Security Dashboard Users Guide

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Object Modeling
Object Comparison
Security Visualizer

2015

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Introduction

The Kinsey LS Dashboard provides user friendly Lawson security administrator reports, security auditor reports and security change reports.

The security administrator reports are designed to help with the administration of Lawson Security queries showing detailed security information by User, Role and Security Class (Task) including all objects and rules.

The Security Analyzer report is specifically built as an audit tool to easily review access by user. The Microsoft Excel output makes it easy to analyze category, form, table, and field level security by user.

The Security Change Audit report provides details on changes made to your security model including who made the change, when it was made and the before and after values.

These independent queries have been designed to provide access to your data in the quickest most robust method possible through a browser interface. The Security Dashboard reports provide critical insight into your security model for your security administrators and your security auditors.

Setting your Default Home Page

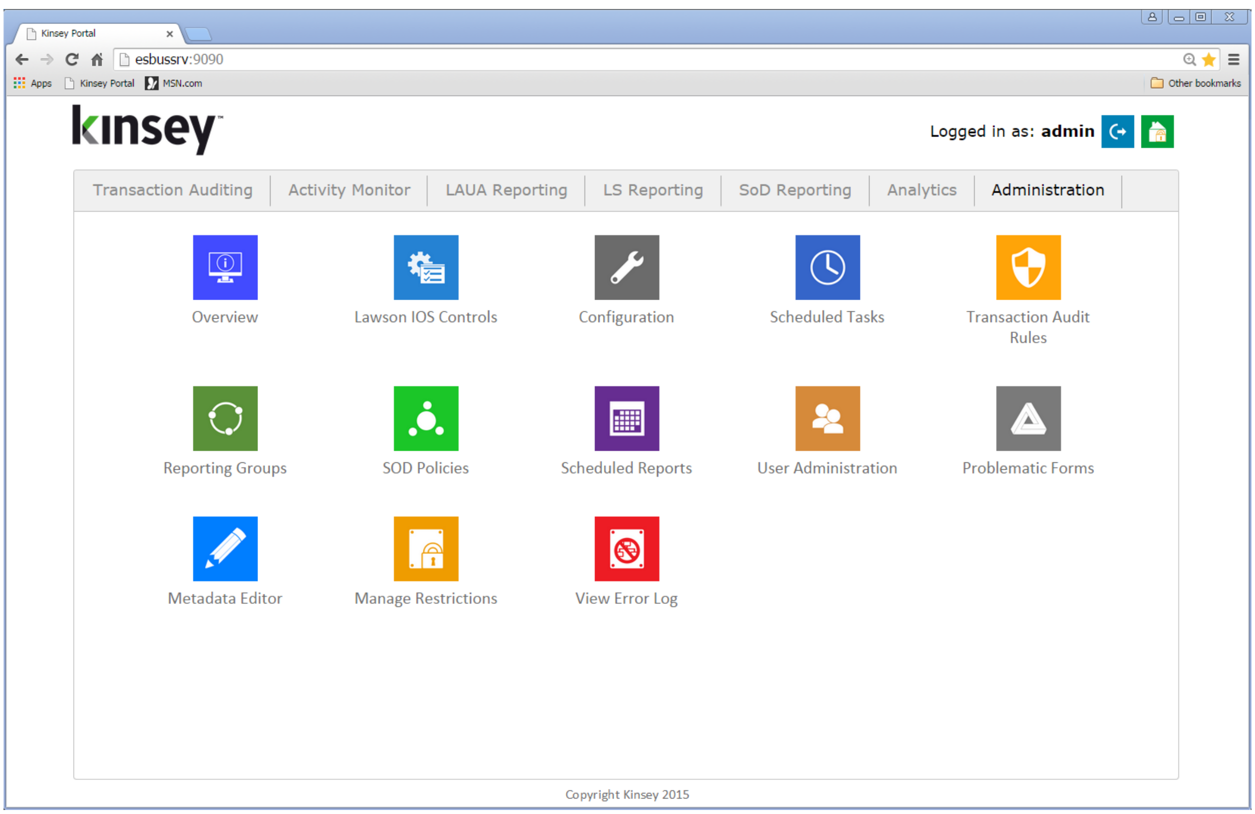
You can set your preferred Home page on the dashboard by selecting the home page icon in the top right corner of your screen. This setting is saved as a browser cookie and will be lost whenever you clear your browser cache.

Configuring your LDAP Reporting Profile

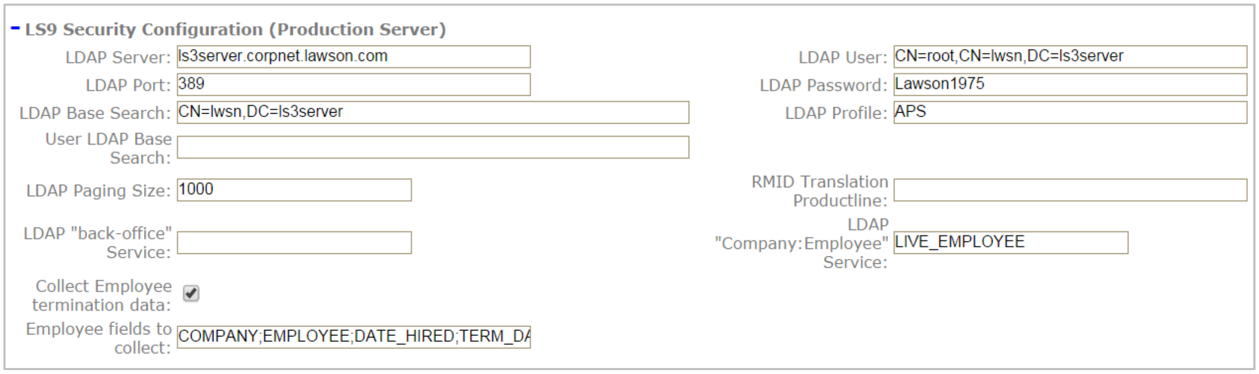
The data used to generate the LS reports is pulled directly from your LDAP database. The LS Dashboard Reports can be executed through your standard browser interface. You can launch the dashboard using the URL provided by your security administrator.

Launch the Security Dashboard from your Windows browser.

Click on the Administration Tab and select Configuration. You will be asked for a user ID and Login. See you security administrator for this information.



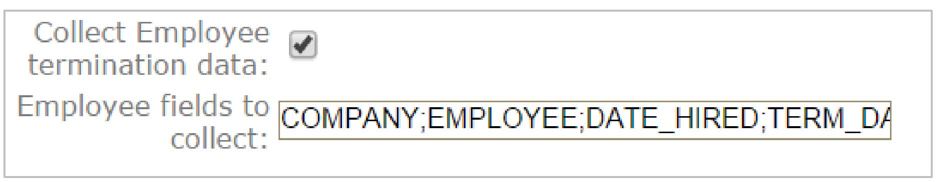
Scroll down to the LS Security Configuration option for either Test or Production and click on the + sign.



Lawson LDAP Server Settings

LDAP Profile Enter the default LS Profile you use for reporting. The reporting application will allow you to change the profile prior to running a query but the Profile entered here will be used as the default.

User Active but Terminated Report Requirement



There is a User security report that will validate if a terminated employee is still active in the security model. The report requires data to be retrieved from the Lawson HR tables. To enable the feature select the 'Collect Employee termination data' check box.

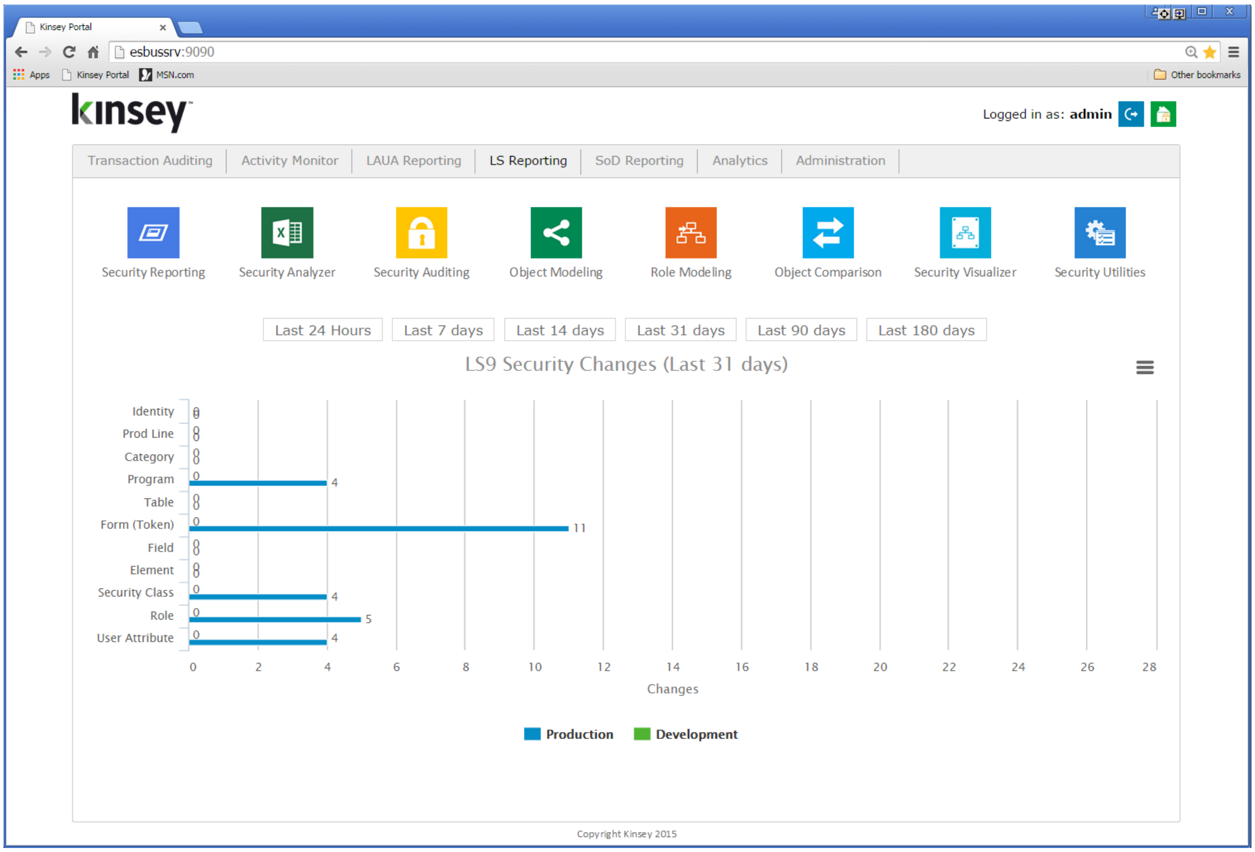
The report will include the field names entered in the Employee Fields to Collect cell. You can collect data for any field that would indicated the employee has been terminated. This would generally be the TERM_DATA field but a user defined field might also hold the information you need.
Examples of the fields generally used are: COMPANY, EMPLOYEE, HIRED and TERM_DATE

Note: If you do not run the Lawson HR application this report will not work in your environment.

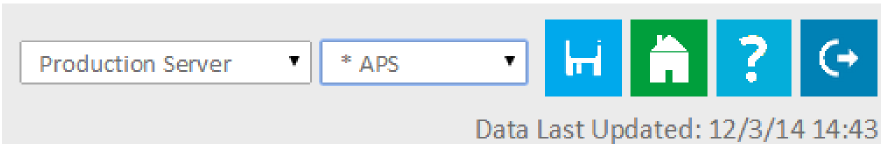
Security Admin Reports

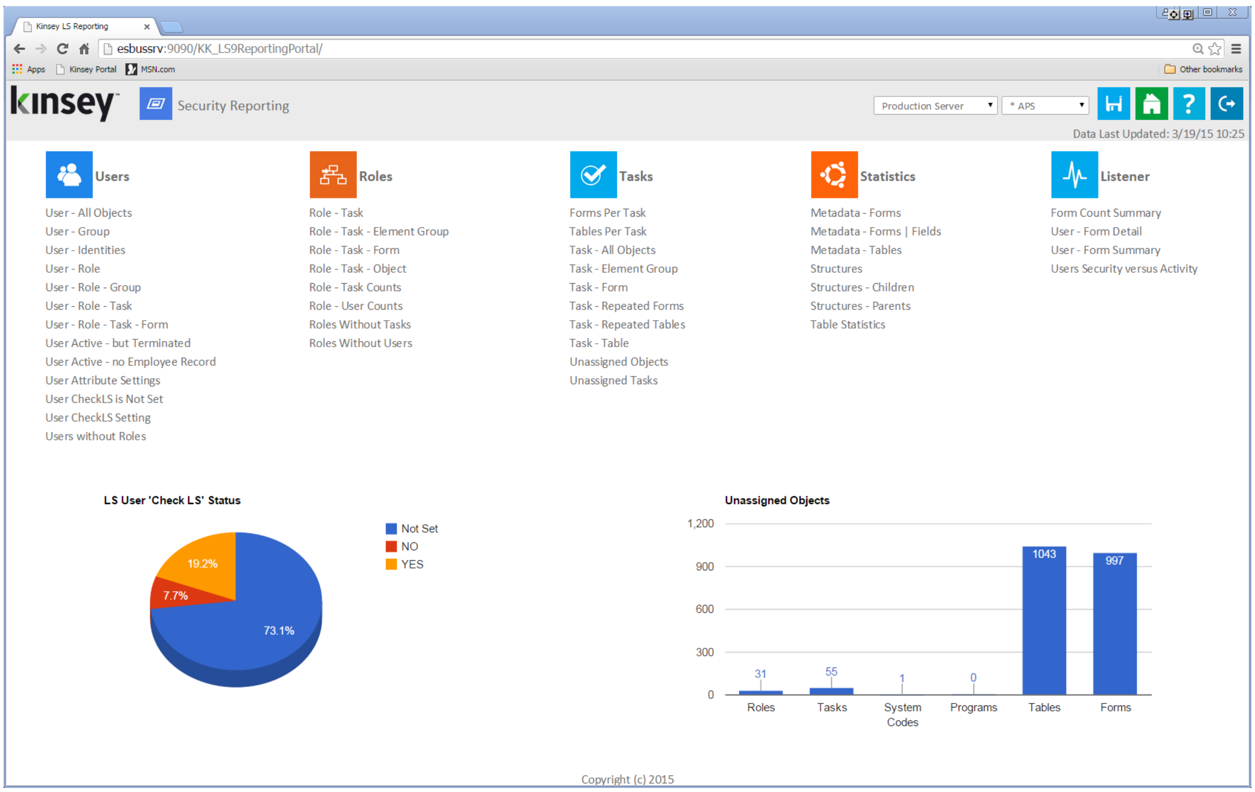
The Security Admin reports are designed specifically for anyone that needs to maintain security functionality in the LDAP model. Although these reports can be used by the auditors, they provide more insight into the technical aspects of the model that is not generally required by an auditor. The Security Analyzer was built specifically for the audit team.

Launch the Security Dashboard and select the Security Reporting icon from the LS Reporting tab.



Start by selecting the server and LDAP profile you want to report on in the top right corner of the screen. You can select to view reports based on current settings or historically snapshots. Historical snapshots can be create through the administration panel.





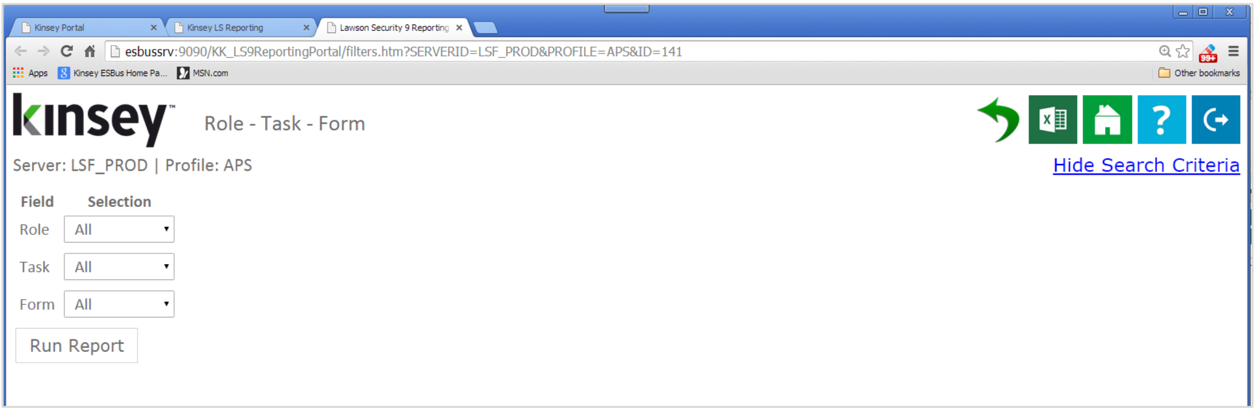
The Security Reporting dashboard comes preconfigured with reports by User, Role, Task (Security Class) and includes statistical information about your model. If you have also purchase the Activity Monitor (Listener) application a separate group of reports will provide you will information on how Lawson is being used.

Report Features

Pre-Report Filters

The report filters allow you to restrict the amount of information that will be retrieved from the database prior to generating the report. This is helpful when you are working with a large amount of data any only want a small subsection to analyze.

All of the report filters follow the same convention. The filter options will vary depending on report selected.



For example, on the Role – Task – Form report you will have the option of filtering by Role, Task (Security Class) or Form. If you need to filter by any other field you can do that once the grid is populated. All filters assume “AND” logic, meaning all values must satisfy the criteria for data to be displayed.

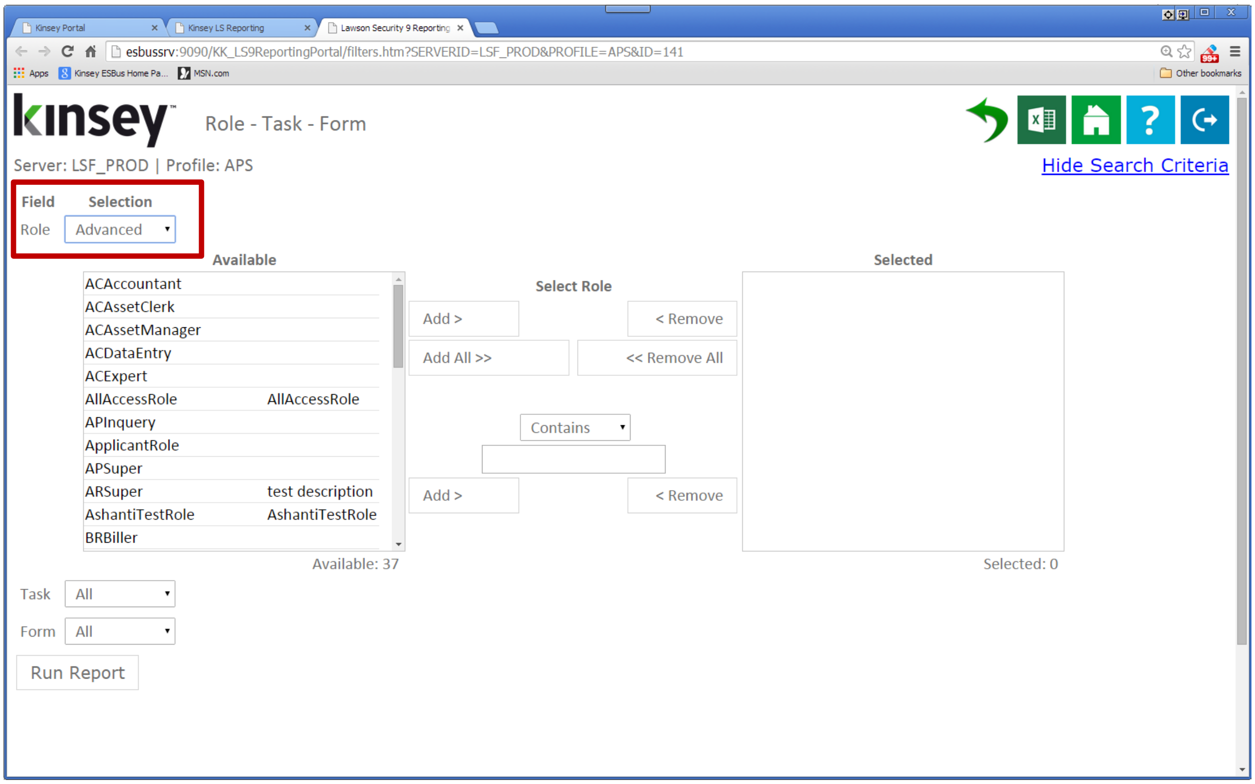
There are 2 methods when using filters. The first simply provides the option of selecting the condition and filling in the value. For example, in the above example to report on a specific Role you would simply change the “Selection” value to “Equals’ and fill in the appropriate value. Repeat the process for the Task and Form fields. If you want the application to return all values for a field you do not need to make a selection.

Filter Expressions

Equals	Value entered must match data exactly.
Contains	Value entered must be contained within the data.
Starts With	Data returned must start with value entered.
Ends With	Data returned must end with the value entered.
Is Between	Date returned must fit within the range selected.

Regular-Ex	Similar to OR logic. Entered as value | value | value etc. Useful when trying to view records with specific dates.

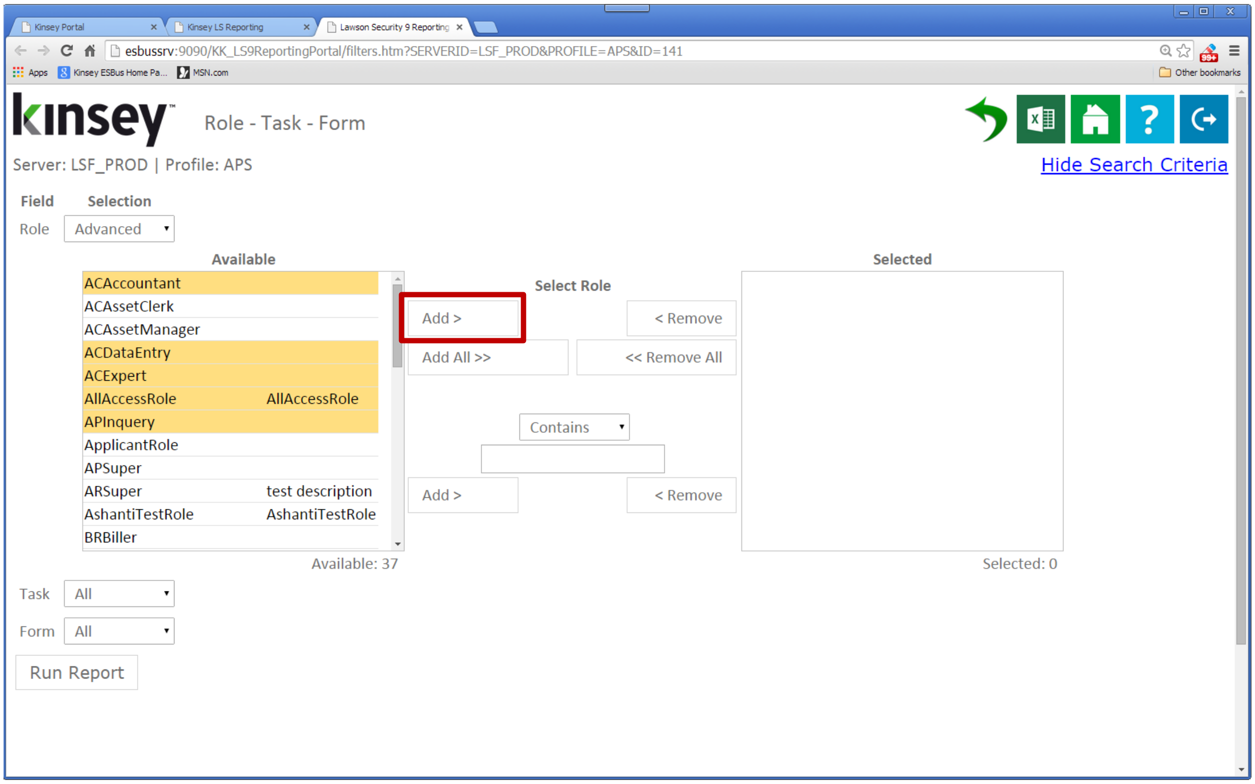
The second method allows you to select from a list of possible values, but can take some time to auto populate depending on the size of your model.



Start by selecting "Advanced" as the condition. The application will display all of the available values associated with the specific field. For instance, in the example above all of the Roles are displayed in the Available column. At this point you have a couple of ways to select the Roles you would like included on the report.

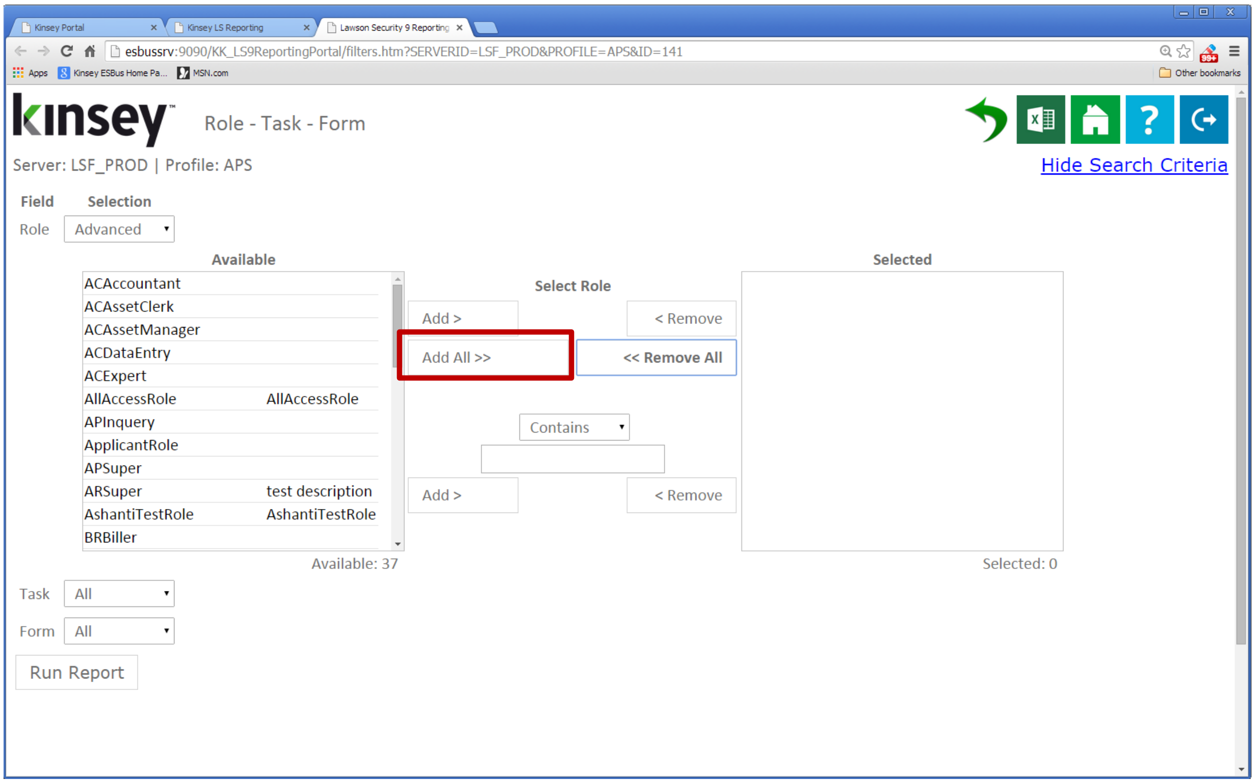
Adding or Removing Selected Values

While holding down the CTRL key click on the Roles you want added to the report then click on the drop **Add >** button. To remove a values from the list select the items in the 'Selected' column and click on **< Remove**.



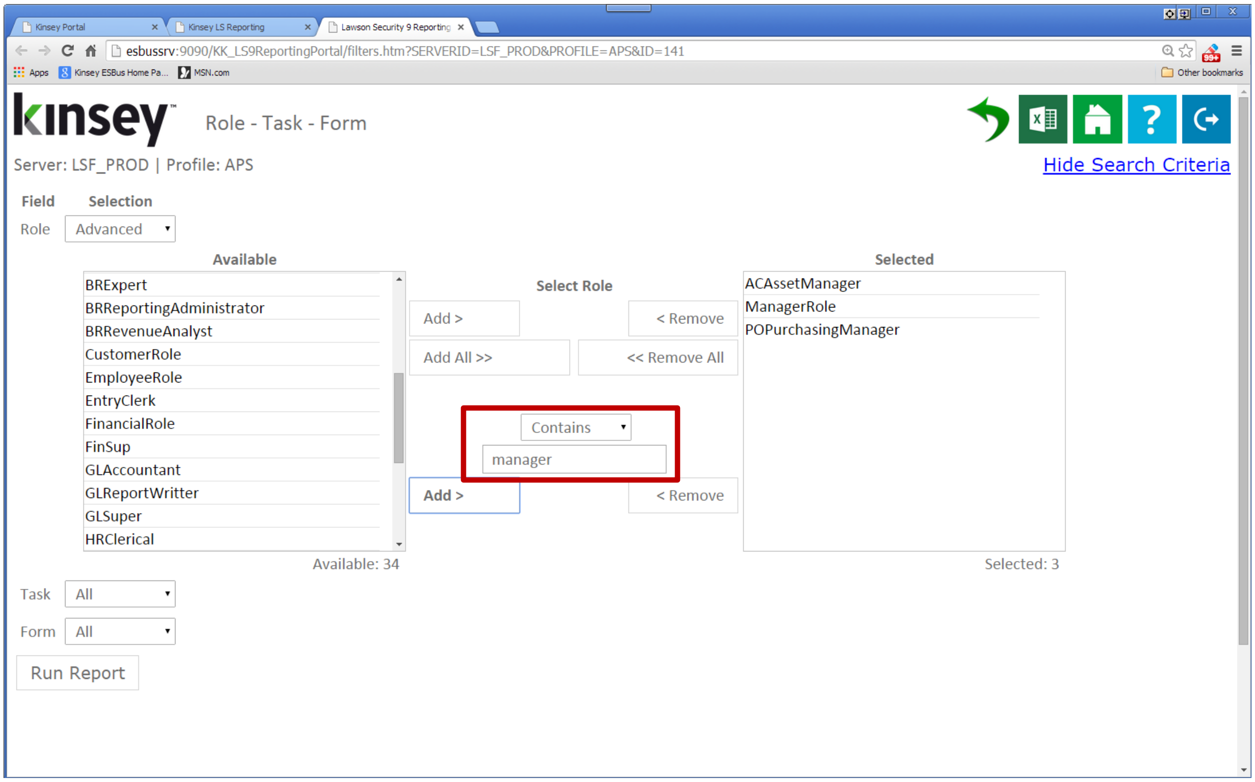
Adding or Dropping All Values

To add all Roles simply click on the **Add All >>** button. To remove all select the **<< Remove All** button.



Adding or Removing Criteria Based Filters

To add Roles based on specific criteria you can use the condition option to make your selection. Start by selecting the condition.



