

STATE OF INDIANA

DEPARTMENT OF LOCAL GOVERNMENT FINANCE



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TO: County Assessors, Auditors and Treasurers; Software Vendors; Phase II Testers
FROM: Tim Jorczak, Director of Operations and Policy *TJ*
RE: Phase II Vendor Certification
DATE: March 16, 2010

Recently many vendors have begun the Phase II software certification process. This memorandum is to provide about how and where these tests need to be conducted.

The following tests must be conducted on site in the county:

- 1.3 Response Time
- 1.4 Office Integration
- 3.1 Walkthrough
- 4.1 User-Defined Reporting of Errors and Inconsistencies Across Sub-Systems

At the discretion of the county, third-party testers may conduct certain tests on site at the vendor's location. All of the tests may be conducted on site in the county, and if the circumstances allow, county on-site testing is strongly encouraged.

If all tests are not conducted on site in the county, when the final report and certification recommendation are generated, Phase II testers should note which tests were conducted on site and which were not.

If you have questions, please contact Tim Jorczak at tjorczak@dlgf.in.gov, or 317-234-5675.