

# Open CCRs

# CCR Report For

# ADMIN

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							
20040023	Hopson, Tinnya B	LaRC	9/21/2004	New	9/21/2004	Emergency	None	None		
Fiscal Year 2004 Technical Training/Development Summary	Please generate a technical training/development report for the fiscal year 2004 for the following 3 subcategories:  1. Conference/Symposiums 2. Academic Events 3. e-learning.  Data requirements for each subcategories are: EVENTS, ATTENDANCE, HOURS, and COST.									
20040022	Hoover, Sean	GSFC	9/16/2004	New	9/16/2004	Emergency	None	None		
Time Periods	When scheduling a course for a particular time period, when retrieving this information, I must ask for all periods instead of just selecting the time period I scheduled it in.  Example: Course H1015 (HQ Training system) Scheduled within time period June 2004, for June 4, 2004. However, when selecting the June 2004 time period and entering H1015, the system says "no data found", but when I select all time periods, the course is retrieved.		Correct time period area please.							

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20040019	Davis, Jacky	MSFC	8/20/2004	Scheduled	8/24/2004	High	RC	Large	7.0	
The user defined fields in NORS needs to be converted to static fields.	The current infrastructure of AdminSTAR 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.							
20040017	Smith, Tina	MSFC	8/6/2004	New	8/6/2004	Emergency	None	None		
We need a brio report that will allow us to pull a participant list and also include the grade level of each participant.	MSFC is sponsoring a leadership symposium at the end of the month and management has been requesting periodic updates on the number of attendees. Now they also want the grade level of the participants included with their name and mailcode. They wanted to know how many of the participants were Senior executives, GS15, GS14, etc.		I use the courses not completed report to pull up a list of the enrolled participants. The report has their name and mail code but we need to include a user field to display their grade as well.							

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20040016	Hoover, Sean	HQ	8/2/2004	New	8/2/2004	Emergency	None	None		
Learner's history			<p>When accessing a learner's history in Adminstar, I must access the history twice before Astar allows me to view the user define fields.</p> <p>When accessing it the first time, the system freezes, forcing me to Control-Alt-Delete, then end task. I then must log back into Astar, then I am able to access a learner's UDF.</p>	<p>Can this be corrected so I can access a UDF record the first time, without having to go into it a second time?</p>						
20040015	Shamp, Cheryl	KSC	7/21/2004	Scheduled	7/21/2004	High	RC	Small	7.0	
Requests pending in the Organization Reviewer area cannot be transferred to another designated Organization Reviewer.			<p>When using NASA Online Registration System for training requests that need to be approved by the Organization Reviewer. If the Primary Organization Reviewer has to be out of the office, you cannot change the requests to move to a substitute Organization Reviewer.</p> <p>Example: Organization Reviewer goes on vacation a substitute person is designated to approve the requests. The only way this can be done is to provide the substitute Org Reviewer the Primary Org Reviewer user name and password to access the data.</p>	<p>This function should work just like the supervisor area and be able to change over from one to the other as necessary to complete the task.</p>						

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20040014	Hopson, Tinnya B	LaRC	7/21/2004	New	7/21/2004	Medium	None	None		
Archive Report			Requesting Archive History for the following employees: Kenneth Frink Yvonne Dellapenta Deneace Hines Rhonda Burrell [Note: employee SSNs have been removed from this document; contact initiator for SSNs if needed.]							

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20040013	Hopson, Tinnya B	LaRC	7/20/2004	New	7/20/2004	Medium	None	None		
Training History Report			Please provide a report covering training history records from September 2002 to July 19, 2004 for the following employees: Gary Lofswold, Lavinia Hardy and Nicole Turner.  [Note: employee SSNs have been removed from this document; contact initiator for SSNs if needed.]							

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20040012	Shamp, Cheryl	KSC	6/1/2004	Scheduled	6/1/2004	Medium	RC	Small	7.0	
			When printing the evaluations, the numbers are not in correct sequence.	Fix the program so that the number sequence for the questions looks clean and correct.						

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20040011	Martin, Lisa	MSFC	5/27/2004	Scheduled	5/27/2004	High	RC	Small	7.0	
Course Title/Description Extract			MSFC is implementing a new IDP system which currently has some course titles/descriptions. MSFC is requesting to have a extract run on a weekly basis so the IDP system could be updated with new course descriptions. The MSFC Training organization will utilize the IDP system for the annual training needs assessment.							
			The only data needed for the system would be "Course Title" and "Description".							

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20040010	Smith, Tina	MSFC	5/17/2004	New	5/17/2004	Medium	None	None		
Add org. code to attendance roster in AdminSTAR	Currently when you print out a class roster from AdminSTAR it will list the person's name and the name of their organization (example - Employee and Organizational Development Department). I have received several requests from co-workers asking that the Org. code be added in front of the participant name.									
20040009	Smith, Tina	MSFC	5/14/2004	New	5/14/2004	None	None	None		
Incorrect Time Period when Scheduling Classroom training	Because we have several new data entry folks, we have encountered some errors where classes were scheduled in the incorrect time period. Right now the only way to correct the problem is to delete that course instance and create a new one in the correct time period.		Have the system set up so that if a class is accidently scheduled in the wrong time period we can go in and indicate the correct time period on the calendar and the system will automatically update it without us having to go through the process of re-creating the course instance and re-enrolling people.							

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20040008	Smith, Tina	MSFC	5/14/2004	New	5/14/2004	Medium	None	None		
Course consolidation capability	Vanessa Suggs coordinates the Alabama A&M Executive Development Programs (Modules I and II). While reviewing the course data, I found Module I listed four different ways in the system and Module II listed three different ways.		If possible we would like to consolidate or merge these seven courses into two courses: (1) Alabama A&M Executive Development Program, Module I (2)Alabama A&M Executive Development Program, Module II.							
			This will properly identify the course modules so that employees will not get confused about their training history. As an example, I received a call recently from a person saying that the Alabama A&M Module I was not listed in her training history. However, when I looked, I discovered it was listed as Executive Development Program.							
20040007	Hoover, Sean	GSFC	5/7/2004	New	5/7/2004	Emergency	None	None		
Individuals not receiving credit for courses completed	When Goddard employees view their training profiles on the Goddard OHR web site, they are not able to view their entire history since Astar is not moving their completed instances to their history files. Also, when running queries on information supposed to be contained in the history table, this information is not available to report on.		Correct bug.							

