

InterwiseConnectTM

ATP
Version 7.2

Table of Contents

OVERVIEW	3
ACCEPTANCE TEST PROCEDURE (ATP)	3
ATP Workflow	4
COMMENT FORM.....	14
ACCEPTANCE FORMS	16
Participant Installation Details.....	16
Materials Editor Installation Details	17
Communications Servers Installation Details.....	18
ICC Installation Details	19
ISM Installation Details	20

Overview

This document contains the workflow and Acceptance checks required to install Version 7.2 of Interwise Connect at a customer site.

See the V7.2 User Guides, Administrator Guide, and Technical White Papers for a comprehensive description of the Participant, Materials Editor, Communications Server, ISM and ICC applications.

Acceptance Test Procedure (ATP)

Performing the ATP at a customer site involves the following steps:

- ◆ Implementing and checking off each of the boxes in the ATP Workflow Chart provided (see page 4).
- ◆ Entering comments on the Comment Form, including any problems encountered as well as suggestions for improving and simplifying the ATP (see page 14).
- ◆ For the Participant, Materials Editor, ICC, ISM and Communications Server applications, filling in the 'Installation Details' and signing the 'Acceptance Approval' (see page 16).



Note: If the ICC is configured to support Participants behind firewalls, the tests for the Participant application **MUST** be repeated for every port supported by the ICC applications (usually 80 and 443).

ATP Workflow

The following table is arranged in the logical steps you perform while installing the Interwise Connect applications. After completing each step, put in a checkmark in the displayed box. You can also enter comments (see page 14).

√	ICC	Materials Editor	Participant, My Interwise, Outlook AddIn	Px, Push, ITS, IVR & IPP
<input type="checkbox"/>	1. Check the Interwise Connect specifications.			
<input type="checkbox"/>	2. Install all Interwise Connect applications. (Installing ITS, IVR and IPP is optional. These applications are required for Interwise Audio Conferencing support.)			
<input type="checkbox"/>				3. Define a Site Tree with at least two different Sites and Communications Servers. Assign the Site Tree to the ICC.
<input type="checkbox"/>				4. Define a Site Tree similar to the above but with a backup main Site. The original main Site should not be the ICC machine. Assign the Site Tree to one of the Event types (e.g., iSeminar) in the ICC.
<input type="checkbox"/>				5. Define a Site Tree similar to the above but with a backup main Site. The original main Site should not be the ICC machine. Assign the Site Tree to one of the Event types (e.g., iSeminar) in the ICC.
<input type="checkbox"/>				6. Configure the ITS, IVR and IPP to be included in the Site Tree.
<input type="checkbox"/>	7. Login as Super User.			

√	ICC	Materials Editor	Participant, My Interwise, Outlook AddIn	Px, Push, ITS, IVR & IPP
<input type="checkbox"/>	<p>8. Verify UI: Check Top bar options (Help, Logout, Home and links if available), and navigate through menubar options.</p>			
<input type="checkbox"/>	<p>9. Go to System Management>License and check license status.</p>			
<input type="checkbox"/>	<p>10. Go to System Management>ICC Version and verify the ICC version.</p>			
<input type="checkbox"/>	<p>11. Define two advanced users (at least one of whom should have System Manager and User Manager rights). Note: Make sure the password policy is activated and fully functioning.</p>			
<input type="checkbox"/>	<p>12. Directory Server – Configure the DS settings and perform full synchronization..</p>			
<input type="checkbox"/>	<p>13. Login as the user assigned with System Manager and User Manager rights.</p>			
<input type="checkbox"/>	<p>14. Go to System Management> Lookup Tables and define departments and keywords.</p>			
<input type="checkbox"/>	<p>15. Go to User Management >New and define two new basic users.</p>			

Interwise Connect

√	ICC	Materials Editor	Participant, My Interwise, Outlook AddIn	Px, Push, ITS, IVR & IPP
<input type="checkbox"/>	16. Define two registered users (Type A).			
<input type="checkbox"/>	17. Define two external users (Type B).			
<input type="checkbox"/>	18. Define two Moderators (make sure that they are assigned to a department).			
<input type="checkbox"/>	19. Import a user list of 10 new Participants.			
<input type="checkbox"/>	20. Import a user list of 10 new Moderators.			
<input type="checkbox"/>	21. Go to System Management>Portal Management and create a department Portal (Guest, Restricted and Restricted Department).			
<input type="checkbox"/>	22. Edit and create a Portal style and publish the Portal.			
<input type="checkbox"/>			23. Register to an ICC using an older version of the Participant application and after awhile, verify that the auto-upgrade finished successfully.	
<input type="checkbox"/>		24. Add the ICC in the ICC Manager.		
<input type="checkbox"/>		25. Build two PPT files and save as Interwise (JPEG, GIF).		

