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## REVISION HISTORY

<b>Date</b>	<b>Version</b>	<b>By</b>	<b>Description of Change</b>
14 Jan 2014	0.01	Ha Tran	Initial version

## 1. Daily Tasks

### 1.1. Daily Assignment

- It shows detail assignment in a specific date for users.
- User needs to have the permission “*view\_daily\_assignment*” or “*manage\_daily\_assignment*” to access this feature.
  - o “*view\_daily\_assignment*” permission: allows user to view daily assignment only.
  - o “*manage\_daily\_assignment*” permission: allows user to view daily assignment and edit daily assignment for his team(s).
- Viewing daily assignment:
  - o User will select filters (Assign date & Team) and click on Refresh button to view assignmen. By default, the filters are current date and current team of the user.
  - o An assignment will include information below:
    - Member: members in the selected team.
    - Team: team name.
    - Task(s) contains:
      - Task name.
      - Assign? → Yes/No (while Yes means you are assigned to this task).
      - Time (depends on specific task): duration of time you are assigned to do this task.
      - Quantity (depends on specific task): quatity of work you are asigned in the task.

The assignment template is defined by PM.

## Daily assignment

DTVUS Home > Daily assignment

Assign date:

2014-01-15

Team

R&D



Refresh

No.	Member	Team	Bug finding		Test case execution		NEL/DBS/Special/R&D		Assign Others
			Assign?	Time	Assign?	Time	Assign?	Time	Assign?
1	Cuc Do Thi Kim	R&D	No	0	No	0	Yes	7	No
2	Cuong Tran Van	R&D	No	0	No	0	Yes	7	No
3	Ha Tran Hong	R&D	No	0	No	0	Yes	7	No

### - Editing daily assignment:

- User will select a date and team to view detail assignment of members in the team.
- “Mass assignment”: help user to update assignment for all members quickly by checking/unchecking on each task with an appropriate value.
- User can also edit assignment on each task for specific members in the left panel, with some notes:
  - Total assigned time  $\leq 8$ .
  - In case a member is changed to support another team, user can update team info for this member in “Team” column. But after user confirms his update, this member will belong to new team and he can not get this member back to his team by himself, only the leader of the new team can do it.
  - A member will be noted as a resource of only one team per day.
- After updating, click on “Update assignment” button to save the edition.

# Edit daily assignment Assign users to teams, assign time for project tasks

DTVUS Home > Daily Assignment > Edit Assignment

### SELECT ASSIGN DATE

2014-01-15

View

### SELECT TEAM

R&D

Select

### MASS ASSIGNMENT

Bug finding

time

Test case execution

time

NEL/DBS/Special/R&D

time

Assign Others

#	Member	Team	Bug finding		Test case execution		NEL/DBS/Special/R&D	
			Assign?	Time	Assign?	Time	Assign?	Time
1	Cuc Do Thi Kim	R&D	<input type="checkbox"/>	0	<input type="checkbox"/>	0	<input checked="" type="checkbox"/>	7
2	Cuong Tran Van	R&D	<input type="checkbox"/>	0	<input type="checkbox"/>	0	<input checked="" type="checkbox"/>	7
3	Ha Tran Hong	R&D	<input type="checkbox"/>	0	<input type="checkbox"/>	0	<input checked="" type="checkbox"/>	7

Update assignment

**Note:** if daily assignment is not available for the selected date, it will be created by **PM** with two options:

- + Copy from the previous daily assignment, or.
- + Create new daily assignment.

# Daily assignment

DTVUS Home > Daily assignment

## Assignment not ready

Assignment for selected date **2014-01-31** is not available!  
You can choose to create a new assignment, or view existing assignment from another date.

### Create new assignment

Create assignment for

Create method

Default values

Copy assignment from

 Create assignment

### View existing assignment

Assign date

- Daily assignment data will be an input for daily performance. For example, daily effort will be calculated based on daily assignment and daily report, if a task is assigned → effort of this task in daily report will be counted.

## 1.2. *Daily Report*

- In daily report, user will report what he has done during the working day.
- User needs to have “*do\_daily\_report*” permission to access this feature.
- To update daily report:
  - o Select “Edit Daily Report” button.
  - o Select correct tasks and input corresponding values for the tasks.
    - If user is assigned to do “Test execution” task (with keyword “TEST” defined by **PM**), system will automatically query and calculate test execution time of user during the day and display in “Detail test execution” area. This result is based on the test cases’ estimation in the project.  
→ However, user still need to add a session for “Test execution” in his report to input the real time he has spent for this task.  
By comparing the automatically calculated time and reported time, manager can make an appropriate action: e.g. adjust the TC estimation or give more training for user, etc.
  - o Check the checkbox “Confirm your report data and device status before submitting”.
  - o Click on “Update report” button to save daily report.
- Daily report data will be an input for daily performance.

Timesheet

Start time: 2014-01-15 09:08:51

Current time: 2014-01-15 16:19:44

Official working time: 06 :

Detail test execution

Total estimated time

4

▶ Get executed time

#	Test plan	Test name	Result
1	Ironman v1b2116-18 34P_44P (FR)	T234-08: Scenario 8	Passed
2	Ironman v1b2116-18 34P_44P (FR)	T234-09: Scenario 9	Passed
3	Ironman v1b2116-18 34P_44P (FR)	T234-10: Scenario 10	Passed
4	Ironman v1b2116-18 34P_44P (FR)	T234-11: Scenario 11	Passed
<b>Total (hr)</b>			

Hard tasks

Test execution

No.	Task name	Time spent	Quantity	Task details
1	Test execution <i>Total time spent for executing test cases run during the reported day</i>	4	0	

Soft tasks

Join meeting

No.	Task name	Time spent	Quantity	Task details
1	Join meeting <i>Time spent for joining team meetings</i>	1	0	Team meeting

Support tasks

Setup test environment

No.	Support task name	Supported user	Time spent	Support detail
1	Setup test environment	Hieu Nguyen Diep Minh	3	Setup network



### 1.3. **Generate Report Link**

- In case a member did not do daily report or needs to update a daily report for a passed by day, this feature is used to generate a link for this member to update his daily report for that day.
- User needs "*generate\_report\_link*" permission to access this feature.
- To generate a report link, user will:
  - o Select "Report for date": it is the date a member needs to do daily report again.
  - o Select "Expired date": the link will be expired after this date.
  - o Select "Member" → click on "Add user" button.
  - o Select item(s) in generated list and click on "Delete selected items" → selected item(s) will be removed from the list.
  - o Click on "Generate links" button → report link(s) will be generated for selected member(s).
  - o Click on "Send email" → report link(s) will be sent to selected member(s).

