

All CCRs

CCR Report For

NORS

As of: 11/1/2004

Updated Weekly

CCR #	Initiator	Installation	Initiation Date	Status	Status Date	Priority	Type	Size	Expected Release	Expected Release Date
Title			Description				Recommended Action			
20040006	Davis, Jacky	MSFC	8/15/2004	Scheduled	8/24/2004	High	None	None		
The user defined fields in NORS needs to be converted to static fields.		The current infrastructure of NORS is utilizing dynamic user defined fields. In order to improve performance, and help in transitioning of data a conversion of user defined fields to static fields is necessary.		Provide the changes in NORS to accommodate the removal of dynamic user defined fields.						
20040005	Smith, Tina	MSFC	8/6/2004	New	8/6/2004	High	None	None		
Need a read only view into NORS Catalog table for Individual Development Plan (IDP) access.		The IDP application requires access to the NORS catalog for viewing purposes.		Create a read only view for IDP access. The technical point of contact for the IDP application is Holly Morgan @ 544-5914.						

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20040004	Cain, Jamie	MSFC	7/26/2004	New	7/26/2004	High	None	None		
USER IS RECEIVING DATABASE ERROR ORA: 00913 TOO MANY VALUES WHEN SHE ATTEMPTS TO COMPLETE NORS FORM.		USER IS RECEIVING DATABASE ERROR ORA: 00913 TOO MANY VALUES WHEN SHE ATTEMPTS TO COMPLETE NORS FORM.								
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20040003	Smith, Tina	MSFC	5/17/2004	New	5/17/2004	High	None	None		
Revisions to NORS Form for offsite training requests		1) We need to capture information concerning a person who is handicapped or disabled and if any special assistance is needed. This is important especially for Agency courses where folks are sent to Wallops Island and other places for developmental assignments.				1) Add a block on the NORS form to indicate if the applicant is handicapped or disabled and if special assistance is needed. (Reference hard copy of MSFC Form 59).				
		2) It was also suggested by our data entry folks that their job would be made easier if the participant's phone number, job title, Social Security Number and Fax number were listed on the NORS online registration form. This information is often needed especially for academic studies.				2) Add fields on the form to capture this information.				

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20040002	Layman, Dewey	MSFC	1/30/2004	Approved	1/30/2004	Medium	RC	Small		
Waitlisted Courses are not displayed on Home	Waitlisted Courses are not displayed on Home section of NORS. The REQUESTED and ENROLLED courses are, but there is not a location for viewing WAITLISTED courses.		Add another dropdown selction "WAITLIST" which when selected, will automatically redirect to the HOME page to view the list of waitlisted courses. Note: It will have the same functionality as selecting ENROLLED or REQUESTED from the dropdown with the exception of displaying the waitlisted courses instead.							
20040001	Shamp, Cheryl	KSC	1/13/2004	Approved	1/13/2004	High	RC	Small		
Organization Reviewer not able to view approved or denied requests.	The Organization Reviewers have no way of viewing the approved or denied training requests. This option is available to the supervisor through the Subordinate Approval History. This information needs to be made available to the Organization Reviewers.		Allow thr Organization Reviewers to view approved or denied training requests.							

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20030053	Hoover, Sean	HQ	11/18/2003	Closed	7/19/2004	Emergency	RC	Small	1.3	
Off-site course descriptions affecting on-site course descriptions information		The Enrolled Courses section of NORS, will list all courses an employee is approved for, including off-site requests. However, an off-site ID may also be the same ID that is used for an on-site course, which means the same course description is used as well. When an employee is approved for the training, the enrolled area of Astar shows all training that employee is approved for, including off-site. If an off-site ID and a on-site ID are the same, then the link of the course ID showing under the individual's enrolled courses may reflect the course description and contact information for the on-site offering, instead of information reflecting the off-site course description and contact information.		Disable the course ID Link for the off-site requests, allowing only the employee to see information related to that off-site course enrollment.						
20030052	Hoover, Sean	HQ	11/18/2003	Closed	2/11/2004	Emergency	RC	Small	1.2	
Course Catalog search not working		When I search within the course catalog to retrieve all courses that are active in Astar, the course catalog brings u a list that says 1 of 25 found, but has no data, it is a blank screen. However, if I know the course ID number and search just for that particular course, I do get results. I just don't get any when I ask for all results with no search criteria specified.		Training of Astar 6.3 and demonstration on NORS will take place on December 2, 2003. I like to have it corrected by then so I can show employees what the system should do.						

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20030051	Hoover, Sean	GSFC	11/18/2003	Hold	11/18/2003	Medium	None	None		
Approval levels in NORS not working properly	If I select the approval level "Supervisor and Training office", within Astar, the Organization Review area in NORS also shows the course for approval. This should not appear in the Org reviewer area at all, since the course was set for approval from Supervisor and Training Office only.		Please correct bug.							
20030050	Davidson, Dana L	ARC	11/7/2003	Approved	12/9/2003	High	RC	Small		
Change title Supervisor/Org. Reviewer notes on approve/denial screens.	Supervisor/Org. reviewer need to be aware that employees will get a copy of their approval/denial notes.		On Supervisor and Org. Reviewer approval and denial screen, change Supervisor/Org. Reviewer notes to "Supervisor Notes to Employee" and "Org. Reviewer Notes to Employee"							

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20030049	Martin, Lisa	MSFC	8/8/2003	Closed	10/6/2003	High	RC	Small	1.2	
Should not see centers course schedule and catalog info untill online		Currently in NORS a learner at a center that has gone live with NORS is able to see and use other centers course schedule and catalog information even thought thae other center has not gone live with NORS.		In NORS make it so that a learner can only see and use course schedule and catalog information at ceners that have gone live.						
20030048	Martin, Lisa	MSFC	8/8/2003	Closed	9/10/2003	High	RC	Small	1.2	
Timing of Evaluations.		Currently evaluations display in NORS as soon as an occurrence in AdminSTAR.		Evaluations should not display untill the start date and should no longer display once the end date is past.						

