App															
Whet i	In the state of the second state and the second sta															
for all	records to the app?															
0.000							175									
					Create re	sie cancer										
	Assign the test us	er to	the tes	101	e.	Users	s can be	Use	rs can	be	1	Pass	RRB	2	28-A	ug-
>	Verify the test rol override the user's	e's p s per	ermissi missior	ions ns.	e.	Users assign The r perminent overr perminent	s can be ned to a role. ole's issions ide the user's issions.	User assig The perm over perm	rs can gned t role's nissio rride t nissio	be to a ro ns he us ns.	ole. er's	Pass	RRB	2	28-A	ug-
aps	Verify the test rol override the user's hot from test step #8	er to e's p s per	ermissi	ions ns.	e.	Users assign The r permin overr permin	s can be ned to a role. ole's issions ide the user's issions.	User assig The perm over perm	rs can gned t role's nissio rride t nissio	be to a ro ns he us ns.	ole. er's	Pass	RRB	2	28-A	ug-
aps rr val	Assign the test us Verify the test rol override the user's hot from test step #8	er to e's p s per	ermissi mission	ions ns.	e. x x	Users assign The r permin overr permin	s can be ned to a role. ole's issions ide the user's issions.	User assig The perm over perm	rs can gned t role's nissio rride t missio	to a ro ns he us ns.	ole. er's	Pass	RRB	2	28-A	ug-
aps n val	Assign the test us Verify the test rol override the user's hot from test step #8	er to e's p s per	the tess ermission mission	ions ns.	e. x x	Users assign The r perm overr perm	s can be ned to a role. ole's issions ide the user's issions.	User assis The perm over perm	rs can gned t role's nissio rride t nissio	be to a ro ns he us ns.	ole. er's	Pass	RRB	2	28-A	ug-
aps or val	Assign the test us Verify the test rol override the user's hot from test step #8	er to e's p s per	the tes ermissi mission	ions ns.	e.	Users assign The r permin overr permin De Identified	s can be ned to a role. ole's issions ide the user's issions.	User assis The perm over perm	rs can gned t role's nissio rride t nissio	be to a ro ns he us ns.	ole. er's	Pass x	RRB X X	2	28-A	ug-
aps r vel	Assign the test us Verify the test rol override the user's <u>hot from test step #8</u>	er to e's p s per	the tess ermission mission	ions ns.	e. x x	Users assign The r perm overr perm	s can be ned to a role. ole's issions ide the user's issions.	User assis The perm over perm	rs can gned t role's nissio rride t nissio	be to a ro ns he us ns.	ole. er's	Pass	RRB X X	2	28-A	ug-
1 <u>ps</u>	Assign the test us Verify the test rol override the user's <u>hot from test step #8</u>	er to e's p s per	the test ermission mission	ions ns.	e.	Users assign The r perm overr perm	s can be ned to a role. ole's issions ide the user's issions.	User assis The perm over perm	rs can gned t role's nissio rride t nissio	be to a ro ins he us ns.	ole. er's	Pass	RRB X X	2	28-A	iug-

