University of the Philippines

Financial Management Information System

User Acceptance Testing (UAT)
Test Script

Description:

Script ID	
Script Name	Creating Bank
Information System	Financial Management Information System
Functional Domain	Financial Management Module – Cash Management
Purpose	To create /set-up a new bank
Data Requirement	Bank name and address
Dependencies	
Scenario	A new bank needs to be created in the system.
Author	Azeil Louisse Codizar;Michelle Dela Cruz

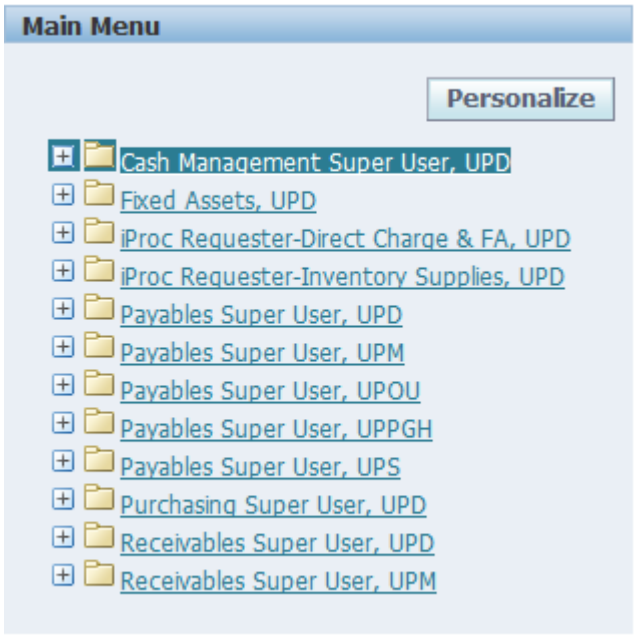
Revision History:

Version Number	Date	Author	Description of Change
1.0	15 April 2013	Azeil Louisse Codizar; Michelle Dela Cruz	Initial Issue

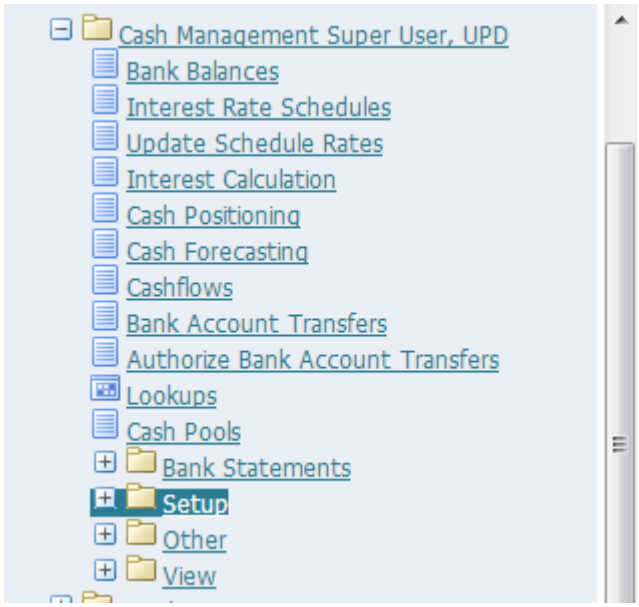
Review and Acknowledgement:

Date	Name	Position	Comments
17May2013	Danica Mae Santos	FMIS Associate	Core Team Review

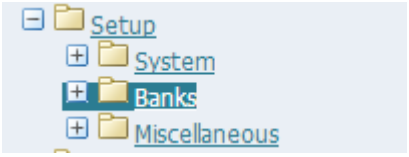
STEP 1 Proceed to Navigation page and select ***Cash Management Super User, UPD***.



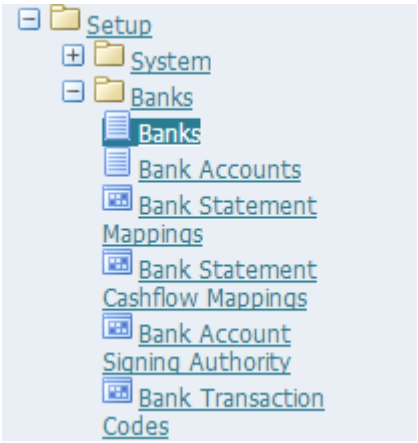
STEP 2 Select ***Setup***.