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20030047	Garcia, Tobias	ARC	9/5/2003	Closed	7/19/2004	Medium	RC	Small	1.3	
Redesign Course Detail Screen in NORS		There is a lot of unused space in the Course Detail Screen, resulting in extensive scrolling by the user when reading the text for the course description. This is a hassle especially if you have to scroll left-to-right AND up-and-down at the same time.				Two suggestions: 1.) Re-design the screen so the text is mainly left-justified, or at least move the information cell for the course description so that it uses up the entire width of the window. 2.) Calibrate the window so that it expands (to an acceptable upper limit) with the amount of information, at least vertically.				
20030046	Hoover, Sean	GSFC	8/20/2003	Withdrawn	9/1/2003	Low	None	None		
not user friendly		The wording "Course Title" which is used in both Course catalog and Course Schedule are linked to different areas providing different info. Must be titled different for end user to know just by reading it that it is linked to different information.				The wording "Course Title" within the course schedule area, needs to be changed to "Schedule details" or "Course schedule details".				

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20030045	Coons, Kimberly	JSC	8/12/2003	Closed	9/10/2003	High	RC	Small	1.3	
Training Coordinator phone number			The training coordinator phone number is not displayed on Course Schedule detail screen.							

20030044	Shamp, Cheryl	KSC	8/11/2003	Withdrawn	8/11/2003	High	None	None		
Competency Code Field on Registration form.			Need to have a field on the registration form to input Competency Code information.							

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20030043	Coons, Kimberly	JSC	8/8/2003	Approved	8/8/2003	Medium	RC	Medium		
Evaluation Form Archive			In the NORS system (or ASTAR) there doesn't appear to be a place for evals to be archived.				Suggestion is to format a location whether in Astar or NORS to save th evals in an Archive folder.			
20030042	Coons, Kimberly	JSC	8/8/2003	Approved	8/8/2003	High	RC	Small		
Evaluation Notification			In Astar/NORS, if any employee does not complete an evaluation the employee doesn't receive notification that they are delinquent in doing this.				Suggestion would be to have an email set to the employee within 2 week time period reminding them that they have evaluations to complete. If a more demanding approach is necessary then include a time constraint, like.. It has been 2 weeks since you took {Class} and an evaluation must be filled out and submitted with {alloted time}.			

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20030041	Coons, Kimberly	JSC	8/8/2003	Approved	8/8/2003	Emergency	RC	Small		
NORS- Email Data			In NORS, currently the emails do not contain start and end times.			Suggestion is to include in the notification emails and the waitlist emails, the name of the course, the dates and times of the course being approved.				

20030040	Coons, Kimberly	JSC	8/8/2003	Withdrawn	8/8/2003	None	RC	None		
NORS- FAQ's and Help screens			In NORS - instructions were given to help design information to put in these places. It currently does not define what a civil servant or contractor is.			Suggestion is to place these definitions for employees to understand what a contractor vs civil servant are under the FAQ's and Help screens.				

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20030039	Coons, Kimberly	JSC	8/8/2003	Withdrawn	8/8/2003	High	RC	None		
NORS Denial Email			In NORS the functionality to let employees know why their training requests were denied is not there.			Suggestions is to show an employee under NORS/Astar (Both areas) the reason(s) given by Supervisors/NASA Sponsor and Org Reviewer as to why the request was denied.				
20030038	Coons, Kimberly	JSC	8/8/2003	Approved	8/8/2003	Medium	RC	None		
NORS- Course Schedule			In NORS on the Course Schedule page it only lists the dates for each class and not the times.			Suggestion is to show the times and dates for the class. I.E. Access 2000 Thu. Dec. 4, 2003 8:30 - 12:00 Thu. Dec. 5, 2003 1:30 - 4:30				

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20030037	Coons, Kimberly	JSC	8/8/2003	Closed	7/19/2004	High	RC	Small	1.3	
Contractor vs. Civil Servants registration		There are several classes that a contractor cannot enroll in, whereas a civil servant can.		Suggestion is by using their sso information, can't NORS tell that they are a contractor? If so, then gray out or make it where they are unable to see the course that are for civil servants only						
20030036	Coons, Kimberly	JSC	8/8/2003	Closed	7/19/2004	Low	RC	Small	1.3	
NORS functionality		There isn't a database driven calendar to display schedule of courses		As a nice feature, create a database driven calendar that you can see at a month's glance the schedule of classes.						

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20030035	Coons, Kimberly	JSC	8/7/2003	Approved	8/7/2003	Emergency	RC	Small		
NORS-Offsite training request			When an employee goes to the offsite training request and fills in the required information, they have no way to print it out and are not given further instructions.				Suggestion is to have a print page pop up with the message "Your request for enrollment has been successfully submitted." "This is only a request, approval notification will come from your Training & Development Organization upon receipt of this page and backup materials."			
20030034	Coons, Kimberly	JSC	8/7/2003	Approved	8/7/2003	Emergency	RC	Small		
NORS- Offsite Training Request			Currently as NORS has the offsite training, the screen pops up and the employee begins typing in the pertinent information. It doesn't give the employee all the details letting them know that this is just a request not a confirmation of enrollment.				Suggestion would be to add the verbiage some place close to the form for the employee to see that says: The offsite training request is open only to civil servants. And, by filling out the form below, you understand that this is only a request for training. An approval notification will come from your Training & Development Organization. Then they fill out the information requested and hit the submit button to get another screen that states: Your request for enrollment has been successfully submitted.			

