

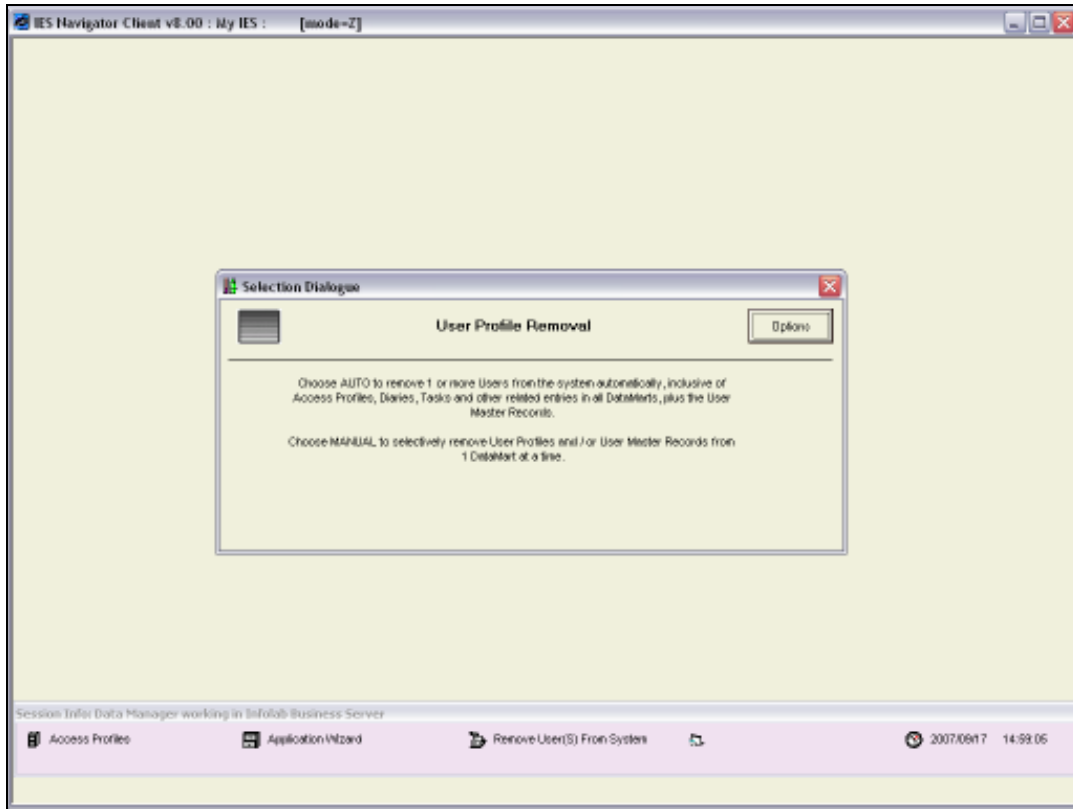


Slide 1

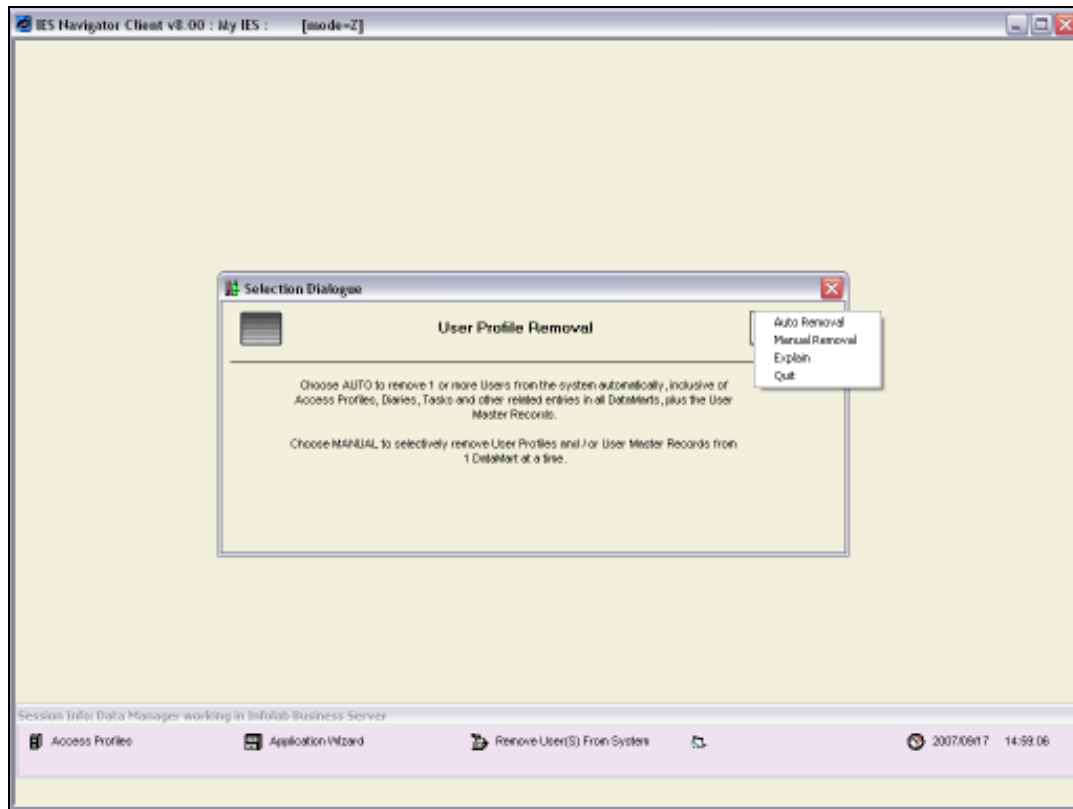
In this session we are looking at the Removal of User Access.

Optionally we can also remove the User entirely from the System or we can simply remove all Access for the User in one particular Data Mart at a time.

So we are not talking about trimming of Access now. We are talking about removing of Access. Complete removal in a particular Data Mart or in the total System, for a selective User, or a selected Group of Users.



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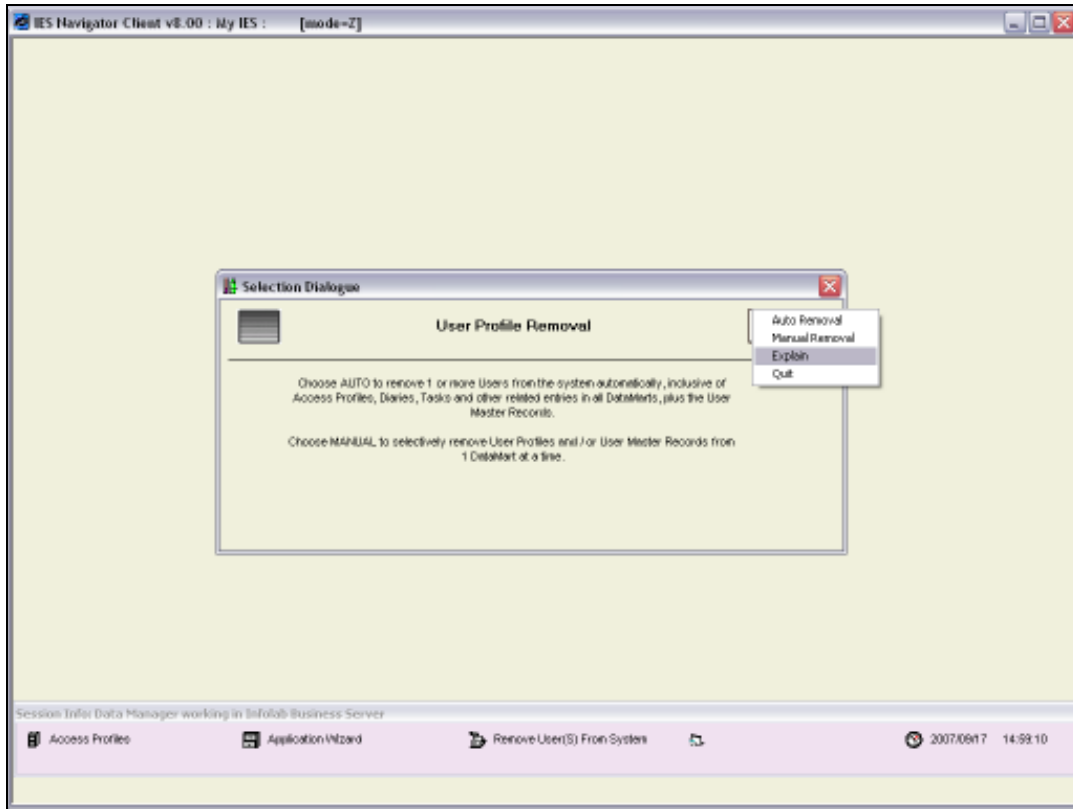


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The System offers 2 methods.

Auto Removal and Manual Removal.

So we will first look at the explanation i.e. the document that explains how these Options work and which one do we use, and when.



