## **Beta Test Checklist**

**Task** 

**Tool** 

Please complete and score each task and note any comments you may have regarding each task.

Credit Union Name:	MidUSA Credit Union
Primary Contact Name:	Lauri Roy
Primary Contact Phone Number:	513-420-5827

Thank you for helping us test the software improvements of release 19.05!

Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)
5 Extremely
4 Very
3 Somewhat
2 Slightly

est) 1 Not at all N/A Not applicable

How likely are you to perform the task after beta? Are you satisfied with the results How helpful will the task be to staff? you received? Y/N 1-5 1-5

**Comments/ Explanation of Rating** 

MEMBER F	MEMBER FACING										
Sample tool	Sample task	Υ	3	2	4	5	This feature will really make processing much easier for tellers.				
Its Me 247 Desktop	Please have your employees help you test the text banking feature. From online banking via desktop, see the new button called Transfer Commands. Click this button to set up your text transfers.						We have not set this up yet. Hope to set up next week.				
Its Me 247 Mobile	Please have your employees help you test the text banking feature. From online banking via mobile, see the new button called Transfer Commands. Click this button to set up your text transfers.						We have not set this up yet. Hope to set up next week.				
Text banking	Please have your employees help you test out the new commands to transfer from one account to another						We have not set this up yet. Hope to set up next week.				
It's Me 247	If you have allowed any loan category to make principal only payments in online banking, please have someone try the new functionality from only banking. If not, please have someone try making a payment and verify that it post as expected.										

Did you complete

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)  5	<ul><li>Did you complete</li><li>the task?</li></ul>	Thow easy was the task?	Are you satisfied Compared to the second of	How helpful c-1 will the task be to staff?	How likely are you  1. to perform the task after beta?	Comments/ Explanation of Rating
LENDING								
476		low a toggle between open and s. Try out the sort feature by both of	Υ	5	5	3	3	
2	Review the option to see the math behind the expense/income ratios in the loan app. Verify that the data displays as expected		Υ	5	5	5	4	Nice to see the difference between percentage and dollar amount
476	Check out the written off loan toggle and sort by either open		N	5	4	3	3	Helpful in knowing where our losses are calculated
249	Check the new screen for escreaddress and phone on the listin	ow payee information that shows						Have sent emails to Sarah about issues that NMS is having.
249	Enter a payee to see the new flag to automatically advance the policy expiration date. Verify that this is set to Y as the release will default this flag on to advance dates							Have sent emails to Sarah about issues that NMS is having.
570	Check the new address information that now appears on the disbursement screen. If there are multiple collateral records, it will state this instead of the particular address. Confirm that accuracy of this data.							Have sent emails to Sarah about issues that NMS is having.
570	· · · · · · · · · · · · · · · · · · ·	ce escrow record and verify the new tif the flag is checked to advance, it lless you unlock the field.						Have sent emails to Sarah about issues that NMS is having.

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)  5	Did you complete with the task?	How easy was اب the task?	Are you satisfied '- '- '- '- '- '- '- '- '- '- '- '- '-	How helpful G will the task be to staff?	How likely are you 'L' to perform the task after beta?	Comments/ Explanation of Rating
570		nd verify that the applicable expiration eral records update appropriately as						Have sent emails to Sarah about issues that NMS is having.
458	payments' button in the Audio	n, view the new "allow principal only po o/online banking tab. If possible, Il allow members to make principal						We do not offer principal only payments.  May do so in the future but do not see it anytime soon
458	category definition confirm th Interest Pmt Calc type is prese	est Only Line of Credit Product, in loan at Check Box to Switch to principal & ented in the Additional Information, d Payment Calculation section.						
465	configuration. Add the provid visibility and better analysis o	n the insurance/debt protection ler information here to allow for more ptions. Note the additional look for more information on the first screen.						
1996		portunity triggers, use this tool to would like to cross sell for each type						
2/53	that the Refinance Opportunit highlight should only appear i	tions review the debt tab to confirm ty Highlight is appearing correctly. The f the qualifying rate for the linked mate interest rate of the tradeline.	Υ	4	2	5	5	Not working correctly. It is not highlighting the interest rate on an auto loan where our rate is lower than the estimated. Also highlighting loans that were not setup to "trigger" such as installment loans. Great resource to use to help members and see what we can offer with our interest rate; Love this

Tool	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)  5	S Did you complete the task?	How easy was the task?	Are you satisfied ن with the results you received?	How helpful G will the task be to staff?	How likely are you to perform the task after beta?	Comments/ Explanation of Rating
2/53	When processing loan applications click the 'Calculate the Refi' button and work the calculations. Change Product Codes, confirm that the New Interest Rate returned is correct. Notate an offer made if applicable. Confirm offer is flagged on debt tab.	Y	5	5	5	5	Nice to help members with talking to them on a better rate we can offer if applicable
TELLER/M	EMBER SERVICE						
Inquiry/Phone	If CU*A processes your checks, view images of cleared checks directly from transaction history! Go to the transaction history, then the additional information screen on the check. Take the new button to display the image desired.	w Y	5	5	5	5	Image not clear, would like to be able to print check; would like to have an option to enlarge
Timeout window	Look at the changes in the Spooled report screen. Use the various options to view, delete and move reports to desired location. Use both the individual and multiple selection options		5	4	4	4	
Phone	Review the new phone transfer option to allow payment matrix overrides. If possible, try out the new features and verify the posting results for both principal only payments or those with adjustments to the payment matrix. Verify that the appropriate edits apply to assure that the amounts equal the payment amount selected.	:					
15	If you have a member with a last name longer than the normal field, add the information into the new field on membership maintenance. If you don't have a member with this information, see if there is an account that you can temporarily use to test this functionality along with the steps below.	Y	5	5	5	5	Nice feature but do not run into this issue very often