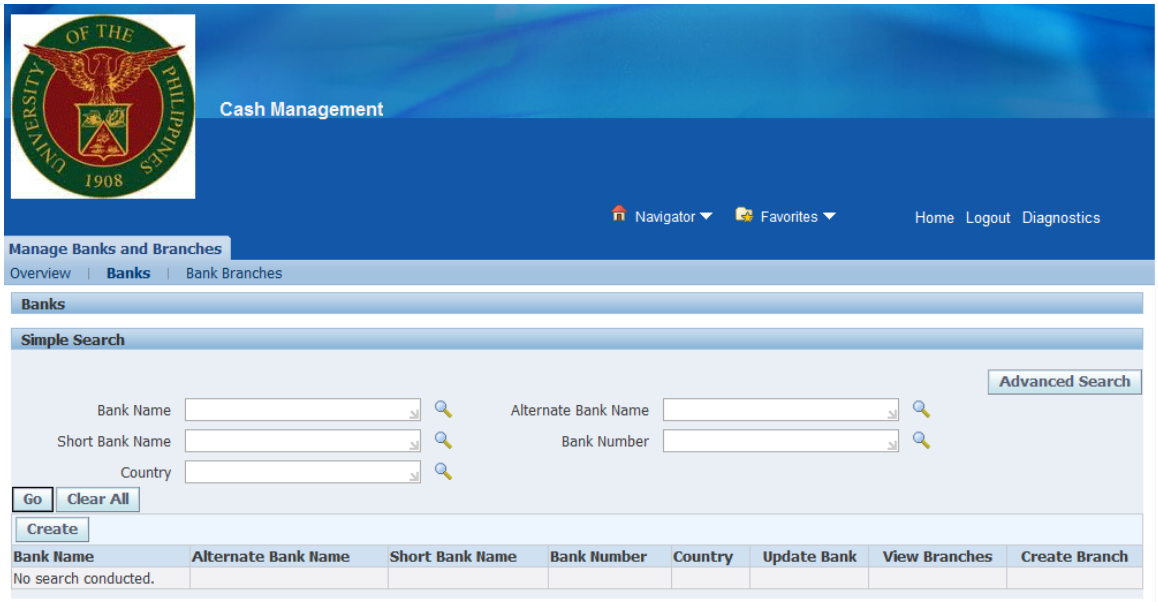
STEP 3 Select ***Banks***.



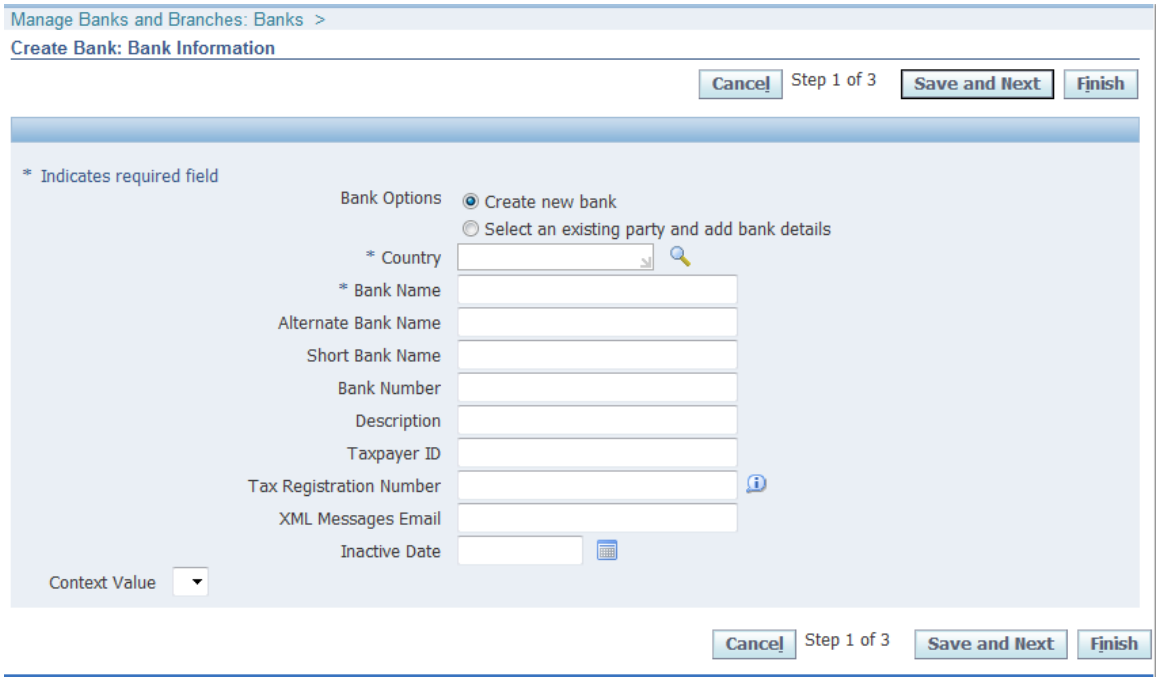
STEP 4 Select ***Banks***.