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20030033	Coons, Kimberly	JSC	8/7/2003	Approved	8/7/2003	Emergency	RC	None		
NORS- Offsite Training			When you go to NORS and see the options on the menu bar, the verbiage for offsite training currently states "Request New Course Offering". This is extremely misleading, it could possibly mean that you have a brand new, hot item for a course. We have to look at it from the customers viewpoint and how they would interpret it.			Suggestion is to change verbiage to state "Request Offsite Training".				
20030032	Coons, Kimberly	JSC	8/6/2003	Approved	8/6/2003	High	RC	Small		
Information missing			In the offsite screen the zip code is asterisked as being a mandatory field. This information does not pull over to Astar, along with the fax number. In the Astar side, there is also no contact field.			Weren't we going to have a link to individual center policies here? Isn't there a CCR for this? That could give each center a place to put contact information for offsite requests with all fields filled in.				

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20030031	Coons, Kimberly	JSC	8/6/2003	Closed	7/26/2004	Low	RC	Small	1.3	
View Personal Info		In the view personal info screen once again verbiage seems out of context.		Should read: "After selecting your Org, NORS will dynamically populate the supervisor field."		Also, in the same paragraph: "Select your supervisorfrom" Supervisor needs a space before you type the word from.				
20030030	Coons, Kimberly	JSC	8/6/2003	Closed	8/12/2003	None	RC	None	1.3	
Subordinate Request		In the subordinate request screen the verbiage is out of context.		It should read: "The table below lists (Not list) the requests of your subordinates."						

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20030029	Coons, Kimberly	JSC	8/6/2003	Closed	7/26/2004	None	DR	None	1.3	
Catalog Search			When in the catalog Search screen, I asked it to reset fields and it didn't do it.				It should clear all areas for me to input different search criteria.			

20030028	Coons, Kimberly	JSC	8/6/2003	Closed	8/6/2003	High	RC	Small	1.2	
Offsite Requests			After requesting an offsite class, I am unable to see what I submitted in NORS.				Should be able to pull the form under the enrolled courses, but not change the data. This would eliminate questions about whether they are enrolled in the course, etc. and they will also be able to see what they are scheduled for at a glance.			

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20030027	Coons, Kimberly	JSC	8/6/2003	Approved	8/6/2003	Low	RC	Small		
Offsite Requests			When requesting an offsite course in NORS there is no fax field but one exists in Astar.				Add a vendor fax number field to the Offsite Request (Request New Course Offering) form.			
20030026	Coons, Kimberly	JSC	8/6/2003	Closed	7/19/2004	Low	RC	Small	1.3	
NORS email contact training organization			In NORS, the selection notice does not tell them to contact the training office for the need to drop a class. However, inAstar the statement is there.				The notes should be consistent with each other or come from one source. Add a note instructing the learner to contact the Training and Development Organization or to use NORS to drop a course.			

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20030025	Coons, Kimberly	JSC	8/6/2003	Withdrawn	8/15/2003	None	None	None		
Approval Notice			The training office approval notification doesn't include statements such as the need for withdrawal, special assistance notes (people with a disability) and contact information.			That information should and needs to be included.				
20030024	Coons, Kimberly	JSC	8/6/2003	Closed	9/8/2003	High	RC	Small	1.3	
In NORS if you search for only courses that are scheduled there is no way to view the course description.			By clicking on the course id should either give you the schedule and the description OR there should be different hotlinks. I think that users will find this very frustrating, as I did.							

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20030023	Coons, Kimberly	JSC	8/6/2003	Withdrawn	8/6/2003	None	None	None		
NORS Supervisor Dropdown Display			On personal info screen in NORS, SSO? how can I be the supervisor and have a drop down menu that displays no supervisors to be selected. Also, there is no phone number displaying.				Are these bugs too?			
20030022	Coons, Kimberly	JSC	8/6/2003	Withdrawn	8/6/2003	None	None	None		
NORS emails			The link in the Org Reviewer email isn't working either.				Is this another bug?			

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20030021	Coons, Kimberly	JSC	8/6/2003	Withdrawn	8/6/2003	None	None	None		
NORS emails	When the supervisor gets their approval letter the link for them to go to the sight and approve/deny isn't working.									

20030020	Coons, Kimberly	JSC	8/6/2003	Approved	8/6/2003	Low	RC	Small		
NORS home screen	On the enrolled/requested courses screen there isn't anything to tell folks that they must use the drop down menu to toggle for enrolled vs. requested.		There needs to be a line that states, "To view requested courses, click the drop down menu below."							

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20030019	Coons, Kimberly	JSC	8/6/2003	Closed	7/19/2004	High	RC	Small	1.3	
NORS emails			The denial and approval emails coming from NORS doesn't include the comments input by supv, trng. coord., or training office.				These denial emails should contain all the comments input from everyone.			

20030018	Coons, Kimberly	JSC	8/6/2003	Closed	7/26/2004	High	DR	Small	1.3	
History			When viewing subordinate history record got error				This is a bug - error was 500 Servlet Exception			

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20030017	Coons, Kimberly	JSC	8/6/2003	Closed	7/19/2004	None	RC	None	1.3	
Subordinate Requests Screen			Currently in NORS on Subordinate request screen you can see requests that the class was in the past.			You shouldn't be able to see these requests. A supervisor could inadvertently approve a request submitted in the past (or approve something beyond the cut-off date). These requests should drop off the system.				
20030016	Coons, Kimberly	JSC	8/6/2003	Closed	7/19/2004	None	RC	None	1.3	
Requesting Training after cutoff			Employees can request training after the cutoff date.			They should not be able to do this.				

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20030015	Coons, Kimberly	JSC	8/6/2003	Closed	7/19/2004	None	RC	None	1.3	
Course Schedule Detail			The course location on the Course Schedule Detail screen in NORS shows the room id and not the full name. Customers won't know what that is.			The location of training should be spelled out, ie: AEROB to Aerospace Academy Room B.				

