

Test Module4

Access Controls

Test Data Repository

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Contents

Introduction	4
on the chapter T4.1 - Access	6
1.1 <i>Agents & Access Controls</i>	6
1.1.1 Agents (Users, User Groups and User Roles)	6
1.1.1.1 Users	6
1.1.1.2 User Roles	7
1.1.1.3 User Groups	8
1.1.2 Access Controls	9
1.1.2.1 Entity/Agents	9
1.1.2.2 Access Permissions of User Roles to Functions	10
1.2 <i>Classification Scheme(s)</i>	13
1.2.1 TestClassificationScheme1 – metadata to aggregations and records	13
1.3 <i>Record Types</i>	16
1.4 <i>Retention and Disposition Schedules</i>	16
1.5 <i>Used Content of Captured Records</i>	16
1.5.1 Documents	16
on the chapter T4.2 - Audit Trail	17
2.1 <i>Agents & Access Controls</i>	17
2.1.1 Agents (Users, User Groups and User Roles)	17
2.1.1.1 Users	17
2.1.1.2 User Roles	17
2.1.1.3 User Groups	18
2.1.2 Access Controls	18
2.1.2.1 Entity/Agents	18
2.1.2.2 Access Permissions of User Roles to Functions	18
2.2 <i>Classification Scheme(s)</i>	21
2.2.1 TestClassificationScheme1 – metadata to aggregations and records	22
2.3 <i>Record Types</i>	24
2.4 <i>Retention and Disposition Schedules</i>	24
2.5 <i>Used Content of Captured Records</i>	24

2.5.1 Documents	25
on the chapter T4.3 - Backup and Recovery	26
3.1 <i>Agents & Access Controls</i>	26
3.1.1 Agents (Users, User Groups and User Roles)	26
3.1.1.1 Users	26
3.1.1.2 User Roles	26
3.1.1.3 User Groups	27
3.1.2 Access Controls	27
3.1.2.1 Entity/Agents	27
3.1.2.2 Access Permissions of User Roles to Functions	28
3.2 <i>Classification Scheme(s)</i>	30
3.2.1 TestClassificationScheme1 – metadata to aggregations and records	31
3.3 <i>Record Types</i>	32
3.4 <i>Retention and Disposition Schedules</i>	32
3.5 <i>Used Content of Captured Records</i>	32
on the chapter T4.4 - Vitual Records	33
4.1 <i>Agents & Access Controls</i>	33
4.1.1 Agents (Users, User Groups and User Roles)	33
4.1.1.1 Users	33
4.1.1.2 User Roles	33
4.1.1.3 User Groups	34
4.1.2 Access Controls	34
4.1.2.1 Entity/Agents	34
4.1.2.2 Access Permissions of User Roles to Functions	34
4.2 <i>Classification Scheme(s)</i>	36
4.2.1 TestClassificationScheme1 – metadata to aggregations and records	36
4.3 <i>Record Types</i>	39
4.4 <i>Retention and Disposition Schedules</i>	39
4.5 <i>Used Content of Captured Records</i>	39

INTRODUCTION

The Test Data Repository is organized in several sub-chapters – one corresponding (Sub) Test Data Repository for each test module. This reduces complexity and guarantees higher readability and comprehensibility for the user.

Each of these documents has the same general structuring:

- ◆ **Agents & Access Controls:** This sub-chapter gives details about user profiles, user roles and user groups. Furthermore it will be explained which user roles have access permission to functions, aggregations and records. In addition we explain which user groups have access permission to aggregations and records.
- ◆ **Classification Scheme(s):** This sub-chapter includes all Classification Scheme(s) that are used within the corresponding sub-chapter of the test module. It lists information of the metadata of the classification scheme itself and of all aggregations and records within it.
- ◆ **Record types:** This sub-chapter gives detailed information about the records used.
- ◆ **Retention and Disposition Schedules:** This sub-chapter gives detailed information about the retention and disposition schedules used.
- ◆ **Content of captured records:** This sub-chapter gives detailed information about the content of the items that are captured as records. As these items are described before they are captured into the ERMS, no metadata elements can be used for the description.

To increase the usability of the Test Data Repository we marked the information in different colours. The blue coloured content represents the situation before test cases are executed (precondition). The red coloured content represents the situation after the test cases are executed (test result). Both situations are highlighted as far as possible. In some cases we used brackets (e.g. []) to highlight which entity is being affected by the test execution.

Examples:

<i>Example</i>	<i>Explanation</i>
Class Corporate Direction	The item is a precondition for the test case. It has to be created before executing the test cases of the sub-chapters.
Class Corporate Direction	The item will be created within a test case.

Example

[Class] [Corporate Direction]

Explanation

The item will be deleted, reclassified, relocated when the test cases of the sub chapter are being executed.