Test Case	3. Test Case: Administrative Controls					
Step #	Procedure	Expected Result	Actual Result	P / F	Init.	Date
9 Cl tes tes to	ick on the test role name beside the st user name. Attempt to delete the st role. Verify that test roles assigned users cannot be deleted.	Test roles assigned to users cannot be deleted.	Test roles assigned to users cannot be deleted.	Pass	RRB	28-Aug-18
Snapshot	from test step #9					
Cannot You are r users tha first remo may ther	delete role containing users! not allowed to delete this role because it contains one or n at have been assigned to it. If you wish to delete a role, you ove all users that have been assigned to the role, after wh n delete it.	nore u must ich you				
		Close				
OFI	Snapshot from TC3_Step9 NI1503 Russell.Barbare 11:11:44 AM 8/28/	2018				
10 Att pe Ve rei ro	ttempt to change the test user's ermissions (click on the user ID). erify that the only options are moving the test user from the test le or reassigning to another role.	When a user is assigned a role, individual permission assignments are disabled.	When a user is assigned a role, individual permission assignments are disabled.	Pass	RRB	28-Aug-18
<u>Snapshot</u>	from test step #10					
alyssa abra	msky (Alyssa Abramsky) Remove from role Re-assign to other role	est2 X				
	Snapshot from TC3_Step10					
	OFNI1503 Russell.Barbare 11:12:19 AM 8/	28/2018				
11 Ch us No ap wi wi be	noose the option to remove the test er from the test role. ote: After removal, a message may pear stating the user's permissions ill remain the same as they were ithin the role. This is expected havior.	A user can be removed from a role.	A user can be removed from a role.	Pass	RRB	28-Aug-18
August 28	8. 2018					Page 17 of 27

Test Case	3. Test Case: Ad	lminist	trative Co	ontro	ols																		
Step #	Р	roced	lure				Ex	pect	ed H	Resu	lt	A	Actua	al R	esu	lt	P /]	FΙ	nit.		Da	te	
<u>Snapshot</u>	from test step #1	<u>1</u>																					
Role na (click role role)	me e name to edit	User (click	name or usernam	user e to e	s ass dit o	igneo r assi	d to a ign to	role role)		Exp	pira (clic irati edi	tion k on t											
		alyss	a_abram	sky (Alyss	a Abr	amsk	y)			nev	er											
ΝΟΤΙ	CE: User's privi	leges	will rem	ain	the	sam	e					×											
Please maint previo	e note that since y ain the exact sam ously.	/ou ren le user	noved th privilege	e use s tha	er fro at the	om a ey ha	role, d whi	that u	the r	will ole Close	2												
	OFNI1503	Snap Russe	shot from ell.Barbar	i TC3 e 11:	_Ste 13:05	p11 5 AM	8/28/	2018															
12 Att pe Ve be pe the	tempt to changer rmissions (clic erify that the u changed by ac ermission and r ermission. Doc eir current right	ge the ck on ser's p dding remov umen uts (sc	e test us the use permiss at least ring at l t the tes reen sh	er's r ID ions c on east st us ot C). 5 car 5 one 5 o	n e und	Use can whe not role	r per be c n th assig	rmis hang e uso gned	sion ged er is l to a	S	Use can whe not role	r per be c en the assig	mis han e us gnec	ged er is l to	ns S a	Pass	s R	RB	28	-Aι	ıg-	18
Snapshot	from test step #1	2																					
Role name (dick role name to edit role)	Username or users assigned to a role (dick username to edit or assign to role)	Expiration (click expiration to edit)	Data Access Group (click DAG to assign user)	Project Design and Setup	User Rights	Data Access Groups	Data Export Tool	Reports & Report Builder	Graphical Data View & Stats	Manage Survey Participants	Calenda	Data er Import Tool	Data Comparisor Tool	n Logging	File Repository	Record Locking Customizatio	Lock/Unlock Records	Data Quality (create/edit rules)	Data Quality (execute rules)	API I	REDCap Mobile App	reate R cords R	ename ecords
	alyssa abramsky (Alyssa Abramsky)	never	test2	V		V	De-Identified	¥	¥	V	Y	X	x	x	1	X	x	x	×	X	x	¥.	×

