



CENTRALSQUARE

TECHNOLOGIES

Functional Acceptance Test

Records Enterprise Tracker Interface

Version 1.0

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Revisions

Date	Rev. No.	Author	Comments
8/10/2021	1	Robbin Massey	Initial

Overview

This document contains test scenarios for the below event trigger in the Records Enterprise Tracker Interface.

1. Incident Report Person Update
2. Button Press Event – Upon user initiated button press from the Action Dropdown, the interface will send property items where the Initial Locker Location field has been completed to Tracker SAFE.
3. Summary Transfer – Upon receiving an incident summary transfer event, the interface will send the person data to the Tracker SAFE Web API.

This document should be used to verify the installed interface is operating as expected according to the configured event trigger. As each test case is performed and the software is verified to be functioning correctly, the customer will indicate Passed Acceptance for that test case. Where software is not functioning with expected results, the customer will indicate Failed Acceptance and the error is will be noted for further investigation and resolution.

Setup

The interface should be installed and configured on the client's test server. As part of the configuration:

1. The client's test server needs to have access to connect to the RMS database.
2. The client's test server needs to have access to connect to the RMS server.
3. The client's test server needs to have access to connect to the Web Service.
4. Tracker SAFE and the Interface are configured to use two custom forms named "[InformRMS Name Tracking \(Gwinnett County PD\)](#)" and "[InformRMS Property Tracking \(Gwinnett County PD\)](#)".
5. Tracker SAFE and the Interface are configured to use a custom text field in each custom form named "[RMS Master Name Link](#)" and "[RMS Property Link](#)", respectively.
6. Tracker SAFE is configured to have an offense type code value of "[Other](#)".

7. Users are setup in SAFE to have an email that matches the email recorded on the corresponding user record in RMS.

Test Cases

Test Category:	1.1 Publish Person Data if no or one SAFE person record is found.	RFP Ref:	
Test Case Description:	Publish Person data if no SAFE person record is found.		
Ref. Doc.:	OSD – Gwinnett – Tracker SAFE Interface v1.1.pdf	Version:	21.2.3
Section:	Standard Features		
Test Result:	<input checked="" type="checkbox"/> Passed Acceptance <input type="checkbox"/> Not Required	Accepted By:	Sgt. K. Tonelli / Admin N. Plotts
	<input type="checkbox"/> Failed Acceptance <input type="checkbox"/> Go-Live Critical	Sales Force ID:	
Preconditions:			
<ol style="list-style-type: none"> The interface is properly installed on the test interface server. Network connectivity exists between the test interface server and the Records Enterprise server. A Records Enterprise login exists with all rights necessary to create and update Incident records in Records Enterprise. 			
Scenario: Publish Person Data if no or one SAFE person record is found.			
Verification Steps	Test Data	Expected Result	
1. Log in to Records Enterprise with a user with rights to create and update Incident reports.	N. Plotts (login)	User will be logged into Records Enterprise.	
2. Click “Incident” from the “Create New” dropdown.	P21090439	The Incident report template will display.	

<p>3. Complete required fields on the Incident report including person fields.</p> <p>4. Add an officer to the report whose involvement type is “Reporting”.</p>	<p>The person data – name, DOB, etc. – should describe a new person that is not already a Master Person in RMS nor a person record in Tracker SAFE.</p> <p>Completed Master # 23028 Juan, Don M W 08/17/1985 23028</p>	<p>The Incident report will be populated with data. RMS normally saves automatically during editing. After the first save, the modification event triggers the Interface to query for an existing corresponding record in Tracker SAFE. None will be found, and the Interface will create a new person record in SAFE. The visual indicator is that the “RMS Master Name Link” field will have a 36-character GUID value.</p> <p>As editing continues and saves new data, the Interface will continually query for the same corresponding person in SAFE and update it with new data.</p> <p>The person’s address is synchronized to the default address on the SAFE person record. If there is no SAFE default address, the Interface adds a new address and makes it the default.</p> <p>The Interface will create a new Case in SAFE with the RMS Case Number and assigning the reporting officer in RMS as the case officer in SAFE.</p>
<p>5. Click the “Submit” button.</p>	<p>Completed</p>	<p>The Incident report is submitted.</p>
<p>6. If the workflow requires Approval, Complete all steps in the workflow to generate an Incident Summary.</p>	<p>Completed – MNI 23028</p> <p>Follow-up Item: CentralSquare noted an issue with the Officer Name not showing up in the Interface, however, the property did transfer. Doug to follow-up, no impact on interface.</p>	<p>An MNI is assigned to the person when the report transfers to a summary. The Interface will query twice to SAFE: once for the person identifier (GUID) and once for the MNI. Only one record is found between the two queries. The custom text field (named “RMS Master Name Link”) is updated with the MNI. The visual indicator in SAFE will be that the RMS Master Name Link field contains a number, not a GUID.</p>

