

# **Segregation of Duties User Guide**

**Document containing setup and reporting instructions related to Segregation of Duties** 



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# Introduction

Kinsey's Segregation of Duties (SoD) Reporting is designed to examine LAUA Security Classes or LS Users to determine if there is a violation to an SoD policy. The existing 250 policies cover applications included in all 3 Lawson suites. An unlimited number of new policies can be added or existing policies can be changed to align with your organization. The SoD report can be generated at any time by an authorized user and will identify the policy that has been violated and the specific assignments that have caused the violation.

#### Features:

- Delivered with 250 prebuilt policies
- Ability to add an unlimited number of policies and rules
- Ability to activate and rank policies individually
- Uses nested And/Or logic to enhance the flexibility and granularity of the rules
- Predefined reports by User, by Policy or by User Role grouping
- Excel export
- Differences Reporting

# Administration

#### Users

Initially you will need to identify the users who will have access to the SoD Reports and administrative functions.

Using the URL provided during the installation launch the Kinsey Portal home page.



To add or change the user assignments select **User Administration** from the **Administration** Portal page.

If this is the first time you are accessing an applicationfrom the Kinsey portal you will need to login using the link in the top right corner of your screen. Once you have logged in you will have access to any application the system administrator has granted you access to.

Kinsey Por	al Login:	
User		
Password		
	Login	

# Setting up a New User

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MISCY											Logged in a	is: aumin	G
Transaction Auditing	g Activ	ity Monitor LAUA	Reporting	g LS	Reportin	g Sol	O Reportir	ng An	alytics	Adm	inistration		
Overview												Add Ne	ew User
Lawson IOS Controls Configuration	Username	Email	ESBus Admin	TA Reports	SOD Reports	AM Reports	LAUA Analyzer	LS Reports	LAUA Audit	LS Audit	Last Mo	dified	
Scheduled Tasks	admin	admin@kinsey.com	1	1	1	1	<b>v</b>	<b>√</b>			6/22/2015 9::	13AM 🔻	🖍 🔁
Transaction Audit Rules	bill	bill@domain.com			•	•		•			6/19/2015 12:	54PM 🔻	1
Reporting Groups	mike	mike@domain.com					•				2/10/2015 12:	54PM 🔻	🗾 🕀
SOD Policies	mnitka	mnitka@domain.com	1	1	1	1	4	1	1	1	3/25/2015 2	31PM 🔻	
Scheduled Reports		initial de la contactore de la contactor	-	_							0/20/2010 20		
Diser Administration													
Metadata Editor													
Manage Restrictions													
View Error Log													

To add a user to the system select the Add New User button, complete the form and select the applications you would like the user to access.

For more information on setting up a new user please refer to the Kinsey Admin Guide.

## **Policy Maintenance**

Refer to the SoD policy Maintenance section of the Kinsey Administor Guide for information on how to create and maintain SoD policies.

# SOD Configuration

Refer to the SoD policy Coniguration section of the Kinsey Administor Guide for information on how to maintain the SoD Configuration.

# Reporting

Using the URL provided during the installation launch the Kinsey Portal home page.



Select the *SOD Reporting* tab and log into the application. The dashboard will display a violation pie chart for each policy category. By default the application display's charts for the LS Production environment but thress other options are provide.

There are potentially 7 colors that could be displayed on each chart.

- Black Inactive policies
- Grey Policies that do not have any violations
- Sky Blue 5 Star policies in violations
- Yellow 4 Star policies in violation
- Orange 3 Star policies in violation
- Green 2 Star policies in violation
- Navy Blue 1 Star policies in violation

When you first enter the SoD reporting page you will need to select the appropriate server that contains your Lawson application. Use the drop down box to select the server.