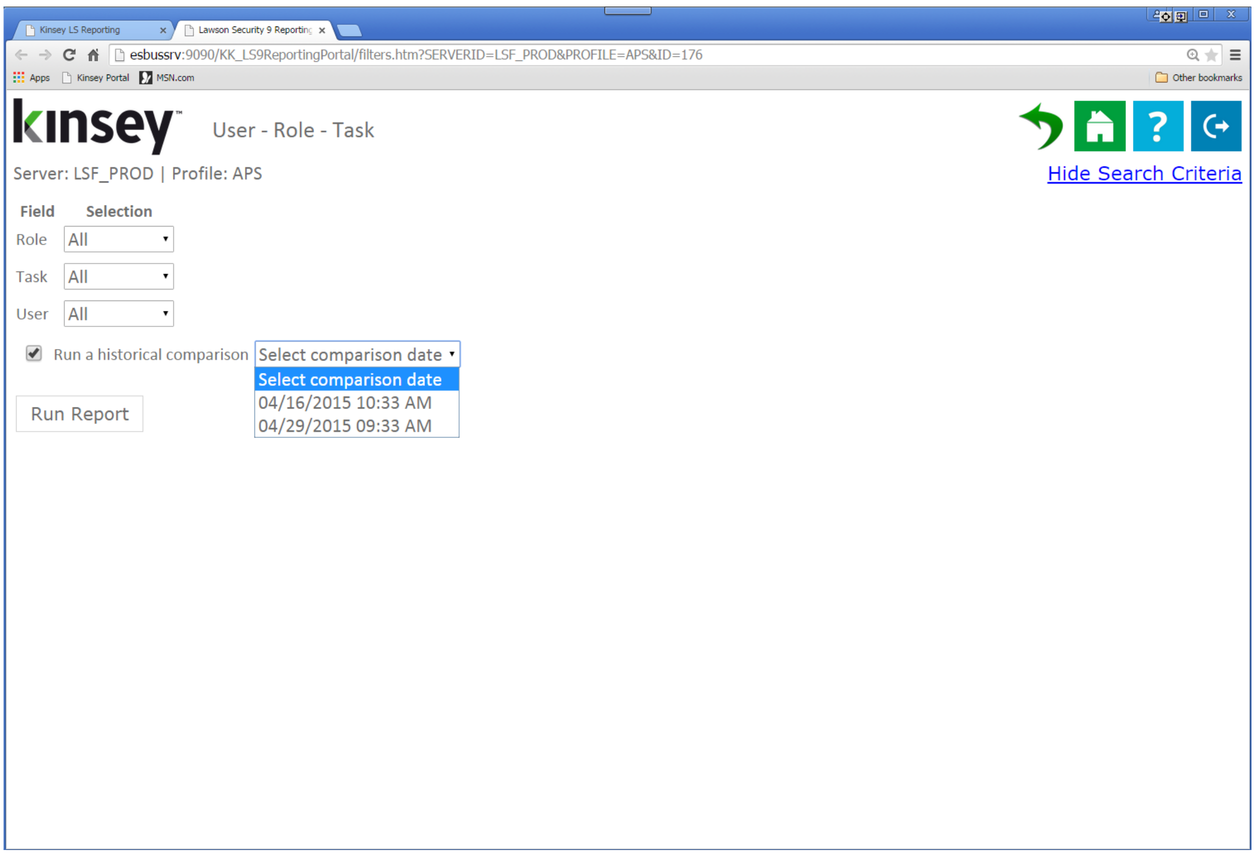
There are 2 options on which you base your logic; Contains and Starts With. In this example I will select "Contains", enter the value of "manager" and select the **Add >** button. As you can see all of the Roles containing "manager" in their ID or name have been moved to the selected list. You can remove items from the Selected list by entering a condition and selecting the **< Remove** button.

Note: In all cases you can Add or Remove by combining the methods or repeating a method as needed. For example you could Add all values starting with "ACCT" and then also Add all values containing "super".

Historical Comparisons

When you run a historical comparison the application will ONLY return the changes between the current security model and the baseline you are comparing to. This should not be considered a true change audit report but rather a differences report from the last approved security review. You should use the Security Audit Reporting application will reflect the time and date of any security changes and the person who made the change.

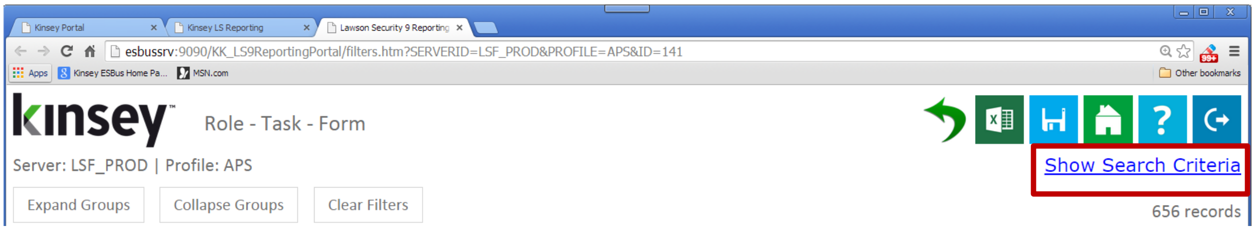
After you have selected the appropriate filters check the 'Run a historical comparison' field. The application will prompt you for the time stamped database you would like to compare to. If no comparison dates are available see your system administrator about creating a baseline snapshot.



Note: You cannot run a historical comparison if you have selected a historical database for reporting. This option will be hidden when running history reports.

Changing Pre-Report Filters

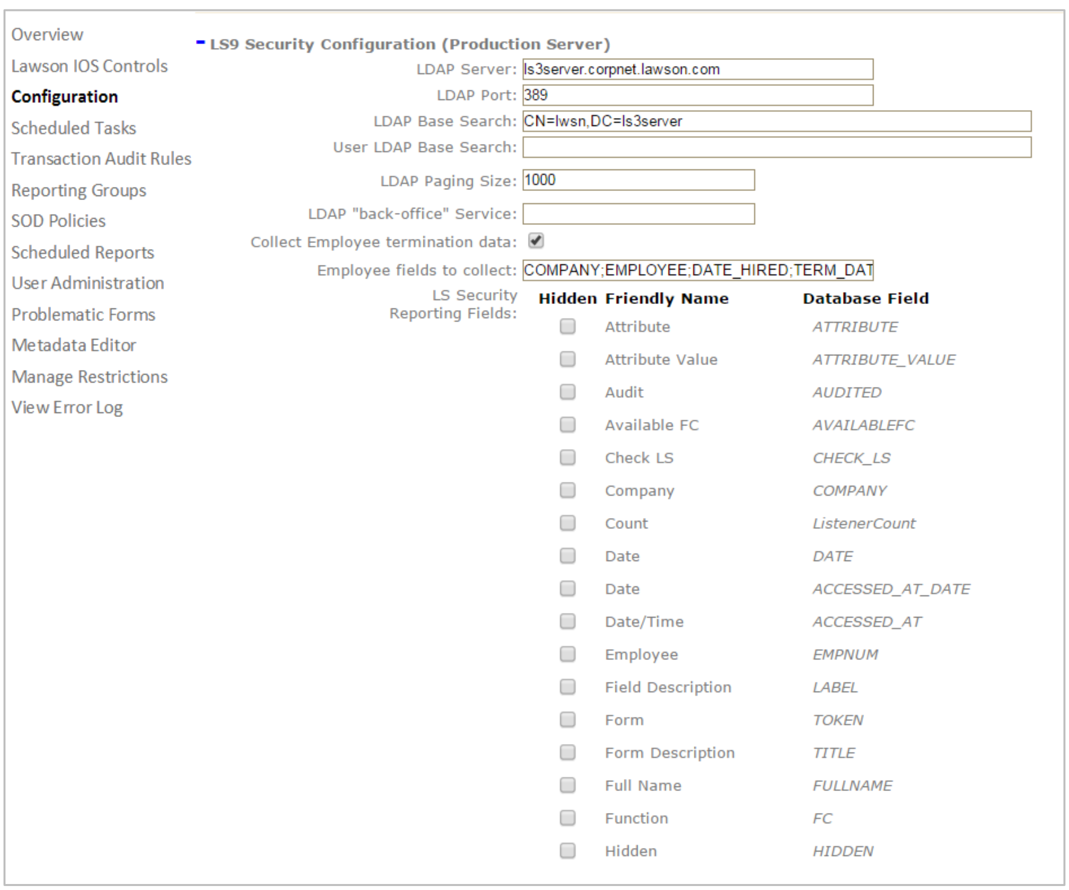
To change your selection criteria without exiting the report simply select the Show Search Criteria link in the upper right corner of your screen..



Showing and Hiding Columns

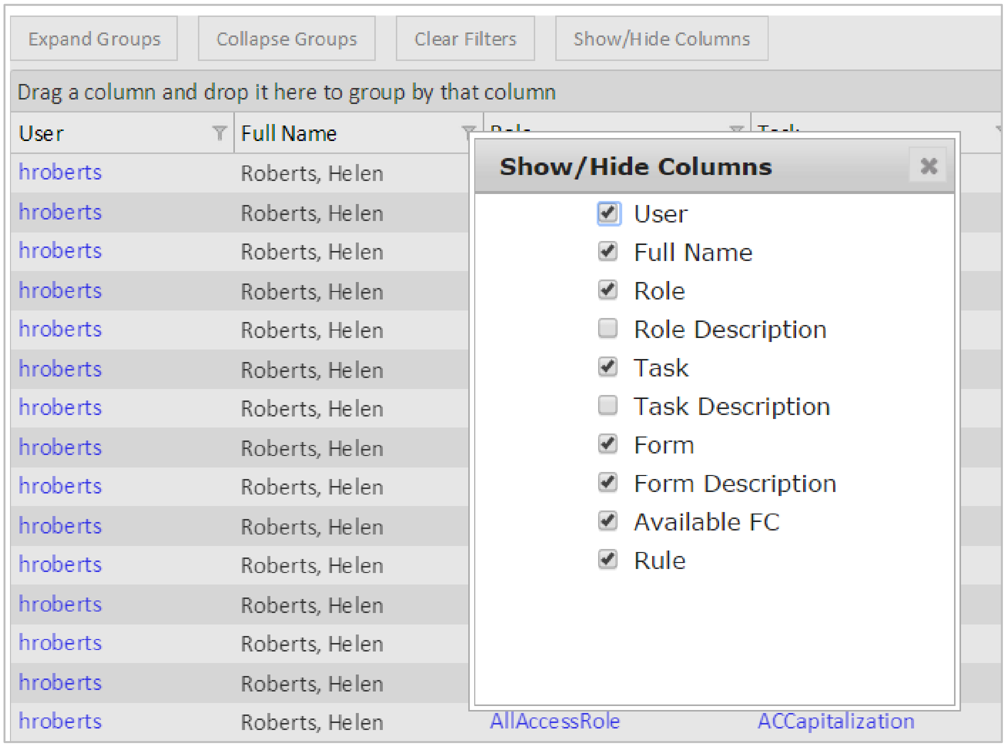
The application has two methods for showing or removing columns from the grid. The first option allows you to set the default columns for all security reports through the LS Security Configuration option on the Administrative Configuration page. Check the fields you would like hidden by default.

Note: not all fields show on all reports



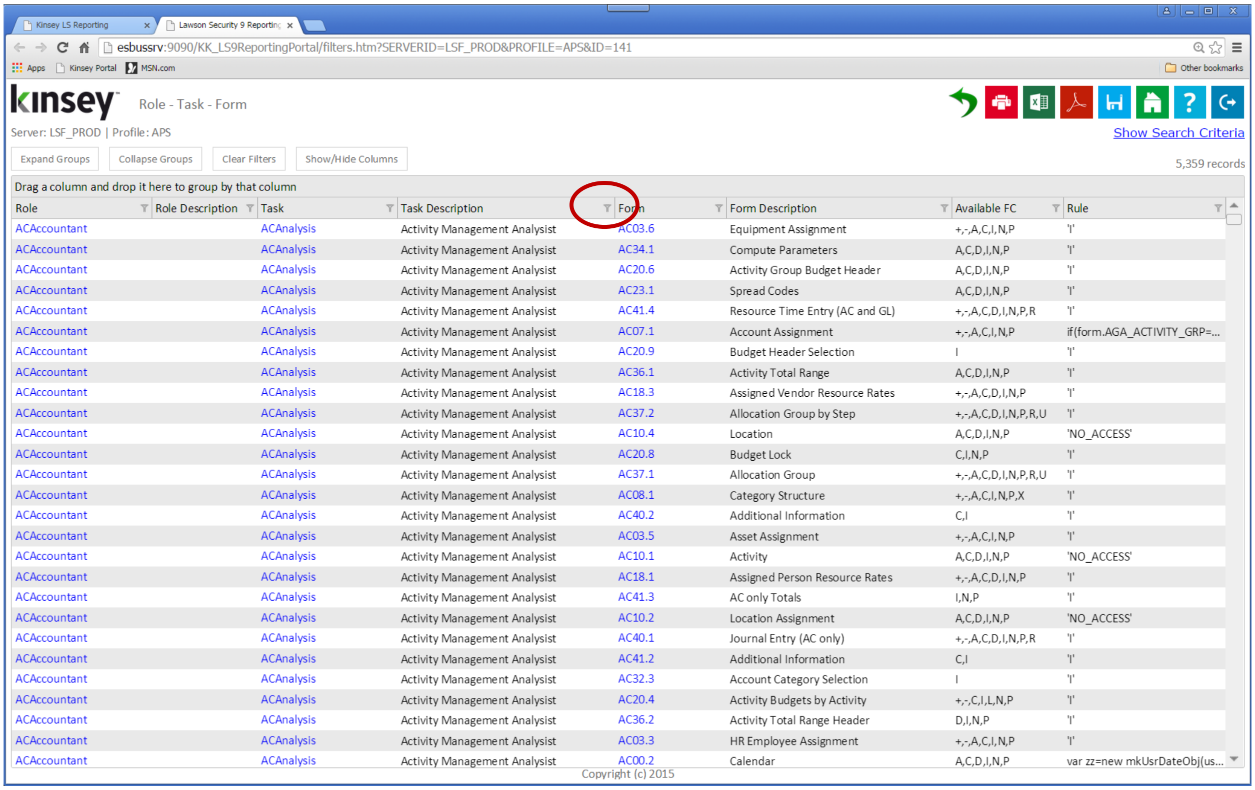
The Second option allows you to select the columns at the time you run the report. The application will default to the settings found under the LS Security Configuration option on the Administrative Configuration page.

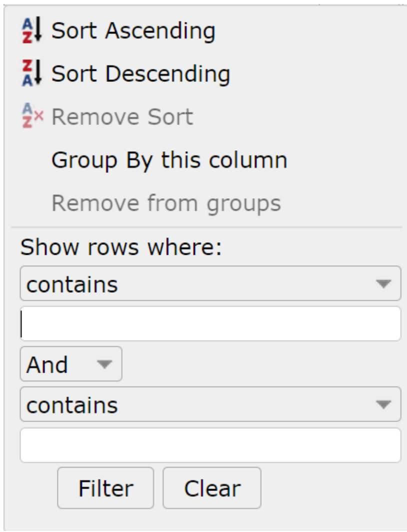
Select the Show/Hide Columns button to select the columns you want displayed.



On-The-Fly Report Filters

You can also filter your results once the grid has been populated. Select the filter icon next to the field name in the header.





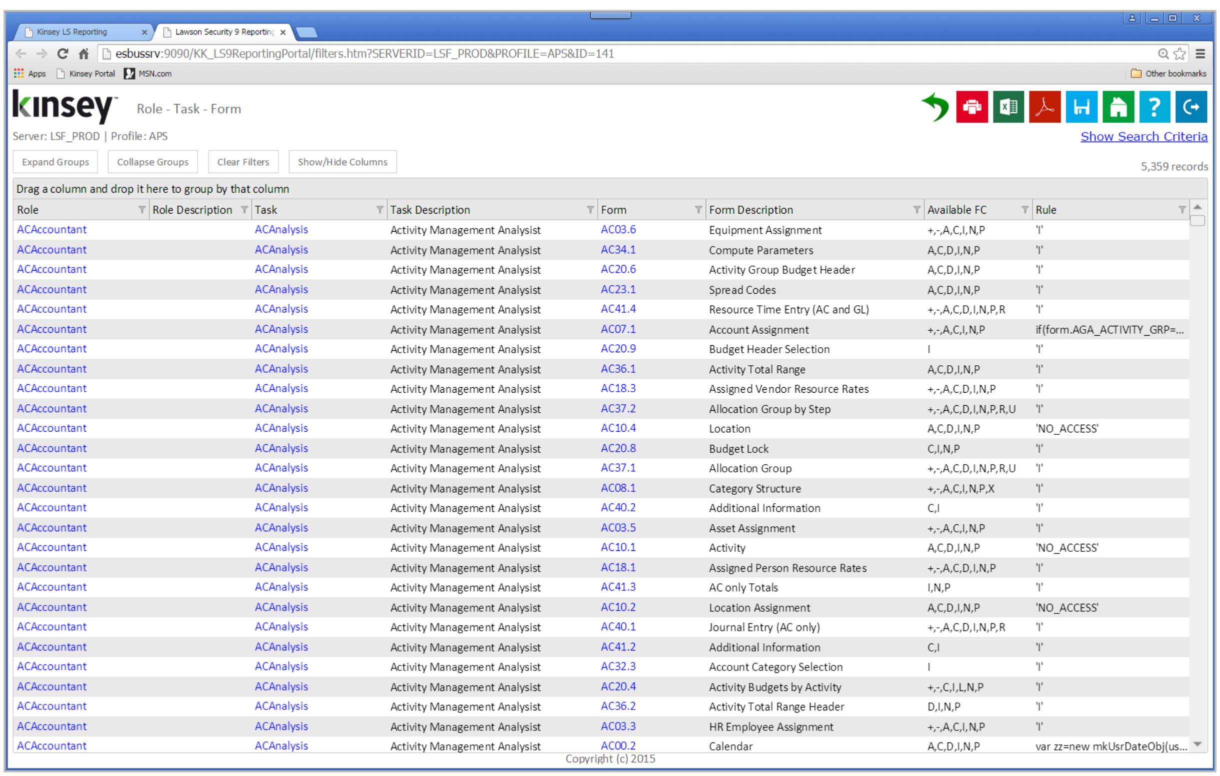
Each column as has the option to add on-the-fly filters. When you select the filter icon next to the column header you will see the option "Show rows where:". To add a filter simply select the condition and enter the value. The conditions include; contains, empty, not empty, contains (match case), does not contain, does not contain (match case), ends with, ends with (match case), equals, equals (match case), null, not null. You can nest up to 2 conditions using either AND or OR logic. To change to OR login select the down arrow next the word 'And' and change the option to 'OR'.

Grouping

Creating a Group

The grouping option provides a dynamic way of viewing your data in a summarized format without having to generate a new query. This option can turn a single query into multiple dimensions.

Let's take a look at the following query for Role - Task - Form.

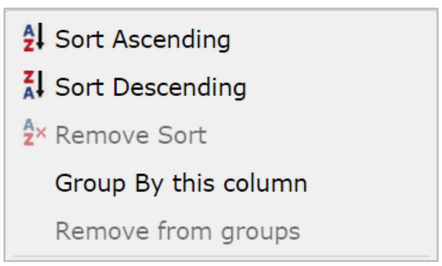


Role	Role Description	Task	Task Description	Form	Form Description	Available FC	Rule
ACAccountant		ACAnalysis	Activity Management Analysist	AC03.6	Equipment Assignment	+,-,A,C,I,N,P	'I'
ACAccountant		ACAnalysis	Activity Management Analysist	AC34.1	Compute Parameters	A,C,D,I,N,P	'I'
ACAccountant		ACAnalysis	Activity Management Analysist	AC20.6	Activity Group Budget Header	A,C,D,I,N,P	'I'
ACAccountant		ACAnalysis	Activity Management Analysist	AC23.1	Spread Codes	A,C,D,I,N,P	'I'
ACAccountant		ACAnalysis	Activity Management Analysist	AC41.4	Resource Time Entry (AC and GL)	+,-,A,C,D,I,N,P,R	'I'
ACAccountant		ACAnalysis	Activity Management Analysist	AC07.1	Account Assignment	+,-,A,C,I,N,P	if(form.AGA_ACTIVITY_GRP=...
ACAccountant		ACAnalysis	Activity Management Analysist	AC20.9	Budget Header Selection	I	'I'
ACAccountant		ACAnalysis	Activity Management Analysist	AC36.1	Activity Total Range	A,C,D,I,N,P	'I'
ACAccountant		ACAnalysis	Activity Management Analysist	AC18.3	Assigned Vendor Resource Rates	+,-,A,C,D,I,N,P	'I'
ACAccountant		ACAnalysis	Activity Management Analysist	AC37.2	Allocation Group by Step	+,-,A,C,D,I,N,P,R,U	'I'
ACAccountant		ACAnalysis	Activity Management Analysist	AC10.4	Location	A,C,D,I,N,P	'NO_ACCESS'
ACAccountant		ACAnalysis	Activity Management Analysist	AC20.8	Budget Lock	C,I,N,P	'I'
ACAccountant		ACAnalysis	Activity Management Analysist	AC37.1	Allocation Group	+,-,A,C,D,I,N,P,R,U	'I'
ACAccountant		ACAnalysis	Activity Management Analysist	AC08.1	Category Structure	+,-,A,C,I,N,P,X	'I'
ACAccountant		ACAnalysis	Activity Management Analysist	AC40.2	Additional Information	C,I	'I'
ACAccountant		ACAnalysis	Activity Management Analysist	AC03.5	Asset Assignment	+,-,A,C,I,N,P	'I'
ACAccountant		ACAnalysis	Activity Management Analysist	AC10.1	Activity	A,C,D,I,N,P	'NO_ACCESS'
ACAccountant		ACAnalysis	Activity Management Analysist	AC18.1	Assigned Person Resource Rates	+,-,A,C,D,I,N,P	'I'
ACAccountant		ACAnalysis	Activity Management Analysist	AC41.3	AC only Totals	I,N,P	'I'
ACAccountant		ACAnalysis	Activity Management Analysist	AC10.2	Location Assignment	A,C,D,I,N,P	'NO_ACCESS'
ACAccountant		ACAnalysis	Activity Management Analysist	AC40.1	Journal Entry (AC only)	+,-,A,C,D,I,N,P,R	'I'
ACAccountant		ACAnalysis	Activity Management Analysist	AC41.2	Additional Information	C,I	'I'
ACAccountant		ACAnalysis	Activity Management Analysist	AC32.3	Account Category Selection	I	'I'
ACAccountant		ACAnalysis	Activity Management Analysist	AC20.4	Activity Budgets by Activity	+,-,C,I,L,N,P	'I'
ACAccountant		ACAnalysis	Activity Management Analysist	AC36.2	Activity Total Range Header	D,I,N,P	'I'
ACAccountant		ACAnalysis	Activity Management Analysist	AC03.3	HR Employee Assignment	+,-,A,C,I,N,P	'I'
ACAccountant		ACAnalysis	Activity Management Analysist	AC00.2	Calendar	A,C,D,I,N,P	var zz=new mkUsrDateObj(us...

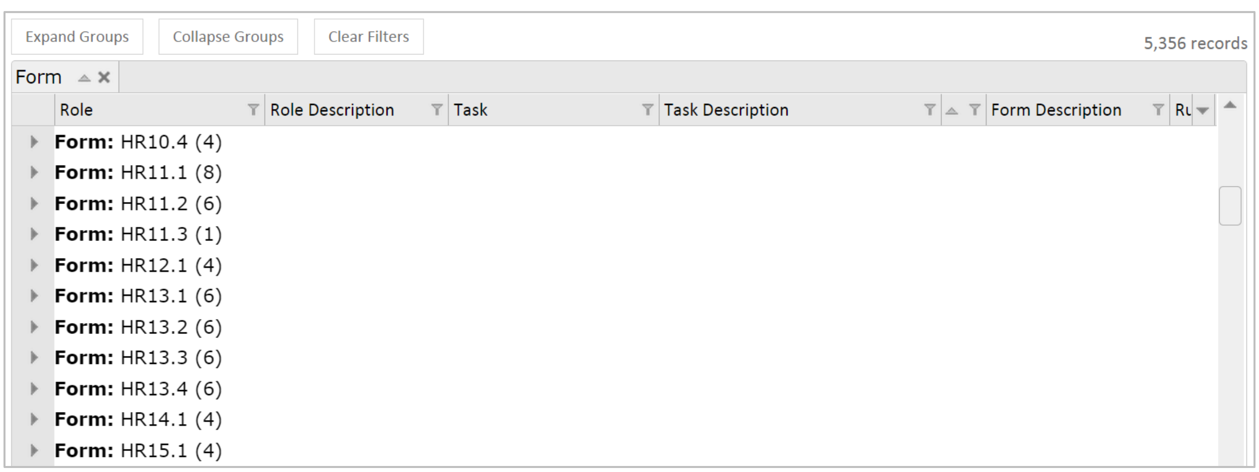
By default the query is going to be displayed in detail by Role, Class and Form. But let's say we want to rearrange the list and group it by Form to see all of the Tasks and Roles assigned to each Form.

Start by dragging the 'Form' column header to the open area on the title bar. The header will display with a green check mark once it's in the proper position.

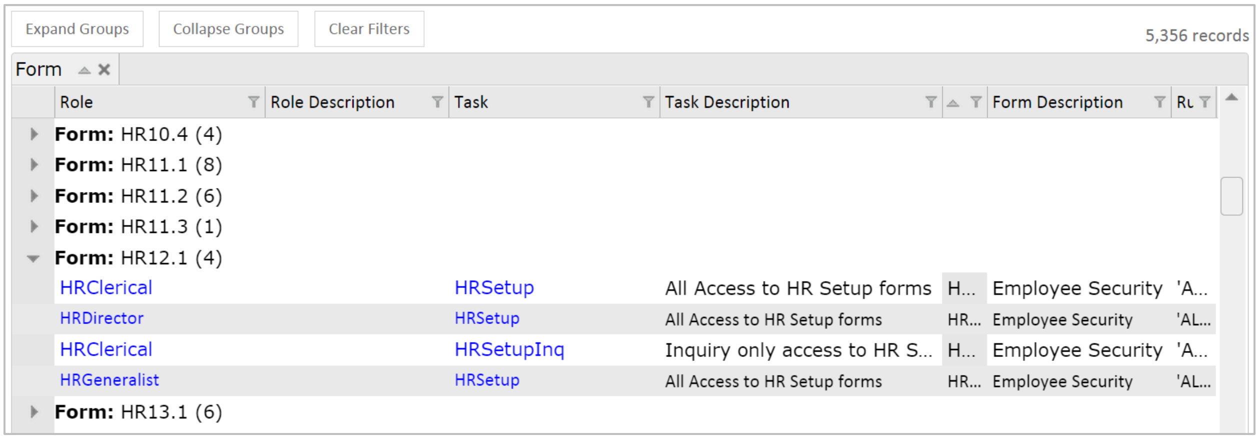
Alternatively you can select the drop down arrow next to the column title and choose Group by this column.



The grid will be redisplayed and grouped by Form.



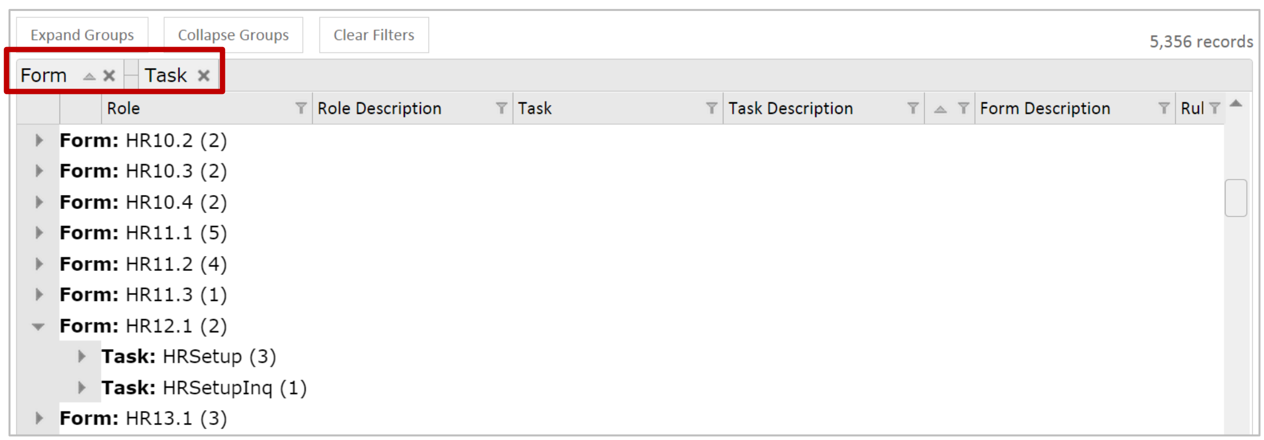
You can now see the number of assignments for any specific Form. To see those assignments click on the arrow left of the Form name.



The grid now displays the Roles, Tasks and Rule associated with the Form.

Grouping - Nested

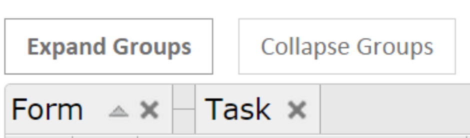
Grouping can be done using multiple fields. See 'Grouping' to add your first group. Once this is complete you can add a second level by simply dragging another header to the title bar. In this example we will add Task to the Group.



As you can see the system will now report on the number of Tasks the Form can be found in and the number of Roles assigned to the Task. You can view the Roles assigned by expanding the list using the arrow left of Task.

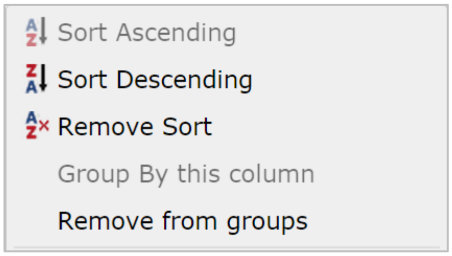
Grouping – Expand, Collapse or Remove

At the top of each report are additional options you can use when Grouping is performed.



Simply select the Expand or Collapse buttons to display or hide the grouping details. To remove a group entirly select the 'x' next to the title on in the header.

Alternatively you can select the filter icon next to the column title and choose Remove from Groups.



Grouping – Remove Filters

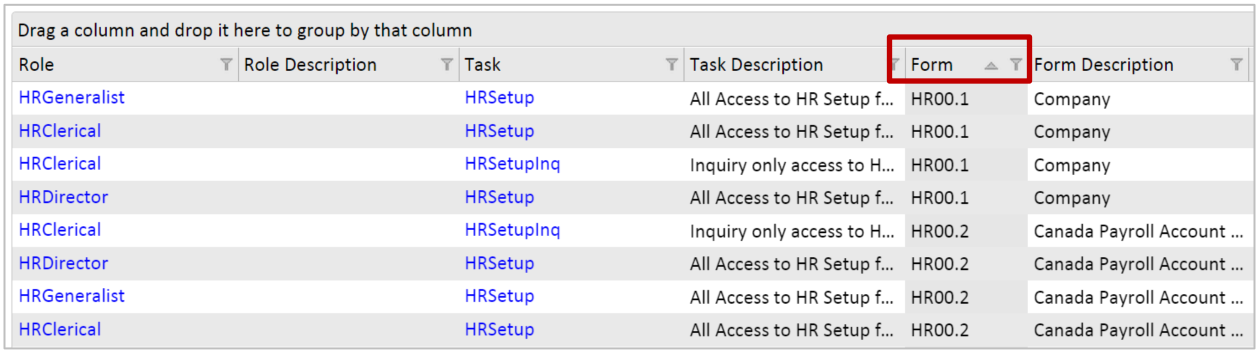
Any filter added to a column is maintained when Groups are used. To remove column filters select the Remove Filters button. The Groups will be maintained but the column filters will be removed.

