Beta Test Checklist

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

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

Rate each item on a scale of 1-5.

Thank you for helping us test the software improvements of release 25.05!

		(5 = highest, 1 = lowest)	lete		ied	a	you e	
		5 Extremely	E G	Nas	tisf sul	= %	are th	
		4 Very	S ~	Sy v	e re	lpfi tas	ely orm er k	
		3 Somewhat	you task	ea	e the	he the	aft aft	Comments/
		2 Slightly	oid y	ow Te t	ith ou	ill i	low o pe	Comments
Tool	Tack	1 Not at all		I D	4 \$ \$	ISS	T Z Z	Explanation of Rating
1001	Iask	N/A Not applicable	Y/N	1-5	1-5	1-5	1-5	Explanation of Rating

M E M B E R F A C I N G									
Sample tool	Sample task	Υ	3	2	4	5	This feature will really make processing much easier for tellers.		
458	For a loan category where the loan type is NOT 'E', 'C', or 'M', verify that the new setting is not visible on the Audio/PC Banking page.								
458	For a loan category where the loan type is 'E', 'C', or 'M', verify that the new setting is visible on the Audio/PC Banking page.								
458	For any loan category or categories that you want to prevent being paid off (i.e. paid to a \$0 balance) via online/mobile banking, check the box on this setting and save your change. Make sure that no loans of these categories are paid to a \$0 balance through online banking.								
Inquiry	Review member statement audit inquiry to see new type "G" for member mortgage statement audit information.								

Tool	Rate each item on a scale of 1 (5 = highest, 1 = lowest) 5	S Did you complete T the task?	T How easy was G the task?	Are you satisfied With the results you received?	How helpful	How likely are you G to perform the task after beta?	Comments/ Explanation of Rating
LENDING							
Notify CU*A	Contact the Imaging team to set up the ability to use CU*Forms the lending workflow.	in					
2	Navigate through the lending workflow. Use CU*Forms through the lending process to generate the members corresponding lodocuments.						
52	Practice going out to CU*Forms and working through the formFLOW using the "Go To CU*Forms" button.						
1090	Confirm you are able to use the "Prefill" button at the top of the page to fill in applicant/application information automatically.	2					
507	Enter the Tool and view the updated screen title and subtitle.						

TELLER/MEMBER SERVICE

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest) 5	Did you completethe task?	How easy was G the task?	Are you satisfied Unity the results you received?	How helpful	How likely are you G to perform the task after beta?	Comments/ Explanation of Rating
Inquiry/Phone Operator	account. Look for a check tran	quiry screen for a member's checking nsaction with a non-standard trace escription. Attempt to view the check						
20	with a loan account. Click the either insurance or debt prote	caccount maintenance on a member Loan Coverages button to adjust ection. Enter a new selection into the click the new "Save/Done" button to changes saved correctly.						
31	-	Adjust Drawer and review the new g "Xtend Shared Branch Member".	Υ	5	5	5	5	
14	· · · · · · · · · · · · · · · · · · ·	hips and confirm that you are unable at share the same account and routing						
570	Confirm that Escrow accounts "Disbursements Payable To" t	s in tool 570 correctly populate the field.						
912	dashboard. Confirm that you	Safe Deposit box Maintenance can toggle between all boxes, and the "Show available/All" button at the	Υ	5	5	5	5	

Tool	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest) 5	Did you completethe task?	-1 How easy was -2 the task?	Are you satisfied C. with the results you received?	How helpful 1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-	How likely are you G to perform the task after beta?	Comments/ Explanation of Rating
912	Assign a custom fee to a Safe Deposit box in tool 912 and confirm that when you go back into the record, the Fee Level shows as "Custom Fee Applied"	Y	4	4	4	4	
1096	Access tool# 1096 and select "Add Sweep Relationship." Enter valid account information for the operating and investment account fields, press Enter. Ensure the two new options are available (Fixed amount from operating account and same amount as the original transfer). If possible, add a new sweep relationship utilizing the new options, along with existing options, and ensure the transfer amounts are correct after end of day processing.						We do not use sweep accounts
1097	Access tool# 1097 (view only) and highlight an existing sweep relationship (single click). Click "View" and ensure the two new options are visible (Fixed amount from operating account and same amount as the original transfer).						We do not use sweep accounts
5	Access tool# 5, ensure the "Assigned to employee ID" field has an employee ID with open follow-ups. Use the lookup for "Tracker Type" and select a tracker type to filter the follow-ups and only display those with that tracker type. Then, highlight (single click) a follow-up to be reassigned, click "Reassign follow-up." A pop-up window should appear. Enter another employee ID or use the lookup to select an employee ID. Then, click "Reassign." Change the "Assigned to employee ID" field to the employee ID that was used for reassigning. Ensure the follow-up displays.	Y	4	4	4	4	

