

VERSION DESCRIPTION DOCUMENT FOR THE CONSOLIDATED AGENCY PERSONNEL/PAYROLL SYSTEM

Release 4.1

PrISMS Contract

October 1998



National Aeronautics and
Space Administration

George C. Marshall Space Flight Center
Huntsville, AL 35812

**VERSION DESCRIPTION DOCUMENT FOR THE
CONSOLIDATED AGENCY PERSONNEL/PAYROLL SYSTEM
RELEASE 4.1**

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NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
GEORGE C. MARSHALL SPACE FLIGHT CENTER
HUNTSVILLE, ALABAMA

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Date

NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
GEORGE C. MARSHALL SPACE FLIGHT CENTER
HUNTSVILLE, ALABAMA

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TABLE OF CONTENTS

Section	Page
1.0 INTRODUCTION.....	1 - 1
1.1 IDENTIFICATION OF THE RELEASE.....	1 - 1
1.2 PURPOSE OF THE RELEASE.....	1 - 1
1.3 SCOPE	1 - 2
1.4 CONTACT POINTS.....	1 - 2
2.0 FUNCTIONAL INFORMATION	2 - 1
2.1 FUNCTIONAL CHANGES.....	2 - 1
2.2 FUNCTIONAL INTERFACES.....	2 - 1
2.3 CRITICAL ISSUES	2 - 1
2.4 AFFECTED DOCUMENTS.....	2 - 1
2.5 APPLICATION SYSTEM ADMINISTRATION.....	2 - 1
3.0 TECHNICAL INFORMATION.....	3 - 1
3.1 TECHNICAL SYSTEM INTERFACES.....	3 - 1
3.2 DATA DICTIONARY CHANGES	3 - 1
3.3 SOFTWARE OBJECT CHANGES	3 - 1
3.4 DATABASE ADMINISTRATION.....	3 - 1
3.4.1 RELEASE DATASET NAMES.....	3 - 1
3.4.2 INVENTORY OF OBJECTS	3 - 1
3.4.3 STORAGE CONSIDERATIONS	3 - 1
3.4.4 INSTALLATION PROCEDURES	3 - 2
3.5 OPERATIONAL PREPARATION.....	3 - 2
4.0 KNOWN AND OPEN PROBLEMS	4 - 1

TABLE OF CONTENTS

Section **Page**

APPENDICES

Appendix **Page**

A ABBREVIATIONS AND ACRONYMS.....A - 1

B GLOSSARY.....B - 1

C FUNCTIONAL CHANGE VALIDATIONC - 1

D INSTALLATION INSTRUCTIONSD - 1

1.0 INTRODUCTION

This Version Description Document (VDD) describes the changes and installation procedures for this release of the Consolidated Agency Personnel/Payroll System (CAPPS). This section identifies the release, describes its purpose, defines its scope, and identifies its contact points.

1.1 IDENTIFICATION OF THE RELEASE

This software release is identified as CAPPS, Release 4.1 and has an effective release date of October 15, 1998. Support of the previous release expires 30 days after the scheduled release date. This release must be implemented before processing center submissions for pay period ending October 10, 1998.

1.2 PURPOSE OF THE RELEASE

This release implements modifications necessitated by the following Change Control Request (CCRs):

- 96000238 (CR) Incorrect calculations in formats D, E, and F of report F40.
- 97000009 (CR) CPDF Status and Dynamics Files have zeroes in Educational Level Field.
- 97000010 (CR) Fatal Error when running Report X40 for Installation Only.
- 97000011 (CR) Report SF113G data in error
- 98000002 (CR) Position Occupied code incorrect on Status file. (Addendum) Current Appointment Authority code H2L missing from CPDF edit 100.10.1. The problem reported on this 1620 was replaced with the addendum by the user.
- 98000004 (CR) CAPPS-OPM-TX-FILE not being properly initialized when pay period ending date day is the 14th.
- 98000006 (CR) Cosmetic problem with Control File History Report (Report 722) when viewing online or running CP00002 for End of Fiscal Year.
- 98000007 (CR) Missing Award Amount for 825 NOAC (BUYOUT INCENTIVE).

