

DTE Test Environment Updates after a Refresh

Purpose: After e-Builder does a refresh of the test environment, there are additional items that need to be checked and updated

Revision Date: 7/31/2019

Applies to: DTE

Who does it:

eB Admin performs these steps

When to do it:

After refresh of DTE test environment

What to do:

1. Go to menu Setup/Settings/Color Scheme. Change colors so it is obvious to any user that they are not in the regular eB production environment.
2. Go to menu Setup/Settings/Notification Settings. Please change name of e-mail sender from "MIT e-Builder System" to "MIT DTE eB TEST".
3. Go to menu Setup/Automation/Subscription/Reports. Edit each integration report that export data from eB to FTP server. The edit is to open each report, go to step 4 of 4 on top right, and change export directory location from "/miteb/...." to "miteb/x_test/....". Below are the 8 reports:

Name	Subscriber	Output Type
Active Project Export	Liu, Ying	CSV Data Export
Commitment (PO) Approval Export	Winner, Derrick	CSV Data Export
Commitment Change (COR) Approval Export	Winner, Derrick	CSV Data Export
Commitment Change Approval Export (LSW)	ADMIN, MIT	CSV Data Export
Commitment Change Approval Export (PSA)	ADMIN, MIT	CSV Data Export
Invoice Approval Export	Winner, Derrick	CSV Data Export
Vendor Export	Winner, Derrick	CSV Data Export
Vendor Refresh	Winner, Derrick	CSV Data Export

For Authorized Use Only.

Note: if this document is printed for reference purposes or is removed from one of the authorized binders it is not valid. Please refer to valid documentation to ensure use of most current procedures.

Are you looking for:

Enter procedure name here

See:

[Enter number \(create link\)](#)

- Request Derrick Winner or other contact at e-Builder to correct the source directory for the scheduled tasks that imports data into eB. In the beginning of the script for the scheduled tasks, the FTP server directory has to be changed from /miteb/... to /miteb/x_test/... . . Basically adding "x_test/" in the middle of the URL (x underscore test backslash). There are two loations in the beginning of the script that needs to be updated. Likely these scheduled tasks should be left disabled since they do not need to run nightly.

There are 9 scheduled tasks to correct as highlighted below:

PMUa Update	Disabled	Never
SAP CO Import – COR	Disabled	Never
SAP CO Import – LSW	Disabled	Never
SAP CO Import – PSA	Disabled	Never
SAP Expense Import	Disabled	Never
SAP Expense Import No Budget Validation	Disabled	Never
SAP Invoice Document Number Import	Disabled	Never
SAP Invoice Payment Update	Disabled	Never
SAP PO Import	Disabled	Never
SAP Vendor Import	Disabled	Never
SAP Vendor Refresh	Disabled	Never

Notes:

- These steps should be performed immediately after a refresh. If test environment points to production, it is possible that test transactions could move into SAP production, which would be a disaster.