



Executive Oversight Committee Meeting

WORK STREAMS STATUS

Wednesday, July 8, 2009

The SC Enterprise Information System is a project of
the SC Budget and Control Board, Division of State Information Technology.

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Work Streams Status



	Finance	Materials Management	Human Resources /Payroll	Technical	Deployment	Enterprise Change & Communications	Training
Phase 3	Y	Y	Y	Y	G	G	G
HR/PY Wave 1	G	G	Y	Y	G	G	G
Gap / Interface / Enhancement	Y	Y	Y	Y	Y	Y	Y
Book of Record	G	G	G	G	G	G	G
Reporting	G	G	G	G	G	G	G
SAP Portal	G	G	G	Y	Y	G	Y
Organizational Readiness	G	G	G	G	G	G	G
Training	G	G	G	G	G	G	Y
Shared Service Center	G	G	Y	G	G	Y	Y
Production Support	G	G	G	G	G	G	G



Work Streams Status



FI-MM Phase 3 – Yellow

- FDS Requirements in progress: Conversions 100%, Enhancements 100%, Interfaces 100%, Forms 72%, Reports 38%, Imaging 100%, Workflow 100%. Total FDS: 95%
- Integration Testing begins 7/13/09 for all functional areas, FI, MM, HR and Payroll
- Finalizing Test Scripts for Integration Testing
- Finalizing Baseline and Final Configuration
- Finalize the build of the QA system for integration testing for all functional areas
 - Move transports from Development System to QA testing system
 - Copy Gold Client to Integration Testing Client, once all transports are moved
- Sent Data Conversion Guides to all agencies for the following objects:
 - Grants, Sponsored Programs, Customer Master, Bill of Materials, Agency Contracts
(Waiting on review by Functional teams for the following objects before sending to agencies: WBS Elements (PS), Material Master (Extended Views), Purchase Orders, Inventory Balances, Open Sales Orders and Sales Contracts)
- Some development work, in all functional areas, will not be ready for Integration Testing Cycle one (Example: PCA development). As new development is completed it will be moved to QA and added to the test Cycles.

HR/Payroll – Green

- FDS Requirements in progress: Conversions 100%, Enhancements 100%, Interfaces 100%, Forms 72%, Reports 100%, Imaging 100%, Workflow 100%. Total FDS: 96%
- Finalizing Test Scripts for Integration Testing
- Finalizing Baseline and Final Configuration
- Continued development for Portal for ESS and MSS



Work Streams Status



🕒 **Gap/Interface/Enhancement Analysis - Yellow**

- Development of PCA in SCEIS continues
- Finalizing technical designs for the interface processes and starting development on the SCEIS side
- Established a priority list for development objects so we can assign development work to resources based on highest priority
- Sent out a follow up document to agencies to better define interface processes

🕒 **Book of Record – Green**

- Book of Record has been moved to the Production System, and SCEIS is now the Book of Record.
- Continue to work on reconciliation (ongoing process).

🕒 **Reporting – Green**

- Finalizing agency reporting needs/specifications for the next go lives
- Continued to update the SAP Reporting Manual
- Created scope/charter document for the reporting task force that will focus on Business Objects Financial Dashboard requirements

🕒 **SAP Portal – Green/Yellow**

- 80% of HR Employee Self Service(ESS) Portal Content/Framework was completed in DEV
- Adjusted Integration Testing timeline for Manager Self Service (MSS)and HR Administration, based on Adobe Interactive form availability
- Re-evaluated Portal Scope for November 09, December 09 and January 2010 go-lives. Current scope for portal is ESS, MSS, and HR Administration. Business Intelligence and SRM are being evaluated



Work Streams Status



🌀 Organizational Readiness - Green

- Began Phase 2 of Role Mapping activities, including appointments, visits, distribution of information
- Began HR Payroll role mapping activities
- Drafted site and articles for initial external newsletter
- Initiated topics for Agency Transition Packet
- Designed and launched Data Conversion section to website
- Formatted and distributed multiple Data Conversion documents
- Completed multiple tasks to support 6 Knowledge Transfer sessions this week and prepare for 4 for next week

🌀 Training – Yellow

- Continued to work with the Finance Team on presentation Materials for Knowledge Transfer Program breakout sessions (AP, AR, GM).
- Facilitated Knowledge Transfer Sessions (AP, AR, FM, GM, Purchasing)
- Presented AR Knowledge Transfer Program Session 5
- Continued meeting with functional team members and updating course development materials based on updated curriculum
- Continued working on course sequencing and projecting the number of courses needed for end-user training to include in the Training Plan
- Continued to work with the PY, TV and TM teams as they recorded they BPPs
- Developed, edited, and merged content for the ECC/SAP COR120 Navigation course in uPerform