Snapshot from TC3_Step12

OFNI1503 Russell Barbare 11:14:01 AM 8/28/2018

13	Delete the test role.	Roles can be deleted.	Roles can be deleted.	Pass	RRB	28-Aug-18
14	Navigate to the Data Access Groups tab. Create a Data Access Group and document the name.	Data Access Groups can be created.	Data Access Groups can be created. Group: test_for_val	Pass	RRB	28-Aug-18

tep #	Proc	edure	Expect	ed Result	A	Actual Result	P / F	Init.]	Date
napshot from test	step #14									
Data Access Gr	oups	Users in group		Number of records in group	f (Unique group name (auto-generated)	0	Group l number	D	Delete group?
test_for_val				0	t	test_for_val		63398	3	×
		Sn OFNI1503 Rus	apshot fro ssell.Barba	m TC3_Step1 ire 11:24:42 /	14 AM (8/28/2018				
15 Assign the Group.	test user	to the Data Access	Users ca assigned Access	n be I to Data Groups.	Use assi Acc	ers can be igned to Data cess Groups.	Pass	RRB	28-	Aug-1
napshot from test	step #15									
Data Access Gr	oups	Users in group		Number of records in group	f (Unique group name (auto-generated)	0	Group I number	D	Delete group?
test_for_val		alyssa_abramsky Abramsky)	(Alyssa	0	Ţ	test_for_val		63398	3	×
16 Create a se and docum test user to	econd Data nent the national the newly	a Access Group ume. Reassign the y-created group.	Users ca transferr differen Access	un be red to t Data Groups.	Use trar diff Acc	ers can be asferred to Ferent Data cess Groups.	Pass	RRB	28-	Aug-1
napshot from test	step #16			I I		1				
Data Access Gr	oups	Users in group		Number o records in group	f	Unique group name (auto-generated)	0	Group number	ID O	Delete group?
test_for_val				0	3	test_for_val		63398	8	×
test_for_val_2		alyssa_abramsky Abramsky)	(Alyssa	0	1	test_for_val_2		63399	9	×
		Sn	apshot fro	m TC3_Step1	16					

Test C	ase <u>3. Test Case: Administrative Controls</u>					
Step	# Procedure	Expected Result	Actual Result	P / F	Init.	Date
17	Delete the Data Access Group without the user. Delete the Data Access Group with the user. Navigate to the User Rights tab and verify the test user is still listed.	Data Access Groups with and without users can be deleted.	Data Access Groups without users can be deleted. Data Access Groups with users cannot be deleted; this is a script error, see the deviation. The step passes by removing 'with and' from the Expected Result.	Pass	RRB	28-Aug-18
Snaps	hot from test step #17					
O I The and	ERROR: group could not be deleted because users then you can then delete the group. Sn:	or roles are still assi apshot from TC3_Step	gned to it. Unassign al p17	lusers	and rol	es first,
	OFNI1503 Rus	sell.Barbare 11:36:13	AM 8/28/2018			
Signifi	cant REDCap meta-data can be exported in huma	an-readable and readable	le non-proprietary electro	onic forn	nat(s).	
18	Click Logging (left menu). Click 'Download entire logging record to Microsoft Excel (CSV)'. Save the download as a product of validation.	The event log is saved as a product of	The event log is saved as a product of validation. File: EConsentPart11Ce rtificationOfn_Log ging_2018-08- 28_1042.csv	Pass	RRB	28-Aug-18
19	Open the log. Verify that it is in CSV format. Verify that it shows the changes to the user account tested previously in this test case, the downloads made previously in this test case, and form changes made previously in this test case. Note: The user permissions change event shows that permissions changed, but not exactly which ones changed. This is expected. The log shows additional events also; these do not have to be checked.	The log is in CSV format. The log shows changes to the user accounts, downloads, and form changes.	The log is in CSV format. The log shows changes to the user accounts, downloads, and form changes.	Pass	RRB	28-Aug-18