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)  5	<ul><li>Solution Solution</li><li>Solution S</li></ul>	How easy was the task?	Are you satisfied Grant with the results you received?	How helpful G-1 will the task be to staff?	How likely are you '1, to perform the task after beta?	Comments/ Explanation of Rating
3	When opening new memberships, add long names into the new field as you're creating the account.			5	5	5	5	Nice to have in case of longer names and we don't have to abbreviate
Inquiry	Inquire on a member that has a long last name entered. Verify that the name is highlighted and that the button allows you to display the full information			5	5	5	5	
Phone	Inquire on a member that has a long last name entered. Verify that the name is highlighted and that the button allows you to display the full information			5	5	5	5	
Teller	Enter a member that has a long last name entered and review the verify ID window. Verify that the name is highlighted and that the button allows you to display the full information			5	5	5	5	
Teller, Misc Advance	Enter a member that has a long last name entered and review the verify ID window. Verify that the name is highlighted and that the button allows you to display the full information		Y	5	5	5	5	
Teller, transfer		g last name entered and review the he name is highlighted and that the le full information	Y	5	5	5	5	

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)  5	<ul><li>Sid you complete</li><li>the task?</li></ul>	How easy was the task?	Are you satisfied Unity the results You received?	How helpful G. will the task be to staff?	How likely are you G. to perform the task after beta?	Comments/ Explanation of Rating
1035	a batch of follow-ups complet to allow to clean up old tracke likely sales trackers). Also cho	ker cleanup, this is a new tool to mark e. If possible try out this new feature rs that are no longer needed (most ose the report option and verify your ement section for another item for	Υ	5	3	3	3	If multiple trackers received in one day – transfer option would be to only 1 employee ID – would be nice to be able to transfer from tool #5 and select each one as an option
20	notice the new flag to turn on	ake sure that it will now allow you to						
158	various supplemental vault scr type vaults, just be aware of tl	mental Vault type of M for TCM on reens (we don't want you to build M nis option) Please pay attention to ing with existing supplemental vaults g, or using existing machines.						
Phone	move to the pending ACH scre item for a member. Verify the that it allows a waiver or not a after posting to make sure it p	is activated, use phone operator to en and post a pending ACH credit fee shows as configured and verify s configured. Review the transaction osts as expected with any additional d. Verify the fee posting as well.	Υ	5	5	5	2	
Phone		the fee (if applicable, waiving the fee e sure no fees are charged to the ests correctly.	Y	5	5	5	2	The waived fee report does not have a title on that page that explains what the page details. The other pages all had "Dormancy Fee", "Stop Payment Fee", "Printed Check Fee", etc.

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)  5	<ul><li>Solution Signature</li><li>Did you complete</li><li>The task?</li></ul>	How easy was ن the task?	Are you satisfied  You received?	How helpful G. will the task be to staff?	How likely are you ch to perform the task after beta?	Comments/ Explanation of Rating
Phone	If possible, post and ACH credisure all distributions post as ex	t that has distributions set up. Make pected	Y	5	5	5	2	
Phone	When posting an ACH item, use the fee lookup to find an account type to post the fee to. Make sure the current and available balances are correct for the account.			5	5	5	2	The verbiage appears to say that the fee is being deposited into a share. I believe the verbiage should be "from" not "to"
Phone	Post an ACH item and charge a fee. Add an optional secondary description for the fee and verify that the description is added to the members account.			5	5	5	2	
MANAGEM	ENT							
271		nent style fee waivers based on es. If possible, adjust your waivers eria and verify fees after statement						
777	account setup to set up restrict completed, have your staff try verify that the proper edits are products not allowed for online	o the new function key in the share ted membership designations. Once opening under those designations to working as expected. Note: Only						

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)  5 Extremely 4 Very 3 Somewhat 2 Slightly 1 Not at all N/A Not applicable	<ul><li>Solution Signature</li><li>Solution Sign</li></ul>	អ How easy was ប់ the task?	Are you satisfied '-' '-' '-' '-' '-' '-' '-' '-' '-' '-'	How helpful G will the task be to staff?	How likely are you change to perform the task after beta?	Comments/ Explanation of Rating
705	any items that are no longer no purge records, take the audit of verify the results of your selections.	r notes, take this new option to purge eeded. Even if you do not want to option so that you can review and tion.						
277	tracker type definition. The acgradually and Asterisk Intellige for archival options if desired. defaulted retention periods ar	ence will be connection with clients						
569	password and security setting your access to allow you to co to contact CU*A. Check your	ation and choose the online banking s. These have now been moved to ntrol your settings without the need settings here to see how they are t to make adjustments, you can do so						
569	Go to the text banking configues banking	ration to turn on transfers via text						We have not set this up yet. Hope to set up next week.
777 and 458	_	n, configure those DIVAPLS and loan ke to allow transfers visa this method						We have not set this up yet. Hope to set up next week.