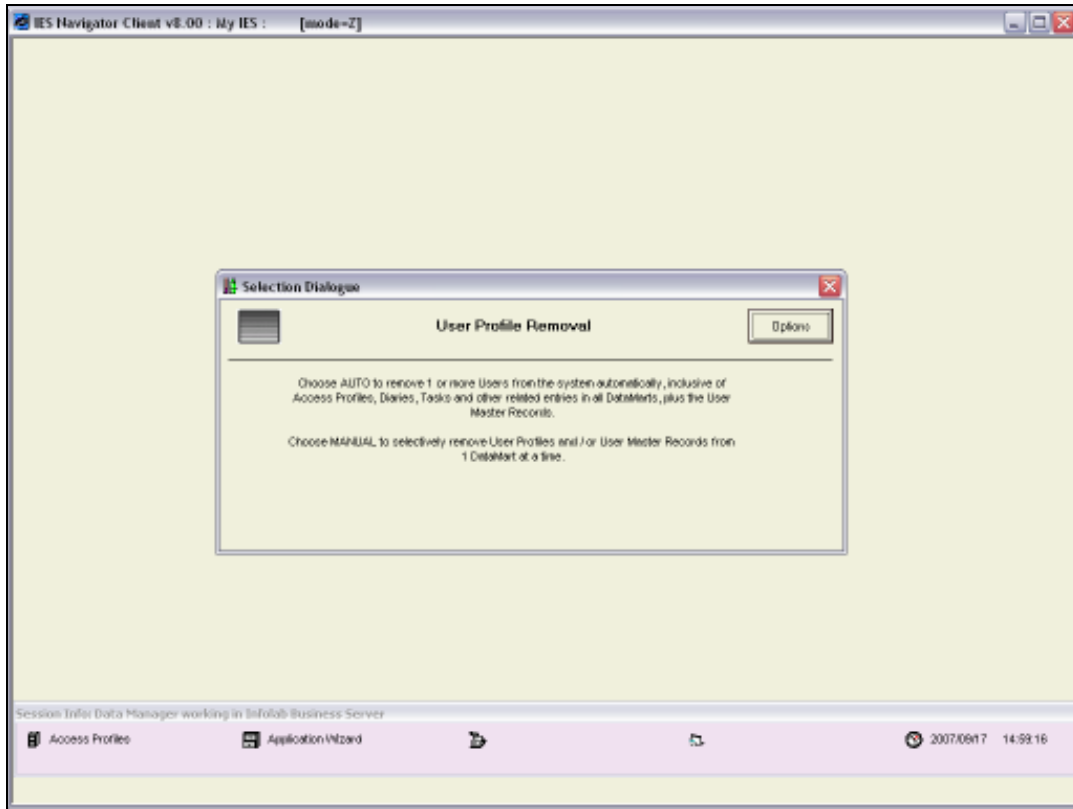
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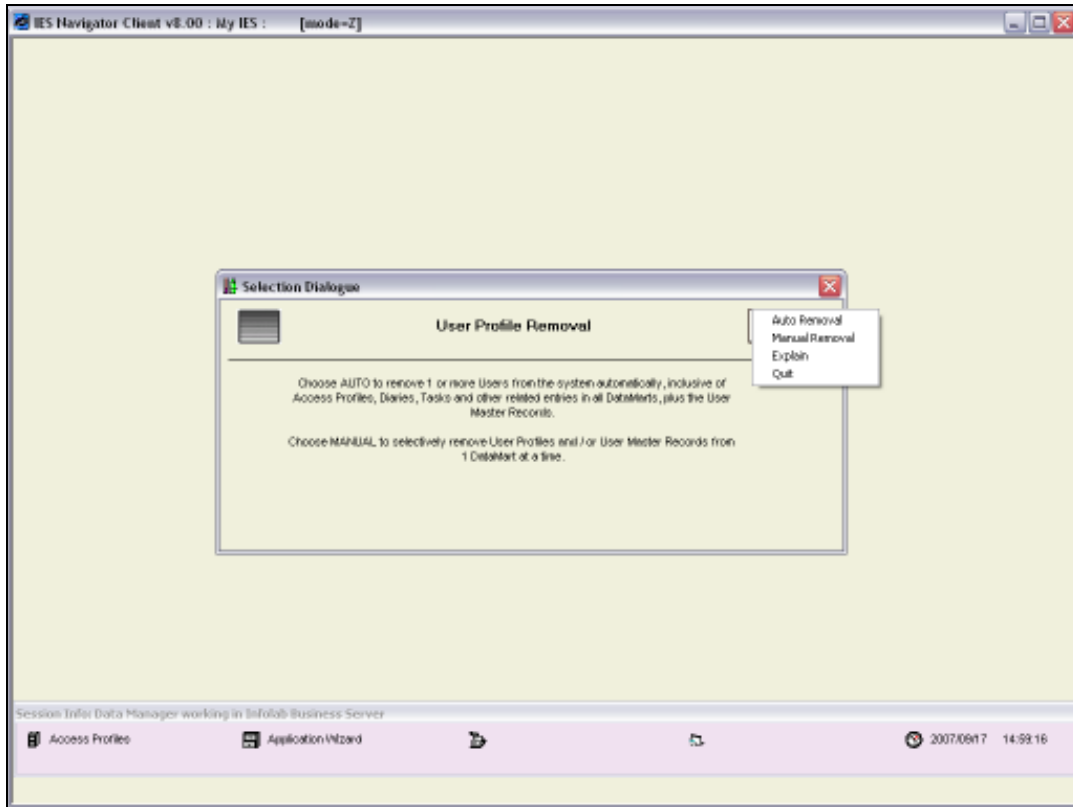
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And the message is quite simple. Whenever we want to remove one or more Users completely from the System i.e. from all Data Marts including the User Master Record, then we should use the Auto Removal method. That would be the easiest and the least amount of work.

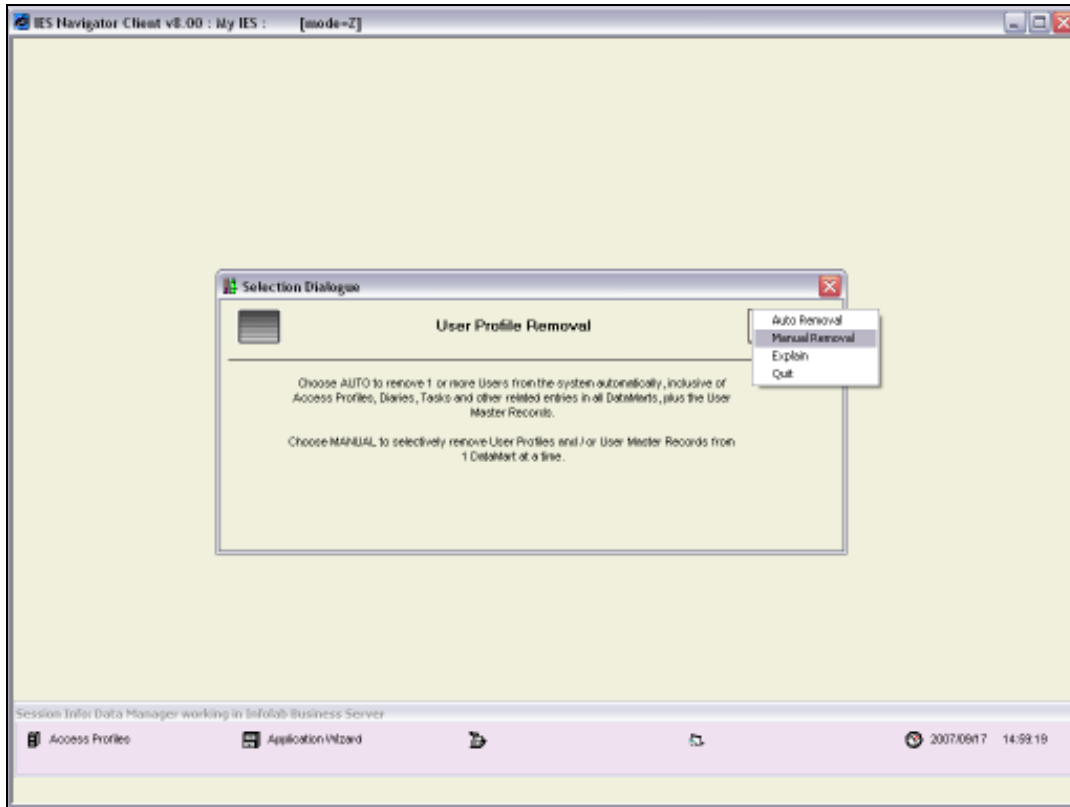
Whenever we want to work with a User's Access in a particular Data Mart i.e. remove all Access in the Data Mart, so that we can start again, or simply to remove it, then we should use the Manual Method.



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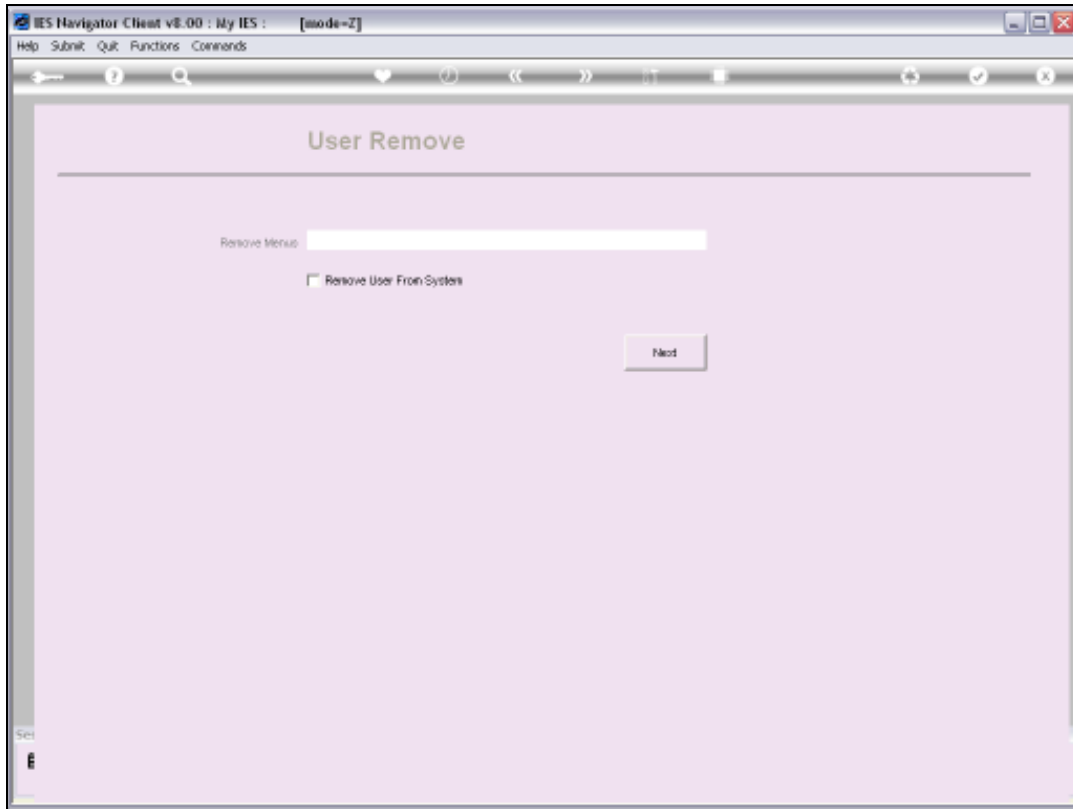