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest) 5	✓ Did you completeZ the task?	How easy was the task?	Are you satisfied Ly with the results you received?	How helpful Charles will the task be to staff?	How likely are you ch to perform the task after beta?	Comments/ Explanation of Rating
1058		nges are reflected when member						
158	Verify that the 4 new selection check", "Applies to LOC/Credit	of supplemental vault configuration. parameters "Allow over payment via Card Loans", "Allow partial payment redit Card Loans" are all set to No by						We do not use ITM's
158	vault to allow over payment via payment over the regular payr allowed. Set the flag to No and allowed. Change the partial payment se Check. At the ITM attempt to c regular payment amount. Mak the flag to NO and make a part	to LOC/Credit Card loans. Make sure						We do not use ITM's
892 F F T	If possible, Add an account to t that account via the ITM.	he ITM blocklist. Attempt to access						We do not use ITM's

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest) 5	SignatureDid you completethe task?	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 'c' to perform the task after beta?	Comments/ Explanation of Rating
146	(ATM/debit cards)' is checked to order a card. If you use Instant	ing for 'Default for order card flag to indicate the BIN is defaulted to Issue, have the 'Default for order inchecked so it is turned off. Contact int to configure.						
11	'Default for order card flag' in t	lered, the 'Order card' field is Payments department turn off the the BIN, the 'Order card' in Tool 11 not order a card through the vendor.						
1042		add retailers, using at least a retailer adding retailers with and without a						
1550	-	ured, configure a Credit Card Cash Retailer Group that you configured. un test runs.						
20	card accounts, using Tool 20 ar	ogram is configured, enroll credit nd check the 'Enroll in cash back o enroll each member, maybe enroll est it.						

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	Are you satisfied نا with the results you received?	How helpful G will the task be to staff?	How likely are you ن to perform the task after beta?	Comments/ Explanation of Rating
EOM	If configured and posting CCCB month for accuracy. PCRDPRN	, verify reports on the 1 st of the TG, PCRDPRNTR, PCRDPRNTE						
1320	program and select the option allows you to save with the "Re	a new program or edit an existing for "Retailer Group". Confirm that it etailer Group" option selected.						
BACK OFF								
60	specific GL account and click th							
Reports	-	oorts and confirm that new report ains the ACH transactions posted on	Υ	5	5	5	5	
643		Transmission Summary and set a er information remains the same.						
GENERAL	COMMENTS							

		Rate each item on a scale of 1-5. (5 = highest, 1 = lowest) 5 Extremely	nplete	/as	isfied sults d?	l k be	are you the eta?	
		4 Very	o	ک کر نے	sat e reg eive	lpfu tasl	ely a	
		3 Somewhat	you task	easask	you the	hel the aff?	like erfo afte	Commonts/
		2 Slightly	Did y	low he t	ith our	low /ill to 5 st	low o pe	Comments/
Tool	Task	1 Not at all		Ξ₽	< > >	ISE	ta ta	Explanation of Rating
1001	Task	N/A Not applicable	Y/N	1-5	1-5	1-5	1-5	Explanation of Rating

Beta Test Checklist

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

Polish American Federal Credit Union Credit Union Name: George Kurzatkowski Primary Contact Name: 248-619-0440 EXT 138 **Primary Contact Phone Number:**

Thank you for helping us test the software improvements of release 25.05!