20030014	Coons, Kimberly	JSC	8/6/2003	Approved	8/6/2003	None	RC	None		
Enrolling/Dropping			If you drop a class and then try to enroll in one at the same time - the system will not let you.			Suggestion: Is this a bug? If not, then I would think that if you've dropped a course, it should be removed so that it doesn't affect further requests.				

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20030013	Coons, Kimberly	JSC	8/6/2003	Withdrawn	9/10/2003	Emergency	RC	Small		
Training Coordinator			The training coordinators name isn't displayed on the catalog detail screen so employees will know who to contact if they have questions about a course, if its not scheduled. Right now, it is only giving contact information if the course is scheduled.				On the Course Catalog Detail Screen the name and phone number of the training coordinator should be displayed. It would also be nice if there were a hotlink on their name, so that the employee can send an email to the training coordinator. The training coordinator name field will be optional.			
20030012	Coons, Kimberly	JSC	8/5/2003	Approved	9/4/2003	High	RC	Small		
Course ID			It isn't clear to a new user standpoint, that in order to see if a class is scheduled you have to click on course ID.				Suggestion: Put verbiage in that gives the instructions on how to see if courses are scheduled.			

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20030011	Coons, Kimberly	JSC	8/5/2003	Closed	7/19/2004	None	RC	None	1.3	
Enrolling			Currently, one needs to click back from the description screen to enroll in a course.				Allow employee to enroll in a course from the catalog detail screen instead of clicking back from the description.			

20030010	Garcia, Tobias	ARC	7/30/2003	Closed	7/19/2004	Low	RC	Small	1.3	
Denied courses are removed too soon from the Requested Courses Screen.			In NORS, courses which have been denied are removed too soon from the learner's Requested Courses Screen.				Please allow functionality for denied courses to remain in the Requested Courses screen at least 3 months.			

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20030009	Garcia, Tobias	ARC	7/30/2003	Closed	7/30/2003	Low	RC	Small	1.2	
Learner's Justification for course enrollment not viewable by Supervisor/Sponsor, or by Org Reviewer	In NORS, when a Supervisor, NASA Sponsor, or Org Reviewer views a list of requested courses for approval or denial, and views the detail for a particular request, there is not a view of the learner's justification for the course. This is a critical element if the course is one the learner would not normally be expected to request, and he/she is not available for direct contact by the approver.		Please import the justification field into the approve/deny windows that all the approvers would access. I also recommend, if it is not already done, to make the justification field required for the learner when enrolling in the course.							
20030008	Garcia, Tobias	ARC	7/30/2003	Closed	2/26/2004	Low	RC	None	1.3	
Currency-related fields do not display with Currency formats.	In NORS, fields displaying monetary figures (such as course costs,etc) do not display in Currency-formatted text. The figures are in plain text, with no dollar signs, decimals, and cents placeholders.		Please re-format all fields in NORS that are money-related to display in a standard currency format (example: \$349.00).							

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20030007	Garcia, Tobias	ARC	7/30/2003	Approved	7/30/2003	Low	RC	Small		
In NORS, in the Course Catalog page, add a note that explains the "Course ID" and "Course Title" fields.		Users wanting to search for particular courses, instead of a global search, may not know that these two field entries can be used to narrow the search considerably by using the criterias in the drop-down list together with a text-string entry in either the Course ID or Course Title fields. They also would not know if wildcards are allowed for the search.				Include explanatory text alongside or above the fields, detailing how they can be used, by the user, to narrow searches. Include information about wildcards, if they are allowed, or stating that they are not allowed, in the explanation.				
20030006	Shamp, Cheryl	KSC	7/30/2003	Withdrawn	7/30/2003	High	None	None		
Registration form for Off-site request needs to include a field to input the vendor fax number.										

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20030005	Hoover, Sean	GSFC	7/30/2003	Withdrawn	7/30/2003	Emergency	RC	Small		
Adding purchase order number to offsite requests.		Adding purchase order number to offsite requests.		Adding purchase order number to offsite requests.						

20030004	Martin, Lisa	MSFC	7/30/2003	Closed	7/19/2004	Medium	RC	None	1.3	
Modify existing email confirmations by incorporating "PLEASE, DO NOT REPLY TO THIS E-MAIL CONFIRMATION"										

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20030003	Martin, Lisa	MSFC	5/21/2003	Closed	5/21/2003	High	RC	Small	1.1	6/30/2003
Supervisor change	When a learner changes their supervisor, all pending requests ought to change to the new supervisor's inbox.		Move all pending request to the new supervisor's inbox when a learner changes their supervisor.							
20030002	Hoover, Sean	HQ	5/1/2003	Closed	8/4/2003	Emergency	RC	Small	1.1	
Off-site vs on-site online registrations	I understand the in order to implement NORS, centers much implement both functions of NORS at the same time, which are, on-site and off-site on-line registration functionality. Since this will be a new experience for most centers, it would be beneficial if this functionality could be separated, allowing centers to roll out one function at a time. On-site processes usually require 1 to 2 approvals and are not funded by the participant's code enrolling for the training. On the other hand, off-site processing is much more detailed, with more processes, documents and funding issues and approvals we must deal with first before being able to implement an off-site on-line registration system.		Having these two functions separated, would allow for each center to implement NORS much sooner rather than much later.							