Note: This does not affect the 'pre-report' filters created prior to generating the query.

Sorting

Adding a Sort Option

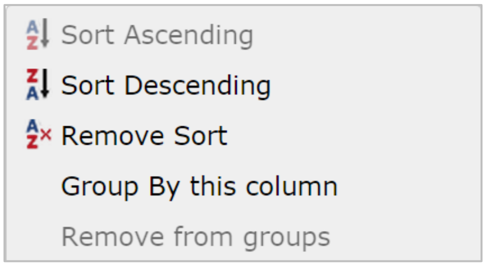
There are a couple of ways to sort the rows once the grip is displayed. The simplest method is to just click on the column Title.



Drag a column and drop it here to group by that column

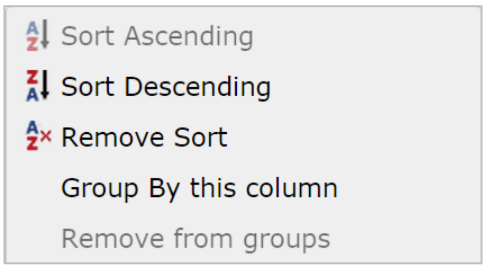
Role	Role Description	Task	Task Description	Form	Form Description
HRGeneralist		HRSetup	All Access to HR Setup f...	HR00.1	Company
HRClerical		HRSetup	All Access to HR Setup f...	HR00.1	Company
HRClerical		HRSetupInq	Inquiry only access to H...	HR00.1	Company
HRDirector		HRSetup	All Access to HR Setup f...	HR00.1	Company
HRClerical		HRSetupInq	Inquiry only access to H...	HR00.2	Canada Payroll Account ...
HRDirector		HRSetup	All Access to HR Setup f...	HR00.2	Canada Payroll Account ...
HRGeneralist		HRSetup	All Access to HR Setup f...	HR00.2	Canada Payroll Account ...
HRClerical		HRSetup	All Access to HR Setup f...	HR00.2	Canada Payroll Account ...

You can also select the arrow next to the column header and choose to sort in Ascending or Descending sequence.



Removing the Sort Option

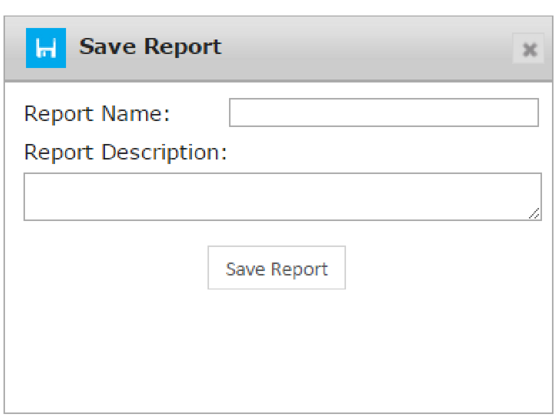
Select the filter button next to the column header and choose 'Remove Sort'



Saving Security Reports

You can save a report by selecting the save icon once the report has been displayed on the screen. The application saves the search criteria and not the results of the query. Each time you run the report the application will use the saved filters to generate a new report.

Note: Saving a report does not save the sort sequence, grouping, column filters or historical flag that may have been used prior to saving the report.



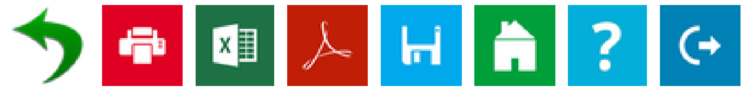
Running Saved Report

All saved reports are displayed as a row on the saved reports query. From the Security Reporting Home Page select the Save icon at the top of the screen. A list of saved reports will be displayed. Click on the Report Name to Run, Schedule or Delete the report.

Note: If a user is blocked from running specific types of reports (i.e. Roles) in the security section of User Administration they will not be able to run saved reports of the secured type.

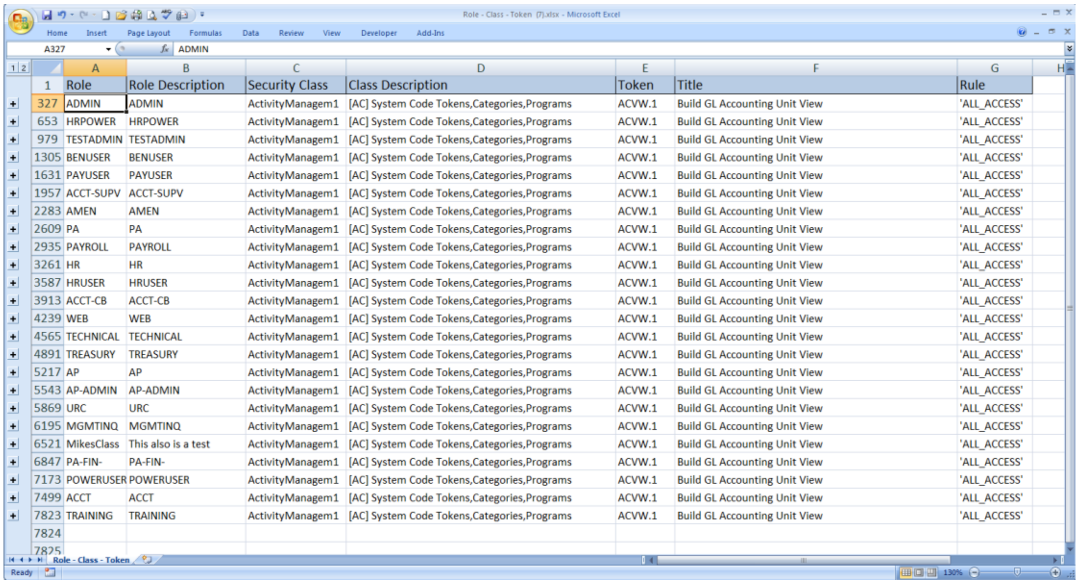
Exporting and Printing

You can export or print your final query to Microsoft Excel, PDF of HTML once you have set all of your parameters by clicking on the appropriate icon at the top of the page.



The MS Excel export will maintain the grouping, sorting, columns and filters you have created in the query, but the column widths will need to be adjusted once you are in Excel.

Is the example below the query was grouped by Role prior to the export. To view the Role detail form within Excel click on the '+ sign next to the Role.



	A	B	C	D	E	F	G
1	Role	Role Description	Security Class	Class Description	Token	Title	Rule
327	ADMIN	ADMIN	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
653	HRPOWER	HRPOWER	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
979	TESTADMIN	TESTADMIN	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
1305	BENUSER	BENUSER	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
1631	PAYUSER	PAYUSER	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
1957	ACCT-SUPV	ACCT-SUPV	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
2283	AMEN	AMEN	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
2609	PA	PA	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
2935	PAYROLL	PAYROLL	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
3261	HR	HR	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
3587	HRUSER	HRUSER	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
3913	ACCT-CB	ACCT-CB	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
4239	WEB	WEB	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
4565	TECHNICAL	TECHNICAL	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
4891	TREASURY	TREASURY	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
5217	AP	AP	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
5543	AP-ADMIN	AP-ADMIN	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
5869	URC	URC	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
6195	MGMTINQ	MGMTINQ	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
6521	MikesClass	This also is a test	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
6847	PA-FIN-	PA-FIN-	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
7173	POWERUSER	POWERUSER	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
7499	ACCT	ACCT	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
7823	TRAINING	TRAINING	ActivityManagem1	[AC] System Code Tokens,Categories,Programs	ACVW.1	Build GL Accounting Unit View	'ALL_ACCESS'
7824							
7825							

Drilling

The drill feature allows you to move up or down the security tree to view settings for either Roles or Tasks. The following drill assignments are available.

- Drill from a Role down to see the assigned Tasks
- Drill from a Role up to see the assigned Users.
- Drill from a Task down to see the assigned Forms.
- Drill from a Task down to see all of the assigned Objects.
- Drill from a Task up to see the assigned Roles.

To execute a drill select on the linked object you need to review. In the example below I clicked on the **HRGeneralist** Role and was provided the option of viewing the Tasks assigned to HRGeneralist or the Users that have been assigned the HRGeneralist Role.

Drag a column and drop it here to group by that column

Role	Role Description	Task	Task Description	Form	Form Description	Rul
HRGene		HRSetup	All Access to HR Setup f...	HR00.1	Company	'AL...
HRCleri		HRSetup	All Access to HR Setup f...	HR00.1	Company	'AL...
HRCleri		HRSetupInq	Inquiry only access to H...	HR00.1	Company	'I,N...
HRDirector		HRSetup	All Access to HR Setup f...	HR00.1	Company	'AL...
HRClerical		HRSetupInq	Inquiry only access to H...	HR00.2	Canada Payroll Account ...	'I,N...
HRDirector		HRSetup	All Access to HR Setup f...	HR00.2	Canada Payroll Account ...	'AL...
HRGeneralist		HRSetup	All Access to HR Setup f...	HR00.2	Canada Payroll Account ...	'AL...
HRClerical		HRSetup	All Access to HR Setup f...	HR00.2	Canada Payroll Account ...	'AL...

HRGeneralist
Role | Task
User | Role

By selecting **Role|Task** a new browser page will open displaying all of the Tasks assigned to this Role.

Drag a column and drop it here to group by that column

Role	Role Description	Task	Task Description
HRGeneralist		DataAreaAccess	
HRGeneralist		HRFiles	HR Files
HRGeneralist		HRReports	All Access to HR Reports
HRGeneralist		HRSetup	All Access to HR Setup forms
HRGeneralist		HRUpdatePrograms	All Access to HR Update Programs
HRGeneralist		IFSubsystem	IF Subsystem
HRGeneralist		PAFiles	PA Files
HRGeneralist		PAReports	All Access to PA Reports
HRGeneralist		PASetup	All Access to PA Setup forms
HRGeneralist		PRFiles	PR Files
HRGeneralist		PRReports	All Access to PR Reports
HRGeneralist		PRUpdatePrograms	PR Update Programs

You can then drill on a specific Task to see the Forms and their rules assigned to the Task.

Drag a column and drop it here to group by that column

Task	Task Description	Form	Form Description	Rule
HRSetup	All Access to HR Setup forms	HR30.2	Base Currency	'ALL_ACC...
HRSetup	All Access to HR Setup forms	HR86.6	Test Source	'ALL_ACC...
HRSetup	All Access to HR Setup forms	HR65.1	Human Resource Writer Title Creation	'ALL_ACC...
HRSetup	All Access to HR Setup forms	HR88.4	Human Resource Codes - Disability	'ALL_ACC...
HRSetup	All Access to HR Setup forms	HR86.8	Test User Field 3	'ALL_ACC...
HRSetup	All Access to HR Setup forms	HR18.3	State Reporting Information - Wyoming	'ALL_ACC...
HRSetup	All Access to HR Setup forms	HR65.7	Human Resource Writer Detail Selection	'ALL_ACC...
HRSetup	All Access to HR Setup forms	HR81.4	Competency	'ALL_ACC...

Alternatively you can also drill up the security tree. If you start with the Task - Form query you can drill up to the Roles assigned to a Task and continue to drill up to the Users assigned to a Role.

For example let's look at the Role – Task query. By drilling on the Role **ACAssetManager** I have the option of drilling up to the Users assigned to this Role.

Drag a column and drop it here to group by that column

Role	Role Description	Task	Task Description
ACAssetClerk		ACAnalysis	Activity Management Analysist
ACAssetClerk		AMProcessing	Asset Management Processing
ACAssetClerk		DataAreaAccess	
ACAssetClerk		PRFiles	PR Files
ACAssetManager		ACCapitalization	Activity Capitalization 1
ACAssetManage		DataAreaAccess	
ACBRJobSchedul		ACBRJobScheduler	AC and Br Job Scheduler Jobs
ACBRJobSchedul		DataAreaAccess	

ACAssetManager
Role | Task
User | Role

The User - Role query will automatically be displayed listing the User assigned.

Drag a column and drop it here to group by that column

User	Full Name	Role	Role Description
lawson	Lawson, Lawson	ACAssetManager	
mnitka	Nitka, Mike	ACAssetManager	

Reports List

Users

User – All Objects

User – Group

User – Identities

User – Role

User – Role – Group

User – Role – Task (Security Class)

User – Role – Class – Form

User Active – but Terminated	*Requires Lawson HR for validation*
User Active – no Employee Record	*Requires Lawson HR for validation*

User Attribute Settings

User CheckLS is Not Set

User CheckLS Setting

Users without Roles

Note: Refer to the LS Security Configuration for more information configuring the User Active but Terminated query

Roles

Role – Task (Security Class)

Role – Task – All Objects

Role – Task – Element Group

Role – Task – Form

Role – Task Counts

Role – User Counts

Roles Without Tasks

Roles Without Users

Tasks (Security Classes)

Forms Per Task

Tables Per Task

Task – All Objects

Task – Element Group

Task – Form

Task - Repeated Forms

Task - Repeated Tables

Task – Table

Unassigned Objects

Unassigned Classes

Ancillary Data

Metadata – Forms

Metadata – Forms-FC Description

Metadata – Forms|Fields

Metadata – Tables

Structures

Structures – Children

Structures – Parents

Table Statistics

Listener

Form Count Summary

User Class Form Summary

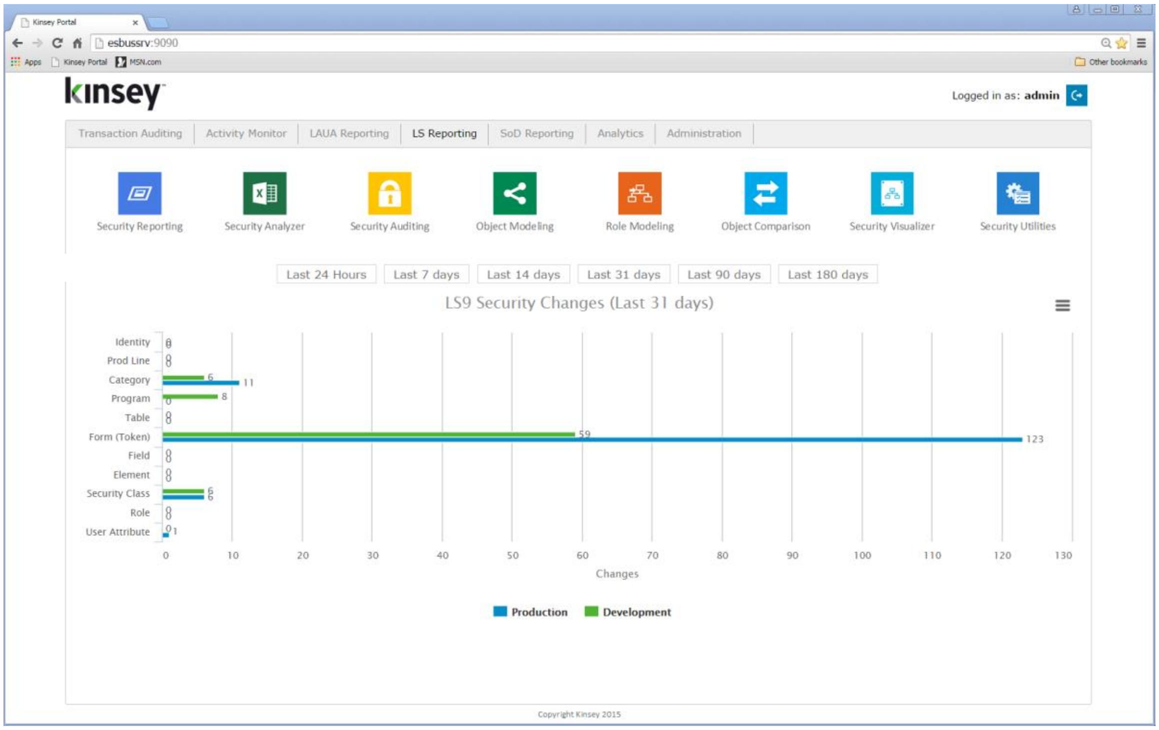
User Form Detail

User Security versus Activity

Security Analyzer

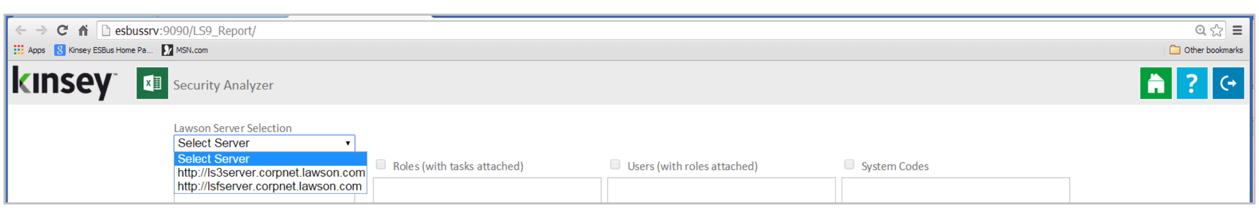
The Security Analyzer is designed specifically for anyone that needs to audit security functionality in the LDAP model. Although these reports can be used by the security administrator, they can only be run at the user level. Reports on how Roles and Task (Security Classes) are defined are part of the security administrator reports.

Launch the Security Dashboard and select the Security Analyzer icon from the LS Reporting tab.



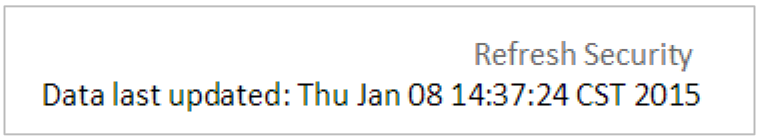
Selecting a Server

Start by selecting the server containing your LDAP data. The system may be setup to report on your test, development and production systems. The system will automatically retrieve a list of valid Roles, Users and System Codes (Categories) to choose from.



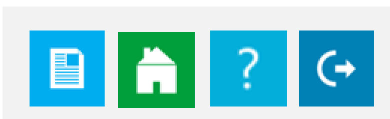
Refreshing Your Data

To reduce the impact on your LDAP server the Security Analyzer does not pull data from LDAP in real time unless you select the Refresh Security link in the top right corner of your browser page. The refresh option rebuilds the Analyzer tables prior to generating a report. This will provide real-time security settings.



Creating a New Report

To create a new report select the New Report icon in the top right corner of your browser page.

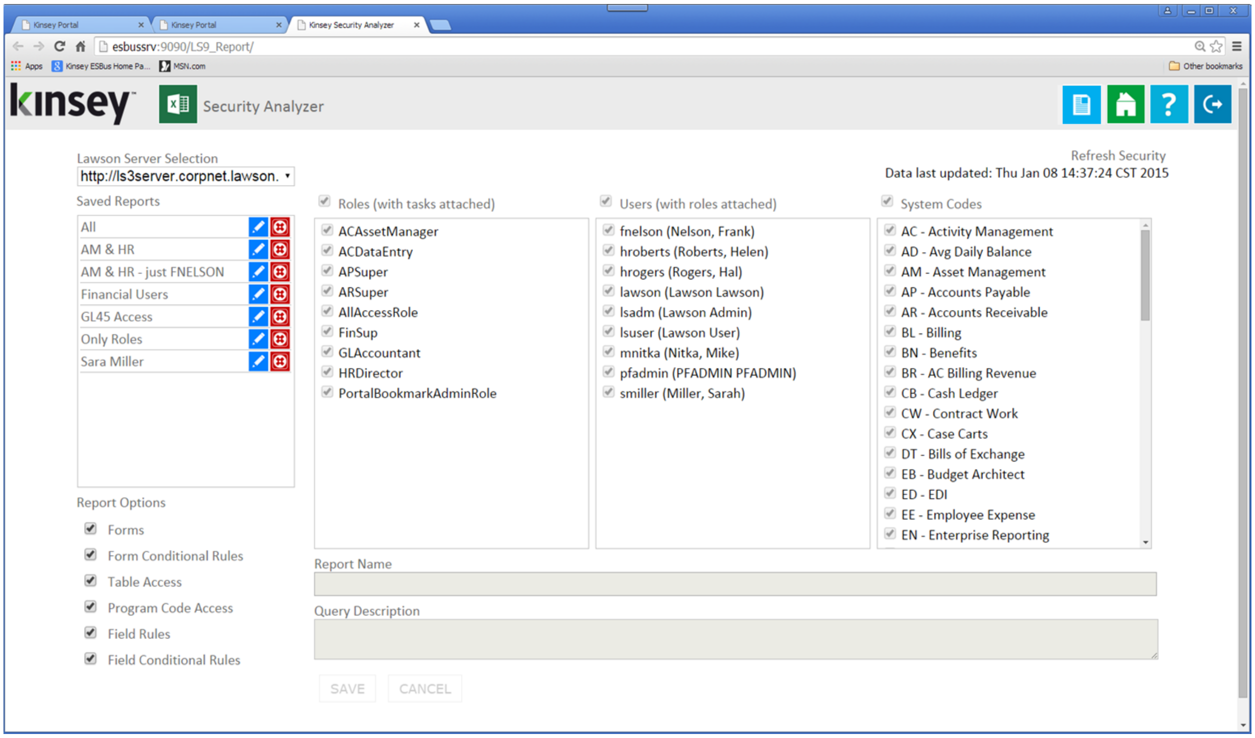


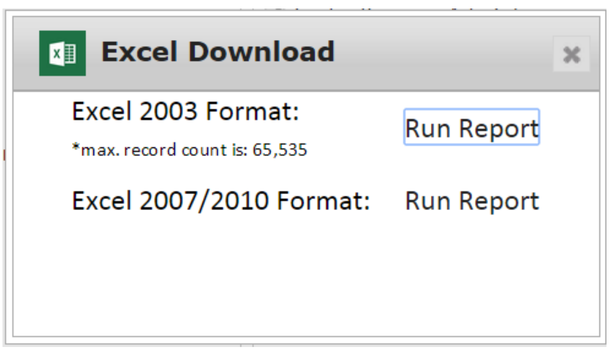
The page will then allow you to select the Roles, Users and System Codes you would like displayed on the report. Then simply enter a report name and optional report description and save your report.

Note: All "Self-Service" users can be restricted from this report through the Administration page by your Kinsey software administrator.

Running an Saved Report

Once a server has been selected the page will display all previously save reports. To run saved reports simply click on the report name. Keep in mind that the *Report Options* are not saved with the reports selection criteria. You may want to review the report options prior to running the report. The report will be generated in Microsoft Excel and may appear at the bottom of your browser page depending on the browser being used.

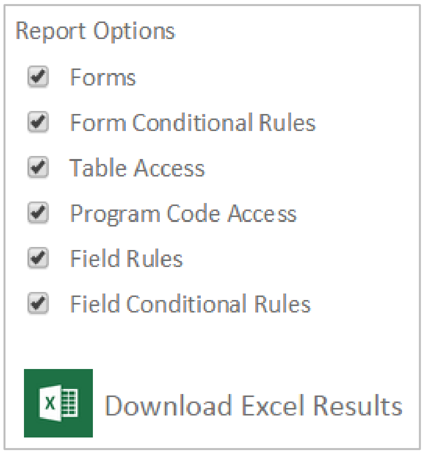




Select your preferred MS Excel format.

Once the generation process is complete you will see an option to download the Excel document in the lower left corner of the selection screen under the Report Options section.

Note: You can filter out specific user identities to prevent users from displaying on this report. This is generally used to filter our Self Service users

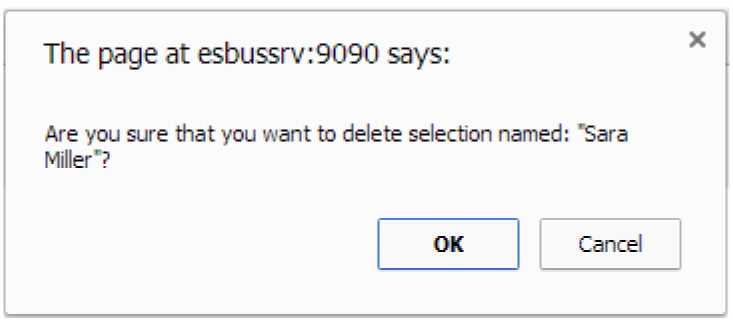


Editing a Saved Report

To edit a saved report select the pencil icon next to the report name, make the appropriate changes and save the report.

Deleting a Saved Report

To delete a saved report select the delete icon next to the report name and confirm the delete message.



Report Options

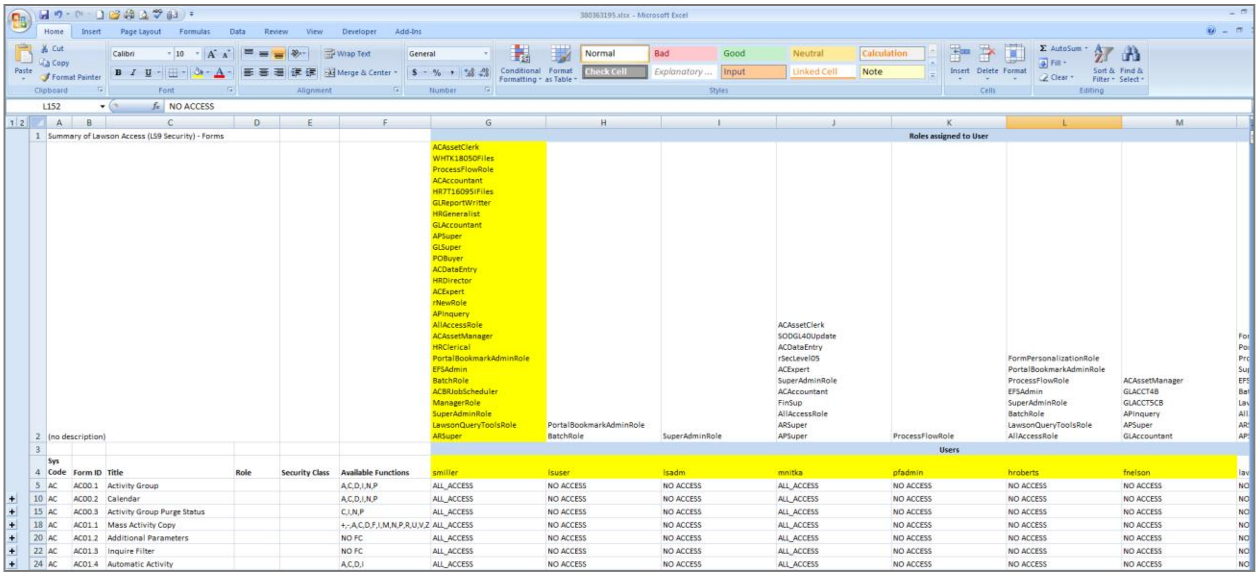
Depending on what you need to review the report will include security setting for Forms, Form Conditions, Tables, Program Codes, Fields and Field Conditions. You can select the report option in the lower left section of your browser page.

Note: These options are not saved when you create or edit a report and will always be checked by default.

Reading the Analyzer Report

The security report is fairly intuitive, but there are some features that warrant an explanation.

Users Assigned Roles

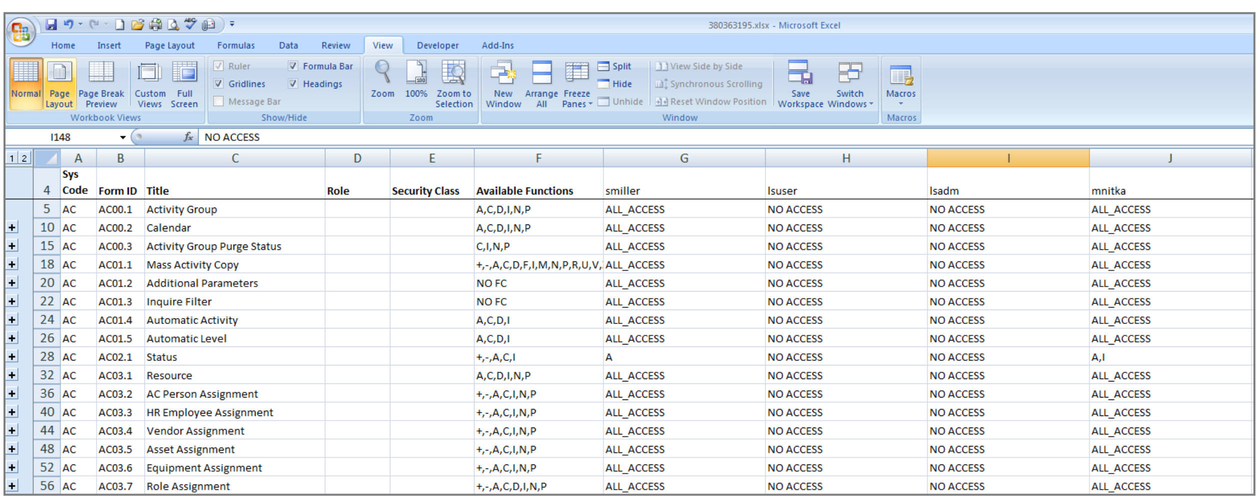


	Sys Code	Form ID	Title	Role	Security Class	Available Functions	smiller	lsuser	lsadm	mnitka	pfadmin	hroberts	fnelson
1	Summary of Lawson Access (LS9 Security) - Forms												
2	(no description)						ACAssetClerk WHTK18050Files ProcessFlowRole ACAccountant HR7T16095IFiles GLReportWritter HRGeneralist GLAccountant APSuper GLSuper POBuyer ACDataEntry HRDirector ACExpert rNewRole APInquery AllAccessRole ACAssetManager HRClerical PortalBookmarkAdminRole EFSAdmin BatchRole ACBRJobScheduler ManagerRole SuperAdminRole LawsonQueryToolsRole ARSuper	PortalBookmarkAdminRole BatchRole	SuperAdminRole	ACAssetClerk SODGL40Update ACDataEntry rSecLevel05 ACExpert SuperAdminRole ACAccountant FinSup AllAccessRole ARSuper APSuper	ProcessFlowRole	FormPersonalizationRole PortalBookmarkAdminRole ProcessFlowRole EFSAdmin SuperAdminRole BatchRole LawsonQueryToolsRole AllAccessRole	ACAssetManager GLACCT48 GLACCT5CB APInquery APSuper GLAccountant
3							Users						
4	Sys Code	Form ID	Title	Role	Security Class	Available Functions	smiller	lsuser	lsadm	mnitka	pfadmin	hroberts	fnelson
5	AC	AC00.1	Activity Group			A,C,D,I,N,P	ALL_ACCESS	NO ACCESS	NO ACCESS	ALL_ACCESS	NO ACCESS	NO ACCESS	NO ACCESS
10	AC	AC00.2	Calendar			A,C,D,I,N,P	ALL_ACCESS	NO ACCESS	NO ACCESS	ALL_ACCESS	NO ACCESS	NO ACCESS	NO ACCESS
15	AC	AC00.3	Activity Group Purge Status			C,I,N,P	ALL_ACCESS	NO ACCESS	NO ACCESS	ALL_ACCESS	NO ACCESS	NO ACCESS	NO ACCESS
18	AC	AC01.1	Mass Activity Copy			+,-,A,C,D,F,I,M,N,P,R,U,V,Z	ALL_ACCESS	NO ACCESS	NO ACCESS	ALL_ACCESS	NO ACCESS	NO ACCESS	NO ACCESS
20	AC	AC01.2	Additional Parameters			NO FC	ALL_ACCESS	NO ACCESS	NO ACCESS	ALL_ACCESS	NO ACCESS	NO ACCESS	NO ACCESS
22	AC	AC01.3	Inquire Filter			NO FC	ALL_ACCESS	NO ACCESS	NO ACCESS	ALL_ACCESS	NO ACCESS	NO ACCESS	NO ACCESS
24	AC	AC01.4	Automatic Activity			A,C,D,I	ALL_ACCESS	NO ACCESS	NO ACCESS	ALL_ACCESS	NO ACCESS	NO ACCESS	NO ACCESS

The user ID will be display on row 4 next to the column header. The Roles assigned to each user will appear in column directly above the user ID (shown in yellow above).

