



Validation Test Script

11_Project Status

System Setup

REDCap Version	LTS 10.0.5	Application URL	https://redcapsvc.app.vumc.org/
Browser Version	Google Version 89.0.4389.90 (Official Build) (64-bit)	OS Version	Windows 10
Actual Execution Time	53mins (11:00 – 11:53)		
Instructions	Reference User Guide for Community User		

Test Summary

Feature Category Description: Project Level Management - Control center and user interface features that allow the ability to create project and field metadata. Ability to open a project and move the project between statuses.

Test Purpose Details: This test script validates that a project can be moved between different statuses and identifies the status changes that can only be done by administrators.

Functional Requirements:

- Project status
 - Control Center
 - 11.3 - The system shall support limiting the ability to move projects to production to administrators.
 - User Interface
 - The system shall support the ability for a user to change the following project statuses through the user interface.
 - 11.8 - From Development to Production and keep collected data
 - 11.13 - From Development to Production delete all record data, record logging, survey responses, and file uploads
 - 11.17 - From Development to Mark as Complete
 - 11.24 - From Production to Analysis/Cleanup or Mark as Complete
 - 11.27 - From Analysis/Cleanup to Production or Mark as Complete
 - The system shall support the ability for an admin to change the following additional project statuses through the user interface.
 - 11.11 - From Production to Development
 - 11.30 - From Analysis/Cleanup to Production
 - 11.32 - Restore project from Marked as Complete to Production



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Test Requirements

Test Users

ID	Username	Password	Minimum User's Rights	DAGs and Other Settings
1.	admin1005	Pswd_1103	Administrator	Pre-existing administrator user
2.	user1005_5	1005_5Pswd	Highest level privileges: Project Design and Setup	Control Center, User Settings: Allow normal users to move projects to production = No, only administrators can move projects to production
3.	user1005_1	1005_1Pswd		Remove from this project
4.				

Project Setup

ID	Description	Instructions
1.	Project: 11_ProjectStatus_v1005	This project exists and was created from a copy of pre req 7
2.	Project Setup	No project setup changes are required. This project is in development.
3.	Data Import File Name: N/A	
4.	Other Files: N/A	

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Test Steps

Step #	Action Step	Expected Result	Pass / Fail	Comments
<i>Help</i>	<i>You must perform the actions listed in this column.</i>	<i>After performing the actions in the 'Action Step' column, you should see the following.</i>	<i>Check 'Pass', if the actual results match the 'Expected Result'; otherwise, check 'Fail'.</i>	<i>Include unexpected results, suggestions. etc.</i>
1.	Navigate to the validation website's REDCap login page Login as user1005_5	Successful login	<input checked="" type="checkbox"/> Pass Fail <input type="checkbox"/>	
2.	Go to My Projects and open 11_ProjectStatus_v1005 project Verify the project complies with all project setup steps in the Test Requirements section of this script.	The project opens successfully Test Requirements met as written for this script.	<input checked="" type="checkbox"/> Pass Fail <input type="checkbox"/>	
3.	Go to Project Setup Move project to production Cancel	Project Setup options display Request Admin to Move to Production Status? page displays a note: Since only REDCap administrators can move a project... User cannot move a project to production but requires administrator approval. Returns to Project Setup tab	<input checked="" type="checkbox"/> Pass Fail <input type="checkbox"/>	
4.	Logout as user1005_5 Login as admin1005	Successful logout Successful login	<input checked="" type="checkbox"/> Pass Fail <input type="checkbox"/>	
5.	Go to Control Center, User Settings Allow normal users to move projects to production? = Yes, normal users can move projects to production.	System-level User Settings page displays		

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	Save	Your system configuration values have now been changed!	<input checked="" type="checkbox"/> Pass Fail <input type="checkbox"/>	
6.	Logout as admin1005 Login as user1005_5	Successful logout Successful login	<input checked="" type="checkbox"/> Pass Fail <input type="checkbox"/>	
7.	Go to My Projects and open 11_ProjectStatus_v1005 project	The project opens successfully	<input checked="" type="checkbox"/> Pass Fail <input type="checkbox"/>	
8.	Go to Project Setup Move project to production Select: Keep ALL data saved so far. Confirm Move to production Go to Add/Edit Records, Arm 1 Verify a record exists	Project Setup options display Move Project To Production Status? page displays Success! The project is now in production. Record 1 exists in the dropdown	<input checked="" type="checkbox"/> Pass Fail <input type="checkbox"/>	
9.	Go to Project Setup, Other Functionality tab	No option for moving the project back to development exists in the Project Management section of the Other Functionality tab	<input checked="" type="checkbox"/> Pass Fail <input type="checkbox"/>	
10.	Logout as user1005_5 Login as admin1005	Successful logout Successful login	<input type="checkbox"/> Pass Fail <input type="checkbox"/>	
11.	In Other Functionality tab Move back to development status Confirm	Are you sure...? Success! The project is now back in development status.	<input checked="" type="checkbox"/> Pass Fail <input type="checkbox"/>	
12.	Logout as admin1005 Login as user1005_5	Successful logout Successful login	<input checked="" type="checkbox"/> Pass Fail <input type="checkbox"/>	

