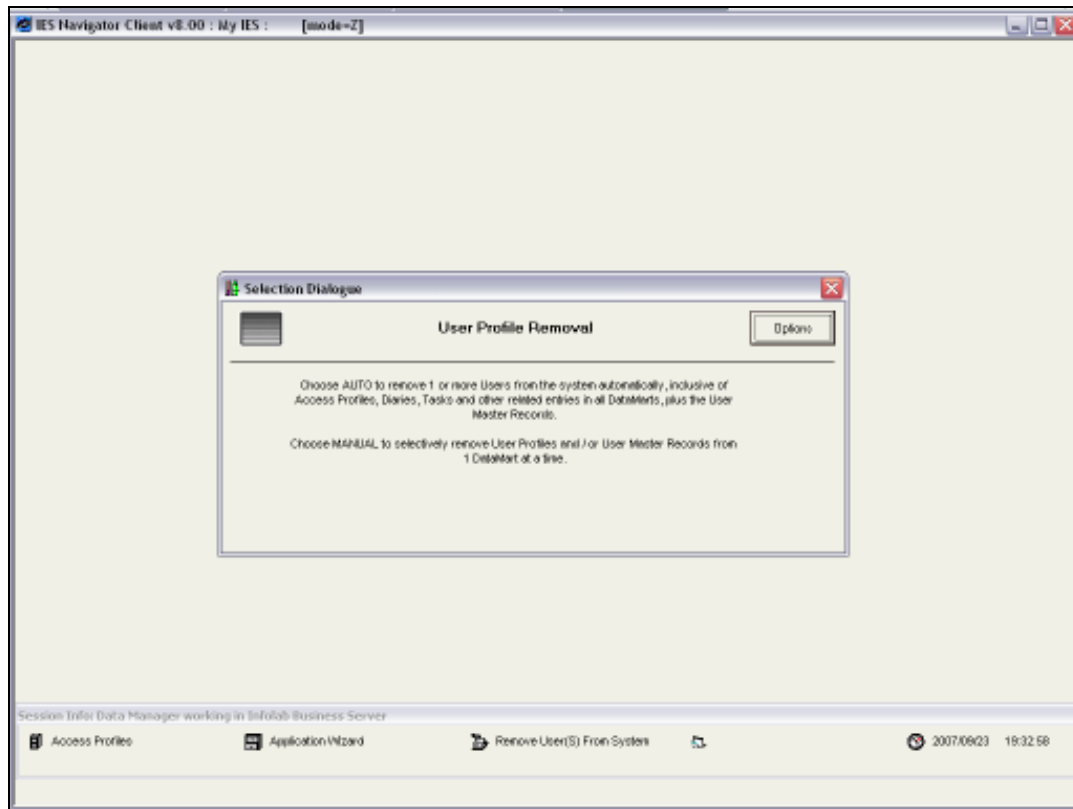


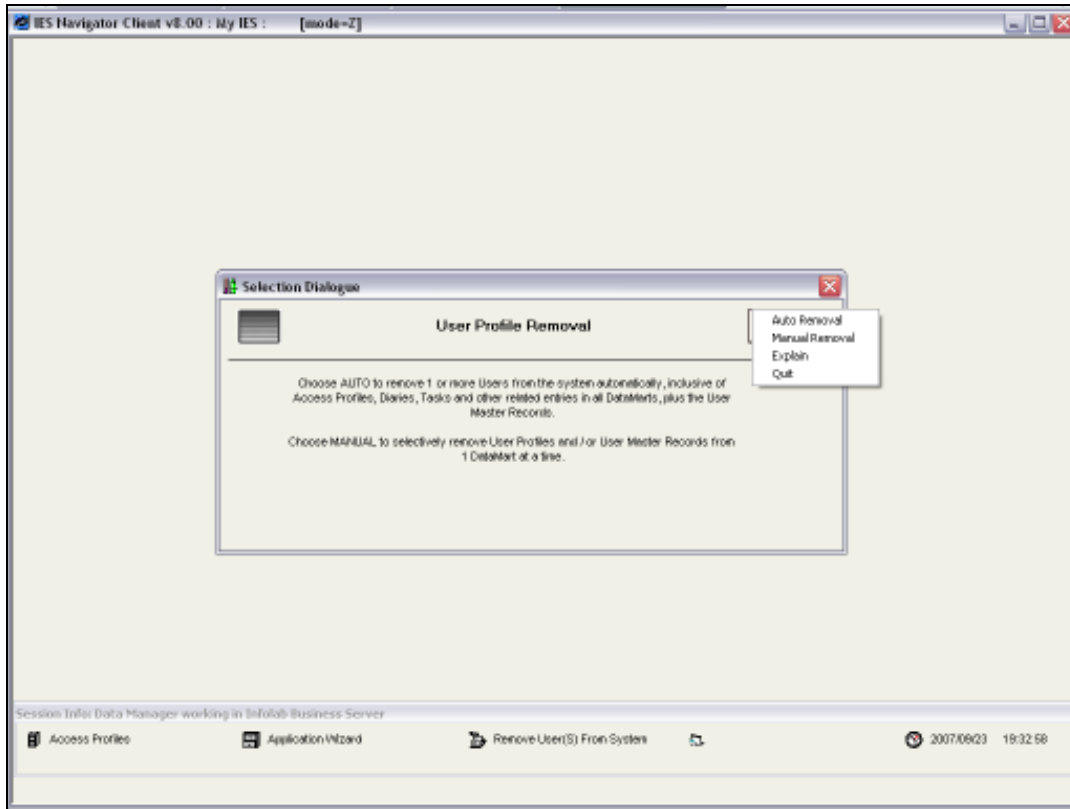
Slide 1

We are working with User Profile Administration, and we are looking at when and how we can make a User inactive.

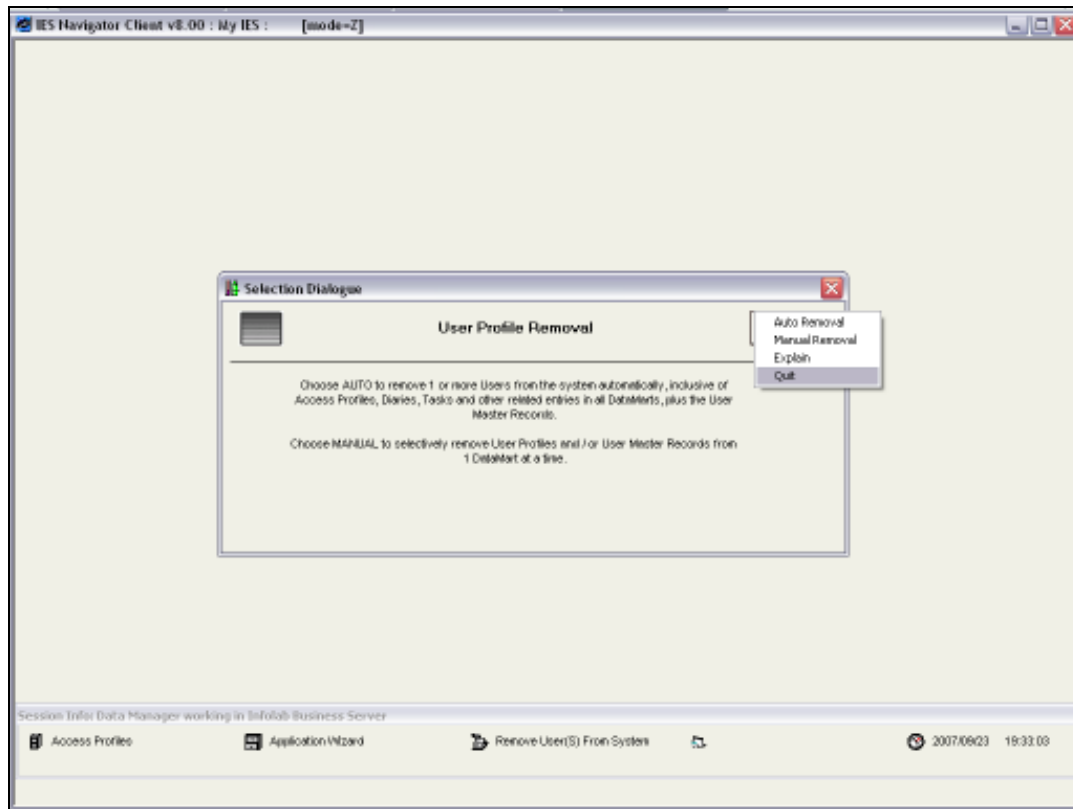


Slide 2

One of the situations where we would want to make the User inactive is when a User leaves the employ of the Company and one of the Options that we can use is actually to Remove the User from the System.