Assigned Forms

The security rule displayed for each user/form reflects the **least restrictive** access to that form for the user. This is very import considering the any form could be in multiple security class (tasks).



	Sys Code	Form ID	Title	Role	Security Class	Available Functions	smiller	lsuser	lsadm	mnitka
5	AC	AC00.1	Activity Group			A,C,D,I,N,P	ALL_ACCESS	NO ACCESS	NO ACCESS	ALL_ACCESS
10	AC	AC00.2	Calendar			A,C,D,I,N,P	ALL_ACCESS	NO ACCESS	NO ACCESS	ALL_ACCESS
15	AC	AC00.3	Activity Group Purge Status			C,I,N,P	ALL_ACCESS	NO ACCESS	NO ACCESS	ALL_ACCESS
18	AC	AC01.1	Mass Activity Copy			+,-,A,C,D,F,I,M,N,P,R,U,V,	ALL_ACCESS	NO ACCESS	NO ACCESS	ALL_ACCESS
20	AC	AC01.2	Additional Parameters			NO FC	ALL_ACCESS	NO ACCESS	NO ACCESS	ALL_ACCESS
22	AC	AC01.3	Inquire Filter			NO FC	ALL_ACCESS	NO ACCESS	NO ACCESS	ALL_ACCESS
24	AC	AC01.4	Automatic Activity			A,C,D,I	ALL_ACCESS	NO ACCESS	NO ACCESS	ALL_ACCESS
26	AC	AC01.5	Automatic Level			A,C,D,I	ALL_ACCESS	NO ACCESS	NO ACCESS	ALL_ACCESS
28	AC	AC02.1	Status			+,-,A,C,I	A	NO ACCESS	NO ACCESS	A,I
32	AC	AC03.1	Resource			A,C,D,I,N,P	ALL_ACCESS	NO ACCESS	NO ACCESS	ALL_ACCESS
36	AC	AC03.2	AC Person Assignment			+,-,A,C,I,N,P	ALL_ACCESS	NO ACCESS	NO ACCESS	ALL_ACCESS
40	AC	AC03.3	HR Employee Assignment			+,-,A,C,I,N,P	ALL_ACCESS	NO ACCESS	NO ACCESS	ALL_ACCESS
44	AC	AC03.4	Vendor Assignment			+,-,A,C,I,N,P	ALL_ACCESS	NO ACCESS	NO ACCESS	ALL_ACCESS
48	AC	AC03.5	Asset Assignment			+,-,A,C,I,N,P	ALL_ACCESS	NO ACCESS	NO ACCESS	ALL_ACCESS
52	AC	AC03.6	Equipment Assignment			+,-,A,C,I,N,P	ALL_ACCESS	NO ACCESS	NO ACCESS	ALL_ACCESS
56	AC	AC03.7	Role Assignment			+,-,A,C,D,I,N,P	ALL_ACCESS	NO ACCESS	NO ACCESS	ALL_ACCESS

The report will also display the available function codes for each form as a basis of understanding exactly what functions are available when ALL_ACCESS is display. If a user has less than full access the exact function codes will be displayed.

Each cell can have one of 4 values:

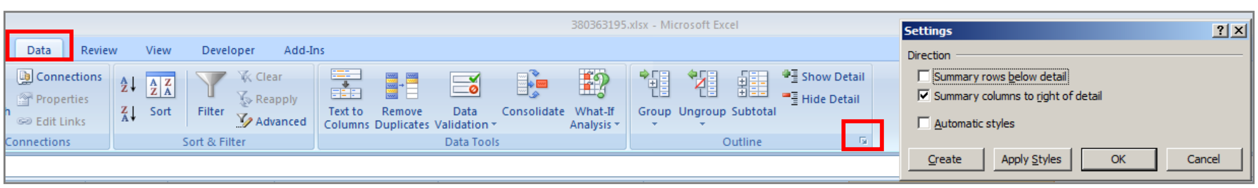
- ALL_ACCESS
- NO ACCESS
- Function codes allowed
- COND_RULE

When COND_RULE is displayed you will need to reference the Form Conditions sheet for more information.

Assigned Roles and Security Classes

To see the Roles and Security Classed (tasks) assigned to the user select the "+" icon next to the desired row.

Note: by default Excel will align the plus sign below the desired row instead of next to the row. You can change this setting by select the Data tab, clicking on the small arrow in the Outline section and un-checking the Summary rows below detail option.



In the example below when I expand form AC10.1 I can see that it has been assigned to 4 different security classes and 4 different Roles. The report will show any Role or Security Class associated with the list of user on the report. ***This is not necessarily a reflection of all of the Roles and Security Class this form may be found on.***

4	Sys Code	Form ID	Title	Role	Security Class	Available Functions	smiller	lsuser	lsadm	mnitka
93	AC	AC10.1	Activity			A,C,D,I,N,P	ALL_ACCESS	NO ACCESS	NO ACCESS	ALL_ACCESS
94	AC	AC10.1	Activity	ACAccountant	ACSetup	A,C,D,I,N,P	ALL_ACCESS			ALL_ACCESS
95	AC	AC10.1	Activity	ACAssetManager	ACCapitalization	A,C,D,I,N,P	ALL_ACCESS			
96	AC	AC10.1	Activity	ACExpert	ACCapitalization	A,C,D,I,N,P	ALL_ACCESS			ALL_ACCESS
97	AC	AC10.1	Activity	ACExpert	ACSetup	A,C,D,I,N,P	ALL_ACCESS			ALL_ACCESS
98	AC	AC10.1	Activity	FinSup	ACAnalysis	A,C,D,I,N,P				I
99	AC	AC10.1	Activity	FinSup	ACDataEntry	A,C,D,I,N,P				I

By showing the access for each Role and Security Class you can determine if the user has multiple access points to this form. Keep in mind that the ***least restrictive*** method is always displayed on the summary line.

Assigned Form Conditions

To see any form conditions for a user select the Form Conditions worksheet.

User	SysCode	Form	Role	Security Class	Conditional Logic
mnitka	AC	AC07.1	FinSup	ACAnalysis	if(form.AGA_ACTIVITY_GRP=='SRM'){'ALL_ACCESS';}else{'I,N,P';}
smiller	HR	HR11.1	ManagerRo	ESS	if(isElementGrpAccessible('COMP_EMPLOYEE','I','HR',form.EMP_COMPANY,form.EMP_EMPLOYEE)){'ALL_ACCESS';}else{'NO_ACCESS';}

Assigned Tables

To see a user's table access select the Tables worksheet. This worksheet is very similar to the Form worksheet only reflects table names instead of form names. See Assigned Form for a more detailed explanation..

Assigned Program Codes

To see a user's available Program Codes select the Program Codes worksheet. This worksheet is very similar to the Form worksheet only reflects Program Codes instead of form names. See Assigned Form for a more detailed explanation.

Assigned Fields

To see a user's has special conditions tied to a specific field, select the Fields worksheet. This worksheet is very similar to the Form worksheet only reflects Field names instead of form names. See Assigned Form for a more detailed explanation.

Assigned Field Conditions

To review any conditional logic assigned to a Field, select the Field Condition worksheet. This worksheet is very similar to the Form Condition worksheet only displays field names instead of form names.

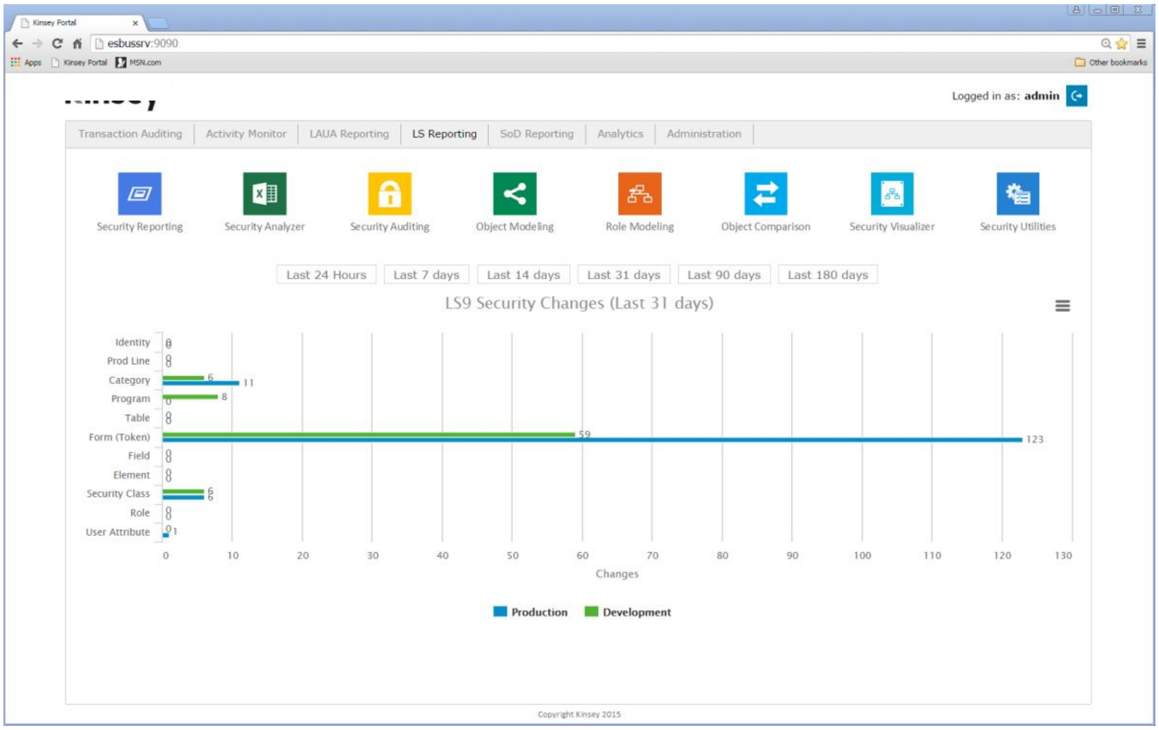
Function Code Legend

The Function Legend provides a brief description of the purpose of each function code for each form.

Change Audit Reporting

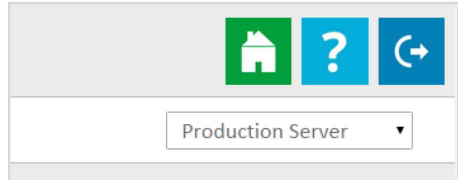
The Change Audit Report builder provides a streamlined approach tracking all changes made to your Lawson Security model. This flexible report writer allows you to track the security changes most important to you and setup automatic email notifications.

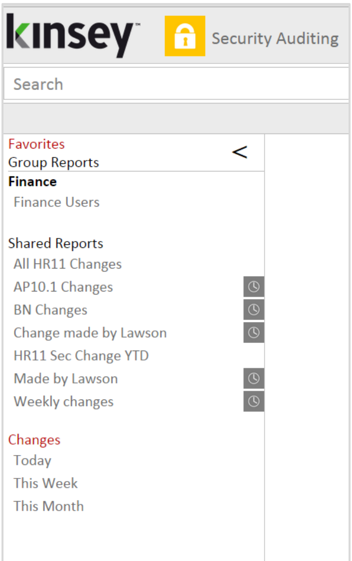
Note: Lawson Security Auditing must be enabled in the Lawson Security Administrator application before using this application.



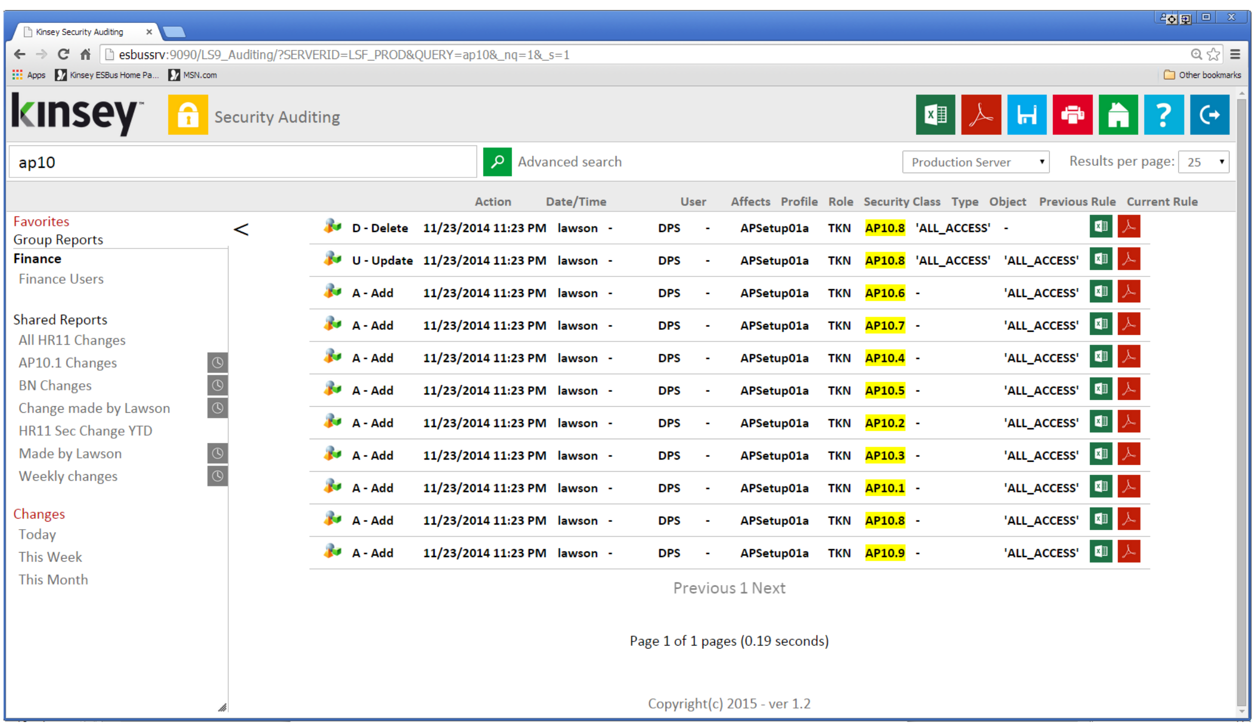
Launch the Security Dashboard and select the Security Auditing icon from the LS Reporting tab.

Start by selecting the appropriate server in the top right corner of the screen.





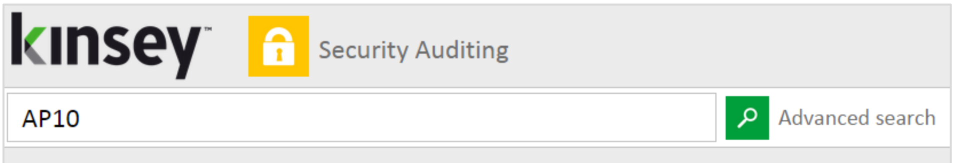
Your saved reports along with predefined shortcuts are provided in the left navigation pane.



The audit query will display all results based on the selected criteria. This information comes from Lawson tables created when Security Auditing is activated. If you are not sure if Security is set up to track changes refer to your Lawson Security Admin for more information.

Quick Search

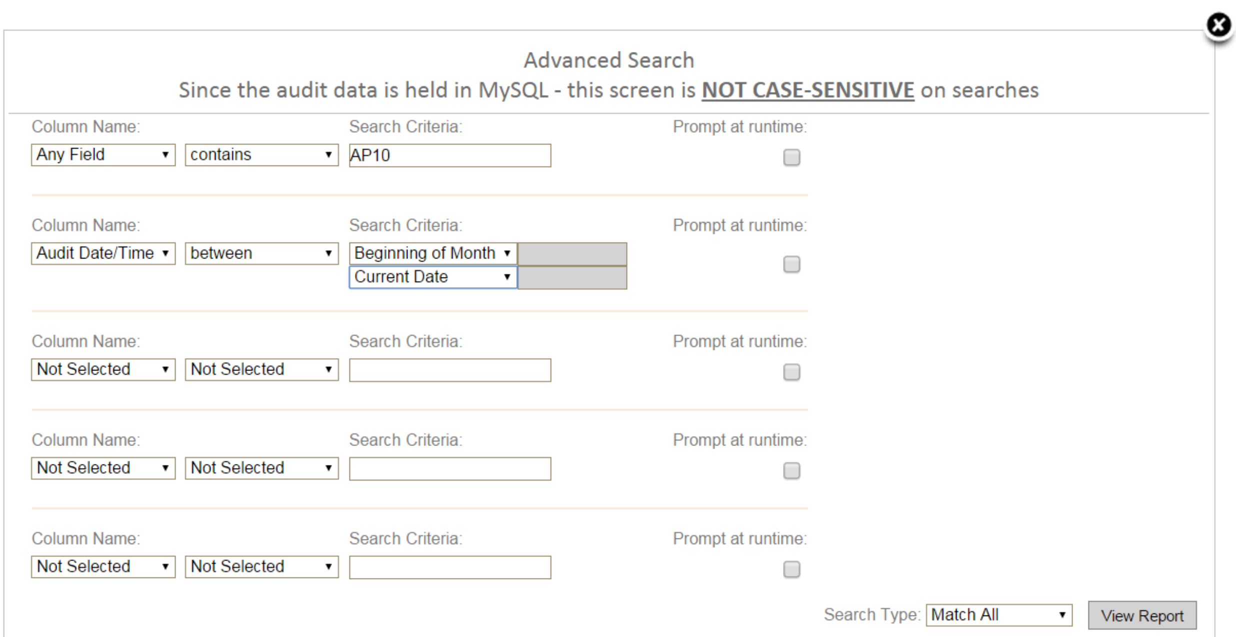
The easiest way to find any change made to a user or form is to enter the information you are searching for in the search bar.



The application can search for Actions, Dates, Users, Role, Security Classes, Object and Rules using the quick search feature.

Advanced Search

For more advance searches where you might want to combine criteria use the Advance Search link next to the search icon.



In this example I'm searching for all security changes made to fnelson since the beginning of the month.

By setting the default Search Type to "Match All" the application uses "AND" logic to retrieve the data. This simply means that both filter conditions must be true for a record to be displayed. If you want the system to use "OR" logic simply change the Search Type to

"Match 1 or More". When this is done then either of the selection filters needs to be true to return data.

Available Column Names are:

- Any Field (searches any field use the criteria entered)
- Audit Date
- User Name (User who made the security change)
- User Affected (the User affected by the change. This only reflect changes made to information containing the User ID)
- Profile
- Role
- Security Class
- Object Type
    - PGM – Programs
    - TKN – Tokens (forms)
    - CAT – Category (system codes)
    - TBL – Tables
    - EXE – Executable
    - PDL – Product Line
    - TYP – Type
    - ELG – Element Group
    - RPT – Report
    - TFL
    - RMO
    - FLD
    - HDN
    - DTL
- Object
- Value
- Changed To
- Action

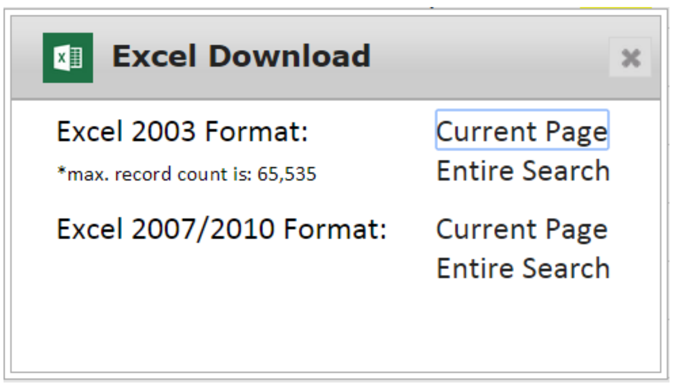
Prompt at Runtime

This option allows you to flag the criteria you will allow a user change when a report is run from the saved report navigation pane. For example you may set up a report to check for any HR11.1 changes within a specified date range. Each time the report is run you may not want the user to change the form name (HR11.1) but you will allow them to change the date range. Checking the Prompt at runtime checkbox will allow them to change the date each time the report is run.

Exporting

Creating a MS Excel Document

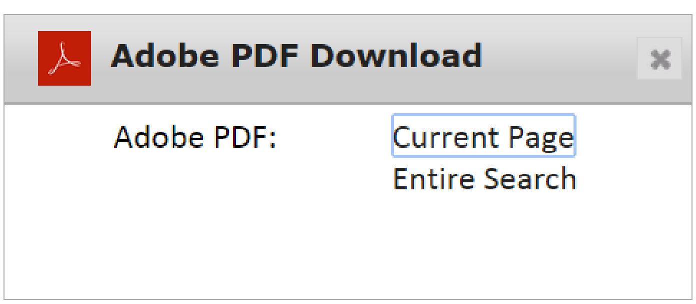
There are 2 ways to export your results to Microsoft Excel. The Excel icon on each line will export the data related to the individual record selected. The Excel icon in the upper right corner of the screen will give you the option of exporting the entire search or just the page currently being displayed.



Select the version of Excel supported by your computer.

Creating a PDF

There are 2 ways to export your results to a PDF file. The Adobe icon on each line will print the data related to the individual record selected. The Adobe icon in the upper right corner of the screen will give you the option of printing the entire search or just the page currently being displayed.



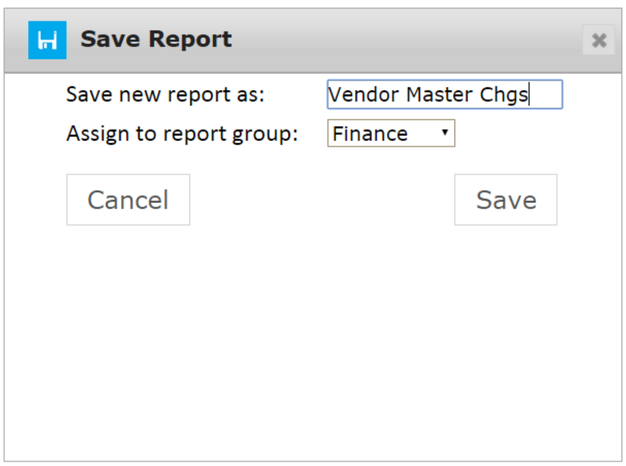
Printing

The printer icon will function like any other browser page you need to print. This will only print the data on the current screen.

Saving Queries

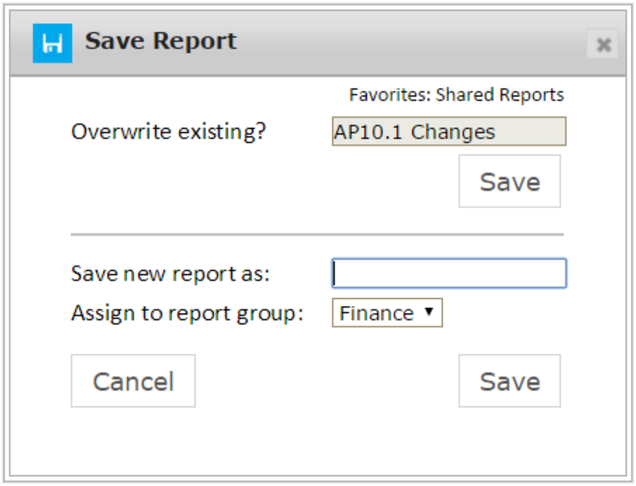
Saving a New Query

To save a report simply select the Save icon in the top right corner of the screen. Enter a report name and assign the report group for this report. The report group determines which users can view and run a saved report. The report groups are assigned on the administration page under Reporting Groups. Refer to the Kinsey Admin Guide for more information on defining and assigning user groups.



Saving an Existing Query

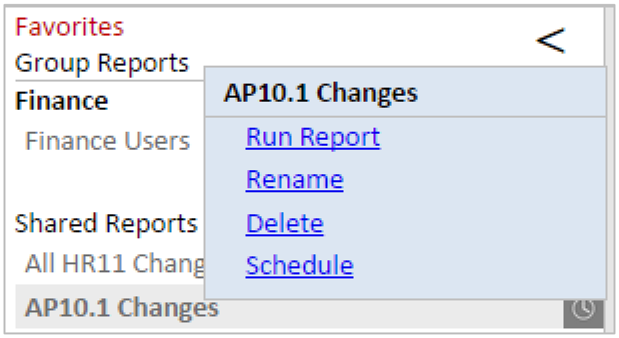
To save an existing report simply select the Save icon in the top right corner of the screen. You can save changes to an existing report by selecting SAVE in the Overwrite existing section. To create a new report from a copy of an existing report enter a new report name and assign the report group for this report in the Save new report section. The report group determines which users can view and run a saved report. The report groups are assigned on the administration page under Reporting Groups.



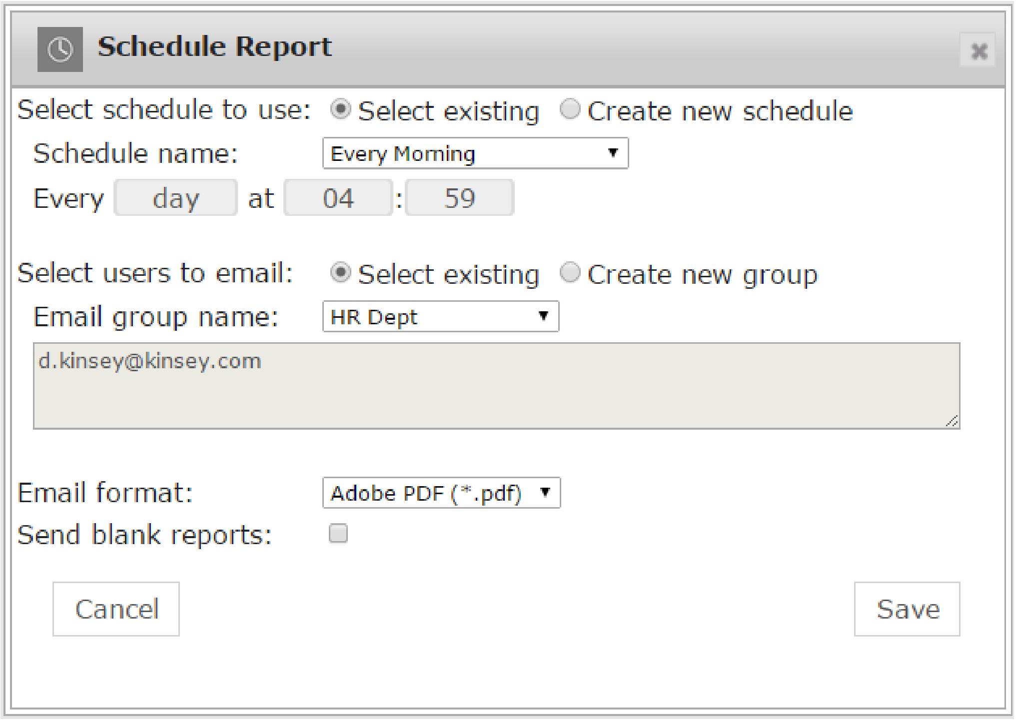
Scheduling Reports

Scheduling a report will allow you to automatically create and email any report you would like to receive on a regular basis.

To schedule a report you must first create and save your report. Once the report displays in the left navigation pane right click on the report name and select **Schedule**.



A grey clock icon is displayed if a schedule already exist for a report but it is not enabled. A blue clock icon indicates the the schedule is currently enabled.



The scheduling screen allows you to setup new schedules or use existing schedules. Schedules can be set to run each minute, hour, day, week, month or year.

You can also create or use existing report groups. A report group contains a list of users you want to receive the report.

Send report export to:

> The export options are Excel or Adobe PDF

Send blank reports:

> If you want the system to generate and send a report even if there is nothing to report select this option. This will inform the receipient that the report was run.

Deleting a Report

To delete a report, select the report name and click on Delete. You must have the proper permissions to delete a report.

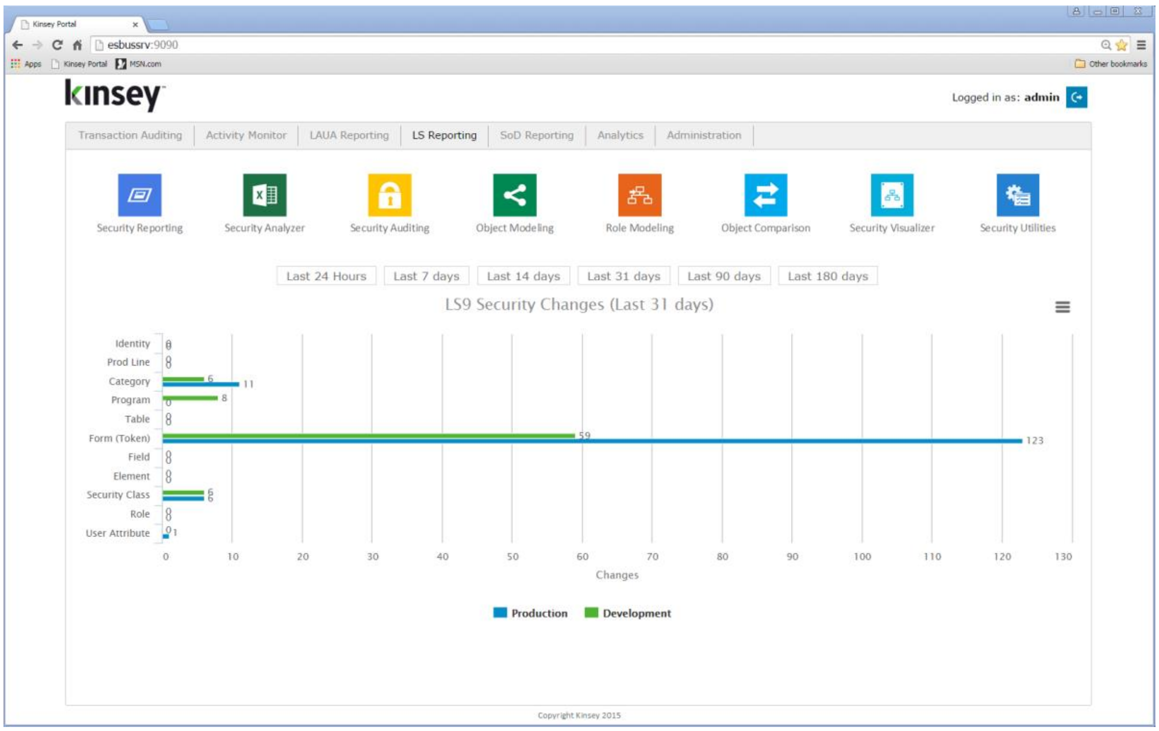
Renaming a Report

To Rename a report, select the report name and click on Rename. You must have the proper permissions to rename a report.