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13.	<p>Go to Project Setup</p> <p>Move project to production</p> <p>Select: Delete ALL data, calendar events...</p> <p>Confirm Move to production</p> <p>Confirm delete</p> <p>Go to Add/Edit Records, Arm 1</p> <p>Verify record 1 no longer exists</p>	<p>Project Setup options display</p> <p>Move Project To Production Status? page displays</p> <p>Delete all data? Success! The project is now in production.</p> <p>Record 1 does not appear in the dropdown</p>	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	
14.	<p>Logout as user1005_5</p> <p>Login as admin1005</p>	<p>Successful logout</p> <p>Successful login</p>	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	
15.	<p>In Other Functionality tab</p> <p>Move back to development status</p> <p>Confirm</p>	<p>Are you sure...?</p> <p>Success! The project is now back in development status.</p>	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	
16.	<p>Logout as admin1005</p> <p>Login as user1005_5</p>	<p>Successful logout</p> <p>Successful login</p>	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	
17.	<p>In Other Functionality tab</p> <p>Mark project as Completed</p> <p>Confirm Mark project as Completed</p> <p>Close</p>	<p>Are you sure you wish to mark this project as 'Completed'?</p> <p>Popup: The project has now been marked as COMPLETED.</p> <p>The archived project is no longer in the My Projects list</p>	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	
18.	<p>Show completed projects</p> <p>Open 11_ProjectStatus_v1005</p>	<p>The completed project appears in the My Projects list</p> <p>NOTICE: Project was marked as Completed</p>		

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		No option exists to restore the project	<input checked="" type="checkbox"/> Pass Fail <input type="checkbox"/>	
19.	Click Return to My Projects page	My Projects page	<input checked="" type="checkbox"/> Pass Fail <input type="checkbox"/>	
20.	Logout as user1005_5 Login as admin1005	Successful logout Successful login	<input checked="" type="checkbox"/> Pass Fail <input type="checkbox"/>	
21.	Show completed projects Open 11_ProjectStatus_v1005 Restore Project Close	The completed project appears in the My Projects list NOTICE: Project was marked as Completed Project Restored! Project Home page	<input checked="" type="checkbox"/> Pass Fail <input type="checkbox"/>	
22.	Logout as admin1005 Login as user1005_5	Successful logout Successful login	<input checked="" type="checkbox"/> Pass Fail <input type="checkbox"/>	
23.	Go to Project Setup Move project to production Select: Keep ALL data saved so far. Confirm Move to production	Project Setup options display Move Project To Production Status? page displays Success! The project is now in production.	<input checked="" type="checkbox"/> Pass Fail <input type="checkbox"/>	
24.	Go to Other Functionality Move to Analysis/Cleanup status Confirm move to Analysis/Cleanup Close	Move Project To Analysis/Cleanup Status Popup: The project has now been set to Analysis/Cleanup status	<input checked="" type="checkbox"/> Pass Fail <input type="checkbox"/>	

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		Message appears: "This project is currently in Analysis/Cleanup status , so it is assumed that formal data collection has ended..."		
25.	Click "Modify" in Yellow banner message Click Lock entire record	"Modify data locking mode?" The data in this project is currently: Read-only/Locked	<input checked="" type="checkbox"/> Pass Fail <input type="checkbox"/>	
26.	Click "Modify" in Yellow banner message Click Set to Editable	"Modify data locking mode?" The data in this project is currently: Editable	<input checked="" type="checkbox"/> Pass Fail <input type="checkbox"/>	
27.	Click "Move back to Production status" Click "Yes, Move to Production Status" OK	"Move Project to Production Status?" The project has now been moved back to Production status. No option for moving the project back to development exists in the Project Management section of the Other Functionality tab	<input checked="" type="checkbox"/> Pass Fail <input type="checkbox"/>	
28.	Logout as user1005_5 Login as admin1005	Successful logout Successful login	<input checked="" type="checkbox"/> Pass Fail <input type="checkbox"/>	
29.	Go to Other Functionality Move to Analysis/Cleanup status Confirm move to Analysis/Cleanup Close	Move Project To Analysis/Cleanup Status Popup: The project has now been set to Analysis/Cleanup status Message appears: "This project is currently in Analysis/Cleanup status , so it is assumed that formal data collection has ended..."	<input checked="" type="checkbox"/> Pass Fail <input type="checkbox"/>	

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30.	<p>Move project to production</p> <p>Select: Keep ALL data saved so far.</p> <p>Confirm Move to production</p>	<p>Move Project To Production Status? page displays</p> <p>Success! The project is now in production.</p>	<p><input checked="" type="checkbox"/> Pass</p> <p>Fail <input type="checkbox"/></p>	
31.	<p>Mark project as Completed</p> <p>Confirm Mark project as Completed</p> <p>Close</p>	<p>Are you sure you wish to mark this project as 'Completed'?</p> <p>Popup: The project has now been marked as COMPLETED.</p> <p>The archived project is no longer in the My Projects list</p>	<p><input checked="" type="checkbox"/> Pass</p> <p>Fail <input type="checkbox"/></p>	
32.	<p>Show completed projects</p> <p>Open 11_ProjectStatus_v1005</p> <p>Restore Project</p> <p>Close</p>	<p>The completed project appears in the My Projects list</p> <p>NOTICE: Project was marked as Completed</p> <p>Project Restored!</p> <p>Project Home page</p>	<p><input checked="" type="checkbox"/> Pass</p> <p>Fail <input type="checkbox"/></p>	
33.	<p>Logout admin1005</p>	<p>Successful logout</p>	<p><input checked="" type="checkbox"/> Pass</p> <p>Fail <input type="checkbox"/></p>	
34.	<p>THIS ENDS THE TESTING FOR THIS SCRIPT</p>			



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Conclusion

Did the Actual Results for each test step match the Expected Results listed?

Yes

No

Comments/Additional Information: (Indicate the step number of the step you wish to comment on.)

Completed By

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Date:

25Mar2021