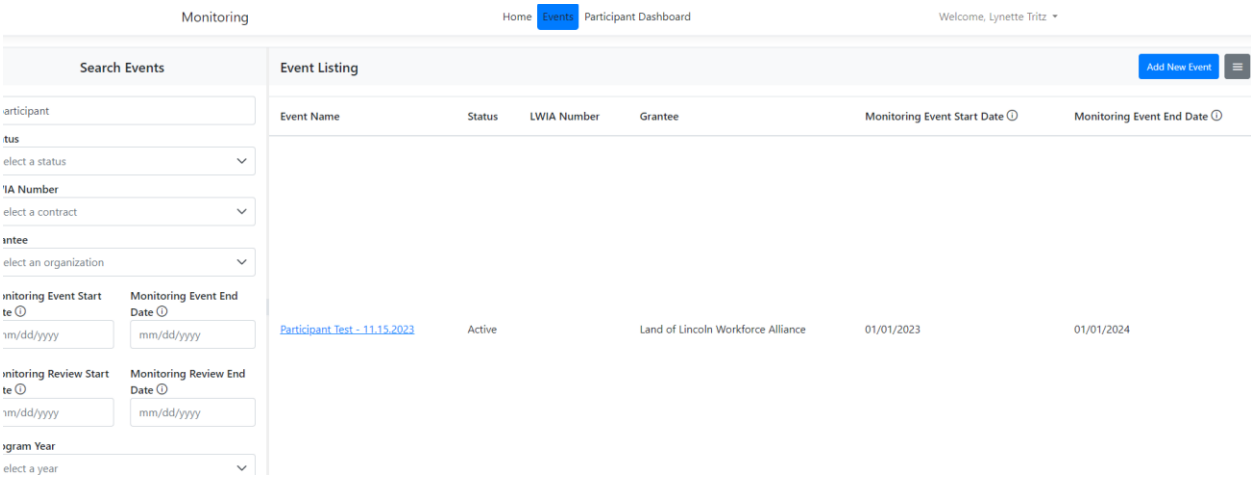
Monitoring System
User Acceptance Testing
Select Participant
[November 15, 2023]

Select Participant

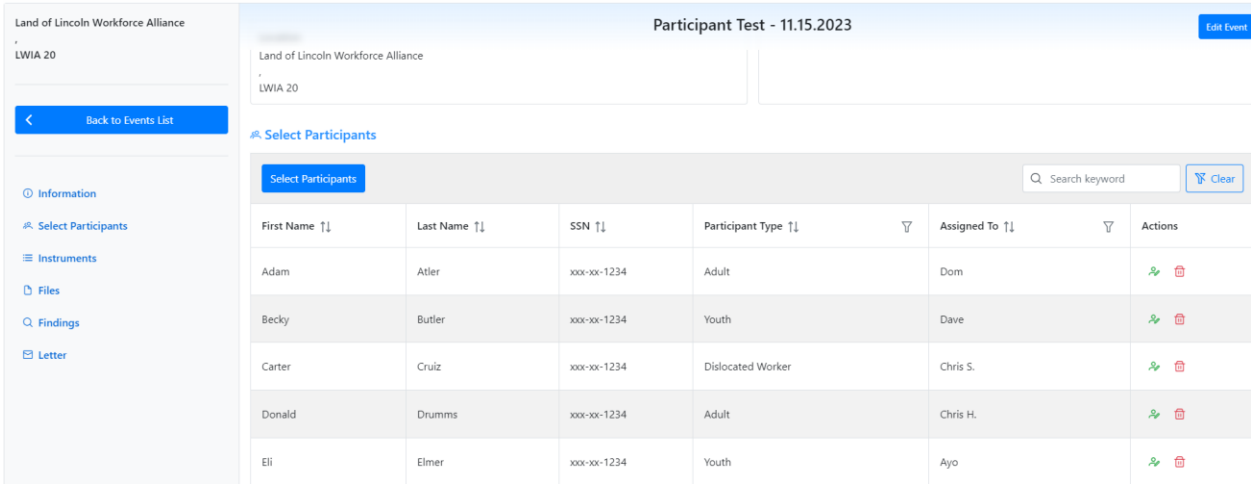
1. Login to the Monitoring website with the username and password
    a. Website - https://apps.illinoisworknet.com/Monitoring/
    b. Credentials

	Last Name A – C	Last Name D – M	Last Name N – Z
Username:	MonitoringTest_1	MonitoringTest_2	MonitoringTest_3
Password:	Password2016!	Password2016!	Password2016!

