

Common Errors and Warnings in IT Web

New for Release 1.3.11 -

New Functionality to improve submission process:

- Required Exhibit 300 fields – For manual Exhibit 300 data entry, required fields are now marked with **bold** labels.
- Major investments on an Exhibit 53 without a corresponding Exhibit 300s will be listed.
- Exhibit 300s without an Major investment on the Exhibit 53 will be listed.
- Agency Administrators can disable exhibits that are no longer valid.
- Improved printing function without border information.
- Character counter for fields indicating available remaining characters.
- Improved error reporting (specific row # for errors and warnings are specified for exhibit 53s validation process).
- Submission lockouts - agencies will need to complete submissions in the specified timeframes provided.
- New Agency Exhibit 53s, reflecting budget decision, must be submitted. Existing Exhibit 53s on IT Web have been removed.

Some New validation enforcements:

- 17-digit UPIs limits enforced – UPIs containing more than 17 digits in an Exhibit 53 or Exhibit 300 are not allowed. Any UPI longer than 17 digits will cause a validation error.
- Exhibit 53 percentage columns (BF, BE, Financial, IT Security Percentages) – All Exhibit 53 percentages should be reported on a scale from 0 to 100. If the "%" symbol is included in this column, IT Web will treat these as decimals (< 1.0). Please do not include the "%" symbol. For percentages, agencies can provide as many significant digits as necessary. The exhibit 300 schema is defined as 0-100 (with 2-decimal places).
- Exhibit 53 descriptions must be 255 characters or less – All investment descriptions in the Exhibit 53 must be 255 characters or less. The Exhibit 53 validation routine will detect any descriptions that appear to be truncated (e.g., does not end in normal sentence punctuation).
- We have add new Exhibit validation checks – The following checks have been added to the Exhibit validation routines:
 - Exhibit 300 will be matched to corresponding investment on the Exhibit 53
 - Exhibit 53 contains major investments without a corresponding Exhibit 300

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- Exhibit 53 and Exhibit 300 information comparisons:
 - PM Qualification
 - IT Security %
- Exhibit 53 % Financial reporting: BE + BF + Financial must be less than or equal to 100
- Investments in Operations & Maintenance should not have DME \$ in the Budget Year
- Investments in Planning or Acquisition should not have SS \$ in the Previous Year
- Exhibit 300 can only be submitted for either Major (xxx-xx-xx-xx-01-xx-xx) or Migration (xxx-xx-xx-xx-03-xx-xx) investments.
- Exhibit 300 can not be submitted for “Funding Sources” or “Subtotal” investments (last two digits of the UPI must be ‘00’ or ‘24’).
- Coding for FEA Mappings, Homeland Security identifiers, PM Qualifications, and C&A status must use appropriate codes as specified in the A-11 Section 53.

Common Errors and Warnings in IT Web

===== Common Errors from Fall 2006 =====

1. Exhibit 53 Template Errors:

The following error is typical of submissions not following the published [Exhibit 53 Template](#).

SPREADSHEET IMPORT SUMMARY

The spreadsheet in FY08 Exhibit 53 - Template Error.xls has validation errors. This means there is some problem with the format of the data in the spreadsheet sent. The validation errors are:

- Expecting a primary column header similar to 2007 UPI at column#B
- Expecting a primary column header similar to 2008 UPI at column#C
- Expecting a primary column header similar to Investment Title at column#D
- Expecting a primary column header similar to Investment Description at column#E
- Expecting a primary column header similar to Primary FEA Mapping at column#F
- Expecting a primary column header similar to Sub-Function or Svc Component at column#G
- Expecting a primary column header similar to Percentage (%) at column#H
- Expecting a primary column header similar to BE at column#I
- Expecting a primary column header similar to Financial at column#J
- Expecting a primary column header similar to IT Security at column#K
- Expecting a primary column header similar to Homeland Security at column#L
- Expecting a primary column header similar to DME (\$M) at column#M
- Expecting a primary column header similar to CY at column#N
- Expecting a primary column header similar to BY at column#O
- Expecting a primary column header similar to Steady State (\$M) at column#P
- Expecting a primary column header similar to CY at column#Q
- Expecting a primary column header similar to BY at column#R
- Expecting a primary column header similar to Investment C&A at column#S
- Expecting a primary column header similar to Project Management at column#T
- Expecting a secondary column header similar to Line of Business or Service Type (3 digit code) at column#F
- Expecting a secondary column header similar to BF at column#H
- Expecting a secondary column header similar to Priority Identifier at column#L
- Expecting a secondary column header similar to PY at column#M
- Expecting a secondary column header similar to PY at column#P
- Expecting a secondary column header similar to Status at column#S
- Expecting a secondary column header similar to Qualification Status at column#T
- Expecting first investment row at row 9

Common causes of errors are the results of:

- Hidden Column/Rows
- Extra Column/Rows
- Non-standard Merged cells
- Mislabeled Columns

2. Validation errors on missing data for Optional Schema Elements:

Optional Schema elements identified in the [Exhibit 300 Schema-Version 3.02](#) must have valid data if provided in exhibit 300 submissions. Escape values should not be used for Optional Schema elements. If the Optional Schema element is not required because it is not applicable to the investment, do not include the optional element as part of the submitted exhibit 300.