# Regenerate daily report link

DTVUS Home > Generate daily report link

Report for date:

Expired date

Member list

+ Add user
✓ Add all

✕ Delete selected items
▶ Generate links
✉ Send email

	Member name	Report date	Expired date	Link
<input type="checkbox"/>	Cuc Do Thi Kim	2014-01-13	2014-01-15	<a href="http://172.19.7.30/pmt/daily_report/redo_report/.ySd6zFE0HhdfAyrk5wRbCl">http://172.19.7.30/pmt/daily_report/redo_report/.ySd6zFE0HhdfAyrk5wRbCl</a>
<input type="checkbox"/>	Anh Truong Nhat	2014-01-13	2014-01-15	<a href="http://172.19.7.30/pmt/daily_report/redo_report/4nZsYA1pYjnHYUNp0XnCpv">http://172.19.7.30/pmt/daily_report/redo_report/4nZsYA1pYjnHYUNp0XnCpv</a>

## 1.4. Test Execution

- Currently, Test Execution is applied for the projects which have Testlink as test execution tracking tool (e.g. DTVUS and DTVLA). **For the others, system will support new feature/module to manage test execution manually/from files/etc???**
- In this feature, we have some tabs on the main view: Plan Status, Detail Assignment, View by Category, Sync Status, Manage Test Plans, Manage Assignment, Manage Test Case, Report, Manage Test Estimation.
- Number of displayed tabs will be based on user permission:
  - o "view\_test\_assignment" permission: allows user to access the tabs below:
    - Plan Status

- Detail Assignment
- View by Category
- Sync Status: view sync status of the test plans only.
- “*manage\_test\_assignment*” permission: allows user to access all the tabs.
- **Plan Status:** show the summary status of a specific test plan in a team with the following info:  
(User will select a team, then select a test plan of that team to view status)
  - *Member*: all members who are assigned to execute the test plan.
  - *Total TC*: total number of test cases (TCs) assigned to the member.
  - *Total time*: total estimation time of the assigned TCs.
  - *Today required*: time duration assigned for user to do test execution in daily assignment.
  - *TC run today*: number of TCs which are executed today.
  - *Today effort*: total estimation time of TCs which are executed today.
  - *TC remain*: number of remain assigned TCs.
  - *Remain time*: total estimation time of remained TCs.
  - *% effort today*: percentage of “Today effort”/”Today required” in this test plan.
  - *% done total*: percentage of TCs done compared to total of assigned TCs.
  - *Note*.

Team:  Test plan:

No	Member	Total TC	Total time	Today required	TC run today	Today effort	TC remain	Remain time	% effort today	% done total	Note
1	Dung Tran Thi My	41	41.33	4	3	4.00	33	31.67	100.00%	23	
2	Hung Manh Trinh	17	10.33	4			9	3.17		69.35%	
3	Duy Xuan Doan	53	15.45	4			52	15.45			
4	Duyen Ho Thi My	24	10.50	4	5	3.75	7	4.50	93.75%	57.14%	
5	Dung Ho Hoang	45	14.38	4	9	4.42	22	4.80	110.42%	66.63%	v1b2105_VerMdi_Cdicomm
6	Thuy Le Thi Thu	52	12.12	4	11	4.00	20	5.08	100.00%	58.05%	
7	Lam Nguyen Thanh	42	12.15	0			42	12.15			Training for new members.
8	Thuy Nguyen Thi Thu	54	19.43	4	9	3.00	42	15.43	75.00%	20	

- **Detail Assignment:** show the detail information of all TCs in a specific test plan with following info:
  - (User will select a team, then select a test plan of that team from Plan Status tab.
  - User can change the view by applying different filters, i.e TC type, Executable, Assignee, Test result, Run by)
    - o Test name: name of TC.
    - o Executable:
      - need\_help: TC can not be executed at GCS site.
      - yes: TC is executable.
      - no: TC can not be executed at any sites.
    - o Estimated: estimation time (based on platform count of the test plan, this value will be the corresponding estimation time of the TC).
    - o Result.
    - o TC type: type of TCs. It's useful for filtering TCs when assigning and executing. (TC types list will be defined by PM)

- Bug ID: attached bug ID when a TC is failed.
- Assignee: local assignee.
- Ext. Assignee: assignee on Testlink.
- Run by: executor.
- Run date: execute date.
- Note.

Project: **HD Graphics**  
 Testplan: **v1b2019-2020 FR (HR22T\_HR24T)**

TC type: -- Any --  
 Executable: -- Any --  
 Assignee: -- Any --  
 Test result: -- Any --  
 Run d: --

No	Test name	Executable	Estimated	Result	TC Type	Bug ID	Assignee	Ext. Assignee	Run by	Run d
<b>Hx2x/A3 DVR/ T167.2 - Digital SWM: Repeat Guided Setup / Live</b>										
1	T167.2-01: DSWM - IV:Repeat Satellite Setup /DSWM13/Single Tuner (Hx2X boxes only)	need_help	0	Not Run				unassigned		0000-0
2	T167.2-02: DSWM - IV:Repeat Satellite Setup /SWM not detected	need_help	0	Not Run				unassigned		0000-0
3	T167.2-03: DSWM - IV:Repeat Satellite Setup / Signal Strength	need_help	0	Not Run				unassigned		0000-0
4	T167.2-04: DSWM - IV:Repeat Satellite Setup /DSWM13	need_help	0	Not Run				unassigned		0000-0
<b>T01 - Live TV - Tuning</b>										
5	T01-05: Continuous ATSC tuning	yes	25	Not Run			duyxd	gcs_than		0000-0
<b>T02 - Live TV - Parental Controls</b>										
6	T02-05: While in the Temporary Unlock state, attempt to unlock the STB completely or extend the temporary unlock.	yes	5	Not Run			duyxd	gcs_than		0000-0

- **View by Category:** show the categories assignment of a specific test plan in a team with the following info:  
 (User will select a team, then select a test plan of that team from Plan Status tab.  
 User can filter Assignee to see which categories assigned to himself.)
  - o **Test category:** test category name.
  - o **No. of TC:** number of TCs in the category.

- *Total time*: total estimation time of the category.
- *NR time*: total estimation time of Not-Run TCs in the category.
- *Assigned to*: assignee of the category.
- *Type*: test case type of the category.
- *Note*.

Plan Status    Detail Assignment    **View by Category**    Sync Status    Manage Test Plans    Manage Assignment    Manage Test Case    Report    Manage

Project: **HD Graphics** Assignee:   
 Testplan: **v1b2019-2020 FR (HR22T\_HR24T)**  
 Last update: 2014-01-17 09:10:32

No	Test category	No. of TC	Total time	NR time	Assigned to
1	T111.2- Adult / MA	15	630	630	thuantp
2	T111.4- Adult / MA	12	379	379	thuantp
3	T111.1- Adult / MA	5	160	160	thuantp
4	T111.5- Adult / MA	9	305	305	thuantp
5	T111.3- Adult / MA	12	360	360	
6	T111.7 - Adult / MA: Hiding Posters and Metadata	3	120	120	
7	T96.18 - [MRV] Adult / MA	5	220	220	
8	T14 - PPV - PIP Acquisition	12	380	380	

- **Sync Status**: show the sync status of active test plans in the project with the following info:
  - *Test project*: test project in Testlink.
  - *Test plan name*.
  - *Last status message*: sync status.
  - *Last sync*: time of the last sync.
  - *Action*: click on Download icon to sync a test plan (this column is displayed if user who has “*manage\_test\_assignment*” permission).

## Test plans sync status

ID	Test project	Test plan name	Last status message
2516	Hospitality	v1b1403_h259-260 FR (HR24T_HR24S)	
2689	HD Graphics	[ H2x FR Master ]	success
2691	HD Graphics	[ HR2x FR Master ]	success
2690	HD Graphics	[ HR2x QT Master ]	success
2648	HMC HD Graphics	34P_44P up-ipt4a 011514 (PI)	success
1452	HMC HD Graphics	Goliath v1b1943 34P_44H (QT)	
2556	HMC HD Graphics	Hulk v1b2018-21 34P_44S (FR)	

- **Manage Test Plans:** show the test plans list in a team of the project with the following info:

(User needs "*manage\_test\_assignment*" permission to access this page)

- o **Test plan name:** test plan name – need to be exactly the same as test plan name on Testlink (otherwise, it's unable to sync test plan later).
- o **Project:** test project in Testlink.
- o **Test type:** test type of the test plan (defined by PM).
- o **Platforms:** platforms executed in the test plan.
- o **#:** number of platforms (this number will determine which estimation column of belonging TCs will be displayed in Detail Assignment/Manage Test Cases tabs).
- o **Build:** execution build.
- o **Last update:** time of last update.
- o **Last sync:** time of sync.
- o **Active:** status of the test plan, user can activate/deactivate a test plan.
- o **Note.**
- o **Action (edit/delete):** edit/delete test plan.
- o **Note:** Once a test plan is deleted, no way to restore it.