The user will be redirected to ***Manage Banks and Branches*** page.



STEP 5 Click the Create button. The ***Create Bank: Bank Information*** page will appear.



STEP 6 On the ***Country*** field, click the button.

Field Name	Description	Remarks
Country	Country where the bank is located Ex. Philippines	• Must be selected from a maintained list of values. • Required field.

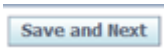
The page wherein you can select the country will appear and you may ***select*** the ***Country Name*** from the list of values

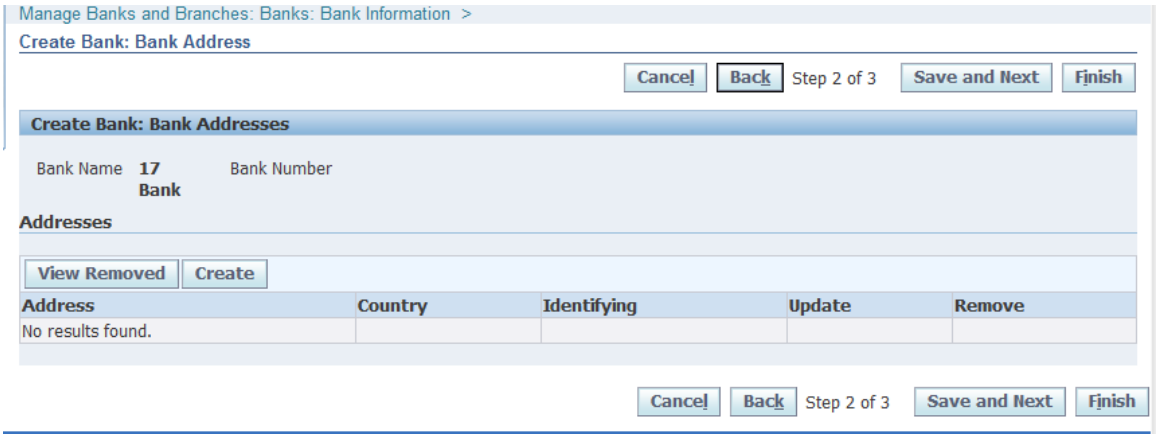
Selecting the Country Name:

1. Type the country name on the textbox.
2. Click button.
3. ***Results*** panel will be updated.
4. Click the button of the country name, and click the ***Select*** button.

