

FMIS 5.0 User Acceptance Testing Guidance

Updated as of August 22, 2014

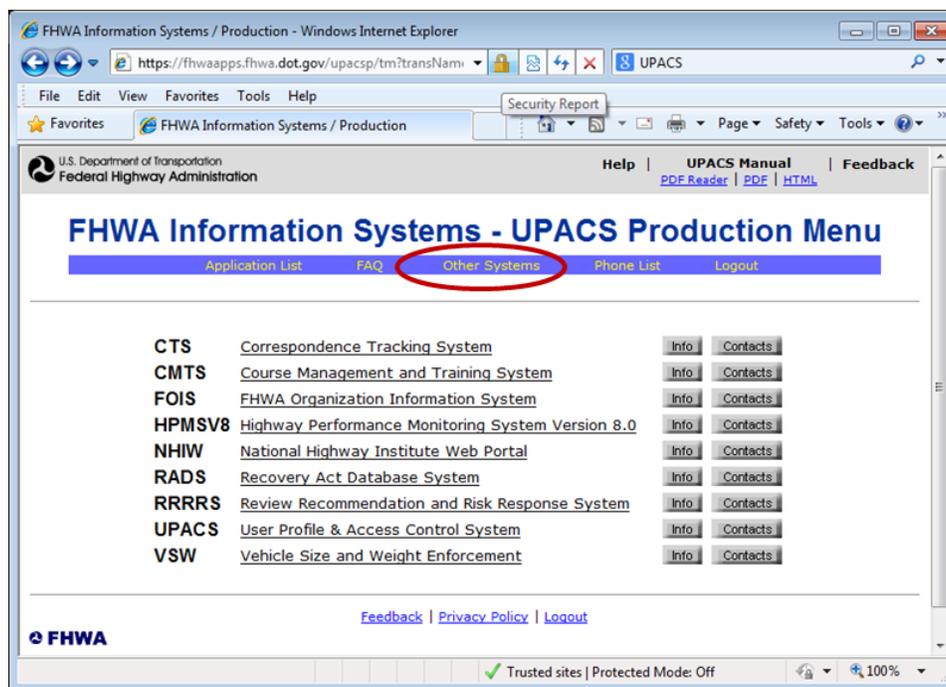
This document is intended to provide guidance for all States and Divisions as they perform User Acceptance Testing (UAT) of FMIS 5.0. It describes how to access the test environment, what application modules are available to test, and how to report issues. In addition, this document describes supporting documents that are provided for reference.

How Do I Access the FMIS 5.0 Test Environment?

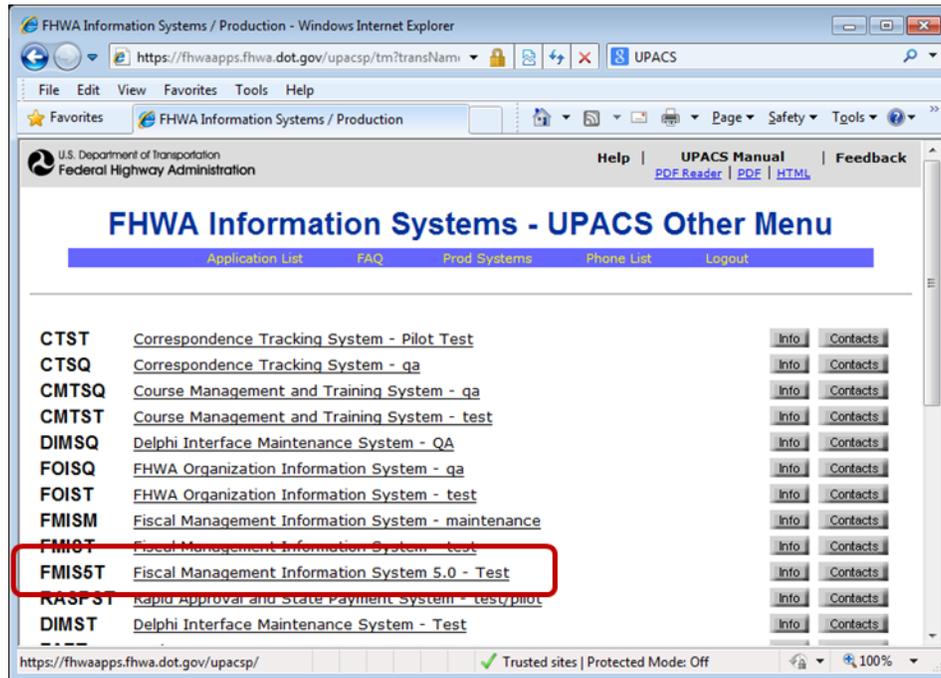
FMIS 5.0 User Acceptance Testing will be conducted in the FMIS 5.0 Test Environment. All individuals who have active UPACS privileges for production FMIS will automatically have the same privileges in the FMIS 5.0 Test Environment for viewing, updating, entering, and signing FMIS projects. All individuals who have active UPACS privileges for production RASPS will automatically have the same privileges in FMIS 5.0 to upload, update, and approve Current Bills.