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)  5	<ul><li>Did you complete</li><li>the task?</li></ul>	T How easy was	Are you satisfied  Ly with the results  you received?	How helpful 'c' will the task be to staff?	How likely are you to perform the task after beta?	Comments/ Explanation of Rating
OPER	Contact CU*A to setup the optio posted for individual members.	n to Allow pending ACH items to be						
569	Once the option to allow pending ACH items to be posted is configured, Setup a fee (it can be 0.00), description, and general ledger for ACH On-Demand Posting. The ACH items will be posted through phone operator							
AUDIT								
1700	gives the user the ability to see t business day up to 3 months wit	filter options to audit transactions						
369 B A C K O F F	new Fee Type of ACHFE. Verify the are reasonable.	income/waivers dashboard for the nat the totals charged and waived						

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)  5 Extremely 4 Very 3 Somewhat 2 Slightly 1 Not at all N/A Not applicable	<ul><li>Solution complete</li><li>The task?</li></ul>	How easy was chatask?	Are you satisfied Grant with the results you received?	How helpful G will the task be to staff?	How likely are you change to perform the task after beta?	Comments/ Explanation of Rating
986, maintenance	When working with draft exce feature to verify your mainten	ptions, use the new view check ance of the exception item						
406 and 993	Access these investment tools to review the new analysis feature on your investment portfolio. Use the various lookups and graphical information for the different data elements.							
SECURITY	ADMINISTRAT	O R	I					
D A T A B A S E	ADMINISTRT	) R						
758	Reports and Files that now cou the current query definition. I the list and then click View. If	in the Report Automation for Custom mpares the saved query definition to lust click/select one of the queries in the current query definition differs will see a side by side comparison etween the two.						

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)  5	<ul><li>Solition Solition</li><li>Solition S</li></ul>	-t How easy was -c the task?	Are you satisfied 4. with the results you received?	How helpful G-1 will the task be to staff?	How likely are you to perform the task after beta?	Comments/ Explanation of Rating
1210	Code (Closed End Loans) and	of flood options. Option Flood and the Variable Rate Variable Rate Code (Line of Credit Itics Team before flooding members.						
1980	Review this dashboard to see information on file authority. to view the table.	the new search features and Try out the new Query Table feature						
1980	- I	enhancements for more specific or libraries. Use the Change scale on in all scales						
1310	■ ************************************	enhancements for more specific or libraries. Use the Change scale on in all scales						
817	Review the changes to the ski between interest paid and pay	p payment history dashboard. Toggle yment amount. Verify data.	Υ	4	4	3	4	Good information to see
1730	•	o track fraud information. Go to this of fraud that you would like to track						

Tool	Task	Rate each item on a scale of 1-5 (5 = highest, 1 = lowest)  5 Extremely 4 Very 3 Somewhat 2 Slightly 1 Not at all N/A Not applicable	.  S Did you complete the task?	How easy was the task?	Are you satisfied Unity with the results You received?	How helpful G will the task be to staff?	How likely are you G to perform the task after beta?	Comments/ Explanation of Rating
1720	•	l like to track fraud information. Go to this tatues you would like to use	5					
1715		ding incidents of fraud, either historical or you to keep this data on hand for future						
1710	Use this tool to view all t system.	the information on fraud entered in the						
GENERAL	COMMENTS			1				

## **Beta Test Checklist**

Please complete and score each task and note any comments you may have regarding each task.

Rate each item on a scale of 1-5.

Credit Union Name: **Primary Contact Name:** 

**Primary Contact Phone Number:** 

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Thank you for helping us test the software improvements of release 19.05!



			each item on a scale of 1-5. (5 = highest, 1 = lowest)	ete		is ed	au	no أ	
		5	Extremely	jd wo	was	atisfi esult /ed?	ful isk bo	/ are n the beta	
		-4 -∮3	Very Somewhat	you c	r easy :ask?	you sa the r receiv	help the ta aff?	likely erforr after	Comments
		2	Slightly Not at all	Did y	How the t	Are y with you	How will 1 to st	How to pe task	Comments/
ГооІ	Task	N/A	Not applicable	Y/N	1-5	1-5	1-5	1-5	<b>Explanation of Rating</b>
MEMBEF	FACING								

Sample tool	Sample task	Y	3	2	4	5	This feature will really make processing much easier for tellers.
Its Me 247 Desktop	Please have your employees help you test the text banking feature. From online banking via desktop, see the new button called Transfer Commands. Click this button to set up your text transfers.	4	4	6	Ц	5	Very lool
Its Me 247 Mobile	Please have your employees help you test the text banking feature. From online banking via mobile, see the new button called Transfer Commands. Click this button to set up your text transfers.	4	4	ζ	ч	9	
Text banking	Please have your employees help you test out the new commands to transfer from one account to another	4	ч	4	5	4	
It's Me 247	If you have allowed any loan category to make principal only payments in online banking, please have someone try the new functionality from only banking. If not, please have someone try making a payment and verify that it post as expected.						NA

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)  5	<ul><li>Did you complete</li><li>the task?</li></ul>	How easy was	Are you satisfied  'c' with the results  you received?	How helpful 'd' will the task be to staff?	How likely are you ن to perform the task after beta?	Comments/ Explanation of Rating
LENDING								
476	1	to allow a toggle between open and loans. Try out the sort feature by both of	4	3	Ч	5	5	
2	1	the math behind the expense/income rify that the data displays as expected						N/4 - Use Mordan long Juny Cool Svib Ann dies
476	Check out the written off toggle and sort by either of	oan dashboard where you can now open or closed date	4	4	5	ч	5	Juny lool suit fun dies
249	Check the new screen for address and phone on the	escrow payee information that shows listing	Y	3	5	ч	4	
249	•	ew flag to automatically advance the rify that this is set to Y as the release will ance dates	4	5	5	ч	5	
570	disbursement screen. If the	formation that now appears on the nere are multiple collateral records, it will articular address. Confirm that accuracy	4	H	5	5	ч	
570	visibility of the flag. Verify	urance escrow record and verify the new that if the flag is checked to advance, it ge unless you unlock the field.	4	4	ч	5	4	