The metadata model requires metadata elements such as M163 *Identity.system_identifier* which are "populated" by the system when an agent is defined. We just use the values of these elements to have an internal linkage between our test data. These values do not have to match the existing values in the ERMS.

ON THE CHAPTER T4.1 - ACCESS

1.1 Agents & Access Controls

Within this chapter we summarise all agents and access controls that are needed for testing. The first sub-chapter, as far as possible, provides an insight into the profiles of the agents (users, user roles and user groups) used. The second sub-chapter summarises the access controls for agents to entities (entity/agent) and for agents to functions.

1.1.1 Agents (Users, User Groups and User Roles)

The following tables show the metadata of agents (Users, User Groups and User Roles).

1.1.1.1 Users

Following users need to be created or will be created during the test execution:

M163	M167	M171	M166	M165	M169	M170
Identity.system_identifier	Description.title	Relation.entity_agent	Relation.has_role	Relation.is_member_of	Use.administrator	Use.inactive
<U01>	CA_username		<R01>	<G01>	YES	NO
<U02>	LA_username1		<R02>	<G01>	YES	NO
<U03>	LA_username2		<R02>	<G01>	YES	NO
<U04>	DBA_username1		<R03>	<G01>	YES	NO
<U05>	CEO_username		<R04>	<G02>	NO	NO
<U06>	ViceChairman_username		<R04>	<G02>	NO	NO
<U07>	AA_username1	<EA01>,<EA04>	<R05>	<G03>	NO	NO
<U08>	Rev_username1		<R06>	<G03>	NO	NO
<U09>	MM_username1		<R07>	<G04>,<G02>	NO	NO
<U10>	PM_username1	<EA16>,<EA17>	<R08>	<G04>	NO	NO

M163	M167	M171	M166	M165	M169	M170
Identity.system_identifier	Description.title	Relation.entity_agent	Relation.has_role	Relation.is_member_of	Use.administrator	Use.inactive
<U11>	PM_username2		<R08>	<G04>	NO	NO
<U12>	MA_username1		<R09>	[<G04>]	NO	NO
<U13>	MA_username2		<R09>	<G04>	NO	NO
<U14>	R_username1		<R10>	<G04>	NO	NO
<U15>	R_username2		<R10>	<G04>	NO	YES
<U16>	SalesM_username1		<R11>	<G04>	NO	NO
<U16>	SalesM_username1			<G04>	NO	NO

1.1.1.2 User Roles

Following roles need to be created or will be created during the test execution:

M163	M167	M168	M171	Remarks and comments
Identity.system_identifier	Description.title	Relation.has_user	Relation.entity_agent	
<R01>	CentralAdministrator	<U01>		This role has access rights to the whole classification scheme.
<R02>	LocalAdministrator	<U02>, <U03>	<EA07>	This role has NO access rights to the class Sales (CS01/02) of the TestClassificationScheme1
<R03>	Databaseadministrator	<U04>		
<R04>	Management	<U05>, <U06>		

M163 Identity.system_identifier	M167 Description.title	M168 Relation.has_user	M171 Relation.entity_agent	Remarks and comments
<R05>	AnnualAuditor	<U07>		
<R06>	Reviewer	<U08>	<EA02>, <EA05>	
<R07>	MarketingManagement	<U09>		
<R08>	ProductManagement	<U10>, <U11>	<EA09>, <EA10>, <EA12>	
<R09>	MarketAnalyst	<U12>, <U13>		
<R10>	Reachers	<U14>, <U15>		
<R11>	SalesManagement	<U16>	<EA08>	

1.1.1.3 User Groups

Following user groups need to be created or will be created during the test execution:

M163 Identity.system_identifier	M167 Description.title	M168 Relation.has_user	M171 Relation.entity_agent
<G01>	Administration	<U01>, <U02>, <U03>, <U04>	
<G02>	Board of directors	<U05>, <U06>, <U09>	
<G03>	Audit	<U07>, <U08>	<EA11>, <EA13>
<G04>	Marketing	<U09>, <U10>, <U11>, <U12>, <U13>, <U14>, <U15>, <U16>	<EA03>, <EA06>
<G05>	Sales	<U16>	

1.1.2 Access Controls

The following tables show the Entity/Agent relation and the access of agents to functions.

1.1.2.1 Entity/Agents

Following Entity/Agents describe which agent has no access to an entity of the classification scheme.

