















CSI v9.01.XX Operational and Performance Qualification (OPQ)

OPQ Test Case TC16 – Users, Employees, and Partners Creation and Security Administration

CloudSuite Industrial™ (CSI) ERP System Installation, Operational and Performance Qualification (CSI.IOPQ-01.R1.0)

Test Case TC16 – Users, Employees, and Partners Creation and Security Administration			
Test Procedure	Expected Results	Actual Meets Expected?	Verified By (Initial/Date)
<i>New User Creation</i>			
1. Login to CSI (site configuration) using the User 1 ID. Access, select and open the Users form from the menu path; Master Explorer/Modules/ System/User Management.	Users form opens as expected.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2. Click on the “filter in place” icon  to retrieve existing records  .	List of existing Users will be presented.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
3. Press the New Record Icon  to begin entering a new User. a. Enter User ID as “nuser”. b. Enter User Description as “New User” c. Enter User Password as “Password1” d. Enter Confirm Password as “Password1” e. Accept/confirm editing permission default of “None”. 	Record displays state for “New” record entry. The new row is highlighted with a blue star  #  indicating the new status. TC16.3.c and TC16.3.d: Password and Confirmation are not visibly displayed.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
4. Select the Additional Information Tab to continue entering new User information. a. Select to Enter Multi-Site Group choosing the value “[?]”. b. In User Initials, establish the unique combination representing this user as “NU”, c. Accept remaining field default values 	Record displays state for “New” record entry. The new row is highlighted with a blue star  #  indicating the new status.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5. Select the E-Mail Address Tab to continue entering new User information. a. In the lower grid, select to enter the value “Primary” in the E-Mail Type Description. b. Tab to activate and enter “[?]” for the new user in the “E-Mail Type Address” field 	Record displays state for “New” record entry. The new row is highlighted with a blue star  #  indicating the new status.	<input type="checkbox"/> Yes <input type="checkbox"/> No	