TestAdmin

Overview

User Administration

- Add User
- Delete User
- User Overview: Group Affiliation
- User Overview: Edit Profile
- User Overview: Change Password - User
- User Overview: Change Password - Admin

Group Administration

- Add Group
- Delete Group
- Group Overview: Edit Profile
- Group Overview: Edit Members

IP Range Administration

- Add IP Range
- Delete IP Range
- IP Range Overview: Edit Profile

Delete Trash

User Administration

Add CMS User

1.Go to User Administration
1.Press *Add CMS User* button
1.Enter User ID, Name, E-mail & password
1.Check: New User created
1.Check: Log in as new user

Add University User

1.Go to User Administration
1.Press *Add University User* button
1.Enter User ID, UniAccess ID, E-mail
1.Check: New User created
1.Check: Log in as new user

Delete User

1.Go to User Administration
1.Press *Delete* button next to User you want to delete
1.Check: User deleted

User Overview: Group Affiliation

1.Go to User Administration
1.Click on User ID of User (link)
1.In User Overview press *Edit Group Affiliation* button
1.Edit User's Group Affiliation and submit
1.Check:User affiliated to/deleted from group

User Overview: Edit Profile

1.Go to User Administration
1.Click on User ID of User (link)
1.In User Overview press *Edit Profile* button
1.Edit fields of interest and submit
1.Check: Changes made

User Overview: Change Password - User

1.Go to User Administration
1.Click on User ID of User (link)
1.In User Overview press *Change Password* button for User
1.Change Password and submit
1.Check: Changes made

User Overview: Change Password - Admin

1.Go to User Administration
1.Click on User ID of User (link)
1.In User Overview press *Change Password* button for Admin
1.Change Password and submit
1.Check: Changes made

Group Administration

Add Group

1.Go to Group Administration
1.Press *Add Group* button
1.Enter Information and submit
1.Check: New Group created

Delete Group

1.Go to Group Administration
1.Press *Delete* button next to Group you want to delete
1.Check: Group deleted

Group Overview: Edit Profile

1.Go to Group Administration
1.Click on Group ID of Group (link)
1.In Group Overview press *Edit Profile* button
1.Edit fields of interest and submit
1.Check: Changes made

Group Overview: Edit Members

1.Go to Group Administration
1.Click on Group ID of Group (link)
1.In Group Overview press *Edit Members* button
1.Edit Group's Member list and submit
1.Check:User added to/deleted from group

IP Range Administration

Add IP Range

1.Go to IP Range Administration
1.Press *Add IP Range* button
1.Enter Information and submit
1.Check: New IP Range created

Delete IP Range

1.Go to IP Range Administration
1.Press *Delete* button next to IP Range you want to delete
1.Check: IP Range deleted

IP Range Overview: Edit Profile

1.Go to IP Range Administration
1.Click on IP Range ID of IP Range(link)
1.In IP Range Overview press *Edit IP Range* button
1.Edit fields of interest and submit
1.Check: Changes made

Delete Trash

1. Go to Delete Trash
1. Press *Delete Trash* button
1. Check: Trash in Site Area deleted