

 Research Foundation for SUNY

 Test Plans for SUNY PACS Grants

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| **Test Description:**  | 10. Test Ability for PI to Edit returned Proposal and resubmit for department Review |
| **Tester Location:**  |  |
| **Test Executed By:** |  |
| **Tester Email Address:** |  |

**Test 10: PI Edits returned Proposal and resubmit for department Review**

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| Step | Test Steps | Test Data | Expected Results | Notes |
| 1 | Open browser and navigate to <https://pacsstg3.rfsuny.org/SponsoredPrograms/login> |  | * The SUNY PACS website login page is presented.
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| 2 | Log in as grantsPI(Test accounts have been provided) |  | * Log in is successful
* **Inbox** displays
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| 3 | Click on Grants (tab on the Top), Prerequisite is to have a proposal in the state of Department Review: Response Pending from PI. This happens when a department reviewer disapproves a proposal. Click on the proposal name to Open the proposal up. | Use the proposal you returned to the PI in Test 9. | * The proposal page will display
* Status is Department Review: Response Pending from PI
* Flow shows Clarification Requested.
 | **NOTE: Save and Continue along the way as you proceed thru the below steps** |
| 4 | On the left hand side click on Edit Funding Proposal **Look at the history tab to see the comments and changes.** |  | * The Proposal details are now available for editing. **Look at the history tab to see the comments and changes.**
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| 5 | **Proposal**Make some changes to the ProposalFor Example, changes are needed to the project abstract & narrative. Changes are made to the documents originally uploaded.Go to ,Jump To: in the tool bar, chose project plan attachments. This will jump you to the correct page in the proposal, for questions 1 & 2, click upload revision Upload updated documents for both questions click Ok.Select SAVE and then Exit on the top tool bar. | Make changes based on notes from specialist.  | * Changes accepted
 |  |
| 6 | **ReSubmit for Department Review**On the left hand side select Submit for Department ReviewThe Submit for Department Review screen displays, check the appropriate certification.**Click OK** | For this test, check the first box for the PI/PD submission. | * Proposal is now back in the state of Department Review
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| **End of Test** |  |  |  |  |