Common Errors and Warnings in IT Web

3. Incorrect use of escape values:

Escape values should not be used on Optional Schema elements. An exhibit 300 should include answers for all required data elements with appropriate answers. There is an exception for Part I- Section C: Acquisition/Contract Strategy-Table 1:

For Planning ONLY investments, with no contracts yet planned, the following escape values can be used:

- contractNumber - None
- contractTypeUsed - None
- contractAwarded - no
- contractAwardDate - 1/1/1900
- contractStartDate - 1/1/1900
- contractEndDate - 1/1/1900
- contractTotalValue - 0
- interAgencyAcquisition - no
- performanceBasedContract - no
- competitivelyAwardedContract - no
- alternativeFinancing - no
- EVMRequired - no
- securityPrivacyClause - no
- contractCoName - None
- contractCoContact - None
- contractCoLevel - NA

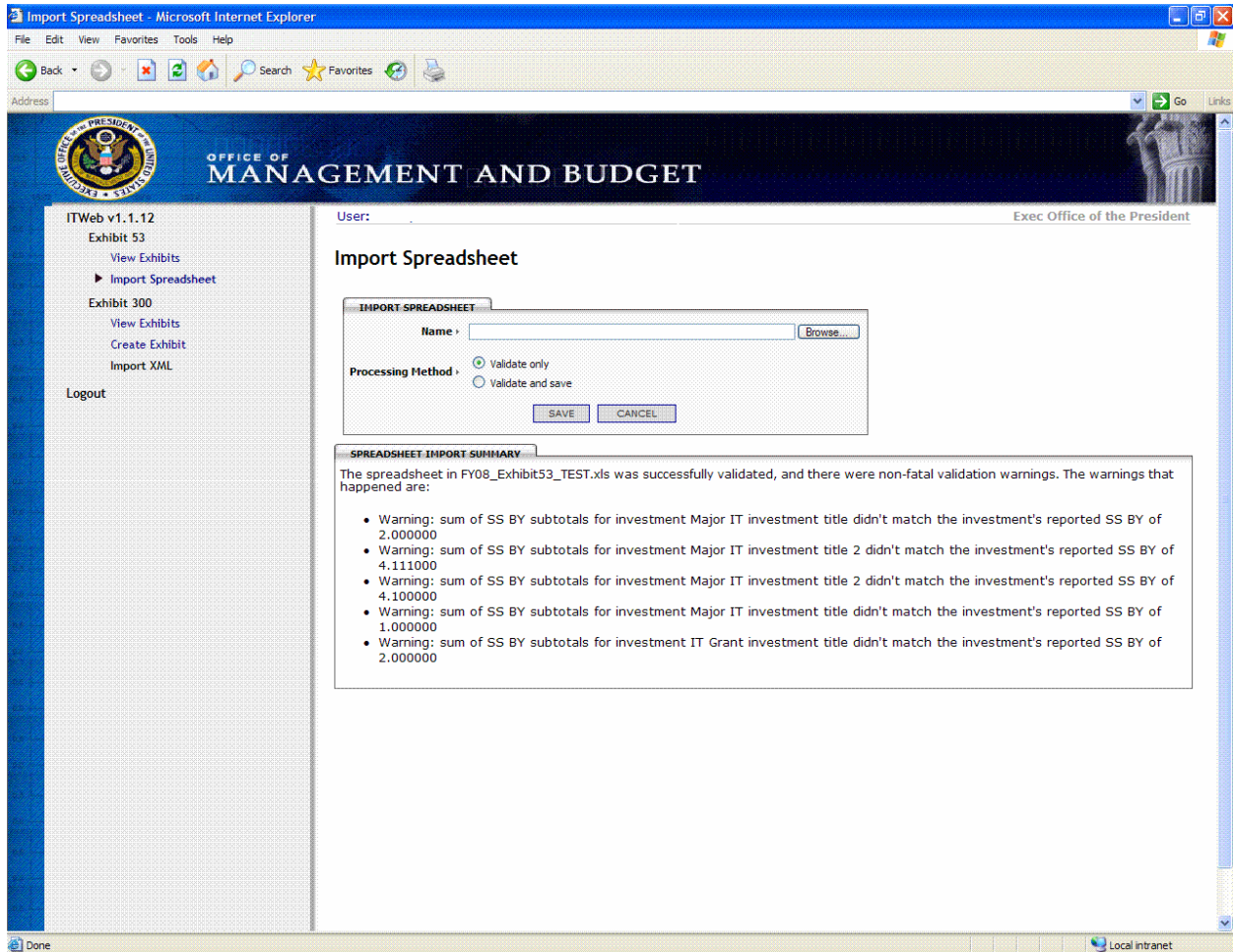
Common Errors and Warnings in IT Web

4. Warning Messages vs. Error Messages

When validating or validating/saving there are two types of messages that a user can receive. The most common are “Error Messages.” Error messages are meant to inform the user that the exhibit was not able to be submitted for a specific reason. Error Messages can come in a variety of formats.