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20040005	Hoover, Sean	MSFC	4/19/2004	New	4/19/2004	Emergency	None	None		
Astar reporting learner conflict when there isn't one.		When attempting to enroll a civil servant in a agency course offering, system responds that their is a learner conflict, which in my understanding means that the person is enrolled in another course offering during the same date and times which I am currently trying to enroll them into another course offering. This current problem is with:Mr. Richard Zwierko has completed a full cost course on March 17, 2004. The HQ Training Office cannot enroll this HQ civil servant in the course and provide him credit for completion, until this problem is corrected.				This is an immediate concern				

20040004	Conrad, Dennis C	GRC	4/14/2004	New	4/14/2004	Emergency	None	None		
Need Brio report created for Agency-wide Academic Training Data Call		There is currently a congriional investigation going on in regards to Academic Degree Training. Need a Brio composite training history report created to pull the data from Active and Archive Training History.				<p>Create a Brio report as follows:</p> <p>Request= Center Name, OrgID, Employee Name, LearnerID, CourseID, Course Name, Date completed, Academic Credit-Code (UDF), Total Direct Cost (UDF), Category Code (UDF), and Vendor name.</p> <p>Limit= Region Name(V1), Date Completed(V2)(This should be a date range), Category Code(V3), Academic Credit Code(V4)</p> <p>Sort= Region Name, LearnerID, Completion Date</p> <p>No report is needed.</p>				

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20040002	Smith, Tina	MSFC	1/30/2004	Approved	1/30/2004	High	RC	Small		
Need a Offsite Supervisor Pending/Approval/Denial Report	Currently there is no way to check where a offsite requests is in the approval process.		Create a report similar to the Onsite Supervisor Pending/Approval/Denial Report for offsite requests.							
20030074	Cain, Jamie	MSFC	12/19/2003	Approved	12/19/2003	High	RC	None		
Brio Issue	USER REPORTS THAT SINCE THEY RECEIVED AN UPDATED VERSION OF BRIO QUERY THEY ARE UNABLE TO CONNECT TO ADMINSTAR AND GET TO THEIR BRIO QUERY TABLES.									

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20030071	Conrad, Dennis C	GRC	12/1/2003	Approved	12/1/2003	High	RC	Small		
Need field added to HX Export Both query		Solar is now automatically adding records to the AS Learner Course Archive Table. We currently do a nightly download into a Center specific application and have the need to only download the Solar data from the Archive table. I order to get to those records, we need the field "Rec Source" added to the "Agency HX Extract Both" query								
20030070	Hoover, Sean	GSFC	11/27/2003	Approved	11/27/2003	High	DR	Small		
Adding Instructors		When entering new instructors, a number appears in the name of the instructor field when viewing the schedule, instead of the instructor's name. If I select an instructor that was entered prior to release 6.3, Astar reflects correct information. This also happens in Astar 6.3 review.								

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20030068	Rowell, Steve	MSFC	11/6/2003	Approved	11/6/2003	High	RC	Small		
Load JSC contractor into AdminSTAR from SSO	JSC has requested that all their contracts be mass loaded into AdminSTAR using the data that is available in SSO.		Write a routine that will extract all JSC contractors from SSO (that do not have a valid Learner-Id) and build AdminSTAR Learner Records from the data.							

20030067	Rowell, Steve	MSFC	11/6/2003	Approved	11/6/2003	High	RC	Small		
Refresh Civil Servant Data	User have made erroneous changes to their profile data, which may cause metric reports to be wrong.		Refresh the civil servant learner records with the NPPS extract file.							

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20030066	Hoover, Sean	GSFC	10/16/2003	Approved	10/16/2003	High	DR	Small		
Saving course changes			Within course manager, when either updating or changing a current course title or course description, the pop up box asks whether or not you would like to save your changes. Clicking on "NO" saves the changes just as clicking on "YES" would.				Self-explanatory.			
20030064	Garcia, Tobias	ARC	9/16/2003	Approved	9/16/2003	Low	RC	None		
duplicate learner needs account merge			In AdminSTAR, there are two accounts for Tobias Garcia, that require merging. The contractor employee entry is the current one. The civil servant entry is no longer active.				Please merge the two accounts, making the contractor employee entry the master account, and transfer any training records for the civil servant entry to the contractor employee entry.			

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20030063	Hoover, Sean	GSFC	9/9/2003	Approved	9/17/2003	High	RC	None		
Civil Servants email accounts			Civil Servants email accounts in A* (Goddard) must be changed from the present pop accounts to their new ONE NASA email account. As I understand, the pop email addresses for contractors will remain the same, however, the civil servants will have a ONE NASA email account only. POP email accounts for civil servants are supposed to be rendered inactive sometime in FY04.				SSO email accounts are accurate. Anyway to transfer these accounts to A*?			
20030060	Hoover, Sean	GSFC	8/18/2003	Approved	8/18/2003	Emergency	RC	Small		
New Grade Code Request			GSFC needs to track academic courses that are withdrawal w/o reimbursement and withdrawal with reimbursement. Presently this cannot be accomplished since all grade codes are used by GSFC.				Please add a grade WR (withdrawal reimbursement), so GSFC may track academic courses that require NASA to be reimbursed for the PAID training. Please add the letter "I" for incomplete and "U" for unsatisfactory.			

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20030059	Davis, Jacky	MSFC	8/13/2003	Approved	9/17/2003	None	RC	Small		
The AdminSTAR interface with NPPS needs to be modified.	With the implementation of NPPS CCR 20030029 - Veterans Preference, the interface from NPPS to AdminSTAR needs to be adjusted.		Modify the AdminSTAR interface, including the ASTAR Importer to accept the Veterans Preference Code sent from NPPS.							
20030057	Coons, Kimberly	JSC	8/6/2003	Approved	8/6/2003	Emergency	RC	Medium		
Connection issues	This happens a great deal to me, I spend the greater half of my day in Astar doing my data entry and it is very frustrating when you are just about done saving the UDF's or attendees (none of which will save) just to have your connection drop off. All that hard work you must have to do again. We are all busy folks and this becomes a strain.		We need to look into the server issues and see if there isn't a way that the centers can have speed like we experienced there at Marshall during our training in June.							

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20030056	Coons, Kimberly	JSC	8/6/2003	Approved	8/12/2003	None	RC	None		
Display	In the Edit Learner - Work information screen, you will see that your work phone number displays correctly. However, when you go to the Find Learner it is displayed incorrectly.			The phone number should display correctly anywhere it is called up.						
20030053	Coons, Kimberly	JSC	8/6/2003	Approved	8/6/2003	High	RC	Medium		
Emails	When a request is approved by the training org, the person approving the request has their email address shown to the learner.			We discussed having a general email address, that would state not to respond to this address.						

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20030051	Coons, Kimberly	JSC	8/6/2003	Approved	8/6/2003	None	DR	None		
Course Session			While setting up a course session, checked "cancelled" and it would not let me de-select got the error: "Scheduling Conflict: Instructor is not available on this day at this time...conflicts with previous schedule.			We should be able to de-select the cancellation box and proceed without errors.				
20030050	Garcia, Tobias	ARC	7/30/2003	Approved	7/30/2003	Medium	RC	Small		
In A*STAR add a "Waitlist" button on course enrollment screen			Currently, in the Course Enrollment Screen, there is no direct path to the Waitlist Screen. Accessing the Waitlist Screen from the Course Enrollment Screen requires returning to the Course List , selecting the particular course, and selecting "Action-->Waitlist" from the top menu bar. Since AdminSTAR doesn't tile window screens by default, this navigation is cumbersome.			Please add a button/navigation aid in the Course Enrollment Screen that directly sends the user to the Waitlist Screen, while sending the Course Enrollment Screen to the background, to allow back-and-forth navigation between the two screens.				

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20030047	Martin, Lisa	MSFC	7/30/2003	Approved	7/30/2003	None	RC	None		
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Remove the "Word Processor" tab from the training area defaults screen.