Team:

No	Test plan name	Project	Test type	Platforms	#	Build	Last update
1	[ HR2x FR Master ]	HD Graphics	FR	[ HR2x FR Master ]	2	[ HR2x FR Master ]	14:25
2	[ HR2x QT Master ]	HD Graphics	QT	[ HR2x QT Master ]	2	[ HR2x QT Master ]	14:03
3	[ H2x FR Master ]	HD Graphics	FR	[ H2x FR Master ]	2	[ H2x FR Master ]	13:54
4	v1b2019-2020 FR (HR22T_HR24T)	HD Graphics	FR	HR22T_HR24T	2	v1b2020	2014-01-17 09:10
5	v1b2018-2020 QT (H24P_H25H)	HD Graphics	QT	H24P_H25H	2	v1b2020	2014-01-17 09:10
6	v1b2018-2020 FR (H21S_H24T)	HD Graphics	FR	H21S_H24T	2	v1b2020	2014-01-17 09:10

- **Manage Assignment:** show the summary assignment on a test plan in a team with the following info:  
(User needs “*manage\_test\_assignment*” permission to access this page)
  - o Main actions: user can:
    - switch team and test plan by clicking on “Switch” button
    - collapse/expand the panels in this page to have a nicer view by clicking on “<”, “<<” or “>>” button
    - Test plan actions:
      - Reset status: reset test status (result, executor, exec time) or reset local assignee (for packs, categories and test cases). Usually, we use after creating a new test plan by cloning from an old one.
      - Sync test result: sync test result of the test plan from Testlink. Usually, we use this action after Reset Status of a test plan.  
(With this action, all TCs which have new result compare to the local TCs will have the execute date as current date  
→ Execute date will be incorrect in case a test plan has been executed for some days, and today it’s just been created and synchronized in the system)
      - Sync execution time: sync test status (result, executor, exec time) of a test plan. We use this action when updating execute date is necessary.  
(With this action, all updated TCs will have new test status [result, executor, exec time])

→ It means that execution effort for the old executor will updated too if old executor needs to do his daily report again for that day.

In case, he does not touch to his old daily report, nothing change in his old effort)

- Sync estimation time: sync estimation time for TCs from master TC estimation.
- Summary status with TC type of categories, with info:
  - *Test type*
  - *Total (TC, time)*: number of TCs and total estimation time of all TCs in test plan.
  - *Not run (TC, time)*: number of TCs and total estimation time for Not-Run TCs.
- Summary status with assignees, with info:
  - *Assignee*: all assigned in test plan.
  - *NR TC*: number of NR TCs.
  - *NR time*: total time for NR TCs.
  - *Local*: number of TCs with the same assignee on Testlink.
  - *Other*: number of TCs with different assignee on Testlink.
- *Pack distribution*: manage assignment with packs, user can:
  - Add a new pack → click on “+” (Plus) icon, then define pack info.
  - Edit a pack → click on a pack name.
  - Assign a pack to an assignee → select corresponding “Assignee” cell and select a user.
  - Assign single/multiple packs to an assignee → check on selected packs, then select “Assign to” [assignee] → click Assign button (at the end of the panel).
- *Test category distribution*: manage assignment with packs, user can:
  - Edit a category → click on a category name.
  - Update pack info of a category → click corresponding “Pack” cell and select a pack.
  - Assign a category to an assignee → select corresponding “Shared to” cell and select a user.
  - Assign single/multiple categories to an assignee → check on selected categories, then select “Assign selected categories to” [assignee] → click Assign button (at the end of the panel).



Test plan: **v1b2019-2020 FR (HR22T\_HR24T)** . Team: **Mainline**



Switch



Refresh

Package distribution <span style="color: orange;">+</span>				
<input type="checkbox"/>	Pack	Content	NR	Assignee
<input type="checkbox"/>	Block		0.00	unassigned
<input type="checkbox"/>	Need help		2.67	unassigned
<input type="checkbox"/>	Pack01	Adult	19.50	thuantp
<input type="checkbox"/>	Pack02	Adult	5.08	thuantp
<input type="checkbox"/>	Pack03	Adult; MRV	11.67	unassigned
<input type="checkbox"/>	Pack04	PPV	12.17	unassigned
<input type="checkbox"/>	Pack05	PPV	12.17	phungtkn
<input type="checkbox"/>	Pack06	PPV	1.00	dungttm
<input type="checkbox"/>	Pack07	PPV	0.00	unassigned
<input type="checkbox"/>	Pack08	VOD	24.00	unassigned
<input type="checkbox"/>	Pack09	VOD - TMS	13.00	unassigned
<input type="checkbox"/>	Pack09-01		0.00	unassigned
<input type="checkbox"/>	Pack09-02		0.00	unassigned
<input type="checkbox"/>	Pack09-03		0.00	unassigned
<input type="checkbox"/>	Pack09-04		0.00	unassigned
<input type="checkbox"/>	Pack10	VOD	12.33	unassigned
<input type="checkbox"/>	Pack11	VOD 1-Click	18.67	hongttt
<input type="checkbox"/>	Pack12	VOD - Adult Only	11.83	unassigned
<input type="checkbox"/>	Pack13	VOD	0.00	unassigned
<input type="checkbox"/>	Pack14	Full disk	5.17	dungttm

Test Type	Total		Not run	
	TC	Time	TC	Time
Adult	54	33.58	54	33.58
BIT	37	30.43	31	27.77
MRV	74	53.00	63	43.67
PPV	47	39.67	34	25.33
Uncategorized	999	411.27	766	309.35
VOD	83	62.33	82	61.33

No	Assignee	NR TC	NR time	Local	Other
1	unassigned	603	248.23	304	299
2	dunghh	22	4.80	22	0
3	dungttm	27	24.33	3	24
4	duyentmh	24	13.17	10	14
5	hieptd	28	9.63	28	0
6	hieudmn	19	9.17	18	1
7	hoahk	16	20.00	15	1
8	hoatnh	47	23.50	23	24
9	hongttt	19	18.67	0	19
10	lamnt	42	12.15	41	1
11	thoatu	53	22.63	32	21
12	thuantp	41	24.58	40	1
13	thuytll	54	18.78	48	6

[Plan Status](#)[Detail Assignment](#)[View by Category](#)[Sync Status](#)[Manage Test Plans](#)[Manage Assignment](#)[Manage Test Case](#)[Report](#)[Manage](#)

&gt;&gt;

Test plan: **v1b2019-2020 FR (HR22T\_HR24T)** . Team: **Mainline**[Switch](#)[Refresh](#)

#	Test category	Pack	# TC	Total time	NR time	Assignee	Shared to	Typ
1	Hx2x/A3 DVR/ T167.2 - Digital SWM: Repeat Guided Setup...	Need help	4	0		unassigned	unassigned	
2	T01 - Live TV - Tuning	Pack27	1	25	25	Duy	Duy	
3	T02 - Live TV - Parental Controls	Pack27	4	25	25	Duy	Duy	
4	T03 - Live TV - Guide	Pack27	5	35	35	Duy	Duy	
5	T04 - Live TV - Mini Guide	Pack27	4	20	20	Duy	Duy	
6	T05 - Live TV - Favorites	Pack27	8	77	67	Duy	Duy	
7	T06 - Live TV - Guide Info Screens	Pack26	4	375		HùngMT	HùngMT	
8	T07.1 - Smart Search	Pack15	6	139	139	unassigned	unassigned	
9	T07.2 - Unique Schedule Smart Search	Pack15	11	410	370	unassigned	unassigned	
10	T07.4 - YouTube	Pack24	11	330	300	thoatu	thoatu	
11	T07.7 - Pandora	Pack19	18	795	310	ytnn	ytnn	
12	T08 - Live TV - Alternate Audio	Pack26	1	10		HùngMT	HùngMT	

- Manage Test Case: same view as Detail Assignment tab, but user has more actions:
  - o Edit TC by clicking on TC name.
  - o Export: export the TCs list to excel file.
  - o Import from file: update TCs list with specific columns from an excel file with standard format.