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20030001	Acoveno, Bonnie	HQ	3/26/2003	Closed	3/26/2003	High	RC	Small	1.1	
EMPLOYEE OBLIGATION AGREEMENT	NORS needs to display and track the NASA Employee Obligation Agreement.		<p>The following should be on any page where the user request a course:</p> <p>A check box followed by 'I agree to comply with the Employee Obligation Agreement.' and A link to the NASA Employee Obligation Agreement page.</p> <p>The following is the verbage for the NASA Employee Obligation Agreement page:</p> <p>EMPLOYEE OBLIGATION AGREEMENT</p> <p>1. <input type="checkbox"/> I agree that after I have completed training, which exceeds 80 hours in a non-Government facility, which is furnished to me a Government expense, I will return to regular duty serving in the National Aeronautics and Space Administration (NASA) and serve for a period of not less that three times the length of training or an equal period of time or one month, whichever is greater, if given during off-duty hours, unless I am involuntarily separated.</p> <p>2. <input type="checkbox"/> If I fail to satisfactorily complete the training for which expenses have been paid by NASA due to personal reasons, I will pay to the Government all additional expenses (except salary) incurred in connection with the training unless my reasons for failing to satisfactorily complete the training are acceptable to NASA, and a waiver has been granted by a NASA official to whom this authority is delegated.</p> <p>3. <input type="checkbox"/> If I voluntarily leave the NASA before completion of the obligated period of service and do not immediately enter the service of another Federal agency, I agree to reimburse the NASA for that portion of the tuition and related fees, travel, and other special expenses (excluding salary) paid in connection with my training, which does not exceed the proportion of the obligation agreement not completed.</p> <p>4. <input type="checkbox"/> I understand that if I voluntarily leave the NASA to enter the service of another Federal agency or other organization in any branch of the Government before completing this period of service, NASA will notify me if a determination has been made to recover training costs from me. I understand this notification must take place, and will, before the transfer date to the other Government agency. I understand that if I receive advance notice I am obligated to pay the NASA the amount of additional expenses incurred in connection with the training covered by this agreement. If a determination is made that I am obligated to pay training costs to NASA, I understand that I have a right to appeal this decision.</p> <p>5. <input type="checkbox"/> I understand that any amounts which may be due the NASA as a result of any failure on my part to meet the terms of this agreement may, unless recovery is waived by the NASA, be withheld from my monies owed me by the</p>							

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20020043	Cain, Jamie	MSFC	10/10/2002	Closed	5/30/2003	High	RC	None	1.1	
Title Edit NORS to function with Single Sign-On (SSO)		Description Currently NORS login process is designed to support NORS users only. NORS needs the capability to accept the parameters passed from (SSO) Single Sign-On Screen which will support NORS and SOLAR users.				Recommended Action Government or may be recovered by such other methods as are provided by law. 6. <input type="checkbox"/> I agree to notify my immediate supervisor and request that he notify the Director, Training and Development Organization through channels, of any changes in my training (reschedule, course drops or changes, withdrawals, etc) prior to such changes or with 48 hours after such change.				

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20020042	Cain, Jamie	MSFC	9/26/2002	Approved	9/26/2002	Medium	RC	Small		
Tracking numbers for offsite requests		After final approval (training office) generate a confirmation form to send to Learner. Fields and format to be determined.		Generate a confirmation form to send to Learner after final approval. Fields and format to be determined.						
20020041	Cain, Jamie	MSFC	9/26/2002	Closed	9/26/2002	Medium	RC	Small	1.1	5/30/2003
Course Catalog - If a course is active with no self-enrollment, a message should be displayed "contact your course coordinator".		If a course is active with no self-enrollment, a message should be displayed "contact your course coordinator". That message should include the email address of the training coordinator. This info is pulled from AdminSTAR in the training coordinator field entered when the course description was entered.		Display a message stating " contact your course coordinator" if the course is active with no self-enrollment.						

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20020040	Gates, Sheryl	MSFC	8/5/2002	Closed	8/5/2002	High	RC	Small	1.1	
Need Learners to be able to view all training history from production data as well as archived history from within NORS.		Currently, learners will only be able to view their training history that resides in production. All history from NTDS will be located in an archive table, which can only be viewed by the Training Offices. Learners will need to view their entire history on-line.								
20020039	Gates, Sheryl	MSFC	7/30/2002	Approved	7/30/2002	High	RC	Small		
Pending Evaluation E-mail		<p>The system should send an e-mail to any learner with a pending evaluation to complete. The e-mail should have a link to the evaluation in NORS.</p> <p>Most likely, users will not login to NORS on a regular basis unless they want to register for training. In order for the training office to receive the evaluations in a timely matter (for course completions and training evaluation), the system needs to notify the learner that they have a pending evaluation they need to complete.</p>								

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20020038	Gates, Sheryl	MSFC	8/20/2002	Closed	8/20/2002	High	RC	Small	1.1	
Requirements Document 4.23.2.2, R00128	<p>The requirements reads: The System shall retrieve the History based on the supervisor signed on to the System for all subordinates unless selected in the subordinates input field.</p> <p>I believe this requirement should be titled Subordinate History Transcript instead of Subordinate Approval History Capabilities. These should be two entirely different functions. The Approval History should show requests that have been approved and denied. The Subordinate History Transcript should allow the supervisor to view the training history records for each of his/her subordinates.</p>		<p>Make a lin in NORS under MY ACCOUNT, then SUBORDINATE INFO, and then SUBORDINATE HISTORY TRANSCRIPT.</p>							
20020037	Cain, Jamie	MSFC	9/9/2002	Closed	7/19/2004	Medium	RC	Medium	1.3	
Need the ability to specify a course for civil service only, for civil service and contractors, or for supervisors only.	<p>In Adminstar where courses are set up, need the ability to specify for civil service only, for civil service and contractors, or for supervisors only. If contractors try to enroll in a course open only to civil service, or a non-supervisors try to enroll in a courses open to only supervisors, a message would be displayed "civil service only" or "supervisors only".</p>		<p>If contractors try to enroll in a course open only to civil service, or a non-supervisors try to enroll in a courses open to only supervisors, a message would be displayed "civil service only" or "supervisors only".</p>							