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20030046	Martin, Lisa	MSFC	7/30/2003	Approved	7/30/2003	Medium	RC	None		
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Edit Scheduled Course Screen - Approval Level  
Change "Training Office" to "Training Organization"

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20030045	Martin, Lisa	MSFC	7/30/2003	Approved	7/30/2003	Medium	RC	None		
On the "Edit Scheduled Course" screen when specifying dates, the calendar should default to the month that was defined on the "View Schedule Course" Screen.		When creating a course occurrence in AdminSTAR, you have to specify a "Time Period" on the View Scheduled Course screen. Upon retrieval of a particular course at the "Edit Scheduled Course" screen, when specifying a date, the calendar defaults to the current month. Request that the system default to the month specified on the View Scheduled Course screen when defining the time period.								
20030040	Coons, Kimberly	JSC	7/24/2003	Approved	8/8/2003	High	RC	Small		
Contractors 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 courses that are for civil servants only.  It has been brought to my attention that this was a requirement in the 1st design review.						

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20030035	Coons, Kimberly	JSC	7/23/2003	Approved	7/23/2003	High	RC	Small		
Evaluation Notification	In Astar/NORS, if any employee does not complete an evaluationthe employee doesn't receive notification that they are delinquent in doing this.		Suggestion would be to have an email sent to the employee within a 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 within {alloted time}.							
20030034	Coons, Kimberly	JSC	7/23/2003	Approved	7/23/2003	High	RC	Medium		
Scheduling of Rooms	In Astar, when setting up a course in course schedule, you cannot schedule multiple rooms on the same day. The schedule creates a separate line item for each day and you can separate rooms for that.  I.E.: A class will be held for two days, but today you will need to meet in Room A for 4 hours and tomorrow it is necessary to meet in Room B on an individual basis, but you will block the room for 4 hours.		Suggestion would be to make Astar able to allow for multiple room scheduling.							

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20030033	Coons, Kimberly	JSC	7/23/2003	Approved	7/23/2003	Medium	RC	Small		
Field relocation	Astar has a lot of windows to manipulate through, suggestion given at training in June, was to move the Training Coordinator and Cut-Off Date fields to the Course Schedule detail screen to avoid having to click to another screen.			Move the Training Coordinator and Cut-Off Date fields to the Course Schedule detail screen.						
20030031	Coons, Kimberly	JSC	7/23/2003	Approved	7/23/2003	Low	RC	None		
UDF Fields	In Astar when the UDF's window pops up, the focus is not set to the first field. You must move the mouse to your location.			Have the window pop up with the cursor set in the first field so that you may begin inputting your data.						

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20030030	Coons, Kimberly	JSC	7/23/2003	Approved	8/29/2003	Low	RC	Small		
UDF Fields			While in the windows for the UDF's you are unable to navigate from one window to the next without moving your mouse.				Suggestion is to put all UDF information on one screen or allow the use of shortcut keys to maneuver through the tabbed screens.			
20030029	Garcia, Tobias	ARC	7/11/2003	Approved	7/11/2003	Medium	RC	Medium		
Limited option in Course request multiple approvals and denials			Currently, the option in AdminSTAR (for on-site courses, but it could also be applied to off-site courses) for approving a list of requested courses, is to approve/deny each individually, rather than in groups, or as a whole. If the request list is a long one, this becomes a redundant and time-costly chore.				Allow functionality to have separate approve/deny checkboxes (one checkbox for approve, one for deny) for each of the courses in the list, and also include option for admin to select and approve/deny multiple instances before saving the changes. To further enhance the task, Include at the top or bottom of the list separate checkboxes/buttons to "Approve All" and "Deny All". If a cause must be included for denials,allow a text box option to pop up so that the admin may enter a reason/comment, and this comment can be included in whatever notification that is sent to the requestor. This option can also be enabled for approvals. The CCB group can discuss if the comment option should be a required entry field, or kept optional. An alternative is to use STARNotes for a generic advisory content.			

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20030027	Conrad, Dennis C	GRC	7/11/2003	Approved	7/11/2003	High	RC	Small		
No capability to create a new vendor through the Off-site Request Wizard in version 6.3			When creating a session through the Off-site request wizard in version 6.3, a vendor is assigned to the session. If the vendor does not exist, you must exit the process and enter the new vendor through the vendor editor and then go back into the session to add the vendor to the session.			Add the capability to add a new vendor through the Off-site request wizard.				
20030026	Kirkpatrick, Cindy	KSC	6/26/2003	Approved	6/26/2003	Medium	RC	Small		
Addition of "SubCat Code" UDF field added to the report Training Hx by Mailcode in the Archive Reports Test area.			We need to have a field added to a canned report for KSC download. We need to have the "SubCat Code" UDF field added to the report Training Hx by Mailcode in the Archive Reports Test area (for both archived and current Adminstar data). This UDF is located in the AS_LRNR_CRSE_UDF_CE (COURSE ENROLLMENTS) and AS_LRNR_CRSE_UDF_CI (COURSE INSTANCES). This will be a permanent change and not a one time request for us. I download this report on a monthly basis for inclusion in our Employee Data Warehouse where the information is used by different applications and this new field is required to support our ATDS application.			Add the required field to the report for KSC.				

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20030025	Davis, Jacky	MSFC	6/23/2003	Approved	6/23/2003	None	RC	Medium		
The JSC contractor user profile information in SOLAR needs to be placed in AdminSTAR.		Johnson Space Center is in need of a mass load of contractor profile information loaded into AdminSTAR. This will allow SOLAR history data to be transferred over to AdminSTAR Archive.				Coordinate with SSO/SOLAR team to extract JSC contractor learner data to be mass loaded into AdminSTAR.				
20030024	Coons, Kimberly	JSC	6/24/2003	Approved	6/24/2003	Low	DR	Small		
No repeating data		What I was doing, to give you some background, is looking in *all periods* for the course id "ZBEP" and when they came up the January courses do not show the title of the course, however, when you open up the course to see the information it does show the course title.				As explained to me by the technician, Astar was designed to show only one title listing, this is however deceiving. It looks like an error has occurred. The recommendation would be to allow the course title to appear in all course instances.				

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Title			Description				Recommended Action			
20030023	Conrad, Dennis C	GRC	6/3/2003	Hold	6/3/2003	Medium	DR	None		
Erroneous data displayed in UDF's On-duty Hours and Off-Duty Hours in vendor courses module			When entering 1 thru 4 duty hours in the user defined fields of On-duty and Off-duty hours in the vendor courses module and saving, erroneous data is showing up. For 1 hour it is displaying 1=No Academic Credit, for 2 hours it is displaying 2=Graduate Academic Credit, for 3 hours it is displaying 3=Undergraduate credit and for 4 hours it is displaying 4=secondary academic credit. If you register a person and look at their UDF's the same thing appears. If you use anything greater than 4 everything appears correctly. This is not carrying over to the training history file. In training history, 1 hour is showing up as 1.00 and so on. It appears to be a display bug in the vendor course module.  I've created a course in our course file with the name of TESTand then created the course in the Vendor Course area which shows the erroneous date in those 2 UDF's.				Fix the module to display the right data when entering 1-4 on or off-duty hours.			
20030021	Clark, Janet L	GRC	5/16/2003	Approved	5/16/2003	Medium	RC	Small		
Library Manager Loan Module			The Library Manager Loan Module does not allow you to enter the current date as the due date. If a person is borrowing a program and returning it on the same day, you cannot use the current date, you get an error message stating "Due dates must be extended forward, please enter a future date." In addition the Loan Module does not allow you to put in the date the program will be borrowed on, it only puts the current date and does not allow you to change it.				Make changes to the Loan Module so that the due date field can accept the current date for a loan and change the borrow on field so that you can put in an advance date.			