Edit TC:

Plan Status    Detail Assignment    View by Category    Sync Status    Manage Test Plans    Manage Assignment    **Manage Test Case**    Report    Manage

Test plan: **v1b2019-2020 FR (HR22T\_HR24T)**  
 Team: **Mainline**  
 Platforms: N/A

TC type    Execu

-- Any --    -- A

No	Test name
<b>Hx2x/A3 DVR/ T167.2 - Digital SWM: Repeat Guided</b>	
1	T167.2-01: DSWM - IV:Repeat Satellite Setup /DSWM13/Single Tuner (Hx2X boxes only)
2	T167.2-02: DSWM - IV:Repeat Satellite Setup /SWM not detected
3	T167.2-03: DSWM - IV:Repeat Satellite Setup / Signal Strength
4	T167.2-04: DSWM - IV:Repeat Satellite Setup /DSWM13
<b>T01 - Live TV - Tuning</b>	
5	T01-05: Continuous ATSC tuning
<b>T02 - Live TV - Parental Controls</b>	
6	T02-05: While in the Temporary Unlock state, attempt to unlock the STB completely or extend the temporary unlock

### Edit test case ✕

Test name

Note

Estimated time 1

Estimated time 2

Estimated time 3

Estimated time 4

Executable

Type

Import from file:

# Sync test case from excel

DTVUS Home

## Data Columns and Rows (index starts from 1)

Data start row	<input type="text" value="2"/>
Test case column	<input type="text" value="2"/>
Estimation column	<input type="text" value="3"/>
Note column	<input type="text" value="5"/>
Test type column	<input type="text" value="8"/>
Concurrent column	<input type="text" value="13"/>

## Source data

Test plan to sync	<input type="text" value="v1b1403_h259-260 FR (HR2"/>
Data file (.xls, .xlsx, .csv)	<input type="button" value="Choose File"/> No file chosen

### Warning:

- This function will override test plan data with info from excel t
- Incorrect data source file may corrupt your test plan data, us
- Data columns will be updated: executable, estimation, testc

- Report: manage report of all active test plans in the project. User can report for single or multiple test plans at the same time with steps:
  - o Check the reported test plans.
  - o Sync selected plans → click on “Sync selected plans”.
  - o Select a Report Template (defined by PM).
  - o Click on “View Report” button.

[Plan Status](#)[Detail Assignment](#)[View by Category](#)[Sync Status](#)[Manage Test Plans](#)[Manage Assignment](#)[Manage Test Case](#)[Report](#)[Manage t](#)

Test plan name	Project	Team	Platform	Tested build	L
<input type="checkbox"/> v1b1403_h259-260 FR (HR24T_HR24S)	Hospitality	Hospitality	HR24T_HR24S	v1b1403_h259-260	2
<input checked="" type="checkbox"/> 34P_44P up-ipt4a 011514 (PI)	HMC HD Graphics	HMC30	HR34P_HR44P	up-ipt4a	2
<input type="checkbox"/> Goliath v1b1943 34P_44H (QT)	HMC HD Graphics	HR2x	HR34P_HR44H	v1b1943	2
<input checked="" type="checkbox"/> Hulk v1b2018-21 34P_44S (FR)	HMC HD Graphics	HMC30	34P_44S	v1b2021	2
<input type="checkbox"/> Hulk v1b2021 34P_44S (QT)	HMC HD Graphics	HMC30	HR34P_HR44S	v1b2021	2
<input type="checkbox"/> Hulk v1b2021 44P_44H (QT)	HMC HD Graphics	HMC30	HR44P_HR44H	v1b2021	2
<input checked="" type="checkbox"/> Ironman v1b2116-20 34P_44P (FR)	HMC HD Graphics	HMC30	HR34P_HR44P	v1b2120	2

 v1b2103\_hdmi\_cec (HR21P\_HR21S)

HD Graphics

Mainline

HR21P\_HR21S

v1b2103\_hdmi\_cec

2

 v1b2103\_hdmi\_cec (HR24S\_HR24H)

HD Graphics

Mainline

HR24S\_HR24H

v1b2103\_hdmi\_cec

2

## Report template

[View Report](#)[Sync selected plans](#)

- Manage Test Estimation: manage master test estimation of a test case with steps:
  - o Select Testlink project.
  - o Input keyword for search TC name.
  - o Click OK
  - o Edit necessary TC.

HMC HD Graphics    Test case name: T03   

No.	Test case	Multiple	Est #1	Est #2	Est #3
1	T03-10: Enable/Disable One-Click Guide	✓	5	5	6
2	T03-01: Guide Grid appears		3	3	3
3	T03-03: Scroll/Page Up		3	3	3
4	T03-04: Scroll/Page down		3	3	3
5	T03-05: Scroll forward/backward		3	3	3
6	T03-06: Cursor on channel name		3	3	3
7	T03-07: Cursor on program title		3	3	3

### 1.5. Bug Adjustment

- Sometimes user needs to change some information of a bug manually & locally, such as reporter/ resolution/priority. This feature will help user to do that.
- User needs to have “*request\_bug\_adjustment*” permission to add a request for bug adjustment.
- A bug adjustment can be: reporter adjustment or resolution adjustment
  - o Reporter adjustment: requires info:
    - Bug ID
    - Current reporter: the reporter on bug tracking system.
    - Note

This request means to update bug reporter from “Current reporter” to “Requester”.



# Bug adjustment list

🏠 DTVLA Home > Issue adjustment list

Reporter adjustments

Resolution adjustments

No	Bug ID	Current reporter	Status	Request date	Requester	Approved by	Note
0	DTVLA-10028	Nguyen Nguyen Bao	Approved	2014-01-09	Nguyen Nguyen Bao	Hue Mach Dieu	Changed the reporter to Nguyen Bao Nguyen
1	DTVLA-10027	Trung To Hieu	Approved	2014-01-09	Trung To Hieu	Hue Mach Dieu	change reporter to TrungT
2	DTVLA-10016	Nguyen Nguyen Bao	Approved	2014-01-08	Nguyen Nguyen Bao	Hue Mach Dieu	Changed the reporter to Nguyen Bao Nguyen
3	SKYBH-3085	Trung To Hieu	Approved	2013-12-31	Trung To Hieu	Hue Mach Dieu	change reporter to TrungT

- Resolution adjustment (including priority update if needed): requires info:
  - Bug ID
  - Current resolution: the resolution on bug tracking system.
  - Against bug ID: a proof for the request.
  - Adjusted resolution
  - Adjusted priority (optional)
  - Note
- This request means to ask for updating bug resolution from "Current resolution" to "Adjusted resolution" (adjusted priority will be input if needed).

# Bug adjustment list

DTVLA Home > Issue adjustment list

Reporter adjustments

Resolution adjustments

No	Bug ID	Current resolution	Against bug ID	Adjusted resolution	Adjusted priority	Status	Request date	Requester	Approved by	
0	SKYMHMC-915	Invalid	It should be won't Fixed instead of Invalid	Won't Fix		Approved	2013-12-09	Son Bui Truong	Hue Mach Dieu	This is test case issue there is no notice about Software Download com Testlink.
1	DTVLA-5918	Invalid	It should be won't fixed instead of invalid	Cannot Reproduce		Approved	2013-12-02	Hai Nguyen Cong	Hue Mach Dieu	As Andy Chang comme on pa411 was installed head-end issue.
2	SKYMHMC-935	Invalid	SKYMHI-118	Won't Fix		Approved	2013-11-26	Nhi Nguyen Thi Yen	Hue Mach Dieu	Please help me resolve because It's invalid due

- To update status for an adjustment, user needs "*manage\_bug\_adjustment*" permission.
- Data in this feature will be an input when calculating finding bug performance for members.