1.3 SCOPE

This release provides the functional and technical user of CAPPS with information regarding the contents, status, and structure of Release 4.1, including the following:

- Changes implemented since release 4.0.
- Validation procedures to ensure the reliability of release changes.
- References to other documentation affected by this release.
- Detailed software installation instructions.

No waivers are associated with this release.

1.4 CONTACT POINTS

Sustaining Engineering for CAPPS is provided through the Consolidation Center (CC) located at Marshall Space Flight Center (MSFC). Questions regarding the function and/or the technical aspects as well as the installation of this release should be directed:

The NACC Technical Services Center (Use following Key Words: SESAAS & CAPPS)

Telephone: (256) 544-8441
E-Mail: jacky.davis@msfc.nasa.gov
FAX: (256) 544-1836

2.0 FUNCTIONAL INFORMATION

This section includes details regarding functional changes, functional interfaces, critical issues, affected documents, and application system administration.

2.1 FUNCTIONAL CHANGES

N/A

2.2 FUNCTIONAL INTERFACES

N/A

2.3 CRITICAL ISSUES

N/A

2.4 AFFECTED DOCUMENTS

The following documents are affected by this release:

- CAPP System/Software Requirements Specification (SRS).

The changed pages will be distributed under a separate cover dated October 1998, but is effective only upon installation and operational use of this release.

2.5 APPLICATION SYSTEM ADMINISTRATION

Application system administration changes associated with this release are discussed in Appendix D, Installation Instructions.

3.0 TECHNICAL INFORMATION

This section includes details regarding technical system interfaces, data dictionary changes, software object changes, and database administration activities.

3.1 TECHNICAL SYSTEM INTERFACES

This section describes changes to the CAPPs interfaces with NPPS and Office of Personnel Management (OPM).

3.1.1 NPPS Interface

N/A

3.1.2 OPM Interface

There are no changes to the OPM interface with this release.

3.2 DATA DICTIONARY CHANGES

There are no data dictionary changes.

3.3 SOFTWARE OBJECT CHANGES

Modules affected by this release are included in Appendix D, Section 2.2.

3.4 DATABASE ADMINISTRATION

This section describes the database administration activities for installation of this release.

3.4.1 Release Dataset Names

Refer to Appendix D, Introduction Section, for the release dataset names.

3.4.2 Inventory of Objects

Refer to Appendix D, Paragraph 2.1, for an inventory of Natural object types.

3.4.3 Storage Considerations

The changes represented by this release should not affect storage requirements.

3.4.4 Installation Procedures

Refer to Appendix D, Installation Instructions for CAPPS Software Release 4.1 for detailed software installation procedures.

3.5 OPERATIONAL PREPARATION

Refer to the procedure described in Section 3.4.4 for assistance in preparing for proper installation and operational use of this release.

4.0 KNOWN AND OPEN PROBLEMS

The are no known or open problems related to this release.

APPENDIX A
ABBREVIATIONS AND ACRONYMS

ABBREVIATIONS AND ACRONYMS

BJS	Batch Job Submitter
CAPPS	Consolidated Agency Personnel/Payroll System
CC	Consolidation Center
CCR	Change Control Request
CR	Change Request
DR	Discrepancy Report
FAX	Electronic Facsimile Transmission
HQ	NASA Headquarters
ICD	Interface Control Document
JCL	Job Control Language
MSFC	Marshall Space Flight Center
NASA	National Aeronautics and Space Administration
NDM	Network Data Mover
NPPS	NASA Personnel/Payroll System
OPM	Office of Personnel Management
SESAAS	Sustaining Engineering Services for Agency-wide Administrative Systems
SRS	System/Software Requirements Specification
UOG	User and Operations Guide
VDD	Version Description Document

APPENDIX B
GLOSSARY

GLOSSARY

Database Administration

Responsibility for maintaining the physical database environment.

Implementation

The process by which a NASA site installs a software release and places it into operational use.

Operational Preparation

Preparation by a NASA site for installation and use of an application release.