M175	M177	M176	M180	M179	M181
Identity.system_identifier	Relation.applies_to_agent	Relation.applies_to_entity	Use.rights.permission	Use.rights.start_date	Use.rights.end_date
<EA01>	<U07>	<CS01/001/002>	NO		
<EA02>	<R06>	<CS01/001/003>	NO		
<EA03>	<G04>	<CS02/002>	NO		
<EA04>	<U07>	<CS01/001/001/001>	NO	<date of creation>	<date>
<EA05>	<R06>	<CS01/001/001/002>	NO	<date of creation>	<date>
<EA06>	<G04>	<CS01/001/004>	NO	<date of creation>	<date>
<EA07>	<R02>	<CS01/001/004>	NO		
<EA08>	<R11>	<CS01/001/001/002>	NO		
<EA09>	<R08>	<CS01/001/001/001>	NO		
<EA10>	<R08>	<CS01/001/002/001/001/002>	NO		
<EA11>	<G03>	<CS01/001/002/001/001/001/003>	NO		
<EA12>	<R08>	<CS01/001/002>	NO		
<EA13>	<G03>	<CS01/001/004>	NO		

M175	M177	M176	M180	M179	M181
Identity.system_identifier	Relation.applies_to_agent	Relation.applies_to_entity	Use.rights.permission	Use.rights.start_date	Use.rights.end_date
<EA14>	<R05>	<CS01/001/002>	NO	<date of creation>	<date>
<EA15>	<G02>	<CS01/001/004>	NO	<date of creation>	<date>
<EA16>	<U10>	<CS01/001/002>	NO		
<EA17>	<U10>	<CS01/001/003>	NO		

1.1.2.2 Access Permissions of User Roles to Functions

Please note that the access permissions of a user role to the corresponding ERMS function is indicated by 'X'. If a user role has no access permissions to a function the corresponding cell is grey.

Following roles have access to the ERMS' functions:

Function	<R01> CentralAdministrator	<R02> LocalAdministrator	<R04> Management	<R09> MarketAnalyst
Add new classes	X	X	X	

Function	<R01> CentralAdministrator	<R02> LocalAdministrator	<R04> Management	<R09> MarketAnalyst
Create new files	X	X		
Change file metadata	X		X	
Maintain classification scheme and files	X	X		
Delete files	X	X		
Capture records	X	X		
Relocate a record to a different file	X	X		
Search for and read records	X	X	X	X
Change content of records				
Change record metadata	X	X		
Delete records	X	X		
Place and remove disposal holds	X	X	X	
Retention and disposition schedule and disposition transactions	X	X	X	
Export and import files and records	X	X	X	
View audit trails	X	X	X	
Configure and manage audit trail	X	X		
Change audit trail data				
Move audit trail data to off-line storage media	X	X		
Perform all transactions related to users and their access	X	X		



Function	<R01> CentralAdministrator	<R02> LocalAdministrator	<R04> Management	<R09> MarketAnalyst
privileges				
Allocate access permission to local administrators	X			
Allocate own access permission also to other users	X	X	X	X
Set up and manage case management role	X			
Maintain database and storage	X	X		
Maintain other system parameters	X			
Define and view other system reports	X	X	X	

1.2 Classification Scheme(s)

This section includes all classification scheme(s) which are used within the test cases of the corresponding test module. First of all you will find the metadata for the classification scheme itself.

The next chapter(s) describe(s) the metadata of the aggregations and records defined in the classification scheme(s).

Please note that:

- ◆ it is possible that more than one classification scheme is defined. Therefore the fully-qualified classification code contains a prefix that uniquely identifies an entity across different classification schemes. Example: A class has the fully-qualified classification code <CS01/001>. This means that prefix CS01 indicates the classification scheme as specified above (M044)
- ◆ we only take metadata into account which are needed for testing. A full approach is not intended here.

M044	M045	M046
Identity.system_identifier	Description.title	Description.abstract.description*
<CS01>	TestClassificationScheme1	

* Optional

1.2.1 TestClassificationScheme1 – metadata to aggregations and records

M012	Type	M003	M172	M002	M048	M071
Description.classification.fully-qualified_classification_code		Description.title	Relation.Entity_agent	Relation.Agent.owner	Event_history.date.created	Event_history.date.capture
<CS01/001>	Class	Marketing			<date>	
<CS01/001/001>	Class	Strategic Marketing		<R07>	<date>	
<CS01/001/001/001>	Class	Marketing Management	<EA04>,<EA09>	<R07>	<date>	