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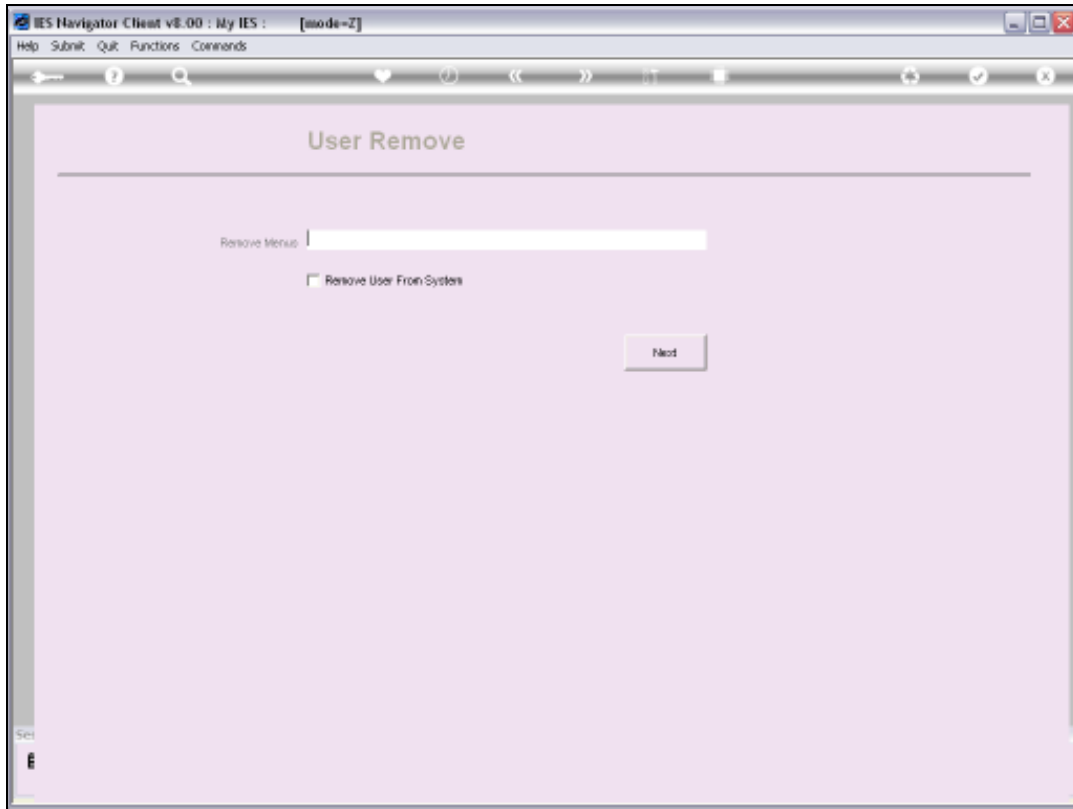


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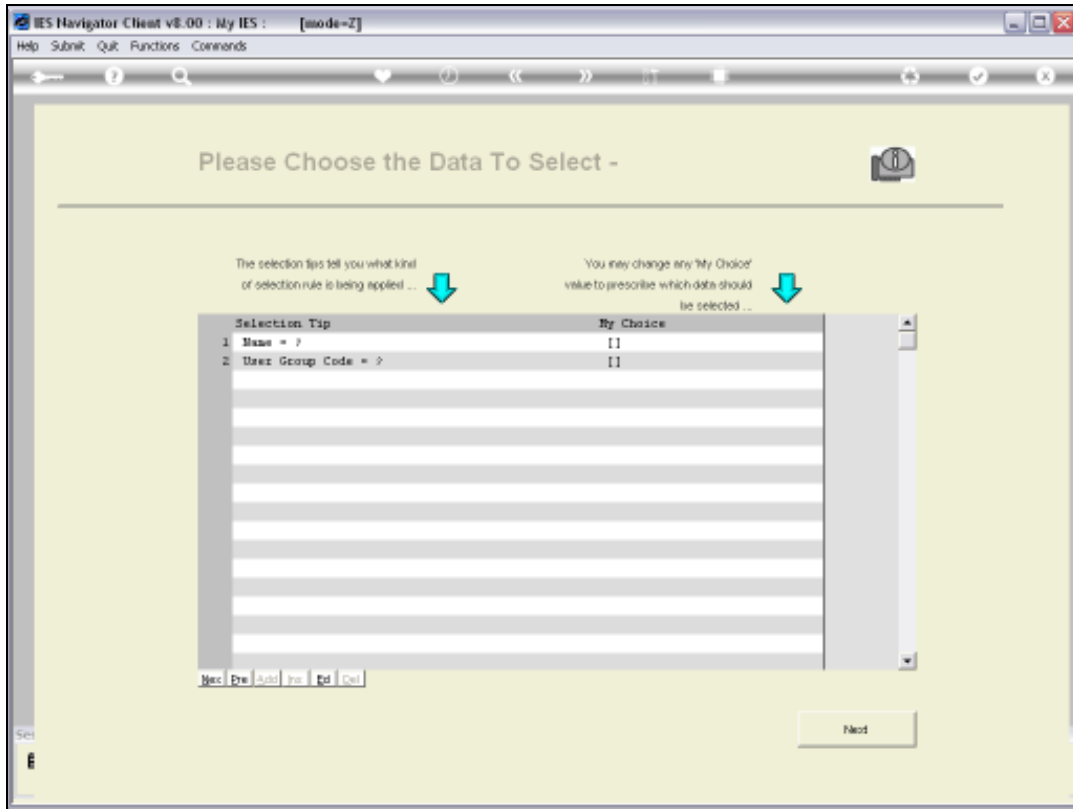
In the 1st example, I am going to use the Manual Removal Method to remove all Access for a selective User from this particular Data Mart which I am currently working in.