Rate each item on a scale of 1
(5 = highest, 1 = lowest)
5 Extremely
4 Verv

3 Somewhat

2 Slightly

1 Not at all N/A Not applicable

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

Comments/ Explanation of Rating

Tool Task Y/N 1-5 1-5 MEMBER FACING This feature will really make processing 5 Sample tool Sample task Y 3 2 4 much easier for tellers. For a loan category where the loan type is NOT 'E', 'C', or 'M', verify 458 Ν that the new setting is not visible on the Audio/PC Banking page. For a loan category where the loan type is 'E', 'C', or 'M', verify that Ν 458 the new setting is visible on the Audio/PC Banking page. For any loan category or categories that you want to prevent being paid off (i.e. paid to a \$0 balance) via online/mobile banking, check 458 the box on this setting and save your change. Make sure that no Ν loans of these categories are paid to a \$0 balance through online banking. Review member statement audit inquiry to see new type "G" for Inquiry Ν member mortgage statement audit information.

Did you complete

the task?

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest) 5	Did you completethe task?	How easy was the task?	Are you satisfied Units with the results you received?	How helpful Ch will the task be to staff?	How likely are you to perform the task after beta?	Comments/ Explanation of Rating
LENDING								
Notify CU*A	Contact the Imaging team to s the lending workflow.	et up the ability to use CU*Forms in	N					
2		workflow. Use CU*Forms throughout te the members corresponding loan	N					
52	Practice going out to CU*Form formFLOW using the "Go To C		N					
1090	1	e "Prefill" button at the top of the ation information automatically.	N					
507	Enter the Tool and view the up	odated screen title and subtitle.	N					

TELLER/MEMBER SERVICE

Tool	Tack	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest) 5	Sid you completeThe task?	How easy was 'u the task?	Are you satisfied characteristic 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
Inquiry/Phone Operator	Navigate to the transaction inquir account. Look for a check transact number for the transaction descri and verify the appropriate edit me	tion with a non-standard trace ption. Attempt to view the check	N					
20	Access tool 20 to perform subacco with a loan account. Click the Loan either insurance or debt protectio Payment Protection field and click save your selection. Confirm chan	n Coverages button to adjust on. Enter a new selection into the the new "Save/Done" button to	N					
31	Access tool 31 Reverse Tran/Adjust verbiage on the screen reading "X		N					
14	If possible, edit A2A relationships to enter A2A relationships that sh number.	and confirm that you are unable are the same account and routing	N					
570	Confirm that Escrow accounts in to "Disbursements Payable To" field.		N					
912	Access tool 912 to review the Safe dashboard. Confirm that you can toolly those available by using the "bottom of the screen.	·	N					

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest) 5	Did you completethe task?	How easy was the task?	Are you satisfied Grant 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
912	Assign a custom fee to a Safe Deposit box in tool 912 and confirm that when you go back into the record, the Fee Level shows as "Custom Fee Applied"							
1096	Access tool# 1096 and select "Add Sweep Relationship." Enter valid account information for the operating and investment account fields, press Enter. Ensure the two new options are available (Fixed amount from operating account and same amount as the original transfer). If possible, add a new sweep relationship utilizing the new options, along with existing options, and ensure the transfer amounts are correct after end of day processing.							
1097	Access tool# 1097 (view only) and highlight an existing sweep relationship (single click). Click "View" and ensure the two new options are visible (Fixed amount from operating account and same amount as the original transfer).							
5	employee ID with open follow Type" and select a tracker typ display those with that tracke follow-up to be reassigned, cli window should appear. Enter lookup to select an employee	ssigned to employee ID" field has an y-ups. Use the lookup for "Tracker e to filter the follow-ups and only r type. Then, highlight (single click) a ck "Reassign follow-up." A pop-up another employee ID or use the ID. Then, click "Reassign." Change the Id to the employee ID that was used low-up displays.	N					

Tool	Task If possible, use tool 1058 to ed	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest) 5	S Did you complete T the task?	Thow easy was the task?	Are you satisfied 1. vith the results you received?	How helpful 	How likely are you to perform the task after beta?	Comments/ Explanation of Rating
1058		inges are reflected when member	N					
158	Select "EDIT" on an existing ITM supplemental vault configuration. Verify that the 4 new selection parameters "Allow over payment via check", "Applies to LOC/Credit Card Loans", "Allow partial payment via check" & "Applies to LOC/Credit Card Loans" are all set to No by default.							
158	If possible and you have an ITM, change the settings on the ITM vault to allow over payment via check. At the ITM attempt to do a payment over the regular payment amount and make sure it is allowed. Set the flag to No and make sure an overpayment is not allowed. Change the partial payment setting to Allow partial payment via Check. At the ITM attempt to do a check payment for less than a regular payment amount. Make sure the payment is allowed. Set the flag to NO and make a partial check payment is denied. If possible, apply these setting to LOC/Credit Card loans. Make sure the check payment is allowed / disallowed as applicable.							
892 F. F. T.	If possible, Add an account to the ITM blocklist. Attempt to access that account via the ITM.							