Test (Case <u>3. Test Case: Administrative Controls</u>					
Step	# Procedure	Expected Result	Actual Result	P / F	Init.	Date
REDO	Cap electronic signatures can use identification co	mponents, included tho	se that are designed to be	used or	nly by th	e individual.
20	Navigate to the informed consent	The informed	The informed	Pass	RRB	28-Aug-18
	module design form. If a signature field	consent design	consent design has			
	is not already in the informed consent,	has a required	a required			
	add one and make it a required field.	signature field.	signature field.			
<u>Snap</u>	shot from test step #20					
0	🗓 🐨 🚰 🗶 Variable: signature					
Sig	nature for Consent					1992 IST
* mi	ist provide value				0 <u>Ac</u>	ld signature
1)						
	S	napshot from TC3_Step2	20			
	OEN[1503 R	ussell Barbare 11:47:41 A	AM 8/28/2018			
21	If a birthday field is not already in the	The informed	The informed	Pass	RRB	28-Aug-18
	informed consent, add one and make it	consent design	consent design has			8
	a required field.	has a required	a required birthday			
		birthday field.	field.			
Snap	shot from test step #21					
1						-
6	Tr * X Variable: icf_date_2					
Dat	e of Birth		Today M-D-Y			
* mu	st provide value					
	s	napshot from TC3_Step	21			
	-					
	OFNI1503 Ru	issell.Barbare 11:48:07 /	AM 8/28/2018			
				D	DDD	2 0 1 10
22	If a field asking for the last four digits	The informed	The informed	Pass	RRB	28-Aug-18
	of the user's SSN is not already in the	consent design	consent design has			
	informed consent, add one and make it	has a required	a required field			
	a required field.	field asking for	asking for the last			
		the last four digits	iour digits of the			
		of the user's SSIN.	users 551N.			

Step	# Procedure	Expected Result	Actual Result	P / F	Init.	Date
<u>Snaps</u>	hot from test step #22					
0	🚡 🐨 😤 Voriable: last_4_ssn					
Last	4 digits of the participant Social Security Nu	mber.				^
* mus	tt provide value	N				
	Si	napshot from TC3_Step2	22			
	OFNI1503 Ru	ssell.Barbare 11:48:31 A	AM 8/28/2018			
23	Log out of the administrator account. Open the informed consent form as a study participant. Verify that the signature, birthday, and SSN fields are in the form and are required fields.	The signature, birthday, and SSN fields are in the form and are required fields.	The signature, birthday, and SSN fields are in the form and are required fields.	Pass	RRB	28-Aug-18
24	Complete the informed consent, submit it, and save it as a product of validation.	The completed form is saved as a product of validation.	The completed form is saved as a product of validation. File: ConsentForms_EC onsentPart11Cer_2 018-08- 28_1050.pdf	Pass	RRB	28-Aug-18
REDC	ap allows project administrators to enter a server	to automatically archiv	e informed consents to.			
25	Log into REDCap as a project administrator. Verify that REDCap project managers can set auto-upload and cloud storage options. Record a screen shot of the storage settings. Note: Verify the options are available on-screen. Verification of actual file transfer is outside the scope of this protocol.	REDCap project managers can set auto-upload and cloud storage options.	REDCap project managers can set auto-upload and cloud storage options.	Pass	RRB	28-Aug-18

Step #	Proced	ure	Expected Result	Actual Result	P / F	Init.	Date
Snapshot from test s	step #25						
PDF Auto-Archiver Upon survey completion, a compact PDF copy of the survey response will be automatically stored in the project's File Repository, from which the archived PDFs can be downloaded at any time.		 Disabled Auto-Archiver enabled Auto-Archiver + e-Consent Framework <u>What is the e-Consent Framework?</u> (includes end-of-survey certification & archival of PDF consent form) e-Consent Framework Options: For e-Consent it is sometimes required to include the consenting participant's name (and date of birth in some cases) on the final consent form as extra documentation of their identity. Below you may select fields used to capture that info. You may also enter the current e-Consent version and e-Consent type for this form. The values for the fields below will be automatically inserted into the footer of the PDF consent form that the participant will review at the end the survey, after which that PDF 'hard-copy' will be archived in the File Repository. Read more e-Consent version: 1 e.g., 4 First name field: pt_first_name "First Name:" Last name field: pt_last_name "Last Name:" Note: If you are using a single field to capture whole name, you may select it for either first/last name above while leaving the other name field unselected. Optional fields (these are not always necessary for e-Consent): e-Consent type: Testing e.g., Pediatric Date of birth field: icf_date_2 "Date of Birth" 					
	OFNI150	Snapshot from TC3_Step2 3 Russell.Barbare 11:58:05 A	5 M 8/28/2018				
26 Verify that can set externation e-consent f shot of the Note: Verifion-screen. transfer is of protocol.	REDCap pre- ernal storage ramework. I external sto fy the option Verification outside the s	roject managers e settings for th Record a screen rage settings. Ins are available of actual file scope of this	REDCap project managers can set external storage settings for the e- consent framework.	REDCap project managers can set external storage settings for the e- consent framework.	Pass	RRB	28-Aug-18

