

 Research Foundation for SUNY

 Test Plans for SUNY PACS Grants

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| **Test Description:**  | 9. Specialist returns to PI for Changes after Departmental review and approval |
| **Tester Location:**  |  |
| **Test Executed By:** |  |
| **Tester Email Address:** |  |

**Test 9:** Specialist returns to PI for Changes after Departmental review and approval

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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 grantsspecialist(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 Specialist Review: The proposal has already gone thru Department Review and approval. Click on the proposal name to Open the proposal up. |  | * The proposal page will display
* Status is Specialist Review
 | **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  | None-review proposal details. | * The Proposal details are now available for review.
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| 5 | **Return Proposal to PI requesting changes**On the left hand side select **Specialist Requests Changes.** |  | * Specialist request changes form displays
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| 6 | **Specialist Requests Changes** Department Review Required Optional – This determines if the proposal changes have to go back thru department review OR if the changes will just be returned to the specialist and bypass department review.Comments:**OK** | For this test, do not check the box.Add a comment to assist the PI in his changes. | * Proposal is now back in the state of Specialist Review:Pending changes by PI
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| **End of Test** |  |  |  |  |