Tool	Task	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest) 5	SignatureDid you completethe task?	How easy was ن the task?	Are you satisfied Ly with the results you received?	How helpful G will the task be to staff?	How likely are you choosing to perform the task after beta?	Comments/ Explanation of Rating
146	(ATM/debit cards)' is checked to order a card. If you use Instant	ing for 'Default for order card flag o indicate the BIN is defaulted to Issue, have the 'Default for order checked so it is turned off. Contact nt to configure.	N					
11	'Default for order card flag' in t	dered, the 'Order card' field is Payments department turn off the he BIN, the 'Order card' in Tool 11 not order a card through the vendor.	N					
1042		add retailers, using at least a retailer adding retailers with and without a	N					
1550	-	ured, configure a Credit Card Cash Retailer Group that you configured. un test runs.	N					
20	card accounts, using Tool 20 ar	ogram is configured, enroll credit ad check the 'Enroll in cash back o enroll each member, maybe enroll est it.	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	Did you completethe task?	ال How easy was ال the task?	Are you satisfied with the results you received?	How helpful c- will the task be to staff?	How likely are you ch to perform the task after beta?	Comments/ Explanation of Rating
EOM	If configured and posting CCCB, verify reports on the 1 st of the month for accuracy. PCRDPRNTG, PCRDPRNTR, PCRDPRNTE							
1320	Confirm you can either create a program and select the option allows you to save with the "Re	N						
BACK OFF	CE							
60	Use tool 60 to access the General Ledger Transaction Inquiry for a specific GL account and click the search history button. Try to locate a specific transaction using the "Both Credit and Debits" search option, and a dollar amount. Confirm the search returns both credits and debits for that amount.			5	5	5	5	
Reports	Review the End of day ACH reports and confirm that new report LACHDMD is present and contains the ACH transactions posted on demand the previous day.		Υ	5	5	5	5	
643	Access tool 643 Print Fed ACH Transmission Summary and set a date range, confirm that printer information remains the same.			5	5	5	5	
GENERAL	COMMENTS							

		Rate each item on a scale of 1-5. (5 = highest, 1 = lowest) 5 Extremely	nplete	/as	isfied sults d?	l k be	are you the eta?	
		4 Very	o	ک کر نے	sat e reg eive	lpfu tasl	ely a	
		3 Somewhat	you task	eagask	rec the	he the affi	erfo aft	Commonts/
		2 Slightly	Did y	low he t	ith our	low /ill to 5 st	How to pe task	Comments/
Tool	Task	1 Not at all		ΙÞ	4 \$ \$	ISE	T 5 5	Explanation of Rating
1001	Task	N/A Not applicable	Y/N	1-5	1-5	1-5	1-5	Explanation of Rating

Beta Test Checklist

Primary

Task

Tool

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

Credit Union Name:	Partnership Financial Credit Union
Primary Contact Name:	Betty Fallos
Contact Phone Number:	847-410-9971



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

- Very
- Somewhat
- Slightly
- Not at all
- Not applicable

How likely are you to perform the Did you complete the task?

Comments/ Explanation of Rating

	N/A Not applicable	1/14	1-5	1-3	1-3	1-5	8
M E M B E R	FACING				1		
Sample tool	Sample task	Y	3	2	4	5	This feature will really make processing much easier for tellers.
458	For a loan category where the loan type is NOT 'E', 'C', or 'M', verify that the new setting is not visible on the Audio/PC Banking page.						Not testing we do not have any that can not be paid off via online.
458	For a loan category where the loan type is 'E', 'C', or 'M', verify that the new setting is visible on the Audio/PC Banking page.						Not testing we do not have any that can not be paid off via online.
458	For any loan category or categories that you want to prevent being paid off (i.e. paid to a \$0 balance) via online/mobile banking, check the box on this setting and save your change. Make sure that no loans of these categories are paid to a \$0 balance through online						Not testing we do not have any that can not be paid off via online.
Inquiry	Review member statement audit inquiry to see new type "G" for member mortgage statement audit information.						Our mortgages are not online so not on statements