ep# F	Procedure	Expected Result	Actual Result	P/F Init.	Date
npshot from test step #2	<u>.6</u>				
📩 e-Consent Framework:	PDF External Storage Settings	s (for all projects)			
If the 'e-Consent Framework' o e-Consent PDF files that are ar external file server if enabled u regulatory compliance require stored in a Part 11 compliant e REDCap installation that have those PDFs stored on the exter Enable the external storage device and choose storage method (SFTP, WebDAV):	ption is enabled for the PDF Auto- chived in the File Repository can a ising the settings below. This migh ments, such as 21 CFR Part 11 stud invironment. Note: If enabled, their the 'e-Consent Framework' option mal server whose credentials/setti	Archiver setting on any survey, the dditionally be stored on an at be desirable for certain dies where the PDFs must be n *all* surveys in this entire enabled will automatically have ings are defined below.			
Server hostname:	sftp.vumc.org				
	For WebDAV, the hostname must the hostname must the https://ebidav.mc.vanderbilt.edu), SFTP always assumes port 22, while the second se	begin with http:// or https:// (e.g., but not for SFTP (e.g., sftp.vumc.org). le WebDAV is port 80 or 443.			
Server username:	redcap				
Server password:	••••••				
Server directory to store file	; /files	e.g., /redcap/files/			
Path to Privato Kov file (SETP	(app001/crodoptials/rodcap	on an /redentials/redrap sftp.nem			

REDCap passwords expire.

27	The following steps require help from	REDCap	REDCap	Pass	RRB	28-Aug-18
	Vanderbilt personnel.	passwords expire.	passwords expire.			
			Screenshot from			
	Verify that REDCap passwords expire.		policy "IM SOP -			
	Record a screenshot of the expiration		VUMC Password			
	setting.		Management"			

Step	#	<u>, 1031</u>	<u>Cuse. A</u>	Procedure	<u>1111015</u>	Expecte	d Result	Actual Result	P / F	Init.	Date
<u>Snapsł</u>	hot fr	om tes	t step #2	27							
I.	Purpa To de Proce A.	rom tes pse: fine accept ess: Password 1. F c c c c c c c c c c c c c	t step #2 	2.7 if or creation and managem ist meet the following comp contain at least eight (8) ch contain characters from at l contain characters from at l toter sets: Lower Case Letters: abcd Upper Case Letters: abcd Upper Case Letters: ABCI Numbers: 0123456789 Special Characters: ~1@# ot contain three (3) consecu- ot contain the user ID in rev- ot be a password included o list be changed at least annu-	ent of passwords at ' plexity requirements: aracters. least three (3) of the efghijkImnopqrstuvw DEFGHIJKLMNOPQRS \$%^&*()_+-=;./[]{>< tive characters from erse. n organizational blac ually and no more the	VUMC. following nyz TUVWXYZ ,./? the user ID. klist. an once per day.					
	c.	2. \ F Storage/ 1. F	When changir previous ten (Transmission Passwords mu	ng a password the new pass 10) passwords. : ist never be stored or trans	word cannot match a mitted in clear text.	any of your					
REDCa	ap pa	ssword	s have r	ninimum comple	exity requirer	ments.				1	
28	Ver min Rec	ify tha imum ord a	at RED a comp screen	Cap password lexity required shot of the set	ds have ments. ttings.	REDCap password minimum complexi requirem	s have ty ents.	REDCap passwords have minimum complexity requirements. See screenshot for step 27.	Pass	RRB	28-Aug-18
Repeate	ed su	ccessiv	ve invali	d login attempts	will lock out	t the REDCa	ap user ID.				
29	Ver set t logi the	ify that to lock n atte setting	at RED k out a mpts. l g.	Cap user acco fter a number Record a scree	ounts are of invalid enshot of	REDCap accounts lock out a number o login atte	user are set to after a of invalid mpts.	REDCap user accounts are set to lock out after a number of invalid login attempts. Note: Sixth attempt.	Pass	RRB	28-Aug-18