Tool	Rate each item on a scale of 1-5.  (5 = highest, 1 = lowest)  5	<ul><li>Did you complete</li><li>the task?</li></ul>	T How easy was the task?	Are you satisfied  you received?	How helpful 's' will the task be to staff?	How likely are you '' to perform the task after beta?	Comments/ Explanation of Rating
570	Post escrow disbursements and verify that the applicable expiration dates in the escrow and collateral records update appropriately as configured by the new flag						And Nort
458	In loan category configuration, view the new "allow principal only payments' button in the Audio/online banking tab. If possible, choose a category that you will allow members to make principal only payments						
458	If you currently offer an Interest Only Line of Credit Product, in loan category definition confirm that Check Box to Switch to principal & Interest Pmt Calc type is presented in the Additional Information, Interest Only Loans- Scheduled Payment Calculation section.						
465	See the new provider option in the insurance/debt protection configuration. Add the provider information here to allow for more visibility and better analysis options. Note the additional look for this screen as well to give you more information on the first screen.						
1996	To configure the new Refi opportunity triggers, use this tool to configure which product you would like to cross sell for each type of trade line	4	ц	3	4	ų	ML
2/53	When processing loan applications review the debt tab to confirm that the Refinance Opportunity Highlight is appearing correctly. The highlight should only appear if the qualifying rate for the linked product is lower than the estimate interest rate of the tradeline.						

Tool	Rate each item on a scale of 1-5.  (5 = highest, 1 = lowest)  5	<ul><li>Did you complete</li><li>the task?</li></ul>	How easy was the task?	Are you satisfied  With the results  you received?	How helpful ن بن will the task be to staff?	How likely are you Un to perform the task after beta?	Comments/ Explanation of Rating
2/53	When processing loan applications click the 'Calculate the Refi' button and work the calculations. Change Product Codes, confirm that the New Interest Rate returned is correct. Notate an offer made if applicable. Confirm offer is flagged on debt tab.						
TELLER/M	EMBER SERVICE						
Inquiry/Phone	If CU*A processes your checks, view images of cleared checks directly from transaction history! Go to the transaction history, then the additional information screen on the check. Take the new button to display the image desired.						NA
Timeout window	Look at the changes in the Spooled report screen. Use the various options to view, delete and move reports to desired location. Use both the individual and multiple selection options	4	ц	5	5	5	Much Novice)
Phone	Review the new phone transfer option to allow payment matrix overrides. If possible, try out the new features and verify the posting results for both principal only payments or those with adjustments to the payment matrix. Verify that the appropriate edits apply to assure that the amounts equal the payment amount selected.						
15	If you have a member with a last name longer than the normal field, add the information into the new field on membership maintenance. If you don't have a member with this information, see if there is an account that you can temporarily use to test this functionality along with the steps below.						

Tool	Rate each item on a scale of 1-5.  (5 = highest, 1 = lowest)  5	<ul><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><li>Solution</li><l< th=""><th>Thow easy was the task?</th><th>Are you satisfied ن with the results you received?</th><th>How helpful ن will the task be to staff?</th><th>How likely are you '- to perform the task after beta?</th><th>Comments/ Explanation of Rating</th></l<></ul>	Thow easy was the task?	Are you satisfied ن with the results you received?	How helpful ن will the task be to staff?	How likely are you '- to perform the task after beta?	Comments/ Explanation of Rating
3	When opening new memberships, add long names into the new field as you're creating the account.	4	1	5	5	5	I got 15 gpunes
Inquiry	Inquire on a member that has a long last name entered. Verify that the name is highlighted and that the button allows you to display the full information	4	5	5	5	5	Shows Purtut
Phone	Inquire on a member that has a long last name entered. Verify that the name is highlighted and that the button allows you to display the full information	7	5	6	5	5	
Teller	Enter a member that has a long last name entered and review the verify ID window. Verify that the name is highlighted and that the button allows you to display the full information	4	4	6	4	5	
Teller, Misc Advance	Enter a member that has a long last name entered and review the verify ID window. Verify that the name is highlighted and that the button allows you to display the full information	Y	9	5	7	5	
Teller, transfer	Enter a member that has a long last name entered and review the verify ID window. Verify that the name is highlighted and that the button allows you to display the full information	4	4	5	4	5	

Tool	Rate each item on a scale of 1-5.  (5 = highest, 1 = lowest)  5	<ul><li>Did you complete</li><li>the task?</li></ul>	ה How easy was יי the task?	Are you satisfied  '- '- '- '- '- '- '- '- '- '- '- '- '-	How helpful G. will the task be to staff?	How likely are you 'd' to perform the task after beta?	Comments/ Explanation of Rating
1035	For those responsible for tracker cleanup, this is a new tool to mark a batch of follow-ups complete. If possible try out this new feature to allow to clean up old trackers that are no longer needed (most likely sales trackers). Also choose the report option and verify your results. Note: See the management section for another item for cleaning up tracker records						
20	Review the maintenance screen for a credit card account and notice the new flag to turn on credit card rewards. With no program configured, please make sure that it will now allow you to check this feature on an account						
158	Users will notice a new supplemental Vault type of M for TCM on various supplemental vault screens (we don't want you to build M type vaults, just be aware of this option) Please pay attention to any issues you see when working with existing supplemental vaults especially when adding, editing, or using existing machines.						
Phone	After on-demand ACH posting is activated, use phone operator to move to the pending ACH screen and post a pending ACH credit item for a member. Verify the fee shows as configured and verify that it allows a waiver or not as configured. Review the transaction after posting to make sure it posts as expected with any additional transaction description needed. Verify the fee posting as well.						
Phone	Post an ACH credit and waive the fee (if applicable, waiving the fee is a configurable option). Make sure no fees are charged to the members and that the ACH posts correctly.						