## 1.6. Temporary Off

- Where user can submit his plan for being off temporarily in working time.
- User does not need any permission to add a new temporary off.

If user has "*leader*" or "*manager*" role, he can approve/disapprove a temporary off by clicking on the Status cell to invoke the approval form.

# Temporary Off

🏠 Demo Project Home

Select Team

Select Date

-- All --

2014-01-17

#	Name	Start Time	End Time	Reason of Temporary Off	Status	Confirmed By
1	Cuc Do Thi Kim	2014-01-17 11:00:00	2014-01-17 11:30:00	Out of the office for personal purpose	pending	waiting for confirm

## 1.7. Off Planning

- Where user can submit his plan for being off officially in working days.
- User needs "*manage\_off\_planning*" permission to access this feature.
- In this feature, user can:
  - o View the summary of off planning in project with calendar view.
    - Calendar has monthly view.
    - Calendar will shows the total number of each off type (AM, PM, Full) in corresponding cells.
    - When clicking on a cell, the off list of that date will be displayed on the left panel.
  - o View his own detail off plan list in a selected year.
  - o Add new plan.
  - o View off plan statistics in specific duration of time.
- Daily report data will be an input for monthly performance.

# Off planning view off plans list

DTVUS Home > Off plans

Detail list

Add plan

Statistics

## Off list on 2014-01-15

Thong Vu Minh	A	Approved
Chi Nguyen Thi Cam	F	Approved
Trang Thuy Le	F	Approved
Tuan Truong Quoc	F	Approved
Thao Nguyen Thi Hoang	F	Approved
Sim Pham Thi	F	Approved
Yen Su Thi Bach	F	Approved
Ngoc Vo Thi Minh	F	Approved
Cac Duong Ngoc Xuan	F	Approved

## January 2014

Sun	Mon	Tue	Wed	Thu	Fri
29	30	31	1	2	3
				Off in PM : 1 Off full day : 11	
5	6	7	8	9	10
	Off full day : 3	Off in PM : 1 Off full day : 4	Off in AM : 1 Off full day : 3	Off in AM : 2 Off in PM : 1 Off full day : 3	
12	13	14	15	16	17
	Off in AM : 1 Off full day : 4	Off full day : 6	Off in AM : 1 Off full day : 8	Off full day : 5	
19	20	21	22	23	24
	Off full day : 4	Off full day : 3	Off full day : 3	Off full day : 3	
26	27	28	29	30	31
	Off full day : 19	Off in PM : 1 Off full day : 28			

## **1.8. To-Do List**

- As its name, this is a personal To-Do list.
- It show all the To-Do items which are assigned to user or created/watched by user.
  - o User can view detail and update progress for these To-Do items.
- User can create a new To-Do item and assign to himself or other member(s).
- User can edit To-Do items created by himself.
- Do not need to have any permission to access this feature.

## **2. Device**

### **2.1. Manage my device**

- Pending List: Display all pending devices/accessories that are moving to or from user. User can:
  - o Accept transfer.
  - o Decline transfer.
  - o View quick info of pending device by click on its row (Accessory pending don't have this function).

## Device pending

#	Device Name	Date moving	From	To	M
1	Tablet Ipad 4 Apple	2014-01-09 10:53:50	cuongtv	dainq	te
2	STB HR44 Humax	2014-01-17 15:59:23	dainq	cuongtv	4
3	STB HR44 Pace	2014-01-17 16:05:52	dainq	cuongtv	
4	Network TL-R860 TP-Link	2014-01-17 16:06:01		cuongtv	

**GCS ID:** 1211-016  
**TS ID:** 08031002404  
**Serial:** 11269800175  
**network\_type:** Ethernet Router

## Accessory pending

#	Accessory Name	Quantity	Date mo	From	To	M
1	HDMI cable	1	2014-01-17 16:06:13	dainq	cuongtv	a
2	Serial Cable	1	2014-01-17 16:02:51	cuongtv	dainq	0

- My Device List: Display all user owner devices, group by device type. On each device, user can:
  - o Transfer Device: From Action menu, click link "Transfer" to transfer this device.
  - o View Device Info & Device transfer history: From Action menu, click link "Show Device History" to view device info & device transfer history.
  - o On the left navigation (Index), click on each type name to quick focus to its table.

Index:

PC
Tablet
Monitor
Network
Remote Control
DTV equipment
DTV NEL
STB
TV
Phone

1 Tablet device(s):

#	Brand	Model	GCS ID	TS ID
1	Apple	Ipad 4	0213-649	05017002041

1 Monitor device(s):

#	Brand	Model	GCS ID	TS ID	Serial
1	Dell	E2310Hc	0310-213	07015002337	CN-0D606R-

1 Network device(s):

#	Brand	Model	network_type	GCS ID	TS ID
1	TP-Link	TL-R860	Ethernet Router	0413-480	0803100-

2 Remote Control device(s):

#	Brand	Model	GCS ID	TS ID
1	Others	STB RC64R		09025002691
2	Others	STB RC65X		09025002752

- My Accessory List: Display all accessories with the number of accessory that are owned by user. User can:

- Transfer Accessory: click on Transfer icon then input the quantities of accessory that user want to move.

## 2.2. *Search for devices*

### - Search rules:

- Device Type field **must** be selected first.
- User **must** enter at least 1 more search field for performance reason. (This rule does not affect to IS\_SUPPORT users).
- Only search devices on current user's project. (With IS\_SUPPORT user, have 1 option to filter device by project).
- Item list of Device Model appears based on each of device type selected.
- "Custom Fields" (the designed field that use only for each device type) appears for more search criteria options.
- GCS-ID, TS-ID, Serial field: search exactly the keywords input.
- Custom fields: search approximately the keywords input.
- Search result is paginated with 25 items per page.
- The failed items are red highlight.
- Current owner device will be light-green marked in action button.



#	Type	Owner	Brand	Model	RID	CAM	boot_mode	GCS ID	TS ID	Serial
1	STB	tienmn	Humax	H25	036742654761	002516320120	cfe	0211-078	01001000180	D32BA0PP310230
2	STB	lamnt	Humax	H25	036742659141	002516320542	cfe	0211-074	01001000181	D32BA0PP31004
3	STB	yenhd	Humax	H25	036742659455	002516319825	cfe	0211-080	01001000182	D32BA0PP310152
4	STB	yenhd	Humax	H25	036742643475	002516319783	cfe	0211-076	01001000183	D32BA0PP310104
5	STB	tuaxp	Humax	H25	036742657152	002516318694	cfe	0211-081	01001000184	D32BA0PP310173
6	STB	trungtranle	Humax	H25	036742656980	002516334261	cfe	0211-075	01001000185	D32BA0PP310186
7	STB	tienmn	Humax	H25	036742659380	002516318819	cfe	0211-077	01001000186	D32BA0PP310100
8	STB	anhnt	Humax	H25	036742654985	002516335847	cfe	0211-079	01001000187	D32BA0PN310140
9	STB	tungmd	Humax	HR24	033051773043	002330365475	bsl	0210-052	01001000196	NT610103

- User Action on Search page:

- o Result Sort: click on each table header column to toggle sort data.
- o View full info of device: From Action button, click "Show device full info".
- o View Transfer history of device: From Action button, click "Show transfer history".
- o With current owned device, user can transfer this item directly from search page by click on "Transfer" link.
- o With IS\_SUPPORT users, have more 2 options:
  - Get back: get device back to my-own (if device is not current owned). Will have an email informs to related users and will be logged to transfer log with note: "Device was got back!".
  - Edit / Remove: to edit or remove device data.