M012 Description.classification.fully-qualified_classification_code	Type	M003 Description.title	M172 Relation.Entity_agent	M002 Relation.Agent.owner	M048 Event_history.date.created	M071 Event_history.date.capture
<CS01/001/001/001/001>	File	Strategic business units	<EA04>,<EA09>	<R07>	<date>	
<CS01/001/001/001/002>	Sub-File	Market potentials	<EA04>,<EA09>	<R07>	<date>	
<CS01/001/001/001/003>	Record	Competitive situation	<EA04>,<EA09>	<R07>		<date>
<CS01/001/001/002>	Class	Marketing Strategy	<EA05>,<EA08>	<R07>	<date>	
<CS01/001/001/002/001>	Class	Corporate Strategy	<EA05>,<EA08>	<R07>	<date>	
<CS01/001/001/002/001/001>	File	Strategic Planning	<EA05>,<EA08>	<R07>	<date>	
<CS01/001/001/002/001/002>	File	Management Planning	<EA05>,<EA08>	<R07>	<date>	
<CS01/001/001/002/002>	Class	Business units	<EA05>,<EA08>	<R07>	<date>	
<CS01/001/001/002/003>	Class	Services	<EA05>,<EA08>	<R07>	<date>	
<CS01/001/002>	Class	Market research and analysis	<EA01>,<EA16>	<R07>	<date>	
<CS01/001/002/001>	Class	Market research	<EA01>,<EA16>	<R07>	<date>	
<CS01/001/002/001/001>	Class	Primarily research	<EA01>,<EA16>	<R07>	<date>	
<CS01/001/002/001/001/001>	File	Study 1	<EA01>,<EA16>	<R07>	<date>	
<CS01/001/002/001/001/001/001>	Sub-File	Survey	<EA01>,<EA16>	<R07>	<date>	
<CS01/001/002/001/001/001/002>	Volume	Analysis	<EA01>,<EA16>	<R07>	<date>	
<CS01/001/002/001/001/001/003>	Record	Result	<EA01>,<EA11>,<EA16>	<R07>		<date>
<CS01/001/002/001/001/002>	File	Study2	<EA01>,<EA10>,<EA16>	<R07>	<date>	
<CS01/001/002/001/001/002/001>	Sub-File	Survey	<EA01>,<EA10>,<EA16>	<R07>	<date>	

M012 Description.classification.fully-qualified_classification_code	Type	M003 Description.title	M172 Relation.Entity_agent	M002 Relation.Agent.owner	M048 Event_history.date.created	M071 Event_history.date.capture
<CS01/001/002/001/001/002/002>	Volume	Analysis	<EA01>,<EA10>,<EA16>	<R07>	<date>	
<CS01/001/002/001/001/002/003>	Record	Result	<EA01>,<EA10>,<EA16>	<R07>		<date>
<CS01/001/002/002>	Class	Analysis	<EA01>,<EA16>		<date>	
<CS01/001/002/002/001>	File	Methods	<EA01>,<EA16>		<date>	
<CS01/001/002/002/002>	File	Tools	<EA01>,<EA16>		<date>	
<CS01/001/002/003>	Class	Customer behaviour	<EA01>,<EA16>		<date>	
<CS01/001/003>	Class	Product policies	<EA02>,<EA17>		<date>	
<CS01/001/003/001>	Record	Record1	<EA17>			<date>
<CS01/001/004>	Class	Innovation policies	<EA06>,<EA07>,<EA11>		<date>	
<CS01/002>	Class	Sales	<EA03>,<EA11>		<date>	

1.3 Record Types

This used record type is arbitrary

1.4 Retention and Disposition Schedules

The following table lists the metadata for the used retention and disposition schedules.

M008	M024	M014	M013	M052	M133	M015	M030
Identity.system_identifier.reten tion_and_disposition_ schedule	Description.title*	Event_plan.event_type. disposition_action	Event_plan.period*	Event_plan.event_trigger	Use.status.inheri tance	Reason	Description. Mandate*
<RDS01>	RDS_a01	Retain indefinitely	Indefinite	No		Test	Testing Regime

*Optional

1.5 Used Content of Captured Records

The following table list all documents that are used within the test cases.

Please note that the table(s) summarise(s) just the metadata elements which are necessary for testing.

1.5.1 Documents

ID	Title	Format	Version	Highlighted content	Comment
RD_001	Document1	Doc			The document contains at least following strings: " process or business or strategy [...] process [...] process [...] process "

ON THE CHAPTER T4.2 - AUDIT TRAIL

2.1 Agents & Access Controls

Within this chapter we summarise all agents and access controls that are needed for testing. The first sub-chapter, as far as possible, provides an insight into the profiles of the agents (users, user roles and user groups) used. The second sub-chapter summarises the access controls for agents to entities (entity/agent) and for agents to functions.

2.1.1 Agents (Users, User Groups and User Roles)

The following tables show the metadata for the agents (Users, User Groups and User Roles).

2.1.1.1 Users

Following users need to be created or will be created during the test execution:

M163	M167	M189	M171	M166	M165	M169	M170
Identity.system_identifier	Description.title	Description.email.address	Relation.entity_agent	Relation.has_role	Relation.is_member_of	Use.administrator	Use.inactive
<U01>	CA_username			<R01>		YES	NO
<U02>	LA_username1			<R02>		YES	NO
<U03>	AA_username1		<EA01>	<R03>		NO	NO
<U03>	MM_username1			<R03>		NO	NO

2.1.1.2 User Roles

Following roles need to be created or will be created during the test execution:

M163	M167	M168	M171	Remarks and comments
Identity.system_identifier	Description.title	Relation.has_user	Relation.entity_agent	
<R01>	CentralAdministrator	<U01>		
<R02>	LocalAdministrator	<U02>,		
<R03>	AnnualAuditor	<U03>		
<R04>	MarketingManagement	<U04>		

2.1.1.3 User Groups

The values to be used for testing are arbitrary.