Object Modeling

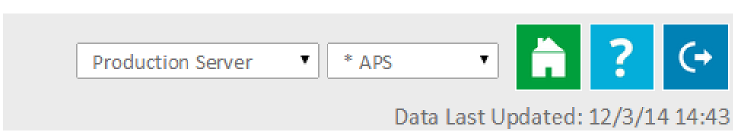
The Object Modeling application provides a means to simulate a security change to a particular object and project the impact on a users security. The optional security objects are forms, tables or system codes. Additionally the application will check for any potential Segregation of Duties violations that may be created by the change.

Note: The Segregation of Duties (SoD) application is required to validate potential Sod violations.



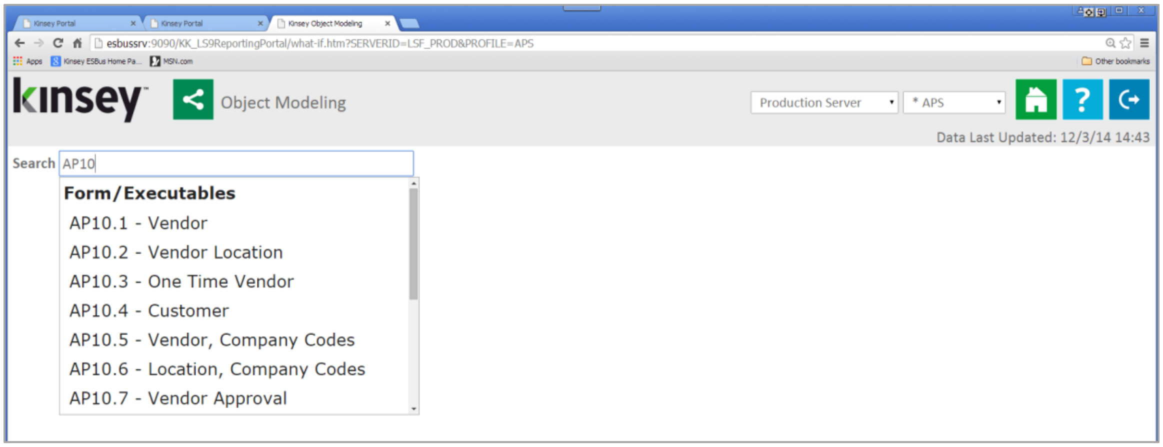
Launch the Security Dashboard and select the Object Modeling icon from the LS Reporting tab.

Start by selecting the server and LDAP profile you want to report on in the top right corner of the screen.



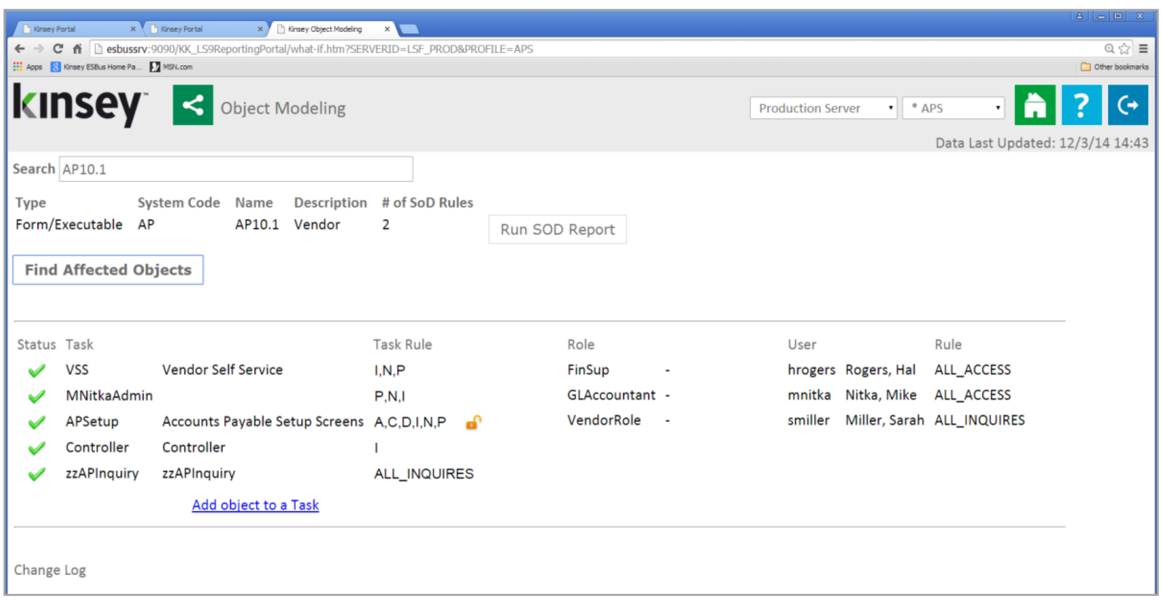
Search

To start the process simply enter the object in the search box that you would like to model. A dropdown list of matching objects will automatically be displayed as you start to type.



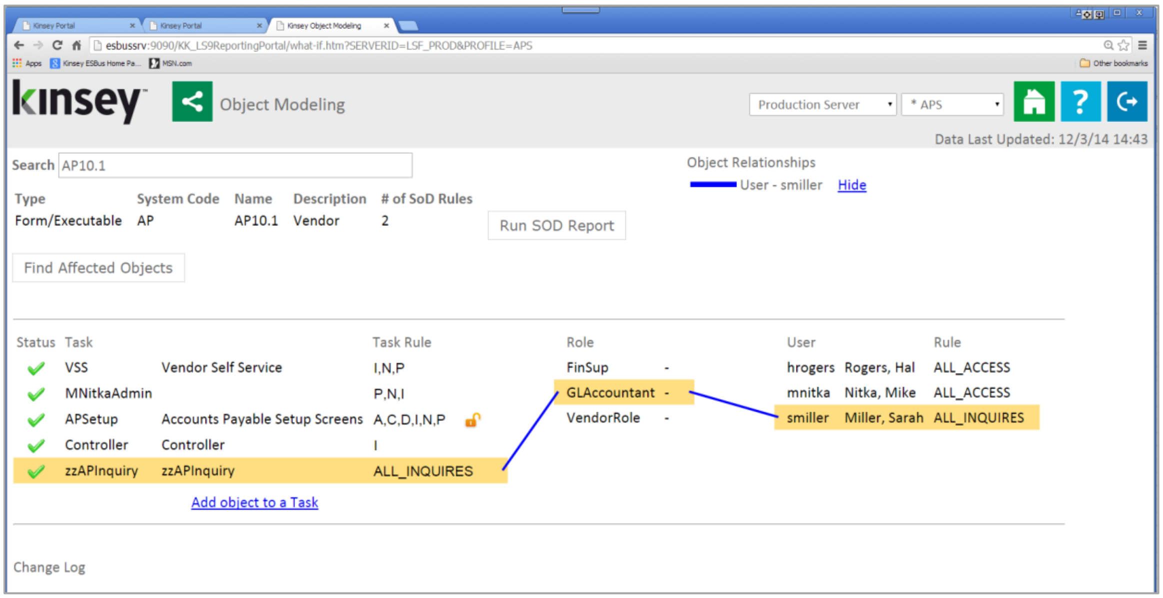
Once you have selected the object you can then click on the **Find Affected Objects** button. The system will display a list of the Security Classes, Roles and Users that have access to this object..

Note: the orange padlock icon next to the Task indicates that the object has ALL_ACCESS. The function codes are displayed for additional modeling purposes.



The next step is to view the vairous routes a user might have to access this object. By clicking the either a Task (Security Class), Role or User the sytem will draw a map between objects.

In the example below the user *smiller* was selected. A blue line was drawn from *smiller* to the Role *GLAccountant* and then to the tasks associated with *GLAccountant* that contain the object AP10.1



Similary you can click on the Task *APSetup* and see the associated Roles and Users associated with the task or select a Role and map to the Tasks and Users associated with the Role. You can cancel the mapping by clicking on the Hide link optIon on the legend.

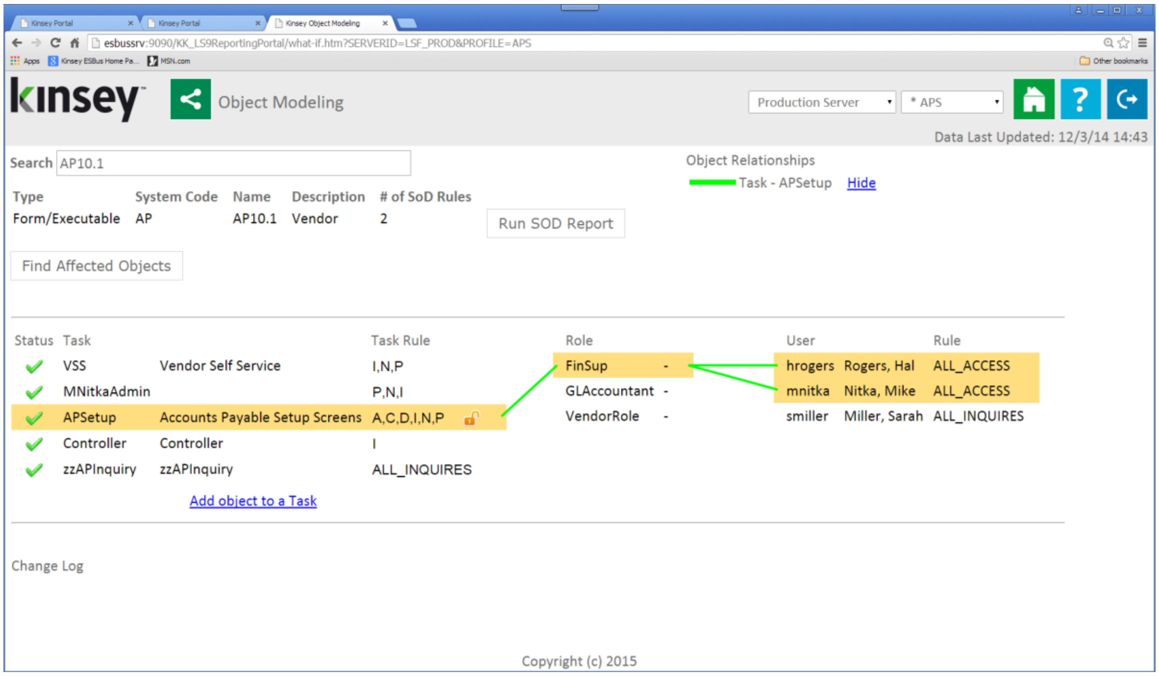
Once you visually understand the mapping you can you multiple modeling options:

1. Remove the object from an assigned Task
2. Add the object to a new Task
3. Change a Task rule
4. Generate Security Reports based on the object selected
5. View potential Segregation of Duties violations.

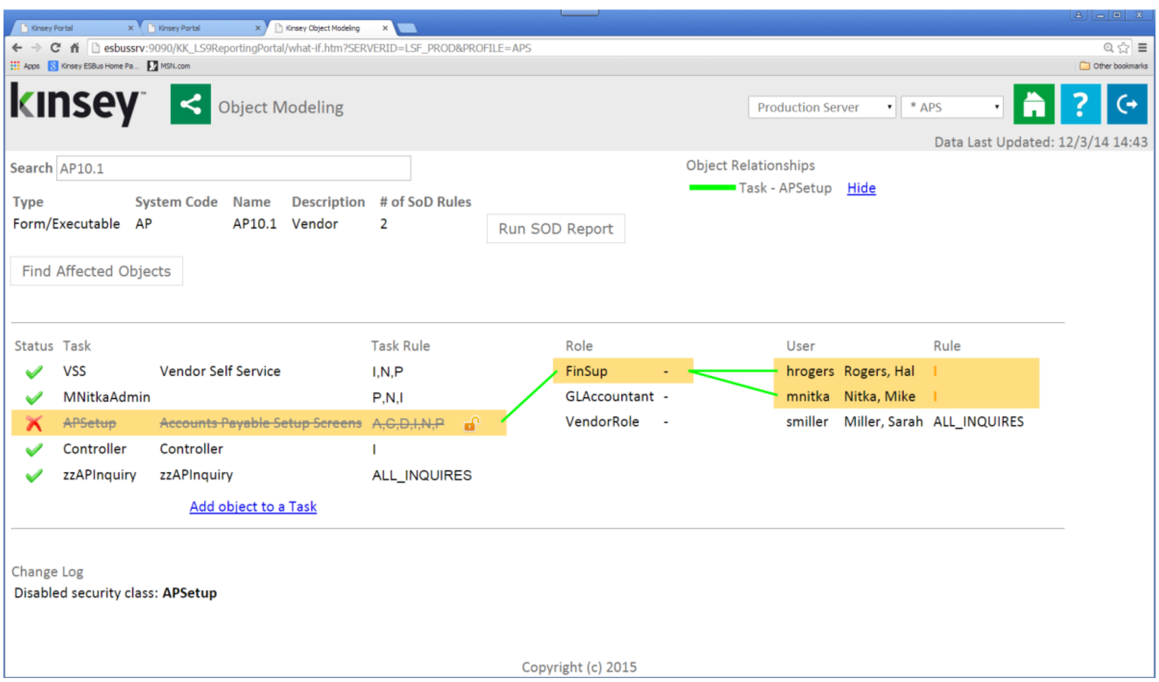
Removing an Object Assignment from a ExistingTask

To visually see the affect of removing an object from a Task simply click on the green check mark left of the Tasks list.

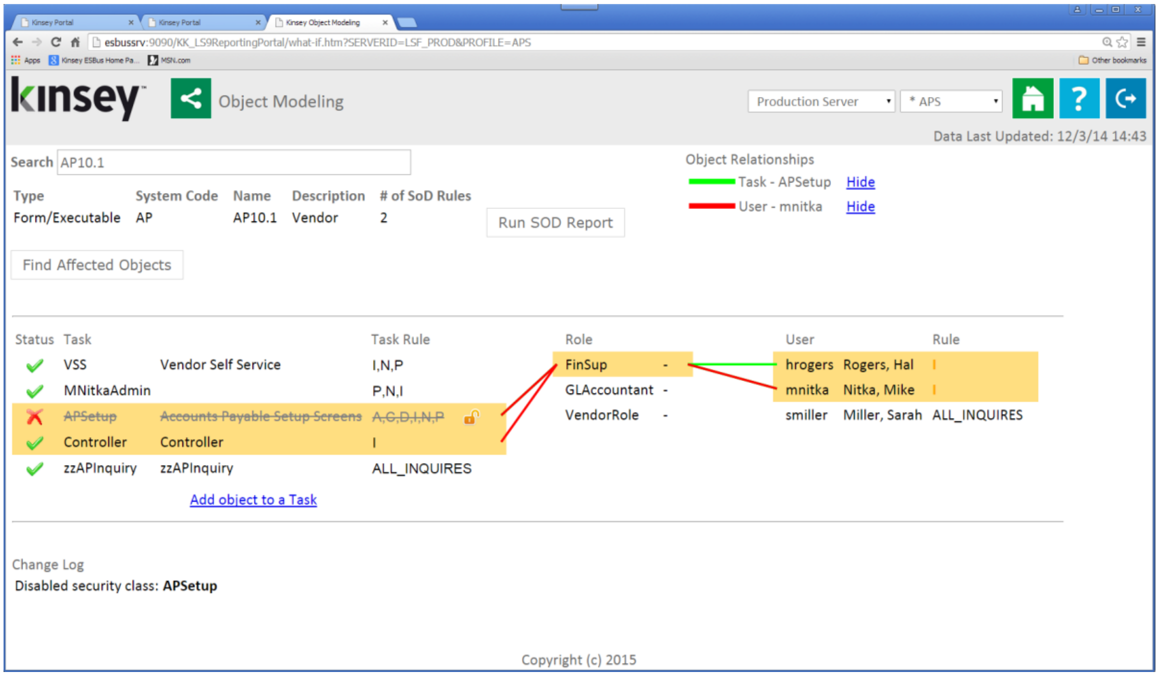
Start by clicking on APSetup to see how the object is assigned in security. You will notice that users hrogers and mnitka have ALL_ACCESS



If you then click on the green checkmark next the the Tast APSetup you will see the rule permissions for hrogers and mnitka change to 'I' inquiry only

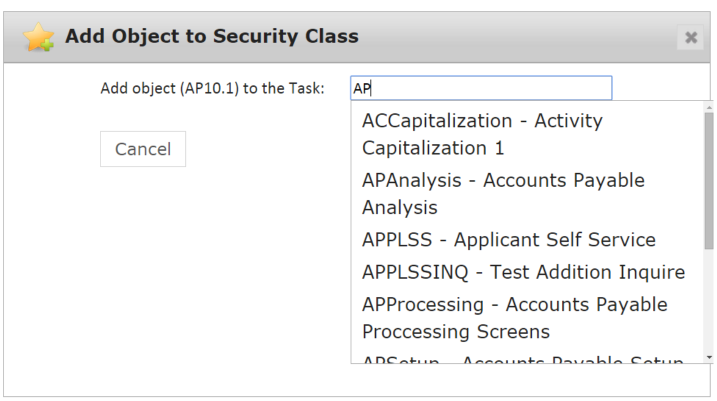


Anytime a users access level changes the new rule will turn to the color orange. To see why the user has this rule click on the user ID. The application will map the user to their available Tasks. In the example below the user *mnitka* also had access to AP10.1 through the Controller task and thus receives Inquiry access. So deleting Task APSetup won't remove access for mnitka because Inquire access is provide through a different Task.



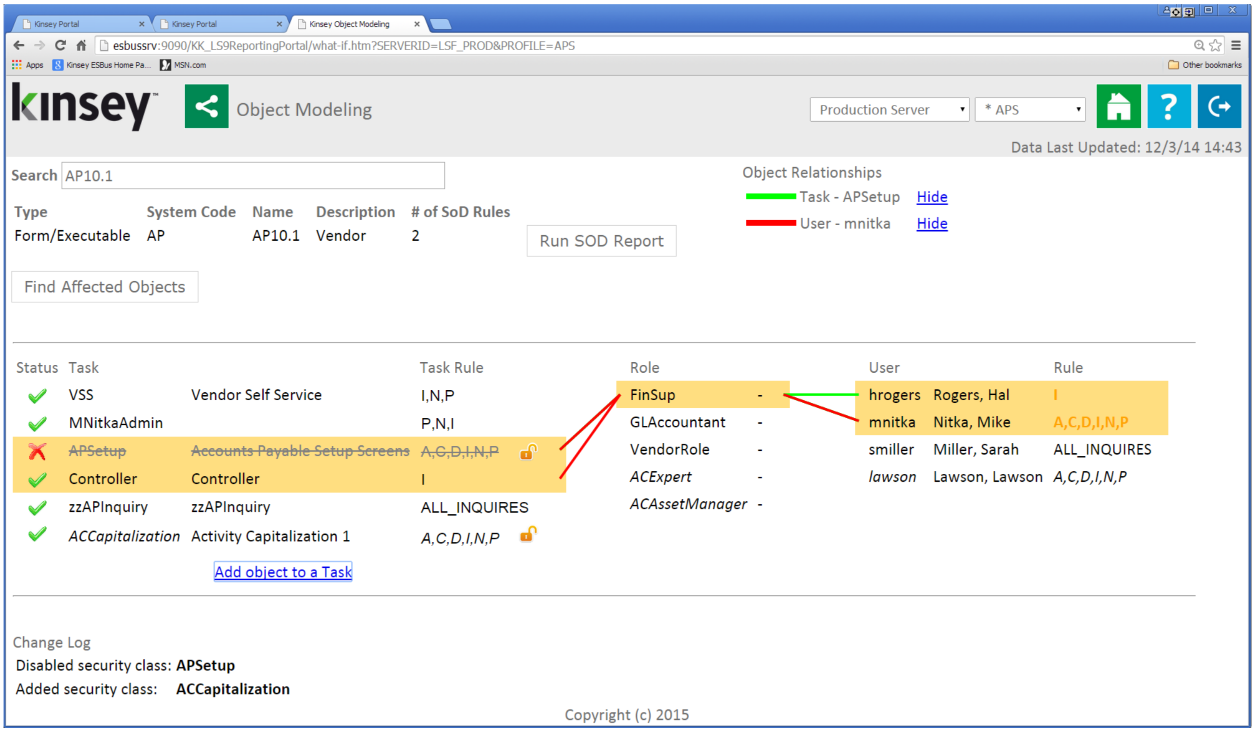
Adding an Object to a New Task

To visually see the affect of adding an object to a new Task click on the ***"Add object to a Task"*** link. You will have the the option of entering the Task you would like to add the object to.



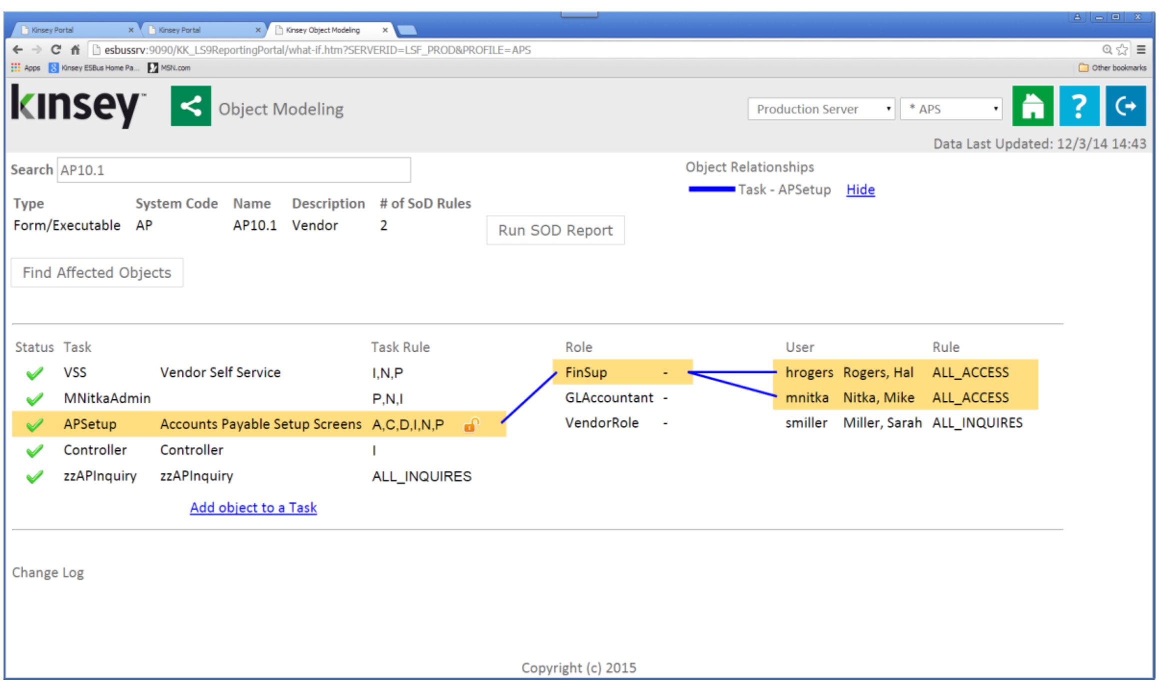
Note: This is only a model, no change is being made to security during this process.

The result of adding form AP10.1 to *ACCapitalization* shows 1 additional user and 1 additonal Role in the model and how adding the object will change the assigned users permissions.

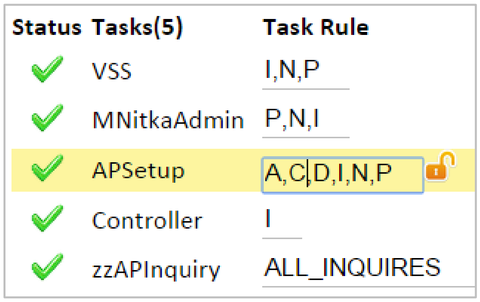


Changing a Forms Function Code Rule

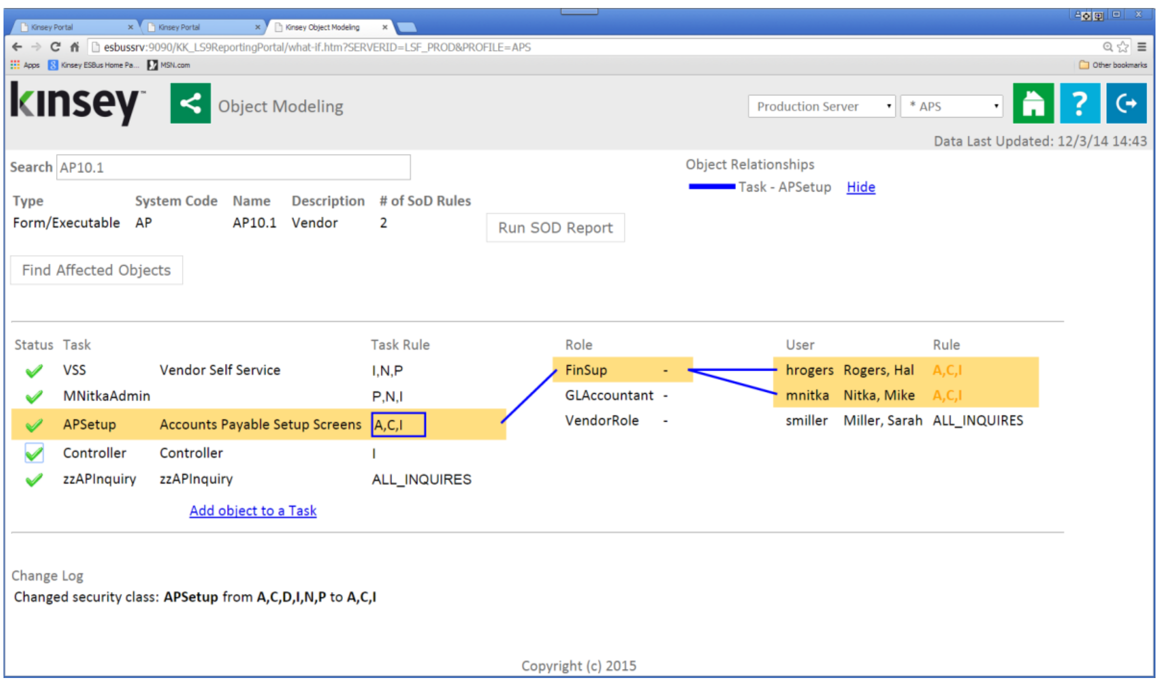
This option give you the ability to see the affect of changing a rule on a Task . In the example below the maping indicates that 2 users have ALL_ACCESS to form AP10.1 via the APSetup task.



To model the affect of changing the current rule simply click on the rule and a box will aprear.



At this point you can add additional function codeS or delete existing function codes.



When you tab out of the field the users new permission will be displayed.

Note: The system does NOT validate the available for function codes. Entering an invalid value will result in the appliation thinking the user now has this value.

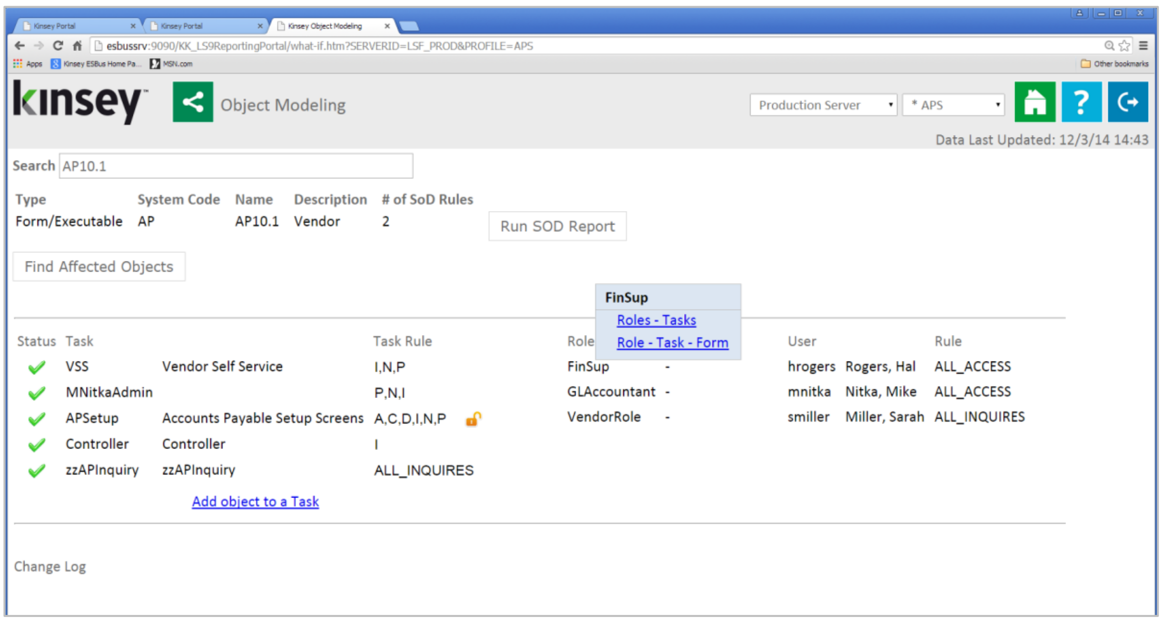
Note: The application will display the "least restrive" access to the object you are working with. For example, if a user is assigned a Role that provides Inquiry only access and another Role that provides ALL_ACCESS the users access will be displayed as ALL_ACCESS (least restrictive)

Additional Rule options that will be resolved correctly are:

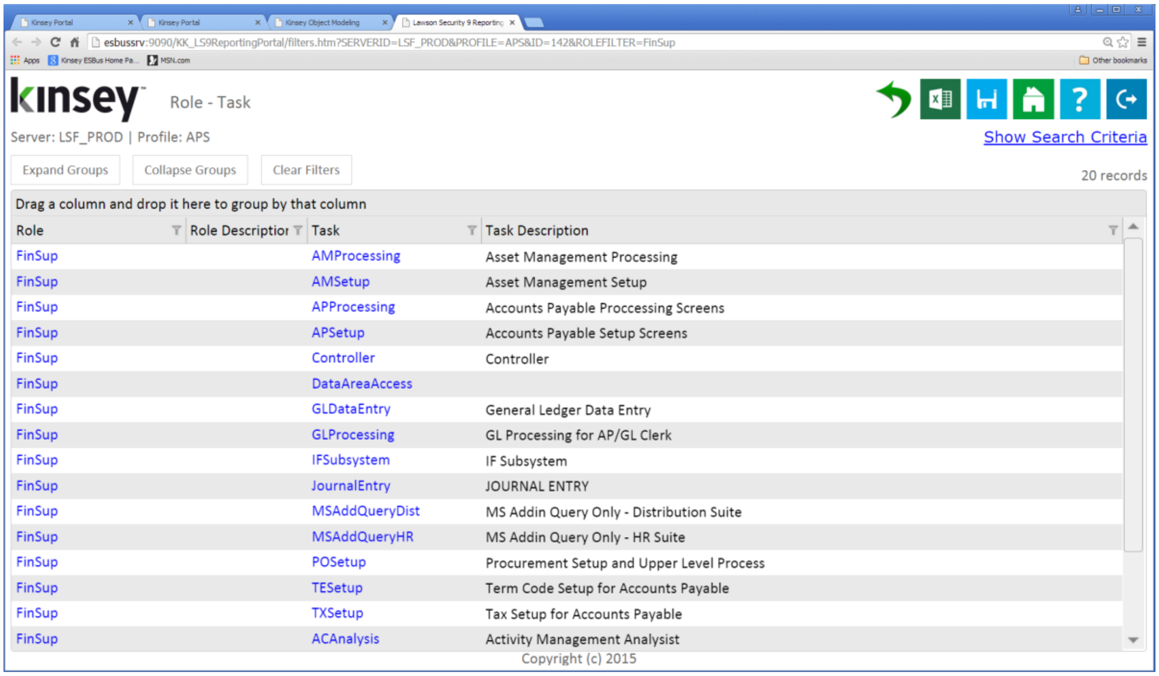
- ALL_ACCESS
- ALL_INQUIRY
- ALL_DELETE
- ALL_ADD
- NO_ACCESS

Linking to Security Reports

This option gives you ability to drill directly to your security reports. By right clicking on any of the displayed objects you will have various reporting options.