- Export Data from search result: (only for IS\_SUPPORT)

Project: DTVUS | Device Type: Tablet | Owner: -- Any -- | Brand: Apple | Model: -- Any -- | GCS-ID: | TS-ID: |

#	Type	Owner	Brand	Model	GCS ID	TS ID	Serial
1	Tablet	cuongtv	Apple	Ipad 4	0213-649	05017002041	DMT...
2	Tablet	tunghv	Apple	Ipad 4	0113-310		
3	Tablet	tunghv	Apple	Ipad mini	0513-004		
4	Tablet	hath	Apple	Ipad 4	0213-644		
5	Tablet	tienmn	Apple	Ipad 4	0213-645		

Showing 1 to 5 of 5 entries

Opening Device\_List\_Export\_20140120\_1509.xlsx

You have chosen to open:

**Device\_List\_Export\_20140120\_1509.xlsx**  
which is: Microsoft Excel Worksheet (11.4 KB)  
from: http://localhost

What should Firefox do with this file?

Open with

DownThemAll!

dTa OneClick!

Save File

Do this automatically for files like this from now on.

OK

- o Take your search criterion, then click Export button to export the search result to excel file (.xlsx).

## 2.3. Transfer log

### All transfers pending:

#	Device Name	From	Date moving	
1	STB HR44 Humax	dainq	2014-01-17 15:59:23	c
2	STB HR44 Pace	dainq	2014-01-17 16:05:52	c
3	Network TL-R860 TP-Link	dainq	2014-01-17 16:06:01	c

### Transfer Logs:

From date:

To date:

#	Device Name	From User	Moving Date	To User
1	Tablet Ipad 4 Apple	cuongtv	2014-01-09 10:53:50	dainq
2	Tablet Ipad 4 Apple	tunghv	2014-01-02 14:39:52	cuongtv

Showing 1 to 2 of 2 entries

**GCS ID:** 0213-649  
**TS ID:** 05017002041  
**Serial:** DMTJF339F182

- All Transfer Pending:
  - o Show all current transfer pending of devices. Click on each rows to show quick info of device.
- Transfer Log:
  - o Default: show all transfer logs of current date.
  - o Change From Date / To Date to optional log data filter.
  - o Click on row to show quick info of each devices.
  - o Transfer log was pagination with 20 items per page.

## 2.4. Device options (only for IS\_SUPPORT)

- Device Type: to add/ edit/ remove a device type.

The screenshot shows a web interface with a navigation bar at the top containing five menu items: 'Device Type', 'Device Brand', 'Device Model', 'Device Custom Field', and 'Accessories'. The 'Device Type' menu item is highlighted with a red vertical line. Below the navigation bar is the 'Add Device Type' form, which includes two input fields: 'Type Name' and 'Background Color'. The 'Background Color' field has a hint text 'Example: #FFF999' below it. At the bottom of the form are two buttons: 'Save' (with a checkmark icon) and 'Cancel' (with a close icon). To the right of the form is a 'List of Device' table with 11 rows. The table has two columns: '#' and 'Type Name'. The rows contain the following data:

#	Type Name
1	STB
2	TV
3	PC
4	Phone
5	Tablet
6	Quad
7	Monitor
8	Network
9	Remote Co
10	DTV equip
11	DTV NEL

- o Type Name is unique.
  - o Background Color is defined here will impact to the bg-color display at My Device page.
  - o When Delete an item, will have an alert to inform. The related items of this type should be empty before removing type.
- Device Brand:

Device Type

Device Brand

Device Model

Device Custom Field

Accessories

## Add Device Brand

Brand Name

✓ Save

⊘ Cancel

## List of De

#	Brand
1	800
2	Acer
3	Apple
4	Asus
5	Buff
6	Cata
7	Cisco
8	Cob
9	D-Li
10	Dell

- Brand Name is unique.
  - A brand name can be used for more types. (ex: STB HR24 - Samsung, TV 32 inches – Samsung, Phone Galaxy Note 2 – Samsung, ..).
  - When Delete an item, will have an alert to inform. The related items of this brand should be empty before removing brand.
- Device Model:

### Add Device Model

Type

Model Name

### List of Device

#	Type
1	TV
2	TV
3	TV
4	TV
5	TV
6	TV
7	TV

- Device Model is separately designed for each of device types.
  - When Delete an item, will have an alert to inform. The related items of this model should be empty before removing model.
- Device Custom Field:

## Define Device Custom Fields

Type

Custom Field Name

Display in Table?

Search Hint

## List of Device Ty

#	Type
1	STB
2	STB
3	STB
4	STB
5	Network
6	DTV equipment
7	DTV NEL

- Device Custom is separately designed for each of device types.
- Custom field name **must have not** special characters. It's used for db column query. This name is unique.
- Display in Table: Check to enable this custom field is available in current project. Uncheck to disable.
- Search hint: Suggest the custom field values to use in search page.

- Accessories:

Device Type

Device Brand

Device Model

Device Custom Field

Accessories

## Add Accessory Item

Accessory Name

Quantity

Keeper

Note

✓ Save

⊘ Cancel

## List of Access

#	Accessory Name
1	Power extension
2	Gator CAM
3	Splitter 2_1
4	Splitter 4_1
5	Splitter 8_1
6	8way ultra wideba splitter with return
7	Luxo Cart
8	USB Ethernet
9	Cable KVM
10	Signal cable
11	Composite cable

- Add new accessory name: the accessory quantity will count to current user as default.
- Edit Accessory: only edit the accessory name, note.
- Add More Quantities: only input the quantity of selected accessory. The quantity number will be count for current user.
- Delete Accessory: will have a alert to inform. Besure before action.

### 2.5. Add devices (only for IS\_SUPPORT)

- Add Device: Field all required fields to add single devices.
- Import Devices: Click on Import button from Add Device page.



- Use correct template (download template file from link) for STB or Others remain devices.
- Fill enough info of device list to file then, browse the file then click Upload button to import data.
- With “Others device”, note to correct the “custom data” (if have) after importing the file.

Data file (Excel)

[Browse...](#)

No file selected.

[Upload](#)

**Note:**

- Upload data file in Microsoft Excel format (\*.xls), with data as below format:

**STB format (example):**

#	Model	Brand	RID	CAM	Boot Mode	NEL (for LA)
1	HR23	Pace	001122334455	000011112222	cfe	
2	SHR23	Pace	001122334455	000011112222	cfe	Mexico

**Others device format (example):**

#	Type	Model	Brand	GCS-ID	Customer-ID
1	TV	32 inches	Samsung	01140001	CID01234
2	Phone	Iphone 5S	Apple	01140001	CID01234

**Download Template File**

[Download STB Template](#)

## 2.6. Devices management

- Show all devices that owned by filtered user (on selected project).
- Have 3 list of STB device, Other devices (show for all device types, excluded STB), and Accessory list.
- Print page (only for IS\_SUPPORT): print the result page with printing format.

Project  Owner  [View Detail](#)

Devices was owned by: **Cuong Tran Van**

### STB List:

#	STB Name	TS-ID	GCS-ID	Serial	RID
1	HR21-Pace	01003004455	gcs-001	seri-0001	0123456789
2	HR24-Thompson	01005004456	gcs-002	seri-02020	1111111111
3	H25-Humax	01001004457	gcs-003	seri-003	123aaa5666sss

### Other Devices List:

#	Type	Device Name	TS-ID	GCS-ID	
1	PC	T3500-Dell	03015001930	1240	5
2	PC	MAC mini-Apple	03017004458	gcs-apple-001	s
3	Tablet	Ipad 4-Apple	05017002041	0213-649	DMT

## 2.7. Devices summary

- Summary the selected device type by platform (model name + brand name). Show total number, the number of working & the number of failed devices.