System Administration

Responsibility for administrative functions such as application security and table data maintenance associated with an application.

APPENDIX C
FUNCTIONAL CHANGE VALIDATION
PROCEDURES

FUNCTIONAL CHANGE VALIDATION PROCEDURES

Index of validation procedures for changes in this release.

Section	CCR	Title
1.0	96000238	Incorrect calculations in formats E, and F of report F40.
2.0	97000009	CPDF Status and Dynamics Files have zeroes in Educational Level Field.
3.0	97000010	Fatal Error when running Report X40 for Installation Only.
4.0	97000011	Report SF113G data in error
5.0	98000002	Position Occupied code incorrect on Status file. (Addendum) Current Appointment Authority code H2L missing from CPDF edit 100.10.1.
6.0	98000004	CAPPS-OPM-TX-FILE not being properly initialized when pay period ending date day is the 14 th .
7.0	98000006	Cosmetic problem with Control File History Report (Report 722) when viewing online or running CP00002 for End of Fiscal Year.
8.0	98000007	Missing Award Amount for 825 NOAC (BUYOUT INCENTIVE).

Details for the validation procedures are listed below:

1.0 CCR Number 96000238 Incorrect calculations in formats E, and F of report F40..

CAPPS Report F40 D and F calculations did not include values for FTC. This value should appear as part of the total produced on these reports.

Description of Enhancement

Both CAPPF40C and F40D previously accepted employee record type FTC into the calculation for report formats E and F but were removed and replaced with employee type FTE which doesn't exist. 96000238 removed FTE and replaced it again with FTC to allow these values into the calculation.

Functional Impact

There is no functional impact as a result of this CCR.

- **Validation Procedures**

Schedule and run Report F40 from the CAPPs BJS system.

Verify that the current period quantity values for FTC are included in the calculations for Full Time Equivalents (Period Actual) for both formats E and F. These values are found on the ACTL input file beginning in column 114 and ending in column 124 with positions 123 and 124 being on the right side of the decimal.

2.0 CCR Number 97000009 CPDF Status and Dynamics Files Have Zeros in Educational Level Field.

Status and Dynamic submissions to OPM contain zeros as value for Educational Level fields.

Description of Enhancement

If Educational Level has a value of zero, it is reset to blank.

Functional Impact

There is no functional impact as a result of this CCR.

- **Test Procedures**

Execute a monthly run of CAPPs CP00001 and CP00002.

Capture the Status and Dynamics extracts created from the monthly run of CP00002.

- **Validation Procedures**

Check column 154-155 in the Status file and 244-245 in Dynamics file to ensure that these columns contain valid data or spaces, no zeros.

3.0 CCR Number 97000010 Fatal Error when running Report X40 for Installation Only.

When running Report X40 for Installation only, the user gets a fatal error in the CAPPs BJS system if there are no conversions to report. Conversions are reported on format X40-U which is produced during an Agencywide run only.

Description of Enhancement

Code was generated to prevent Report X40 from creating dummy records when there are no conversions while running installation only. These conversions are reported on report format X40-U which is an Agencywide report.

Functional Impact

There is no functional impact as a result of this CCR.

- **Test Procedures**

Verify that there are no employee conversions on the Transaction History File (i.e. ((EMPL-ACSN-HIRE-CTR-CODE = B, C,E,F,G,H, or I) and (DTYSTS = D) including PMI's) or for COOP's and PMI's, (EMPL-ACSN-HIRE-CTR-CODE = B,C,G,H, or I.)

Schedule and Execute Report X40 for Installation Only.

- **Validation Procedures**

Make sure the job completes successfully when running installation only with no employee conversions.

4.0 CCR Number 97000011 SF113G Data In Error

Data in column two of the SF113G report is calculated incorrectly.

Description of Enhancement

Code was modified to divide sum of column two data provided by NPPS to CAPPs by the number of pay periods in the particular reporting period.

Functional Impact

There is no functional impact as a result of this CCR.

- **Test Procedures**

Execute a monthly run of job CP00001 and CP00002 and extract the SF113G report.

