Integral **Project** IT
State of the art in IT Solutions

P   p
E   p   o u

SITE VTS XXXXXXX

XXXXX / XXXXX

CUSTOMER REF.

IVTE8k˚Ohk\KECT IT

YOUR COMMUNICATION PARTNER

E-mail: **sales@**   p o c   .com
        support@   p o c **.com**
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VISIO IT

Site Acceptance Test - SAT

Project Number:
XXXXXXX

Customer Name:
XXXXXX

Project Name:
XXXXX

Customer Reference:
xxxxxx

IVTE8k˚ OReference:
xxxxxx

CUSTOMER DOCUMENT REVISION LOG

TEMPLATE REVISION LOG

Table of Contents

1. INTRODUCTION

1.1. Project details

Detailed information about the project to be delivered.

1.2. Scope

1.3. Acceptance Criteria

1.4. Test Equipment

1.5. Documentation

1.6.   Procedure

The procedure must be performed by trained personnel. All items in the list should be tested.

The 'Result' column should be checked by using the following notation:

√   Approved

√-   Approved with comments

N   Not tested. Site specific equipment required.

O   Not applicable

F   Not approved (comments required)

Note that for many of the test there are two columns called A and B. This means that a result shall be indicated for both sides of a dual system, if applicable.

2.   SOFTWARE LICENSE

Source	Quantity

3. EQUIPMENT AND SYSTEM FUNCTIONS

3.1.	Verification of equipment	
To confirm that the system is in accordance with the Customer purchase order.		
Item	**Description**	**Result**
3.1.1.		
3.1.2.		
Comment		

3.2.	System start-up	
To confirm that the system will return to normal state without user interaction after a reboot.		
Item	**Description**	**Result**
3.2.1.	Step 1) Restart the server. Step 2) Confirm that that the server returns to operating system login page.	
3.2.2.	Step 1) Note that time and log in to Windows[1] Step 2) Open Service Manager Step 3) Open the component browser for a service, click the topmost node and confirm that the start time for the service was before log in to Windows. Step 4) Check the list of Windows Services and confirm that services are listed as running.	
Comment		

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[1] Note that the services may be set up with a start-up delay. Therefore, leave the system at the Windows login page for a few minutes before logging in. When logging in to Windows note that time and check in the component browser, on the topmost node that the start time for the services was before the time of login.

3.3.	Service Manager	
To confirm that the Service Manager is handling the services correctly.		
Item	**Description**	**Result**
3.3.1.	Step 1) Open the Service Manager from the shortcut on desktop. Step 2) Confirm that all configured services are listed.	
3.3.2.	Step 1) Select a service and open the Message Log Step 2) Confirm that debug messages for the process are listed.	
3.3.3.	Step 1) Select a service and open the Component Browser Step 2) Confirm the component structure can be browsed to see runtime parameters (Tx , Rx)	
Comment		

3.4.	System time synchronization - NTP	
To confirm that the system is operating with an external NTP time source		
Item	**Description**	**Result**
3.4.1.	Configuration Check Step 1) Confirm that at least one NTP time source is connected and configured. Step 2) Confirm that a NTPD Manager service is running to process the time signal.	
3.4.2.	NTP Support Step 1) Open component browser for NTPD Manager and check the settings. Step 2) Confirm that the NTPD Manager service is still running and receiving time signal from the time source. Step 3) Confirm that all the servers are synchronized with the NTP time source	
Comment		

4. DATA COLLECTORS

This section contains tests that shall confirm the correct behaviour of all data source interfaces, including both hardware and software.

Tests are split into two main parts, first confirmation of data collection under normal conditions and in the second and third part behaviour of the system and interfaces in abnormal situations.

4.1.	Data sources: RTP VoIP Servers (Radios)	
To confirm that the   data collector for VoIP Servers (Radios) is set up correctly according to the specifications.
Item	**Description**	**Result**
4.1.1.	Step 1) Open Message Inspector for RTP data collector. Observe the list and see that there are no error messages. Step 2) Open Component Browser. Confirm that all nodes are expandable. List all lines. Confirm that audio is sent (TX) from the data collector. Step 3) In Catch replay client verify that the recorded data is available and can be played.	
Comment		

4.2.	Data sources: ED137 (RRC)	
To confirm that the data collector for RRC VoIP is set up correctly according to the specifications
Item	**Description**	**Result**
4.2.1.	Step 1) Open Message Inspector for ED137 data collector. Observe the list and see that there are no error messages. Step 2) Open Component Browser. Confirm that all nodes are expandable. List all lines. Confirm that audio is sent (TX) from the data collector. Step 3) In Catch replay client verify that the recorded data is available and can be played.	
Comment		

5. RECORDING

5.1. Recording

To confirm that the Recorder Manager(s) record all connected sources.

Item	Description	Result
5.1.1.	Step 1) Check configuration and note what log folders and dispatcher files that are configured for each recorder manager. Step 2) For each recorder manager in the system open today's log folder. Step 3) Confirm that data is logged by observing that files corresponding to configured data groups are made every five minutes.	
Comment		

5.2. Disk Manager

NOTE: IT IS RECOMMENDED TO PERFORM THIS AS THE LAST TEST.