Slide 3

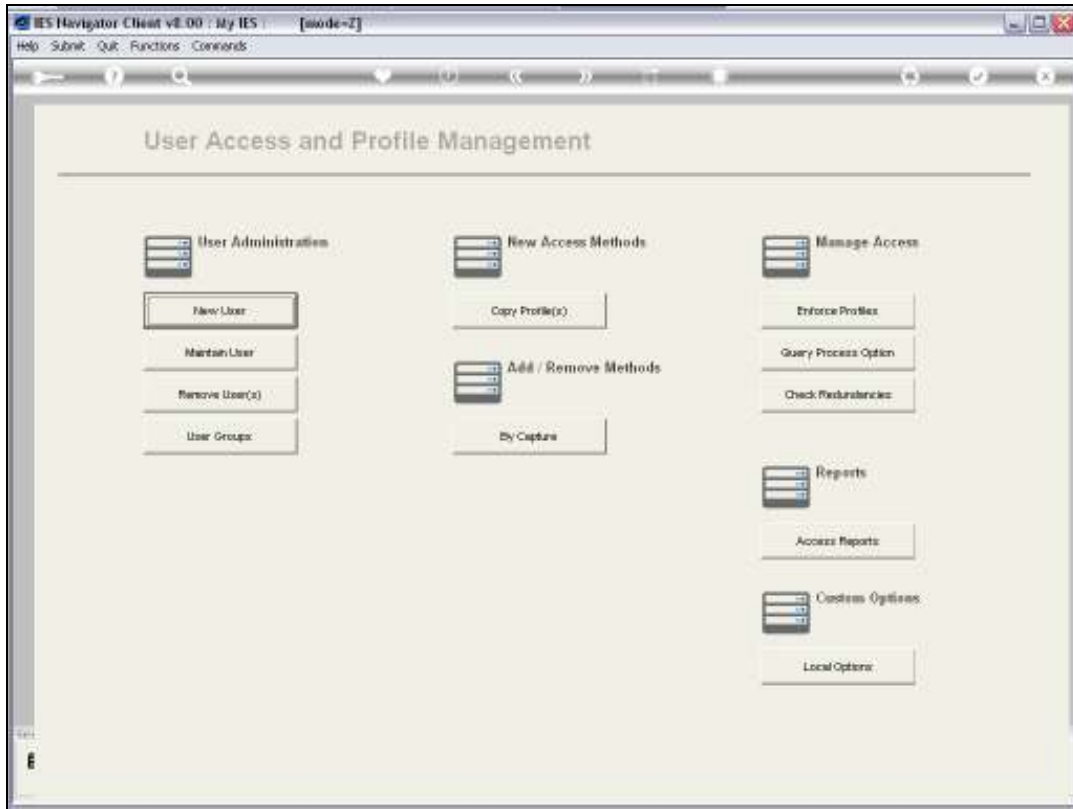


Slide 4

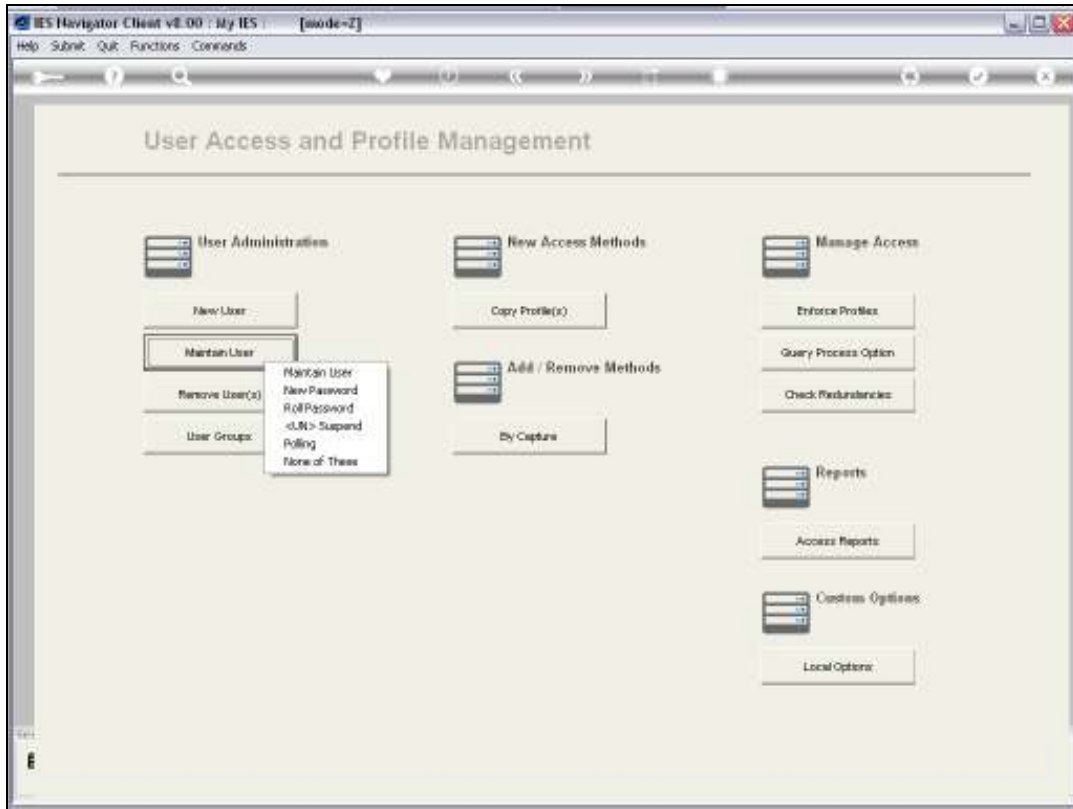
We do of course have a separate tutorial about the procedures for Removing a User from the System.