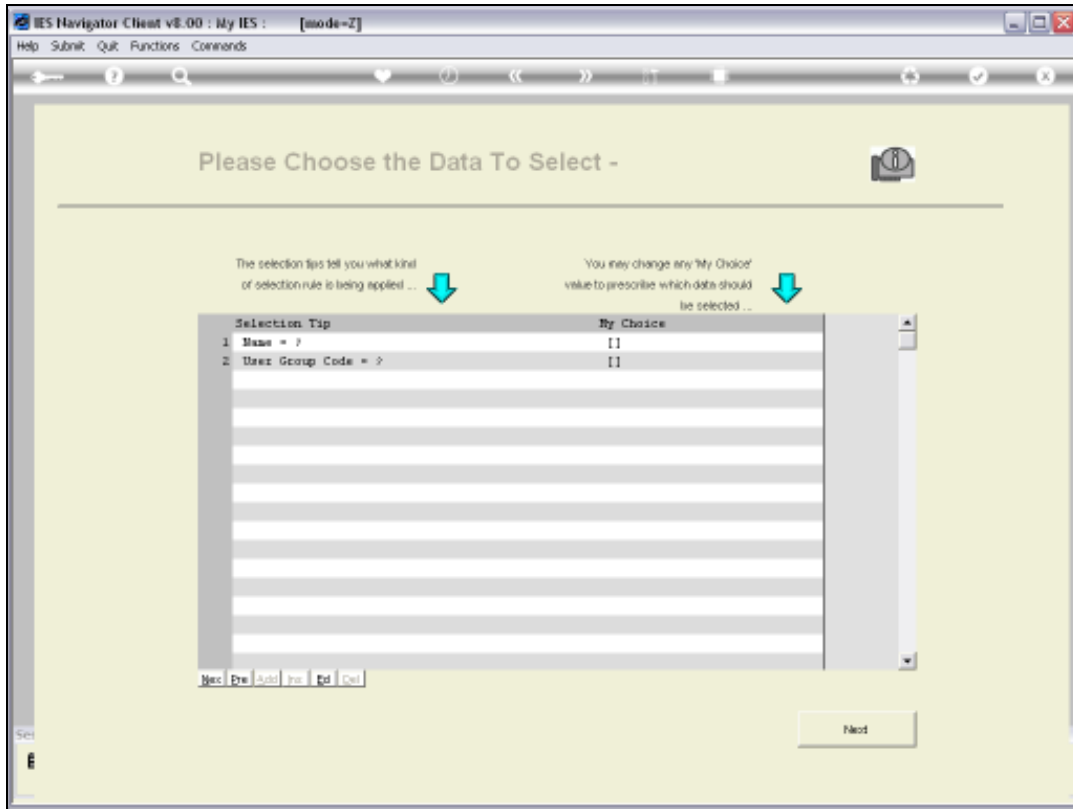
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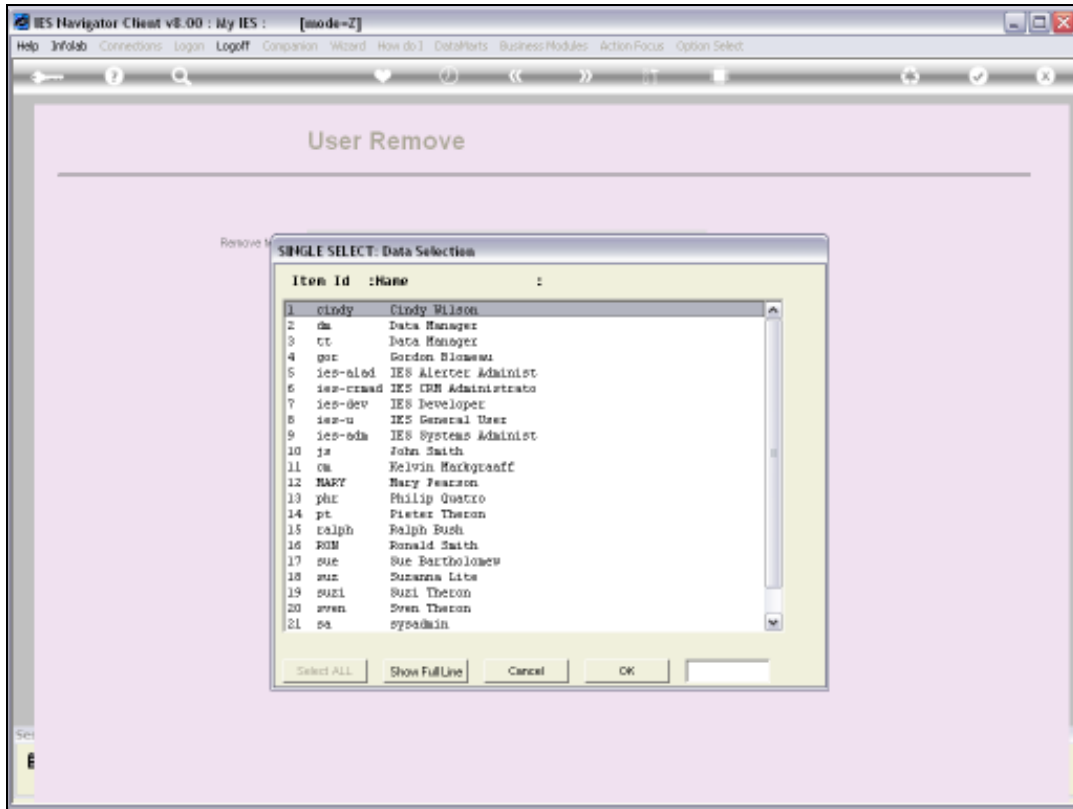
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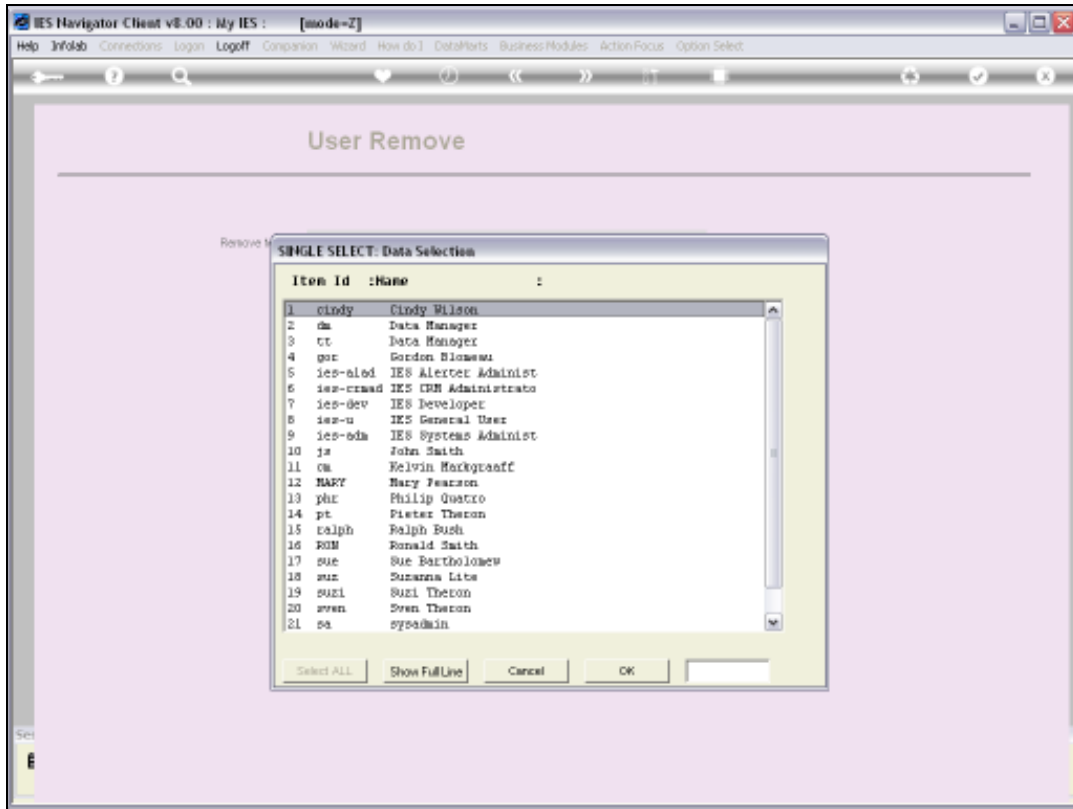
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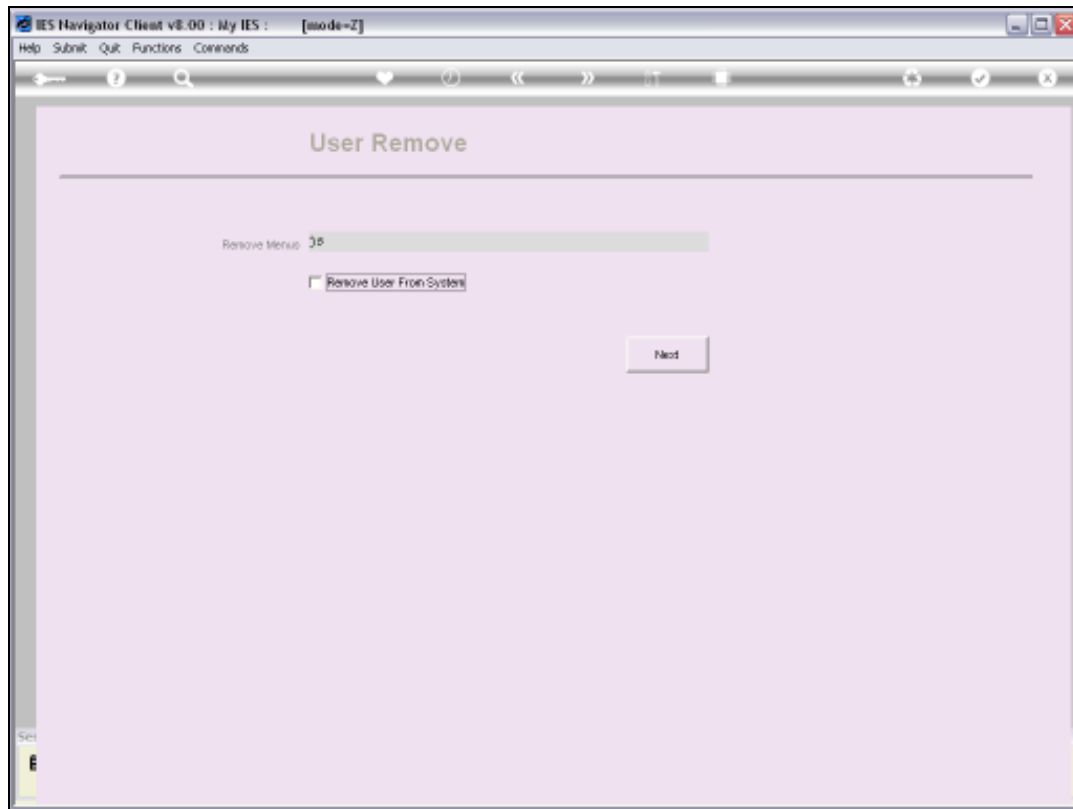


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So in this case I am selecting the User Code from the Look Up.



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In this particular case, because I want to Remove all Access for this User i.e. all Menu Profiles and Business Profiles for this User in this Data Mart, I do not check "Remove User from System".

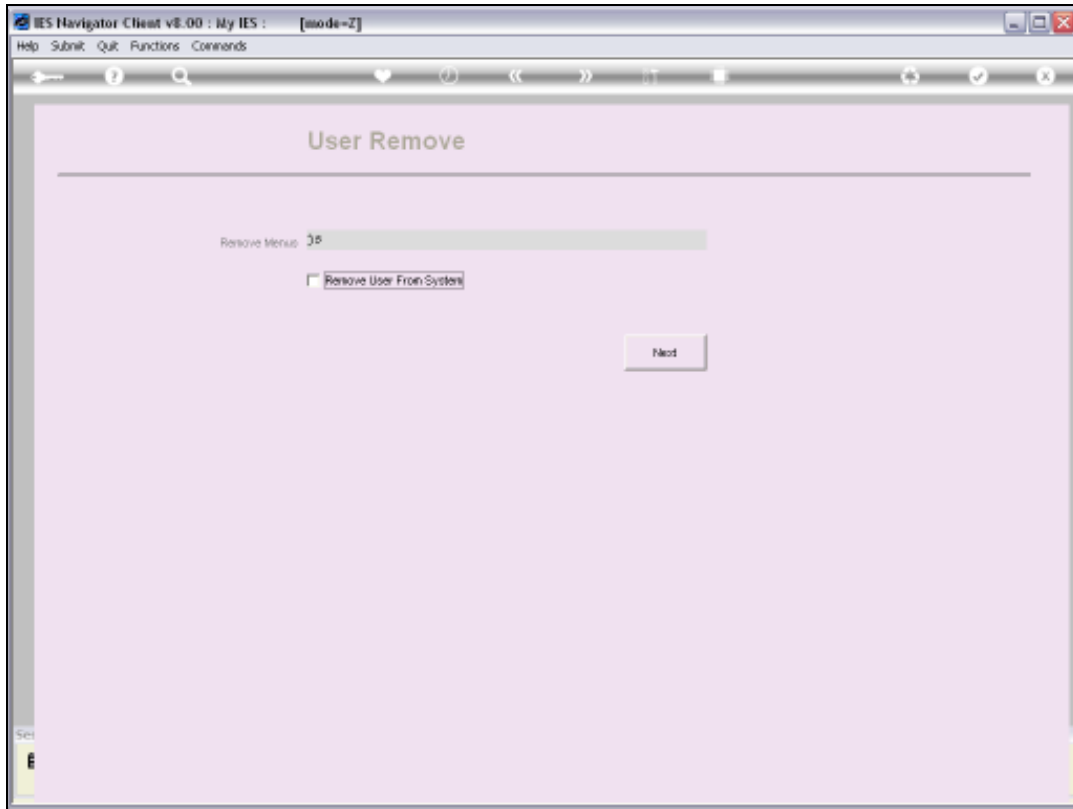
That I might do if I want to use the Manual Method and work through various Data Marts and when finally in kernel, then also remove the Access and at the same time remove the User.