To confirm that the Disk Manager is set up correctly according to the specifications. The main purpose for the Disk Manager is to make sure there is always enough disk space for new recordings.

Item	Description	Result
5.2.1.	Step 1) Open configuration file Step 2) Confirm that parameters Required Days and Desired Days is according to contract.	
Comment		

# 6.	REPLAY AND RELATED FUNCTIONS

6.1.	Replay	
To confirm that replay and related functions are possible for all sources in the system.		
Item	**Description**	**Result**
6.1.1.	Log in to Catch Step 1) Log in to Catch by using the shortcut on the desktop. (Default username: admin & password: admin). Step 2) Select Replay.	
6.1.2.	Configuration Step 1) Verify that all channels in the system can be selected for replay.	
6.1.3.	Monitoring Step 1) Verify that it is possible to monitor selected channels.	
6.1.4.	Replay from History Step 1) Verify that it is possible to select data from history and replay. Step 2) Verify all relevant source types.	
6.1.5.	Create Bookmark 1) Right-click at the any position. 2) Create a Bookmark. 3) Confirm Play/Delete of Bookmark (Manage Bookmarks).	
6.1.6.	Custom Source View Step 1) Open Custom Source View editor Step 2) Use the editor to create custom data groups and sub-groups Step 3) Add channels to the groups Step 4) Switch to Custom Source View Step 5) Confirm that the channels are presented in the structure just created	
6.1.7.	Continuous recording Step 1) To verify that live data recording has not been interrupted by the replay test. Step 2) Confirm that the replay of one of the channels that has been recorded continuously is not affecting to the operational environment.	
Comment		

6.2.	Archive	
To confirm replay the archive data (Offline Player)		
Item	**Description**	**Result**
6.2.1.	Archive Data Step 1) In Catch add some channels to the activity view Step 2) Drag to select a time period Step 3) Right-click and select Archive from the drop-down menu	
6.2.2.	Confirm replay the Archive data (Offline Player)	
Comment		

6.3.	Impound	
To confirm replay the impound data (Offline Player)		
Item	**Description**	**Result**
6.3.1.	Step 1) In Catch, make an Impound data set. Step 2) Confirm that it is possible to play this data set on the Impound Player. Step 3) Verify that it only has the selected data. Step 4) Confirm that it is possible to play this data set on the Impound Player.	
6.3.2.	Confirm replay the impound data (Offline Player)	
Comment		

6.4.	Quarantine	
To confirm replay the Quarantine data		
Item	**Description**	**Result**
6.4.1.	Quarantine Data Step 1) In Catch add some channels to the activity view Step 2) Drag to select a time period Step 3) Right-click and select Quarantine from the drop-down menu	
6.4.2.	Replay from Quarantine Step 1) In Catch switch to Data Management Step 2) Select Quarantine set / Play Step 3) Switch back to normal replay mode (click on real-time mode icon)	
6.4.3.	Quarantine Management Step1) Switch back to normal replay mode if this has not been done already Step 2) Select Data Management Step 3) Select the quarantine set and select Delete Step 4) Confirm that the set is deleted from Catch and deleted from the quarantine folder	
Comment		

6.5.	**Export: Audio (WAV)**	
To confirm that it is possible to export audio from the system.		
Item	**Description**	**Result**
6.5.1.	Step 1) Make sure there is one enabled audio source in the activity view Step 2) Mark a period, right click the audio channel and select Export WAV Step 3) Save to selected location Step 4) Confirm that a WAV file was made that can be played in Media Player	
6.5.2.	Step 1) Make sure there is one enabled audio source in the activity view Step 2) Mark a period, right click the audio channel and select Export WAV Step 3) Select Distort Audio and save to selected location Step 4) Confirm that a WAV file was made that can be played in Media Player and that the pitch of the voice has changed.	
6.5.3.	Step 1) Make sure there are at least two enabled audio sources in the activity view. Step 2) Mark a period, right click the audio channel and select Export WAV Step 3) Save to selected location Step 4) Confirm that one WAV file for each enabled channel was made and can be played in Media Player.	
6.5.4.	Step 1) Make sure there are at least two enabled audio sources in the activity view. Step 2) Mark a period, right click the audio channel and select Export WAV Step 3) Select Mix Audio and save to selected location Step 4) Confirm that one WAV file is made contain audio from the selected channels.	
Comment		

7. EXTERNAL ALARM / WATCHDOG

7.1.	Watchdog	
To confirm that the external dry relay contact is operating and functioning normally the tests below needs to be performed.		
Item	**Description**	**Result**
7.1.1.	Step 1) Log in to Catch and select Admin and Alarms. Step 2) Check that there are no alarms present.	
7.1.2.	Step 1) Confirm that there is a GREEN LED on the JSP-102 unit. Step 2) Use a multimeter to verify that Pin 1 and Pin 2 on JSP-102 Alarm Output is NORMALLY CLOSED. Step 3) Use a multimeter to verify that Pin 3 and Pin 6 on JSP-102 Alarm Output is NORMALLY OPEN.	
7.1.3.	Step 1) Stop the Disk Manager process. Step 2) Confirm that there is a RED LED on the JSP-102 unit. Step 3) Use a multimeter to verify that Pin 1 and Pin 2 on JSP-102 Alarm Output is NORMALLY CLOSED. Step 4) Use a multimeter to verify that Pin 3 and Pin 6 on JSP-102 Alarm Output is NORMALLY OPEN.	