📄 Keep Segregation of Date: x	
← → C ń	@ ☆ ≡
👯 Apps 🗋 Kinsey Potal 🛐 MSI.com	C Other bookmarks
KINSEY <sup>-</sup> Segregation of Duties	🚔 🔒 🤶 🤆
	Production Server •
	Select Lawson Server
	Production Server
>	Test Server

#### **Creating a New Report**

To define a	new	report click o	n the A	dd Rep	ort ico	n on the	e title bar	· · · ·		
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← → C ♠ C esbussiv:	:9090/SOD_Re m	port/?SERVERID=LSF_PROD							0	Q, ☆ 클 Other bookmarks
kinsey	. <b>.</b> .	Segregation of Duties						8, 4	<b>ì</b> ?	(+
									Production Se	rver •
>				New Re	port					Î
Re	port Type	LAUA LS								
Cat	tegory	ASSET MANAGEMENT     CASH MANAGEMENT     CLOSING     INVENTORY     ORDER ENTRY	PAYABLES PAYROLL RECEIVABLES							
Rat	ting	All Star Ratings								
For	rm Filter									
				Cancel		Save Repor	t R	un Report		
		ASSET MANAGEMENT	CASH MANA	GEMENT	CLOSIN	G	INVENTORY			
		ORDER ENTRY	PAYAB	LES	PAYROL	L	RECEIVABLES			

The page will display a list of options you can use to filter the policies you want included on your report. Begin by selecting the LS and/or LAUA check boxes for the security model you would like to validate.

There are two types of reports you can define when you create a new report.

- Security Class Violation Report this report will report violations for each LS User or for each LAUA Security Class.
- Role Test Report this report will report on violations for any Role or combination of Roles in LS. This is not an option for LAUA security.

To create a SoD violation report use only the Category, Level of Importance and Form filters to make your selections.

Category:	By default all categories are selected when you define a new report. Simply uncheck a category to omit policies from the report.
Level of Importance:	The policy list can be restricted based with the star rating assigned to each policy. See "Rating a Policy's Level of Importance" on page 8 for more information.
Form Filter:	The form filter will display all policies that include the form entered in this field or you can expand the list by entering only a portion of the form name. For example, if you want all policies that contain AP10.1 enter AP10.1 in the Form Filter field. However, if you want all forms that include AP tokens just enter AP into the field. The system uses the entry as a 'begins' with filter.

Once you have made your selection you can either run the report or save report for future use. To run the report simply select the RUN REPORT button on the screen. To save the report select SAVE REPORT and enter a report name.

<mark>⊫</mark> Save		×
Save new report as:		
Cancel	Save	

*Note: the system does not store the Form filter or the Level of Importance with the report parameters, rather it stores the actual policies selected. If you edit an existing report you can revise your policy list by using the check box next to the policy number. See Editing a Report for more information* 

# Creating a Role Test Report (Security 9/10 only)

The Role Test report incorporates a "Role selection" filter to the filter parameters described in the New Report section of this manual. The Role filter allows you to test a list of policies against a specific role or combination of roles.

Start by making the same selections you would for a User violation report. Then check the *Role Test Only* check box and select the roles link to view a list of the roles you have defined in LS.

Role Test Only Select Roles

When the list of roles is displayed you can choose any combination of roles you would like to test. When you are finished making your selection close the window to continue.

Once you have made your selection you can either run the report or save report for future use. To run the report simply



select the RUN REPORT button on the screen. To save the report select SAVE REPORT, enter a report name and Save.

# **Editing an Existing Report**

To edit an existing report click on the report name under "Favorites" and select "Edit".

Financal policies
Run Report
<u>Edit</u>
<u>Rename</u>
<u>Delete</u>
<u>Schedule</u>

The edit option will display the same set of parameters as found with a new report. When a new report is saved only the Category selection and the list of policies are saved by the system. The Level of Importance and the Form Filter parameters are not saved.

The key to editing a report is to ensure that the policies you want included on the report are displayed on the screen before you save the report.

For example, let's create a report for all policies that include token AP10.1. To do this I would select Payables, All Star Ratings and enter a Form Filter of AP10.

