Banner 8 to Banner 9 Essentials

Are WE Ready for Testing?
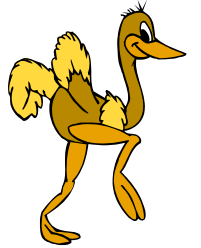
Review Session

CIT – Team

December 6, 2019

Session Rules of Etiquette

- Please turn off your cell phone/pager

- If you must leave the session early, please do so as discreetly as possible

- Please avoid side conversation during the session

Thank you for your cooperation!

Banner 9 Essentials Project TEAM Info

- Ms. Princess Lipscomb, Banner 8 to Banner 9 Essentials Project Manager
- Mr. Darien Hawkins, Director, Computer Center
- Dr. Alissa Harrison, AVP Information Technology
- Dr. Katina Ward-James, Educational Delivery
- Vendor – Ellucian Consultants
- HU Community Banner Users by Department - Test Teams

Communication Avenues

- HU Website - cit.hamptonu.edu - regular information updates and video training

- HU News – weekly updates

- Banner9Essentials email

Functional Banner 8 to Banner 9 Essentials - GO-LIVE

Testing in PPRD will continue into January 2020.

We will be preparing PROD, production, system in January but do not have a GO-LIVE date determined.

Production Cut-Over (GO-LIVE) date will be determined based on:
system preparedness
testing completion
approvals from Management to GO-LIVE.

Functional Banner 8 to Banner 9 Essentials Test Plan Areas

- Accounts Receivable
- Admissions
- Advancement
- Alumni
- Athletics
- Finance

- Financial Aid
- General
- Graduate Studies
- Health Services

- Housing
- HU Online
- Human Resources
- HUPD

- OAR
- Pre College
- Position Control
- Student

Self Service will not be included in this project – remains Banner 8

Each Team Tester should turn in an individual Test Plan unless their Departmental Test Plan is a combined set of tasks for all personnel testing.

WE ARE A TEAM

Please understand <u>all</u> at HU are busy working as a TEAM. As a TEAM player, you will need to take time out of your day to complete this task.

Test Teams

Banner 9 Essentials Area
Academic History
Admissions & Recruiting
AS-Housing – Location Mgmt
AS-Residence Life
AS-Student Affairs
AS-Student Affairs - Freshman Studies
AS-Student Affairs - Pre-College
Athletics
Banner – Advancement - Alumni Affairs Ofc

Test Teams

Banner 9 Essentials Area
Banner-Advancement - Development Ofc
Catalog & Class Schedule
Finance - ChromeRiver (TBA)
CRM Recruit Integration Mgr
CSS Profile
Degree Works (TBA)
Finance
Finance - Accounts Payable
Finance - Accounts Receivable

Center for Information Technology

Test Teams

Banner 9 Essentials Area

Finance – Collections

Finance – Fixed Assets

Finance - General Ledger

Finance – Cashiers

Finance – Grants

Finance – Payroll

Finance - Purchasing

Finance – Collections

Finance – Fixed Assets

HAMPTON
UNIVERSITY
THE STANDARD OF EXCELLENCE

Test Teams

Banner 9 Essentials Area
Finance - Student Accounts
Financial Aid
General
Graduate College
Health Services
HU Online / University College
Human Resources
Finance - Student Accounts
Financial Aid

HAMPTON
UNIVERSITY
THE STANDARD OF EXCELLENCE

Test Teams

Banner 9 Essentials Area
Human Resources - Benefits
Human Resources - Position Control
HUPD
Integration for PayNetExchange
International Office
Human Resources - Benefits
Human Resources - Position Control
HUPD
Integration for PayNetExchange

Test Teams

Banner 9 Essentials Area
OAR
Faculty Load
Registrar - Registration
Student
Workflow (TBA)
OAR
Faculty Load
Registrar - Registration
Student

Center for Information Technology

Test Plan Checklist

- Test Plan Checklist
  - Test Plan
    - Submissions
      - **1ˢᵗ Draft – Due 8 Dec**
      - Format: Excel spreadsheet or Word document. No PDF submissions. We must be able to update plans and annotate Pass / Fail entries and why
      - Submit using Trackit Assignment Email or email Trackit Subject [Assignment-?]
        - Attach Test plan to Trackit email
      - **Final (corrected version) Submission – 16 Dec**