The other type of message that can be received is a “warning message.” All Warning Messages begin with “Warning: ”. If you receive a Warning Message when you “Validate and Save” your exhibit will have saved. The warnings are meant to serve as notes of potential errors and we encourage you to investigate their cause.

When attempting to validate the test 53 OMB provided, you should generate the following warnings –



The screenshot shows a Microsoft Internet Explorer browser window displaying the 'Import Spreadsheet' page of the Office of Management and Budget (OMB) IT Web. The page title is 'Import Spreadsheet' and the user is identified as 'Exec Office of the President'. The interface includes a navigation menu on the left with options like 'View Exhibits', 'Import Spreadsheet', and 'Logout'. The main content area shows a form for importing a spreadsheet, with a 'Processing Method' section where 'Validate only' is selected. Below the form, a 'SPREADSHEET IMPORT SUMMARY' box displays the following warnings:

The spreadsheet in FY08_Exhibit53_TEST.xls was successfully validated, and there were non-fatal validation warnings. The warnings that happened are:

- Warning: sum of SS BY subtotals for investment Major IT investment title didn't match the investment's reported SS BY of 2.000000
- Warning: sum of SS BY subtotals for investment Major IT investment title 2 didn't match the investment's reported SS BY of 4.111000
- Warning: sum of SS BY subtotals for investment Major IT investment title 2 didn't match the investment's reported SS BY of 4.100000
- Warning: sum of SS BY subtotals for investment Major IT investment title didn't match the investment's reported SS BY of 1.000000
- Warning: sum of SS BY subtotals for investment IT Grant investment title didn't match the investment's reported SS BY of 2.000000

Common Errors and Warnings in IT Web

5. Reminder: Creating and Editing Exhibit 300's – Administrators and User Roles

Agency administrators are the only users able to create exhibit 300's using ITWeb. After an agency administrator fills out the first web form (see below), the created Exhibit 300 will only be available for edit to agency administrators. All users for an agency can edit all exhibit 300's imported to ITWeb and created using ITWeb.

The screenshot shows a web browser window titled "Create Exhibit - Microsoft Internet Explorer". The browser's address bar is empty. The page header features the Office of Management and Budget logo and the text "OFFICE OF MANAGEMENT AND BUDGET". The user is logged in as "National Science Foundation".

The main content area is titled "Create Exhibit" and contains a form labeled "CREATE EXHIBIT 300". The form has the following fields:

- Agency:** A dropdown menu with "National Science Foundation" selected.
- Name of this Capital Asset:** A text input field.
- What kind of investment will this be in FY2008?:** A dropdown menu.
- What was the first budget year this investment was submitted to OMB?:** A dropdown menu.

At the bottom of the form are two buttons: "SAVE" and "CANCEL".

The left sidebar contains the following navigation links:

- ITWeb v1.1.14
- Exhibit 53
 - View Exhibits
 - Import Spreadsheet
- Exhibit 300
 - View Exhibits
 - ▶ Create Exhibit
 - Import XML
- Logout

Common Errors and Warnings in IT Web

6. Hours of Operation

Hours of Operation (supported):

Mon-Fri: 8 AM - 5:30 PM EST

Sat-Sun, Holidays: Limited Support

Extended Hours of Operation (unsupported, service interruptions may occur without notice):

Mon-Fri: 4 AM - 8 AM, 5:30 PM - 11 PM EST

Sat-Sun, Holidays: 4 AM - 11 PM EST

System Unavailable:

All days: 11 PM - 4 AM EST

7. 'contractEndDate' validation error:

Exhibit 300 Submissions with validation errors for Contract End Dates in Part I- Section C: Acquisition/Contract Strategy-Table 1, where the contract has no "End Date". Please use "2099-12-31" to represent the contract end date. Contracts with end dates should include the appropriate date. The following is an example of a potential validation error for this situation:

Exhibit 300 Submission

The Exhibit 300 has validation errors. This means there is some problem with the format of the data in the Exhibit. Please review the errors and correct the Exhibit before trying again. The validation errors are:

