

Purpose of Test

PA001- Create Project Header

The purpose of this document is to train users how to create the header information of a project. Header information includes basic information about the project such as:

Project Name
Drill Classification
Customer
Etc.

Test History

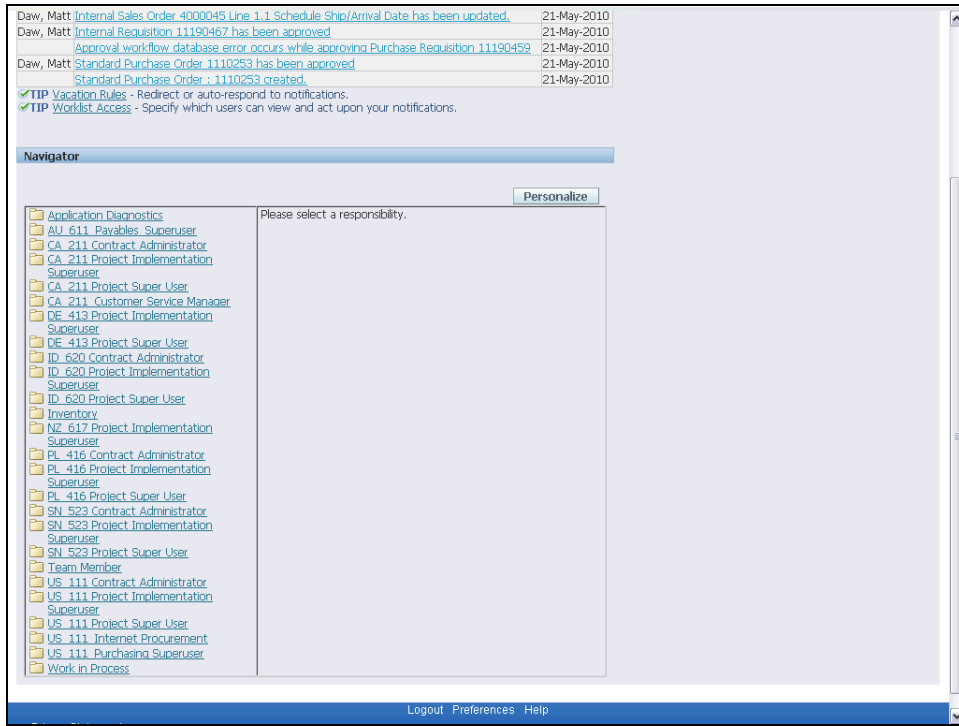
Date	Tester	Pass/Fail	Notes

Time to Test

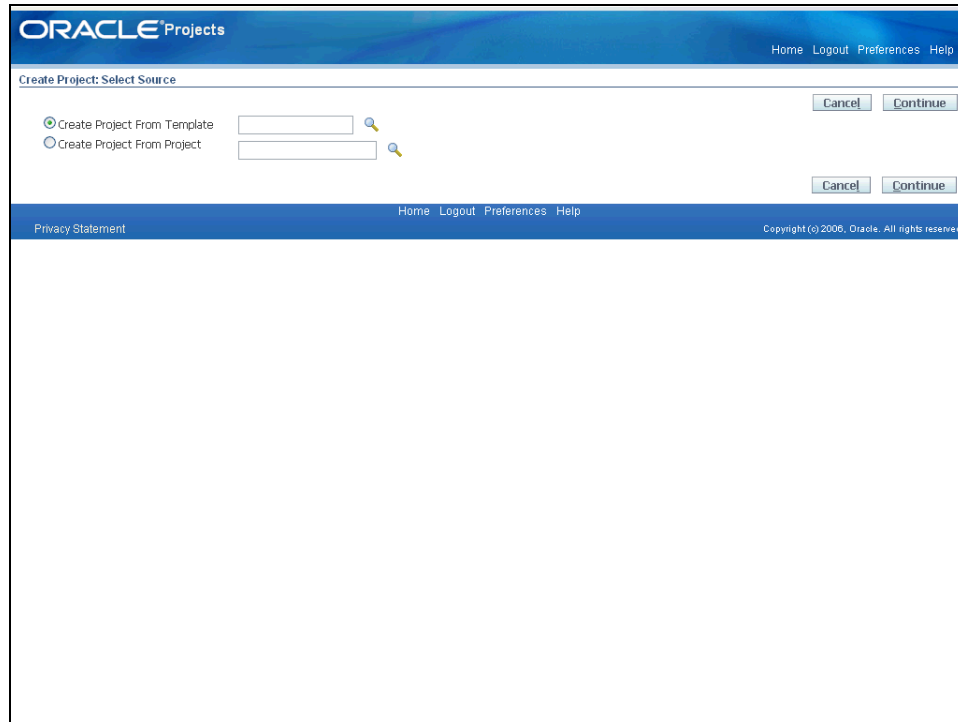
Estimated Time	
Actual Time	


Test Setup

Test Procedure



Step	Action	Input	Expected Results	Pass	Fail
1.	Click the US_111 Contract Administrator link. US_111 Contract Administrator				
2.	Click the Create Project link. Create Project				



Step	Action	Input	Expected Results	Pass	Fail
3.	Enter the desired information into the Create Project From Template field. Enter "US_111 Contract".				
4.	Click the Continue button. 				