√	ICC	Materials Editor	Participant, My Interwise, Outlook AddIn	Px, Push, ITS, IVR & IPP
<input type="checkbox"/>		<p>26. Insert: Picture, Sound, Movie, Hyperlink, PPT as DHTML, Other (in the browser, SEM, none), Test, Questions, Folder and Recording.</p> <p>Make sure that scrolling a Microsoft Word document that was inserted on the fly is synchronized for all users.</p>		
<input type="checkbox"/>		<p>27. Record an Event with Application Sharing.</p>		
<input type="checkbox"/>		<p>28. 'Save As' under a new name and modify the Event as recorded.</p>		
<input type="checkbox"/>		<p>29. Upload Event Materials to ICC under keyword.</p>		
<input type="checkbox"/>			<p>30. Login to the ICC as one of the defined basic users.</p>	
<input type="checkbox"/>			<p>31. Run the System Check.</p>	
<input type="checkbox"/>			<p>32. Download the PPT Viewer.</p>	
<input type="checkbox"/>			<p>33. Download the latest version of the Participant application.</p>	
<input type="checkbox"/>			<p>34. Remove the ICC from the list and register manually to the ICC.</p>	
<input type="checkbox"/>			<p>35. Create iMeeting by clicking the Create iMeeting button.</p>	

√	ICC	Materials Editor	Participant, My Interwise, Outlook AddIn	Px, Push, ITS, IVR & IPP
<input type="checkbox"/>			36. Invite Participants from the iMeeting Intro page.	
<input type="checkbox"/>			37. From the Catalog, login to the iMeeting Live Event (using both the Participant and Java Participant). Use both the PC and a telephone if your environment supports this.	
<input type="checkbox"/>			38. Logout and join the iMeeting by clicking the Join iMeeting button.	
<input type="checkbox"/>			39. Participate in the iMeeting; practice with the speaking order, multi simultaneous speakers, multi-point drawings on the Whiteboard, inserting from Materials pane and application sharing (using both the Participant and Java Participant). Use both the PC and a telephone if your environment supports this.	
<input type="checkbox"/>			40. Conduct a Poll (Y/N) and share the results of the poll with the entire audience.	
<input type="checkbox"/>			41. Expel a user from the Event.	
<input type="checkbox"/>			42. Enable/disable the Automatic Conversation and verify it behaves correctly.	

Interwise Connect

√	ICC	Materials Editor	Participant, My Interwise, Outlook AddIn	Px, Push, ITS, IVR & IPP
<input type="checkbox"/>			43. Create iMeeting by using Outlook; check calendar, email link and video conferencing.	
<input type="checkbox"/>			44. Create iMeeting using the Navigation bar option. Assign two Participants. Upload Materials from your computer.	
<input type="checkbox"/>			45. Login to the ICC as a Moderator.	
<input type="checkbox"/>			46. Go to iClass >Courses> New and define relevant details for a new Course.	
<input type="checkbox"/>			47. Add Moderators/Co-Moderators to the Course.	
<input type="checkbox"/>			48. Add Participants to the Course.	
<input type="checkbox"/>			49. Build a new Section.	
<input type="checkbox"/>			50. Add 2 Events (recorded and iClass) and schedule them. Create an Overview page.	
<input type="checkbox"/>			51. Create an Overview page template.	
<input type="checkbox"/>			52. Copy a Section.	
<input type="checkbox"/>			53. Schedule an Event in the new Section.	

Interwise Connect

√	ICC	Materials Editor	Participant, My Interwise, Outlook AddIn	Px, Push, ITS, IVR & IPP
<input type="checkbox"/>			54. Add Participants to Section 1.	
<input type="checkbox"/>			55. Add Participants to Section 2.	
<input type="checkbox"/>			56. Assign Event Materials to each Event (Live, Recorded).	
<input type="checkbox"/>			57. Send email to the Participants.	
<input type="checkbox"/>			58. Define an iSeminar Event, including Name and Materials. Create and invite registered users. Mark the Event as 'Open' and publish it in the Guest Catalog. Create an Overview page.	
<input type="checkbox"/>			59. Login as a user registered to the above Events.	
<input type="checkbox"/>				60. Make sure: all ICSs are in the ISS list AND that connection can be established to all the ICSs (including Sleeping ICSs). The Push Client should receive Event Materials after connecting to each ICS.
<input type="checkbox"/>			61. Check the Status Indicators.	
<input type="checkbox"/>			62. Search Catalog , relevant Portal and Guest catalog for the relevant Events.	

