



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**  
*H. Martin Lancaster, President*

September 10, 2007

**MEMORANDUM**

**TO:** Select Community College Presidents

**FROM:** Sandra W. Williams  
Vice President for Administration

**SUBJECT:** CIS Release 18 Software Testing

As I reported to you at the Spring meeting of the Presidents Association, the work to complete the migration of the CIS template to Release 18 of Datatel's Colleague software has been completed. The six Pilot colleges have installed the CIS template software and are currently testing it. Three remaining Pilot colleges will complete their testing by the end of September. An important part of the overall Release 18 project plan has included having as many of the Pilot colleges and Early Early Adopter colleges participate in installation testing as well as live/production mode before the remaining larger groups of colleges begin their migration in September. This will provide an opportunity for the team of vendor and System Office staff to provide corrections to any problems that would affect the remaining college's migration. This part of the project plan has been completed sufficient to roll out the R18 DVD's to all colleges. All colleges will have the R18 DVD's by September 12.

The testing that the six Pilot colleges will complete during and after their migration to the Release 18 version of the CIS template has worked and has identified many of the problems that may exist with the migrated software. In addition, we recognize that each college is unique, not only in the local customizations (that each college reported to the Release 18 Project Team in July 2006), but also in the college's setup and use of data that reflect the college's business processes and workflows. As a part of the overall testing process for the Release 18 migration, each college should test all local customizations and also test all mission-critical business work-flows or applications (payroll, etc.) to identify any problems that may adversely affect the college. To assist in this testing process and provide documentation of each college's completion of the testing, we are providing the attached testing checklist and certification form for your college to use to track and report on your testing.

S07-044

Email

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We are providing this form at this time to assist your college in planning for your testing and migration activities during the period when your Cohort is scheduled (as listed in the attached list of colleges by Cohort). The completed form should be returned when your college has completed its testing prior to the final migration date.

Please let me know if you have any questions about the Release 18 migration schedule.

SWW:BH:sh

Attachments

cc: Select College Release 18 Project Co-Managers  
CIS Release 18 Project Team

S07-044  
Email



# North Carolina Community College System

## Information Systems for the Future College Information System

### President’s Log for Testing Colleague Release 18 Implementation

Description of Testing: As our part of the overall R18 NCCCS testing, this Community College presents this log for local testing of Technical and End Users from, but not limited to Business Officers, Instructional Administrators, Student Development Services Administrators (including registrars, financial aid directors, etc), Basic Skill Administrators, Continuing Education and Economic Development Administrators as we have locally installed and tested the Release 18 NC Template Software and the North Carolina Release System. Please see below the results of testing at this Community College.

*Community College Name:*

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A check in column “**Tests Completed and Accepted**” means that the R18 functionality has tested the same as in R17 functionality. A check in the column “**Tested but not Accepted or not Completed**” means that R18 functionality has tested differently than R17 functionality **and** a R18 Support Ticket has been **opened** for the problem **and** remains open at the time of this forms signature for tracking by the college. It should be noted that a check in this column does not mean that the college cannot Go-Live on R18, but a check does signal an open problem ticket. A check in column “**Testing NOT Applicable (N/A), or use for Comments**” means that the listed functionality is not utilized at this Community College **or** simply use this column for brief comments as needed (like entering a HDT number associated with functionality or check marks to the left of the comment).

Functionality on R18	Tests Completed and Accepted	Tested but not Accepted or not Completed	Testing NOT Applicable (N/A), or use for Comments
NC Release System			
Security Evaluation and Testing			
Printing			
All local NC Template customizations			
Data Fields			
Files			
Paragraphs			

Programs			
Rules			
Virtual Fields			
<b>NC Template Enhancements</b>			
AccuPlacer			
AR/CR			
E-Procurement			
Career Planning and Placement			
Common Course Library			
Developmental Education Reporting			
Equipment Inventory			
Facilities Management			
Faculty Contracts			
Fire Certification			
ISASORR			
LEIS			
NC Mentor			
Parking			
Program Audit			
Region Calendar			
Research & Institutional Effectiveness (Annual Reporting Plan)			
Safety			
Small Business Center			
<b>CORE:</b>			
Demographics			
Organization Information			
Facilities Profile			
Communications Mgmt			
Web Advisor			
Scheduling			
Activities and Events			
Staff/Volunteer Information			
Surveys			
ELF			
<b>Student:</b>			
Academic Records			
Recruitment/admissions Mgmt			
Campus Organizations			
Degree Audit			
Financial Aid			
Federal Reporting			
Forms Processing			
Faculty Information			