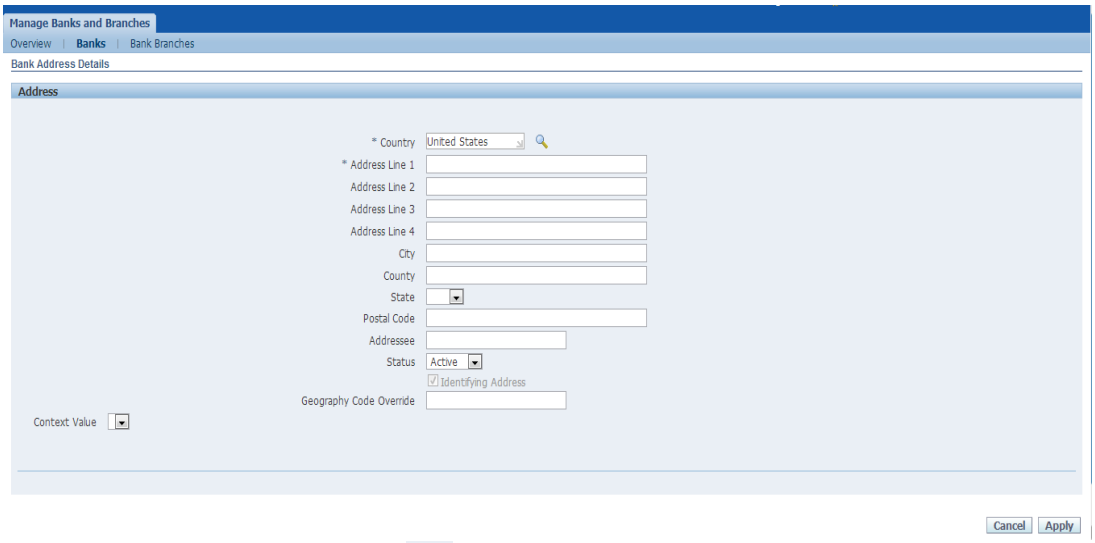
STEP 7 On the ***Bank Name*** field**,** type the name of the bank.

Field Name	Description	Remarks
Bank Name	Name of the Bank Ex. 17 Bank	• Required field • Text field • Alphanumeric

STEP 8 Click  button. You will be redirected to ***Step 2 of 3*** or the ***Create Bank: Bank Address*** page.



STEP 9 Click the Create button. The ***Bank Address Details*** page will appear.



STEP 10 On the ***Country*** field, click the button.

Field Name	Description	Remarks
Country	Country where the bank is located Ex. Philippines	• Must be selected from a maintained list of values. • Required field.

The page wherein you can select the country will appear and you may ***select*** the ***Country Name*** from the list of values

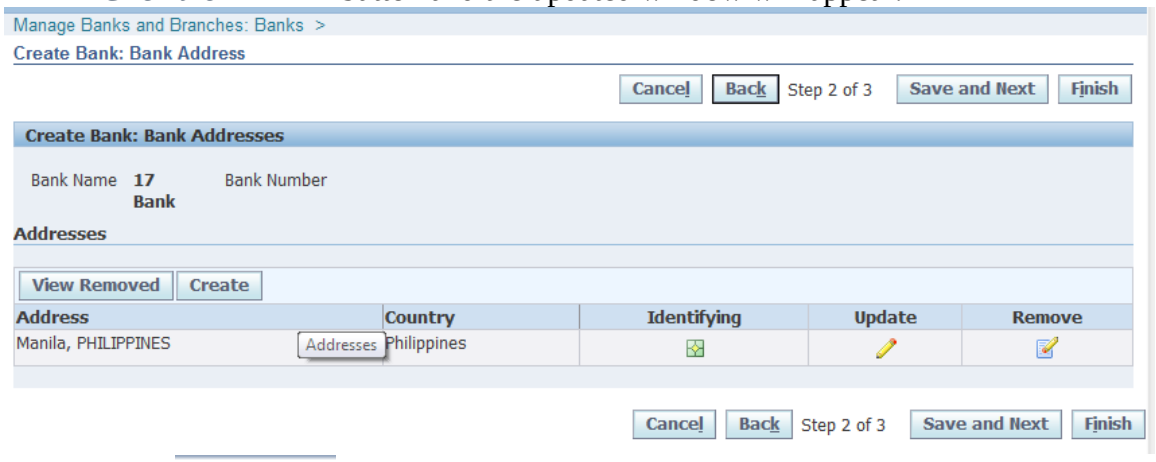
Selecting the Country Name:

1. Type the country name on the textbox..
2. Click Go button.
3. ***Results*** panel will be updated.
4. Click the button of the country name, and click the ***Select*** button.