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20020036	Cain, Jamie	MSFC	9/6/2002	Closed	8/11/2003	High	RC	Small	1.1	
Require user to specify an Organizational Reviewer when approval is necessary.	When a user requests a course, If that course requires the Org Reviewer's approval, and no Org Reviewer has been specified in the user's profile, the user will be required to select an Org Reviewer before proceeding. (suggestion: it would be less complicated to instruct the user to go to his/her profile screen and select an Org Reviewer, and then return)		If a course requires the Org Reviewer's approval and the Org Reviewer hasn't been specified in the user's profile, require the user to select an Org Reviewer before proceeding.							
20020035	Cain, Jamie	MSFC	9/6/2002	Closed	5/30/2003	High	RC	Small	1.1	
Allow learner to specify the Organizational Reviewer in the Users profile	In NORS, add the capability to specify the Organization reviewer in the User's profile (to be selected from a drop down list). A text label will appear next to this field to aid the user in determining who this person is in their organization.		Add the capability to specify the Organization reviewer in the User's profile (to be selected from a drop down list). Create a text label next to this field to aid the user in determining who this person is in their organization.							

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20020034	Cain, Jamie	MSFC	9/6/2002	Closed	5/30/2003	High	RC	Medium	1.1	
Create Organizational Reviewer Screen	<p>In Admin Star, there should be four approval options for onsite training at the occurrence level:</p> <ol style="list-style-type: none"> 1) Supervisor and training office approval. 2) No approval needed. These courses should then show up on the Subordinate Request screen. 3) Supervisor approval only 4) Supervisor and Organization Reviewer approval. Screen needs to be added in NORS for this. <p>For offsite training, there should be two options:</p> <ol style="list-style-type: none"> 1) <input type="checkbox"/> Supervisor and training office approval 2) <input type="checkbox"/> Supervisor, training office and org. reviewer <p>For offsite training, there should be two options:</p> <ol style="list-style-type: none"> 1) Supervisor and training office approval 2) Supervisor, training office and org. reviewer 		Create Organizational Reviewer Screen in NORS.							
20020033	Cain, Jamie	MSFC	9/6/2002	Approved	9/6/2002	Medium	RC	Small		
Allow learners to search by RGI Courses (Agency Courses) on the Course Catalog and Course Schedule screen.	Allow learners to search by RGI Courses (Agency Courses) on the Course Catalog and Course Schedule screen.		RGI courses- Add Agency courses button to Course Catalog and the Course Schedule screen							

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20020032	Cain, Jamie	MSFC	9/6/2002	Approved	9/6/2002	Medium	RC	Small			
Subordinate Approval History Report – Add search fields and sort feature.		Subordinate Approval History Report : Add the following search fields: course date, key word (vendor), course title. Add sort feature: sort by all fields displayed on the Subordinate Approval History Report.		Subordinate Approval History Report : Add the following search fields: course date, key word (vendor), course title. Add sort feature: sort by all fields displayed on the Subordinate Approval History Report.							
20020031	Cain, Jamie	MSFC	9/6/2002	Approved	9/6/2002	High	RC	Small			
Provide each Center with a standard format to assist in pulling in already existing training records from center-unique systems.		Provide each Center with a standard format to assist in pulling in already existing training records from center-unique systems.		Provide each Center with a standard format to assist in pulling in already existing training records from center-unique systems.							

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20020030	Cain, Jamie	MSFC	9/6/2002	Closed	7/19/2004	High	RC	Small	1.3	
Change Subordinate Request (Approve/Deny) screen to add a "Detail" button.	Change Subordinate Request (Approve/Deny) screen to add a "Detail" button for offsite course only. Information for that new screen to be determined, but should include such items as date, travel costs, justification, brief course description. Add Deny and Approve buttons to bottom of onsite and offsite "Detail" screen.		Add a "Detail" button to Subordinate Request screen for offsite only. Create a Subordinate Request detail screen (Information for that new screen to be determined, but should include such items as date, travel costs, justification, brief course description). Add Deny and Approve buttons to bottom of offsite and onsite "Detail" screen..							
20020029	Cain, Jamie	MSFC	9/6/2002	Approved	9/6/2002	High	RC	Small		
Need print capability for evaluations.	Need print capability for evaluations. Format TBD		Provide learners the capability to print course evaluations. Format TBD.							

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20020028	Cain, Jamie	MSFC	9/6/2002	Approved	9/6/2002	Medium	RC	Small		
On the Course Evaluation screen, display the name of the instructor(s).		On the Course Evaluation screen, display the name of the instructor(s). This field already exists in Admin Star.				Display the name of the instructor(s) on the Course Evaluation screen.				
20020027	Cain, Jamie	MSFC	9/6/2002	Approved	9/6/2002	Low	RC	Medium		
When creating evaluation questions, the system should automatically repeat a question as many times as necessary after it is identified as an instructor question.		When creating evaluation questions, the system should automatically repeat a question as many times as necessary after it is identified as an instructor question. For example, if there are 3 instructors/guest speakers identified in Admin Star, the system will automatically pull in 3 sets of duplicate questions, one set for each instructor.				When creating evaluation questions, automatically repeat the question as many times as necessary after it is identified as an instructor question. For example, if there are 3 instructors/guest speakers identified in Admin Star, the system will automatically pull in 3 sets of duplicate questions, one set for each instructor.				