2. Search for event Participant Test – 11.15.2023

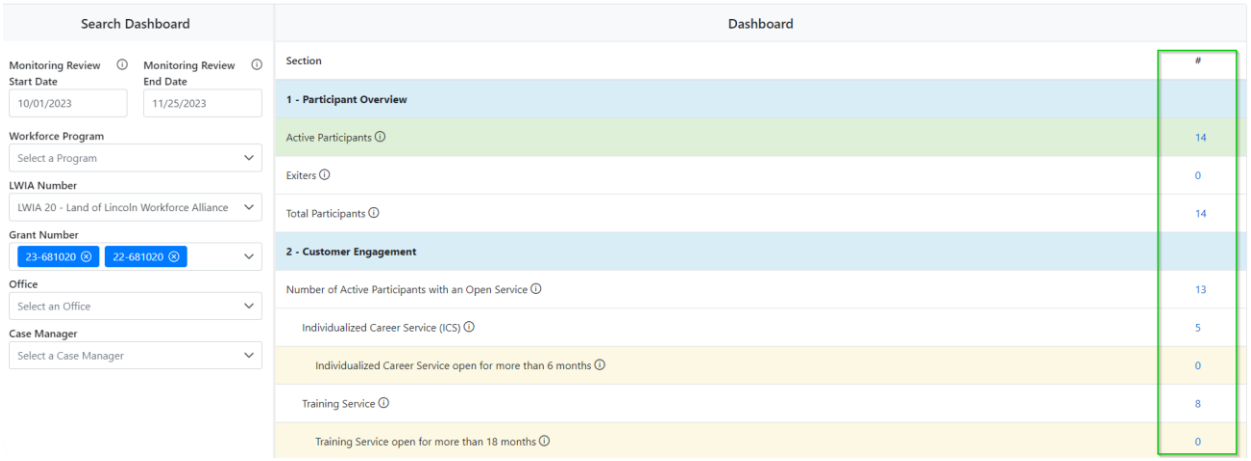


3. Click on the event and navigate to the Select Participants section. Click on Select Participants.

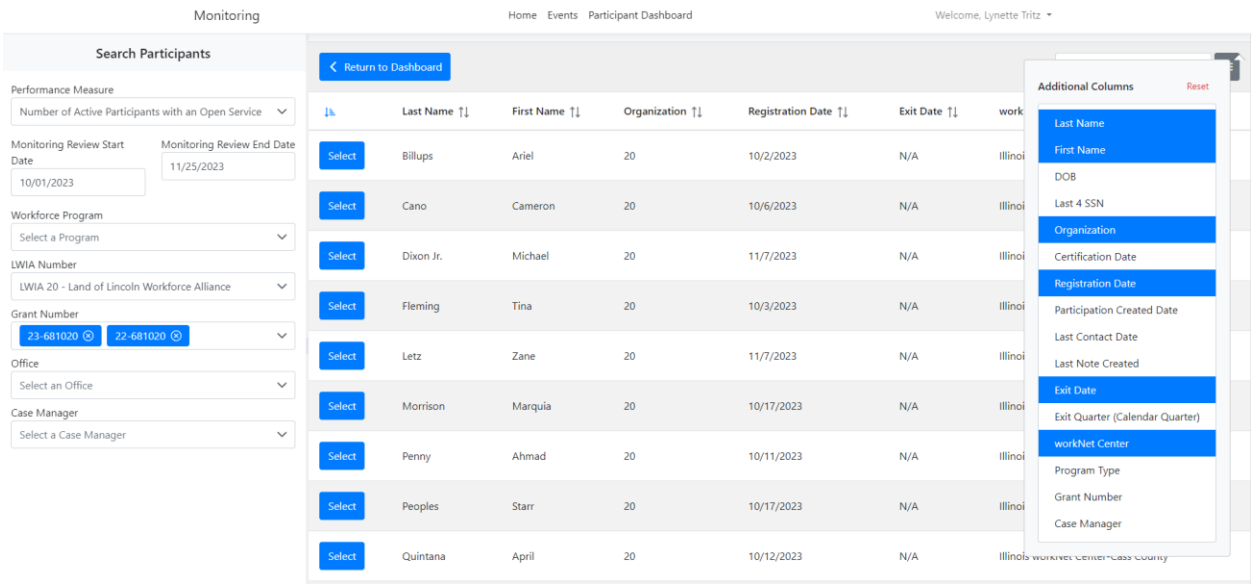


4.

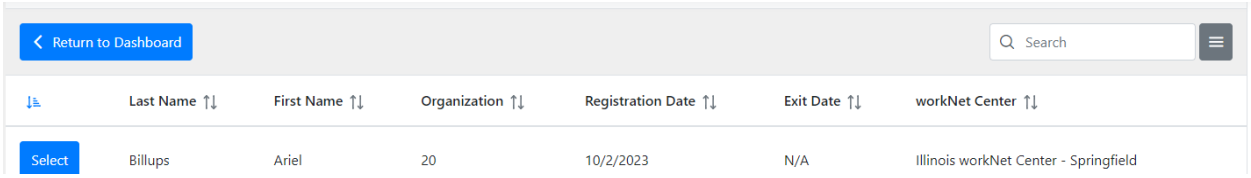
5. Change information in the Search Dashboard Section, like date, workforce program, LWIA number, Office, and Case Manager to change the Dashboard view
6. Select one of the reports on the right to view participants with those qualities



7. Use the Hamburger icon to add additional columns to the Participant list



8. Use the search bar to search for applicant names



9. Select a Participant and assign a monitor and elements to the participant. (Note: testing that it can be attributed to any module will work for now. Next time we test, it will be more applicable to the participant review sheets).

Follow Up

10. Make a note or take screenshots (if you can) of any items that:
    a. Did not work.

   b. It only worked sometimes.
   c. Navigation that isn't very clear.
   d. Type of documentation you would like us to create.
11. Send by email to lynette.tritz@siu.edu. A bug will be created and discussed in the next UAT session.