Tool	Rate each item on a scale of 1-5.  (5 = highest, 1 = lowest)  5	<ul><li>Did you complete</li><li>the task?</li></ul>	How easy was the task?	Are you satisfied  'c, with the results  you received?	How helpful ن will the task be to staff?	How likely are you 'u' to perform the task after beta?	Comments/ Explanation of Rating
Phone	If possible, post and ACH credit that has distributions set up. Make sure all distributions post as expected						
Phone	When posting an ACH item, use the fee lookup to find an account type to post the fee to. Make sure the current and available balances are correct for the account.						
Phone	Post an ACH item and charge a fee. Add an optional secondary description for the fee and verify that the description is added to the members account.						
M A N A G E M	See the new options for statement style fee waivers based on combined savings/loan balances. If possible, adjust your waivers based on desired selection criteria and verify fees after statement processing.						
777	If you would like to restrict certain products for certain membership designations, go to the new function key in the share account setup to set up restricted membership designations. Once completed, have your staff try opening under those designations to verify that the proper edits are working as expected. Note: Only products not allowed for online purchase will be able to have restriction placed. This can be turned off in Tool 506 if necessary						

Tool	Rate each item on a scale of 1-5.  (5 = highest, 1 = lowest)  5	<ul><li>Did you complete</li><li>the task?</li></ul>	ר How easy was יי the task?	Are you satisfied  G with the results  you received?	How helpful cheronial the task be to staff?	How likely are you ن د to perform the task after beta?	Comments/ Explanation of Rating
705	To allow cleanup of old tracker notes, take this new option to purge any items that are no longer needed. Even if you do not want to purge records, take the audit option so that you can review and verify the results of your selection.  Note: see the member service function for another cleanup option						
277	Take a look at the new retention information that shows on the tracker type definition. The actual purge will be rolled out gradually and Asterisk Intelligence will be connection with clients for archival options if desired. However, please review the defaulted retention periods and start thinking about how you might want to manage your retention to ready yourself for this new functionality						
569	Go to online banking configuration and choose the online banking password and security settings. These have now been moved to your access to allow you to control your settings without the need to contact CU*A. Check your settings here to see how they are currently working. If you want to make adjustments, you can do so here.						
569	Go to the text banking configuration to turn on transfers via text banking						
777 and 458	When text banking is turned on, configure those DIVAPLS and loan categories where you would like to allow transfers visa this method						

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)  5	A Did you complete Z the task?	T How easy was the task?	Are you satisfied Grawith the results you received?	How helpful	How likely are you  1. to perform the task after beta?	Comments/ Explanation of Rating
OPER	Contact CU*A to setup the opposted for individual members	cion to Allow pending ACH items to be						
569		ing ACH items to be posted is be 0.00), description, and general sting. The ACH items will be posted						
AUDIT								
1700	gives the user the ability to see business day up to 3 months v	t Analysis Dashboard. This new tool e teller transactions for the previous vithout accessing the teller control and filter options to audit transactions fic transactions.						
369 B A C K O F F	new Fee Type of ACHFE. Verify are reasonable.	ee income/waivers dashboard for the that the totals charged and waived						

Tool	Rate each item on a scale of  (5 = highest, 1 = lowest)  5 Extremely  4 Very  3 Somewhat  2 Slightly  1 Not at all  N/A Not applicable	oid you complete	How easy was the task?	Are you satisfied  with the results you received?	How helpful 'c' will the task be to staff?	How likely are you changed to perform the task after beta?	Comments/ Explanation of Rating
986, maintenance	When working with draft exceptions, use the new view check feature to verify your maintenance of the exception item						
406 and 993	Access these investment tools to review the new analysis feat on your investment portfolio. Use the various lookups and graphical information for the different data elements.	ture					
SECURITY	ADMINISTRATOR		J				
D A T A R A S E	A D M I N I S T R T O R						
	Check out the updates screen in the Report Automation for C	ustom					
	Reports and Files that now compares the saved query definiti	on to	:		]		
758	the current query definition. Just click/select one of the queri the list and then click View. If the current query definition dif						
	from the saved definition, you will see a side by side comparis showing you the differences between the two.	son					

Tool	Rate each item on a scale of 1-5.  (5 = highest, 1 = lowest)  5 Extremely  4 Very  3 Somewhat  2 Slightly  1 Not at all  N/A Not applicable	<ul><li>Did you complete</li><li>the task?</li></ul>	L How easy was U the task?	Are you satisfied Ly with the results you received?	How helpful G will the task be to staff?	How likely are you Lighton the task after beta?	Comments/ Explanation of Rating
1210	Check out the two new types of flood options.  Payment/Delinquent Control Option Flood and the Variable Rate Code (Closed End Loans) and Variable Rate Code (Line of Credit Loan). Consult with the Analytics Team before flooding members.						
1980	Review this dashboard to see the new search features and information on file authority. Try out the new Query Table feature to view the table.						
1980	Review this option to see the enhancements for more specific information on the size of your libraries. Use the Change scale feature to see the information in all scales						
1310	Review this option to see the enhancements for more specific information on the size of your libraries. Use the Change scale feature to see the information in all scales						
817	Review the changes to the skip payment history dashboard. Toggle between interest paid and payment amount. Verify data.						
1730	Plan out how you would like to track fraud information. Go to this tool to configure the "types" of fraud that you would like to track for analysis						

Tool	(5 = hi 5 Extr 4 Very 3 Som 2 Sligh Tack 1 Not	newhat S X X	L How easy was C the task?	Are you satisfied J. with the results you received?	How helpful G will the task be to staff?	How likely are you 's' to perform the task after beta?	Comments/ Explanation of Rating
1720	Plan out how you would like to track fraud it tool to configure what statues you would like						
1715	Use this tool to start adding incidents of fra current. This will allow you to keep this dat analysis						
1710	Use this tool to view all the information on system.	fraud entered in the					

## **Beta Test Checklist**

Please complete and score each task and note any comments you may have regarding each task.