2.1.2 Access Controls

The following tables show the Entity/Agent relation and the access of agents to functions.

2.1.2.1 Entity/Agents

Following Entity/Agents describe which agent has no access to an entity of the classification scheme.

M175	M177	M176	M180	M179	M181
Identity.system_identifier	Relation.applies_to_agent	Relation.applies_to_entity	Use.rights.permission	Use.rights.start_date	Use.rights.end_date
<EA01>	<U03>	<CS01/001/001>	NO		

2.1.2.2 Access Permissions of User Roles to Functions

Please note that the access permissions of a user role to the corresponding ERMS function is indicated by 'X'. If a user role has no access permissions to a function the corresponding cell is grey.

Function	<R01>	<R02>	<R04>	<R03>
	CentralAdministrator	LocalAdministrator	MarketingManagement	AnnualAuditor
Add new classes	X	X		
Create new files	X	X		
Change file metadata	X		X	
Maintain classification scheme and files	X	X		
Delete files	X	X		
Capture records	X	X		
Relocate a record to a different file	X	X		
Search for and read records	X	X	X	X
Change content of records				
Change record metadata	X	X		
Delete records	X	X		
Place and remove disposal holds	X	X	X	
Retention and disposition schedule and disposition transactions	X	X	X	
Export and import files and records	X	X	X	
View audit trails	X	X	X	

Function	<R01> CentralAdministrator	<R02> LocalAdministrator	<R04> MarketingManagement	<R03> AnnualAuditor
Configure and manage audit trail	X	X		
Change audit trail data				
Move audit trail data to off-line storage media	X	X		
Perform all transactions related to users and their access privileges	X	X		
Allocate access permission to local administrators	X			
Allocate own access permission also to other users	X	X	X	X
Set up and manage case management role	X			
Maintain database and storage	X	X		
Maintain other system parameters	X			
Define and view other system reports	X	X	X	

2.2 Classification Scheme(s)

This section includes all classification scheme(s) which are used within the test cases of the corresponding test module. First of all you will find the metadata for the classification scheme itself.

The next chapter(s) describe(s) the metadata of the aggregations and records defined in the classification scheme(s).

Please note that:

- ◆ it is possible that more than one classification scheme is defined. Therefore the fully-qualified classification code contains a prefix that uniquely identifies an entity across different classification schemes. Example: A class has the fully-qualified classification code <CS01/001>. This means that prefix CS01 indicates the classification scheme as specified above (M044)
- ◆ we only take metadata into account which are needed for testing. A full approach is not intended here.

M044	M045	M046
Identity.system_identifier	Description.title	Description.abstract.description*
<CS01>	TestClassificationScheme1	

* Optional

2.2.1 TestClassificationScheme1 – metadata to aggregations and records

M012 Description.classification.fully-qualified_classification_code	Type	M003 Description.title	M025 Relation.r&d_schedule	M050 Event_history.date.opened	M051 Event_history.date.closed	M172 Relation.Entity_agent	M002 Relation.agent.owner
<CS01/001>	Class	Marketing	<RDS_01>				
<CS01/001/001>	Class	Strategic Marketing	<RDS_01>			<EA01>	
<CS01/001/001/001>	Class	Marketing [Management]	<RDS_02>			<EA01>	
<CS01/001/001/001/001>	File	Strategic business units	<RDS_02>			<EA01>	
<CS01/001/001/001/002>	File	Market potentials	<RDS_02>			<EA01>	
<CS01/001/001/001/002/001>	Record	ConsumergroupA	<RDS_02>			<EA01>	
<CS01/001/001/001/003>	File	Competitive situation	<RDS_02>			<EA01>	
<CS01/001/001/001/003/001>	Sub-file	Competitor A	<RDS_02>			<EA01>	
<CS01/001/001/001/003/001/001>	[Volume]	[SWOT]	<RDS_02>			<EA01>	
<CS01/001/001/001/003/001/002>	Volume	SWOT20	<RDS_02>			<EA01>	
<CS01/001/001/002>	Class	Marketing Strategy	<RDS_01>				
<CS01/001/001/002/001>	Class	Corporate Strategy	<RDS_01>				
<CS01/001/001/002/001/001>	File	Strategic Planning	<RDS_01>				
<CS01/001/001/002/001/002>	File	Management Planning	<RDS_01>				
<CS01/001/001/002/002>	Class	Business units	<RDS_01>				
<CS01/001/001/002/003>	Class	Services	<RDS_01>				
<CS01/001/002>	Class	Market research and analysis	<RDS_01>				