Work Streams Status



☉ **Shared Services - Yellow**

- Conducted Kick-off Alignment meeting with Central Agencies representatives (CG, MMO, OHR) for Shared Services initiative
- Finalized alignment of Shared Services project plan with the SCEIS Critical Path Plan

☉ **Production Support – Green**

- The SCEIS team is doing a good job of Production Support even though call volume remains high



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INTEGRATION TESTING

Wednesday, July 8, 2009

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Cycle One

Monday, July 13th through Friday, July 31st
~ 12 working days ~

Cycle Two

Monday, August 3rd through Friday, August 21st
~ 12 working days ~

Cycle Three

Monday, August 24th through Friday,
September 12th
~ 12 working days ~



Integration Testing Overview



- ① Integration Testing will focus on the testing of cross-functional business processes, conversions of legacy data, and retesting from the Unit Testing phase.
- ① Tests new functionality in conjunction with the other processes and functions in the overall system (both new and existing).
- ① Simulates real-world processes, and procedures which are logically related.



Integration Testing: Purpose



- Integration Testing focuses on cross-functional integration points, as well as, your end-to-end business processes. The tests encompass areas that cross role, Agency and Division boundaries.
- Testing of policies and procedures are combined in end-to-end scenarios and bring together efforts from individual team tasks.
- Testing is accomplished through the execution of predefined business flows (or scenarios) that emulate how the system will run the FI, Procurement, and HR/PY functions of the State of South Carolina, simulating the live business process.
- The testing scenarios will use migrated data from the pre-existing systems and will be performed in a multifaceted computing environment comprised of SAP, third-party software, system interfaces and various hardware and software components.



Integration Testing Terms ???



Test Script

A documented test script outlines the end to end business process with individual steps, transactions, expected results, and a section to record the actual result. We also created columns for: Tester's Name, Pass/Fail, Issue Number and BPP Number .

Test Team

Consultant and State Functional team members (and responsible client business process owners) as defined by the Functional Team Leads and members.

Test Components

Test Schedule / Test Scenarios / Test Scripts / Test Data Loads / BPPs – to later be used as formal Training Materials.

Test Environment

QA Environment: ECQ020
Test Client for our entire team: FI / Procurement / HR and Payroll