Then I may check "Remove The User" as well, because then that will not be leaving any other redundant Access in any Data Marts.

Right. But usually for that purpose I would use the Auto Method anyway.

In this case I do not want to Remove the User from the System. I only want to Remove all Access for this User in this Data Mart.

So I will just simply choose "Next".



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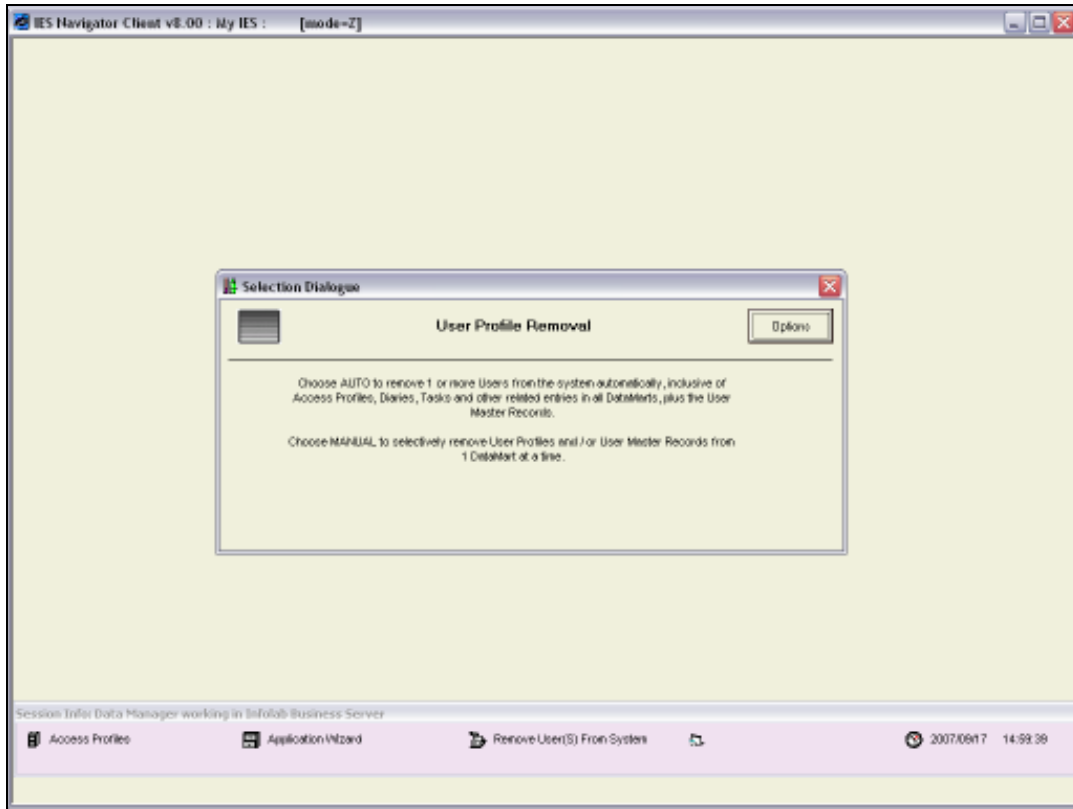


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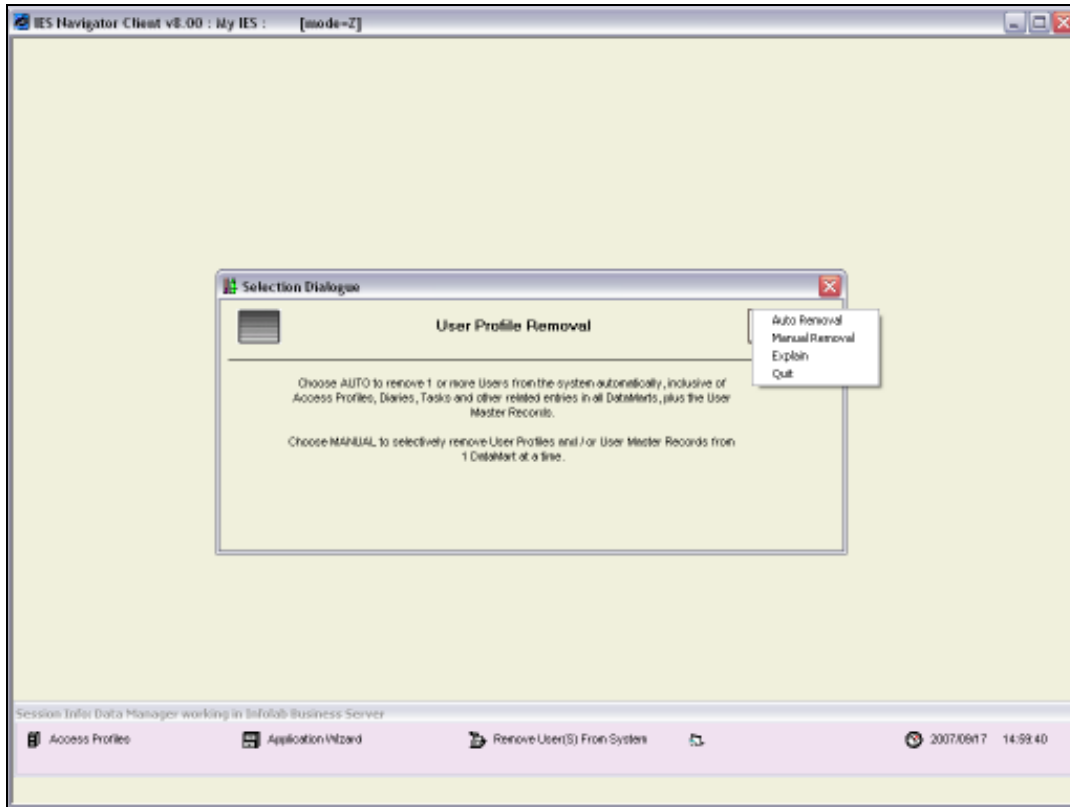
And that is how easy it is to do.