Test Category:	1.2 Publish Person Data if two SAFE person records are found.	RFP Ref:	
Test Case Description:	Publish Person data if two SAFE person records are found.		
Ref. Doc.:	OSD – Gwinnett – Tracker SAFE Interface v1.1.pdf	Version:	21.2.3
Section:	Standard Features		
Test Result:	<input checked="" type="checkbox"/> Passed Acceptance <input type="checkbox"/> Not Required	Accepted By:	N. Plotts, B. Patrick, K. Tonelli
	<input type="checkbox"/> Failed Acceptance <input type="checkbox"/> Go-Live Critical	Sales Force ID:	
Preconditions:			
<ol style="list-style-type: none"> The interface is properly installed on the test interface server. Network connectivity exists between the test interface server and the Records Enterprise server. A Records Enterprise login exists with all rights necessary to create and update Incident records in Records Enterprise. 			
Scenario: Publish Person Data if two SAFE person records are found.			
Verification Steps	Test Data	Expected Result	
1. Log in to Records Enterprise with a user with rights to create and update Incident reports.	N. Plotts K. Tonelli	User will be logged into Records Enterprise.	
2. Click “Incident” from the “Create New” dropdown.	P21000777	The Incident report template will display.	

<p>3. Complete required fields on the Incident report including person fields.</p> <p>4. Create an officer on the report whose involvement type is “Reporting”.</p>	<p>Enter the same person as from the previous test, in the scenario that the person is being recorded for a second encounter.</p> <p>Edit the person and save as desired, but do not apply the Master Name choices when one is found. The goal is to create a new record in SAFE with a new person record identifier.</p> <p>Briana advised that although Master’s existing in Tracker SAFE, they aren’t really used or consistently marked as such by the officer entering property.</p>	<p>The Incident report will be populated with data.</p> <p>The Interface will create a new independent record in SAFE corresponding with the new person record on a new report in RMS. The visual indicator is that the “RMS Master Name Link” field will have a 36-character GUID value.</p> <p>The Interface will create a new Case in SAFE with the RMS Case Number and assigning the reporting officer in RMS as the case officer in SAFE.</p>
<p>5. Continue editing the person and provoke the Master Name selection pane. Apply the Master Name of the person created from the previous test and save the report.</p>	<p>Completed workflow, added Master Record</p> <p>Master # 23028</p> <p>Juan, Don M W 08/17/1985 23028</p>	<p>The Interface queries SAFE with two transactions: one for the person report identifier, one for the MNI number. Two records are found.</p> <p>The Interface will merge the older record created in previous step to the SAFE record corresponding with the MNI and update the edited data on the MNI record in SAFE.</p> <p>The SAFE record from the previous step is deleted and the MNI record remains with the updated data.</p>
<p>6. Click the “Submit” button.</p>	<p>Completed</p>	<p>The Incident report is submitted.</p>
<p>7. If the workflow requires Approval, Complete all steps in the workflow to generate an Incident Summary.</p>	<p>Completed</p>	