Integration Test Cycles



CYCLE 1

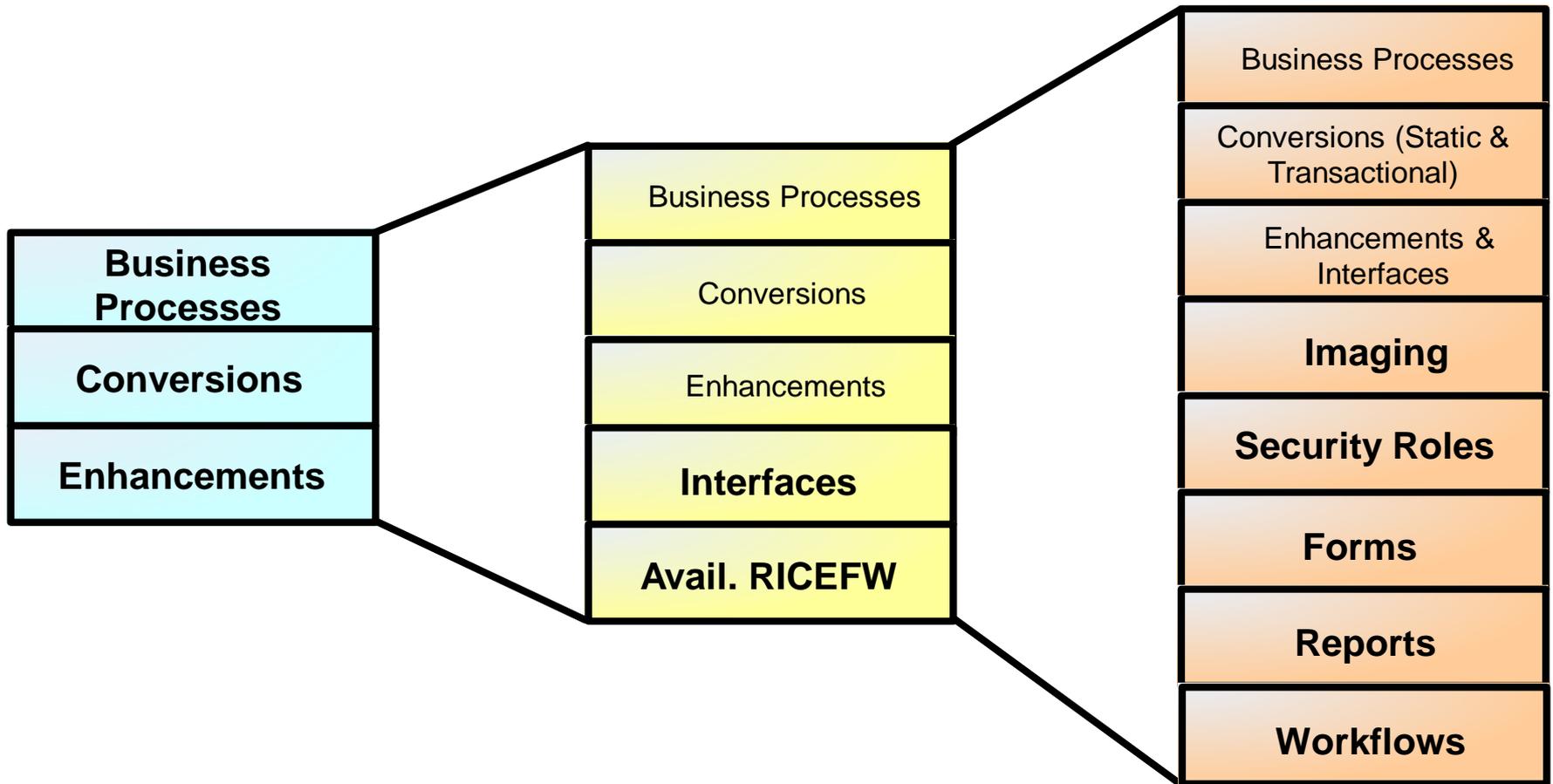
July 13 – July 31

CYCLE 2

Aug 3 – Aug 21

CYCLE 3

Aug 24 – Sept 11





Entry Criteria

- BPP / BPP shells completed
- Configuration completed
- Unit testing completed & successful
- QA client created as a production environment look-alike
- Enhancements developed in QA
- Data loaded/entered in QA
- Integration test scenarios documented with data and expected results



Exit Criteria

- All test scenarios executed to completion
- All tests accepted required inputs and generated expected outputs
- All issues from unit and integration testing closed
- Testing completed under appropriate production-environment user profiles
- Appropriate sign-off on test completion



Integration Testing: Cycle requirements



- ④ Testing execution
- ④ Reviewing BPPs as you go
- ④ Resolving Issues
- ④ Fixing/Resolving Defects
- ④ Transporting configuration changes in response to defects
- ④ Updating appropriate documentation
 - Integration Test Scripts
 - BPPs
 - Configuration documents
 - Process flows
- ④ State sign-off



Defect Squad

- Research and resolve problems identified by defects
- Update documentation
 - ü Configuration
 - ü BPPs
 - ü Integration Test Scripts
- Re-test defect transaction strings in Sandbox and DEV
- Follow-up with Testers for re-testing in QA

Who

Consultant and State Functional and Development
Team Members



Integration Testing: Processes & Tools



Processes	Templates & Tools
Integration Test Process	~ Generated Scenario Scripts ~ Daily Status Meetings
Defect Resolution Process	~ Generated Issues / Defect Log
Issue Resolution Process	~ Generated Issues / Defect Log
Transport Process	~ Transport Request Form ~ Daily Meetings
Test Scenario Update Process	~ Integration Test Captain ~ Integration Test Managers
BPP Update Process	~ Integration Test Captain ~ Functional Team Leads
Sign Off Process	~ Within each Scenario/Scripts



Updating Integration Test Scenarios



- ④ Record Defect in the Defect Log.
- ④ Make updates on the hard copy of the test scenario script & continue testing.
- ④ At the end of the scenario, pass all updates to both Amy Fernandez Litka (HR/PY) and Dee Travis (FI/MM).
- ④ Amy Fernandez Litka (HR/PY) and Dee Travis (FI/MM) will store new Integration Test Scenarios in folder for next Integration Test Cycle.



When is a test complete?



- ☉ When test has been executed from beginning to end and all Medium, High and Critical priority defects have been resolved.
- ☉ All documentation changes have been made.