Interwise Connect

√	ICC	Materials Editor	Participant, My Interwise, Outlook AddIn	Px, Push, ITS, IVR & IPP
<input type="checkbox"/>			63. From the ICC Catalog, download the recorded Event.	
<input type="checkbox"/>			64. Kill the Push and restart it.	
<input type="checkbox"/>			65. Enter the Events from the Catalog and from the Department Portal.	
<input type="checkbox"/>		66. Download Event Materials for the Live Event.		
<input type="checkbox"/>			67. Disconnect and reconnect (manually, Server selection, etc.)	
<input type="checkbox"/>			68. Change your audio device – switch between a PC and a telephone and vice versa)	
<input type="checkbox"/>			69. Deliver the Live Event (use all capabilities). Use both the PC and a telephone if your environment supports this.	
<input type="checkbox"/>			70. Participate in the Live Event.	
<input type="checkbox"/>			71. Upload test results to ICC and view them.	
<input type="checkbox"/>			72. Initiate and view Application Sharing (using the Participant and Java Participant).	

Interwise Connect

√	ICC	Materials Editor	Participant, My Interwise, Outlook AddIn	Px, Push, ITS, IVR & IPP
<input type="checkbox"/>			73. Over the Shoulder (for both the Participant and Java Participant)	
<input type="checkbox"/>			74. Breakout Sessions and Active Participant.	
<input type="checkbox"/>			75. Join the Event as a registered user (Type B) from the email invitation.	
<input type="checkbox"/>			76. Join the Event from the Department Portal as an 'On the Fly' User.	
<input type="checkbox"/>			77. Join the Event using the Java Participant (if necessary) and check functionality.	
<input type="checkbox"/>				78. Disconnect the main server (i.e., unplug the network cable) and verify that the backup main server is fully operational.
<input type="checkbox"/>	79. Create an iMeeting with Conference Call settings.			
<input type="checkbox"/>			80. Enter the Event and verify that the Conference Call details appear in the Event Info Page.	
<input type="checkbox"/>	81. Create a secured iMeeting, assign Participants and Event Materials.			
<input type="checkbox"/>			82. From the Catalog, login to the iMeeting Live Event (using both the Participant and Java Participant).	

Interwise Connect

√	ICC	Materials Editor	Participant, My Interwise, Outlook AddIn	Px, Push, ITS, IVR & IPP
<input type="checkbox"/>			83. Repeat steps 67, 70 and 72.	
<input type="checkbox"/>			84. From the ICC Catalog, download the recorded Event.	
<input type="checkbox"/>			85. Open My Interwise and add the details of a new VICC on a clean machine.	
<input type="checkbox"/>			86. Enter your room using My Interwise.	
<input type="checkbox"/>			87. Repeat steps Repeat steps 67, 70 and 72.	
<input type="checkbox"/>			88. Enter your room from the ICC	
<input type="checkbox"/>	89. Generate Attendance Reports and view the results.			
<input type="checkbox"/>	90. Delete and/or unpublish all test objects added to the ICC.			
<input type="checkbox"/>	91. Delete the Moderators added to the ICC (from the ICC User Management menu option).			
<input type="checkbox"/>	92. Delete the Participants added to the ICC (from the ICC User Management menu option).			

Comment Form

A separate comment form is provided for each Interwise Connect software application. As you check the steps in each application, enter the step number and then your comments.

ICC

Step	Comments

Communications Servers

Step	Comments

ISM

Step	Comments

Materials Editor

Step	Comments

Participant

Step	Comments

Acceptance Forms

Participant Installation Details

Installed by: _____

Date: _____

Computer location: _____

Participant Acceptance Approval

The Interwise Participant software has been installed at the above site and meets acceptance test requirements.

Interwise Field Engineer:

Customer authorized by:

Name

Name

Signature

Signature

Materials Editor Installation Details

Installed by: _____

Date: _____

Computer location: _____

Materials Editor Acceptance Approval

The Interwise Materials Editor software has been installed at the above site and meets acceptance test requirements.

Interwise Field Engineer:

Customer authorized by:

Name

Name

Signature

Signature

Communications Servers Installation Details

Installed by: _____

Date: _____

Computer location: _____

Communications Servers Acceptance Approval

The Interwise Communications Server software has been installed at the above site and meets acceptance test requirements.

Interwise Field Engineer:

Customer authorized by:

Name

Name

Signature

Signature

ICC Installation Details

Installed by: _____

Date: _____

Computer location: _____

ICC Acceptance Approval

The Interwise ICC software has been installed at the above site and meets acceptance test requirements.

Interwise Field Engineer:

Customer authorized by:

Name

Name

Signature

Signature

ISM Installation Details

Installed by: _____

Date: _____

Computer location: _____

ISM Acceptance Approval

The Interwise ISM software has been installed at the above site and meets acceptance test requirements.

Interwise Field Engineer:

Customer authorized by:

Name

Name

Signature

Signature