ORACLE Projects

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Create Project: Details

Cancel Copy Options Finish

The project template that you have chosen requires that you fill in the following fields to create a new project. Use the Copy Options button to select the information you wish to copy to the new project.

Source Template US_111 Contract (1 US_111 Contract)

Project Number

* Project Name

* Organization

* Drill Classification

* Drill Configuration

* Market Type

* Commodity

* Customer Name

* Project Site

* Zone Manager


* BLY Project Manager

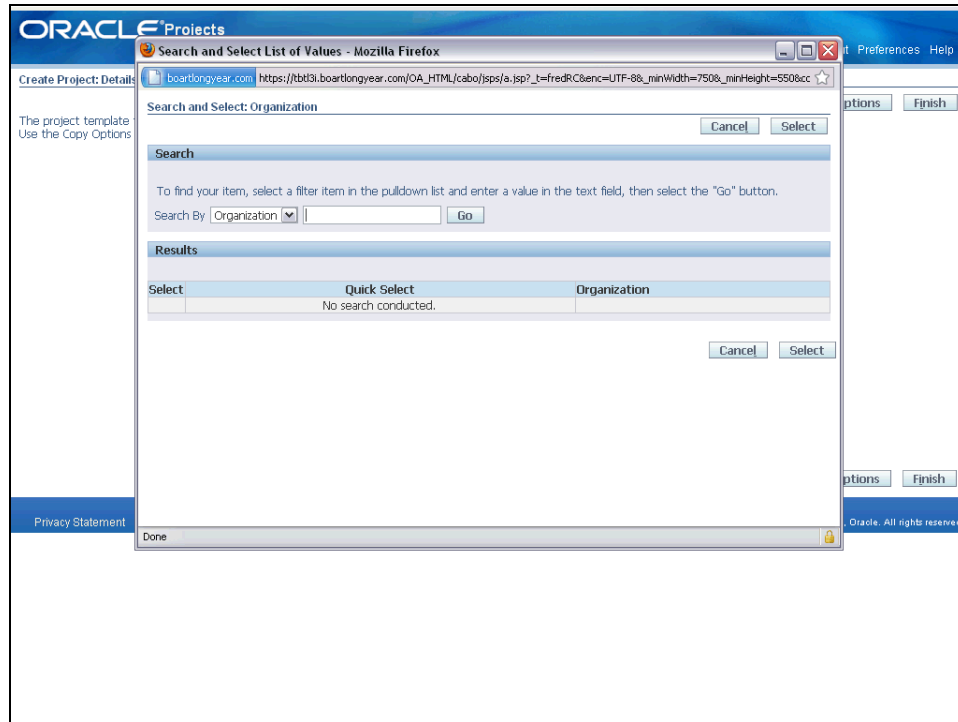
* Contract Administrator








* Project Start Date
(example: 24-May-2010)










Cancel Copy Options Finish






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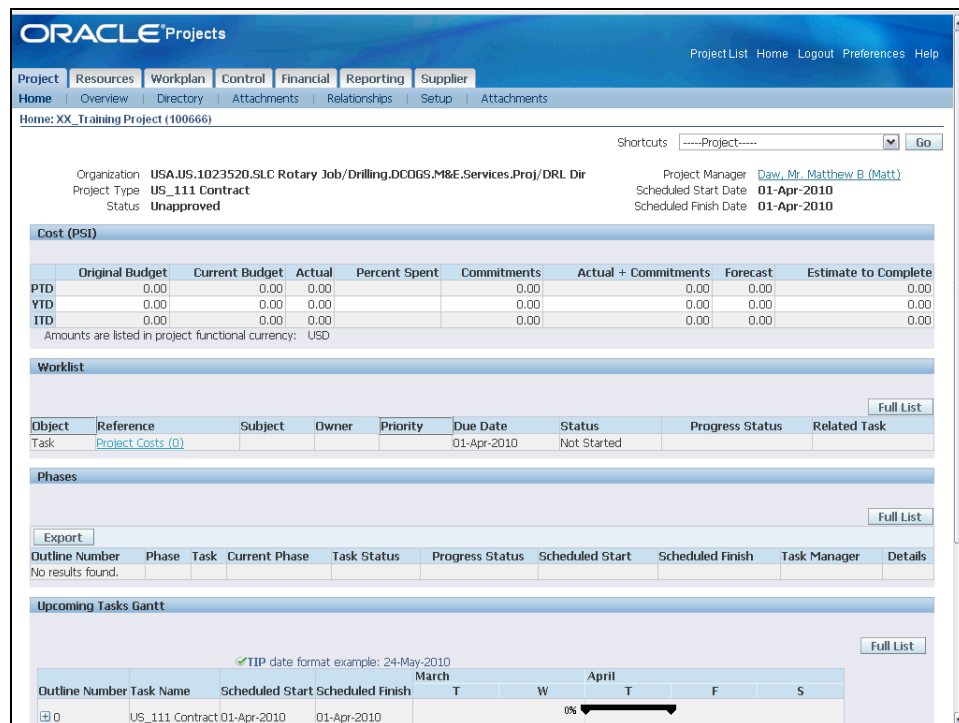
Step	Action	Input	Expected Results	Pass	Fail
5.	Enter the desired information into the Project Name field. Enter " XX_Training Project ". Replace XX with your initials.				
6.	Click the Search for Organization graphic. 				