Credit Union Name:

**Shoreline Credit Union** 

Primary Contact Name:

Nathan Grossenbach/Steve Haensgen

920-482-3765,920-482-3700

Primary Contact Phone Number:

Thank you for helping us test the software improvements of release 19.05!

Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)

5 Extremely

4 Very

3 Somewhat

2 Slightly

1 Not at all

N/A Not applicable

Are you satisfied with the results you received?
How helpful will the task be to staff?
How likely are yo

Comments/
Explanation of Rating

Tool Task

MEMBER FAC	I N G						
Sample tool	Sample task	Υ	3	2	4	5	This feature will really make processing much easier for tellers.
Its Me 247 Desktop Tyler & Slim	Please have your employees help you test the text banking feature. From online banking via desktop, see the new button called Transfer Commands. Click this button to set up your text transfers.	Y	4	5	3	3	While the idea is convenient and easy, there could be more direction on the site itself. It was easy to set up commands, but if someone did not know the previous general commands, it may be hard for them to figure out how to text with the custom command. (I needed slims help) I feel there may be miscommunication.
Its Me 247 Mobile Tyler & Slim	Please have your employees help you test the text banking feature. From online banking via mobile, see the new button called Transfer Commands. Click this button to set up your text transfers.	Υ	5	5	5	5	After doing the desktop version first, I knew how to do it and it was easy to get it set up and it worked well on mobile.
Text banking Tyler & Slim	Please have your employees help you test out the new commands to transfer from one account to another	Y	5	5	5	5	While it is easy to use, I am unsure that this will be beneficial to roll out to the members. I do not know that it will be used enough. Especially with our ann

Did you complete

Y/N

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)  5 Extremely 4 Very 3 Somewhat 2 Slightly 1 Not at all N/A Not applicable	<ul><li>Did you complete</li><li>the task?</li></ul>	T How easy was the task?	Are you satisfied ch with the results you received?	How helpful G will the task be to staff?	How likely are you 't' to perform the task after beta?	Comments/ Explanation of Rating
It's Me 247 Kal & Slim	payments in online banking,	category to make principal only please have someone try the new ing. If not, please have someone try that it post as expected.	У	5	5	N/A	1	Not going to allow this.
EFT								
LENDING								
476 Kal/Denece		allow a toggle between open and ans. Try out the sort feature by both	у	5	4	3	3	
2 Kal/CLs	· ·	math behind the expense/income that the data displays as expected	у	5	5	4	4	
476 Kal/Denece	Check out the written off loat toggle and sort by either ope	n dashboard where you can now en or closed date	у	5	5	5	4	
249 Kal/Linda/Desi	Check the new screen for ese address and phone on the lis	crow payee information that shows ting	Υ	5	5	3	4	
249 Kal/Linda		y flag to automatically advance the y that this is set to Y as the release vance dates	Υ	5	5	2	2	
570 Kal/Kay?/Desi?	disbursement screen. If the	mation that now appears on the re are multiple collateral records, it particular address. Confirm that	Υ	5	5	4	4	

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)  5	<ul><li>Did you complete</li><li>the task?</li></ul>	The task?	Are you satisfied  with the results  you received?	How helpful So will the task be to staff?	How likely are you in to perform the task after beta?	Comments/ Explanation of Rating
570 Kal/Linda	new visibility of the flag. Ver	nce escrow record and verify the ify that if the flag is checked to ate change unless you unlock the	Υ	4	4	3	4	
570 Kal/Linda	Post escrow disbursements a expiration dates in the escro- appropriately as configured by	w and collateral records update	Υ	5	4	3	4	
458 Kal/Slim	payments' button in the Aud	n, view the new "allow principal only io/online banking tab. If possible, vill allow members to make principal	Y	5	5	2	2	Don't want to turn on as I feel it will create more headaches than it will solve.
458 N/A	loan category definition conf principal & Interest Pmt Calc	est Only Line of Credit Product, in irm that Check Box to Switch to type is presented in the Additional ans- Scheduled Payment Calculation	NA					Do something similar for lines so we can set up a draw period and payment and a repayment period and payment.
465 Kal/linda	configuration. Add the provi more visibility and better and	in the insurance/debt protection der information here to allow for alysis options. Note the additional give you more information on the	Υ	5	5	2	4	All our coverages are with one provider. If we ever add a new or 2 <sup>nd</sup> provider then this might be handy.
1996 Kal/Linda	configure which product you of trade line	portunity triggers, use this tool to would like to cross sell for each type	Y	5	5	5	5	Setup and tried on existing loan. Have not yet actually tried to create the new refi loan. I have asked my LO's to do so.
2/53 Kal/Linda	correctly. The highlight shoul	ations review the debt tab to pportunity Highlight is appearing d only appear if the qualifying rate er than the estimate interest rate of	Y	5	5	5	5	I like it.

