



Member Testing for [TRAC Release 1.0] – Test Approach

12/1/2020 through 1/22/2021

Revision History

Date or Version Number	Author	Change Description	Comments
1.0	Donnie Trexler	Initial posted version	

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Overview

In this document, the term “members” refers to all stakeholders, which could include market participants, members, customers, transmission owners, vendors, etc.

The purpose of the TAGIT/SCERT Rewrite project is to create a new platform for transmission project tracking in a way that will allow operators to focus on data analysis, remove potential barriers for additional operators to cross-train, and improve data integrity. These changes will help streamline the tools and provide more consistent and higher quality NTC letters and project tracking reports. The new tool will combine the previous functionality of two tools into one and named Transmission Reporting and Communication (TRAC).

Test Objectives

This document intent is for Southwest Power Pool TRAC users, and provides instructions and information to aid in preparing and executing Member testing for TRAC. This release contains the following enhancements:

- SCERT review/update functionality in the new tool
- TO NTC review/approval and tracking functionality in the new tool

All members participating within the Member Test cycle should perform all detailed testing tasks found in documented Member Checklist (Excel document). Members will need to select the appropriate pass/fail drop down option upon testing through the steps.

Testing Scope

Scope of Member testing will be on the functionality within the SCERT and TO NTC Tracking menu areas.

In Scope -

The following systems/components must be available to support the test objectives:

- SCERT review/update functionality in the new tool
 - Construction status
 - Cost Assumption
 - Line Assumption
 - Station Assumption
 - Test materials posted on SPP.org
- TO NTC review & approval process
 - NTC approval will be handled through TRAC tool instead of email
 - Test materials will be provided at a later date and will be posted on SPP.org

Test Schedule

The table below provides the test schedule for TAGIT/SCERT Rewrite project – aka -TRAC member testing.

Date	Responsible Party	Action
December 1, 2020	SPP/Members	Member Testing Kick-Off Call and Walk-Through of System Changes
December 1, 2020	Members	Member Testing Begins
January 8, 2021	SPP/Members	Testing Checkpoint with Members
January 22, 2021	Members	Member Testing Complete

Test Preparation and Execution

As Members participating with this testing phase, please ensure you can access the following: the URL to the MTE Portal is <https://marketplace-mte.itespp.org>. NOTE: It is recommended to use Google Chrome or Firefox browsers, NOT Internet Explorer.

To complete testing:

1. Members refer to the Member Checklist (Excel document) found in [TRAC v1.0.0 \(TAGIT-SCERT Rewrite\) folder](#) for a detailed list testing steps.
2. As you complete the tests, document results as Pass, Fail, or Not Applicable, noting any Comments as necessary.*
3. Once testing is complete, return your completed spreadsheet* to your SPP Customer Relations Representative through <https://spprms.issuetrak.com/login.asp> with
 - a. Quick Pick : Project Inquiries
 - b. Subtype 1 : TAGIT-SCERT Rewrite Project

*Important: If you/your company is executing tests and reporting results on behalf of other entities (for example, a parent Market Participant is conducting tests and reporting results on behalf of multiple child Asset Owner entities), please be sure to communicate that information so participation and results are accurately represented.

Communication Plan

The following section describes communication methods through which members and SPP will interact throughout TAGIT-SCERT Rewrite Project testing.

General Information and Inquiries

- Submit all inquiries to SPP Customer Relations Representative through <https://spprms.issuetrak.com/login.asp> with
 - Quick Pick : Project Inquiries
 - Subtype 1 : TAGIT-SCERT Rewrite Project
- For mass or immediate communications that need to be sent from SPP to members or liaisons, outreach will be through :
 - PCWG exploder
 - TWG exploder

Issue Reporting

For errors or unexpected results that occur during test execution, which require SPP troubleshooting or intervention, please provide error steps and details through RMS.

- Submit all inquiries to SPP Customer Relations Representative through <https://spprms.issuetrak.com/login.asp> with
 - Quick Pick : Project Inquiries
 - Subtype 1 : TAGIT-SCERT Rewrite Project
- Please include any screenshot or error details available to assist in troubleshoot / triage.

Testing Checkpoint Meetings

The testing checkpoint meetings call purpose is to monitor testing progress, Pass/Fail status, and overall fulfillment of member testing objectives. Meetings will be via WebEx on the following date(s):

Monday, January 8, 2021 at 10:00 AM CDT (click [here](#) to register)

Supporting Documents

Project testing documents can be found [TRAC v1.0.0 \(TAGIT-SCERT Rewrite\) folder](#) on the CWG webpage.

Document Name	Document Location
Members refer to the CWG Project folder for all pertinent documentation.	CWG Project Documentation > TRAC v1.0.0 (TAGIT-SCERT Rewrite) folder

Acronyms

The following table describes key acronyms used in this document.

Acronym	Description
CWG	Change Working Group
MTE	Member Test Environment
MIPO	Member Impacting Project Overview
PCWG	Project Cost Working Group
RMS	Request Management System
SPP	Southwest Power Pool, Inc.
TRAC	Transmission Reporting and Communication
SCERT	Standardized Cost Estimate Reporting Template
NTC	Notification To Construct
NTC-C	Notification To Construct with Conditions
TWG	Transmission Working Group