This system will display 2 polices the meet this criteria.

Kinsey Segregation of		
← → C ni D Apps D Kinsey Portal	esbussrv:9990/SOD_Report/7SERVERID=LSF_PROD	이 숫
kinse	Y . Segregation of Duties	<b></b> ? (
		Production Server
>	New Report	
	Report Type 📋 LAUA 🛛 LS 📑 APS 🔹 🔲 Role Test Only	
	Category ASSET MANAGEMENT PAYABLES CASH MANAGEMENT PAYROLL CLOSING RECEIVABLES INVENTORY ORDER ENTRY	
	Rating     All Star Ratings       Form Filter     Ap10	
	Cancel Save Report Run Report	
	PAYABLES	
	PAYABLES	
	O3-06 Review, Authorize or Sign Checks conflicts with Edit Vendor Master File. If one individual has responsibility for more than one of these functions, that individual could conceal errors or fraudulent activity.     Show/Hide Policy Details	≩ ☆
	Ø 05-06 Investigate Discrepancies or Issues - Expenditure conflicts with Edit Vendor Master File. If one individual has responsibility for more than one of these functions, that individual could conceal errors or fraudulent activity. Show/Hide Policy Details	\$ <b>☆</b>

When I save the report the application will store the selected Category and 2 policies but NOT the star rating or form filter.

When I edit the report the system will display all Payable policies available with the two that were previously saved.

		Edit Report - AP10	Policies		
Report Typ	De 🔲 LAUA 🕑 LS 🔹 APS 🔻 🔲 Role Test Only				
Category	ASSET MANAGEMENT      PAYABLES     CASH MANAGEMENT      PAYROLL     CLOSING     INVENTORY     ORDER ENTRY				
Rating	All Star Ratings				
Form Filter	r				
			Cancel	Save Report	Run Report
PAYABLE	3	PAYABLES			
01-03 minir Show	13 Review, Authorize or Sign Checks conflicts with Initiate Checks mize the potential for concealment of fraud. w/Hide Policy Details	for Expenditures. Check	should be signed by someor	e who did not initiate or pre	pare the check, in order to <b>술 술 술</b> 순 순
01-03 minir Show 01-03 indiv Show	33 Review, Authorize or Sign Checks conflicts with Initiate Checks imize the potential for concealment of fraud. w/Hide Policy Details IS Investigate Discrepancies or Issues - Expenditure conflicts with vidual could misappropriate assets and conceal the misappropria w/Hide Policy Details	for Expenditures. Checks Initiate Checks for Expen ion.	should be signed by someor	e who did not initiate or pre	pare the check, in order to 會會會会会 one of these functions, that 會會會會會
<ul> <li>01-03 minin Show</li> <li>01-09 indiv Show</li> <li>02-09</li> </ul>	<ul> <li>Review, Authorize or Sign Checks conflicts with Initiate Checks mize the potential for concealment of fraud.</li> <li>w/Hide Policy Details</li> <li>Investigate Discrepancies or Issues - Expenditure conflicts with ridual could misappropriate assets and conceal the misappropriate assets and conceal the misappropriate source of the second second</li></ul>	for Expenditures. Checks Initiate Checks for Exper tion. Prepare Check. If one in	should be signed by someor nditure. If one individual has i dividual has responsibility for	e who did not initiate or pre responsibility for more than o more than one of these fund	pare the check, in order to 会会会会会 one of these functions, that 会会会会会 ctions, that individual could
<ul> <li>01-03 minin Show</li> <li>01-03 indiv Show</li> <li>01-03 indiv Show</li> <li>02-03 misaj Show</li> </ul>	<ul> <li><sup>33</sup> Review, Authorize or Sign Checks conflicts with Initiate Checks mize the potential for concealment of fraud. w/Hide Policy Details</li> <li><sup>55</sup> Investigate Discrepancies or Issues - Expenditure conflicts with vidual could misappropriate assets and conceal the misappropriat w/Hide Policy Details</li> <li><sup>55</sup> Investigate Discrepancies or Issues - Expenditure conflicts with appropriate assets and conceal the misappropriation. w/Hide Policy Details</li> </ul>	for Expenditures. Checks Initiate Checks for Exper tion. Prepare Check. If one in	should be signed by someon nditure. If one individual has i dividual has responsibility for	e who did not initiate or pre responsibility for more than o more than one of these fund	pare the check, in order to 会会会会会 one of these functions, that 会会会会会 ctions, that individual could 会会会会会
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<ul> <li>01-0; minini Show</li> <li>01-0; indivi Show</li> <li>02-0; misaj Show</li> <li>03-0; error Show</li> <li>03-0; error Show</li> <li>05-0; indivi Show</li> </ul>	<ul> <li><sup>33</sup> Review, Authorize or Sign Checks conflicts with Initiate Checks imize the potential for concealment of fraud. w/Hide Policy Details</li> <li><sup>15</sup> Investigate Discrepancies or Issues - Expenditure conflicts with i/dual could misappropriate assets and conceal the misappropriate assets and conceal the misappropriate system of the Policy Details</li> <li><sup>16</sup> Investigate Discrepancies or Issues - Expenditure conflicts with piporpriate assets and conceal the misappropriation. w/Hide Policy Details</li> <li><sup>16</sup> Review, Authorize or Sign Checks conflicts with Edit Vendor Mars or fraudulent activity. w/Hide Policy Details</li> <li><sup>16</sup> Investigate Discrepancies or Issues - Expenditure conflicts with i/dual could conceal errors or fraudulent activity. w/Hide Policy Details</li> </ul>	for Expenditures. Checks Initiate Checks for Exper tion. Prepare Check. If one in ister File. If one individu Edit Vendor Master File.	should be signed by someor nditure. If one individual has i dividual has responsibility for al has responsibility for more If one individual has respons	e who did not initiate or pre responsibility for more than o more than one of these func- than one of these functions, ibility for more than one of t	pare the check, in order to 会会会会会 one of these functions, that 会会会会会 ctions, that individual could 会会会会会 that individual could conceal 会会会会会 hese functions, that 会会会会会