- Expected element 'contractEndDate@https://OMB300.gov' instead of 'contractTotalValue@https://OMB300.gov' here in element acquisitionStrategyRow@https://OMB300.gov at line 136
- Expected element 'contractEndDate@https://OMB300.gov' instead of 'interAgencyAcquisition@https://OMB300.gov' here in element acquisitionStrategyRow@https://OMB300.gov at line 137
- Expected element 'contractEndDate@https://OMB300.gov' instead of 'performanceBasedContract@https://OMB300.gov' here in element acquisitionStrategyRow@https://OMB300.gov at line 138
- Expected element 'contractEndDate@https://OMB300.gov' instead of 'competitivelyAwardedContract@https://OMB300.gov' here in element acquisitionStrategyRow@https://OMB300.gov at line 139
- Expected element 'contractEndDate@https://OMB300.gov' instead of 'alternativeFinancing@https://OMB300.gov' here in element acquisitionStrategyRow@https://OMB300.gov at line 140
- Expected element 'contractEndDate@https://OMB300.gov' instead of 'EVMRequired@https://OMB300.gov' here in element acquisitionStrategyRow@https://OMB300.gov at line 141
- Expected element 'contractEndDate@https://OMB300.gov' instead of 'securityPrivacyClause@https://OMB300.gov' here in element acquisitionStrategyRow@https://OMB300.gov at line 142
- Expected element 'contractEndDate@https://OMB300.gov' instead of 'contractCoName@https://OMB300.gov' here in element acquisitionStrategyRow@https://OMB300.gov at line 143
- Expected element 'contractEndDate@https://OMB300.gov' instead of 'contractCoContact@https://OMB300.gov' here in element acquisitionStrategyRow@https://OMB300.gov at line 144
- Expected element 'contractEndDate@https://OMB300.gov' instead of 'contractCoLevel@https://OMB300.gov' here in element acquisitionStrategyRow@https://OMB300.gov at line 145
- Expected element 'contractEndDate@https://OMB300.gov' instead of 'contractCoCompetent@https://OMB300.gov' here in element acquisitionStrategyRow@https://OMB300.gov at line 146

ITWeb Quick Reference Guide

Steps in the ITWeb IT Budget Submission process:

- Login:
 - Register - (<https://max.omb.gov/maxportal/>)
 - ITWeb Login
 - Activity Screen

- Exhibit 53:
 - Exhibit 53 Import Screen (.xls)
 - Exhibit 53 Validation Checking
 - Exhibit 53 Validate and Save
 - View Exhibit 53 List
 - View Exhibit 53
 - Submit Exhibit 53 to OMB

- Exhibit 300:
 - Exhibit 300 Import Screen (.xml)
 - Exhibit 300 Validation Checking
 - Exhibit 300 Validate and Save
 - View Exhibit 300 List
 - View and Edit Exhibit 300
 - Submit Exhibit 300 to OMB

- Check Agency Discrepancies
 - 300's not in 53
 - Major in 53 without 300

ITWeb Quick Reference Guide

ITWeb Login:



Welcome to ITWeb

PLEASE LOGIN

User Id >

Password >



ATTENTION: This system contains data belonging to the U.S. Government. This computer system, including all related equipment, networks, and network devices (specifically including Internet access) are provided only for authorized U.S. Government use. U.S. Government computer systems may be monitored for all lawful purposes, including to ensure that their use is authorized, for management of the system, to facilitate protection against unauthorized access, and to verify security procedures, survivability, and operational security. Monitoring includes active attacks by authorized U.S. Government entities to test or verify the security of this system. During monitoring, information may be examined, recorded, copied and used for authorized purposes. All information, including personal information, placed or sent over this system may be monitored.

Activity Screen - The screen you see when you first log in:

**OFFICE OF
MANAGEMENT AND BUDGET**

User: **Hurban, James** Department of the Treasury

ITWeb v1.3.11

Welcome to ITWeb. You are currently logged in as **James Hurban** with the *Admin* role.

Warning: For your agency, submitting Exhibit 300s has been disabled. Please contact an administrator if you need to submit an Exhibit.

The following is the recent activity performed by all users within your agency.

User	Type	Activity	When	Id
James Hurban	Successfully validate an Exhibit 300	Source File: export_MAX_300_noDME_test_v2.xml	Dec 6, 2006	2287
James Hurban	Uploaded an Exhibit 300	Source File: export_MAX_300_noDME_test_v2.xml, Destination File: 015-A000011-(James Hurban)-2197-192.168.2.7-2006-12-06-22-44-32.xml, size: 54294	Dec 6, 2006	2286
James Hurban	Successfully validate an Exhibit 300	Source File: export_MAX_300_v1.xml	Dec 6, 2006	2285
James Hurban	Uploaded an Exhibit 300	Source File: export_MAX_300_v1.xml, Destination File: 015-A000011-(James Hurban)-2197-192.168.2.7-2006-12-06-22-43-53.xml, size: 54294	Dec 6, 2006	2284
James Hurban	Successfully validate an Exhibit 300	Source File: export_MAX_300_noDME_test_v2.xml	Dec 6, 2006	2283
James Hurban	Uploaded an Exhibit 300	Source File: export_MAX_300_noDME_test_v2.xml, Destination File: 015-A000011-(James Hurban)-2196-192.168.2.7-2006-12-06-22-30-16.xml, size: 54294	Dec 6, 2006	2282
James Hurban	Successfully validate an Exhibit 300	Source File: export_MAX_300_noDME_test_v2.xml	Dec 6, 2006	2281
James Hurban	Uploaded an Exhibit 300	Source File: export_MAX_300_noDME_test_v2.xml, Destination File: 015-A000011-(James Hurban)-2196-192.168.2.7-2006-12-06-22-29-09.xml, size: 54294	Dec 6, 2006	2280