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)  5  Extremely 4  Very 3  Somewhat 2  Slightly 1  Not at all N/A  Not applicable	<ul><li>Did you complete</li><li>the task?</li></ul>	The task?	Are you satisfied  with the results you received?	How helpful che will the task be to staff?	How likely are you in to perform the task after beta?	Comments/ Explanation of Rating
2/53 Kal/Linda	button and work the calculat confirm that the New Interes	ations click the 'Calculate the Refi' ions. Change Product Codes, it Rate returned is correct. Notate Confirm offer is flagged on debt tab.	Υ	5	5	5	5	Set up and tried. See 1996 above.
TELLER / M E M I	BER SERVICE							
Inquiry/Phone N/A	directly from transaction hist	cs, view images of cleared checks ory! Go to the transaction history, on screen on the check. Take the age desired.	N/A					Our Processor is Associated Bank
Timeout window Nathan/Slim	various options to view, dele	pooled report screen. Use the te and move reports to desired dual and multiple selection options	Y	3	5	2	5	The spools are limited to one or two employees at the credit union, as the process is still relatively complex. BUT the layout makes the process so much easier, and the sort option is so nice to
Phone Lisa/Sheng	overrides. If possible, try out posting results for both princ adjustments to the payment	fer option to allow payment matrix the new features and verify the ipal only payments or those with matrix. Verify that the appropriate amounts equal the payment	Υ	3	4	5	4	Instructions weren't very clear. You need to enter transaction info before new features pop up.
15 Lisa/Kelly/Brandon/Rhonda Ever/Steph	field, add the information int maintenance. If you don't ha	last name longer than the normal o the new field on membership ave a member with this information, t you can temporarily use to test this steps below.						

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)  5	S Did you complete The task?	How easy was the task?	Are you satisfied  's' with the results  you received?	How helpful 'c' will the task be to staff?	How likely are you 't to perform the task after beta?	Comments/ Explanation of Rating
3 Lisa (etc.)	When opening new member field as you're creating the	erships, add long names into the new account.						
Inquiry Lisa		has a long last name entered. Verify d and that the button allows you to						
Phone Lisa	•	nas a long last name entered. Verify d and that the button allows you to						
Teller Kelly/Brandon	the verify ID window. Verif	long last name entered and review y that the name is highlighted and to display the full information						
Teller, Misc Advance Kelly/Brandon	the verify ID window. Verif	long last name entered and review by that the name is highlighted and to display the full information						
Teller, transfer Kelly/Brandon	the verify ID window. Verif	long last name entered and review y that the name is highlighted and to display the full information						

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)  5	<ul><li>Solution Solution</li><li>Solution S</li></ul>	How easy was the task?	Are you satisfied  with the results you received?	How helpful G-will the task be to staff?	How likely are you 'c' to perform the task after beta?	Comments/ Explanation of Rating
1035 Nathan	mark a batch of follow-ups of feature to allow to clean up needed (most likely sales tra	cker cleanup, this is a new tool to omplete. If possible try out this new old trackers that are no longer ackers). Also choose the report s. Note: See the management cleaning up tracker records						
20 Kal/Kay	notice the new flag to turn of	een for a credit card account and n credit card rewards. With no make sure that it will now allow you ccount	Na					This is all handled in PSCU and not in CUA.
158 Nathan/Lisa	various supplemental vault s M type vaults, just be aware	lemental Vault type of M for TCM on creens (we don't want you to build of this option) Please pay attention vorking with existing supplemental g, editing, or using existing						
Phone Slim/Brad	move to the pending ACH so item for a member. Verify the that it allows a waiver or not transaction after posting to	ig is activated, use phone operator to reen and post a pending ACH credit e fee shows as configured and verify as configured. Review the make sure it posts as expected with escription needed. Verify the fee	Y	5	4	3	3	All screens were as expected. Pending transaction was allowed to post on demand, fee amount appeared as set up and posted accordingly.
Phone Slim/Brad		e the fee (if applicable, waiving the Make sure no fees are charged to CH posts correctly.	Y	5	3	3	3	Checking the "waive fee" box alone did not waive it. Had to check box and hit enter before posting.

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)  5	<ul><li>Did you complete</li><li>the task?</li></ul>	How easy was the task?	Are you satisfied  with the results  you received?	How helpful ن- will the task be to staff?	How likely are you in to perform the task after beta?	Comments/ Explanation of Rating
Phone Slim/Brad	If possible, post and ACH cre Make sure all distributions p	dit that has distributions set up. ost as expected	Y	5	5	3	3	All distributions were successful
Phone Slim/Brad	_ =	use the fee lookup to find an account e sure the current and available account.	Υ	5	5	3	3	The lookup feature allowed the selection of any suffix under that account.  Defaulted to the 0000, can it be defaulted to the suffix of deposit?
Phone Slim?Brad	_	e a fee. Add an optional secondary erify that the description is added to	Y	5	5	3	3	Test successful
MANAGEMENT								
271 Nathan/N/A	combined savings/loan balar based on desired selection c processing.	ement style fee waivers based on nces. If possible, adjust your waivers riteria and verify fees after statement	Υ	5	3	1	1	We do not currently charge for printed statements, but this will be a good thing to keep in mind for the future to weed out the lower-use members.
777 Sara	share account setup to set u designations. Once complet those designations to verify expected. Note: Only produ	o to the new function key in the	Y	5	5	5	5	I like the tool as we will be able to limit the products offered to specific membership designations. However, wish it would be able to work for products offered online as well.