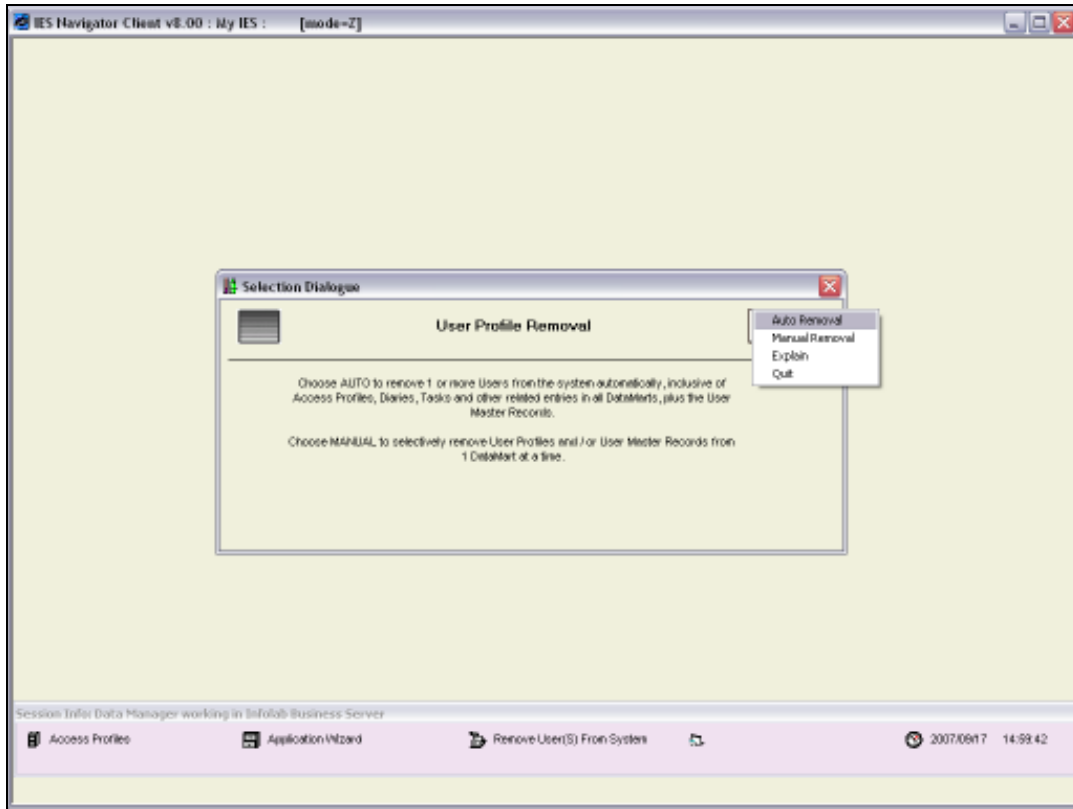
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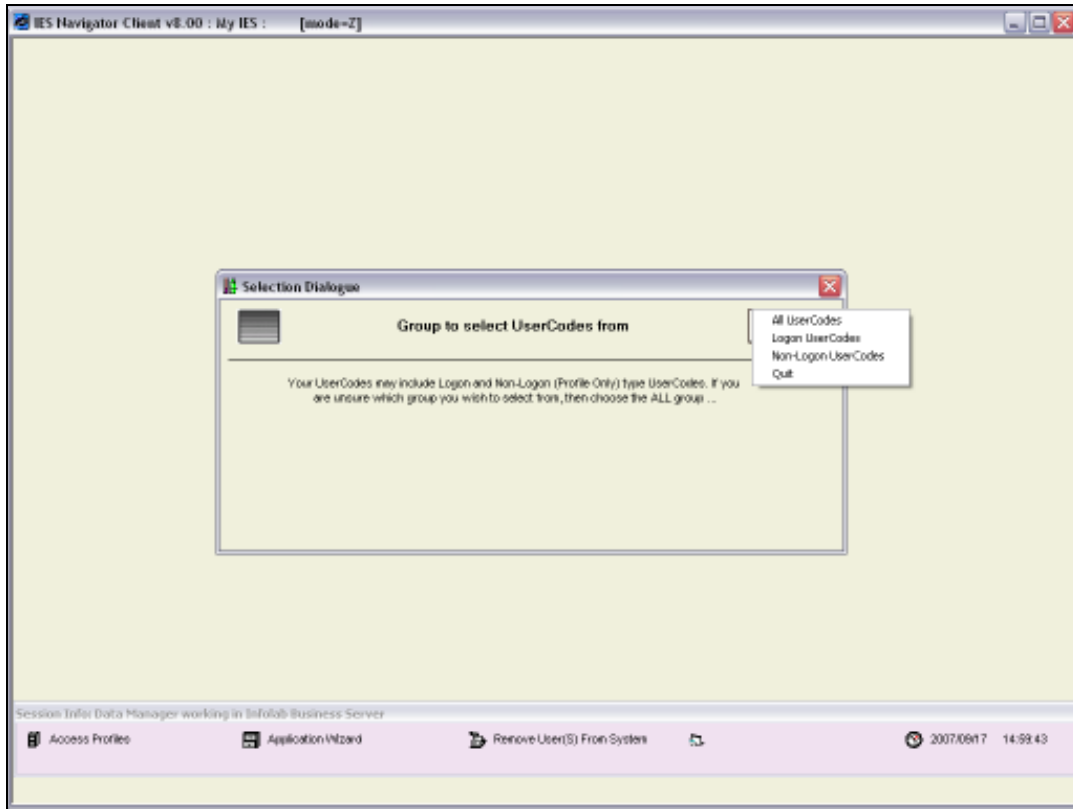


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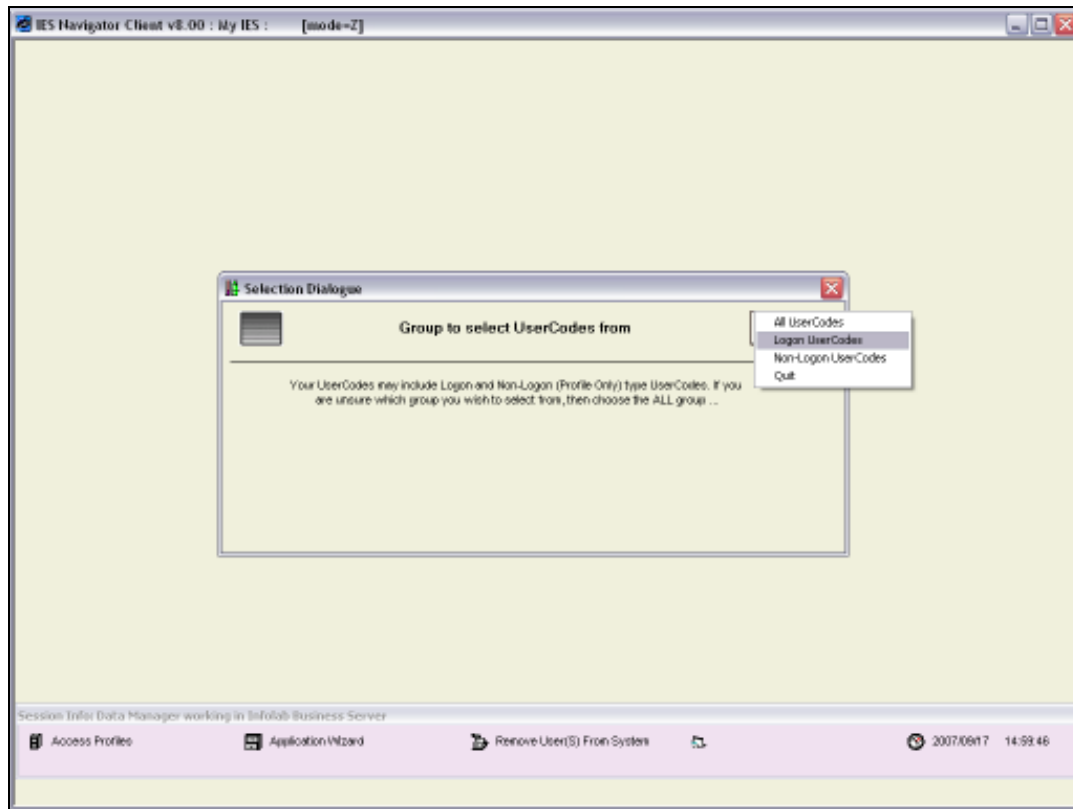


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Now in the next example I am going to show the Auto Removal Method.



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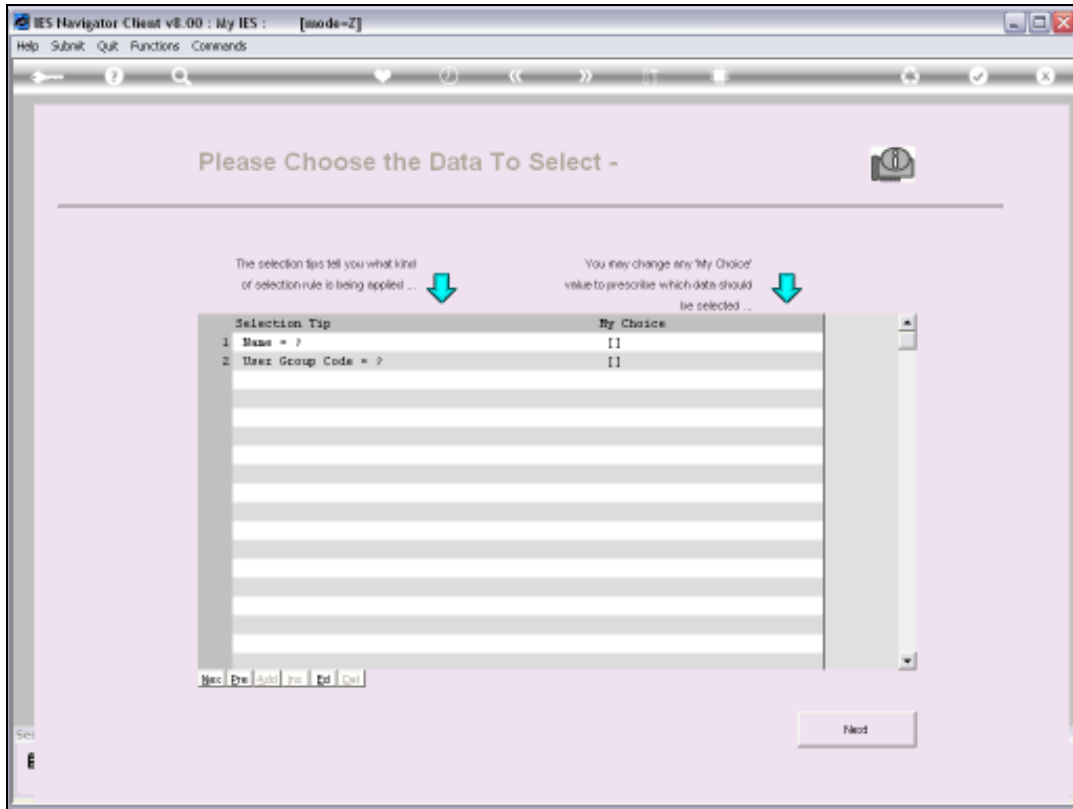