ITWeb v1.3.11

- Exhibit 53
 - [View Exhibits](#)
 - [Import Spreadsheet](#)
- Exhibit 300
 - [View Exhibits](#)
 - [Create Exhibit](#)
 - [Import XML](#)
- Agency Submissions
 - All 300s submitted
 - All 300s in 53
- Agency Discrepancies
 - 300s not in 53
 - Major in 53 without 300
- Logout

ITWeb Quick Reference Guide

Exhibit 53 Import Screen (.xls) – The page for importing an Exhibit 53:

ITWeb v1.3.11
Exhibit 53
View Exhibits
▶ Import Spreadsheet
Exhibit 300
View Exhibits
Create Exhibit
Import XML
Agency Submissions
All 300's submitted
All 300's in 53
Agency Discrepancies
300's not in 53
Major in 53 without 300
Logout

User: **Hurban, James** Department of the Treasury

Import Spreadsheet

IMPORT SPREADSHEET

Name:

Processing Method: Validate only
 Validate and save

Exhibit 53 Validation Checking - Select an .xls file to import, then click 'Validate Only', then click 'save'. The resulting page shows validation warnings and errors:

ITWeb v1.3.11
Exhibit 53
View Exhibits
▶ Import Spreadsheet
Exhibit 300
View Exhibits
Create Exhibit
Import XML
Agency Submissions
All 300's submitted
All 300's in 53
Agency Discrepancies
300's not in 53
Major in 53 without 300
Logout

User: **Hurban, James** Department of the Treasury

Import Spreadsheet

IMPORT SPREADSHEET

Name:

Processing Method: Validate only
 Validate and save

SPREADSHEET IMPORT SUMMARY

The spreadsheet in Exhibit53.xls was successfully validated, and there were non-fatal validation warnings. The warnings that happened are:

- Warning: Please note the Major Investment at row # 12 has a DME value for the Budget Year, while the Exhibit 300 is in Operations & Maintenance.
- Warning: Please note the Major Investment at row # 13 does not have a corresponding Exhibit 300. Please either submit the Exhibit 300 or correct this Exhibit 53 to appropriately reflect the investment type.
- Warning: Please note the Major Investment at row # 17 does not have a corresponding Exhibit 300. Please either submit the Exhibit 300 or correct this Exhibit 53 to appropriately reflect the investment type.
- Warning: Please note the Major Investment at row # 22 does not have a corresponding Exhibit 300. Please either submit the Exhibit 300 or correct this Exhibit 53 to appropriately reflect the investment type.
- Warning: Please note the Migration Investment at row # 28 does not have a corresponding Exhibit 300. Please either submit the Exhibit 300 or correct this Exhibit 53 to appropriately reflect the investment type.
- Warning: Please note the Major Investment at row # 31 does not have a corresponding Exhibit 300. Please either submit the Exhibit 300 or correct this Exhibit 53 to appropriately reflect the investment type.
- Warning: Please note the Major Investment at row # 36 does not have a corresponding Exhibit 300. Please either submit the Exhibit 300 or correct this Exhibit 53 to appropriately reflect the investment type.

ITWeb Quick Reference Guide

Exhibit 53 Validate and Save - Clicking 'Validate and save', then clicking 'save' imports the Exhibit 53 into ITWeb. The resulting page shows validation warnings and errors:

The screenshot shows the 'Import Spreadsheet' page in the ITWeb application. The page header includes the Office of Management and Budget logo and the user name 'Hurban, James'. The main content area contains a form for importing a spreadsheet. The form has a 'Name' field with a 'Browse...' button and a 'Processing Method' section with two radio buttons: 'Validate only' and 'Validate and save' (which is selected). Below the form are 'SAVE' and 'CANCEL' buttons. Underneath the form is a 'SPREADSHEET IMPORT SUMMARY' section. It states: 'The spreadsheet in Exhibit53.xls was successfully saved, and there were non-fatal validation warnings. The warnings that happened are:' followed by a list of seven warnings. Each warning points to a specific row in the spreadsheet and describes a discrepancy between the Exhibit 53 data and the corresponding Exhibit 300 data.

SPREADSHEET IMPORT SUMMARY

The spreadsheet in Exhibit53.xls was successfully saved, and there were non-fatal validation warnings. The warnings that happened are:

- Warning: Please note the Major Investment at row # 12 has a DME value for the Budget Year, while the Exhibit 300 is in Operations & Maintenance.
- Warning: Please note the Major Investment at row # 13 does not have a corresponding Exhibit 300. Please either submit the Exhibit 300 or correct this Exhibit 53 to appropriately reflect the investment type.
- Warning: Please note the Major Investment at row # 17 does not have a corresponding Exhibit 300. Please either submit the Exhibit 300 or correct this Exhibit 53 to appropriately reflect the investment type.
- Warning: Please note the Major Investment at row # 22 does not have a corresponding Exhibit 300. Please either submit the Exhibit 300 or correct this Exhibit 53 to appropriately reflect the investment type.
- Warning: Please note the Migration Investment at row # 28 does not have a corresponding Exhibit 300. Please either submit the Exhibit 300 or correct this Exhibit 53 to appropriately reflect the investment type.
- Warning: Please note the Major Investment at row # 31 does not have a corresponding Exhibit 300. Please either submit the Exhibit 300 or correct this Exhibit 53 to appropriately reflect the investment type.
- Warning: Please note the Major Investment at row # 36 does not have a corresponding Exhibit 300. Please either submit the Exhibit 300 or correct this Exhibit 53 to appropriately reflect the investment type.