		each item on a scale of 1-5. (5 = highest, 1 = lowest)	ete		ed Is	a	you	
	5	Extremely	μ Id	Nas	tisfi sul	= 녹 호	are	
	4	Very	8 €	S	sat e re	lpfu tas	ely orm	
	3	Somewhat	/ou sask	ea	Ę Ş	he	ig e	Comments
	2	Slightly	id je	ow Te t	ë H	§ ≝	wo c	Comments/
Tool Task	1	Not at all	□ ∓	ΙÞ	V S	I >	ΙŞ	Explanation of Rating
TOOI TASK	N/A	Not applicable	Y/N	1-5	1-5	1-5	1-5	Explanation of Nating

L E N D I N G										
Notify CU*A	Contact the Imaging team to set up the ability to use CU*Forms in the lending workflow.	N					We use Sync! do not do forms in BASE.			
2	Navigate through the lending workflow. Use CU*Forms throughout the lending process to generate the members corresponding loan documents.	N								
52	Practice going out to CU*Forms and working through the formFLOW using the "Go To CU*Forms" button.	N								
1090	Confirm you are able to use the "Prefill" button at the top of the page to fill in applicant/application information automatically.									
507	Enter the Tool and view the updated screen title and subtitle. M E M B E R S E R V I C E									

Tool	Task	Rate each item on a scale of 1- (5 = highest, 1 = lowest) 5 Extremely 4 Very 3 Somewhat 2 Slightly 1 Not at all N/A Not applicable	omplete	the task? 1- How easy was	the task? The fact of the results the results	-t How helpful vill the task be	How likely are you to perform the	Comments/ Explanation of Rating
Inquiry/Phone Operator	member's checking transaction with a transaction descrip	ensaction inquiry screen for a g account. Look for a check non-standard trace number for the otion. Attempt to view the check a liate edit message is displayed.	e Y	5	5	5	5	Session 0 CU*BASE GOLD - Additional Transaction Information + OK k#
20	a member with a lo Coverages button to protection. Enter a	perform subaccount maintenance oan account. Click the Loan to adjust either insurance or debt new selection into the Payment d click the new "Save/Done" butt						
31		erse Tran/Adjust Drawer and revi on the screen reading "Xtend Shar		5	5	5	5	
14		A relationships and confirm that y r A2A relationships that share the routing number.						Do not use A2A
570	I .	ow accounts in tool 570 correctly bursements Payable To" field.	n					Do not have Escrow

Tool	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest) 5	Sid you completethe task?	G-1 How easy was the task?	The you satisfied with the results	How helpful 's will the task be	How likely are you to perform the	Comments/ Explanation of Rating
912	Access tool 912 to review the Safe Deposit box Maintenance dashboard. Confirm that you can toggle between all boxes, and only those available by using the "Show available/All" button at the bottom of the		5	5	5	5	Works great.
912	Assign a custom fee to a Safe Deposit box in tool 912 and confirm that when you go back into the record, the Fee Level shows as "Custom Fee Applied"						
1096	Access tool# 1096 and select "Add Sweep Relationship." Enter valid account information for the operating and investment account fields, press Enter. Ensure the two new options are available (Fixed amount from operating account and same amount as the original transfer). If possible, add a new sweep relationship utilizing the new options, along with existing options, and ensure the transfer amounts are correct after end	Y	5	5	5	5	We are looking to develop a plan to roll this out to members.
1097	Access tool# 1097 (view only) and highlight an existing sweep relationship (single click). Click "View" and ensure the two new options are visible (Fixed amount from operating account and same amount as the original transfer).	Y	5	5	5	5	