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Title	Description		Recommended Action							
20030020	Clark, Janet L	GRC	5/16/2003	Approved	5/16/2003	Low	RC	Small		
Eliminate need to select "GRC" prior to scheduling learning carrel and time.		Before you can schedule a learning carrel and time you have to select the Learning Center first.				It would be more efficient to have the Learning Center field name default to your own Center. This would eliminate the need to have to select it from the drop down box everytime you shedule someone in the Learning Center.				
20030019	Conrad, Dennis C	GRC	5/7/2003	Approved	5/7/2003	Medium	RC	Small		
No selection by name capability		In Archive history, one must know the Learner ID in order to retrieve archive training history. This requires the system user to go to the Learner module to retrieve the Learner ID.				Provide a Name search capabilty similiar to the one in the Learner module.				

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Title			Description				Recommended Action			
20030018	Conrad, Dennis C	GRC	5/5/2003	Approved	5/13/2003	Medium	RC	Small		
When looking up Archive training history for a learner, you are required to select a Center as part of the filter criteria.			When looking up Archive training history for a learner, you are required to select a Center as part of the filter criteria. The problem is that when a Learner transfers from Center to Center, the archive history stays with the Center where the history was imported thus requiring us to select each center individually to verify if there are any records associated with another center.				Either the filter on Center should be removed so that it searches the entire database, or have the option to select more than one Center, or have a selection for "All Centers"			
20030017	Gates, Sheryl	MSFC	4/24/2003	Approved	5/13/2003	Medium	DR	Small		
Learner Enrollment Conflict			This error was reported by Sean Hoover @ HQ/GSFC. When trying to enroll a learner in a scheduled occurrence in the Classroom Manager, received an error: Unsuccessful Enrollment due to Learner Enrollment Conflict. When I looked in the system, the learner was indeed scheduled for another course occurrence on the same day. The problem is that the first occurrence had been cancelled, and therefore, there should not have been an enrollment conflict. Not sure if this is a bug, or a performance design issue.				When system is edit checking to see if learner is already enrolled in a course for those days, don't include any courses that have a status of CANCELLED.			

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Title			Description				Recommended Action			
20030016	Burleson, Jan B	MSFC	4/7/2003	Approved	8/12/2003	None	RC	None		
Update EMPIND in AdminSTAR		A new field has been added to LEARNER_COURSE and AS_LEARNER_COURSE_ARCHIVE to track the employee type when they took a class. This field is not currently being updated in AdminSTAR.		Modify AdminSTAR active and archive history to update the EMPIND when records are inserted into the database.						
20030015	Burleson, Jan B	MSFC	4/7/2003	Approved	4/7/2003	Medium	RC	Medium		
AdminSTAR Brio Report Changes		Modify existing AdminSTAR Brio reports (active and archive data) to		Make modifications to reports.						
		1. Process using EMPIND instead of XXXX-CONTRACTOR/XXXX-NNCS.								
		2. Include learner id in reports that currently only have learner name because there are two Susan Andersons but all their data is lumped together like it's one person.								
		3. Allow users to include/exclude active/inactive learners.								

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Title	Description		Recommended Action							
20030014	Gates, Sheryl	MSFC	4/2/2003	Approved	4/2/2003	High	DR	None		
Learner Search by Name - Apostrophe error	When I try to search by Learner Last Name, if I type an apostrophe in the name (ex: O'Connell), I receive the following database error: Database Message: Cursor is not open However, I can retrieve this learner by the Learner ID if I have that information. The problem is retrieving by last name when the learner id is not available.									
20030013	Coons, Kimberly	JSC	3/21/2002	Approved	3/21/2002	High	RC	Small		
Data check in Vendor Course area	We here at JSC have experienced someone entering a course instance into the vendor course area that inadvertently was given the wrong completion date.		It is to my understanding that it is imperative that invalid data doesn't get entered into any area of the AdminStar. I am recommending that a data check be placed in the vendor area (similar to the Schedule Classroom Training area) that will flag us with a message "are you sure you want this date, it is in the future". And in any other fields that could prevent us from having errors in the system.							

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Title	Description		Recommended Action							
20030011	Burleson, Jan B	MSFC	3/18/2003	Approved	3/18/2003	Medium	RC	Small		
Add Vendor Code/Name to Archive Screen	Some of the centers have requested that the Vendor Code and Vendor Name be added to the AdminSTAR Admin Archive screen.		Add Vendor Code and Vendor Name to the AdminSTAR Admin Archive screen.							
20030007	Hoover, Sean	HQ	3/12/2003	Approved	3/12/2003	High	RC	Medium		
Credit Hours, course occurrence hours and amount of days information request when adding a new course.	The only change we can make to a particular course is the course occurrence hours and the amount of days. The credit hours which are required information for academic courses, can only be tracked within the course edit section. The other areas mentioned can be changed when creating the course occurrence. When creating academic course titles and ID's, we must use a separate ID for every course title, regardless if the course is the exact same name. The reason for this is that we cannot change the credit hours of the course if they are different.		I am asking that the fields residing within the course edit area (Days Sched., Hours/Day, CEU and Course Type) be moved to the edit schedule area, since these fields have to do with the occurrence and not the course title.							

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Title	Description			Recommended Action						
20030006	Conrad, Dennis C	GRC	3/6/2003	Approved	3/6/2003	Medium	RC	Small		
No print capability in the History Archive section	Currently when you go into History Archive, there is no capability to print out a record.			Install a print button on the History Archive screen as it is in the active history file.						
20030005	Gates, Sheryl	MSFC	2/7/2003	Approved	2/7/2003	High	RC	None		
Duplicate Learners	When a new employee is entered into NPPS, our interface creates a new learner. If that new employee was entered with the incorrect social security number, the NPPS administrators go in and make a correction to their employee record. Since AdminSTAR uses the ssn as the unique identifier, it reads the updated ssn as a new employee and creates a new record for the same person with the updated ssn as the new learner id.			Not sure what the best solution is to prevent the system from creating duplicate learners, but we'll also need to clean up the duplicates already existing.						