Step	Action	Input	Expected Results	Pass	Fail
7.	Enter the desired information into the Search Term field. Enter " %SLC Rotary% ".				
8.	Click the Go button. 				
9.	Click the SLC Rotary Quick Select graphic. 				
10.	Click the Drill Classification list. 				
11.	Click the Surf Rotary - Fluid - list item. 				
12.	Click the Drill Configuration list. 				
13.	Click the Truck list item. 				
14.	Click the Market Type list. 				

Step	Action	Input	Expected Results	Pass	Fail
15.	Click the Minerals - Surf Drill & Blast - list item. 				
16.	Click the Commodity list. 				
17.	Click the Gold - list item. 				
18.	Click the Search for Customer Name graphic. 				
19.	Enter the desired information into the Search Term field. Enter " Geologix%US% ".				
20.	Click the Go button. 				
21.	Click the GEOLOGIX (US) INC Quick Select graphic. 				
22.	Click the Search for Project Site graphic. 				
23.	Enter the desired information into the Search Term field. Enter " Geologix%US% ".				
24.	Click the Go button. 				
25.	Click the GEOLOGIX (US) INC Quick Select graphic. 				
26.	Enter the desired information into the Zone Manager field. Enter " Zollinger, ".				
27.	Press [Tab] .				
28.	Enter the desired information into the BLY Project Manager field. Enter " Zollinger, ".				
29.	Press [Tab] .				
30.	Enter the desired information into the Contract Administrator field. Enter " YOUR LAST NAME, ".				

Step	Action	Input	Expected Results	Pass	Fail
31.	Press [Tab] . Note: After hitting the tab key you may receive a pop-up window indicating more than one person meets the search criteria. If so click the Quick Select graphic next to your name.				
32.	Click the Calendar graphic. 				
33.	Click the Choose month list. 				
34.	Click the April link. 				
35.	Click the April 1st link. 				
36.	Click the Finish button. 				



ORACLE Projects

ProjectList Home Logout Preferences Help

Project Resources Workplan Control Financial Reporting Supplier

Home Overview Directory Attachments Relationships Setup Attachments

Home: XX_Training Project (100666)

Shortcuts -----Project----- Go

Organization USA.US.1023520.SLC Rotary Job/Drilling.DCOGS.M&E.Services.Proj/DRL Dir Project Manager [Daw, Mr. Matthew B \(Matt\)](#)
 Project Type US_111 Contract Scheduled Start Date 01-Apr-2010
 Status Unapproved Scheduled Finish Date 01-Apr-2010

	Original Budget	Current Budget	Actual	Percent Spent	Commitments	Actual + Commitments	Forecast	Estimate to Complete
PTD	0.00	0.00	0.00		0.00	0.00	0.00	0.00
YTD	0.00	0.00	0.00		0.00	0.00	0.00	0.00
ITD	0.00	0.00	0.00		0.00	0.00	0.00	0.00

Amounts are listed in project functional currency: USD

Worklist [Full List](#)

Object	Reference	Subject	Owner	Priority	Due Date	Status	Progress Status	Related Task
Task	Project Costs (0)				01-Apr-2010	Not Started		

Phases [Full List](#)

[Export](#)

Outline Number	Phase	Task	Current Phase	Task Status	Progress Status	Scheduled Start	Scheduled Finish	Task Manager	Details
No results found.									

Upcoming Tasks Gantt [Full List](#)

✓TIP date format example: 24-May-2010

Outline Number	Task Name	Scheduled Start	Scheduled Finish	March	April			
				T	W	T	F	S
0	US_111 Contract	01-Apr-2010	01-Apr-2010			0%		

Test Document

Step	Action	Input	Expected Results	Pass	Fail
37.	Make note of Project Number found in the upper left section of the screen. This number will be used in future test scripts. Home: XX_Training Project (100666)				
38.	End of Procedure.				

Additional Validation