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Overview

User Acceptance Test (UAT) Release #19 Cycle 2 has been deployed to the SIU UAT environment. Security constraints for this environment will require a login through the State Login Portal. When you follow the link to the UAT environment, the system will route the user to the State of Illinois Login. After a successful login, the user will be returned to the UAT environment where IWDS-2.0 is running.

Purpose

The purpose of Release #19 Cycle 2 (MSG section) is to validate the new MSG business logic and automation introduced since the Release 2 MSG UAT cycle.

What was already tested in Release 2: The basic Add MSG modal (all manual entry types) and the View MSG table (sort, filter by type and program year, pagination, download, delete). Those features do not need to be re-tested unless you notice something has changed.

What is new in Release 19 — focus your testing here:

- Auto added MSGs
 - Attained Secondary School Diploma or Recognized Equivalent - when a credential is added with the type of 'Highschool Diploma or equivalent' with an attained date that falls within a triggered PY for MSG the system will auto add it as an MSG and notify the users. This type was marked under development in Release 2 and was NOT tested. It is ready now.
 - Test Score-Based EFL Gain – when an approved assessment is added with a post test score that demonstrates they have moved up at least one full educational functional level, within a triggered PY for MSG, the system will auto add it as an MSG and notify the users. This type was marked under development in Release 2 and was NOT tested. It is ready now.
- Add Credential button on the Attained Secondary School Diploma modal- the TODO placeholder text has been replaced with a working button
- The MSG component is locked until the customer triggers an MSG. Once triggered the MSG component will unlock and display text that lets the career planner know the customer is on the hook for an MSG and will display the PY(s) they have triggered based on services associated to their career plan.
- When manually added an MSG the system will look at the date attained to ensure it falls within a triggering MSG PY.

The UAT cycle will be open from April 8th – April 15th 2026. This provides you with 6 working days to complete the review. Your participation is appreciated.

UAT Release 19 – Cycle 2 Expectations & Homework

Homework Areas - For this week, your UAT tasks will focus on the following key area listed below. More information on these areas can be found in the next section of this document.

- Overview Page – MSG action item appears and clears
- Auto-add MSG – Attained Secondary School Diploma from credential entry
- Add Credential button on the Attained Secondary School Diploma modal
- Updated MSG record fields (Program Year, Source, Associated Credential, Comments carry-over)
- Overview Page- MSG action item clears when MSG is recorded

Due Date

Please complete your testing in these areas and submit your feedback by **End of Day on April 15th**.

Access to UAT Environment

To access the UAT environment in your browser, follow the link provided here.

<https://testapps.illinoisworknet.com/iwdst-Preview>

Reporting Issues

Please document any issues, bugs, or enhancement requests you identify in our shared notebook - [UAT Notebook Link](#). (Note – the notebook is also linked on the IWDS Transition Project Resources Page linked here: [IWDST Full Resources](#). The main purpose of using a shared notebook is for collaboration between members of the UAT team and the business analysts. This will cut down on duplicate issues being reported.

- **When logging your entries:**
 - You should document this information as you are completing your UAT work.
 - The top section in the notebook is labeled Example Issue Reporting. Please refer to that page to get an idea of how you can report an issue.
 - In the notebook you will find a section labeled Test Customers with all available test customers. Use a customer from that table for your testing. Testers can share

customers. Once a service has been added to trigger MSG, multiple testers can add MSGs from the same customer without causing errors.

- In the notebook you will also find a section labeled MSG where you should document your feedback.
 - Be concise but detailed.
 - If multiple issues arise in one area, log each one separately for clarity.
 - Please provide the name of the customer you are using when you log an issue so we can easily go in and take a look at what is going on to troubleshoot.
 - **Log the URL of the page where you ran into an issue.**
- If you have issues accessing the OneNote notebook- Please contact one of the business analysts (BA) on the team. The business analysts are:
 - Andi Grabemeyer – Andi.Grabemeyer@siu.edu
 - Kelly Trimble – Kelly.trimble@siu.edu
 - Olivia Miller - olivia.miller@siu.edu
 - Lynette Tritz - lynette.tritz@siu.edu
 - Al Menke – al.menke@siu.edu