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Title	Description		Recommended Action								
20030001	McCaul, Valerie D	MSFC	1/10/2003	Approved	1/10/2003	High	RC	None			
Self-Study Learning Center Usage Reports	In looking to pull metrics from Impromptu for the Self-Study Learning Center, we have noticed that the current set-up reports do not record accurate numbers. (The current reports exclude course material that is both 'extended' and returned during the report time period.) Therefore, the real utilization of the Self-Study Center is off by a certain percentage each time that a report is pulled.		Our need is for a reporting tool that can pull the following information from AdminStar and place it into a report(s) for use by the SSLC Team. 1. COURSE MATERIAL USAGE REPORT **Number of course material checked out/borrowed within a given time period (weekly and monthly reports). For example: All course material that was checked out from Thurs., Jan. 2nd to Thurs., Jan. 9th. -or- All material checked out during the month of Dec. 2002. **This metric needs to include material that was both a) borrowed and returned, and b) material that was extended (re-checked out) at the customer's request during this given time period. 2. CUSTOMER USAGE REPORT **Course material borrowed (see abovespecs) divided by organization; by Federal Employees; and by Contractor.								
20020099	Coons, Kimberly	JSC	12/26/2002	Approved	1/9/2003	Low	RC	Medium			
Saving in Vendor Area	In the vendor area, when enrolling a participant(s) we must enter a training purpose and hit save before we can move on to completing with date, etc.		Is it possible to make this step obsolete and just save after we have inputted all the information we need and then completely save once?								

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Title			Description				Recommended Action			
20020098	Fay, Christina L	LaRC	12/23/2002	Approved	12/23/2002	High	DR	Small		
User Defined Fields are not carried over to the Learners Edit Course History section.			When User Defined Fields are completed under the Learning Center Manager Enroll/Schedule section - the UDF's are not carried over to the Learners Edit Course History section, or not carried over correctly. This was also a problem with the last version but was to be corrected in this new version. Also, in this new version was the following correction made in 6.2? In the last version an error occurred if you had no costs, and only off-duty hours and NO duty hours. MEC courses have off-duty hours and no duty hours and no costs, therefore this created a very large error report. It also was to be corrected in this new version.  Sheryl Gates was aware of these problems in the last version - and has been VERY helpful to me! Thanks for your help!							
20020097	Burleson, Jan B	MSFC	12/19/2002	Approved	12/19/2002	Medium	RC	Medium		
Automate AdminSTAR Refresh Process			The AdminSTAR refresh of NPPS data is currently done manually.				Automate the process of updating AdminSTAR with NPPS data.			

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Title	Description		Recommended Action							
20020092	Martin, Lisa	MSFC	10/11/2002	Approved	10/11/2002	High	RC	Small		
Learner's Name for UDF's	The Learner Field on the the User Fields screen needs to be lengthen to accomodate all of the learner's name.		Lengthen the Learner Field on the the User Fields screen to accomodate all of the learner's name.							
20020088	Gates, Sheryl	MSFC	9/27/2002	Approved	9/9/2003	High	DR	None		
User Defined Fields for Learning Center Manager	When enrolling and completing courses in the Learning Center Manager, the user fields are not carrying over to Learner History, and therefore causing errors.									

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Title	Description		Recommended Action							
20020087	Cain, Jamie	MSFC	9/26/2002	Approved	9/26/2002	None	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.				After final approval (training office) generate a confirmation form to send to Learner. Fields and format to be determined.				

20020086	Cain, Jamie	MSFC	9/26/2002	Approved	9/26/2002	None	RC	Small		
Need a report in AdminSTAR displaying all denied/approved/pending courses.		A new report will be added to AdminSTAR displaying all denied/approved/pending courses.				Create a report in AdminSTAR that displays all denied/approved/pending courses.				

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Title	Description		Recommended Action							
20020085	Marske, Jason	MSFC	9/9/2002	Approved	9/9/2002	High	RC	Small		
List active courses.	Need a utility to help clean up courses in Admin Star.		Add a maintenance tool in Admin Star: list all active courses in alphabetical order to facilitate database cleanup.							
20020083	Marske, Jason	MSFC	9/9/2002	Approved	9/9/2002	High	RC	Medium		
Dynamic evaluation questions	Need the ability to have evaluation questions formatted at runtime.		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.							

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Title	Description		Recommended Action							
20020082	Marske, Jason	MSFC	9/9/2002	Approved	9/9/2002	High	RC	Small		
Offsite training only - show the unique tracking number for each course enrollment.	Need the unique tracking number for each course enrollment for tracking Offsite training.		Offsite training only - show the unique tracking number for each course enrollment.							

20020081	Marske, Jason	MSFC	9/9/2002	Approved	9/9/2002	High	RC	Medium		
Add a course consolidation process	Need a way to consolidate courses that are found to be the same but entered into the system more than once.		Add a course consolidation process, which will update both the History and the Archive							

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Title	Description		Recommended Action							
20020077	Marske, Jason	MSFC	9/9/2002	Approved	9/9/2002	High	RC	Medium		
Course Catalog Viewable screen	Need a way to manage which course show in the Course Catalog in NORS.		There needs to be a screen that lists all active courses, allowing the Admin to select the courses to make inactive, or to show or not show in the NORS catalog							

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20020075	Marske, Jason	MSFC	9/6/2002	Approved	9/6/2002	High	RC	Small		
Add the Competencies list to courses	Need to manage the competencies list.		Add the Competencies list.							

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Title	Description		Recommended Action							
20020074	Marske, Jason	MSFC	9/6/2002	Approved	9/6/2002	High	RC	Small		
Add hyperlink at the session level.		Need a field for a hyperlink at the session level for NORS.				Add a field for a hyperlink at the session level.				

20020073	Marske, Jason	MSFC	9/6/2002	Approved	9/6/2002	High	RC	Small		
Add pending evaluations report		No way to tell if there are any pending evaluations.				A new report will be added to AdminSTAR to show all pending evaluations.				

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Title			Description				Recommended Action			
20020056	Krzmarzick, Sylvia J	JSC	7/15/2002	Approved	7/15/2002	Medium	RC	Small		
Creation Date and Last Updated Date			Currently, AStar does not track the date a record is created and the date that the record was last updated (or changed). When we run our history extract for our center-unique HR database, we will have to use the "date completed" to run the report. Instead of updating the changed fields, the extract will over-write all existing training data. This 'data dump' will be considerably larger.				We would like a Date Created and a Date Last Updated field to be created.			
20020052	Gates, Sheryl	MSFC	4/30/2002	Approved	4/30/2002	Medium	RC	Small		
Vendor Course Type Field and Values			Currently the Vendor Course Type field list does not match the list built for the course Format field, which it should for reporting purposes. Currently the Vendor Course Type field could be changed using the AdminSTAR list builder but this would not fix any records already saved with a mismatching Vendor Course Type field. The Vendor Course Type field should probably be renamed to Vendor Format to avoid confusion by the users.				Make the Vendor Course Type field list match the course Format field list and any vendor course records that mismatch the new list be corrected to match. Rename Vendor Course Type to Vendor Format			

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Title	Description						Recommended Action			
20020048	Abbott, Karen J	GSFC	4/18/2002	Approved	4/18/2002	Low	RC	Small		
Updated By:			I'm having a difficult time finding out who did what and when in A*STAR.				Somehow capture and list "Created By, Creation Date, Last Updated Date and Last Updated By" possibly in the help area.			