I can now select additional Payable policies, add a category, change the rating or enter a form filter. However if I want to add all policies containing AR20.1 I need to check the *RECEIVABLES* category and enter AR20.1 in the form filter then manually check policies I want to add. See example below.

	Edit Report - AP10 F	Policies		
Report Type 📄 LAUA 🕑 LS 🔹 APS 🔻 🔲 Role Test Only				
Category ASSET MANAGEMENT PAYABLES CASH MANAGEMENT PAYROLL CLOSING RECEIVABLES INVENTORY ORDER ENTRY				
Rating All Star Ratings				
Form Filter AR20.1		Cancel	Save Report	Run Report
	RECEIVABLES			
RECEIVABLES				
45-46 Invoice Customers conflicts with Collect Accounts Receivable. If assets and conceal the misappropriation.	one individual has respo	onsibility for more than on	e of these functions, that indiv	idual could misappropriate
Show/Hide Policy Details				<b>☆☆☆</b> ☆☆
46-47 Post Cash Receipts to A/R Subledger conflicts with Collect Accouncy could misanpropriate assets and conceal the misanpropriation	unts Receivable. If one in	dividual has responsibility	for more than one of these fu	nctions, that individual
Show/Hide Policy Details				<b>☆☆☆☆☆☆</b>
46-48 Collect Accounts Receivable conflicts with Process Customer Ser	rvice Calls & Complaints.	If one individual has respo	onsibility for more than one of	these functions, that
Show/Hide Policy Details	ion.			☆☆☆☆☆
46-49 Collect Accounts Receivable conflicts with Independently Invest	igate A/R Discrepancies.	If one individual has respo	onsibility for more than one of	these functions, that
individual could misappropriate assets and conceal the misappropriati Show/Hide Policy Details	ion			<b>含含含</b> 合合
46-50 Investigate Discrepancies or Issues - Revenue conflicts with Coll- individual could misappropriate assets and conceal the misappropriati	ect Accounts Receivable ion.	. If one individual has resp	onsibility for more than one of	f these functions, that
Show/Hide Policy Details				<b>☆☆☆</b> ☆☆
46-51 Maintain/Authorize Accounts Receivable Adjustments conflicts that individual could micappropriate assets and conceal the micappropriate	with Collect Accounts Re	eceivable. If one individual	has responsibility for more the	an one of these functions,
Show/Hide Policy Details				<b>☆☆☆</b> ☆☆