			each item on a scale of 1-5. (5 = highest, 1 = lowest) Extremely Very Somewhat Slightly Not at all	Did you complete the task?	How easy was the task?	Are you satisfied with the results	How helpful will the task be	How likely are you to perform the	Comments/
Tool	Task	N/A	Not applicable	Y/N	1-5	1-5	1-5	1-5	Explanation of Rating
5	Access tool# 5, ensure the "Assigned to employee ID" field has an employee ID with open follow-ups. Use the lookup for "Tracker Type" and select a tracker type to filter the follow-ups and only display those with that tracker type. Then, highlight (single click) a follow-up to be reassigned, click "Reassign follow-up." A pop-up window should appear. Enter another employee ID or use the lookup to select an employee ID. Then, click "Reassign." Change the "Assigned to employee ID" field to the employee ID that was used for reassigning			Υ	5	5	5	5	Makes moving trackers so much easier as needed.
MANAGE				ı	I				
1058	Message or Signatu	ıre line	o edit a Member Connect Confirm the changes are connect messages are sent						
158	Select "EDIT" on an existing ITM supplemental vault configuration. Verify that the 4 new selection parameters "Allow over payment via check", "Applies to LOC/Credit Card Loans", "Allow partial payment via check" & "Applies to LOC/Credit Card Loans" are all set to No by default.								

Tool	Tack	te each item on a scale of 1-5. (5 = highest, 1 = lowest) Extremely Very Somewhat Slightly Not at all	Did you complete the task?	How easy was the task?		How helpful will the task be	How likely are you to perform the	Comments/ Explanation of Rating
158	If possible and you have the ITM vault to allow or ITM attempt to do a pay amount and make sure if and make sure an overp. Change the partial payment via Check. At the payment for less than a sure the payment is allowable a partial check pay If possible, apply these so	ent setting to Allow partial ne ITM attempt to do a check regular payment amount. Make wed. Set the flag to NO and	Y/N N	1-5	1-5	1-5	1-5	Do not have an ITM
892	If possible, Add an account to the ITM blocklist. Attempt to access that account via the ITM.							Do not have ITM's
EFT	Use tool to view Debit B	IN setting for 'Default for order						
146	card flag (ATM/debit can BIN is defaulted to order have the 'Default for ord unchecked so it is turned	Υ	5	5	5	5	We see the flag checked as indicated need to meet to determine if we are going to request the change.	
11	Notice when a debit card is ordered, the 'Order card' field is checked. If you had Cards and Payments department turn off the 'Default for order card flag' in the BIN, the 'Order card' in Tool 11 should be unchecked and will not order a card through the vendor.			5	5	5	5	Same as above.

Tool	Rate each item on a scale of 1-5. (5 = highest, 1 = lowest) 5	Did you complete The task?	How easy was the task?	The you satisfied with the results	How helpful vill the task be	How likely are you to perform the	Comments/ Explanation of Rating
1042	Configure a retailer group and add retailers, using at least a retailer name. Also test combinations adding retailers with and without a city/state.	N					
1550	After a Retailer Group is configured, configure a Credit Card Cash Back Program code, using the Retailer Group that you configured. Use the Expense Estimator to run test runs.	N					
20	If the Credit Card Cash Back program is configured, enroll credit card accounts, using Tool 20 and check the 'Enroll in cash back rewards' flag. Since you need to enroll each member, maybe enroll just a couple of employees to test it.	N					
EOM	If configured and posting CCCB, verify reports on the 1st of the month for accuracy. PCRDPRNTG, PCRDPRNTR, PCRDPRNTE						
1320	Confirm you can either create a new program or edit an existing program and select the option for "Retailer Group". Confirm that it allows you to save with the "Retailer Group" option selected.						
BACK OF	FICE						

Tool	Task	5 4	each item on a scale of 1-5. 5 = highest, 1 = lowest) Extremely Very Somewhat Slightly Not at all Not applicable	S Did you completeT the task?	How easy was the task?	The you satisfied with the results	How helpful 'c' will the task be	How likely are you to perform the	Comments/ Explanation of Rating
60	Use tool 60 to access the General Ledger Transaction Inquiry for a specific GL account and click the search history button. Try to locate a specific transaction using the "Both Credit and Debits" search option, and a dollar amount. Confirm the search returns both credits and debits for that amount.				5	5	5	5	
Reports	Review the End of day ACH reports and confirm that new report LACHDMD is present and contains the ACH transactions posted on demand the previous day.								
643	Access tool 643 Print Fed ACH Transmission Summary and set a date range, confirm that printer information remains the same.			Y	5	5	5	5	
GENERA	L COMMEI	N T S							