Steps to Gain Access to FMIS 5.0 Test Environment:

1. Access UPACS as you would to access production FMIS or RASPS. Once in UPACS, Click on "Other Systems:"

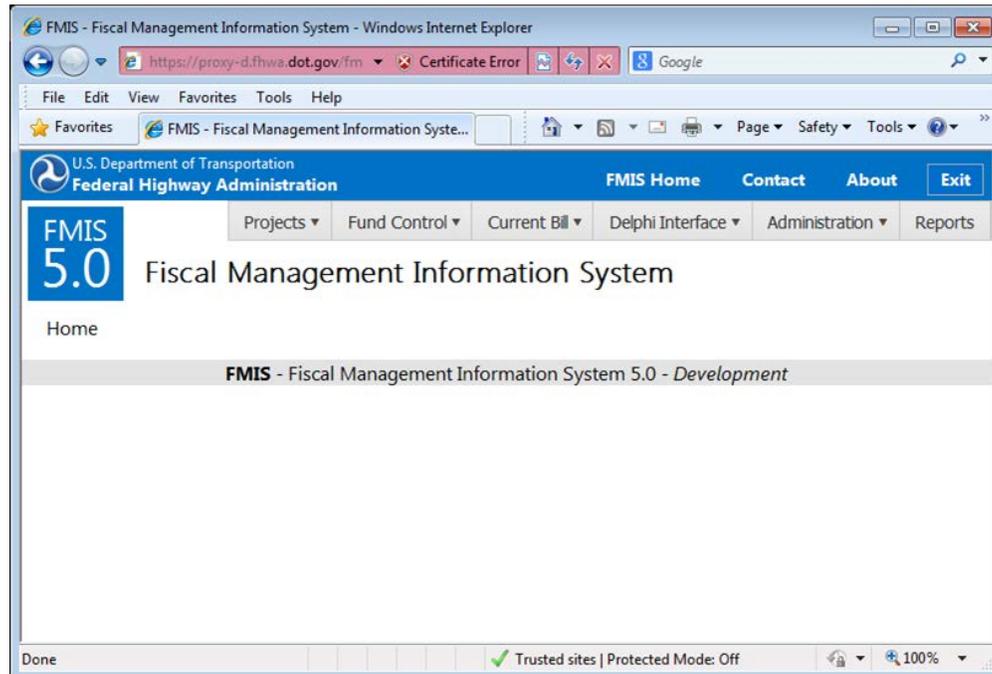


2. Once in “Other Systems” Click on FMIS5T Fiscal Management Information System 5.0 – Test:



Note: Your User ID may not list as many Applications within Other Systems. This is normal.

4. You are now in the FMIS 5.0 Test Environment:



What Modules and Functionality are Available for UAT?

The following FMIS 5.0 Modules and Functionality Released are ready for UAT:

Current Bill Module

- Upload
- State and Division Approval
- Processing Payments
- Toolbar Reports

Projects Module

- Managing Projects
- Project Details
- Project Signatures
- Project Grouping
- User Defined Fields

Is there Additional Guidance Available for Us to Develop Test Plans?

Test planning guidance is available from the following documents, which are posted on the FMIS User News and Information web site (FUNI):

- “FMIS 50 Projects Area Focused Test Plan” – This document provides guidance on making tests as complete and realistic as possible for your Division or State. It also

- outlines minimum test situations that States and Divisions should be successful in executing to be prepared for new FMIS.
- b. The “FMIS 5.0 Consolidated Projects Test Plan” and “FMIS 5.0 Current Bill Test Plan” documents were used by the development team to test FMIS. These documents provide a comprehensive set of test cases that can be performed in FMIS 5. These plans should serve as the basis for creating End User specific testing scenarios.
 - c. The “FMIS 5.0 Known Issues List” and “FMIS 5.0 Planned Enhancements Schedule” documents have also been posted to FUNI. You should reference the “Known Issues” list during testing to avoid encountering and reporting defects that are already being fixed. The “Planned Enhancements Schedule” allows you to see when upcoming enhancements are to be implemented, some of which may also address concerns that you have during your testing.

How Do I Report Issues During Testing?

Please report FMIS issues to the FMIS-5-Support@dot.gov email box, and report Current Bill issues to the CurrentBillSupport@dot.gov email box. Attach screen shots, upload file samples, etc. to help document each issue. Please report issues as soon as possible after they occur to increase the chances of the support staff of reproducing your problem.

What Should I Expect After I Report an Issue?

You will receive an email from the support team, which acknowledges that your issue has been received. Depending on the nature of the issue, the acknowledgment email will may provide you with resolution of the issue, a notice of when the issue will be resolved, or notice that the issue is under investigation.

Submissions will be prioritized and addressed in order of priority as directed by the government Project Manager. Defects preventing functionality as prescribed in original requirements will be addressed first.

Any direct communications regarding defects should be communicated via email to and from: FMIS-5-Support@dot.gov or CurrentBillSupport@dot.gov. Please use the Subject: FMIS 5.0 UAT. Return correspondence from the FMIS support team will be directed back to you from the support mailbox. The FMIS support team may communicate with you to clarify defects as well as following up on defect resolution and re-testing by the user(s) who reported the defect.

What Supporting Documentation is available to assist with UAT?

The following supporting documents have been provided to assist with User Acceptance Testing:

- [FMIS 50 Projects Area Focused Test Plan](#)
- [FMIS 50 Current Bill Test Plan](#)
- [FMIS 50 Consolidated Projects Test Plan](#)
- [FMIS 50 Known Issues List](#)
- [FMIS 50 Planned Enhancements Schedule](#)

The FMIS development team will release updated versions of these documents as they become available.