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)  5	<ul><li>Signature</li><li>Did you complete</li><li>the task?</li></ul>	How easy was the task?	Are you satisfied Grant with the results you received?	How helpful G-will the task be to staff?	How likely are you 't to perform the task after beta?	Comments/ Explanation of Rating
705 Nathan	purge any items that are no want to purge records, take review and verify the results	ter notes, take this new option to longer needed. Even if you do not the audit option so that you can of your selection.  The ce function for another cleanup						
277 Nathan	tracker type definition. The gradually and Asterisk Intelli for archival options if desired defaulted retention periods	tion information that shows on the actual purge will be rolled out gence will be connection with clients d. However, please review the and start thinking about how you retention to ready yourself for this						
569 Nathan	banking password and secur moved to your access to allo	• .	Υ	5	5	5	5	Great to see this for the member-side but when will see this for employees? We've been written up several exams in a row because of the default x1234!
569 Nathan (ASAP)	Go to the text banking configure banking	guration to turn on transfers via text	Υ	5	5	3	4	Members aren't heavy users of text banking, so this won't be a priority right off the bat. Plus most of our members are 60+, and probably wouldn't understand the concept of custom instructions. Very coal tool for those who
777 and 458 Nathan (ASAP)	_	on, configure those DIVAPLS and rould like to allow transfers visa this	Y	5	5	5	4	Same as above.

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)  5	S Did you complete with the task?	How easy was the task?	Are you satisfied '-' with the results you received?	How helpful G will the task be to staff?	How likely are you 'c' to perform the task after beta?	Comments/ Explanation of Rating
OPER Slim/Brad (ASAP)	Contact CU*A to setup the open be posted for individual mem	otion to Allow pending ACH items to obers.	Y	5	5	3	3	Done
569 Slim/Brad (ASAP)	Once the option to allow pending ACH items to be posted is configured, Setup a fee (it can be 0.00), description, and general ledger for ACH On-Demand Posting. The ACH items will be posted through phone operator			5	5	3	3	Done
1700 Lisa/Sara/Brandon/Kelly	tool gives the user the ability previous business day up to 3 control option! Check out th	lit Analysis Dashboard. This new to see teller transactions for the months without accessing the teller e sorts and filter options to audit earch for specific transactions.						
369 Slim/Brad	-	fee income/waivers dashboard for Verify that the totals charged and	N					Will need to wait until after close of April to review.

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)  5	<ul><li>Did you complete</li><li>the task?</li></ul>	The How easy was the task?	Are you satisfied  with the results  you received?	How helpful G will the task be to staff?	How likely are you in to perform the task after beta?	Comments/ Explanation of Rating
986, maintenance N/A	_	ceptions, use the new view check enance of the exception item	N/A					Our Processor is Associated Bank
406 and 993 Slim/Brad	Access these investment tools to review the new analysis feature on your investment portfolio. Use the various lookups and graphical information for the different data elements.			5	3	1	1	We currently have 60+ investments, it would take a significant amount of time to create these. If there were an Import from excel feature we would be more inclined to use this.
SECURITY AD	MINISTRATO		ı		ı			
DATABASE A [	O M I N I S T R T O R							
758 Nathan	Custom Reports and Files th definition to the current que the queries in the list and th definition differs from the sa	n in the Report Automation for at now compares the saved query ry definition. Just click/select one of en click View. If the current query ved definition, you will see a side by u the differences between the two.						

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)  5	<ul><li>Did you complete</li><li>the task?</li></ul>	The task?	Are you satisfied check with the results you received?	How helpful G will the task be to staff?	How likely are you in to perform the task after beta?	Comments/ Explanation of Rating
1210 Kal	Check out the two new types of flood options.  Payment/Delinquent Control Option Flood and the Variable Rate Code (Closed End Loans) and Variable Rate Code (Line of Credit Loan). Consult with the Analytics Team before flooding members.		NA					
1980 Nathan	Review this dashboard to see the new search features and information on file authority. Try out the new Query Table feature to view the table.			5	5	4	5	Limited use tool, but it is great to view the file, the date last used in one screen. I wasn't sure of a way to do this before, if it even was possible.
1980 Nathan	Review this option to see the enhancements for more specific information on the size of your libraries. Use the Change scale feature to see the information in all scales			5	5	4	5	Great tool for me to use, or maybe our IT tech. Best part is being able to view and delete right from this screen those larger, unused files.
1310 Nathan	Review this option to see the enhancements for more specific information on the size of your libraries. Use the Change scale feature to see the information in all scales		Y	5	5	2	3	It's good info to manage, but I'm not sure what the applicability is. Do we have limits on how much storage we can have? Does the larger size impact the
817 Kal	Review the changes to the skip payment history dashboard.  Toggle between interest paid and payment amount. Verify data.		NA					We have not allowed this as of yet.
1730 Lisa/Slim	•	to track fraud information. Go to pes" of fraud that you would like to	Y	5	5	5	5	Easy to Create Types of Fraud

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest)  5	Did you complete Z the task?	L How easy was C the task?	Are you satisfied in with the results you received?	How helpful 'c' will the task be to staff?	How likely are you in to perform the task after beta?	Comments/ Explanation of Rating
1720 Slim/Lisa	Plan out how you would like to track fraud information. Go to this tool to configure what statues you would like to use			5	5	5	5	Will be useful in tracking stages of each fraud case
1715 Slim/Lisa	Use this tool to start adding incidents of fraud, either historical or current. This will allow you to keep this data on hand for future analysis							
1710 Slim/Lisa	Use this tool to view all the information on fraud entered in the system.							
GENERAL COMMENTS								