- **Validation Procedures**

Divide data in column 1 by 160 (when 2 pay periods) or 240 (when three pay periods) to get data in column two. To validate, the result of this computation should give data in column two. The possibility exists for slight errors due to rounding but they should remain within acceptable tolerances.

5.0 CCR Number 98000002 Position Occupied code incorrect on Status File. (Addendum) Current Appointment Authority Code H2L missing from CPDF edit 100.10.1

The addendum to this 1620 was worked for release 4.1 of CAPPs instead of the original problem reported. Current appointment authority code H2L

was not included in the original CPDF edit 100.10.1 for the Status file. This code was added to the edit as a result of this 1620.

Description of Enhancement

Code was modified to include Current Appointment Authority Code H2L on CPDF edit 100.10.1 of the Status File.

Functional Impact

There is no functional impact as a result of this CCR.

- **Test Procedures**

Verify that there are employees on the Transaction file with Current Appointment Authority Codes of H2L and Position Occupied code of something other than 2.

Execute a monthly run of job CP00001 and CP00002 and capture the Dynamics extract sent to OPM.

- **Validation Procedures**

Verify that Position Occupied code is reset if Current Appointment Authority code is H2L and Position Occupied Code is not 2.

6.0 CCR Number 98000004 CAPPS-OPM-TX-FILE not being properly initialized when pay period ending date (day) is the 14th.

The OPM TX file is to be initialized before the first pay period run of the month. However; when the last day of the first pay period of the month was the 14th, CAPPS was failing to initialize the file.

Description of Enhancement

Code was modified to delete records on the CAPPS-OPM-TX-FILE when the last day of the pay period for the first pay period of the month is less than or **equal to** the 14th.

Functional Impact

There is no functional impact as a result of this CCR.

- **Test Procedures**

Execute a full months run, CP00001 and CP00002 (pay period through monthly) for a month in which the first pay period ending date is the 14th. Capture the OPM Dynamic extract file produced by the monthly run.

- **Validation Procedures**

Verify that records are not carried over from the previous month Dynamics Extract which was sent to OPM.

7.0 CCR Number 98000006 Cosmetic Problem with Control File History Report (Report 722) when viewing online or running CP00002 for EOFY.

Report 722, Control File History Report, has a problem displaying Fiscal Year 2000. This report is produced as a result of CP00002 or can be viewed online. The report does not properly display the year 2000 on the report header during year 2000 EOFY processing.

Description of Enhancement

Code was modified to properly display the year 2000 on the Report header during EOFY processing for 2000.

Functional Impact

There is no functional impact as a result of this CCR.

- **Test Procedures**

Execute an EOFY run of CAPPs for fiscal year ending 2000.

- **Validation Procedures**

Verify that the Report header shows the correct Fiscal Year.

8.0 CCR Number 98000007 Missing Award Amount for 825 NOAC (Buyout Incentive).

NOAC 825 is not being processed properly. It is missing from code which processes similar NOAC's such as NOAC 877.

Description of Enhancement

Code was modified to process NOAC 825 similar to NOAC 877.

Functional Impact

There is no functional impact as a result of this CCR.

- **Test Procedures**

Verify that there are employees on the transaction input file with an 825 NOAC.

Execute Pay Period and Monthly runs using this data.

- **Validation Procedures**

Verify that NOAC 825 is processed similar to NOAC 877 with the only difference being that 825's cannot have Award Benefit Amounts.

APPENDIX D
INSTALLATION INSTRUCTIONS
FOR CAPPS SOFTWARE RELEASE 4.1

INSTALLATION INSTRUCTIONS AND CHECKLIST FOR CAPPS SOFTWARE RELEASE 4.1

Introduction

Release information:

System Name: CAPPS
Release Number: 4.1
Release Date: October 15, 1998
Effective Date: October 15, 1998
Release Implementation Date: This release must be implemented before processing center submissions for pay period ending 10/10/98.