8.   ADMINISTRATION/MANAGEMENT

<table>
<tr>
<td colspan="3">8.1.   Alarms
To confirm that all the functionality related to the Management Console application is set up correctly according to the specifications and working as expected.</td>
</tr>
<tr>
<th>Item</th>
<th>Description</th>
<th>Result</th>
</tr>
<tr>
<td>8.1.1.</td>
<td>Step 1) Log in to Catch and select Admin and Alarms.
Step 2) Check that there are no alarms present.</td>
<td></td>
</tr>
<tr>
<td>8.1.2.</td>
<td>Alarm on application not reporting
Step 1) Stop the   Disk Manager or another process that does not affect Catch.
Step 2) Confirm that an alarm is raised and that there is a sound played in the speakers connected to the recorder.</td>
<td></td>
</tr>
<tr>
<td>8.1.3.</td>
<td>Check that the Speaker Panel status LED turns RED and that the state of the watchdog on the Krone panel changes.</td>
<td></td>
</tr>
<tr>
<td>8.1.4.</td>
<td>Step 1) Start the   Disk Manager.
Step 2) Confirm that the sound disappears.
Step 3) Confirm that the Speaker Panel status LED turns to GREEN.
Step 4) Confirm that the watchdog on the Krone panel changes.</td>
<td></td>
</tr>
<tr>
<td>Comment</td>
<td></td>
<td></td>
</tr>
</table>

8.2.	**Users and Groups**	
To confirm that administration of users and groups works as expected.		
Item	**Description**	**Result**
8.2.1.	Step 1) In Catch use the Access Control to create a group with certain access rights. Step 2) In Catch Create a new user Step 3) Add the new user to the new group Step 4) Log out of catch and out of Windows Step 5) Confirm that it is possible to log in with the new user. Step 6) Confirm that this user can log in to Catch, but has limited rights	
Comment		

8.3.	**Reports: Audit Trail**	
To confirm that recording statistics is available.		
Item	**Description**	**Result**
8.3.1.	Step 1) In Catch select Reports - Audit Trail Step 2) Confirm that actions performed have been logged and can be viewed and exported.	
Comment		

9.   DATA SOURCES

9.1.	Data sources: RTP VoIP Servers(Radios)	
To confirm that the data collectors for RTP VoIP servers are set up correctly according to the specifications. This data collectors sampling and forwarding data to the LAN to be available for further processing by other services.		
Item	**Description**	**Result**
9.1.1.	Step 1) Confirm that audio sources are connected to the system Step 2) Open the Catch application Step 3) For each configured audio channel, confirm that data is recorded by performing a replay.	
Comment		

The 'Result' column should be checked by using:				
√ Approved				
F Not approved (comments required)				
Line #	**Result**	**Line #**	**Result**	
1		17		
2		18		
3		19		
4		20		
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				

9.2.   Data sources: ED137 (RRC)

To confirm that the data collectors for ED137 are set up correctly according to the specifications. This data collectors sampling and forwarding data to the LAN to be available for further processing by other s.

Item	Description	Result
9.2.1.	Step 1) Confirm that audio sources are connected to the system Step 2) Open the Catch application Step 3) For each configured audio channel, confirm that data is recorded by performing a replay.	
Comment		

The 'Result' column should be checked by using:		
√ Approved		
F Not approved (comments required)		

Line #	Result	
1		
2		
3		
4		

10.   SUMMARY

This summary states the result of the Site Acceptance Test.

Test result		
The result of the Site Acceptance Test.		
Item	**Description**	**Result**
√	Approved. System is according to PO. All items tested OK.	
√-	Approved. Some items not tested. All tested items OK.	
√F	Approved. Some items needs to be fixed before system is approved.	
F	Failed. Some items needs to be fixed. New SAT required.	
Comment		

List of participants		
A list of all the people involved with this test, both test engineer(s) and supervisor(s).		
Name printed	**Signature**	**Company**

Date	
Date and location for the test.	
Date	**Location**

11. CERTIFICATE OF CONFORMITY

Certificate of Conformity			
Customer:			
Customer order no.:		IVTE8k˚ Ohk\ ΚECT no.:	
Test/Inspection performed by IVTE8k˚ Ohk\ ΚECT IT representative:			
Name printed	Date:	Location:	Signed:
Test/Inspection performed by Customer representative:			
Name printed	Date:	Location:	Signed:
Test/Inspection witnessed by (fill out only if applicable):			
Name printed	Date:	Location:	Signed: