

☒ CalSAWS DD&I☐ C-IV M&O☐ CalWIN M&O☐ LRS M&E

Distribution Date:	March 4, 2021
To:	PPOC 18; Consortium.SectionDirectors; Consortium. RegionalManagers.All;
CIT Name:	CalSAWS BenefitsCal CalWIN User Acceptance Test
From:	CalSAWS Project

PPOCs, please forward to the appropriate impacted staff in your county:

- | | |
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| <input type="checkbox"/> General | <input type="checkbox"/> Reports |
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| <input type="checkbox"/> Child Care | <input type="checkbox"/> Imaging |
| <input type="checkbox"/> WtW | <input checked="" type="checkbox"/> Migration |
| <input type="checkbox"/> Other Program(s) _____ | <input type="checkbox"/> Conversion |
| <input type="checkbox"/> C4Yourself | <input type="checkbox"/> Technical |
| <input type="checkbox"/> Your Benefits Now! | <input checked="" type="checkbox"/> Training |
| <input type="checkbox"/> Customer Correspondence | <input type="checkbox"/> Help Desk |
| <input checked="" type="checkbox"/> Other: <u>BenefitsCal</u> | |

Description: (Including any step-by-step instructions)	<p>Purpose The purpose of this CIT is to inform CalWIN counties of the need for county resources to participate in the upcoming User Acceptance Testing (UAT) activities for CalSAWS Portal/Mobile (BenefitsCal).</p> <p>Background UAT provides CalWIN counties with an opportunity to confirm the BenefitsCal customer facing functionality per the approved Design, Development, and Implementation.</p> <p>Integrated End-To-End testing with CalSAWS and BenefitsCal will be deferred to the CalSAWS Migration CalWIN UAT happening in 2022.</p> <p>Additional Information</p>
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CalSAWS Portal/Mobile (BenefitsCal) UAT includes two phases as described below:

UAT Preparation Phase – (April 19, 2021 – May 28, 2021)

- Participate in a UAT Kickoff
- Review test scenarios/cases to identify additional scenarios needed for validation.
- Participate in self-paced trainings focused on BenefitsCal functions
- **Time commitment:** Self-paced, as time permits.

UAT Execution Phase – (June 1, 2021 – July 09, 2021)

- Execute test scenarios/cases
- Document results and findings
- Participate in daily meetings
- **Time commitment:** Full-time (i.e., Monday: Noon-5pm, Tuesday-Thursday: 9am-5pm, Friday: 9am-noon) commitment for a minimum dedicated two-week period.

The table below provides a high-level, view of the participation timelines. It identifies:

- The UAT area
- Anticipated dates for CRFI distribution for participant recruitment
- Test preparation timeframe
- Test execution timeframe(s)

User Acceptance Test Areas	CRFI date	2021	
		Test Preparation	Test Execution
CalSAWS Portal/Mobile (BenefitsCal)	Week of Mar 8, 2021	Apr 19 – May 28, 2021	Jun 1 – Jul 9, 2021

Recommended UAT Participant Expertise/Qualifications:

UAT Testers and County Subject Matter Experts (SMEs) should:

- Have deep and/or broad program policy and functional knowledge of the:
 - One or more of the existing Public portal applications:
 - C-IV: C4Yourself (C4Y)
 - LRS: Your Benefits Now! (YBN)
 - CalWIN: MyBenefits CalWIN
- Understand county processes
- Have ability to analyze and identify issues/concerns
- Have ability to communicate effectively and succinctly
- Be self-directed, enthusiastic, and excited about participating in UAT

UAT participation is expected to be **performed remotely** and will not require travel to a project site. Additional information about this UAT will be included in the corresponding CRFI.

County Action

CalWIN counties should review the information in this CIT to determine staff participation.

	A corresponding CRFI will be sent out to recruit interested county SME participants.
Primary Project Contact: (Name, phone number, email address)	Peggy Macias MaciasP@CalSAWS.org
Backup Project Contact: (Name, phone number, email address)	Rachel Hernandez Hernandezr@CalSAWS.org
Attachments:	None
Web Portal Link:	<div style="background-color: black; width: 80px; height: 20px; margin-bottom: 10px;"></div> OR You may also retrieve the CIT document and attachments by following these steps: <ol style="list-style-type: none"> 1. Click on the CRFIs & CITs link at the top of the page. 2. Click on the "CalSAWS Information Transmittal (CIT)" folder. 3. Click on the "2021" folder. 4. Click on the appropriate CIT # folder.