Test Category:	1.3 Button Press Event where the Initial Locker Location Field is not complete	RFP Ref:	
Test Case Description:	Button Press Event where the Initial Locker Location Field is not complete.		
Ref. Doc.:	OSD – Gwinnett – Tracker SAFE Interface v1.1.pdf	Version:	21.2.3
Section:	Standard Features		
Test Result:	<input checked="" type="checkbox"/> Passed Acceptance <input type="checkbox"/> Not Required	Accepted By:	N. Plotts, B. Patrick, K. Tonelli
	<input type="checkbox"/> Failed Acceptance <input type="checkbox"/> Go-Live Critical	Sales Force ID:	
Preconditions:			
<ul style="list-style-type: none"> The interface is properly installed on the test interface server. Network connectivity exists between the test interface server and the Records Enterprise server. A Records Enterprise login exists with all rights necessary to create and update Incident records in Records Enterprise 			
Scenario: A user presses the “Submit to Tracker” button from the Action dropdown and the property Item data is not sent to the Tracker SAFE web API.			
Verification Steps	Test Data	Expected Result	
1. Log in to Records Enterprise with a user with rights to create and modify an Incident report.	N. Plotts K. Tonelli	User will be logged into Records Enterprise.	
2. Click “Create New” “Incident” in the upper right.	Completed	The available Incident templates will display.	
3. Select the desired Incident Template.	21000777	An Incident report will display.	
4. Complete the necessary data on the Incident report including Property Item data excluding the Initial Locker Location field.	Temp Locker = empty content Step verified	The data will display on the report	

<p>5. Press the “Submit to Tracker” button from the Action dropdown.</p>	<p>N. Plotts and CentralSquare D Burger Verified in Logfiles data didn't transfer to Tracker SAFE</p>	<p>The Interface detects the event and determines that the Initial Locker Location field is not completed and will not send the property item data to the Tracker SAFE web API. The interface does create a case if there is an officer of Involvement Type “Reporting” which is used as the case officer.</p>
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Test Category:	1.4 Publish Drug Item	RFP Ref:	
Test Case Description:	Button Press Event for Drug Item		
Ref. Doc.:	OSD – Gwinnett – Tracker SAFE Interface v1.1.pdf	Version:	21.2.3
Section:	Standard Features		
Test Result:	<input checked="" type="checkbox"/> Passed Acceptance <input type="checkbox"/> Not Required	Accepted By:	N. Plotts, B. Patrick, K. Tonelli
	<input type="checkbox"/> Failed Acceptance <input type="checkbox"/> Go-Live Critical	Sales Force ID:	
Preconditions:			
<ul style="list-style-type: none"> The interface is properly installed on the test interface server. Network connectivity exists between the test interface server and the Records Enterprise server. A Records Enterprise login exists with all rights necessary to create and update Incident records in Records Enterprise 			
Scenario: A user presses the “Submit to Tracker” button from the Action dropdown and the property Item data is not sent to the Tracker SAFE web API.			
Verification Steps	Test Data	Expected Result	
1. Log in to Records Enterprise with a user with rights to create and modify an Incident report.	N. Plotts K. Tonelli	User will be logged into Records Enterprise.	
2. Click “Create New” “Incident” in the upper right.	P21989436 and P21090441	The available Incident templates will display.	
3. Select the desired Incident Template.	Completed	An Incident report will display.	
4. Complete the necessary data on the Incident report including Drug data including the Initial Locker Location field.	Temp Locker = non-empty content An officer has Involvement Type of “Reporting” Verified	The data will display on the report	
5. Press the Publish button from the Action dropdown.	Completed	The Interface detects the event and determines that the Initial Locker Location field is complete and publishes the Drug data to the Tracker SAFE web API.	