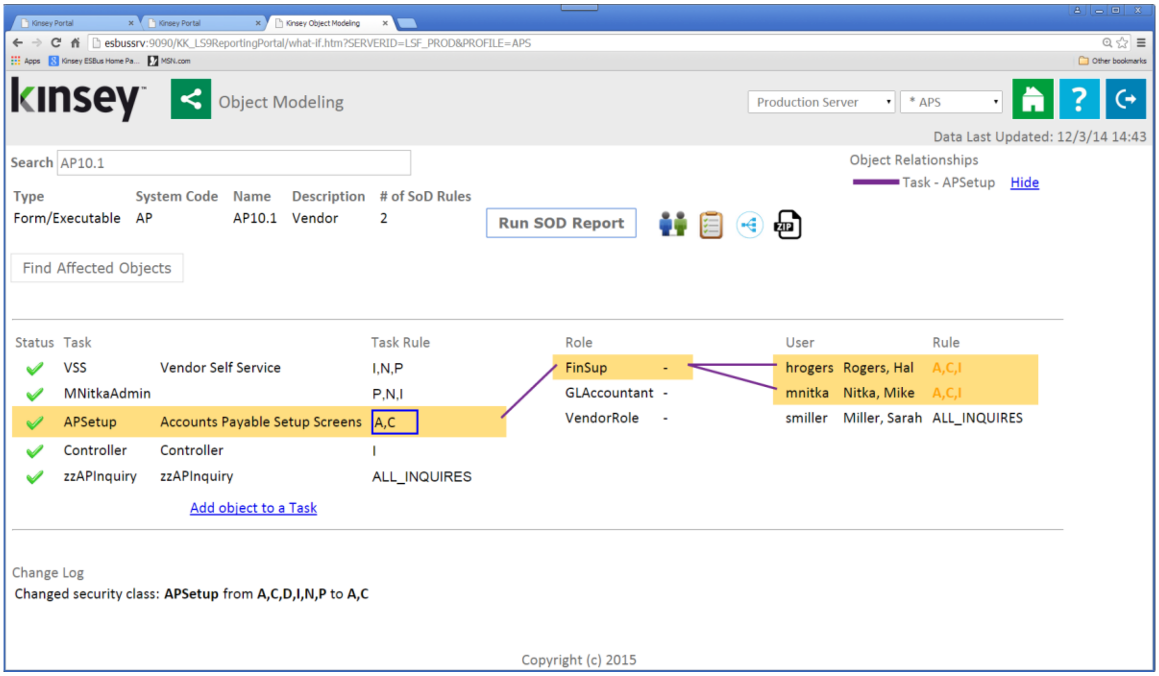
In this example you can view the Tasks assigned to Role FinSup by selecting the Role – Task report.



Viewing potential Segregation of Duties violations

Note: this option is only available if you have purchase the SOD application.

This option gives you ability to see if any of the changes you are considering would cause a violation to an SOD policy. When a task assignement or rule is changed as seen in the prior sections, the application will display the user new permission in orange. This is an indication that you may need to run the SOD report. The report will only work with the policies that contain the object being modeled.



In the example above we can see that the function code rules were affected by the change to Tasks APSetup. This is an indication that the SOD report may need to be run.

Select the SOD Reporting link. Once the report is finished the application will display the following options.

 SOD Report Sorted by User

 SOD Report Sorted by Policy

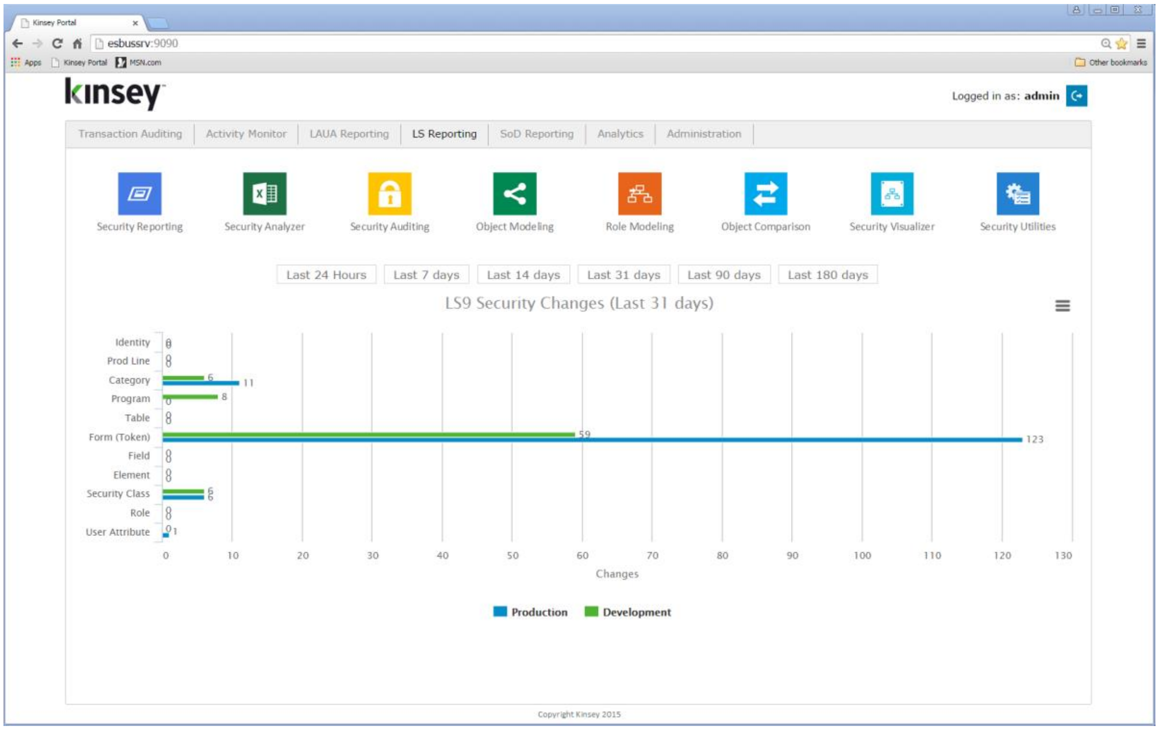
 SOD Report by Role Group

 SOD Report by Role Group

Role Modeling

The Role Modeling application provides a means to simulate the affect on securty of changing a users Role assigmment or changing the security classes assigned to a Role.

Launch the Security Dashboard and select the Role Modeling icon from the LS Reporting tab.



Start by selecting the server and Server you want to work with in the top right corner of the screen. The Profile will be based on the default set on the Admin Configuration page.

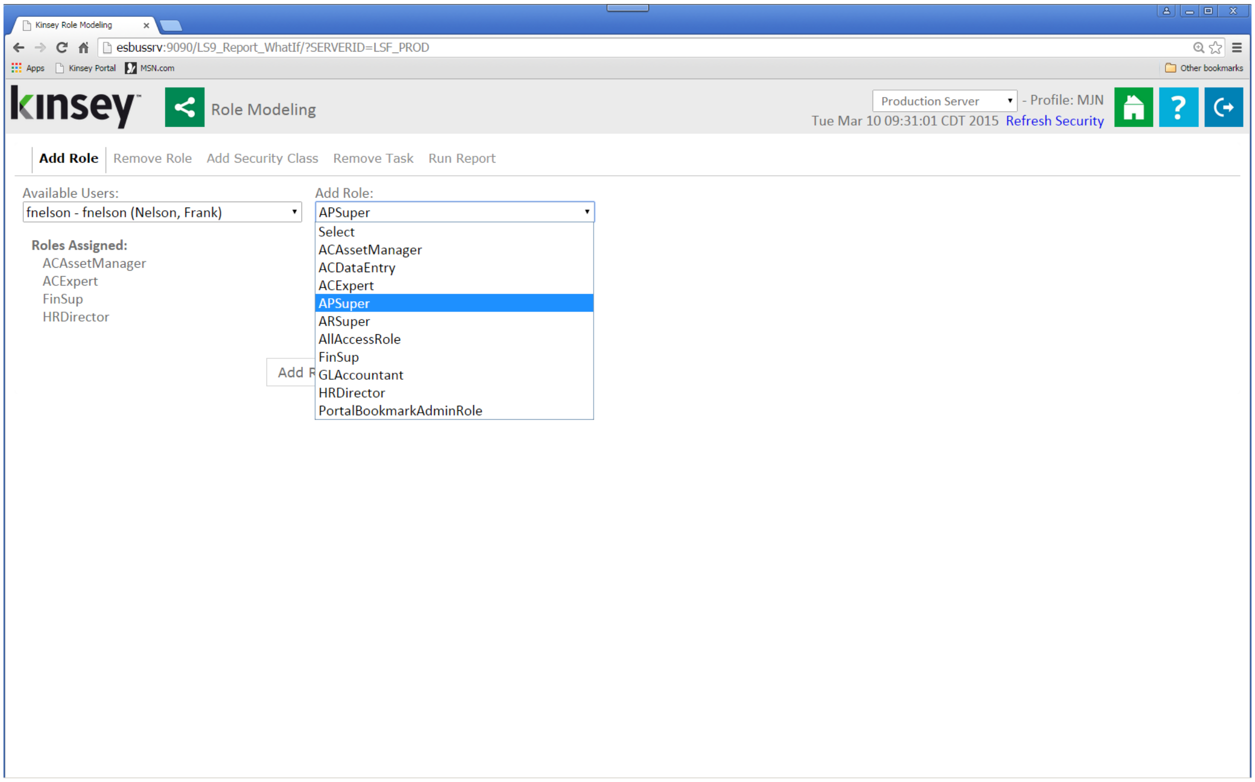
The following modeling options are available:

- Add a Role to a User
- Remove a Role from a User
- Add a Security Class to a Role
- Remove a Security Class from a Role

Adding a Role to a User

Use this option if you want to review the affect of adding a Role to a users security settings.

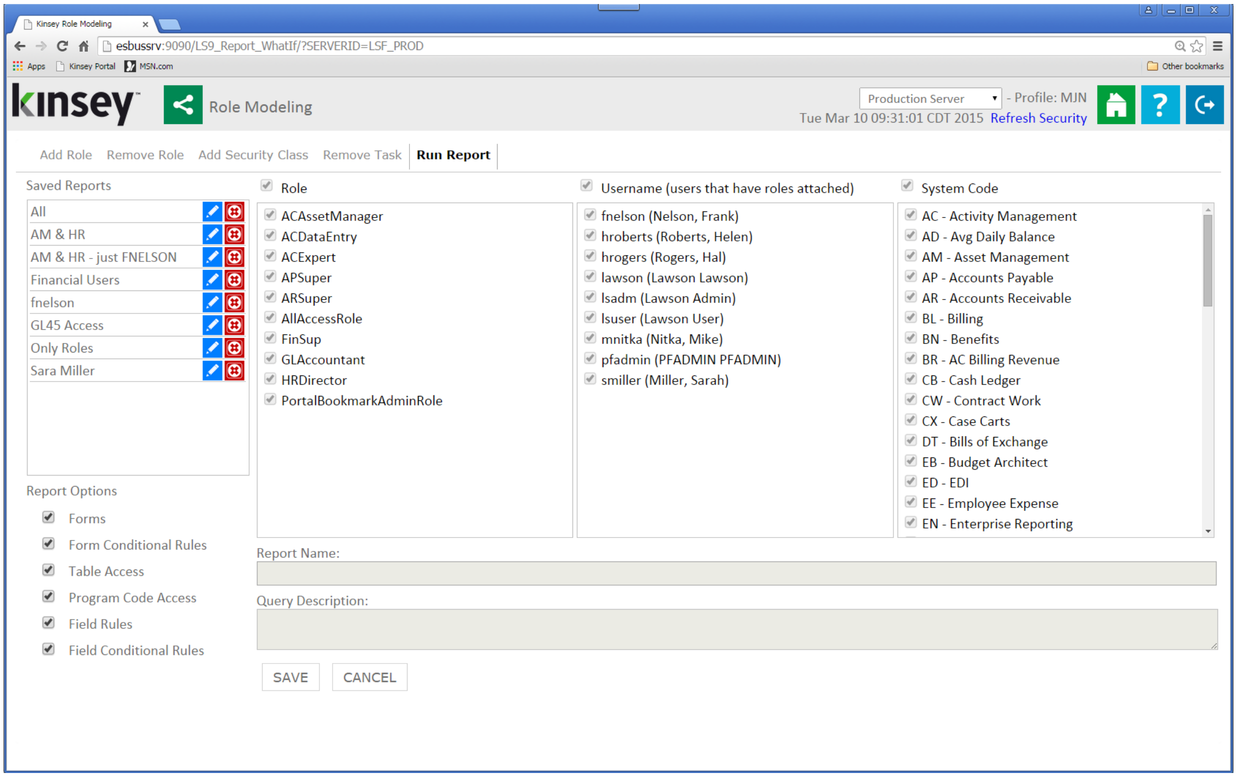
On the Add Role tab select a user from the dropdown list. The application will display the Roles currently assigned to the user.



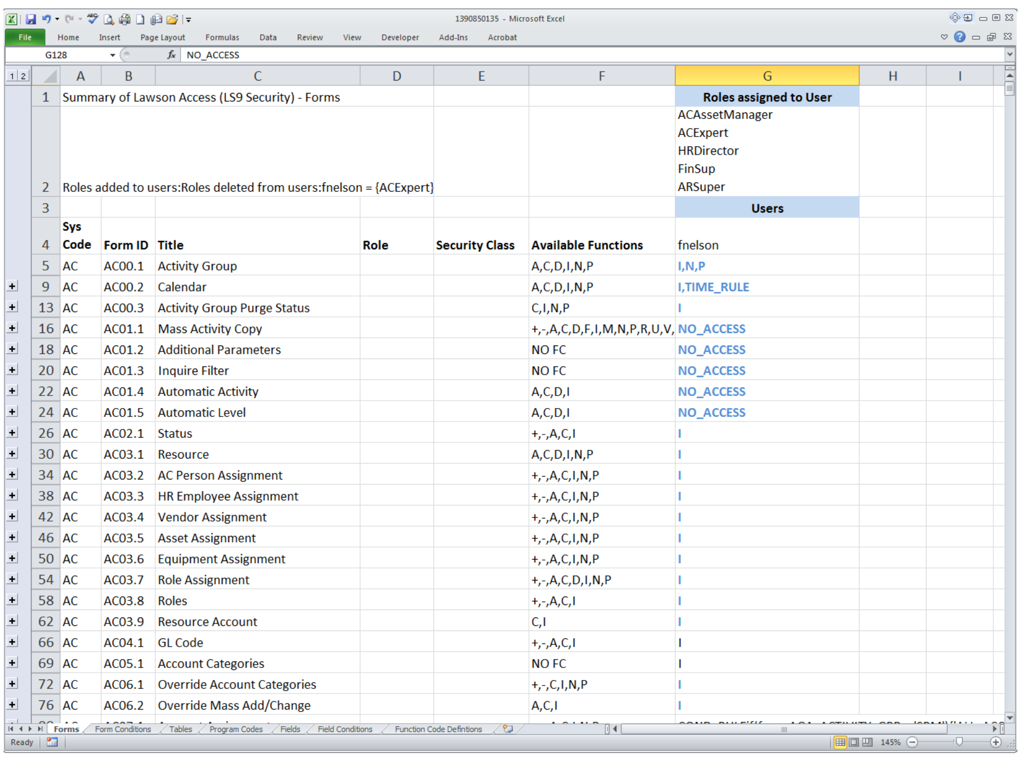
Using the Add Role dropdown select the Role you would like to add and click on the Add Role button. A list of your current selection is displayed in the top right corner of the screen. There is no limit to the number of changes you can model prior to running the report. For example, you can delete a Role from a user and add a different Role prior to running the security report.

Other options include removing a Role from User, adding a Security Class to a Role, and removing a Security Class from a Role.

Once you have finished your selections click on the Run Report tab. The application will launch the LS Security Analyzer reporting screen. From here you can run an saved report. For instructions on how to create a new report refer to the Securty Analzer section of this manual.



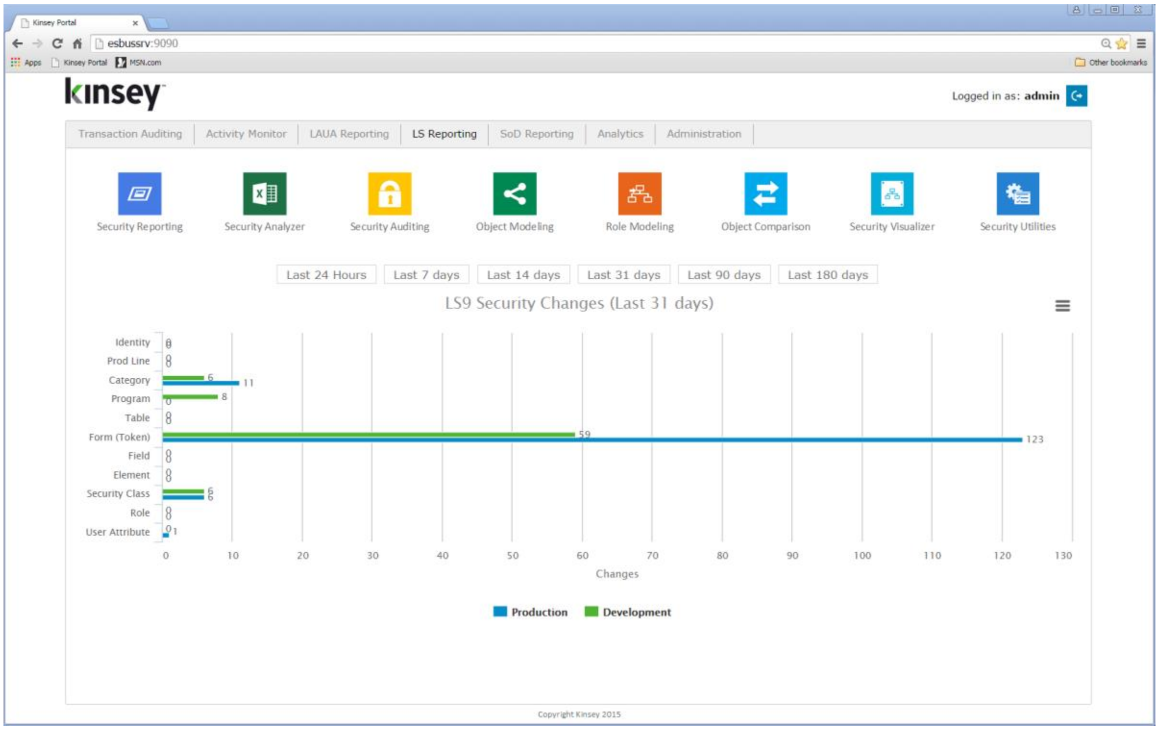
The impact on a users security based on the changes made will be reflected in blue.



	A	B	C	D	E	F	G
1	Summary of Lawson Access (LS9 Security) - Forms						Roles assigned to User
2	Roles added to users:Roles deleted from users:fnelson = {ACExpert}						ACAssetManager ACExpert HRDirector FinSup ARSuper
3							Users
4	Sys Code	Form ID	Title	Role	Security Class	Available Functions	fnelson
5	AC	AC00.1	Activity Group			A,C,D,I,N,P	I,N,P
9	AC	AC00.2	Calendar			A,C,D,I,N,P	I,TIME_RULE
13	AC	AC00.3	Activity Group Purge Status			C,I,N,P	I
16	AC	AC01.1	Mass Activity Copy			+,-,A,C,D,F,I,M,N,P,R,U,V,	NO_ACCESS
18	AC	AC01.2	Additional Parameters			NO FC	NO_ACCESS
20	AC	AC01.3	Inquire Filter			NO FC	NO_ACCESS
22	AC	AC01.4	Automatic Activity			A,C,D,I	NO_ACCESS
24	AC	AC01.5	Automatic Level			A,C,D,I	NO_ACCESS
26	AC	AC02.1	Status			+,-,A,C,I	I
30	AC	AC03.1	Resource			A,C,D,I,N,P	I
34	AC	AC03.2	AC Person Assignment			+,-,A,C,I,N,P	I
38	AC	AC03.3	HR Employee Assignment			+,-,A,C,I,N,P	I
42	AC	AC03.4	Vendor Assignment			+,-,A,C,I,N,P	I
46	AC	AC03.5	Asset Assignment			+,-,A,C,I,N,P	I
50	AC	AC03.6	Equipment Assignment			+,-,A,C,I,N,P	I
54	AC	AC03.7	Role Assignment			+,-,A,C,D,I,N,P	I
58	AC	AC03.8	Roles			+,-,A,C,I	I
62	AC	AC03.9	Resource Account			C,I	I
66	AC	AC04.1	GL Code			+,-,A,C,I	I
69	AC	AC05.1	Account Categories			NO FC	I
72	AC	AC06.1	Override Account Categories			+,-,C,I,N,P	I
76	AC	AC06.2	Override Mass Add/Change			A,C,I	I

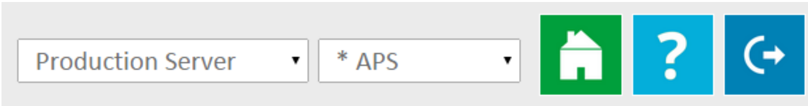
Object Comparison

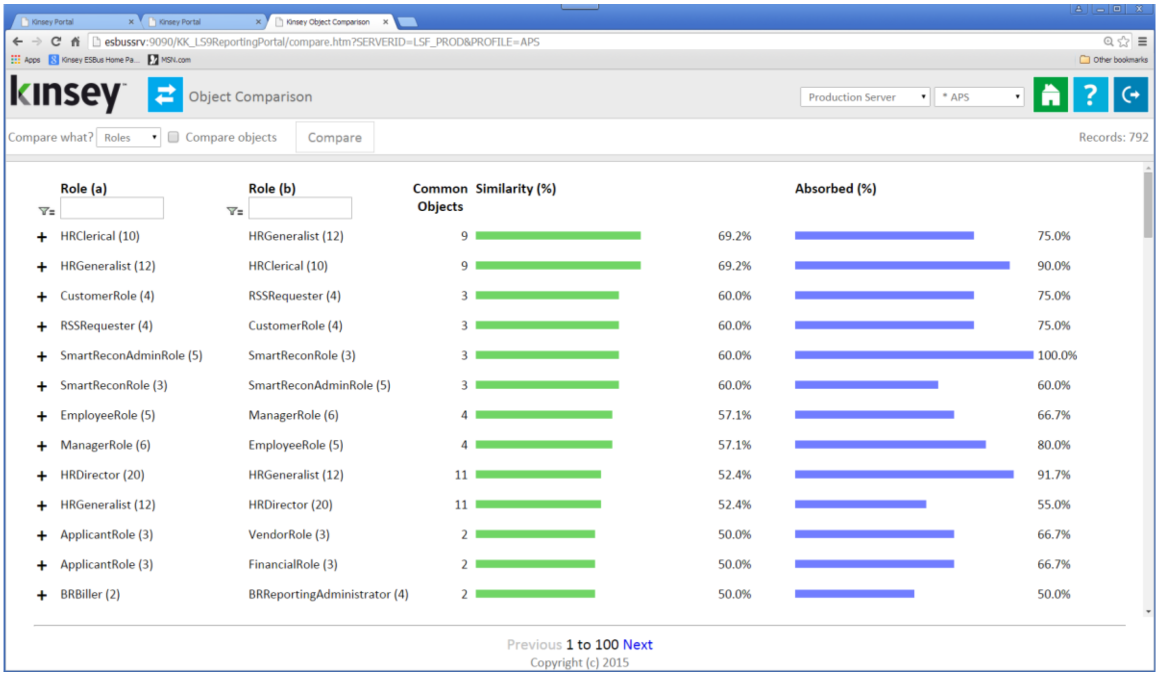
The Object Comparison application allows you to check for redundancies in your security model. By comparing every Role to everyother Role or every Task (security class) to every other Task you will get a visual represnetation of where you might have overlap. The intention of the appliation is to reduce redundancies in your security model. You should start by focusing on those objects that have a very hight smilar percentage.



Launch the Security Dashboard from your Windows browser and select the LS Reporting tab and select the Object Comparison icon.

Start by selecting the server and LDAP profile you want to report on in the top right corner of the screen.

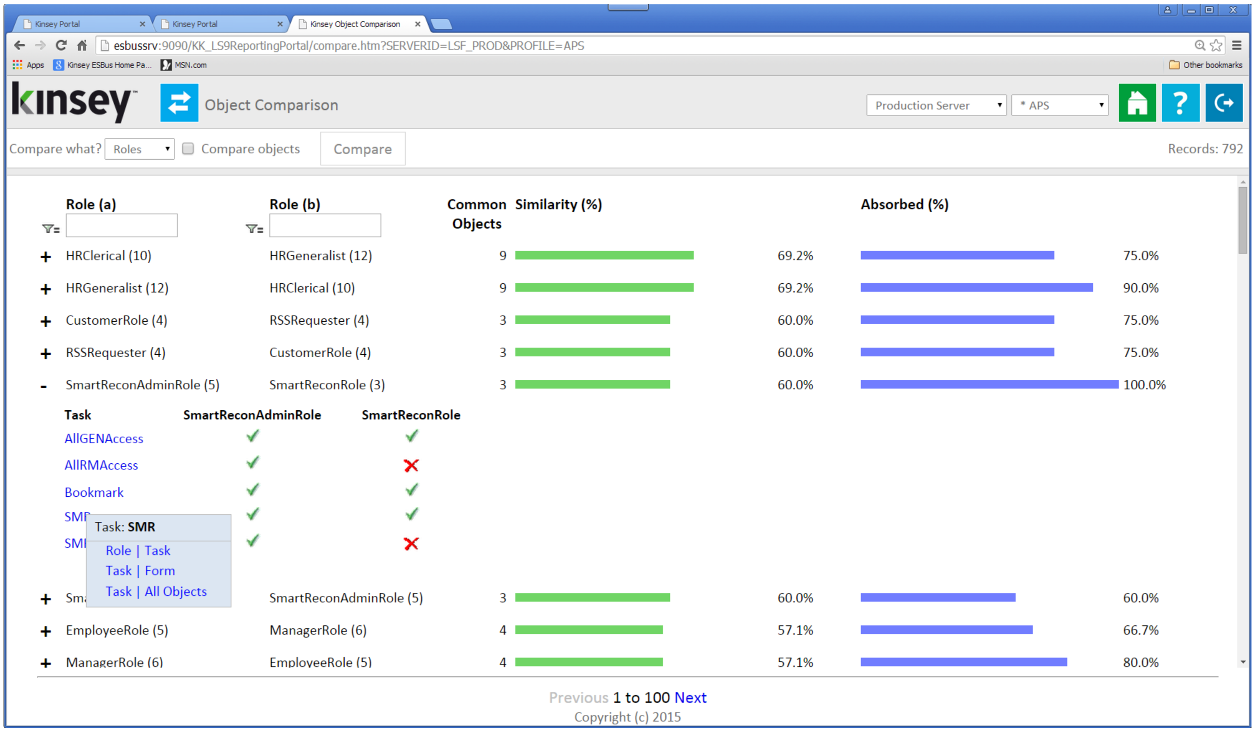




You can then select to compare all Roles or all Tasks (Security Classes) from the dropdown selection. There are 2 levels of comparison for each object. When comparing Roles you can either compare Role/Task assignments or Role/Object assignments to all other Roles. When comparing Task you can compare Task/Object or Task/Rule to all other Tasks.

Comparing Roles-Tasks Assignments

Once you have selected the server and profile select Roles from the 'Compare What?' dropdown window and then click on the compare button. The application will compare every Role to every other Role. The graph will reflect how similar the Role-Tasks assignments are and where one Role could completely absorb another Role.



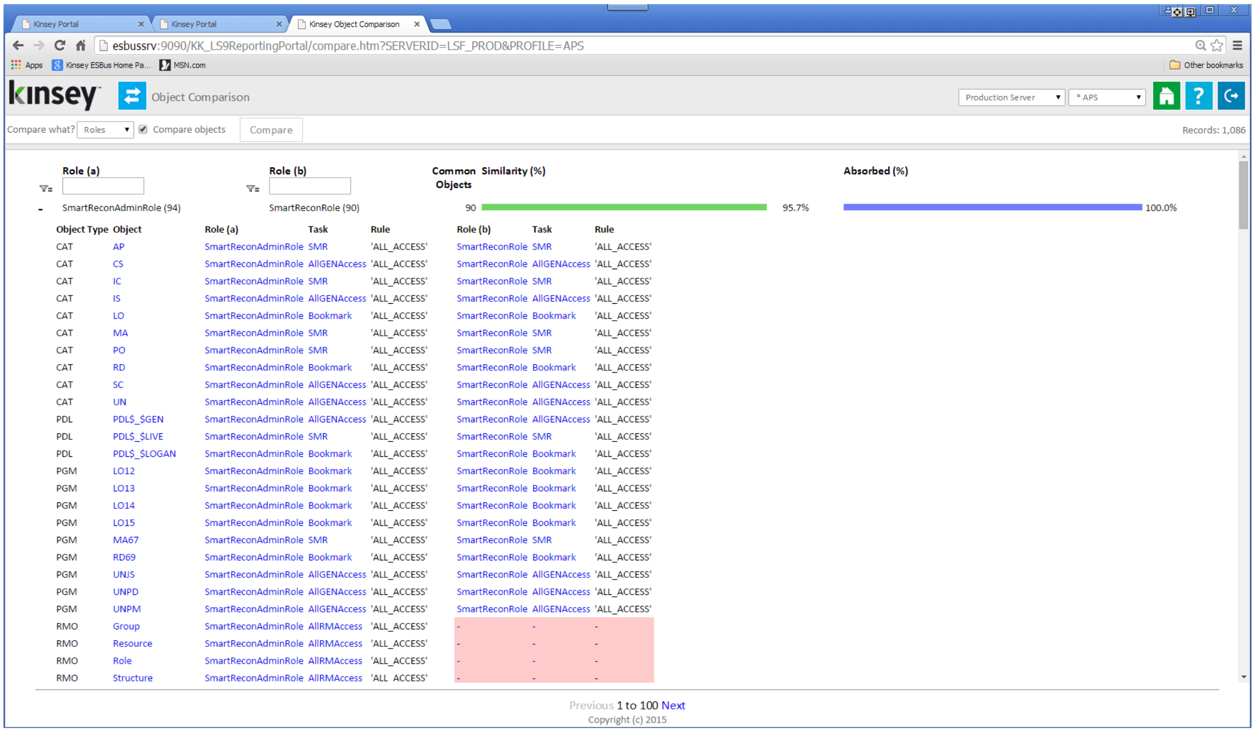
In this example you can see that the Role *SmartReconAdminRole* and *SmartReconRole* are 60% similar (green graph) By clicking on the plus sign left of the Role you can see how the Roles differ in their Task assignments. You can also drill to the the security reports for more information on a specific Task by simply clicking on the Task name.

The absorbtion graph (blue) indicates how much one Role can completely absorb another Role. In the example above you can see that all of the Tasks assigned to the *SmartReconRole* Role are also assigned to the *SmartReconAdminRole* Role.

Comparing Roles-Tasks Assignments at the Object Level

The Compare Objects checkbox allows you to compare at a more granular level. For this comparison the application will compare how forms, categories, programs and tables are assigned to a Role.

Once you have selected the server and profile select Roles from the ‘Compare What?’ dropdown window, select the Compare Objects checkbox and then click on the Compare button. The application will compare every Role to every other Role. The graph will reflect how similar the Role-Object assignments are and where one Role could completely absorb another Role.



In this example you can see that the Role *SmartReconAdminRole* and *SmartReconRole* are now 95.6% similar (green graph) in stead of 60% as reflected at the Role-Task level. By clicking on the plus sign left of the Role you can see how the Roles differ in their assignments. You can also drill to the the security reports for more information on a specific Obect by simply clicking on the Object ID.

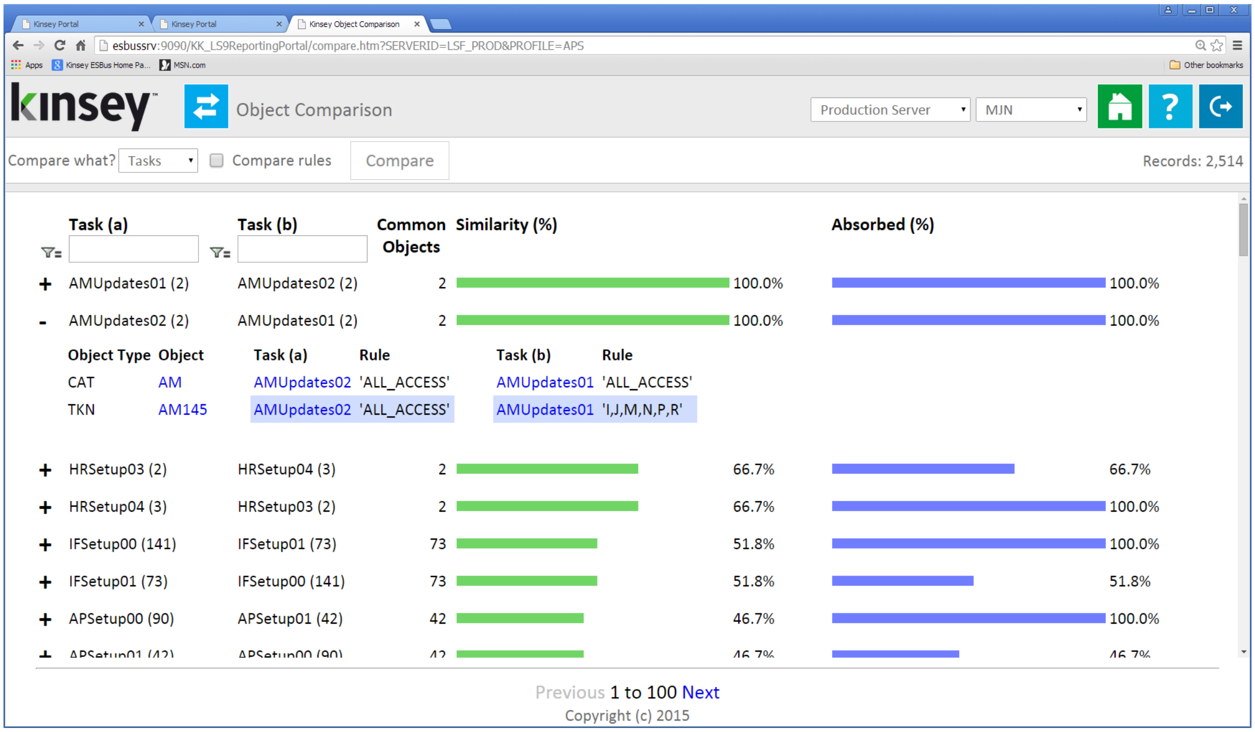
The difference between the 2 Roles is hightlighted in pink.

Note: The Role Comparison option does not compare at the Rule level. This is a highlevel view of how objects are assigned to a Role and does not take form level access into consideration.

Comparing Tasks Assignments

Once you have selected the server and profile select Tasks from the 'Compare What?' dropdown window and then click on the Compare button. The application will compare every

Task to every other Task. The graph will reflect how similar the Tasks object assignments are and where one Task could completely absorb another Task.



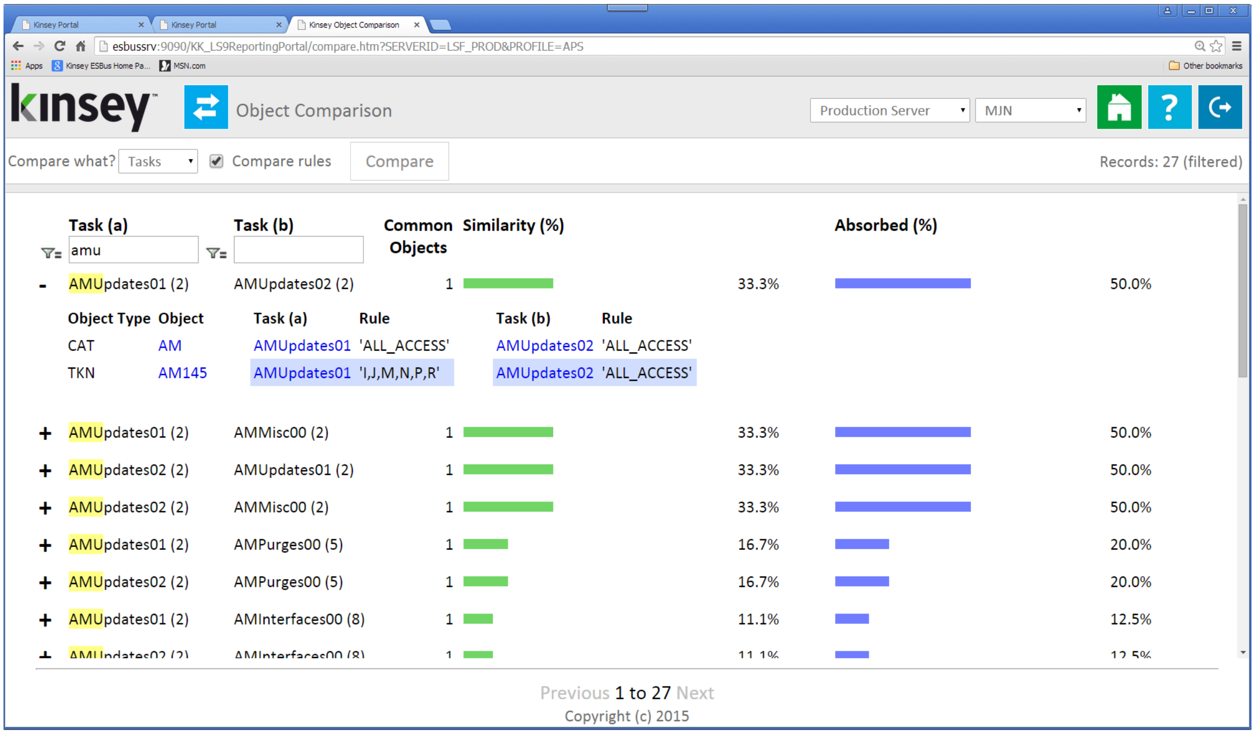
In this example you can see that the Task *AMUpdates02* and *AMUpdates01* are 100% similar (green graph) at the Task-Object level. This level of reporting does not take the rule into account, only the object assigment. By clicking on the plus sign left of the Task you can see how the Tasks differ in their rule assignments. You can also drill to the the security reports for more information on a specific Object by right clicking on the Object name.

The absorbtion graph (blue) indicates how much one Task can completely absorb another Task. In the example above you can see that all of the Objects assigned to the AMUpdates02 Task are also assigned to the *AMUpdates01* Task. This is not necessarily an indication that you can ellimiate a Task. At this point no comparison has been done at the Rule level.

Comparing Tasks Assignments at the Object Level

The Compare Objects checkbox allows you to compare at a more granular level. For this comparison the application will compare how categories, programs, tables and rules are assigned to a Task.

Once you have selected the server and profile select Tasks from the 'Compare What?' dropdown window, select the Compare Objects checkbox and then click on the Compare button. The application will compare every Task to every other Task. The graph will reflect how similar the Task-Object assignments are and where one Task could completely absorb another Task.

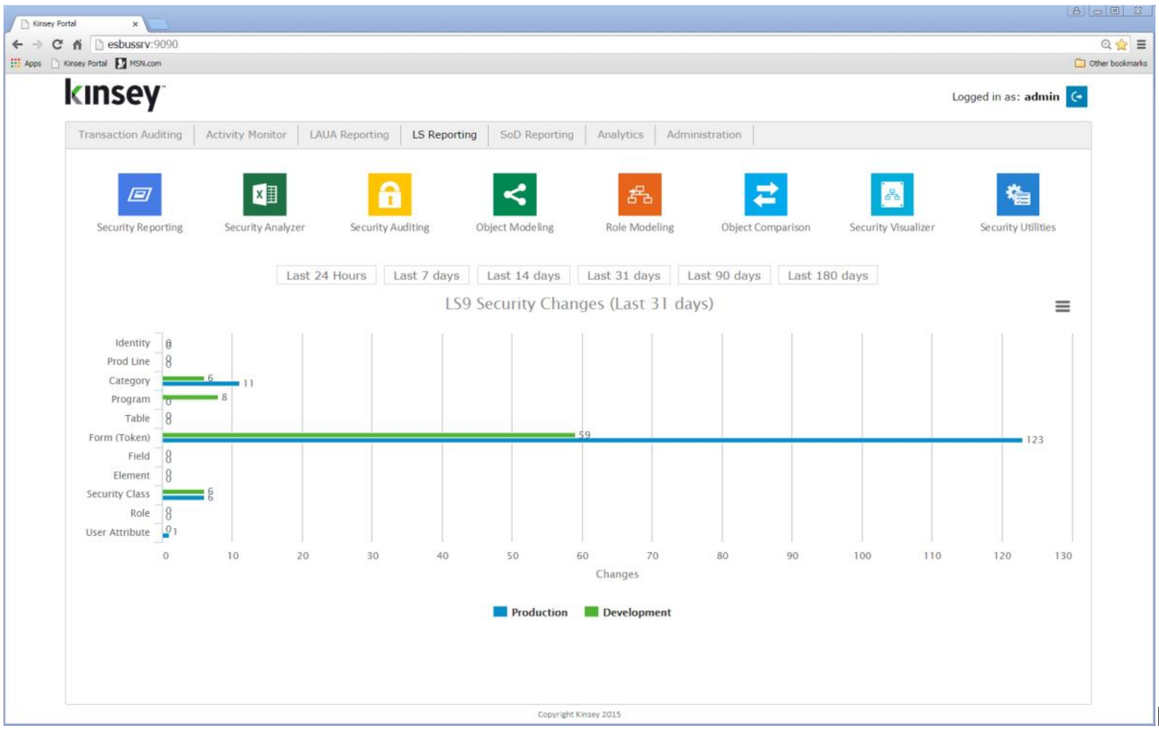


In this example you can see that the Task *AMUpdates02* and *AMUpdates01* now only 33% similar (green graph) in stead of 100% as reflected at the Task-Object level. By clicking on the plus sign left of the Task you can see how the Tasks differ in their assignments. You can also drill to the the security reports for more information on a specific Obect by right clicking on the Object ID.

The differences between the 2 Tasks are hightlighted in blue.

Security Visualizer

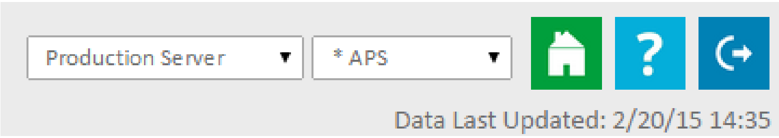
The Security Visualizer provides a graphical representation of your security model. You will be able to drill to security reports at either the User, Role or Security Class (Task) level. Additionally you can assign Roles to Users or Secutity Class to Roles and upload the changes to LS security provide you have valid credentials.



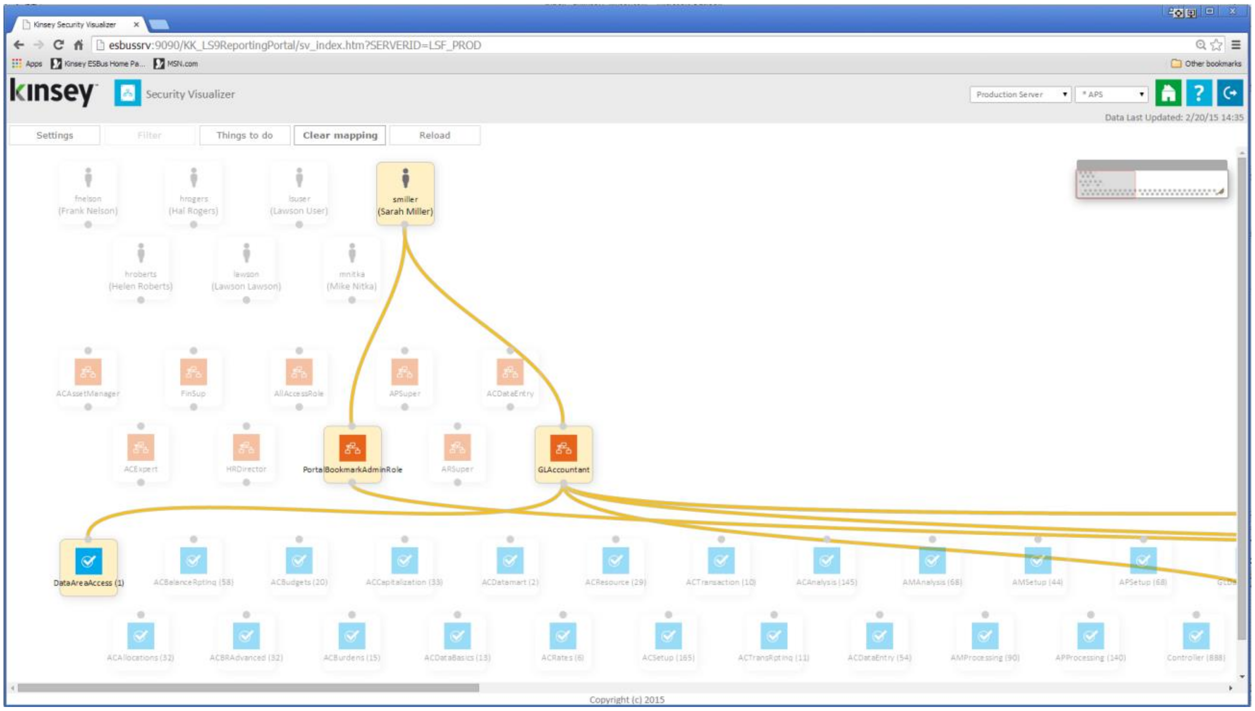
Launch the Security Dashboard from your Windows browser and select the LS Reporting tab and select the Security Visualizer icon.

Displaying a User Map

Start by selecting the server and LDAP profile you want to report on in the top right corner of the screen.



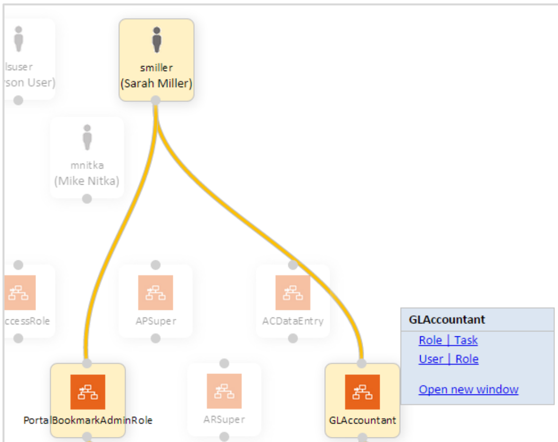
By defaut the application will display a map of the first 100 users in the system and their corresponding Role/Security Class assignments.

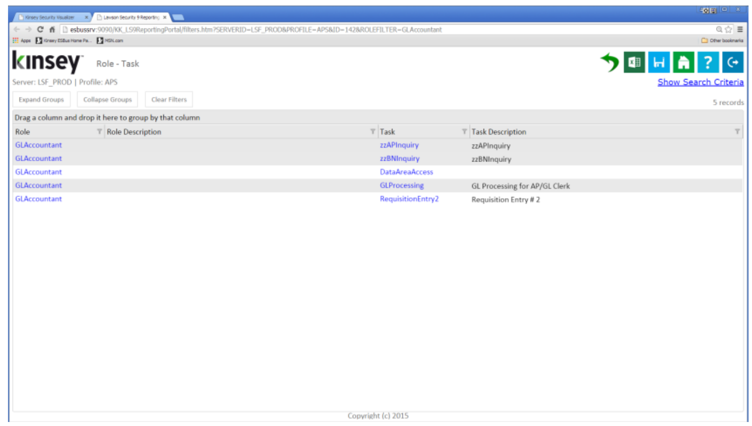


You can select an object at any of the 3 levels to view the assignments. In this example I select user 'smiller' to see the assigned Roles and Security Classes. I could have selected any of the Role to see the users are assigned or selected a Security Class to see the Role and User assignments.

Once you have selected a map you can view specific security settings for any highlighted object.

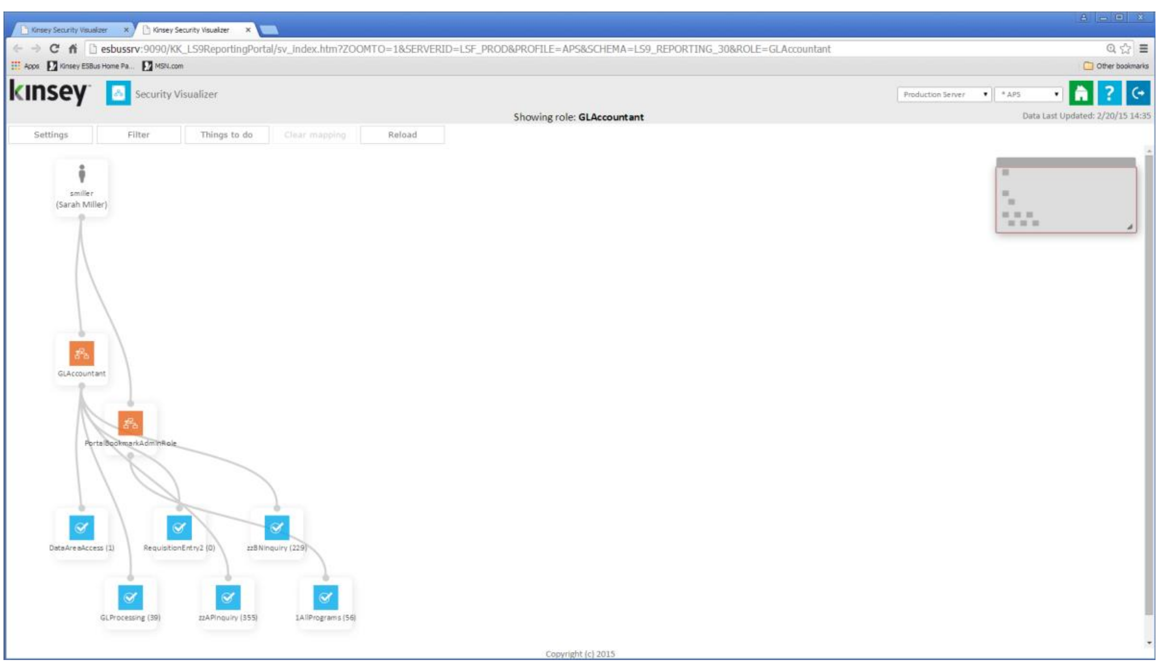
The pop up window allows me to view this mapping in a new window or link to the security LS security reports..





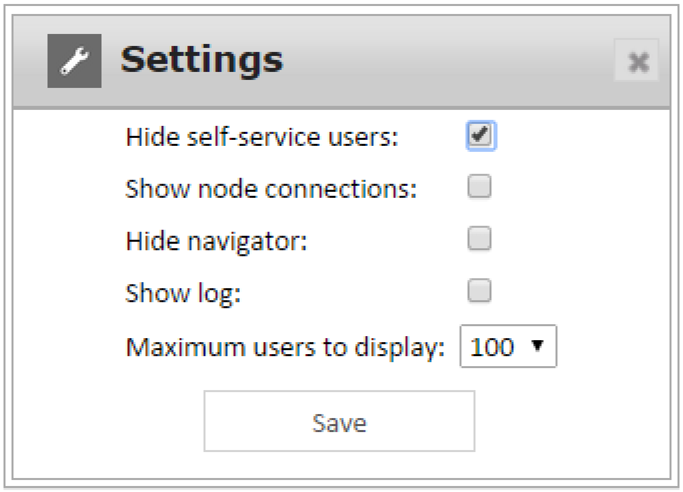
When I selected a report link the appropriate LS report including the filters will be displayed on a new browser page.

If I select the Open New Window option the map will display all objects associated the with selected object. In this example the Role GLAccountant was only assigned to smiller, however had the Role been assigned to another user both users and their mapping would have been displayed.



Settings

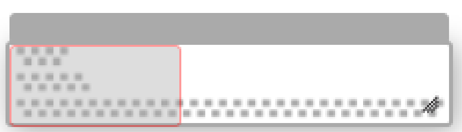
The settings buttom provides some default options for the current session.



Hide self-service users: This option will be check by default. The application will look for specific settings in LDAP to determine which users are Self-Server and which are back office users.

Show node connections: The node connections are the lines that lines that link objects when the map is displayed. By defaults the mapping is not displayed until you select a speicific object.

Hide navigator: The navigator is used to quickly move to other sections of the map. The navigator window will be displayed in the top right corner of the page.



By dragging he grey shadowed section within the section the map will change orientations.

Show log: The option will display a list of any new or deleted assignments created during the session. The list of changes can then be upload to LDPA provided you have the proper credentials. This is explained in more detail in the Modifying Role Assignments and Modifying Security Class Assignments sections below.

Maximum users to display: The options are 50, 100, 250 or 500

Applying Filters to a User Map

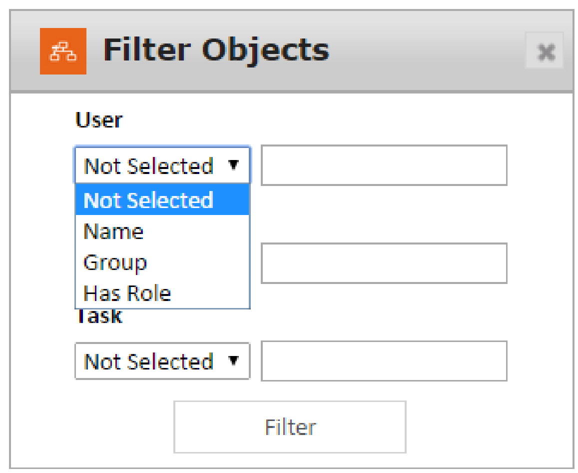
Filters will allow you to work with a smaller group of objects when displaying a map. The are 3 filters you can use prior to displaying the map:

- Users
- Role
- Task (Security Class)

The User filter provides 3 options; user name, group name or all users assigned a specific Role.

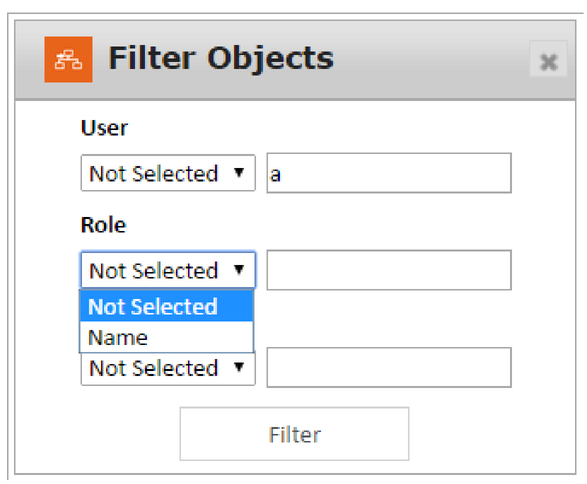
The Name option will use the full name of the user assigned in LDAP. This is not the users login ID. The filter logic uses a 'Contains' statement to select the users to display. So for example if I enter 'h' I will see a map for Helen Roberts, Sarah Miller and Hal Ragers. All 3 users have an 'h' in their name.

The Group and Has Role filters work the same way utilizing contains logic to build the map.

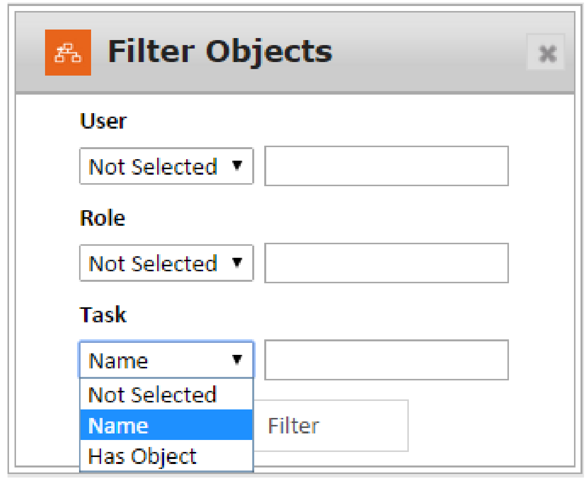


The Role filter is similar to the User filter but only provides one option.

The application will find all Roles that contain any part of what is entered. For example if I enter 'per' the Roles ACExpert, ARSuper and APSuper will be displayed.



The Task (Security Class) filter is similar to the other two and provides a couple of options.



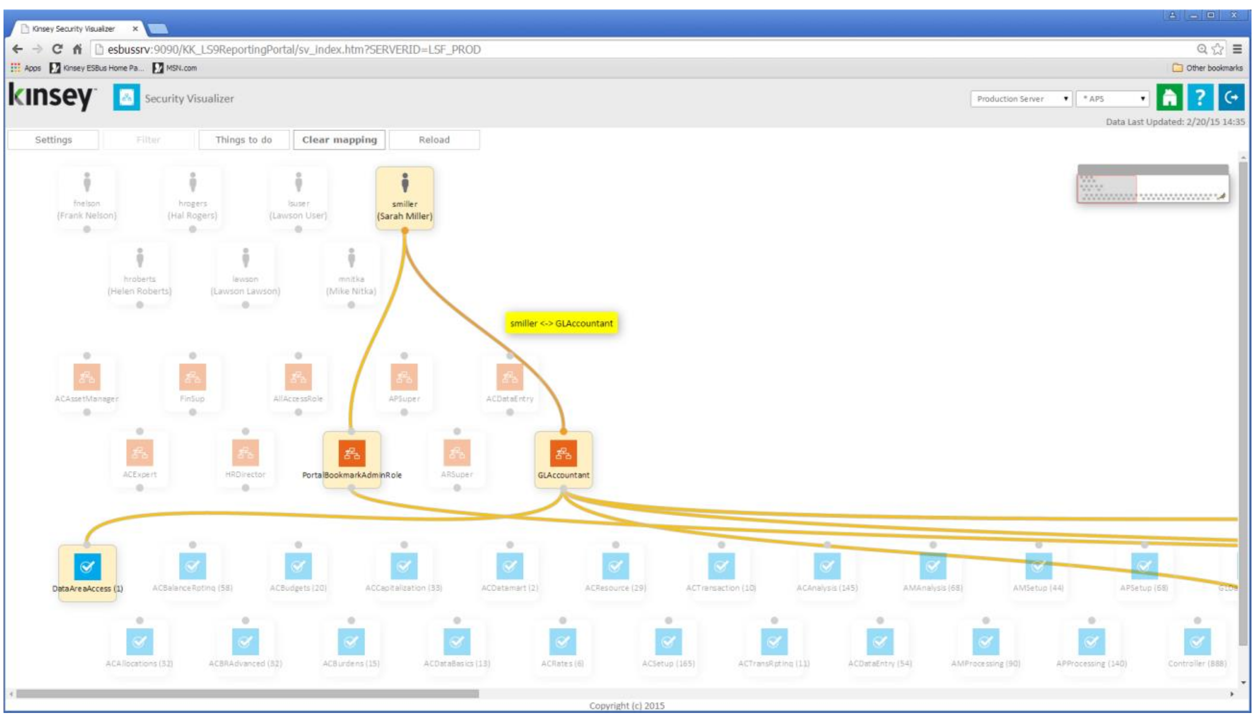
You can enter any part of a Task name and the application will use 'contains' logic to find matching Tasks.

The Has Object option allows you to enter a specific form or table that might be contained in a Security Class. For example if HR11.1 is entered as the Object name all Users, Roles and Security Class linked to HR11.1 will be displayed.

Modifying Role Assignments

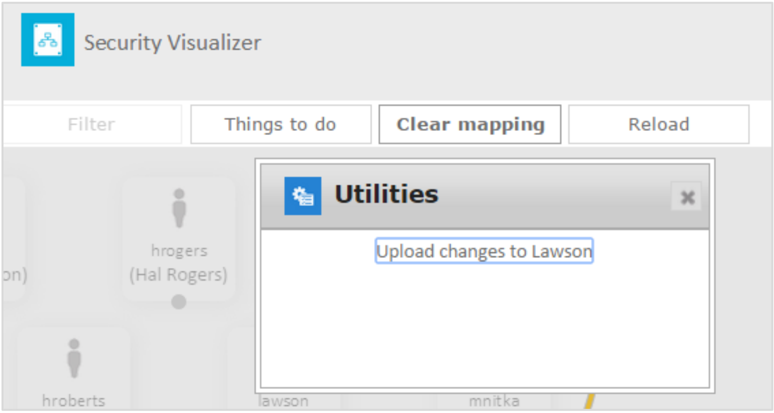
The application will allow you to either add or delete a Role assigned to a specific User.

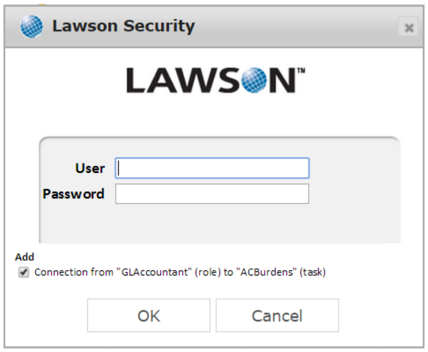
Note: The application will not allow any user with access to this feature to upload the changes to LDAP without the proper credentials.



To delete a Role, click on the line that connecs the User to the Role. You will received a message box asking you to confirm the delete. If you have logging turned on the action will be displayed in the log window.