M012 Description.classification.fully-qualified_classification_code	Type	M003 Description.title	M025 Relation.r&d_schedule	M050 Event_history.date.opened	M051 Event_history.date.closed	M172 Relation.Entity_agent	M002 Relation.agent.owner
<CS01/001/002/001>	Class	Market research	<RDS_01>				
<CS01/001/002/001/001>	Class	Primarily research	<RDS_01>				
<CS01/001/002/001/001/001>	File	Study 1	<RDS_01>	<date>	<date>		
<CS01/001/002/001/001/001/001>	Sub-File	Comments	<RDS_01>	<date>	<date>		
<CS01/001/002/001/001/002>	File	Survey	<RDS_01>				
<CS01/001/002/001/001/002/001>	Volume	Analysis	<RDS_01>				
<CS01/001/002/001/001/002/001/001>	Record	Result	<RDS_01>				
<CS01/001/002/001/001/003>	File	Study 2	<RDS_01>				
<CS01/001/002/001/001/003/001>	File	Survey	<RDS_01>				
<CS01/001/002/001/001/003/002>	File	Analysis	<RDS_01>				
<CS01/001/002/001/001/003/002/001>	Sub-file	Enhanced Analysis	<RDS_01>				
<CS01/001/002/001/001/003/002/001/001>	Record	Cluster analysis	<RDS_01>				
<CS01/001/002/001/001/003/002/001/002>	Record	Regression [analysis]	<RDS_01>				
<CS01/001/002/001/001/002/003>	File	Result	<RDS_01>				
<CS01/001/002/002>	Class	Analysis	<RDS_02>				<U03>
<CS01/001/002/002/001>	File	Methods	<RDS_02>				<U03>
<CS01/001/002/002/002>	File	Tools	<RDS_02>				<U03>
<CS01/001/002/003>	Class	Customer behaviour	<RDS_01>				
<CS01/001/003>	Class	Product policies	<RDS_01>				

M012 Description.classification.fully-qualified_classification_code	Type	M003 Description.title	M025 Relation.r&d_schedule	M050 Event_history.date.opened	M051 Event_history.date.closed	M172 Relation.Entity_agent	M002 Relation.agent.owner
<CS01/001/004>	Class	Innovation policies	<RDS_01>				
<CS01/002>	Class	Sales	<RDS_01>				

2.3 Record Types

The values to be used for testing are arbitrary.

2.4 Retention and Disposition Schedules

The following table lists the metadata for the used retention and disposition schedules.

M008 Identity.system_identifier.retention_and_disposition_schedule	M024 Description.title*	M014 Event_plan.event_type.disposition_action	M013 Event_plan.period*	M052 Event_plan.event_trigger	M152 Event_plan.date	M133 Use.status.inheritance	M015 Reason	M030 Description.Mandate*
RDS_01	Rds_Test1	Retain permanently	Permanent	Permanent		<yes>	Default	Testing Regime
RDS_02	Rds_Test2	[Transfer] Present for review			<date>	<yes>	Test1	

*Optional

2.5 Used Content of Captured Records

The following table list all documents that are used within the test cases.

Please note that the table(s) summarise(s) just the metadata elements which are necessary for testing.

2.5.1 Documents

ID	Title	Format	Version	Highlighted content	Comment
RD_001	Document1	Doc			The document contains at least following strings: <i>" process or business or strategy [...] process [...] process [...] process "</i>

ON THE CHAPTER T4.3 - BACKUP AND RECOVERY

3.1 Agents & Access Controls

Within this chapter we summarise all agents and access controls that are needed for testing. The first sub-chapter, as far as possible, provides an insight into the profiles of the agents (users, user roles and user groups) used. The second sub-chapter summarises the access controls for agents to entities (entity/agent) and for agents to functions.

3.1.1 Agents (Users, User Groups and User Roles)

The following tables show the metadata for the agents (Users, User Groups and User Roles).

3.1.1.1 Users

Following users need to be created or will be created during the test execution:

M163	M167	M189	M171	M166	M165	M169	M170
Identity.system_identifier	Description.title	Description.email.address	Relation.entity_agent	Relation.has_role	Relation.is_member_of	Use.administrator	Use.inactive
<U01>	CA_username			<R01>		YES	NO
<U02>	MM_username1			<R02>		NO	NO

3.1.1.2 User Roles

Following roles need to be created or will be created during the test execution:

M163	M167	M168	M171	Remarks and comments
Identity.system_identifier	Description.title	Relation.has_user	Relation.entity_agent	
<R01>	CentralAdministrator	<U01>		
<R02>	MarketingManagement	<U02>		

3.1.1.3 User Groups

The values to be used for testing are arbitrary.

3.1.2 Access Controls

The following tables show the Entity/Agent relation and the access of agents to functions.

3.1.2.1 Entity/Agents

Following Entity/Agents describe which agent has no access to an entity of the classification scheme.