View Exhibit 53 List - The View Exhibits page shows all the Exhibit 53s that have been loaded into ITWeb (and that you are allowed to view):

The screenshot shows the 'View Exhibits' page in the ITWeb application. The page header includes the Office of Management and Budget logo and the user name 'Hurban, James'. The main content area contains a table listing all loaded Exhibit 53s. The table has seven columns: Agency, Budget Year, Date Created, Submitted By, Submitted On, Id, and Disable. There are four rows of data, all for the '100 - Exec Office of the President' agency in the year 2008. Each row includes a 'View' link and a 'Disable' checkbox.

Agency	Budget Year	Date Created	Submitted By	Submitted On	Id	Disable
100 - Exec Office of the President	2008	Dec 13, 2006 6:02:31 PM			323	View <input type="checkbox"/>
100 - Exec Office of the President	2008	Dec 6, 2006 5:25:27 PM	James Hurban	Dec 6, 2006 5:34:22 PM	303	View <input type="checkbox"/>
100 - Exec Office of the President	2008	Nov 21, 2006 6:24:15 PM	James Hurban	Nov 21, 2006 6:25:51 PM	263	View <input type="checkbox"/>
100 - Exec Office of the President	2008	Nov 10, 2006 5:24:32 PM			243	View <input type="checkbox"/>

ITWeb Quick Reference Guide

View Exhibit 53 - Clicking on an Exhibit 53 shows the spreadsheet data for that Exhibit 53:

ITWeb v1.3.11
Exhibit 53
 View Exhibits
 ▶ Exhibit 53
 Export to XLS
 Import Spreadsheet
Exhibit 300
 View Exhibits
 Create Exhibit
 Import XML
Agency Submissions
 All 300's submitted
 All 300's in 53
Agency Discrepancies
 300's not in 53
 Major in 53 without 300
Logout

User: **Hurban, James** Exec Office of the President

Exhibit 53
Budget year: 2008
Agency: 100

Pressing this button will submit the Exhibit to ITWeb -->

2007 UPI	2008 UPI	Investment Title	Investment Description	Line of Business or Service Type	Sub-Function or Component	Primary FEA Mapping			Percentage (%)			DME (\$M)				Investment C&A Status	Project Management Qualification Status			
						BF	BE	Financial	IT Security	Homeland Security	Priority	Identifiers	PY	CY	BY			PY	CY	BY
	100-00-00-00-00-0000-0000	Agency Total IT Investment Portfolio										17.67	19.45	205.061	17.4	19.5	122.911			
	100-00-01-00-00-0000-0000	Part 1. IT Systems by Mission Area										14.32	14.1	101.711	11	12.1	15.511			
	100-00-01-01-00-0000-0000	01 - Title of mission area (financial freq)										13.17	12.85	100.561	9.9	11	14.411			
	100-00-01-01-01-0001-0001	MAX Budget Information Systems	Description for investment.	755	639	6	4	90	5	1.2,4,5,6	0,4	0,2	0,2	4,3	3,8	3,8	55	2		
100-87-01-01-01-1010-00-4071-187	100-00-01-01-01-1010-00	Major IT Investment 006	Description for investment.	755	639	17	13	70	5	1,2,3,4,5,6	2	2	2	2	2	2	2	55	1	
	100-00-01-01-01-1010-04	007-87-1234-0	Funding Source 1.									1	1	1	1	1	1			
	100-00-01-01-01-1010-04	007-87-1235-0	Funding Source 2.									1	1	1	1	1	1			
	100-00-01-01-01-1010-09		Funding Source Subtotal									2	2	2	2	2	2			
100-87-01-01-01-1020-00-104-003	100-00-01-01-01-1020-00	Major IT Investment 006 2	Description for investment.	755	639	2	0	10	1	1,2,3,4,5,6	5,21	5,2	49	1,6	2,4	4,111	55	1		
	100-00-01-01-01-1020-04	007-87-1234-0	Funding Source 1.									2	2	10	1	1	2			
	100-00-01-01-01-1020-04	007-87-1235-0	Funding Source 2.									0,21	0,2	20	0,1	1	1,111			
	100-00-01-01-01-1020-04	007-87-1235-0	Funding Source 3.									3	3	19	0,5	0,4	1			

Submit Exhibit 53 to OMB - Clicking on the 'Submit' button submits the Exhibit 53 to OMB. The resulting page shows submission warnings and errors:

ITWeb v1.3.11
Exhibit 53
 View Exhibits
 Import Spreadsheet
 ▶ Export Exhibit 53
Exhibit 300
 View Exhibits
 Create Exhibit
 Import XML
Agency Submissions
 All 300's submitted
 All 300's in 53
Agency Discrepancies
 300's not in 53
 Major in 53 without 300
Logout

User: **Hurban, James** Exec Office of the President

Export Exhibit 53

Submission processed.

