

Compunetix CONTEX Report™ Installation Verification Checklist

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Date: _____ Customer Name: _____

Installation Location: _____

Shop Order/Work
Order: _____

Installation Engineer: _____

Installation Engineer
Signature: _____

Installation Pictures taken (unless prohibited by customer)

System Components

The customer's system consists of the following components:

Required Test Equipment

- CONTEX Summit or Summit Olympus system with connected circuits
- WOC or Global Operator (GO) connected
- Crystal Reports
- CONTEX Report
- Web browser

Installation Test Procedures

| FEATURE | RESULT |
|---|--|
| 1 Users | |
| <p>1.1 Website</p> <p>Open a web browser and navigate to the CONTEX Report webpage. Verify that the webpage can be reached.</p> <p>Comments:</p> | <input type="checkbox"/> Pass <input type="checkbox"/> Fail |
| <p>1.2 User Login</p> <p>Login to the CONTEX Report website. Verify that the login brings the user to the CONTEX Reports homepage.</p> <p>Comments:</p> | <input type="checkbox"/> Pass <input type="checkbox"/> Fail |
| 2 Reports | |
| <p>2.1 Report Templates</p> <p>Navigate to the CONTEX Report folder in the webpage. Verify that the report templates are listed.</p> <p>Comments:</p> | <input type="checkbox"/> Pass <input type="checkbox"/> Fail |

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| <p>2.2 One-time Report</p> <p>Call multiple lines into the CONTEX Summit and conduct a couple conferences. (This step can be completed during other testing.)</p> <p>Schedule a report to run now. View the report and verify that the report shows the correct information.</p> <p>Comments:</p> | <p><input type="checkbox"/> Pass</p> <p><input type="checkbox"/> Fail</p> |
| <p>2.3 Scheduled Reports</p> <p>Call multiple lines into the CONTEX Summit and conduct a couple conferences. (This step can be completed during other testing.)</p> <p>Schedule a report to run at a scheduled time. (To save time, schedule the report for the near future.) After the time the report should have run, check the contents of the report.</p> <p>Comments:</p> | <p><input type="checkbox"/> Pass</p> <p><input type="checkbox"/> Fail</p> |

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| <p>2.4 E-mailed Reports</p> <p>Note: This step requires CONTEX Report to be configured for e-mail.</p> <p>Call multiple lines into the CONTEX Summit and conduct a couple conferences. (This step can be completed during other testing.)</p> <p>Schedule a report and specify that the Destination is Email recipients. Set the email parameters for recipient, subject, body, attachment file type, etc.</p> <p>After the report has run, verify that the e-mail was sent with the correct information and the report is in the specified format.</p> <p>Comments:</p> | <p><input type="checkbox"/> Pass</p> <p><input type="checkbox"/> Fail</p> |
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