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Title	Description						Recommended Action				
20020045	Conrad, Dennis C	GRC	4/11/2002	Approved	4/11/2002	Medium	RC	None			
<p>GRC needs a BRIO report created called Workforce Planning Report by Type of Training.</p> <p>LOCAL CONTROL NUMBER - GRC-2002-002 (Revised 4/18/2002)</p> <p>Title: <input type="checkbox"/> Civil Service Workforce Report Training Instance and Dollars by Type of Training</p> <p>Purpose: An annual summary of people trained, training instances, and dollars by type of training</p> <p>Selection Criteria: Installation V(1) = '2200' and Org Unit V(2) = GRC-0100 thru GRC-0224 and GRC-0400 thru GRC-9400 and Position Type V(3) = 6,7,8 and Course Completion Date V(4) = mm/dd/yy through <input type="checkbox"/> mm/dd/yy</p> <p>Display: <input type="checkbox"/> <input type="checkbox"/> By Grouping - Number of Training Instance, % of Total Training Instances, Total Participant Costs, % of Total Participant Costs, Number of People Trained (only count each person once)</p> <p>Groupings: <input type="checkbox"/> Material/Course Grouping</p> <p>Administrative = 4A – Public/Business Administration, 4B – Finance/Accounting/Auditing, 4C – Personnel, 4D – EEO/Race/Ethnic Studies, 4E – Procurement, 4G – Policy/Program/Mgmt Analysis, 4H – Quantitative Analysis, 4J – Information/Communication Mgmt, 4K – Safety Systems/Operations, 4N – Security/Investigation, 4P – Logistics, 4Q – Supply, 4R – General Safety/Health, 4S – Foreign Language, 4U – Program/Project Management, 4Y – Sales/Marketing/Customer Services, 4Z – Other Administrative</p> <p>S&amp;E = <input type="checkbox"/> <input type="checkbox"/> 3A – Legal, 3B – Medical/Biological, 3C – Physical Science, 3D – Earth Sciences, 3E – Biological Science, 3F – Human Factors, 3H – Mathematics/Statistics,</p>							<p>Create a Brioquery and add to repository. Title: Civil Service Workforce Report Training Instance and Dollars by Type of Training. Purpose: An annual summary of people trained, training instances, and dollars by type of training. Selection of Criteria: Installation V(1) = "2200" and Org Unit V(2)= GRC-0100 thru GRC-0224 and GRC 0400 thru GRC- 9400 and Position Type V(3)= 6,7,8 and Completion Date V(4)= mm/dd/yy through mm/dd/yy. Display: By Grouping - Number of Training Instances, f Total Training Instances, Total Participant Costs, f Total Participant Costs, Number of People Trained (only count each person once) Groupings: Course Material Grouping Administrative = 4A - Public/Business Administration, 4B - Finance/Accounting/Auditing, 4C - Personnel, 4D-EEO/Race/Ethic Studies, 4E-Procurement, 4G- Policy/Program Mgmt Analysis, 4H - Quantative Analysis, 4J - Information/Communication Mgmt, 4K - Safety Systems/Operations, 4N -Security/Investigation, 4P - Logistics, 4Q - Supply, 4R - General Safety/Health, 4S - Foreign Language, 4U - Program/Project Mangement, 4Y - Sales/Marketing/Customer Services, 4Z - Other Administrative. S&amp;E = 3A - Legal, 3B - Medical/Biological, 3C - Physical Science, 3D - Earth Sciences, 3E - Biological Science, 3F - Human Factors, 3H-Mathematics/Statistics, 3J-Engr-General, 3K-Engr-Aeronautics, 3M-Engr-Aerospace, 3N-Engr-Chem/Petro/Nuclear, 3P-Engr-Civil, 3Q-Engr-Electrical/Electronic, 3R-Engr-Mechanics/Mechanical, 3S-Engr-R&amp;QA, 3T-Engr-Systems/Industrial, 3U-Engr-Safety, 3W-Other Legal/Medical/Scientific Computer = 9A-Telecommunications/Networking, 9B-Computer Prog/Prog Language, 9C-Computer Engr-Applications, 9D-Office Automation/AIM, 9E-Software Mgmt/System Software, 9F-Artificial Intelligence/Expert Systems, 9Z-Other Computer Hard/SoftwareSup/Mgmt = 10-Executive &amp; Management, 20-Supervisory Clerical = 6A-Basic Clerical, 6B-Interpersonal/Office Management, 6C-Administrative Systems, 6D-Other Clerical Trade = 7A-Apprentice, 7B-Engr/Science Support/Journey person, 7Z= Trade/Craft/Apprentice - Other Other = 8A-Orientation, 8B-Career Planning, 8C-Pre-Retirement, 8D- Adult Basic Education, 8E-Total Quality Management, 8F- Productivity, 8G- Professional/Personal Development, 8H- Communications Skills, 8R- Organizational Retreats, 8S- Conferences/Symposiums, 8Z-Other General</p>				

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							<b>Recommended Action</b>			
							<p>3J – Engr – General, 3K – Engr – Aeronautics, 3M – Engr – Aerospace,  3N – Engr – Chem/Petro/Nuclear , 3P – Engr – Civil, 3Q – Engr –  Electrical/Electronic,  3R – Engr – Mechanics/Mechanical, 3S – Engr – R&amp;QA,  3T – Engr – Systems/Industrial, 3U – Engr – Safety,  3W – Other Legal/Medical/Scientific</p> <p>Computer = □9A – Telecommunications/Networking, 9B – Computer  Prog./Prog. Language,  9C – Computer Engr – Applications, 9D – Office Automation/AIM,  9E – Software Mgmt/System Software, 9F – Artificial Intelligence/Expert  Systems,  9Z – Other Computer Hard/Software</p> <p>Sup/Mgmt = □10 - Executive &amp; Management, 20 – Supervisory</p> <p>Clerical = □6A – Basic Clerical, 6B – Interpersonal/Office Management,  6C – Administrative Systems, 6D – Other Clerical</p> <p>Trade =□□7A – Apprentice, 7B – Engr/Science Support/Journey person,  7Z – Trade/Craft/Apprentice – Other,</p> <p>Other = □8A – Orientation, 8B – Career Planning, 8C – Pre-Retirement,  8D – Adult Basic Education, 8E – Total Quality Management, 8F –  Productivity,  8G – Professional/Personal Development, 8H – Communication Skills,  8R – Organizational Retreats, 8S – Conferences/Symposiums, 8Z – Other  General</p> <p>IFM =□□50 – IFMP Agency-wide Training</p> <p>Revised 4/18/2002</p>			

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Title	Description		Recommended Action							
20020043	Conrad, Dennis C	GRC	4/11/2002	Approved	4/11/2002	Medium	RC	Small		
Create Workforce Planning Report	GRC needs a Brio report created called Workforce Planning Report by Occupational Group.		<p>Create a Brioquery and add to repository. Title: Civil Service Workforce Report Training Instance and Dollars by Occupational Group Purpose: An annual summary of people trained, training instances, and dollars by Occupational Group. Selection Criteria: Installation V(1) - "2200" and Org Unit V(2)= GRC-0100 thru GRC-0224 and GRC-0400 thru GRC- 9400 and Position Type V(3)= 6,7,8 and Course Completion Date V(4) - mm/dd/yy Display: By Grouping - Total Number of Training Instance, f Total Training Instances, Total Participant Costs, f Total Participant Costs, Number of People Trained (only count each person once)</p> <p>Groupings: NASA Classification Code                      Wage Grade = 10000 thru 19999                      S&amp;E = 20000 thru 29999 and 70000 thru 79999 and 90000 thru 99999                      Technician = 30000 thru 39999                      Clerical = 50000 thru 59999                      Admin/Prof = 60000 thru 69999</p>							
20020039	Gates, Sheryl	MSFC	4/4/2002	Approved	4/4/2002	Medium	DR	Small		
Search function gives System Error	If you are logged in the system as any role other than System Administrator, and you click on the Search button, type in your criteria in the keyword search field, the system brings back the list of courses. When you double click on a course to open that record, the system gives the following error: A system error has occurred in the A*Star program. If you choose to continue, unpredictable results could occur. Please report the following error to support:		<p>Error Number: 2 Error Message: Null object reference at line 8 in open event of object w_course_detail. Window/Menu:w_course_detail Object: w_course_detail Event: Open Line in Script: 8</p>							

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Title	Description			Recommended Action						
20020038	Davis, Jacky	MSFC	4/2/2002	Approved	4/2/2002	High	RC	Medium		
Course Archive Fix	The archiving function does not provide beginning and ending date range for the course completion date.  The archive process archives duplicate records. A duplicate record condition is a record where the course id, course name, learner id, and date completed are the same.  The archive process does not display the correct "Last Export" date on the "Course History Export" screen.			Modify the archiving function to archive data records between a user provided beginning and ending date range for the course completion date.  Correct the archive process to not archive duplicate records. A duplicate record condition is a record where the course id, course name, learner id, and date completed are the same.  Display correct "Last Export" date on the "Course History Export" screen.						
20020032	Gates, Sheryl	MSFC	3/12/2002	Approved	3/12/2002	High	RC	Medium		
Organization Status	There is no mechanism in place to specify whether an Organization in the database is Active or Inactive.			Bring over the Org Status from NPPS.						

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Title	Description		Recommended Action							
20020031	Gates, Sheryl	MSFC	3/12/2002	Approved	3/12/2002	High	RC	Small		
Vendor Courses Not Completed		With version 6.0, we implemented the Vendor Course functionality. The Agency Brio report entitled "Courses NotCompleted" does not include the courses that are not completed in the Vendor Course area.				Incorporate the courses that are not yet complete from the Vendor Course area into this Brio report.				
20020029	Gates, Sheryl	MSFC	3/12/2002	Approved	3/12/2002	Medium	RC	Small		
Wrong SSN in Classroom Manager (Enroll/Drop function)		When typing a SSN in the Learner ID field in the Enroll/Drop area of the Classroom Manager, if you type an incorrect Learner ID by accident, the system displays an error message "The Learner ID you entered does not exist in the AdminSTAR database. Please try another ID or use the search button to find this learner." Once you click OK, the incorrect Learner ID still appears in the Learner ID field. If you click in that field, or on the ellipsis button, you receive the same error message again. Once you've clicked OK for the second time, the incorrect Learner ID is then cleared and you can either re-type it, or click on the ellipsis button.				The system should clear out the incorrect ssn after receiving the error message the FIRST time.				

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Title			Description				Recommended Action			
20020028	Gates, Sheryl	MSFC	3/6/2002	Approved	10/3/2003	High	RC	Medium		
Need Data Dictionary			All the Centers have expressed a requirement for a Data Dictionary for AdminSTAR. It would be used when creating queries in Brio.				Create a cross-reference of each screen in AdminSTAR that shows the name of the field on the screen, the name of the field in the table, and which table the field is located in.			
20020027	Gates, Sheryl	MSFC	2/21/2002	Approved	2/21/2002	Low	RC	Small		
Show Past Time Periods in Classroom Manager			In the Classroom Manager, when I put a check mark in the "Show Past Time Periods" box, it should display the time periods with the most recent first so that you don't have to scroll thru many years. More often than not, users will want to pull courses for most recent time periods.				Change display of Time Periods to show most recent first.			

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Title			Description				Recommended Action			
20020026	Gates, Sheryl	MSFC	2/21/2002	Approved	2/21/2002	Medium	RC	Small		
Vendor Courses - field values, spacing, tab, etc.		This whole area is very difficult to use and needs to be evaluated. The cursor appears in fields that aren't logical; if you enter wrong values in Rating or Grade fields, then try to erase or delete those values, system continually gives the following error: Item "does not pass validation test. You can click OK to the error, but the system still will not let you delete incorrect values. You must actually close out of the following error: Item "does not pass validation test. You can click OK to the error, but the system still will not let you delete incorrect values. You must actually close out of the Vendor Course Enrollment screen and come back in. Very "clunky" to use this area.		Evaluate usability of this entire Vendor Course Enrollment function.						
20020023	Gates, Sheryl	MSFC	2/21/2002	Approved	5/30/2002	Medium	RC	Small		
Add Vendor field to Edit Learner History	Currently, there is not a way to capture the name of the vendor if entering data directly to Edit Learner History.		Add the Vendor drop-down list in Edit Learner History.							

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Title	Description			Recommended Action						
20020021	Abbott, Karen J	GSFC	2/19/2002	Approved	5/30/2002	Low	RC	Small		
Course Name	Not enough room in the Course Name Field			Extend length of characters allowed for the Course Name.						

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20020020	Gates, Sheryl	MSFC	1/24/2002	Approved	1/24/2002	Low	RC	Small		
Enrolling Multiple Learners Into Multiple Course Occurences	On the "View Scheduled Courses" screen, I can highlight 2 sessions and enroll multiple learners. I never receive any confirmation of those enrollments. I end up waiting and wondering. I have to go back into the Enroll/Drop area to double-check.			Add enrollment confirmation message.						

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Title			Description							
20020017	Gates, Sheryl	MSFC	1/24/2002	Approved	1/24/2002	Low	RC	Small		
Lookup Organizatin Units Screen			When you click on the ellipsis button to lookup an Org unit, and type the code, you can't just hit Enter instead of actually clicking on the Retrieve button. Throughout the software, the most logical next step on the screen is the button at the top and it's outlined, so when you hit Enter, it performs that function. This is the only screen in AdminSTAR that is not consistent							
20020015	Gates, Sheryl	MSFC	1/24/2002	Approved	1/24/2002	Medium	RC	Small		
Cancellation and/or Reschedule e-mail notices			After cancelling an occurrence, the system asks you if you want to change the status of enrolled learners to "cancelled", etc. It would be VERY helpful if it would also prompt you to send Cancellation and/or Reschedule e-mails to notify those learners. The prompt should ask you if you want to send them with either a YES or NO option.							

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Title	Description		Recommended Action							
20020013	Martin, Lisa	MSFC	1/24/2002	Hold	1/24/2002	High	RC	Small		
Brio Report - Required Training Not Attended	The report is defaulted to "Portrait" which is correct. However, when you print the report, it prints as if in "Landscape" mode. The title is not centered, the page number is not centered, and the data does not fill up the entire page.									
20020012	Gates, Sheryl	MSFC	1/24/2002	Scheduled	1/24/2002	Low	RC	Small	7.0	
Course Completion - Adding Rating and/or Grade	When completing a course, the functionality exists to "select all" learners and select one completion date for all. It would be very helpful to have that same "select all" functionality when adding the rating and/or grade as well so that it doesn't manually have to typed for each learner.									