The submission was successfully processed, and there were non-fatal validation warnings. The warnings that happened are:

- Warning: Please note the Major Investment with UPI 100-00-01-01-01-0001-00 has a DME value for the Budget Year, while the Exhibit 300 is in Operations & Maintenance.
- Warning: Please note the Major Investment with UPI 100-00-01-01-01-1010-00 does not have a corresponding Exhibit 300. Please either submit or correct this Exhibit 53 to represent this Major Investment.
- Warning: Please note the Major Investment with UPI 100-00-01-01-01-1020-00 does not have a corresponding Exhibit 300. Please either submit or correct this Exhibit 53 to represent this Major Investment.
- Warning: Please note the Major Investment with UPI 100-00-01-01-01-1025-00 does not have a corresponding Exhibit 300. Please either submit or correct this Exhibit 53 to represent this Major Investment.
- Warning: Please note the Migration Investment with UPI 100-00-01-01-03-0010-24 does not have a corresponding Exhibit 300. Please either submit or correct this Exhibit 53 to represent this Migration Investment.
- Warning: Please note the Major Investment with UPI 100-00-01-02-01-1012-00 does not have a corresponding Exhibit 300. Please either submit or correct this Exhibit 53 to represent this Major Investment.
- Warning: Please note the Major Investment with UPI 100-00-02-00-01-1015-00 does not have a corresponding Exhibit 300. Please either submit or correct this Exhibit 53 to represent this Major Investment.
- Warning: Please note the Major Investment with UPI 100-00-02-00-01-1017-00 does not have a corresponding Exhibit 300. Please either submit or correct this Exhibit 53 to represent this Major Investment.
- Warning: Please note the Major Investment with UPI 100-00-03-00-01-1018-00 does not have a corresponding Exhibit 300. Please either submit or correct this Exhibit 53 to represent this Major Investment.
- Warning: Please note the Major Investment with UPI 100-00-04-00-01-1019-00 does not have a corresponding Exhibit 300. Please either submit or correct this Exhibit 53 to represent this Major Investment.
- Warning: Please note the Major Investment with UPI 100-00-05-00-01-1111-00 does not have a

ITWeb Quick Reference Guide

Exhibit 300 Import Screen (.xml) - The page for importing an Exhibit 300:

The screenshot shows the 'Import XML' screen in the ITWeb application. The header includes the Office of Management and Budget logo and the user name 'Hurban, James'. The left sidebar contains navigation options for Exhibit 300, including 'View Exhibits', 'Create Exhibit', and 'Import XML'. The main content area features a form with a 'Name' field and a 'Browse...' button. Below the form, there are radio buttons for 'Validate only' (selected) and 'Validate and save', along with 'SAVE' and 'CANCEL' buttons. A message below the form reads: 'Please visit the [Help Page](#) if you have problems importing your Exhibit 300 document.'

Exhibit 300 Validation Checking - Select a .xml file to import, then click 'Validate Only', then click 'save'. The resulting page shows validation warnings and errors:

This screenshot shows the 'Import XML' screen after a validation check. The form fields and buttons are the same as in the previous screenshot. Below the form, a message reads: 'Please visit the [Help Page](#) if you have problems importing your Exhibit 300 document.' Below this message is a section titled 'XML IMPORT SUMMARY' which contains the following text: 'The XML in Exhibit300.xml was successfully validated, and there were non-fatal validation warnings. The warnings that happened are:' followed by a bulleted list of four warnings:

- Warning: Please note this Exhibit 300 has a DME value for the Budget Year, while the Exhibit 300 is in Operations & Maintenance.
- Warning: Please note the Agency's Exhibit 53 has a DME value for the Budget Year, while the Exhibit 300 is in Operations & Maintenance.
- Warning: Please note that the Project Manager Qualification Status answer given in this Exhibit 300 does not match the answer given in the Exhibit 53. This may happen if the Exhibit 53 has not been imported into ITWeb yet. Please check your answer against your agency's Exhibit 53.
- Warning: Please note that the IT Security Percentage answer in this Exhibit 300 does not match the answer given in the Exhibit 53. This may happen if the Exhibit 53 has not been imported into ITWeb yet. Please check your answer against your agency's Exhibit 53.