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20020026	Cain, Jamie	MSFC	9/6/2002	Approved	9/6/2002	Medium	RC	Medium		
Offsite training only - generate a unique tracking number for each course enrollment.		Offsite training only - generate a unique tracking number for each course enrollment. Display the number to the Learner. Give Learner the ability to print a "cover sheet" with this tracking number and the Learner's name on it. The cover sheet can then be attached to the background info submitted by the Learner.				Offsite training only - generate a unique tracking number for each course enrollment. Create a printable coversheet with the Learner's name and tracking number.				
20020025	Cain, Jamie	MSFC	9/6/2002	Approved	9/6/2002	Medium	RC	Small		
Need an edit check to ensure a Learner cannot request an off-site course for dates in the past.		Need an edit check to ensure a Learner cannot request a vendor course for dates in the past. A message should be displayed telling the Learner this if he tries to request a course for dates in the past. .				Create an edit check to ensure a Learner cannot request a vendor course for dates in the past. Display a message telling the Learner this if he tries to request a course for dates in the past.				

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20020024	Cain, Jamie	MSFC	9/6/2002	Approved	9/6/2002	Medium	RC	Small		
Display background material message when learner is requesting off-site course.	Learner must provide background material (registration form, announcements, etc) when requesting new course offering (off-site request). Generic note should be displayed on screen stating this (maybe a popup window) when "submit" is clicked. The message should tell the learner that the course will not be approved until the background information is received.		Display a generic message to the learner, stating that he/she must provide background material (registration form, announcements, etc) before the course can be approved.							
20020023	Cain, Jamie	MSFC	9/6/2002	Closed	5/30/2003	High	RC	Small	1.1	
Need the course description field on the Request New Course Offering screen	Currently the course description field is not on the Request New Course Offering screen.		Add a field for the course description on the Request New Course Offering screen.							

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20020022	Cain, Jamie	MSFC	9/5/2002	Closed	5/30/2003	High	RC	Medium	1.1	
<p>On courses open to both contractors and civil service, contractors automatically go to a wait list.</p>		<p>On courses open to both contractors and civil service, contractors automatically go to a wait list. A message will be displayed telling them they will be notified as space becomes available. Once the enrollment cut-off date is reached for that course, the coordinator can fill the vacant spots from the top of the list on a first come, first served basis. Civil Service automatically goes to the top of the wait list (first come, first serve) if the course is full.</p>		<p>On courses open to both contractors and civil service, contractors automatically go to a wait list. Display a message to contractors stating they will be notified as space becomes available. Once the enrollment cut-off date is reached for that course, the coordinator can fill the vacant spots from the top of the list on a first come, first served basis. Civil Service automatically goes to the top of the wait list (first come, first serve) if the course is full.</p>						
20020021	Cain, Jamie	MSFC	9/5/2002	Approved	9/5/2002	Medium	RC	Small		
<p>Allow learner to search by competencies</p>		<p>In the course catalog, need to add a search function for courses that meet specific competencies. For example, a search on the competency key word "management" would return a display of all active courses that would satisfy this competency.</p>		<p>Add a keyword field that allow learners to search by competencies. For example, a search on the competency key word "management" would return a display of all active courses that would satisfy this competency.</p>						

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20020020	Cain, Jamie	MSFC	9/5/2002	Approved	9/5/2002	Medium	RC	Small		
On the Request Enrollment screen, a learner must justify enrolling for a course by selecting the competencies the course satisfies		On the Request Enrollment screen, a learner must justify requesting a course by selecting the competencies the course satisfies. Not to exceed five competencies. Supervisor should be able to change the competencies when it gets to the approval level.				When requesting Enrollment, force the learner to justify enrolling for a course by selecting the competencies the course satisfies. Do not allow the learner to select more than five competencies. Allow the supervisor to edit the competencies when the request reaches the approval level.				
20020019	Cain, Jamie	MSFC	9/2/2002	Approved	9/2/2002	Medium	RC	Small		
Displaying all competencies in NORS.		All Competencies are to be displayed in NORS and can be selected at the course level from a list when the course description is entered.				Display all competencies in NORS and allow the competencies to be selected at course level from a list when the course description is entered.				

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20020018	Cain, Jamie	MSFC	9/5/2002	Closed	5/30/2003	High	RC	Small	1.1	
Point of Contact information needs to be displayed on the course catalog description and detail screens.		Point of Contact information needs to be displayed on the course catalog description, Course Catalog Detail, and Course Schedule Detail screens.				Display the Point of Contact information on the course catalog description, Course Catalog Detail, and Course Schedule Detail screens.				

20020017	Cain, Jamie	MSFC	9/5/2002	Closed	5/30/2003	High	RC	Small	1.1	
Training center field not displayed on the Course Catalog Detail screen.		The training center field needs to be added to the Course Catalog Detail screen.				Add the training center field to the Course Catalog Detail screen.				

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20020016	Cain, Jamie	MSFC	9/5/2002	Approved	9/5/2002	Medium	RC	Small		
Course Catalog Detail-Display hyperlink to view entire course description.		In the course description, add a field for a hyperlink at the session level. This would have to be added to Admin Star.				Create a hyperlink on the Course Catalog Detail screen which allows learners to view the entire course description.				
20020015	Cain, Jamie	MSFC	9/5/2002	Closed	7/19/2004	Medium	RC	Small	1.3	
Add a drop-down list of the reasons why the student is dropping a course.		Add a drop down list of reasons why the student is dropping the course as well as a "comments" field. Centers are to submit the reasons so a master list can be created.				Created a drop down list of reasons why the student is dropping the course as well as a "comments" field for additional comments. Centers are to submit the reasons so a master list can be created.				