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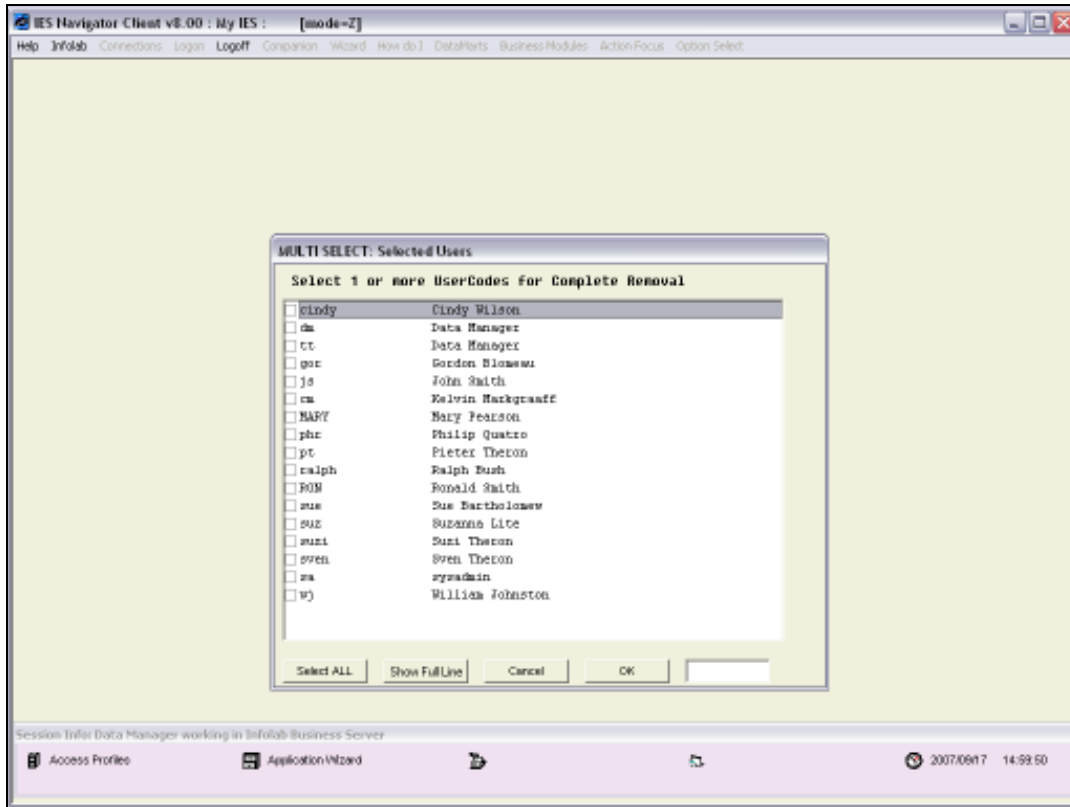
In this example I am going to Remove 2 real Users of the System. Logon Users.

So I will restrict my look up to the Logon User Codes, but of course, I could use it from All User Codes, or if I am working with Non-Logon Users i.e. Profiles that I want to Remove, then I would use the 3rd Option here.

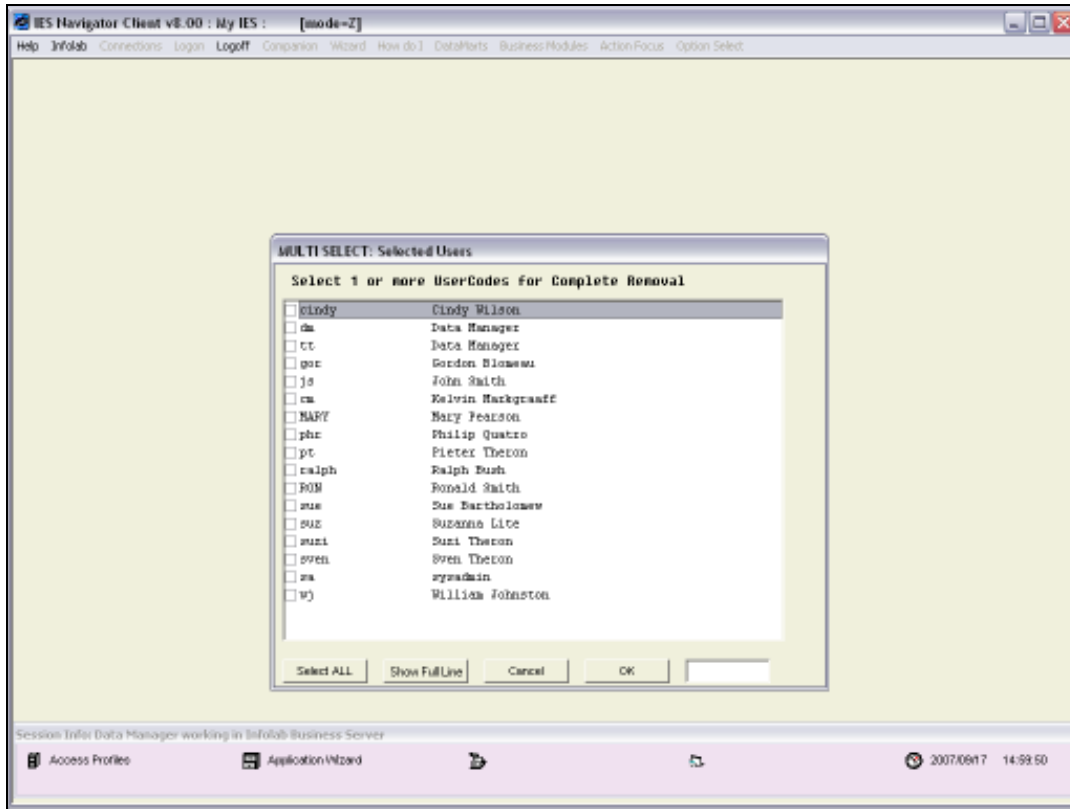
The Non-Logon User Codes.



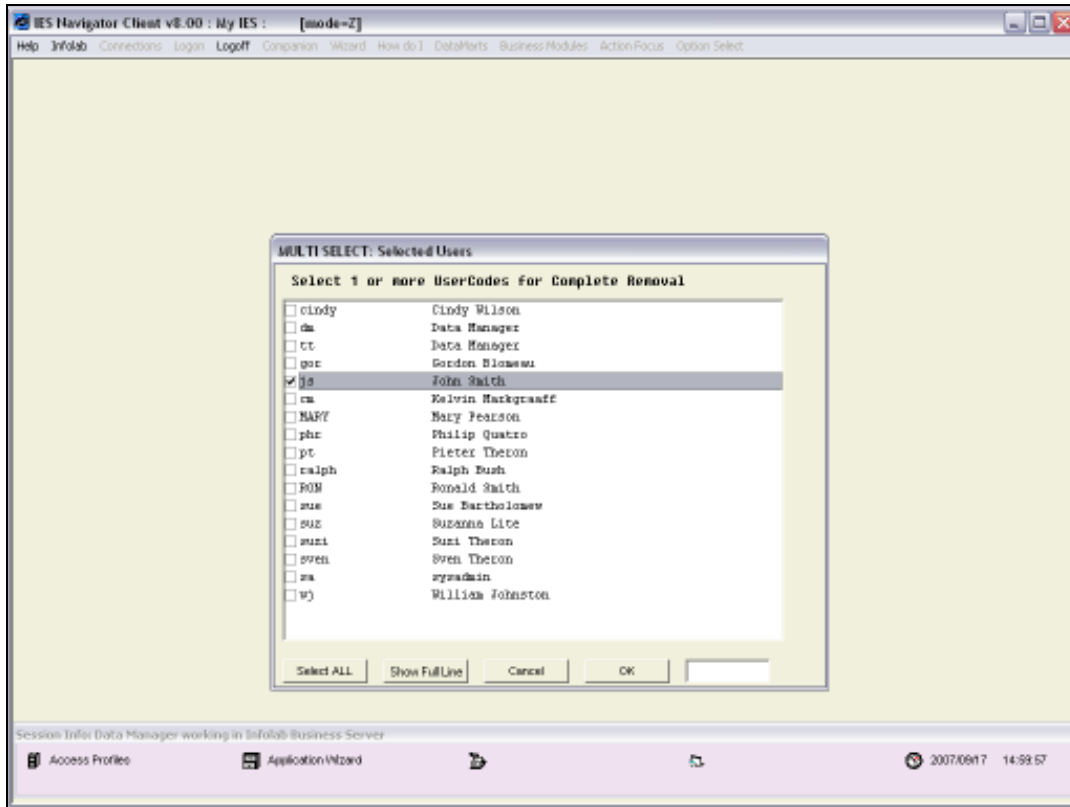
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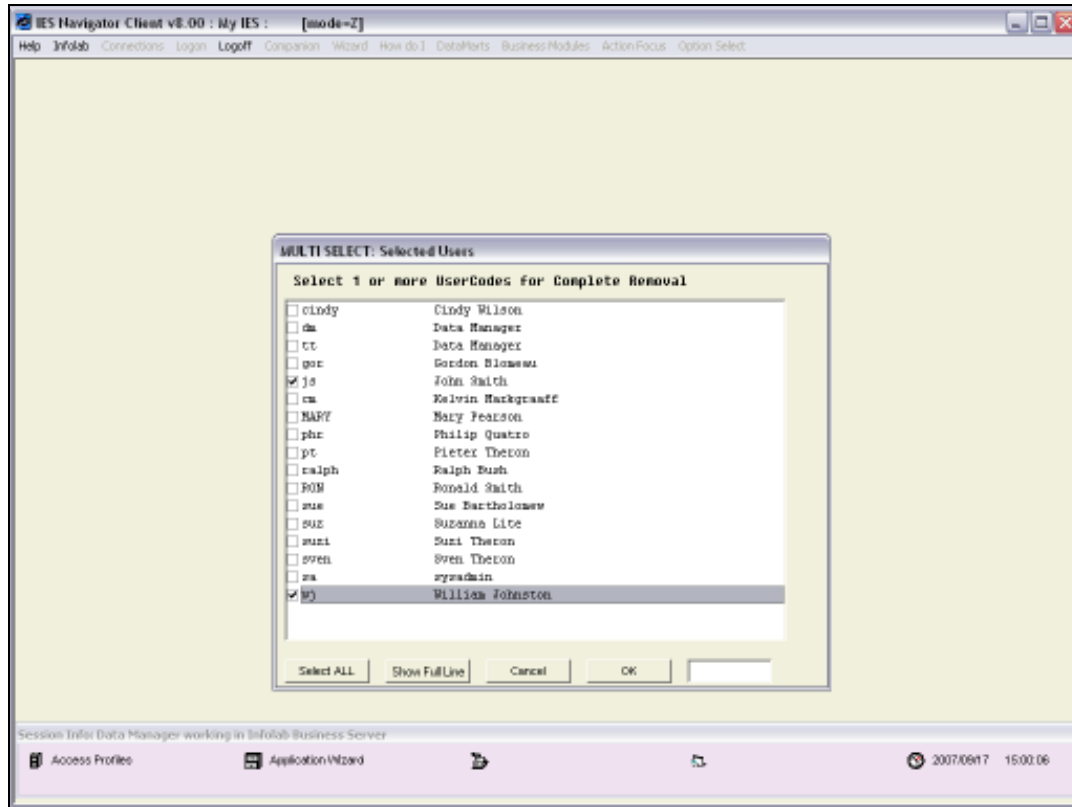
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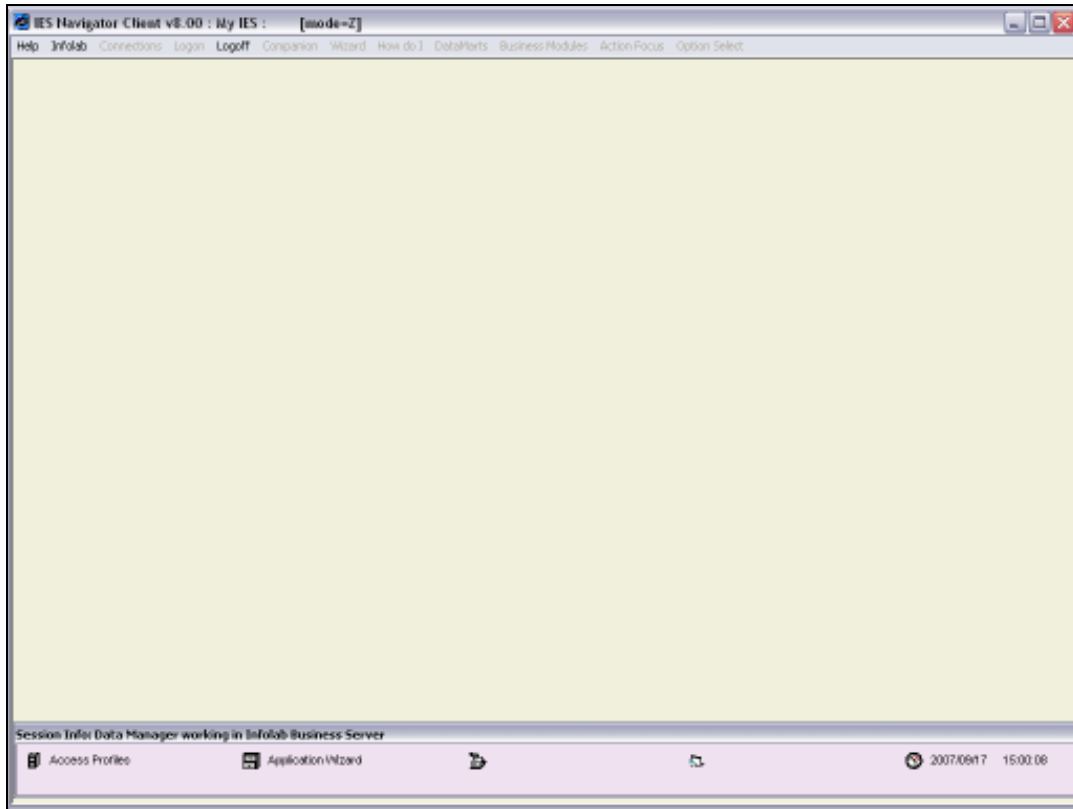


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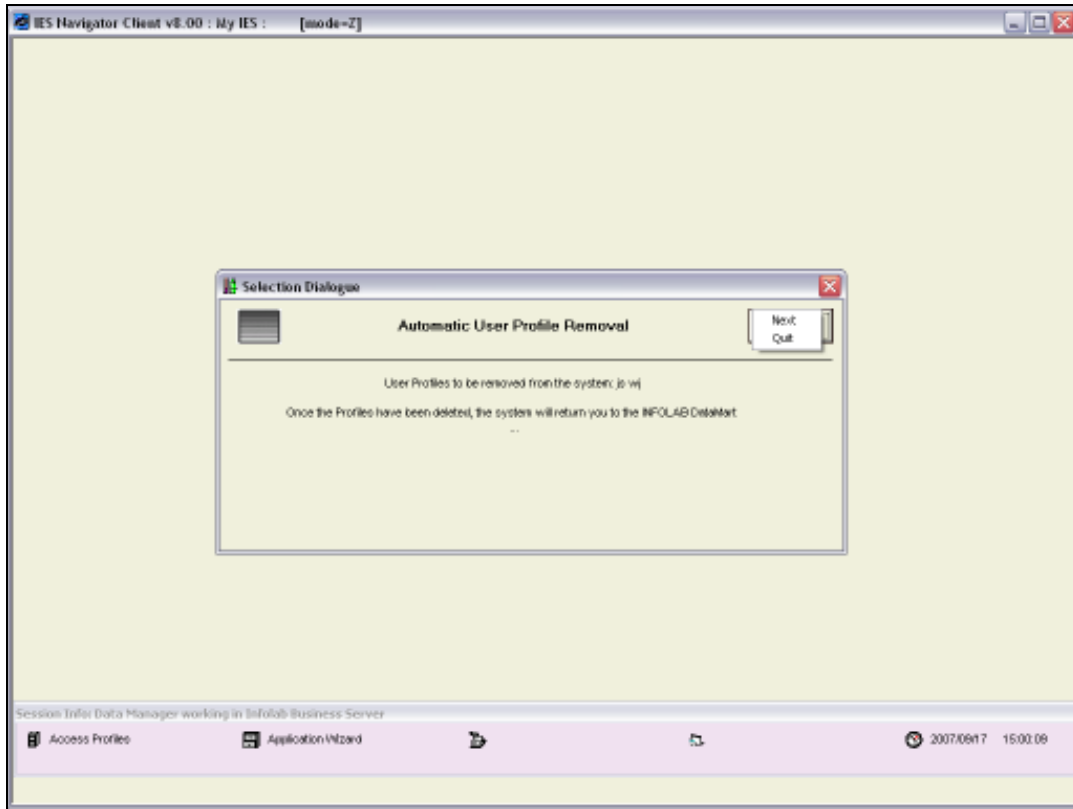


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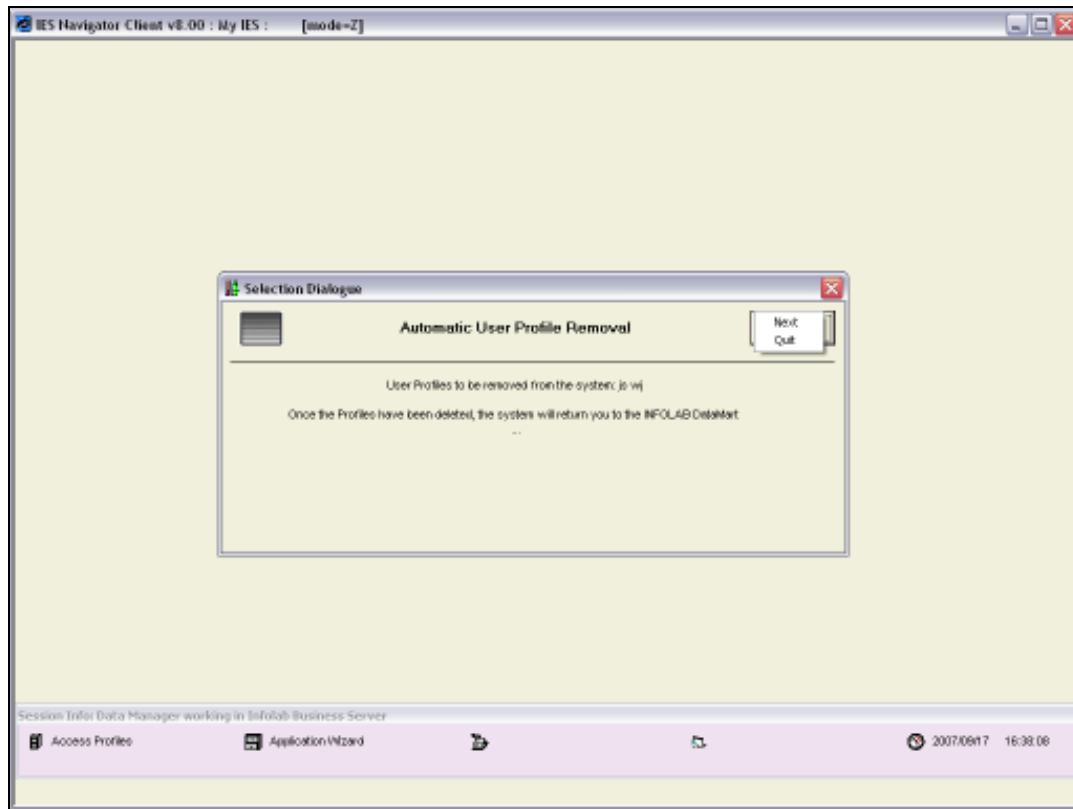
Right. So I have now selected 2 User Codes to be completely removed from the System. All Access in all Data Marts. Not only this Data Mart, but also all Data Marts and finally even the User Master Records, will be removed.



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At this stage I still have an Option to Quit, if I do not want to proceed with this Action. But when I choose "Next", then the System is going to run through All the Data Marts and for the selected Users will Remove all their Access Menu Profiles, also Business Profiles, also Diary, Task and Trigger Entries, and finally will Remove their User Master Records and then return to the Menu.



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So there we have 2 easy methods to Remove en Masse Access for selected Users.