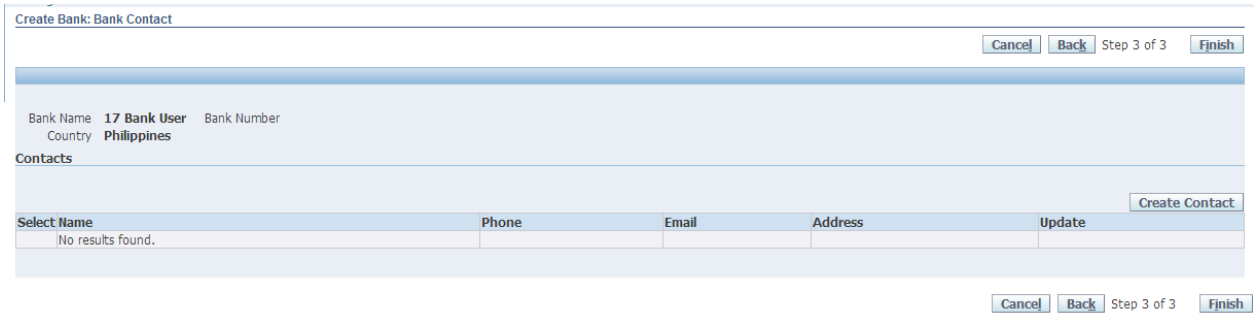
STEP 11 On the ***Address Line 1*** field, enter the first line of the address of the bank.

Field Name	Description	Remarks
Address Line 1	Address of the Bank Ex. Manila, PHILIPPINES	• Required field • Text field • Alphanumeric

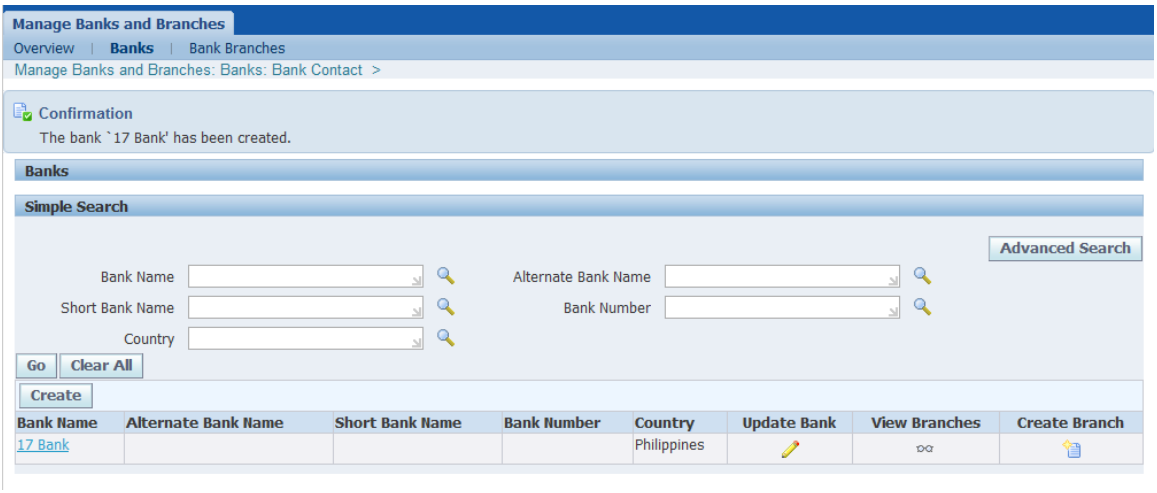
STEP 12 Click the Apply button and the updated window will appear.



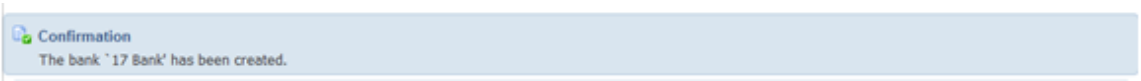
STEP 12 Click Save and Next button. You will be redirected to ***Step 3 of 3*** or the ***Create Bank: Bank Contact*** page.



STEP 13 Click the Finish button to end the process and you will be redirected to the updated ***Manage Banks and Branches*** page with the prompt that you have successfully created a bank.



Result Information:

Expected Results
• Bank details are created and saved. 

DISCLAIMER: The screenshots in this document are for illustration purposes only and may not be the same as the final user interface.