tep #	Case: Admi Pro	cedure	Ex	pected Result	t Actual	Result	P / F	Init.	Date
napshot from te	st step #29								
ACCESS DENIED For security pur of failed login at again, after whi f you believe so mmediately col	! poses, your l tempts that th you may r meone othe ntact your RE	REDCap user account are allowed within a s eturn and log in. r than you is attempt DCap administrator:	has been set period ing to log REDCap A	temporarily disa of time (15 minu in to REDCap usin idministrator.	bled because Ites). After tha ng your usern	it has excee at time, you ame withou	ded the r accoun it your pe	maximu t will be ermissio	im amount come active n,
			Snapsh	ot from TC3_Step	29				
		OFNI150	3 Russell.	Barbare 12:33:52	PM 8/28/2018				
			-optonic tipora	abino malak - khoore skiel eo					
 Verify th Verify th the Infor case wer of the lo 	npts are logg at the inva med Cons e logged. I g.	ed. alid login attempts ent Creation test Record a screensh	s in REI inva ot atte	DCap logs Ilid login mpts.	REDCap invalid log attempts.	logs gin	Pass	RRB	28-Aug-1
napshot from te	st step #30								
time_of_eve	nt	user	even	t ip		full_url			
018-08-28 10	:03:50	alyssa_abramsky	LOGI	I_FAIL 99.32	.253.114	https://re	dcap.va	nderbill	.edu/
2018-08-28 10 2018-08-28 10	:03:14	alyssa_abramsky alyssa_abramsky	LOGI	I_FAIL 99.32 N_FAIL 99.32	253.114 253.114	https://re https://re	dcap.va dcap.va	nderbill nderbill	.edu/ .edu/
DCap logs out Verify th after a po screensh	or locks afte at REDCa eriod of ina ot of the se	er a period of inactivity plogs out or lock activity. Record a etting.	ty. s REI peri inac	DCap after a od of tivity.	REDCap after a per inactivity.	logs out iod of	Pass	RRB	28-Aug-1
napshot from te	<u>st step #31</u>								
REDC	ap			Control Cen	ter				\equiv
🦻 Logi	n Setting	s (not applicable	to Shibb	oleth authenti	cation)				
Auto log	gout time	3	80						ř –
		M	inutes, () = timer off					
		Us	sers will g	at a two-minute v	varning before	e they are a after this an	utomatic	ally logg	ged out
		111	uney do m	st nave any activit	cy in neocap a	arear anna ann	noune on	PRO LA CONTRACT	

Test Case 3. Test Case: Administrative Controls								
Step	# Procedure	Expected Result	Actual Result	P / F	Init.	Date		
32	Confirm that for this test case: All test case steps have been executed. All deviations occurring during this test case have been documented.	All test case steps have been executed. All deviations occurring during this test case have been documented.	All test case steps have been executed. All deviations occurring during this test case have been documented.	Pass	RRB	28-Aug-18		