6. Log into the Tracker system and navigate to the newly created record.	N. Plotts and CentralSquare D Burger Verified data successfully transferred to Tracker SAFE	The Drug data appears in the Tracker system as expected using the “Drugs” custom form.
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Test Category:	1.5 Publish Gun Item	RFP Ref:	
Test Case Description:	Button Press Event for Gun Item		
Ref. Doc.:	OSD – Gwinnett – Tracker SAFE Interface v1.1.pdf	Version:	21.2.3
Section:	Standard Features		
Test Result:	<input checked="" type="checkbox"/> Passed Acceptance <input type="checkbox"/> Not Required	Accepted By:	N. Plotts, B. Patrick, K. Tonelli
	<input type="checkbox"/> Failed Acceptance <input type="checkbox"/> Go-Live Critical	Sales Force ID:	
Preconditions:			
<ul style="list-style-type: none"> The interface is properly installed on the test interface server. Network connectivity exists between the test interface server and the Records Enterprise server. A Records Enterprise login exists with all rights necessary to create and update Incident records in Records Enterprise 			
Scenario: A user presses the “Submit to Tracker” button from the Action dropdown for a Gun item.			
Verification Steps	Test Data	Expected Result	
1. Log in to Records Enterprise with a user with rights to create and modify an Incident report.	N. Plotts K. Tonelli	User will be logged into Records Enterprise.	
2. Click “Create New” “Incident” in the upper right.	21000777	The available Incident templates will display.	
3. Select the desired Incident Template.	Completed – Case with Gun	An Incident report will display.	
4. Complete the necessary data on the Incident report including Gun data including the Initial Locker Location field.	Temp Locker = non-empty content An officer has Involvement Type of “Reporting” Verified	The data will display on the report	
5. Press the Publish button from the Action dropdown.	Completed	The Interface detects the event and determines that the Initial Locker Location field is complete and publishes the Gun data to the Tracker SAFE web API.	

6. Log into the Tracker system and navigate to the newly created record.	N. Plotts and CentralSquare D Burger Verified data successfully transferred to Tracker SAFE	The Gun data appears in the Tracker system as expected using the “Firearm” custom form.
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Test Category:	1.6 Publish Vehicle Item	RFP Ref:	
Test Case Description:	Button Press Event for Vehicle Item		
Ref. Doc.:	OSD – Gwinnett – Tracker SAFE Interface v1.1.pdf	Version:	21.2.3
Section:	Standard Features		
Test Result:	<input checked="" type="checkbox"/> Passed Acceptance <input type="checkbox"/> Not Required	Accepted By:	N. Plotts, B. Patrick, K. Tonelli
	<input type="checkbox"/> Failed Acceptance <input type="checkbox"/> Go-Live Critical	Sales Force ID:	
Preconditions:			
<ul style="list-style-type: none"> The interface is properly installed on the test interface server. Network connectivity exists between the test interface server and the Records Enterprise server. A Records Enterprise login exists with all rights necessary to create and update Incident records in Records Enterprise 			
Scenario: A user presses the “Submit to Tracker” button from the Action dropdown for a Vehicle item.			
Verification Steps	Test Data	Expected Result	
1. Log in to Records Enterprise with a user with rights to create and modify an Incident report.	N. Plotts K. Tonelli	User will be logged into Records Enterprise.	
2. Click “Create New” “Incident” in the upper right.	21000777	The available Incident templates will display.	
3. Select the desired Incident Template.	Completed	An Incident report will display.	
4. Complete the necessary data on the Incident report including Vehicle data including the Initial Locker Location field.	Temp Locker = non-empty content An officer has Involvement Type of “Reporting” Verified	The data will display on the report	

5. Press the Publish button from the Action dropdown.	Completed	The Interface detects the event and determines that the Initial Locker Location field is complete and publishes the Vehicle data to the Tracker SAFE web API.
6. Log into the Tracker system and navigate to the newly created record.	N. Plotts and CentralSquare D Burger Verified data successfully transferred to Tracker SAFE	The Vehicle data appears in the Tracker system as expected using the “Seized Vehicles” custom form.

Test Category:	1.7 Publish Property Item	RFP Ref:	
Test Case Description:	Button Press Event for Property Item		
Ref. Doc.:	OSD – Gwinnett – Tracker SAFE Interface v1.1.pdf	Version:	21.2.3
Section:	Standard Features		
Test Result:	<input type="checkbox"/> Passed Acceptance <input type="checkbox"/> Not Required	Accepted By:	N. Plotts, B. Patrick, K. Tonelli
	<input type="checkbox"/> Failed Acceptance <input type="checkbox"/> Go-Live Critical	Sales Force ID:	
Preconditions:			
<ul style="list-style-type: none"> The interface is properly installed on the test interface server. Network connectivity exists between the test interface server and the Records Enterprise server. A Records Enterprise login exists with all rights necessary to create and update Incident records in Records Enterprise 			
Scenario: A user presses the “Submit to Tracker” button from the Action dropdown for a Property item.			
Verification Steps	Test Data	Expected Result	
1. Log in to Records Enterprise with a user with rights to create and modify an Incident report.	N. Plotts K. Tonelli	User will be logged into Records Enterprise.	
2. Click “Create New” “Incident” in the upper right.	Completed	The available Incident templates will display.	
3. Select the desired Incident Template.	21000777	An Incident report will display.	
4. Complete the necessary data on the Incident report including Property data including the Initial Locker Location field.	Temp Locker = non-empty content An officer has Involvement Type of “Reporting” Verified	The data will display on the report	

5. Press the Publish button from the Action dropdown.	Completed.	The Interface detects the event and determines that the Initial Locker Location field is complete and publishes the Property data to the Tracker SAFE web API.
6. Log into the Tracker system and navigate to the record.	N. Plotts and CentralSquare D Burger Verified data successfully transferred to Tracker SAFE	The Property data appears in the Tracker system as expected.

Test Category:	1.8 Publish US Currency	RFP Ref:	
Test Case Description:	Button Press Event for US Currency		
Ref. Doc.:	OSD – Gwinnett – Tracker SAFE Interface v1.1.pdf	Version:	21.2.3
Section:	Standard Features		
Test Result:	<input checked="" type="checkbox"/> Passed Acceptance <input type="checkbox"/> Not Required	Accepted By:	N. Plotts, B. Patrick, K. Tonelli
	<input type="checkbox"/> Failed Acceptance <input type="checkbox"/> Go-Live Critical	Sales Force ID:	
Preconditions:			
<ul style="list-style-type: none"> The interface is properly installed on the test interface server. Network connectivity exists between the test interface server and the Records Enterprise server. A Records Enterprise login exists with all rights necessary to create and update Incident records in Records Enterprise 			
Scenario: A user presses the “Submit to Tracker” button from the Action dropdown for US Currency.			
Verification Steps	Test Data	Expected Result	
1. Log in to Records Enterprise with a user with rights to create and modify an Incident report.	N. Plotts K. Tonelli	User will be logged into Records Enterprise.	
2. Click “Create New” “Incident” in the upper right.	21000777	The available Incident templates will display.	
3. Select the desired Incident Template.	Completed	An Incident report will display.	
4. Complete the necessary data on the Incident report including US Currency data including the Initial Locker Location field.	Temp Locker = non-empty content An officer has Involvement Type of “Reporting” Property Class = Money Currency Type = US Dollar Verified	The data will display on the report	

<p>5. Press the Publish button from the Action dropdown.</p>	<p>Completed. Follow-up Item: Discussion to add Description to map to associated field in Tracker SAFE (will re-tested when added by CentralSquare D. Burger) – Team ok to pass script</p>	<p>The Interface detects the event and determines that the Initial Locker Location field is complete and publishes the Property data to the Tracker SAFE web API.</p>
<p>6. Log into the Tracker system and navigate to the record.</p>	<p>N. Plotts and CentralSquare D Burger Verified data successfully transferred to Tracker SAFE</p>	<p>The US Currency data appears in the Tracker system as expected using the “Currency” custom form.</p>