- User can filter on each project or filter from all project.

Project: DTVUS Device Type: Quad [View Summary](#)

### Quad Summary:

#	Platform	Total	Working
1	DVR - 43G - Others	129	127
2	DVR - HDMI - Others	55	54

### 2.8. Team summary

- Summary the selected device type by team.
- The filter is apply on whole project only.
- Filter display rules:
  - o Team name: Show the team is current “active” in project.
  - o Team member: ignore the team is “active” but the members of team is zero.
  - o Filter the selected device type by platform (model name + brand name) on each team. Show total quantity of platform.

Project

DTVUS

Device Type

Quad

 Count Device Team

## Quad Summary by Team:

#	Team	Platform
1	<b>HMC30</b>	DVR - 43G - Others
		DVR - HDMI - Others
2	<b>Management</b>	DVR - 43G - Others
3	<b>IS Support</b>	DVR - 43G - Others
4	<b>Training</b>	DVR - 43G - Others
5	<b>R&amp;D</b>	DVR - HDMI - Others
6	<b>Mainline</b>	DVR - 43G - Others
		DVR - HDMI - Others
7	<b>FCT</b>	DVR - 43G - Others
		DVR - HDMI - Others
8	<b>Cloud</b>	DVR - HDMI - Others
9	<b>Inactive ones</b>	DVR - 43G - Others

### 3. Contribution

#### 3.1. Share knowledge

- When accessing this page, it will list all the contributions in current project. User can:
  - o View contributions by searching a category or keyword.
  - o View detail of a contribution and add comment(s).
  - o Create a new contribution.
  - o Manage his own contribution???? (currently, no update/delete)
- User needs “*view\_contribution*” permission to access this feature.

#### 3.2. Suggestions

- When accessing this page, it will list all the suggestions in current project. User can:
  - o View detail of a contribution and add comment(s).
  - o Create a new suggestion.
  - o Manage his own suggestion, e.g update info/change status???? (currently, no update/delete)
- User needs “*view\_suggestion*” permission to access this feature.

#### 3.3. Extra points

- Sometimes members do extra works or work more than expected, they are deserved to have extra points for their tasks. This feature will help to manage the extra points.
- When accessing this page, it will list all the extra points of project in a specific duration of time (by default, time duration is current report session).
- User needs “*view\_extra\_point*” or “*manage\_extra\_point*” permission to access this feature.
  - o “*view\_extra\_point*” permission: allows user to view the extra points list.
  - o “*manage\_extra\_point*” permission: allows user to view the extra points list and add/edit/delete an extra point.
- Extra points will be an input for monthly performance.

# Manage extra points

DTVLA Home

Add extra point

User All

Report session January-2014

Start date 2013-10-01

End date 2014-01-22

Ok

No	Task	User	Submitted date	Value	Submitter	Note
1	R&D Task	Thach Tran Quang	2013-10-21	1.5	Hue Mach Dieu	Web assignme
2	Conduct Training	Thach Tran Quang	2013-10-21	1.5	Hue Mach Dieu	Training for Loc
3	Conduct Training	Anh Tran Thi Quynh	2013-10-21	1.5	Hue Mach Dieu	Training for Loc

## 4. Training

### 4.1. Skill Metrics

### 4.2. Domain Knowledge

- Domain Knowledge will show how many domain knowledge items in the project that members are qualified. There are 2 lists:
  - o List by users: show list of members with number of qualified/unqualified items of each one.
  - o List by items: show list of domain knowledge items with number of qualified/unqualified members of each one.
- List of domain knowledge items is defined by PM.
- User needs “*view\_domain\_knowledge*” permission to access this feature.
- User can update his qualification by clicking on “Update my qualification” button on the main view.
- Domain Knowledge output will be an input for monthly performance.

# Domain knowledge list

🏠 DTVUS Home > Domain knowledge > Item list

 Update my qualification

List by users

List by items

No	Member name	Qualified	Not qualified
1	An Huynh Truong	53	11
2	Anh Truong Nhat	52	12
3	Cac Duong Ngoc Xuan	49	15



# Update qualification

🏠 DTVUS Home > Domain knowledge > Qualify

## NOTE

- Each member in the project is required to acquire certain amount of **domain knowledge** for daily work (test execution, bug finding, support others).
- The **qualified/not qualified** is **self-rated by each member** when he is confident that he has understood the feature well enough.
- If you have **acquired the project knowledge items**, select them and click **✓ I'm qualified** to move them to the "Qualified" list.
- List of qualified items may be reviewed by PM, and will be used for yearly performance rating

## Not qualified items (64)

No	Domain knowledge item
<input type="checkbox"/>	3D
<input type="checkbox"/>	Addressable Ads
<input type="checkbox"/>	Adult Content
<input type="checkbox"/>	ATSC
<input type="checkbox"/>	Audio
<input type="checkbox"/>	BIST

## Qualified items (0)

No	Domain knowledge item
----	-----------------------

## 5. Statistics

### 5.1. Personal report

- It shows all timesheets and brief daily reports of user's working days in a specific report session.
- Statistics template is defined by PM.
- User needs "*view\_statistics*" permission to access this page.

# User statistics

DTVUS Home > User statistics

User: Cuc Do Thi Kim



Report session: 2014-Jan



View report

#	Date	Assigned team	Start time	End time	Working time	Hard tasks	Soft tasks	Support t
1	2013-12-19	R&D	09:40	18:35	07:55	7	1	-
2	2013-12-20	Steam	10:08	19:23	08:15	7	1	-
3	2013-12-23	R&D	09:36	18:50	08:13	5	3	-
4	2013-12-24	R&D	10:00	16:52	05:52	5	1	-
5	2013-12-26	R&D	-	-	-	-	-	-
6	2013-12-27	R&D	-	-	-	-	-	-
7	2013-12-30	R&D	09:35	18:10	07:34	7	1	-
8	2013-12-31	R&D	09:19	16:35	06:16	6	1	-
9	2014-01-02	R&D	09:03	17:43	07:39	7	1	-
10	2014-01-06	R&D	09:04	18:11	08:06	7	1	-
11	2014-01-07	R&D	-	-	-	-	-	-
12	2014-01-08	R&D	09:43	18:12	07:29	7	0.5	-
13	2014-01-09	R&D	09:32	18:33	08:01	7	1	-
14	2014-01-10	R&D	09:42	17:34	06:51	7	-	-
15	2014-01-13	R&D	09:22	18:51	08:28	7	1	-
16	2014-01-14	R&D	09:31	18:10	07:38	7	1	-
17	2014-01-15	R&D	09:27	17:49	07:22	7	1	-
18	2014-01-16	R&D	09:18	17:59	07:41	7	1	-
19	2014-01-17	R&D	09:31	09:41	00:10	-	-	-

## Bug list

## 5.2. Daily timesheet

- It shows the timesheet and brief daily report of all project members in a specific day.
- The table is sortable.
- Statistics template is defined by PM.
- User needs “*view\_statistics*” permission to access this page.

# Daily timesheet

🏠 DTVUS Home

Target date:

2014-01-16

✔ Submit

No.	Full name	Team	Start time	End time	Working duration	Hard tasks	Soft tasks	Supp
1	An Huynh Truong	Mainline	08:54	18:28	08:33	7.5	1	
2	Anh Truong Nhat	Steam	08:18	17:02	07:43	7		
3	Cac Duong Ngoc Xuan	HMC30	-	-	-	-	-	
4	Chau Duong Hai	FCT	08:20	17:56	08:35	8		

## 5.3. Daily Performance

- It shows performance of all project members in a specific day.
- The table is sortable.
- Statistics template is defined by PM.
- User needs “*view\_statistics*” permission to access this page.