Expectations for UAT

As you test these areas, please keep in mind the following best practices:

- **Test Thoroughly:** Ensure that you navigate through all functions and features within these areas. Pay attention to any discrepancies between expected and actual results.
- **Detail-Oriented:** When reporting issues, provide as much context as possible, including:
 - Steps to reproduce the issue
 - Screenshots or recordings, if possible
 - Browser or device used during testing
 - Expected vs. actual outcomes
- **Feedback Categories:**
 - **Bugs** - When the system does not perform as expected, and the system is not performing according to the requirements, then a bug will be reported, tracked, fixed, and retested.

- **Issues** - If the system is performing according to the requirements, but the user feels that the requirement was not captured correctly or now the user feels like the requirement is just not working as expected, then this is recorded as an issue. Issues are tracked and prioritized for change.
- **Enhancements**- Once we are in UAT and the users recognize an area that could be improved, then this will be also logged as an issue and tagged as an enhancement.

Best Practices for Effective UAT

- **Think like the end user:** Approach your testing from the perspective of someone unfamiliar with the system. This will help you identify usability issues and areas for improvement.
- **Be specific and thorough:** The more specific your feedback, the easier it will be to address. Include specific steps, expected outcomes, and actual results.
- **Provide context:** Always give context for your feedback. For instance, explain why an enhancement would improve the user experience or system performance.

By following these guidelines and providing detailed feedback, you're helping to ensure the final product meets user expectations and performs as intended.

Overview of MSG

A Measurable Skill Gain (MSG) is a federal WIOA performance indicator that tracks whether participants are making demonstrable progress during their enrollment in education or training programs. IWDS 2.0 supports eight MSG types broken up into six MSG categories. Two are added automatically by the system; six require manual entry by the career planner.

Instruction Guide for MSG – Quick Start Guide with Screenshots

Click Here > [Instruction Quick Start Guide for Adding and Editing MSG](#)

UAT Test Customers

Test customers are listed in the **UAT notebook** and are already built out with:

- Prescreening
- Application
- Career plan (Goals, Objectives)
- At least one MSG triggering service

Where the MSG Live

MSG records live in the **Outcomes** section of the customer case management tools. Only customers who have completed an application will have access to the case management tools.

To access the customers Outcome Section, you will:

1. Pick a customer from the UAT notebook to ensure you are navigating to one that is set up for testing (*Note - migrated and seeded customers are not ready to be used for testing*).
2. From the IWDS 2.0 Customer List, Search and Select the customer
3. You will be directed to the customer's profile.
4. In the Program Summary section you will see they have an open application.
5. Click the Outcomes bar
6. Click the Go to Outcomes button in the top right
7. Select the Measurable Skill Gain tab
8. Outcomes Page – MSG Section

Note - When you first arrive, the MSG listing should show any previously recorded MSGs. If this is a fresh test customer, the list will be empty.

Triggering the MSG Component

When a participant triggers the MSG measure - either through a qualifying service added to their career plan or enrollment as an In-School Youth (ISY)—the system:

- Unlocks the MSG component
- Displays guidance indicating the participant is “on the hook” for an MSG
- Shows the Program Year(s) for which MSGs are required

UAT Focus

- Confirm the MSG section is visible and clearly organized.

- Confirm the Add MSG button or equivalent action is accessible based on status of triggering MSG.
- Confirm the column headers in the MSG listing are correct (MSG type, date attained, program year, source).