    - Reviews for Completeness

Test Plan using Banner 8 PPRD to Validate

- Test Plan Checklist
  - Testers – Sample Use in Banner 8 PPRD (Test Environment) to validate
    - If you do not have PPRD Icon on your Desktop
    - Have not accessed this environment in awhile – password reset needed

Please send trackit-ticket@hamptonu.edu an email so I can make sure you have access.

  Subject Line: PPRD Banner 8 Access Needed

Anticipated Kickoff for Banner 9 Essentials Testing

Anticipated Kick Off for Banner 9 Essentials Testing in PPRD Environment:

- Projected to begin 16 Dec 2019. If there is a delay, each morning at 8 am, a notification will be sent out with updated info.
- URL for PPRD Banner 9 Essentials will be published once system is available.
- Use Test Plans
  - Submit back using assignment number once completed
- Daily Zoom Testing Recap meeting from 3-3:30 pm daily during testing period

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THE STANDARD OF EXCELLENCE

Banner 9 Essentials Zoom Meetings – Testing Daily Recap/Updates – 3 pm Dec

- 16 Dec
- 17 Dec
- 18 Dec
- 19 Dec
- 20 Dec
- 23 Dec
- 26 Dec
- 27 Dec
- 30 Dec

NOTE: Do not put your phone ON HOLD during a Zoom session without MUTING your call. ON HOLD calls causes music to play and no one can continue talking in the session because of Music playing. Please always Mute your session.

Topic: Banner 9 Essentials Testing Daily Recap
Daily: https://zoom.us/meeting/u5clduCrrzgunv05wxk6odWGdX9uYzs7GQ/ics?icsToken=98tyKu-rpjojGdWWtFyCUaotA6__bOHml39Y-vZKhBSzDCRkRQfOb_d7KKEoN-mB

Join Zoom Meeting
https://zoom.us/j/638193134?pwd=V1lNN0RCdG9KbFlIeGxyTDhaZnIwZz09

Meeting ID: 638 193 134
Password: 134948

One tap mobile
+16465588656,,638193134# US (New York)
+17207072699,,638193134# US (Denver)

Dial by your location
    +1 646 558 8656 US (New York)
    +1 720 707 2699 US (Denver)
Meeting ID: 638 193 134
Find your local number: https://zoom.us/u/achWz6X3sr

During Testing – Submit Completed Tests

- During Testing period for Banner 9 Essentials (after 16 Dec), please send completed actions after each 3 pm Zoom meeting

- Use [Ticket-3726] to submit into trackit-ticket@hamptonu.edu

- Banner 9 Essentials TEST System will remain up throughout Holiday season

- Any changes needed to the system will be communicated via Banner9Essentials

HU Trackit Ticketing – Self Service Access

- Banner 8 to Banner 9 Essentials – Using HU Trackit to submit issues

- Go to HU Trackit to submit a HU Banner 9 Essentials ticket

  - FireFox   http://hutrackit.hamptonu.edu

  - Chrome and IE
    http://hutrackit.hamptonu.edu/TrackIt/SelfService/Account/LogIn

Trackit Tickets for Issues

- HU Trackit Ticketing – Issues with Banner 9 Essentials Testing
  - Submit under Trackit Ticket #
  - Do not email directly to Project Manager. All tracking of issues will be collected within Trackit

Deployed Reports Review

- Deployed Report Review for Regeneration using Argos Reporting System
  - Submissions
    - 1st Draft – Due 8 Dec

  - Separate Meeting for discussions

Interfaces Review

- Interfaces Review continues
- Separate meeting for discussions after initial Banner 9 Essentials testing begins

Banner 9 Essentials – Verify Browsers

FIREFOX - preferred

CHROME - preferred

Banner 8 to Banner 9 Essentials Regression Testing

Regression Testing in Banner 9 Essentials

Questions

Center for Information Technology