The following datasets have been distributed to the operational support DBA:

- AIMS.CAPPS.PROD.REL410.REL1098.SRC
- AIMS.CAPPS.PROD.REL410.REL1098.DOC

Person to notify in case of installation problems:

Jacky Davis	(256) 544-8441
Rick Bishop	(256) 544-5352
FAX Number	(256) 544-1836

Installation Sequence

The sequence in which the installation of this release should occur is provided in the following list. A checklist is provided in Section 9.0 to assist in tracking the installation of this release.

- 1.0 Back Up Existing Data
- 2.0 Copy Source/Object Code
- 3.0 Pre-Predict Data Conversion
- 4.0 Install Predict
- 5.0 Catalog Source Code
- 6.0 Post-Predict Data Conversion
- 7.0 Perform Release-Specific Procedures
- 8.0 Local JCL Mods
- 9.0 Installation Checklist

1.0 Back Up Existing Data

It is advisable to back up all CAPPS files as a precautionary measure prior to installation.

2.0 Copy Source/Object Code

2.1 Copy Source Code

Load the CAPPS source library from dataset AIMS.CAPPS.PROD.REL410.REL1098.SRC. The source programs were unloaded using the Natural utility NATUNLD. The programs will be loaded to the application library CAPPS, replacing any existing programs of the same name. The source module counts included in this release are listed below:

Natural Source Modules by Type	Count
GLOBAL DATA AREA	0
LOCAL/PARAM DATA AREA	0
MAPS	0
HELP ROUTINES	0
SUBROUTINES	0
SUBPROGRAMS	0
PROGRAMS	9
COPYCODE	0
TEXT	0
PROCESS	0
MISCELLANEOUS OBJECTS	0
Total:	9

2.2 LIST OF SOURCE CODE MODIFICATIONS

The following are the modules modified.

Modified Modules

CAPPF40C	Extract CAPPS-DB-FTE-ACTL-PHY-FILE data for F40-E	(P)
CAPPF40D	Extract CAPPS-DB-FTE-ACTL-PHY-FILE data for F40-F	(P)
CAPPX401	Extract CAPPS Database Data for Reports X40A-U	(P)
CAPP0022	Print On-Line Control History Report	(P)
CAPP2100	Consolidate InterInstallation Transfer Records	(P)
CAPP2110	Store TX Non-Transfer Data on the OPM TX File	(P)
CAPP2200	Store CAPPS-INPT-STS-FILE data on the CAPPS-OPM-STS-FILE	(P)
CAPP5709	Create SF113G Report	(P)
CAPP5722	Control File History Report	(P)

2.3 Copy Object Modules

Not applicable with this release.

3.0 Pre-Predict Data Conversion

Not applicable with this release.

4.0 PREDICT INSTALLATION

4.1 CAPPS Keywords

Not applicable with this release.

4.2 Load CAPPS PREDICT

Not applicable with this release.

4.3 Generate Data Definition Modules

Not applicable with this release.

4.4 Apply Physical File Changes

Not applicable with this release.

5.0 Catalog Source Code

Run a batch job to catalog (CATALL) all modules in the CAPPs or other named library. It is not necessary to catalog the Global Data Area. Standard parameters should be used for the compile.

After all objects are compiled, the CAPPs application will run under standard parameters.

6.0 Post-Predict Data Conversion

Not applicable with this release.

7.0 Perform Release-Specific Procedures

The following sections are Release-Specific Installation Procedures needed for this release.

7.1 Update BJS JCL

Not applicable with this release.

7.2 Update Release Number

Update the CAPPs release number. This number is maintained in SYSTABLES and is displayed on the CAPPs logo screen.

The following is a list of steps to update the CAPPs release number.

1. Execute program CAPP1525 from the Natural Command line.
2. Enter "04.10.00" when the program requests the release number.
3. Verify that the correct release number is displayed by viewing the CAPPs logo screen after logging on to CAPPs.

8.0 Local JCL Mods

There are no local JCL mods with this release.

9.0 Installation Checklist

- | | |
|-----|-----------------------|
| 1.0 | Back Up Existing Data |
| 2.1 | Copy Source Code |
| 5.0 | Catalog Source Code |
| 7.2 | Update Release Number |