MSG Categories and Types

1. Educational Functioning Level (EFL)
 - a. This category includes three MSG types:
 - i. Option 1: Test Score-Based EFL Gain (Auto-added)
 1. Created automatically when a post-test reflects a full NRS level gain
 - ii. Option 2: Started College or Occupational Training (Manual entry)
 - iii. Option 3: Passed a Subtest on a High School Equivalency (HSE) Exam (Manual entry)
2. Attained Secondary School Diploma or Recognized Equivalent (Auto-added)
 - a. Created automatically when a credential of type High School Diploma or Equivalent is added
3. Secondary School Transcript or Report Card (Manual entry)
4. 4. Postsecondary Transcript or Report Card (Manual entry)
5. 5. Training Milestone and Progress Report (Manual entry)
 - a. Covers OJT and Registered Apprenticeship Program (RAP) milestones.
6. Skills Progression: Exams, Assessments, or Tests (Manual entry)

Manually Adding an MSG

Users can manually add an MSG once the customer has triggered the MSG measure and the MSG component is unlocked.

To add an MSG:

1. Select the Add MSG button in the Outcomes section.
2. Choose the appropriate MSG type using the radio button options.
3. Complete all required fields for the selected MSG type.

4. Save the record to add the MSG to the customer's outcomes.

Required fields vary by MSG type and ensure the system captures enough information to support WIOA reporting. The system will validate the date attained falls within a triggered MSG PY. Once saved, the MSG will appear in the MSG table and be associated to the applicable Program Year.

UAT Focus

- Manual MSG entry remains available only after the MSG measure is triggered
- The MSG component locking and instructional text behave as expected
- New UI elements (e.g., **Add Credential button**) function correctly

Auto-Add MSG: Attained Secondary School Diploma

When a career planner adds a credential of type "Highschool Diploma or equivalent" to the customer's Credentials section and the date attained falls within a program year the customer has triggered, the system automatically creates an Attained Secondary School Diploma or Recognized Equivalent MSG - no manual MSG entry required.

Verifying the Modal Button

1. In the Outcomes area, navigate to the MSG section.
2. Click on the button to add a new MSG.
3. Select "Attained Secondary School Diploma or Recognized Equivalent" as the MSG type.
4. Verify a button labeled "Add Credential" is visible.
5. Click "Add Credential" and confirm it navigates to the Credentials tab within Outcomes.

Adding the Credential

1. Navigate to Outcomes for the customer.
2. Find the Credentials section and select Add Credential.
3. In the credential modal, set Type of Credential to "Secondary School Diploma or Recognized Equivalent".
4. Enter a Date Attained that falls within the current program year
5. Complete any other required fields and click Save and exit.

UAT Focus

- Confirm the TODO placeholder text has been removed from this section of the modal and replaced with the Add Credential button.
- A pop-up notification should appear confirming the credential also qualified as an MSG and was automatically added.
- Navigate to the MSG section.
- An Attained Secondary School Diploma MSG record should appear with the correct date attained, and the correct program year.
- Confirm the button navigates correctly.

Auto-Add MSG: Attained EFL

When a career planner adds an Educational Function Level gain that crosses an of type "Highschool Diploma or equivalent" to the customer's Credentials section and the date attained falls within a program year the customer has triggered, the system automatically creates an Attained Secondary School Diploma or Recognized Equivalent MSG - no manual MSG entry required.

To test other score numbers which cross NRS lines, use the [Crosswalk Homework_TABE CASAS BEST.pdf](#) document for reference.

Adding the EFL

6. Navigate to Outcomes for the customer.
7. Find the Assessments section and select Add a TABE (math or reading) score of 465.
8. Enter a Date Attained that falls within the current program year but prior to today.
9. Complete any other required fields and click Save and exit.
10. Add another TABE (same type as before) score of 520.
11. Enter a Date Attained as today.

UAT Focus

- A pop-up notification should appear confirming the EFL MSG and was automatically added.
- Navigate to the MSG section.

- An EFL MSG record should appear with the correct date attained, and the correct program year.

Active Mismatch Error Pop-up = Expected Behavior, Not a Bug

During testing you may see an 'active mismatch' error at the top of the assessment page. This is a known issue and is not a bug to report. The system reads assessment results before submission is complete, which causes it to throw validation errors before you have moved to the next step. Laura Menke is aware of this from earlier UAT sessions. Simply continue with your submission and the error will be resolved. Do not log this as a bug in the notebook.