ITWeb Quick Reference Guide

Exhibit 300 Validate and Save - Clicking 'Validate and save', then clicking 'save' imports the Exhibit 300 into ITWeb. The resulting page shows validation warnings and errors:

The screenshot shows the 'Import XML' page in the ITWeb application. The page header includes the Office of Management and Budget logo and the user name 'Hurban, James'. The main content area is titled 'Import XML' and contains a form with a 'Name' field and a 'Browse' button. Below the form, there are radio buttons for 'Processing Method', with 'Validate and save' selected. There are 'SAVE' and 'CANCEL' buttons. Below the form, there is a message: 'Please visit the [Help Page](#) if you have problems importing your Exhibit 300 document.' Below this message is an 'XML IMPORT SUMMARY' section with a list of warnings:

- Warning: Please note this Exhibit 300 has a DME value for the Budget Year, while the Exhibit 300 is in Operations & Maintenance.
- Warning: Please note the Agency's Exhibit 53 has a DME value for the Budget Year, while the Exhibit 300 is in Operations & Maintenance.
- Warning: Please note that the Project Manager Qualification Status answer given in this Exhibit 300 does not match the answer given in the Exhibit 53. This may happen if the Exhibit 53 has not been imported into ITWeb yet. Please check your answer against your agency's Exhibit 53.
- Warning: Please note that the IT Security Percentage answer in this Exhibit 300 does not match the answer given in the Exhibit 53. This may happen if the Exhibit 53 has not been imported into ITWeb yet. Please check your answer against your agency's Exhibit 53.

View Exhibit 300 List - The View Exhibits page shows all the Exhibit 300s that have been loaded into ITWeb (and that you are allowed to view):

The screenshot shows the 'View Exhibits' page in the ITWeb application. The page header includes the Office of Management and Budget logo and the user name 'Hurban, James'. The main content area is titled 'View Exhibits' and contains a table with the following columns: Agency, Name of investment, UPI, Date Created, Submitted By, Submitted On, Id, View, and Disable. The table contains 10 rows of data:

Agency	Name of investment	UPI	Date Created	Submitted By	Submitted On	Id	View	Disable
100 - EXOP	MAX Budget Information System	100-xx-xx-xx-xx-0300-xx-802-xxx	Sep 19, 2006 11:28:12 AM			440	View	<input type="checkbox"/>
100 - EXOP	MAX Budget Information Systems	100-00-01-01-01-0001-00	Nov 10, 2006 5:43:22 PM			460	View	<input type="checkbox"/>
100 - EXOP	MAX Budget Information Systems	100-00-01-01-01-0001-00	Nov 21, 2006 6:29:06 PM	James Hurban	Nov 21, 2006 6:46:09 PM	480	View	<input type="checkbox"/>
100 - EXOP	MAX Budget Information Systems - TEST	100-00-01-01-01-0001-00	Dec 13, 2006 6:04:41 PM			500	View	<input type="checkbox"/>
100 - EXOP	NSC Computers		Aug 21, 2006 8:13:26 PM			34	View	<input type="checkbox"/>
100 - EXOP	NSC Computers		Aug 21, 2006 8:14:58 PM			35	View	<input type="checkbox"/>
100 - EXOP	Test by Shahid		Aug 21, 2006 8:15:07 PM			36	View	<input type="checkbox"/>
100 - EXOP	EOP Computers		Aug 21, 2006 8:16:27 PM			37	View	<input type="checkbox"/>
100 - EXOP	NSC Computers		Aug 21, 2006			38	View	<input type="checkbox"/>

ITWeb Quick Reference Guide

View and Edit Exhibit 300 - Clicking on an Exhibit 300 shows the data for that Exhibit 300:

The screenshot shows the ITWeb interface for the Office of Management and Budget. The user is identified as James Hurban. The page title is "MAX Budget Information Systems - TEST". The budget year is FY2001 or earlier, and the agency is 100. A "Submit" button is present. The page content includes a list of sections: Part I: Summary Information and Justification (with sub-sections A through F), and Part III: For "Operation and Maintenance" investments ONLY (Steady State) (with sub-sections A and B). Below this, the exhibit title "Exhibit 300: Capital Asset Plan and Business Case Summary" and the section "Part I: Summary Information And Justification" are shown. Under "Section A: Overview", there is an "Edit" button and a list of four items: 1. Date of submission: Oct 3, 2006; 2. Agency: 100; 3. Bureau: 00; 4. Name of this Capital Asset: MAX Budget Information Systems - TEST.

Submit Exhibit 300 to OMB - Clicking on the 'Submit' button submits the Exhibit 300 to OMB. The resulting page shows submission warnings and errors:

The screenshot shows the ITWeb interface for the Office of Management and Budget. The user is identified as James Hurban. The page title is "Exhibit 300 Submission". The submission was processed. A message states: "The submission was successfully processed, and there were non-fatal validation warnings. The warnings that happened are:". A list of three warnings is provided: 1. Warning: Please note this Exhibit 300 has a DME value for the Budget Year, while the Exhibit 300 is in Operations & Maintenance. 2. Warning: Please note the Agency's Exhibit 53 has a DME value for the Budget Year, while the Exhibit 300 is in Operations & Maintenance. 3. Warning: Please note that the Project Manager Qualification Status answer given in this Exhibit 300 does not match the answer given in the Exhibit 53. This may happen if the Exhibit 53 has not been imported into ITWeb yet. Please check your answer against your agency's Exhibit 53. 4. Warning: Please note that the IT Security Percentage answer in this Exhibit 300 does not match the answer given in the Exhibit 53. This may happen if the Exhibit 53 has not been imported into ITWeb yet. Please check your answer against your agency's Exhibit 53.