At this point if I select SAVE REPORT <u>I will only be saving what is displayed on the</u> <u>screen.</u> If I want the report to include the Payable policies previously saved I need to clear the Form Filter field. The application will display a complete list of Payable and Receivable polices with only the required policies checked.

## **Running a Report**

To run a saved report simply click on the report name and select Run Report. The application will include one LAUA format and 5 Security 9/10 formats. You can immediately view the report in your browser or save the file to be viewed at a later time.

The zipped report contains the HTML file, which can be downloaded and saved or e-mailed to other employees.

LAUA Reports are maked with a blue dot, LS reports with a green dot.

Reports <
Category-Security Class (138.8 КВ)
Differences (53.2 KB)
👊 All LAUA Reports (77.8 кв)
User-Policy (182.7 KB)
🔵 Policy-User (183.4 кв)
🔵 Role Group-Policy (183.5 кв)
Differences (151.2 KB)
<ul> <li>Excel (11.1 КВ)</li> </ul>
🧃 All LS Reports (301.5 кв)
SoD-Listener Violations

# LAUA Report

The LAUA Report provides a list of violations sorted by Policy then Security Class.

#### LAUA Differences Report

The difference report will show you any changes made to the report since the last time it was run.

#### LS Report-Sorted by User

This version of the report will provide a list of violated policies sorted by User then Policy. This returns a list of all policies violated by a user.

#### LS9 Report-Sorted by Rule

This version of the report will provide a list of violated policies sorted by Policy then User. This returns a list of all users that violate a policy.

# LS9 Report-Sorted by Role Group

This version of the report group's users together based on their assigned security roles. By doing this you can see if a group of users with the same assigned roles are violating any particular policy. This will allow you to resolve a policy violation for 1 user and all of the users assigned the same roles will also be resolved.

#### LS9 Differences Report

The difference report will show you any changes made to the report since the last time it was run. The report is sorted by User the Policy.

# Renaming a Report

To rename an existing report click on the report name and select Rename.

# **Deleting a Report**

To rename an existing report click on the report name and select *Delete*.

# Scheduling a Report

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

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

A grey clock icon is displayed if a schedule exists for a report but it is not enabled. A blue clock indicates that the schedule is currently enabled and running.

Schedule Repor	t			×					
Select schedule to use:	Select existing	Create	new schedule						
Schedule name:	Select Schedule								
Every minute									
Select users to email:	Select existing	Create	new group						
Email group name:	Finance •	]							
d.kinsey@kinsey.com									
				1.					
Cancel			Save						

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. Select the appropriate option and follow the on screen prompts.

You can also create or use existing reporting groups. A reporting group contains a list of users you want to receive the report. Enter the appropriate email address for each user.

# Activating or Deactivating a Scheduled Report

To change the activation status of a schedule you need to access the Schedule Reports option on the Administration tab. Refer to Scheduled Reports in the Kinsey Admin Guide for details on how to manage scheduled reports.

# **Report Formats**

To print any of the selected reports select the red printer icon on the title bar.