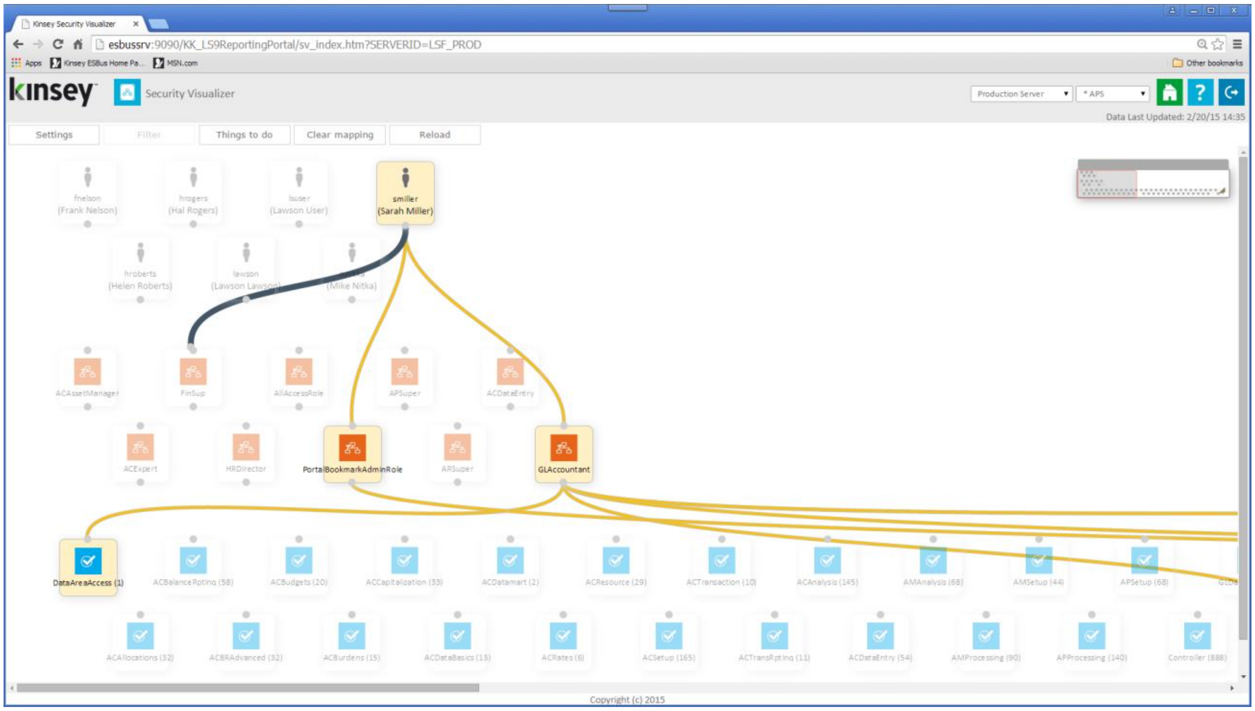
To upload the change click on the Things to do button.



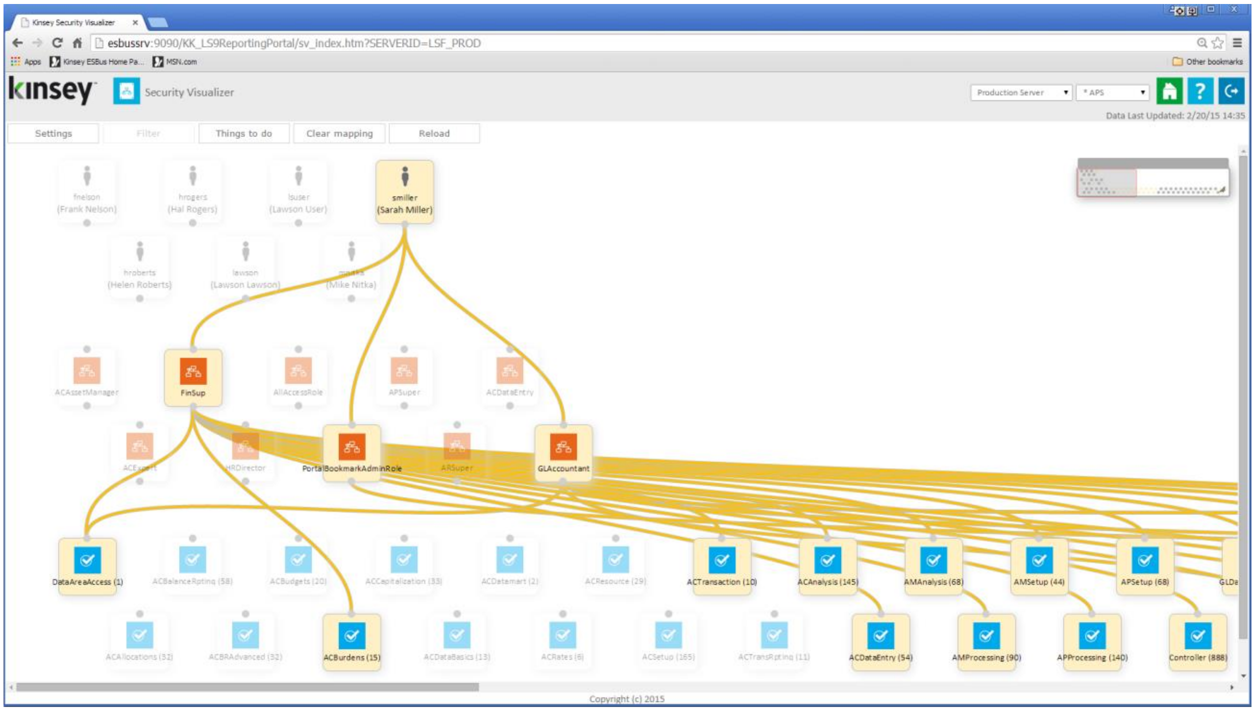


Provided you have the credentials to log in the Lawson security administration tool the changes will be uploaded.

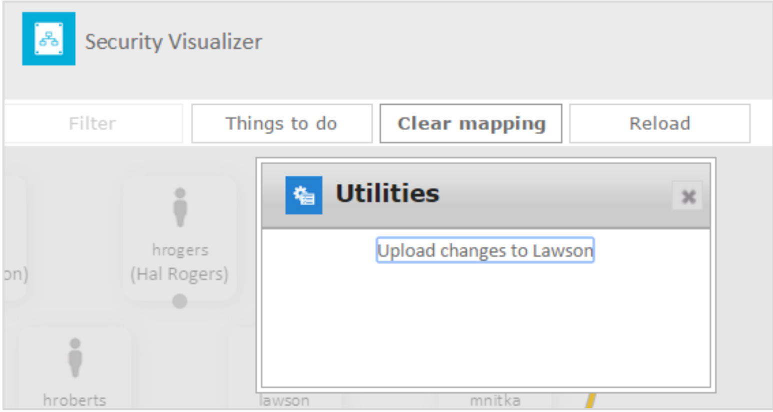
To assign a new Role to a User click on the small circle below the users name and draw a line between that point and the required Role.

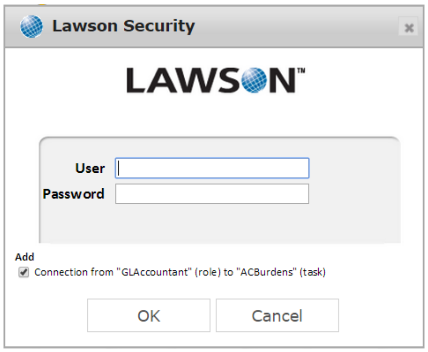


Once the connection has been made a new map will be displayed.



To upload the change click on the Things to do button.



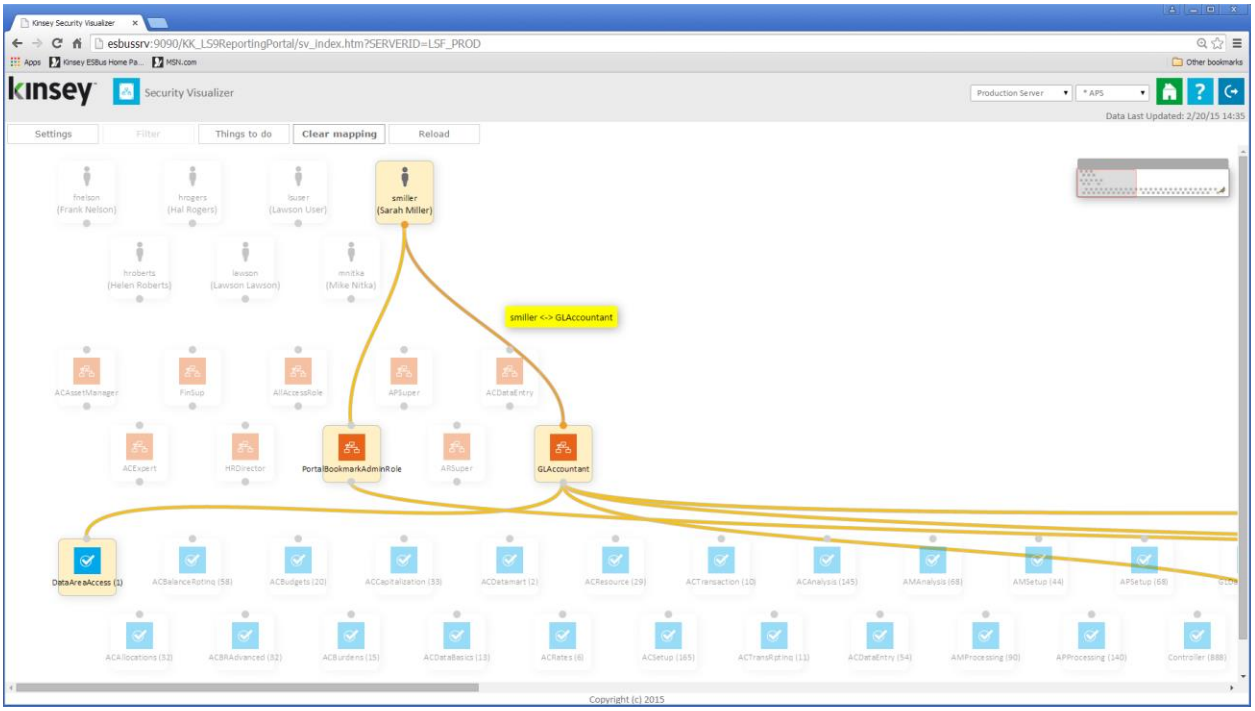


Provided you have the credentials to log in the Lawson security administration tool the changes will be uploaded.

Modifying Security Class (Task) Assignments

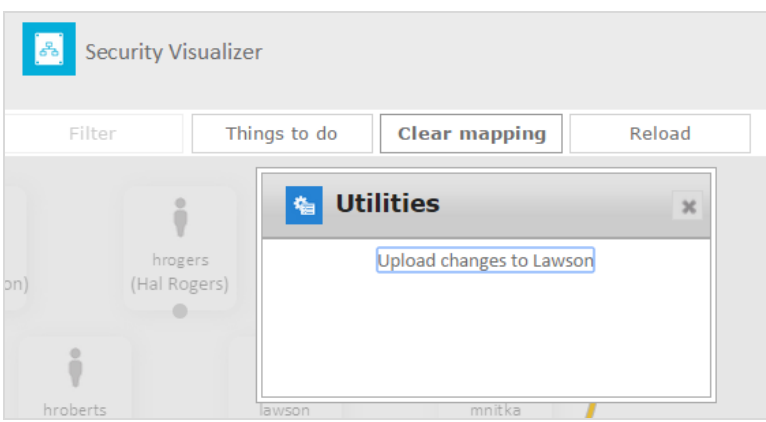
The application will allow you to either add or delete a Task assigned to a specific Role.

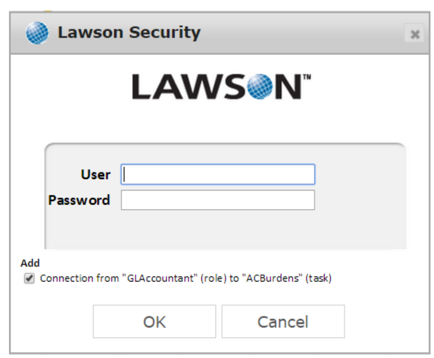
Note: The application will not allow any user with access to this feature to upload the changes to LDAP without the proper credentials.



To delete a Task, click on the line that connects the Role to the Task. You will received a message box asking you to confirm the delete. If you have logging turned on the action will be displayed in the log window.

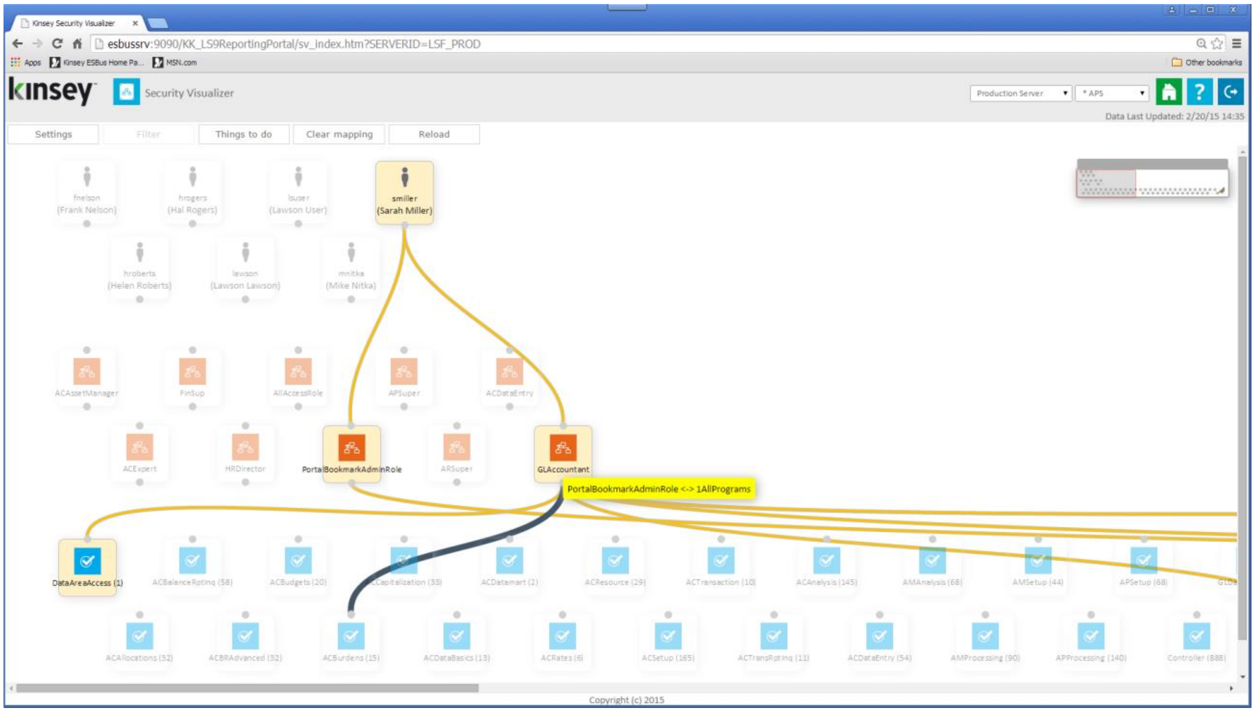
To upload the change click on the Things to do button.

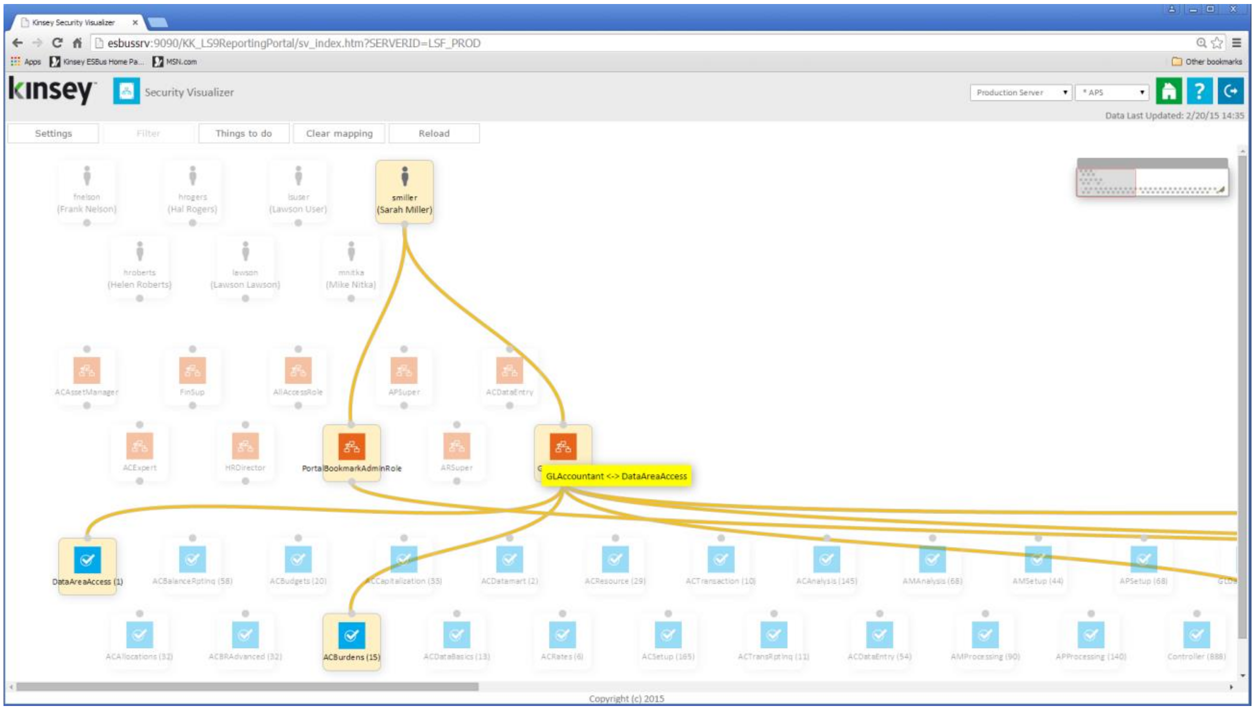




Provided you have the credentials to log in the Lawson security administration tool the changes will be uploaded.

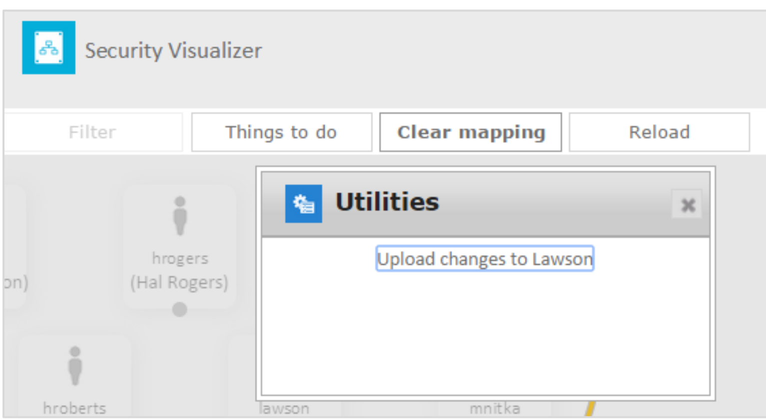
To assign a new Task to a Role click on the small circle below the Role name and draw a line between that point and the required Task.

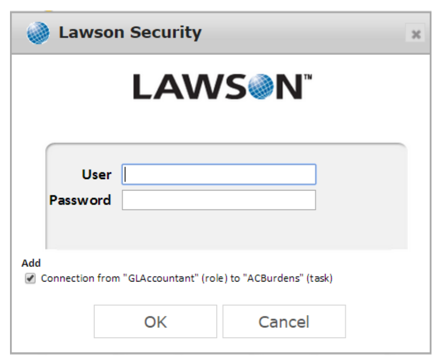




Once the connection has been made a new map will be displayed.

To upload the change click on the <u>Things to do</u> button.

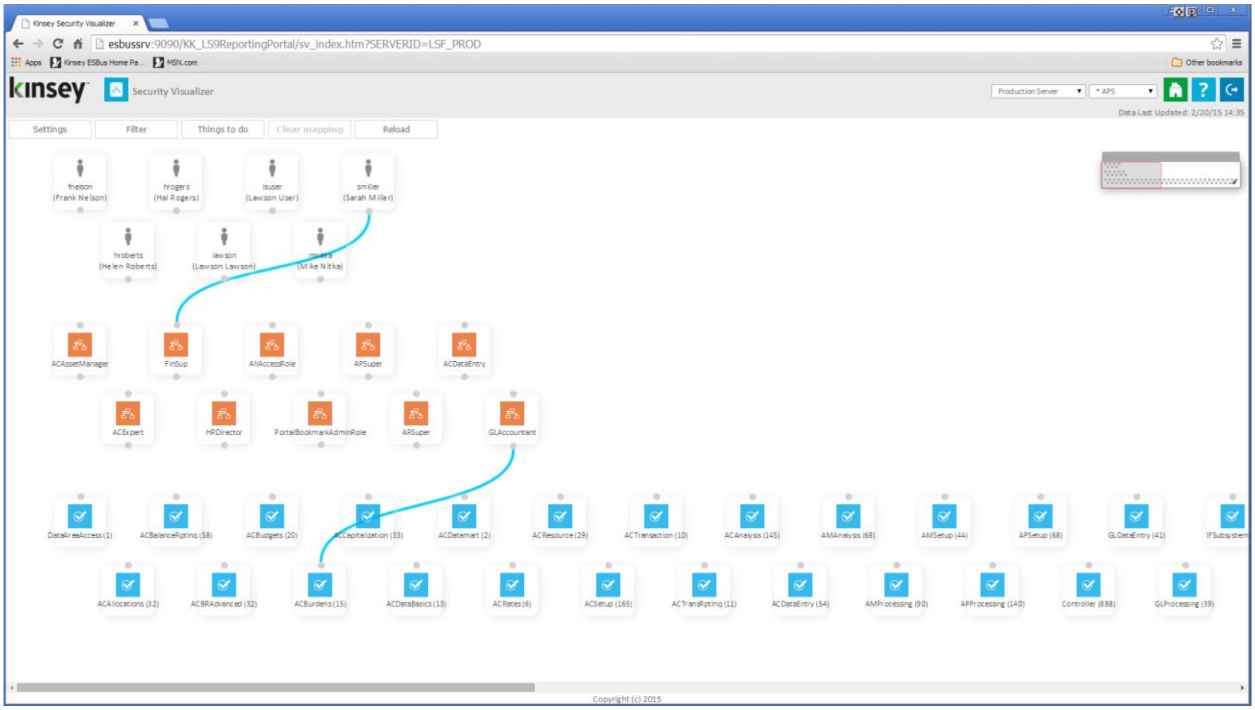




Provided you have the credentials to log in the Lawson security administration tool the changes will be uploaded.

Clear Mapping

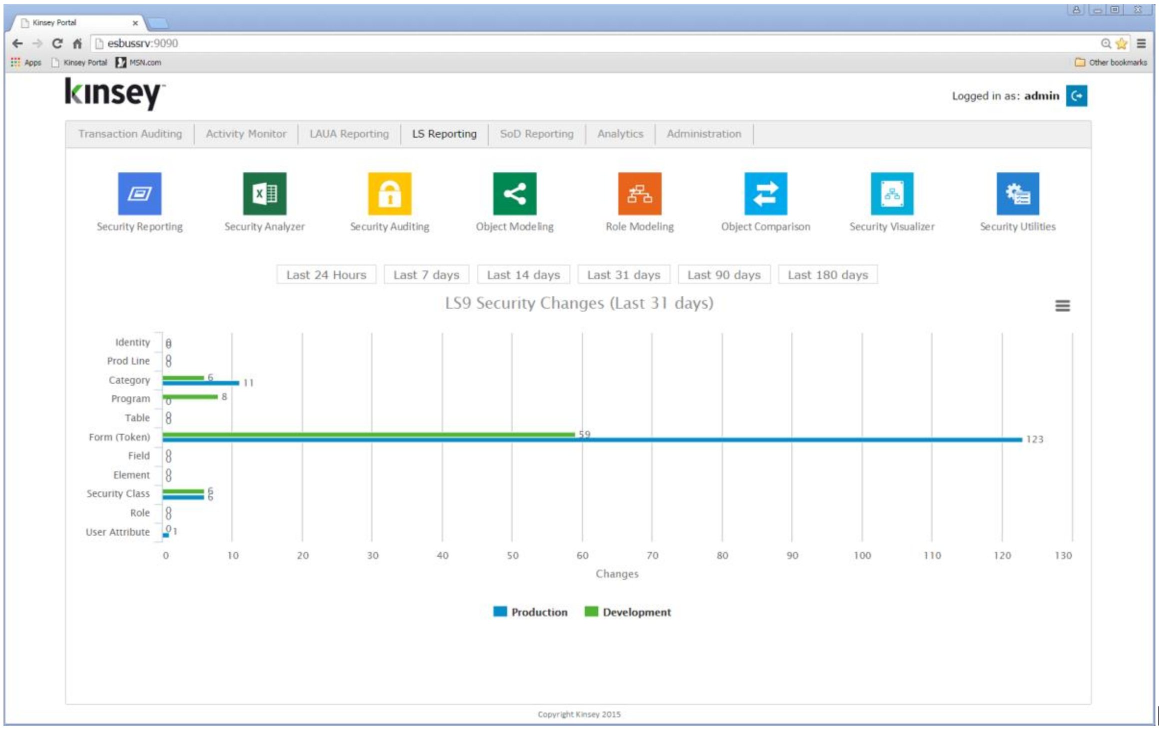
The Clear Mapping button wil give you a fresh start on making new assignments. When you clear the map any pending assignments will still be displayed. As you can see in this example the 2 changes made in the prior examples are still shown because they have not been uploaded to LDAP.



You can clear all pending LDAP changes by clicking on the Reload button or you can upload all the changes at once by selecting the Things to do button.

Security Utilities

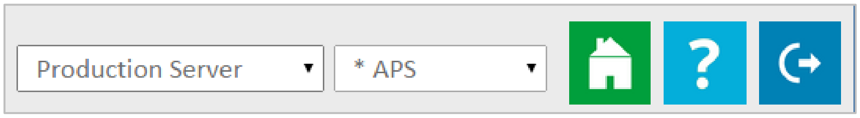
The Security Utility will allow you to ceate a inquiry only verions of an existing Security Class provicd you have the credientials to log into the Lawson Security Admin tool.



Launch

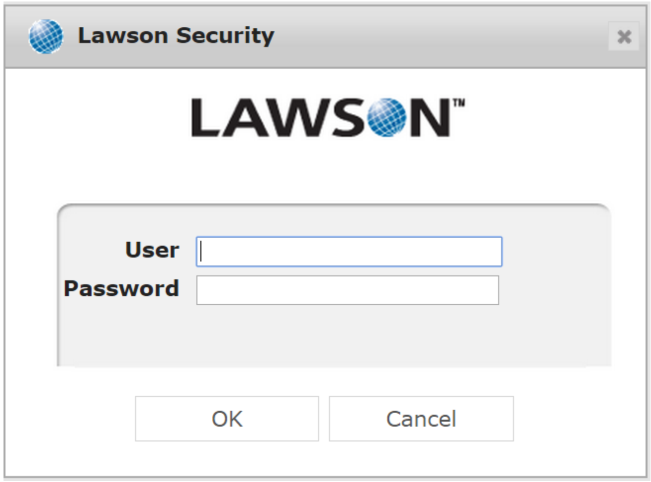
Select the LS Reporting tab from the Security Dashboard and choose the Security Utilities icon.

Start by selecting the server and LDAP profile you want to report on in the top right corner of the screen.

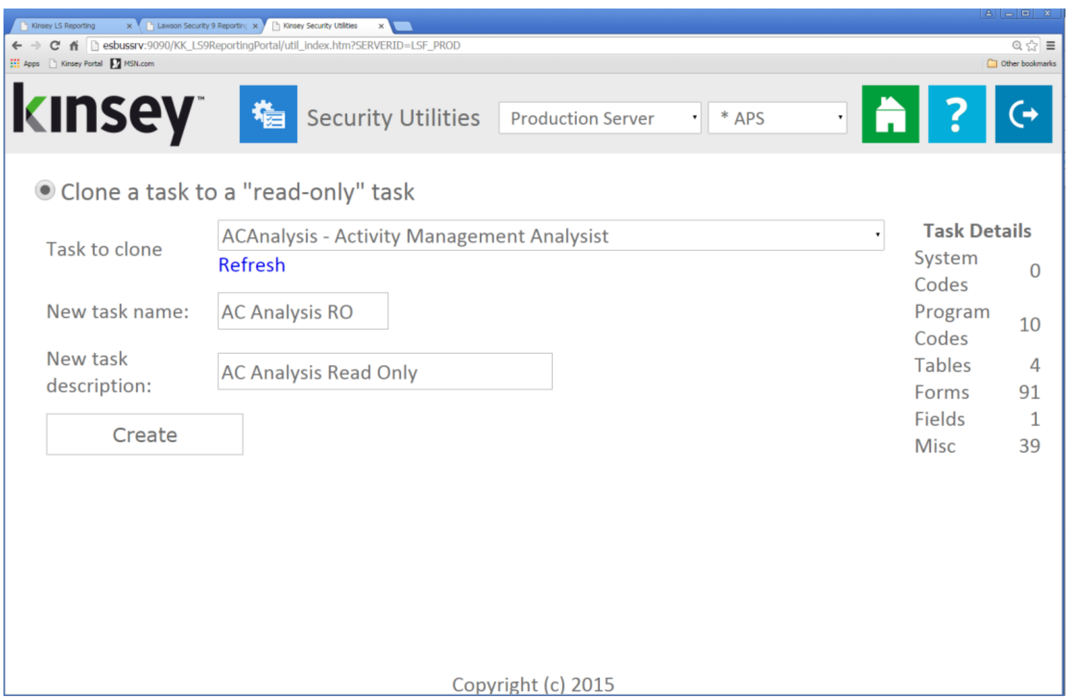


Select the "Clone a task to a 'read-only' task option.

The application will require you to enter your Lawson Security Administrator credentials.



Next select theTask (Security Class) you would like to clone from the dropdown selection list.



Enter the new Task (Security Class0) Name and Descripion and select the Create button.

Trouble Shooting

Why don't my security reports reflect my current changes?

The security reports use data from SQL tables that are updated nightly. Any security changes made during the day will be reflected the following day. To see your changes immediatedly you will need to run the scheduled task manually from the admin panel. For more information on how to run this task refer to the Kinsey Admin Users Guide, Scheduled Task.

Why are the Form Names not displaying on my reports?

This happens when the Kinsey SQL metadata tables have not been updated. The Kinsey server uses the "Lawson" account to update the metadata tables. That account must be an LAUA (CHECKLS=NO) for our product to work correctly.

Why are the Function Codes not displaying on my reports?

This happens when the Kinsey SQL metadata tables have not been updated. The Kinsey server uses the "Lawson" account to update the metadata tables. That account must be an LAUA (CHECKLS=NO) for our product to work correctly.

Why doesn't the SOD report show conflicts that I know exist for some users?

The SOD Reports use the Security profile defined on the Admin Configuration page. Verify that the LS Security Configuration (Prod and Test) is referencing the correct profile name.

Notes: