



Validation Test Script

12_Security Settings

System Setup

REDCap Version	LTS 10.0.5	Application URL	https://www.mc.vanderbilt.edu/victr/dcc/redcap/demos/
Browser Version	Version 87.0.4280.88 (Official Build) (64-bit)	OS Version	Windows 10
Actual Execution Time	15		
Instructions	Reference User Guide for Community User		

Test Summary

Feature Category Description: Data security (user access control, audits) - *Limits access to authorized users to the minimum information necessary to complete their job. Supports an audit trail of user actions within the user interface of REDCap.*

Test Purpose Details: This test script validates the system status of online and offline is working appropriately.

Functional Requirements:

- Security settings
 - 12.1 - 12.13 The system shall support changing the system status between online and offline.

Test Requirements

Test Users

ID	User Name	Password	Minimum User's Rights	DAGs and Other Settings
1.	admin1005	Pswd_1103	Administrator	Pre-existing administrator user
2.	user1005_1	1005_1Pswd	Normal user can create projects. User has project design and setup rights.	
3.				
4.				

Project Setup

ID	Description	Instructions
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1.	Project: 12_SecuritySettings_v1005	Project created during script 7
2.	Project Setup:	
3.	Data Import File Name	
4.	Other Files	

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.	Login as admin1005 Click 'Control Center' Click 'General Configuration'	User is able to log in Control Center opens The General Configuration page displays and System Status is set to 'SYSTEM ONLINE'.	x Pass Fail <input type="checkbox"/>	
2.	Use the System Status dropdown and select 'SYSTEM OFFLINE'. In the 'Custom message to display to users when system is offline' box, change the version number to 10.0.5 Scroll down and click 'Save Changes' Click 'Log out'	SYSTEM OFFLINE is selected Message now states "This is a test of Vanderbilt REDCap 10.0.5 System is offline and will be back on-line shortly. Custom message to display to users when system is offline." Changes are saved and a yellow box appears at the top of the page that states "Your system configuration values have now been changed". User is able to log out	x Pass Fail <input type="checkbox"/>	

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3.	Login as user1005_1	User is able to log in and custom offline message created in step 2 is displayed in a red box.	x Pass Fail <input type="checkbox"/>	
4.	Close browser. Navigate back to the login page. Login as admin1005	Browser closes. Login page is displayed. User is able to log in. The custom offline message created in step 2 is displayed at the top of the page in a red box.	x Pass Fail <input type="checkbox"/>	Note: had to clear cache to get back to the login page. kg
5.	Click 'Control Center' Click 'General Configuration' Use the System Status dropdown and select 'SYSTEM ONLINE' Scroll down and click 'Save Changes' Click 'Log out'	Control Center opens The General Configuration page displays and System Status is set to 'SYSTEM OFFLINE'. Changes are saved and a yellow box appears at the top of the page that states "Your system configuration values have now been changed". User is able to log out.	x Pass Fail <input type="checkbox"/>	
6.	Login as user1005_1 Click 'Log out'	User is able to log in Offline message is no longer displayed. User is able to log out.	x Pass Fail <input type="checkbox"/>	
7.	Login as admin1005	User is able to log in. Offline message is no longer displayed.	x Pass Fail <input type="checkbox"/>	
8.	Click 'Control Center' Click 'Edit a Project's Settings' Use the 'Choose an existing project to edit its settings' dropdown and select the 12_SecuritySettings_v1005 project.	Control Center opens The 'Edit a Project's Settings' page appears Settings for the project display.		

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	<p>Change the 'Online Status of Project' from ONLINE to OFFLINE. Scroll down and click Save Changes</p> <p>Click 'Log out'</p>	<p>Changes are saved and a yellow box appears at the top of the page that states "Your changes have been saved!"</p> <p>User is able to log out.</p>	<p>X Pass</p> <p>Fail <input type="checkbox"/></p>	
9.	<p>Login as user1005_1</p> <p>Click My Projects</p> <p>Click the '12_SecuritySettings_v1005' project.</p>	<p>User is able to log in</p> <p>The project titled '12_SecuritySettings_v1005' should display OFFLINE next to the project title.</p> <p>Message should appear that states "REDCap is currently offline. Please return at another time. We apologize for any inconvenience."</p>	<p>x Pass</p> <p>Fail <input type="checkbox"/></p>	
10.	<p>Close browser.</p> <p>Navigate back to the login page.</p> <p>Login as admin1005</p> <p>Click the '12_SecuritySettings_v1005' project</p>	<p>Browser closes.</p> <p>Login page is displayed.</p> <p>User is able to log in.</p> <p>Message should appear at the top of the page that states "This project is currently OFFLINE and is not accessible to normal users. You can return it back ONLINE status in the Control Center".</p>	<p>x Pass</p> <p>Fail <input type="checkbox"/></p>	Note: had to clear cache to get back to the login page. kg
11.	<p>Click 'Control Center'</p> <p>Click 'Edit a Project's Settings'</p> <p>Use the 'Choose an existing project to edit its settings' dropdown and select the '12_SecuritySettings_v1005' project.</p> <p>Change the 'Online Status of Project' from OFFLINE to ONLINE</p> <p>Scroll down and click Save Changes</p>	<p>Control Center opens</p> <p>The 'Edit a Project's Settings' page appears</p> <p>Settings for the project display.</p> <p>Changes are saved and a yellow box appears at the top of the page that states "Your changes have been saved!"</p>	<p>x Pass</p> <p>Fail <input type="checkbox"/></p>	
12.	<p>Click My Projects</p>	<p>The project titled '12_SecuritySettings_v1005' should no longer display OFFLINE next to the project title.</p>		



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	<p>Click the '12_SecuritySettings_v1005' project.</p> <p>Click My Projects</p> <p>Click 'Log out'</p>	<p>The offline message no longer displays.</p> <p>The My Projects page displays.</p> <p>User is able to log out.</p>	<p>x Pass</p> <p>Fail <input type="checkbox"/></p>	
13.	<p>Login as user1005_1</p> <p>Click My Projects</p> <p>Click '12_SecuritySettings_v1005'</p> <p>Click 'Log out'</p>	<p>User is able to log in.</p> <p>The My Projects page displays.</p> <p>The offline message no longer displays.</p> <p>User is able to log out.</p>	<p>x Pass</p> <p>Fail <input type="checkbox"/></p>	
	<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.)

I had to clear cache during steps 4 and 10 to get back to the login page.

Completed By

Kim Gajewski

Date:

1/4/21