

User Acceptance Testing (UAT) Preparation

UAT CYCLES	START DATE	END DATE	UAT TESTERS
Cycle 1	8/17/2026	8/28/2026	SFAA and ADMIN
Cycle 2	8/31/2026	9/11/2026	STATE AGENCY TESTERS



I. PURPOSE OF UAT

The primary goal of UAT is to validate critical procurement business transactions to ensure SCPro functions as intended in a near real-world production environment. Your participation in SCPro UAT will help validate business requirements and identify issues and concerns from a user perspective. The SCPro UAT project phase will confirm that SCPro meets and/or exceeds our state procurement needs and expectations for approval to move forward with Go-Live.

II. UAT PREPARATION

The UAT Test Plan and Test Cases will be provided to UAT testers to review in advance as we prepare for UAT. Testers will also be required to participate in UAT Kickoff and UAT Test Case review meetings to ensure readiness prior to the start of UAT on 8/17/2026.

III. UAT TEST SCHEDULE AND LOCATION

UAT Cycle 2 is scheduled to begin 8/31/2026 and will run concurrently through 9/11/2026. A testing schedule will be provided to all UAT Testers prior to the UAT Kickoff meeting. The test schedule will include the dates, time, and location (SFAA and/or Admin) of where and when testing will take place. As a tester participating with UAT, you will be required to be available for Cycle 2 testing during the period of 8/31/2026 – 9/11/2026.