LAUA Report – By Security Class

Th Kinsey Segregation of Du	tie: x				
← → C fi Des	bussry:9090/SOD_Report/?SE	RVERID=LSE F	PROD		Q 소 =
Apps 🗋 Kinsey Portal	MSN.com				C Other bookmarks
kınse	Y Segr	egation of	f Duties		🖳 🚔 🊔 ? 😔
					Production Server •
	N <sup>2</sup>				Segregation of Duties Report v3.94
NIII SC	• y				Lawson LAUA Security PRODUCTION Server
					Mon Jun 22 14:43:21 CDT 2015
HIDE - Category:	CLOSING				Expand Category
Rule Category					
Rule Name:	67-68 Initiate Non-Rout	tine Transacti	ions conflicts with Review. Evaluate an	d Approve Non-Routine	Transactions. If one individual has responsibility for more than one of these
indie indirier	functions, that individu	al could conc	eal errors or fraudulent activity.	a repprote from froudine	
Rule Logic:	(AC40.1 or AC40.4 or A GL45.1 or GL75.1)	C41.1 or AC4	1.4 or AC54.1 or CA10.1 or GL65.1 or G	L70.1) and (AC145 or AG	C45.1 or CA15.1 or GL145 or GL146 or GL240 or GL245 or GL275 or GL40.1 or
Security Cl	ass				
ALL	Details: HIDE	Token	Description	Violating Function Codes	Available Form Function Codes
		AC145	Mass Transaction Backout	A,C,D	A,C,D,I,N,P,R,S,V
		AC40.1	Journal Entry (AC only)	A,C,D	+,-,A,C,D,I,N,P,R
		AC40.4	Journal Entry (AC and GL)	A,C,D	+,-,A,C,D,I,N,P,R
		AC41.1	Resource Time Entry (AC only)	D,A,C	+,-,A,C,D,I,N,P,R
		AC41.4	Resource Time Entry (AC and GL)	D,A,C	+,-,A,C,D,I,N,P,R
		AC45.1	Transaction Edit	С	+,-,C,I,N,P
		AC54.1	Transaction Interface Adjustment	C,D,A	A,C,D,I,N,P
		CA10.1	Allocation	C,A	+,-,A,C,H,I,N,P,R,U,X
		CA15.1	Allocation Control	С	+,-,C,I
		GL145	Journal Entry Hold Release	C,D,A	A,C,D,I,N,P,R,S,V
		C1146	Batch Journal Control	DAC	A C D I M D D C V
<					

The Security Class report shows all violations for each LAUA Securty Class.

# LAUA Report – Differences

The differences report will show any changes to the report since the last time it was run.

# LS Report - By User/Policy

Kinsey Segregation	of Dutie: x						a - C			
< → C fi [	) esbussrv:		PROD				Q.☆ =			
🔛 Apps 📄 Kinsey Por	tal 🚺 MSN.cor	n					Cther bookmarks			
kins	ey <sup>.</sup>	. Segregation	of Duties				🖳 🚔 ? ↔			
							Production Server •			
							Mon lun 22 13:59:25 CDT 2015			
>							Display All Conditional Logic			
HIDE Security	Violation	(s) for User ID: Sarah Miller (	smiller)				Expand All			
HIDE - Categ	ory: CLOS	NG								
these functions, that individual could conceal errors or fraudulent activity.         Priority: <sup>*</sup> / <sub>2</sub>										
TKN	GI 70 1	GI Processing	Recurring Journal	GRANTED						
TKN	GI 40.1	GLProcessing	Journal Entry	GRANTED	+A.C.I.N.P.R.X	ALL_ACCESS,				
TKN	GL45.1	GLProcessing	Journal Control	GRANTED	+B.C.F.I	ALL_ACCESS				
TKN	GL75.1	GLProcessing	Recurring Journal Control	GRANTED	+,-,C,I	ALL ACCESS,				
Rule Catego	ory: CLOS	NG								
Rule Name:	: 68-69 these	Review, Evaluate and Appro functions, that individual co	ve Non-Routine Transactions uld conceal errors or fraudule	conflicts with Reo nt activity.	ord Non-Routine Tran	sactions. If one individual has res	ponsibility for more than one of			
Priority	<u>∽∽</u>	2 <b>4</b> 2 <b>4</b> 2								

The User report shows all violations for each Lawson User.