M175	M177	M176	M180	M179	M181
Identity.system_identifier	Relation.applies_to_agent	Relation.applies_to_entity	Use.rights.permission	Use.rights.start_date	Use.rights.end_date
<EA01>	<U03>	<CS01/001/001>	NO		

3.1.2.2 Access Permissions of User Roles to Functions

Please note that the access permissions of a user role to the corresponding ERMS function is indicated by 'X'. If a user role has no access permissions to a function the corresponding cell is grey.

Function	<R01>	<R02>
	CentralAdministrator	MarketingManagement
Add new classes	X	
Create new files	X	
Change file metadata	X	X
Maintain classification scheme and files	X	
Delete files	X	
Capture records	X	
Relocate a record to a different file	X	
Search for and read records	X	X
Change content of records		
Change record metadata	X	
Delete records	X	
Place and remove disposal holds	X	X
Retention and disposition schedule and disposition transactions	X	X
Export and import files and records	X	X



Function	<R01> CentralAdministrator	<R02> MarketingManagement
View audit trails	X	X
Configure and manage audit trail	X	
Change audit trail data		
Move audit trail data to off-line storage media	X	
Perform all transactions related to users and their access privileges	X	
Allocate access permission to local administrators	X	
Allocate own access permission also to other users	X	X
Set up and manage case management role	X	
Maintain database and storage	X	
Maintain other system parameters	X	
Define and view other system reports	X	X

3.2 Classification Scheme(s)

This section includes all classification scheme(s) which are used within the test cases of the corresponding test module. First of all you will find the metadata for the classification scheme itself.

The next chapter(s) describe(s) the metadata of the aggregations and records defined in the classification scheme(s).

Please note that:

- ◆ it is possible that more than one classification scheme is defined. Therefore the fully-qualified classification code contains a prefix that uniquely identifies an entity across different classification schemes. Example: A class has the fully-qualified classification code <CS01/001>. This means that prefix CS01 indicates the classification scheme as specified above (M044)
- ◆ we only take metadata into account which are needed for testing. A full approach is not intended here.

M044	M045	M046
Identity.system_identifier	Description.title	Description.abstract.description*
<CS01>	TestClassificationScheme1	

* Optional

3.2.1 TestClassificationScheme1 – metadata to aggregations and records

M012 Description.classification.fully-qualified_classification_code	Type	M003 Description.title	M025 Relation.r&d_schedule	M050 Event_history.date.opened	M051 Event_history.date.closed	M172 Relation.Entity_agent	M002 Relation.agent.owner
<CS01/001>	Class	Marketing					
<CS01/001/001>	Class	Strategic Marketing					
<CS01/001/001/001>	Class	Marketing Management					
<CS01/001/001/001/001>	File	Strategic business units					
<CS01/001/001/001/002>	File	Market potentials					
<CS01/001/001/001/003>	File	Competitive situation					
<CS01/001/001/001/003/001>	Sub-file	Competitor A					
<CS01/001/001/001/003/001/001>	Volume	SWOP					
<CS01/001/001/002>	Class	Marketing Strategy					
<CS01/001/001/002/001>	Class	Corporate Strategy					
<CS01/001/001/002/001/001>	File	Strategic Planning					
<CS01/001/001/002/001/002>	File	Management Planning					
<CS01/001/003>	Class	Product policies					
<CS01/001/004>	Class	Innovation policies					
<CS01/002>	Class	Sales					

3.3 Record Types

The values to be used for testing are arbitrary.

3.4 Retention and Disposition Schedules

The values to be used for testing are arbitrary.

3.5 Used Content of Captured Records

The values to be used for testing are arbitrary.

ON THE CHAPTER T4.4 - VIRTUAL RECORDS

4.1 Agents & Access Controls

Within this chapter we summarise all agents and access controls that are needed for testing. The first sub-chapter, as far as possible, provides an insight into the profiles of the agents (users, user roles and user groups) used. The second sub-chapter summarises the access controls for agents to entities (entity/agent) and for agents to functions.

4.1.1 Agents (Users, User Groups and User Roles)

The following tables show the metadata for the agents (Users, User Groups and User Roles).

4.1.1.1 Users

Following users need to be created or will be created during the test execution:

M163	M167	M189	M171	M166	M165	M169	M170
Identity.system_identifier	Description.title	Description.email.address	Relation.entity_agent	Relation.has_role	Relation.is_member_of	Use.administrator	Use.inactive
<U01>	CA_username			<R01>		YES	NO

4.1.1.2 User Roles

Following roles need to be created or will be created during the test execution:

M163	M167	M168	M171	Remarks and comments
Identity.system_identifier	Description.title	Relation.has_user	Relation.entity_agent	
<R01>	CentralAdministrator	<U01>		

4.1.1.3 User Groups

The values to be used for testing are arbitrary.

4.1.2 Access Controls

The following tables show the Entity/Agent relation and the access of agents to functions.