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Title			Description							

20020011	Martin, Lisa	MSFC	1/24/2002	Hold	1/24/2002	High	RC	Small		
Brio Report - Participant List by Selected Courses & Summary of Completed Courses by Organization		The first page of the report is printing very tiny in the upper left corner and is not readable. The report orientation needs to be defaulted to "Landscape".								

20020009	Martin, Lisa	MSFC	1/24/2002	Approved	4/2/2002	High	RC	Small		
Brio Report - Directorate Expenditure Report		The print orientation is defaulted to "Portrait", should be defaulted to "Landscape". The Completion Date is not displaying on the report. After executing/printing the report, I logged into ASTAR to make sure the course had been completed. The completion date for the record I pulled was displaying in Learner History.  The report should be modified so that the completion date recorded in Learner History displays in the report. Also, "Day Completed" should be changed to "Completion Date". "ACC" should be changed to "Academic Credit Code". "Status Name" should be changed to "Status". The report is currently displaying a # instead of a description (i.e. No Show - Charge, Enrolled, Rescheduled -Charge). The report should display the description.								

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Title	Description		Recommended Action							
20020008	Martin, Lisa	MSFC	1/24/2002	Approved	1/24/2002	Low	RC	Small		
Brio Report - On and Off Duty Hours by Org	The report is currently printing all the Orgs selected in the heading. The report should display/print a range of Orgs (i.e. ED01-ED73).									
20020007	Martin, Lisa	MSFC	1/24/2002	Hold	1/24/2002	High	RC	Small		
Brio Report - Course Completion with Grade/Rating	The first page of the report is printing very tiny in the upper left corner and is not readable. The print orientation is defaulted to "Portrait" and should be defaulted to "Landscape".									

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Title	Description		Recommended Action							
20020006	Martin, Lisa	MSFC	1/24/2002	Hold	1/24/2002	High	RC	Small		
Brio Report - Courses Not Completed	The first page of the report is printing very tiny in upper left corner and is not readable. The print orientation needs to be defaulted to "Landscape". The report is currently defaulted to "Portrait".									
20020005	Gates, Sheryl	MSFC	1/23/2002	Approved	1/23/2002	Low	RC	Small		
Reserve Equipment for Course Occurrence	When reserving equipment for a scheduled course occurrence, you have to reserve each piece of equipment for every day of the course, day-by-day. If it's a 10-day course, you'd have to reserve the same piece of equipment 10 times.		On the "Reserve Equipment for a Course" screen, you should be able to click in the date fields to edit -- this should allow you to schedule equipment for the entire length of the course occurrence by typing in the begin date and end date.							

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Title	Description		Recommended Action							
20020001	Burleson, Jan B	MSFC	1/11/2002	Approved	1/11/2002	Medium	RC	Small		
History Org/Affiliate Sakey Errors		The DEPT_SAKY and AFFILIATE_SAKY on the LEARNER_COURSE history records are sometimes null or the wrong one. The null sakeys occur when history is completed from the learner screen (Edit Course History) instead of the classroom manager screen. I have not been able to duplicate the problem when the DEPT_SAKY is wrong but it appears that somewhere in the system the AFFILIATE_SAKY is populating the DEPT_SAKY on some of the history records.				Correct system so the the DEPT/AFFILIATE_SAKYs are correctly populated in 4.5 and 5.1.				
20010026	Martin, Lisa	MSFC	12/7/2001	Hold	4/2/2002	High	RC	Medium		
Course Completion Process - NTDS Refresh		AdminSTAR 5.1.1 requires a change in the way the centers correct a class that has been completed without a grade. After assigning the grade the grade, the class must be re-completed for the learner before the course history record is actually updated. Unfortunately, once the class is completed, you can't just add a grade and complete it out for the same timeframe (system depicts it as a duplicate course). So, the class has to be completed for a different date and then re-completed for the actual completion date. For example: Class "ABC" was completed for a learner without a grade on 1/1/2001. To correct the record, personnel have to assign a grade and complete the course out using a different date (1/2/2001), save and then repeat the completion process and close it out for 1/1/2001.				Recommend that a fix be made to the course completion function that will allow administrators and staff level personnel to make changes and update history records without having to repeat the completion process. This is a critical function for the training community and the system needs to be improved in order to accomodate this type of function.				

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20010025	Gates, Sheryl	MSFC	10/17/2001	Approved	5/30/2002	High	RC	Small		
Need additional data field imported from NPPS for Agencywide reports		We are regularly required to report on Veteran's Preference in regards to employee training. Veteran's Preference is currently not being imported from NPPS to AdminSTAR				Add Veteran's Preference to the importer from NPPS.				
20010023	Heath, John	MSFC	8/2/2001	Hold	4/2/2002	High	RC	Medium		
Import of training history data from an independent database		Marshall Space Flight Center currently has several center-wide; director endorsed online courseware programs under development. These programs are in support of highly visible agency programs such as ISO and VPP. Presently 14 different online courses are nearing completion with additional programs planned. The majority of the programs will be deployed center-wide creating an enormous record-keeping burden. To eliminate the manual input of more than 30,000 individual records, it is proposed that an interface be established between the courseware database and AdminSTAR. This interface would ideally involve the courseware database generating a table of required data that could be imported on a daily basis by AdminSTAR/NTDS.				It is requested that that a list of required data elements and formatting requirements be provided. MSFC training staff and the courseware developers are available to provide assistance facilitating this process. The first round of training using the courseware product is anticipated to begin the week of August 5th. While the collected data can be reside in the independent database in the interim, a quick interface solution is sought. Please contact John Heath for additional information (256-544-2622).				

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Title	Description		Recommended Action							
20010022	Heath, John	MSFC	7/10/2001	Approved	7/10/2001	High	RC	Small		
Creation of a new Brio Report	Customer requires a list of all employees within directorate that have an IDP established within AdminSTAR.		Create Brio Report for Agency-wide use that extracts the following information: Center; Directorate; Organization; Employee Name; A* IDP Status (Y/N). Users should be able to customize report using any of the above fields or have the option to select 'ALL' records for a given field. It would also be helpful to have a summary version of this report that included Center; Directorate; Organization; Total Number of Employees with A* IDPs.							
20000031	Jarmann, Janet	ARC	6/19/2000	Approved	6/19/2000	Medium	RC	Medium		
Add contractors to A*Star learner database	Please provide a way to load contractor, non-NPPS data into AdminSTAR learner table(s). This will replace the current process of manually entering each person to the learner screen.		Provide info on load requirements and file layout, and ARC can provide a file for the load							

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Title	Description		Recommended Action							
20000013	Davis, Jacky	MSFC	3/16/2000	Approved	3/16/2000	Medium	RC	Large		
The T40 Reporting System needs to be able to report against the AdminSTAR Archive Table.		The T40 Reporting System needs to be able to report against the AdminSTAR Archive table once AdminSTAR 5.1 is available.					Modify the T40 Reporting System to be able to look at the archive table.			
20000006	Gates, Sheryl	MSFC	2/28/2000	Approved	2/28/2000	High	RC	Medium		
SSC - Outside Courses to History Archive		SSC is currently storing their CTI's in the Learner Editor in the outside course area. When the NTDS history is archived to the AStar History Archive table, we need to capture these outside course instances in the History Archive table as well.								