# Daily performance

DTVUS Home > Statistics > Daily Performance

Report template:  Report date:  [View report](#)

No	User name	Test execution				
		Assigned	Executed Time (Est)	Executed time (Report)	Complete %	Point
1	Anh Truong Nhat	3.00	2.95	3.00	98.33	4.61
2	An Huynh Truong	7.00	8.33	7.50	110.00	12.03
3	Cac Duong Ngoc Xuan	4.00	4.50	4.50	110.00	6.88
4	Chau Duong Hai	-	-	-		

## 5.4. Monthly Performance

- It shows performance of all project members in a specific report session.
- The tables are sortable.
- Statistics templates are defined by PM.
- User needs "view\_statistics" permission to access this page.

# Monthly statistics

DTVUS Home > Statistics > Monthly statistics

Report template:

Report session:

[View report](#)

## Hard point statistics

No	User name	Test case execution				Special Tasks		Bug finding			
		Assigned time	Executed time	Test completion	Test points	Special points	Assigned special time	Assigned adhoc time	Create point	Close point	Bug point
1	Anh Truong Nhat	43.00	34.25	79.55	53.16	65.31	38.00	41.50	51.62		51.62
2	An Huynh Truong	70.00	66.11	92.59	100.30	32.66	19.00	22.00	80.16		80.16
3	Cac Duong Ngoc Xuan	45.00	46.80	103.03	72.77	6.88	4.00	23.00	14.00		14.00

# Monthly statistics

DTVUS Home > Statistics > Monthly statistics

Report template: Individual Performance Report session: 2014-Jan (12-19 to 01-20) [View report](#)

## Individual Performance

Monthly individual performance report for DTV-US

No	User name	Staff Level	Off days	Baseline	Working days	Max Adhoc time/bug	Assigned adhoc time	Carried adhoc time	Performance points	Ne
1	Anh Truong Nhat	Engineer	2.50	129.00	16.50	28.33	41.50		204.11	
2	An Huynh Truong	Engineer	1.00	129.00	18.00	26.92	22.00		219.19	
3	Cac Duong Ngoc Xuan	Engineer	8.50	129.00	10.50	30.76	23.00		112.37	

### 5.5. Yearly Performance

- It shows performance of all project members in a specific year.
- The table is sortable.
- Statistics template is defined by PM.
- User needs “*view\_statistics*” permission to access this page.

### 5.6. Bug data

- It shows performance of all project members in a specific report session.
- User needs “*view\_bug*” or “*manage\_bug*” permission to access this page.
  - o “*view\_bug*”: with this permission, user can:
    - View the bug list with filters.
    - Export the bug list.
  - o “*manage\_bug*”: allows user to do some actions below:

- View the bug list with filters.
  - Export the bug list.
  - Edit/delete a bug.
  - Add a new bug manually.
  - Import bugs from file with standard fields defined in the picture.
- Statistics template is defined by PM.

View bug list: (icons and buttons in blue rectangles are displayed when user has “*manage\_bug*” permission)

## Bug tracking list

DTVUS Home > Bug tracking

Year: 2014 Report Session: 2014-Jan User: --All users-- Filter Export

#	Issue ID	Reporter	Priority	Resolution	Created	Status	Updated
1	CLIENT-28	Huyen Nguyen Thi Thanh	Need Review	Won't Fix	2014-01-06	Closed	2014-
2	HDG-13544	Lieu Nguyen Thi Bich	Minor	Won't Fix	2011-08-05	Closed	2013-
3	HDG-19130	Quang Nguyen Thanh	Minor	Won't Fix	2011-10-19	Closed	2013-
4	HDG-31085	Vinh Ta Quoc	Super Blocker	Incomplete	2012-05-10	Closed	2013-

Import bug list:

# Upload issue list

DTVUS Home > Issue list > Upload data

Data file (Excel)

Choose File

No file chosen

Upload

## Note:

Upload data file in Microsoft Excel format (\*.xls, \*.xlsx), with columns in the first sheet as below:

#	Bug ID	Reporter	Priority	Resolution	Create date	Status	Update date
1	HDGHMC-26128	Quynh Pham Le Nhu [GCS Test]	Blocker	Fixed	2013-01-17	Closed	2013-

## 5.7. Jira filters

- Currently, this feature support JIRA bug tracking system only.
- User needs "manage\_bug" permission to access this feature.
- In this feature, user can:
  - o Add a new filter. In which, filter ID is the filter ID on the bug tracking tool.
  - o Edit/delete a filter.
  - o Sync bug list from a specific filter or all filters at one time → bug list will be updated to bug data.



# JIRA filter list

DTVUS Home > Manage JIRA filters

+ Add filter

#	Filter ID	Team	Description	Last
1	16974	BIT	Bugs Created BIT from ?? to ??	2014
2	16975	BIT	Bugs Closed BIT from ?? to ??	2014
3	16969	H2x	Bugs Created H2x from ?? to ??	2014
4	16973	H2x	Bugs Closed H2x from ?? to ??	2014

## 5.8. Violation log

- In an organization, we usually have regulation/rules/principles/process/etc. to help everyone easy in working and cooperating together. In case a member violates an agreement above, a violation will be logged.
- User needs “*view\_violation*” or “*manage\_violation*” permission to access this feature.
  - o “*view\_violation*”: allows user to:
    - View the violation list in a specific month.
    - View information of violation items in the project.
  - o “*manage\_violation*”: allows user to:
    - View the violation list in a specific month.
    - View information of violation items in the project.
    - Add a new violation
    - Edit/delete a violation if user is the submitter.
- Violation items will be defined by PM.

# Violation tracking list for May 2013

DTVUS Home > Violation

< Previous year   Jan   Feb   Mar   Apr   [5-2013]   Jun   Jul   Aug   Sep   Oct   Nov   Dec   Next year >

#	Date	User	Violate	Item	Kind	Detail
1	2013-05-22	Tuan Truong Quoc	Task handling	Break task handling process	Process	Used Boot command with parameter.

## 6. Activities

### 6.1. Surveys

- When accessing this page, it will list all the surveys in current project. User can:
  - o View detail of a survey and add comment(s).
  - o Make a vote if the survey still open.
  - o Go to "Manage surveys" to add a new survey or edit his own surveys.
- User needs "join\_surveys" permission to access this feature.

# Survey list

DTVUS Home > Surveys

#	Survey Title	Creator	Open date
1	DTV Fund	Thao Nguyen Thi Hoang	2013-05-30
2	Party voi bun	Thao Nguyen Thi Hoang	2012-09-04
3	Small party on Thursday	Thao Nguyen Thi Hoang	2012-08-21
4	Ban chon mon nao ^^	Thao Nguyen Thi Hoang	2012-08-07
5	Correctness and carefulness in bug review template.	Dung Doan Tran	2012-07-18
6	How to send notification of violation logging to.	Dung Doan Tran	2012-07-09
7	When to log violation of going to work late	Dung Doan Tran	2012-06-20
8	Rotating team	Dung Doan Tran	2012-04-03

## 7. Directory

### 7.1. User list

- List all active users in the current project.

### 7.2. Team list

- List all teams in the current project with: team name, number of members, note of team.

### 7.3. Project list

- List all projects in the system with: Project name, Description, number of active members, and list of Project manager(s).

## **8. Help**

### **8.1. *User guide***

- Brief guideline for users to work with available features in the system.

### **8.2. *Project Settings guide***

- Brief guideline for PMs to setup all necessary settings for his project.

### **8.3. *Feedback***

- When user wants to give feedback to development team, he can submit a feedback here.
- Every user in the system can access this feature.