4.1.2.1 Entity/Agents

The values to be used for testing are arbitrary.

4.1.2.2 Access Permissions of User Roles to Functions

Please note that the access permissions of a user role to the corresponding ERMS function is indicated by 'X'. If a user role has no access permissions to a function the corresponding cell is grey.

Function	<R01>	<R02>
	CentralAdministrator	MarketingManagement
Add new classes	X	
Create new files	X	
Change file metadata	X	X
Maintain classification scheme and files	X	
Delete files	X	
Capture records	X	
Relocate a record to a different file	X	
Search for and read records	X	X
Change content of records		
Change record metadata	X	

Function	<R01> CentralAdministrator	<R02> MarketingManagement
Delete records	X	
Place and remove disposal holds	X	X
Retention and disposition schedule and disposition transactions	X	X
Export and import files and records	X	X
View audit trails	X	X
Configure and manage audit trail	X	
Change audit trail data		
Move audit trail data to off-line storage media	X	
Perform all transactions related to users and their access privileges	X	
Allocate access permission to local administrators	X	
Allocate own access permission also to other users	X	X
Set up and manage case management role	X	
Maintain database and storage	X	
Maintain other system parameters	X	
Define and view other system reports	X	X

4.2 Classification Scheme(s)

This section includes all classification scheme(s) which are used within the test cases of the corresponding test module. First of all you will find the metadata for the classification scheme itself.

The next chapter(s) describe(s) the metadata of the aggregations and records defined in the classification scheme(s).

Please note that:

- *it is possible that more than one classification scheme is defined. Therefore the fully-qualified classification code contains a prefix that uniquely identifies an entity across different classification schemes. Example: A class has the fully-qualified classification code <CS01/001>. This means that prefix CS01 indicates the classification scheme as specified above (M044)*
- *we only take metadata into account which are needed for testing. A full approach is not intended here.*

M044	M045	M046
Identity.system_identifier	Description.title	Description.abstract.description*
<CS01>	TestClassificationScheme1	

* Optional

4.2.1 TestClassificationScheme1 – metadata to aggregations and records

M012	Type	M003	M005
Description.classification.fully-qualified_classification_code		Description.title	Use. Status.vital_record
<CS01/001>	Class	Marketing	
<CS01/001/001>	Class	Strategic Marketing	
<CS01/001/001/001>	Class	Marketing Management	

M012 Description.classification.fully-qualified_classification_code	Type	M003 Description.title	M005 Use. Status.vital_record
<CS01/001/001/001/001>	File	Strategic business units	YES
<CS01/001/001/001/001/001>	Record	SBU1	
<CS01/001/001/001/002>	File	Market potentials	YES
<CS01/001/001/001/003>	File	Competitive situation	
<CS01/001/001/001/003/001>	Sub-file	Competitor A	
<CS01/001/001/001/003/001/001>	Record	SWOT	YES
<CS01/001/001/002>	Class	Marketing Strategy	
<CS01/001/001/002/001>	Class	Corporate Strategy	
<CS01/001/001/002/001/001>	File	Strategic Planning	
<CS01/001/001/002/001/002>	File	Management Planning	
<CS01/001/001/002/002>	Class	Business units	
<CS01/001/001/002/003>	Class	Services	
<CS01/001/002>	Class	Market research and analysis	
<CS01/001/002/001	Class	Market research	
<CS01/001/002/001/001>	Class	Primarily research	
<CS01/001/002/001/001/001>	File	Study 1	
<CS01/001/002/001/001/002>	Sub-File	Comments	
<CS01/001/002/001/001/001/001>	File	Survey	
<CS01/001/002/001/001/001/002>	File	Analysis	
<CS01/001/002/001/001/001/003>	File	Result	

M012 Description.classification.fully-qualified_classification_code	Type	M003 Description.title	M005 Use. Status.vital_record
<CS01/001/002/001/001/002>	File	Study 2	
<CS01/001/002/001/001/002/001>	File	Survey	
<CS01/001/002/001/001/002/002>	File	Analysis	
<CS01/001/002/001/001/002/002/001>	Sub-file	Enhanced Analysis	
<CS01/001/002/001/001/002/002/001/001>	Record	Cluster analysis	NO
<CS01/001/002/001/001/002/003>	File	Result	
<CS01/001/002/002>	Class	Analysis	
<CS01/001/002/002/001>	File	Methods	
<CS01/001/002/002/002>	File	Tools	
<CS01/001/002/002>	Class	Customer behaviour	
<CS01/001/003>	Class	Product policies	
<CS01/001/004>	Class	Innovation policies	
<CS01/002>	Class	Sales	

4.3 Record Types

The values to be used for testing are arbitrary.

4.4 Retention and Disposition Schedules

The values to be used for testing are arbitrary.

4.5 Used Content of Captured Records

The values to be used for testing are arbitrary.