Test Category:	1.9 Publish Foreign Currency	RFP Ref:	
Test Case Description:	Button Press Event for Foreign Currency		
Ref. Doc.:	OSD – Gwinnett – Tracker SAFE Interface v1.1.pdf	Version:	21.2.3
Section:	Standard Features		
Test Result:	<input checked="" type="checkbox"/> Passed Acceptance <input type="checkbox"/> Not Required	Accepted By:	N. Plotts, B. Patrick, K. Tonelli
	<input type="checkbox"/> Failed Acceptance <input type="checkbox"/> Go-Live Critical	Sales Force ID:	
Preconditions:			
<ul style="list-style-type: none"> The interface is properly installed on the test interface server. Network connectivity exists between the test interface server and the Records Enterprise server. A Records Enterprise login exists with all rights necessary to create and update Incident records in Records Enterprise 			
Scenario: A user presses the “Submit to Tracker” button from the Action dropdown for Foreign Currency.			
Verification Steps	Test Data	Expected Result	
1. Log in to Records Enterprise with a user with rights to create and modify an Incident report.	N. Plotts K. Tonelli	User will be logged into Records Enterprise.	
2. Click “Create New” “Incident” in the upper right.	P21090436	The available Incident templates will display.	
3. Select the desired Incident Template.	Completed	An Incident report will display.	
4. Complete the necessary data on the Incident report including Foreign Currency data including the Initial Locker Location field.	Temp Locker = non-empty content An officer has Involvement Type of “Reporting” Property Class = Money Currency Type = Foreign Verified	The data will display on the report	

<p>5. Press the Publish button from the Action dropdown.</p>	<p>Completed. Follow-up Item: Discussion to add Description to map to associated field in Tracker SAFE (will re-tested when added by CentralSquare D. Burger) – Team ok to pass script</p>	<p>The Interface detects the event and determines that the Initial Locker Location field is complete and publishes the Property data to the Tracker SAFE web API.</p>
<p>6. Log into the Tracker system and navigate to the record.</p>	<p>N. Plotts and CentralSquare D Burger Verified data successfully transferred to Tracker SAFE</p> <p>Briana verified new custom form created in Tracker SAFE is good.</p>	<p>The Foreign Currency data appears in the Tracker system as expected using the “Foreign Currency” custom form.</p>

Test Category:	1.10 Publish Counterfeit Currency	RFP Ref:	
Test Case Description:	Button Press Event for Counterfeit Currency		
Ref. Doc.:	OSD – Gwinnett – Tracker SAFE Interface v1.1.pdf	Version:	21.2.3
Section:	Standard Features		
Test Result:	<input checked="" type="checkbox"/> Passed Acceptance <input type="checkbox"/> Not Required	Accepted By:	N. Plotts, B. Patrick, K. Tonelli
	<input type="checkbox"/> Failed Acceptance <input type="checkbox"/> Go-Live Critical	Sales Force ID:	
Preconditions:			
<ul style="list-style-type: none"> The interface is properly installed on the test interface server. Network connectivity exists between the test interface server and the Records Enterprise server. A Records Enterprise login exists with all rights necessary to create and update Incident records in Records Enterprise 			
Scenario: A user presses the “Submit to Tracker” button from the Action dropdown for Counterfeit Currency.			
Verification Steps	Test Data	Expected Result	
1. Log in to Records Enterprise with a user with rights to create and modify an Incident report.	N. Plotts K. Tonelli	User will be logged into Records Enterprise.	
2. Click “Create New” “Incident” in the upper right.	P21090436	The available Incident templates will display.	
3. Select the desired Incident Template.	Completed	An Incident report will display.	
4. Complete the necessary data on the Incident report including Counterfeit Currency data including the Initial Locker Location field.	Temp Locker = non-empty content An officer has Involvement Type of “Reporting” Property Class = Money Currency Type = Counterfeit Verified	The data will display on the report	

<p>5. Press the Publish button from the Action dropdown.</p>	<p>Completed. Follow-up Item: Discussion to add Description to map to associated field in Tracker SAFE (will re-tested when added by CentralSquare D. Burger) – Team ok to pass script</p>	<p>The Interface detects the event and determines that the Initial Locker Location field is complete and publishes the Property data to the Tracker SAFE web API.</p>
<p>6. Log into the Tracker system and navigate to the record.</p>	<p>N. Plotts and CentralSquare D Burger Verified data successfully transferred to Tracker SAFE</p>	<p>The Counterfeit Currency data appears in the Tracker system as expected using the “Currency” custom form. The “Counterfeit Currency” field is populated with the value “Yes”.</p>