Bookstore Point of Sale (FALINK)			
Web Advisor Processes			
Registration			
<b>Financial System:</b>			
Accounts Payable			
Budget Management			
Fixed Assets			
Inventory			
General Ledger			
Physical Plant			
Projects Accounting			
Purchasing			
E-Procurement			
Web Advisor			
<b>HR</b>			
Personnel			
Payroll			
Position Budgeting			
Web Advisor			

**Signatures:**

\_\_\_\_\_ **CO – Project Manager Signature** \_\_\_\_\_ **Date**

\_\_\_\_\_ **Project Manager Signature** \_\_\_\_\_ **Date**

\_\_\_\_\_ **Community College President Signature** \_\_\_\_\_ **Date**

**Once completed, please FAX all pages including signatures back to  
Attn: Sheila Hohnsbehn at System Office on Fax number (919) 807-7164**

## R18 College Cohort Migration Dates

(as of 09/05/07)

College	Cohort	DVD Delivery Date	Migration Start Date	Migration Start Day of the Week	Designated Saturday Support Date	Presidential Signoff Received
AB Tech	C1	8/15	9/27	Thursday	9/29	
Beaufort	C1	8/15	9/27	Thursday	9/29	
Caldwell	C1	8/15	10/3	Wednesday	10/6	
College of the Albemarle	C1	7/27	9/27	Thursday	9/29	
Davidson County	C1	8/15	10/11	Thursday	10/13	
GTCC	C1	8/15	10/11	Thursday	10/13	
Robeson	C1	8/3	10/11	Thursday	10/13	
Rockingham	C1	8/15	10/4	Thursday	10/6	
Rowan-Cabarrus	C1	8/15	10/4	Thursday	10/6	
Sandhills	C1	8/15	10/12	Friday	10/13	
South Piedmont	C1	8/15	10/25	Thursday	10/27	
Wake Tech	C1	7/27	10/5	Friday	10/6	
Wayne	C1	7/27	10/3	Wednesday	10/6	
Edgecombe	C2	8/29	10/11	Thursday	10/13	
Gaston College	C2	8/29	10/18	Thursday	10/20	
Haywood	C2	8/29	10/11	Thursday	10/13	
Isothermal	C2	8/29	10/11	Thursday	10/13	
Johnston	C2	8/29	10/20	Saturday	10/20	
Mitchell	C2	8/29	10/26	Friday	10/27	
Nash	C2	8/29	10/23	Tuesday	10/27	
Randolph	C2	8/29	10/4	Thursday	10/6	
Sampson	C2	8/29	10/27	Saturday	10/27	
Stanly	C2	8/29	10/20	Saturday	10/20	
Vance-Granville	C2	8/29	10/5	Friday	10/6	
Western Piedmont	C2	8/29	10/5	Friday	10/6	
Wilkes	C2	8/29	10/15	Monday	None	
Wilson	C2	8/29	10/11	Thursday	10/13	
Alamance (tentative date)	C3	9/12	11/3	Saturday	11/3	
Blue Ridge	C3	9/12	10/15	Monday	None	
Carteret	C3	9/12	11/5	Monday	11/3	
Central Carolina	C3	9/12	10/26	Friday	10/27	
Coastal Carolina	C3	9/12	11/1	Thursday	11/3	
Craven	C3	9/12	10/25	Thursday	10/27	
Durham Tech	C3	9/12	10/25	Thursday	10/27	
Halifax	C3	9/12	11/15	Thursday	11/17	
Piedmont	C3	9/12	10/12	Friday	10/13	
Richmond	C3	9/12	11/8	Thursday	11/10	
Roanoke-Chowan	C3	9/12	11/5	Monday	None	
Southwestern	C3	9/12	11/5	Monday	None	
Tri-County	C3	9/12	10/10	Wednesday	10/13	
Bladen	C4	9/26	10/26	Friday	10/27	
Brunswick	C4	9/26	11/2	Friday	11/3	
Cleveland	C4	9/26	11/15	Thursday	11/17	
Forsyth (tentative date)	C4	9/26	10/29	Monday	10/27	

James Sprunt	C4	9/26	11/2	Friday	11/3	
Lenoir	C4	9/26	11/10	Saturday	11/10	
Martin	C4	9/26	11/9	Friday	11/10	
McDowell	C4	9/26	11/1	Thursday	11/3	
Montgomery	C4	9/26	11/1	Thursday	11/3	
Pamlico	C4	9/26	10/26	Friday	10/27	
Southeastern	C4	9/26	10/26	Friday	10/27	
Surry	C4	9/26	11/6	Tuesday	11/3	
Catawba Valley	P	5/1	9/20	Thursday	None	
CPCC	P	5/1	9/27	Thursday	9/29	
Pitt	P	5/1	9/27	Thursday	9/29	