We are just pointing out here, that it would be one of the Options that we could use.

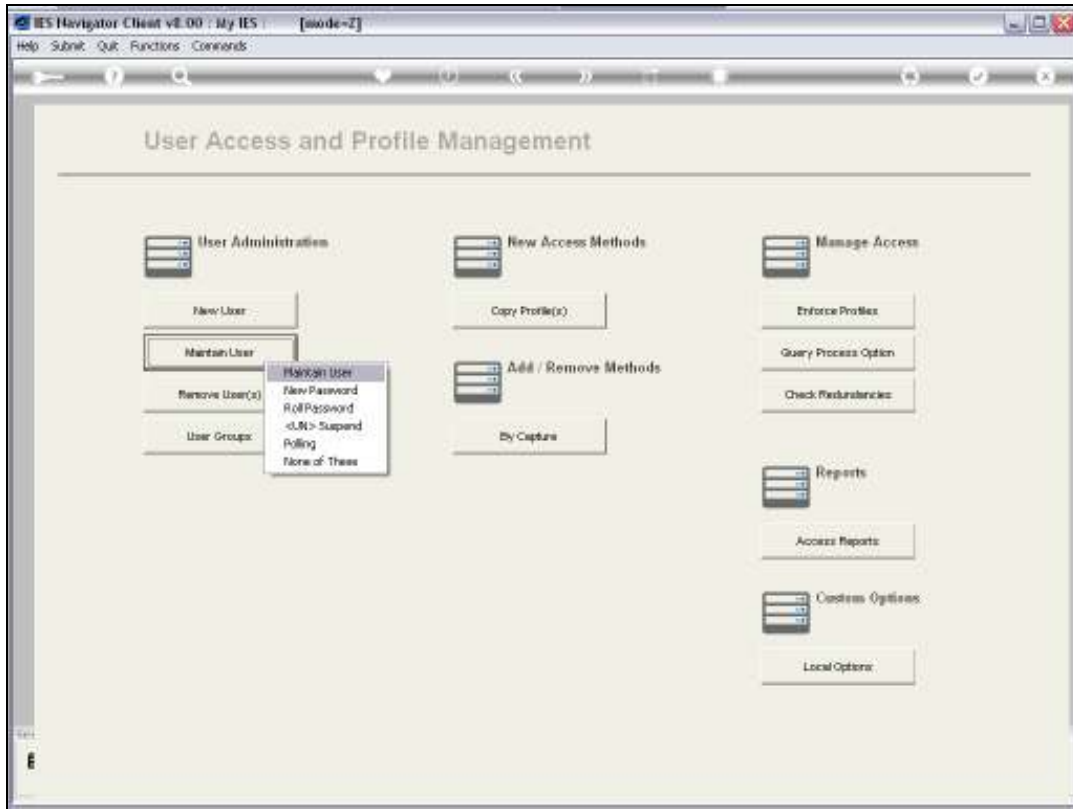
There are also other ways of doing it.