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20020014	Cain, Jamie	MSFC	9/5/2002	Closed	8/11/2003	High	RC	Small	1.1	
Enrolled/Requested Courses - When an enrolled student cancels an enrollment, the student's supervisor and course coordinator should receive an email cancellation notice.		Enrolled/Requested Courses - When an enrolled student cancels an enrollment, the student's supervisor and course coordinator should receive an email cancellation notice.		Send a e-mail cancellation notice to the learner's supervisor and course coordinator when a learner cancels enrollment.						
20020013	Cain, Jamie	MSFC	9/5/2002	Closed	6/4/2004	High	RC	Small	1.1	
Training History Report		Training History Report - Create a "next" or "more" button to page through all the training records. No restriction on the number of years displayed. Display most recent data first.		On the Training History Report create a "next" or "more" button to page through all the training history records. Do not place a restriction on the number of years displayed. Display most recent data first.						

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20020012	Cain, Jamie	MSFC	9/5/2002	Approved	9/5/2002	Medium	RC	Small		
Notification needs to be sent to the Learner (cc to the Supervisor and the T.O.) when evaluations are not completed .		Notification needs to be sent to the Learner (cc to the Supervisor and the T.O.) when evaluations are not completed after 14 days of sending. This notification will happen only once.		Send notification only once to Learner (cc to the Supervisor and the T.O.) when evaluations are not completed after 14 days of sending.						
20020011	Cain, Jamie	MSFC	9/5/2002	Approved	9/5/2002	Medium	RC	Small		
Course Catalog – Need the ability to search by location of the course		Course Catalog- Need the ability to search by location of course to be taken and/or by date.		Provide the ability to search by location of course to be taken and/or by date on the Course Catalog Screen.						

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20020010	Cain, Jamie	MSFC	9/5/2002	Closed	7/19/2004	High	RC	Small	1.3	
Ability to generate training history report as an e-mail attachment	Need the ability to generate training history report as an e-mail attachment (for example, as a .csv file that can be opened in Excel).		Provide the ability to generate training history report as an e-mail attachment (for example, as a .csv file that can be opened in Excel).							
20020009	Cain, Jamie	MSFC	9/5/2002	Closed	11/26/2002	None	RC	None	1.1	
Customize e-mail notifications for each type of approval.	The email notifications need to be customized for each type of approval option. Include a note that the learner is not confirmed in a class until the Training Office approves.		Customize e-mail notifications for each type of approval option. Include a note to the learner that he/she is not confirmed in a class until the Training Office approves.							

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20020008	Cain, Jamie	MSFC	9/5/2002	Closed	9/5/2002	Medium	RC	Small	1.3	
Warning learners and managers of overlapping courses when requesting/approving courses.		NORS should provide a warning message and the ability to override to the learner when requesting courses that dates overlap and to the manager when approving courses for a learner with dates that overlap.				Give a warning message and the ability to override that warning if the courses being requested are overlapping for both the learner.				
20020007	Cain, Jamie	MSFC	9/5/2002	Approved	9/5/2002	None	RC	Small		
Displaying site specific registration policies in NORS.		Currently NORS does not display the Centers registration policies. NORS should display the Center's registration policy based on the assigned Center of the learner.				Add a text entry field to display site specific registration policies (controlled by Center), or provide a field to enter a hyperlink for each center (for example, "JSC Policy").				

All CCRs

CCR Report For

NORS

As of: 11/1/2004
Updated Weekly

CCR #	Initiator	Installation	Initiation Date	Status	Status Date	Priority	Type	Size	Expected Release	Expected Release Date
Title	Description		Recommended Action							
20020006	Martin, Lisa	MSFC	8/9/2002	Closed	8/11/2003	High	RC	Small	1.0	
Edit/Remove fields on the Update Personal Info screen and Change Password screen.	The Assigned Organization field on the Update Personal Info screen needs to be changed to Supervisor Organization. On the Change Password screen remove the Old Password field.									
20020005	Martin, Lisa	MSFC	8/9/2002	Closed	5/30/2003	High	RC	Small	1.1	
Provide users with search capabilities	Provide user with the functionality to search through the Course Catalog and Course Schedule.									

All CCRs

CCR Report For

NORS

As of: 11/1/2004
Updated Weekly

CCR #	Initiator	Installation	Initiation Date	Status	Status Date	Priority	Type	Size	Expected Release	Expected Release Date
Title	Description		Recommended Action							
20020004	Martin, Lisa	MSFC	8/9/2002	Closed	5/30/2003	High	RC	Small	1.1	
Request Initial Access process doesn't meet NPG 2810.1 standards			Change Request Initial Access process to meet NPG 2810.1 standards.							

20020003	Martin, Lisa	MSFC	8/6/2002	Closed	5/30/2003	High	RC	Small	1.1	
Change Course Detail to Course Catalog Detail and Course Schedule Detail .			<p>The following are required fields for Course Catalog Detail screen: course title, course id, description, format, type of training, number of days scheduled, hours/day, and participant cost.</p> <p>The following are required fields for Course Schedule Detail screen: course title, course id, begin date, end date, location, begin time, end time, on-duty hours, off-duty hours, cut off date, participant cost and day number.</p>							

All CCRs

CCR Report For

NORS

As of: 11/1/2004

Updated Weekly

CCR #	Initiator	Installation	Initiation Date	Status	Status Date	Priority	Type	Size	Expected Release	Expected Release Date
Title	Description		Recommended Action							
20020002	Martin, Lisa	MSFC	8/6/2002	Closed	8/11/2003	High	RC	Small	1.0	
Remove Site Search	Not enough time to implement the site search before the release.		remove the site search from all pages.							

20020001	Martin, Lisa	MSFC	1/1/2002	Closed	1/1/2002	High	RC	X-Large	1.0	1/2/2002
Need an Web application to replace AdminSTAR Learner (ASL) program.	Currently only MSFC personel can self enroll into NASA courses. NASA needs an agency-widw Web-based application that allows learners to access and register for training.		Develop NASA Online Registration System (NORS) an Agency-wide Web-based application that will allow learners to access and register for training.							