# LS Report – By Policy/User

The Policy/User report will displays the same information as the User/Polciy report but the

information is sorted by Policy.

#### LS Report – By Policy/User

The Policy/User report displays the same information as the User/Polciy report but the

information is sorted by Policy.

#### LS Report – By Role Group/Policy

The Role Group/User report displays the same information as the User/Polciy report but the information is sorted based a Role Group created during the report. A Role Group is created on demand for all users that share the same Role assigments.

## LS Report – *Differences*

The differences report will show any changes to the report since the last time it was run.

#### LS Report – Excel

The Export version of the report creates 4 separate sheets. The first sheet consist of all violations by user and policy. You can use the data to sort or filter the results in any number of ways. The second sheet provides a high level overview of all policies violated by user. This is a easy way to evaluate the number of over all violations you have in your security model. The third sheet provide a list of the policies included in the report and the fourth sheet provide a legend of the Function Codes used in the report.

#### Excel Violation Report

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G54 • (*	∫ <sub>×</sub> Bas	ic Invoice					175		
A	8	С	D	E	F	G	Н	1	1
Segregation of Duties R	leport v	3.94							
Saved Report: All									
Lawson LS Security PRO	DDUCTI	ON Server							
Category	Rule I	O Username	Object Type	Object	Exists in Security Class	Object Description	Rule Reason	Available Form Function Codes	Rule Prediction/Conditions
ASSET MANAGEMENT	011	fnelson	TKN	AM12.1	AMProcessing	Addition Template	GRANTED	+,-,A,C,D,I,N,P	ALL_ACCESS,
ASSET MANAGEMENT	011	fnelson	TKN	AM20.1	AMAnalysis	Quick Addition	GRANTED	A,F	ALL_ACCESS,
ASSET MANAGEMENT	011	fnelson	TKN	AM20.1	AMProcessing	Quick Addition	GRANTED	A,F	ALL_ACCESS,
ASSET MANAGEMENT	011	fnelson	TKN	AM20.2	AMAnalysis	Additions and Adjustments	GRANTED	A,C,D,I,N,P,R,S	ALL_ACCESS,
ASSET MANAGEMENT	011	fnelson	TKN	AM20.2	AMProcessing	Additions and Adjustments	GRANTED	A,C,D,I,N,P,R,S	ALL_ACCESS,
ASSET MANAGEMENT	011	fnelson	TKN	AM20.3	AMAnalysis	Items	GRANTED	+,-,A,C,F,I,N,P,R	ALL_ACCESS,
ASSET MANAGEMENT	011	fnelson	TKN	AM20.3	AMProcessing	Items	GRANTED	+,-,A,C,F,I,N,P,R	ALL_ACCESS,
ASSET MANAGEMENT	011	fnelson	TKN	AM20.4	AMAnalysis	Books	GRANTED	+,-,A,C,I,N,P,R	ALL_ACCESS,
ASSET MANAGEMENT	011	fnelson	TKN	AM20.4	AMProcessing	Books	GRANTED	+,-,A,C,I,N,P,R	ALL_ACCESS,
ASSET MANAGEMENT	011	fnelson	TKN	AM96.1	AMAnalysis	Asset Interface Adjustment	GRANTED	A,C,D,I,N,P	ALL_ACCESS,