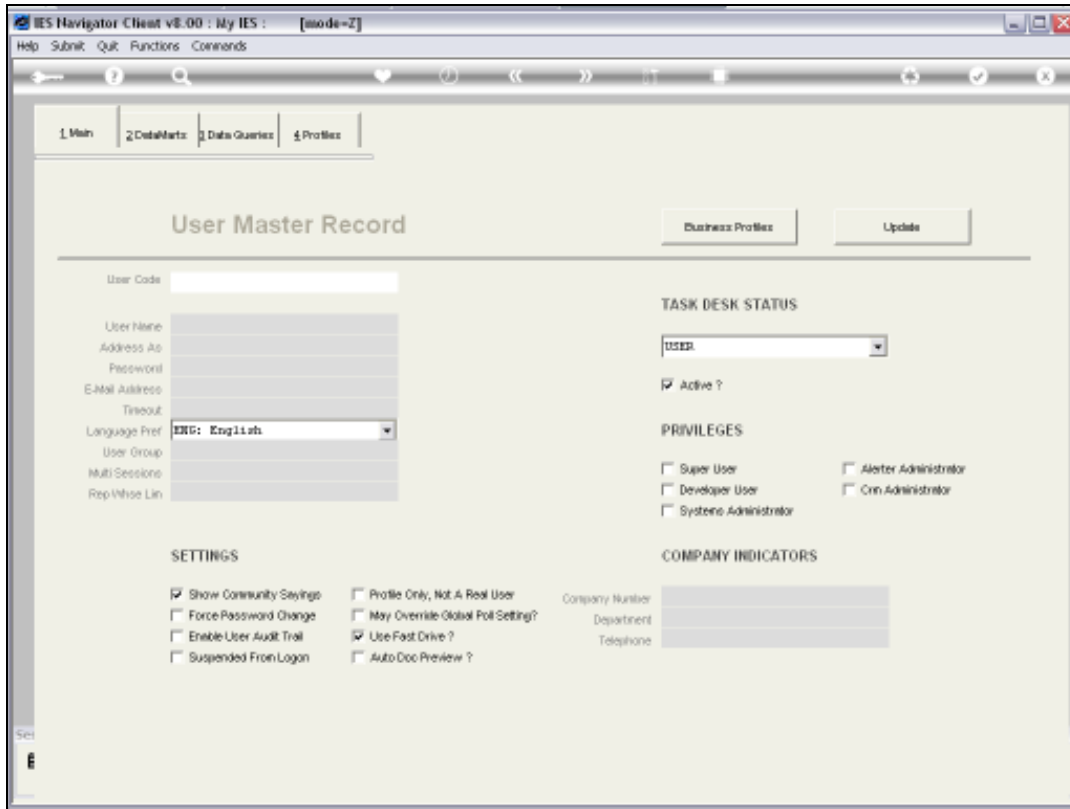
Slide 5



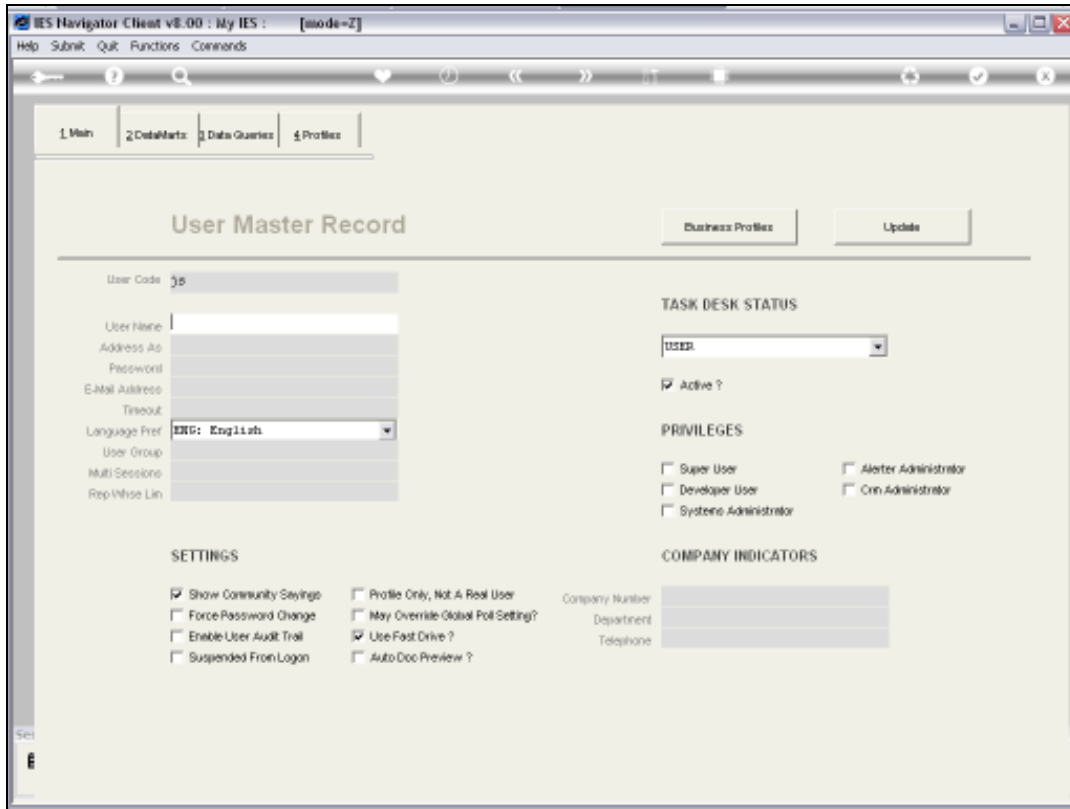
Slide 6



Slide 7



Slide 8



Slide 9

IES Navigator Client v8.00 : My IES : [mode=2]

Help Submit Quit Functions Commands

1 Main 2 DataMarts 3 Data Queries 4 Profiles

User Master Record

Business Profiles Update

User Code: js

User Name: John Smith
 Address: John
 Password: 4E5C75B6
 E-Mail Address:
 Timeout: 600
 Language Pref: ENG: English
 User Group:
 Multi Sessions: 2
 Rep/Vhse Lin: 50

TASK DESK STATUS
 Task: USER
 Active ?

PRIVILEGES
 Super User Alter Administrator
 Developer User Conn Administrator
 System Administrator

SETTINGS
 Show Community Sayings Profile Only, Not A Real User
 Force Password Change May Override Global Poll Setting?
 Enable User Audit Trail Use Fast Drive ?
 Suspended From Logon Auto Doc Preview ?

COMPANY INDICATORS
 Company Number:
 Department:
 Telephone:

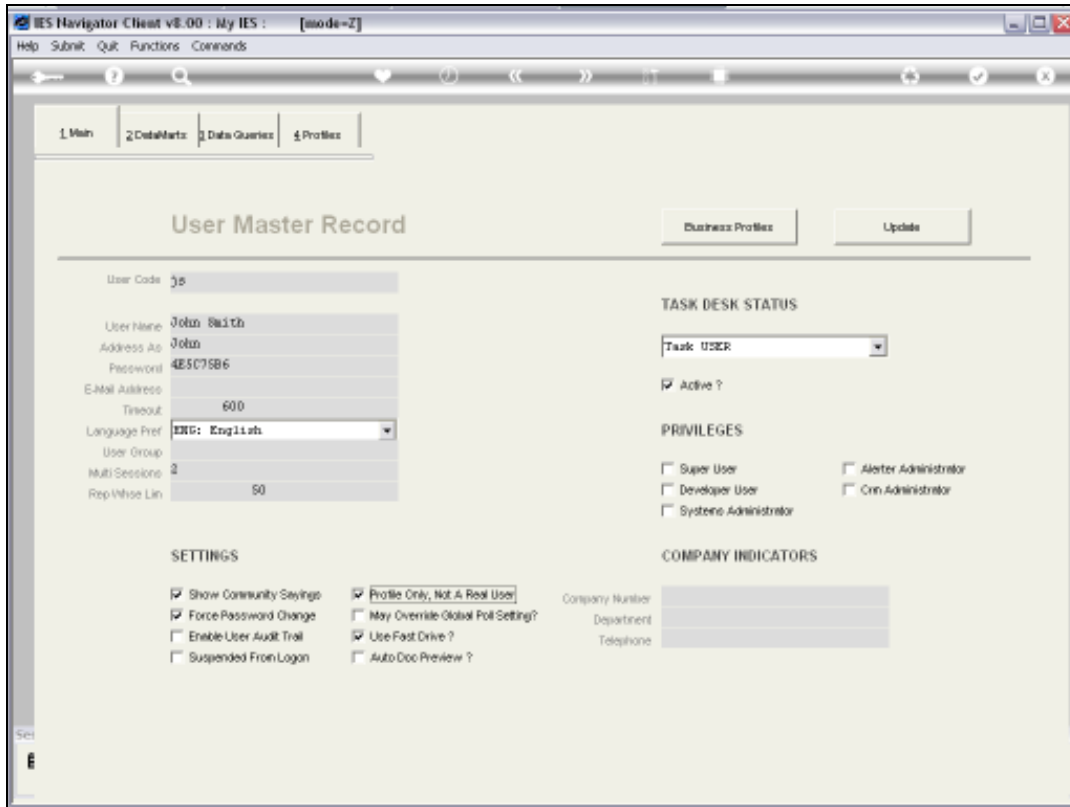
Slide 10

Now bearing in mind of course, that if we Remove a User completely from the System, then the original User Code that we are removing, can be embedded in a lot of historical Data in the System.

So when we look at the historical Data, if that User has been removed, then we will only see the User Code that was used before and no longer the name.

So therefore it is sometimes actually better not to Remove the User entirely from the System, but simply to make the User completely inactive, so that the User Logon is no longer used.

But for historical purposes the Record of this prior User Code is still present in the System.



Slide 11

IES Navigator Client v8.00 : My IES : [mode=2]

Help Submit Quit Functions Commands

1 Main 2 Data/Marks 3 Data Queries 4 Profiles

User Master Record

Business Profiles Update

User Code: js

User Name: John Smith
 Address As: John
 Password: 4ES075B6
 E-Mail Address:
 Timeout: 600
 Language Pref: ENG: English
 User Group:
 Multi Sessions: 2
 Rep/Voice Lin: 50

TASK DESK STATUS
 Task: USER
 Active ?

PRIVILEGES
 Super User Alter Administrator
 Developer User Conn Administrator
 System Administrator

COMPANY INDICATORS
 Company Number:
 Department:
 Telephone:

SETTINGS
 Show Community Sayings Profile Only, Not a Real User
 Force Password Change May Override Global Poll Setting?
 Enable User Audit Trail Use Fast Drive ?
 Suspended From Logon Auto Doc Preview ?

Slide 12

So what we do in this case is for this User Master, we simply choose "Suspended From Logon", and we also choose "Profile Only, Not a Real User".

In other words, previously this User was a real User and used to Logon, but now we are no longer going to allow this User to Log On.

Now if we only choose "Suspended from Logon", and we do not check "Profile Only", then if we ever use the Option to "Suspend All Users", then this User Code is marked as a "Profile Only" and also "Suspended".

Then if we use a "Global Unsuspend", then this User will not be "Unsuspend" because Profile Only Users are not Unsuspend by the Unsuspend Action.

Another reason that we could have for temporarily Suspending the User, in which case we will only choose "Suspended From Logon", and not check the "Profile Only", is when we temporarily want to Suspend a User, but we still do expect this User to use the System again in some point in time.

IES Navigator Client v8.00 : My IES : [mode=Z]

Help Submit Quit Functions Commands

1 Main 2 DataMarts 3 Data Queries 4 Profiles

User Master Record

Business Profiles Update

User Code: js

User Name: John Smith
Address: John
Password: 4ES075B6
E-Mail Address:
Timeout: 600
Language Pref: ENG: English
User Group:
Multi Sessions: 2
Rep/Voice Lin: 50

TASK DESK STATUS
Task: USER
 Active ?

PRIVILEGES
 Super User Alter Administrator
 Developer User Conn Administrator
 System Administrator

SETTINGS
 Show Community Settings Profile Only, Not A Real User
 Force Password Change May Override Global Poll Setting?
 Enable User Audit Trail Use Fast Drive ?
 Suspended From Logon Auto Doc Preview ?

COMPANY INDICATORS
Company Number:
Department:
Telephone:

Slide 13

There is another optional measure that we can apply, i.e. we can simply also give a new Password to this User Code, so that the original User Code that this User used will no longer work.

Therefore whenever anybody wants to use this User Code, they will not be able to because there is a new and unknown Password on this particular User Code.

So that is an extra measure that we can take in addition, if we want to.