ASSET MANAGEMENT	011	fnelson	TKN	AM97.1	AMAnalysis	Item Interface Adjustment	GRANTED	A,C,D,I,N,P	ALL_ACCESS,
ASSET MANAGEMENT	011	fnelson	TKN	AM98.1	AMAnalysis	Asset Book Interface Adjustment	GRANTED	A,C,D,I,N,P	ALL_ACCESS,
ASSET MANAGEMENT	011	hroberts	TKN	AM12.1	AMProcessing	Addition Template	GRANTED	+,-,A,C,D,I,N,P	ALL_ACCESS,
ASSET MANAGEMENT	011	hroberts	TKN	AM20.1	AMProcessing	Quick Addition	GRANTED	A,F	ALL_ACCESS,
ASSET MANAGEMENT	011	hroberts	TKN	AM20.2	AMProcessing	Additions and Adjustments	GRANTED	A,C,D,I,N,P,R,S	ALL_ACCESS,
ASSET MANAGEMENT	011	hroberts	TKN	AM20.3	AMProcessing	Items	GRANTED	+,-,A,C,F,I,N,P,R	ALL_ACCESS,
ASSET MANAGEMENT	011	hroberts	TKN	AM20.4	AMProcessing	Books	GRANTED	+,-,A,C,I,N,P,R	ALL_ACCESS,
ASSET MANAGEMENT	011	mnitka	TKN	AM12.1	AMSetup	Addition Template	GRANTED	+,-,A,C,D,I,N,P	ALL_ACCESS,
ASSET MANAGEMENT	011	mnitka	TKN	AP20.1	APProcessing	Basic Invoice	GRANTED	+,-,A,C,D,I,M,N,O,P	ALL ACCESS,
ASSET MANAGEMENT	011	mnitka	TKN	AC160	ACCapitalization	Asset Management Interface	GRANTED	A,C,D,I,N,P,R,S,V	ALL ACCESS,
ASSET MANAGEMENT	011	mnitka	TKN	AM115	ACCapitalization	Mass Additions	GRANTED	A,C,D,I,N,P,R,S,V	ALL ACCESS,
ASSET MANAGEMENT	011	mnitka	TKN	AM20.1	ACCapitalization	Quick Addition	GRANTED	A,F	ALL_ACCESS,
ASSET MANAGEMENT	011	mnitka	TKN	AM20.2	ACCapitalization	Additions and Adjustments	GRANTED	A,C,D,I,N,P,R,S	ALL ACCESS,
ASSET MANAGEMENT	011	mnitka	TKN	AM20.3	ACCapitalization	Items	GRANTED	+,-,A,C,F,I,N,P,R	ALL_ACCESS,
ASSET MANAGEMENT	011	mnitka	TKN	AM20.4	ACCapitalization	Books	GRANTED	+,-,A,C,I,N,P,R	ALL ACCESS,
ASSET MANAGEMENT	011	mnitka	TKN	AM96.1	AMSetup	Asset Interface Adjustment	GRANTED	A,C,D,I,N,P	ALL ACCESS,
ASSET MANAGEMENT	006	fnelson	TKN	AM12.1	AMProcessing	Addition Template	GRANTED	+A.C.D.I.N.P	ALL ACCESS.
ASSET MANAGEMENT	006	fnelson	TKN	AM40.1	AMProcessing	Disposals	GRANTED	A.D.I.N.P.Q.R	A.I.
ASSET MANAGEMENT	006	hroberts	TKN	AM12.1	AMProcessing	Addition Template	GRANTED	+-ACDLNP	ALL ACCESS.
ASSET MANAGEMENT	006	broberts	TKN	AM40.1	AMProcessing	Disposals	GRANTED	ADINEOR	A 1

#### Violation grid

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Fil	Home Insert	Page	Layout	Form	ulas	Data	Review	v Vi	ew	Develope	er A	dd-Ins	Acrob	at		
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	А	В	С	D	E	F	G	Н	1	J	К	L	Μ	Ν	0	Р
1	User/Rule Id	003	006	009	011	012	015	016	017	024	026	028	158	159	160	162
2	fnelson	Х	Х	Х	Х				Х							
3	hroberts	Х	Х	Х	Х				Х							
4	mnitka	Х	Х	Х	Х	Х	Х	Х	Х				Х	Х	Х	Х
5	smiller									Х	Х	Х				
6																
7																
8																
9																

Notes: