



# **System Recordings**

Version 5.11

Manual

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### 1 Concept

FORCAM FORCE™ offers an administrative insight with the reports of the category System Recordings. Different reports are available under the subcategory User Administration. They list all users registered in FORCAM FORCE™ and provide information about the assigned permissions and roles. It is also possible to display a log showing which role has been created or removed. The log also provides information about assigned permissions with details about the editor.

Permissions and roles are created and managed in the System Administration (Workbench module) of FORCAM FORCE™. When creating and changing data, data sources are created which can be displayed in the reporting of the Office module. Thus, users created in the Workbench and their maintenance are immediately visible in Office (after refreshing the report). The reports of the System Recordings only provide an insight. Users cannot be edited here.

For a detailed description of the configuration of permissions and roles, see the Master Data and System Administration manual.

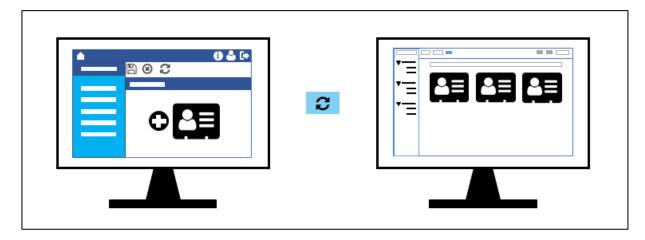


Figure 1: Users created in system administration are displayed directly in reporting

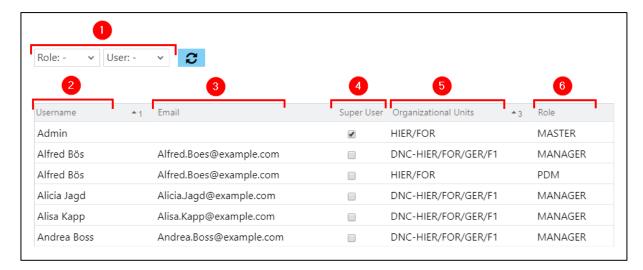


## 2 User Roles Reports

#### 2.1 User Roles

Path: Performance Analysis > Reporting > Reports > System Recordings > User Administration > User Roles

Listing of all users created in the Workbench with information on the organizational unit and the respective role. By default, sorted by user name (alphabetically).



- (1) Filter of the report:
  All roles and users configured in the Workbench
- (2) Username
- (3) Email address that is stored with the user
- (4) If a check mark is set, the user is declared as superuser.
- (5) Organizational unit to which the user belongs
- (6) User role stored in the Workbench

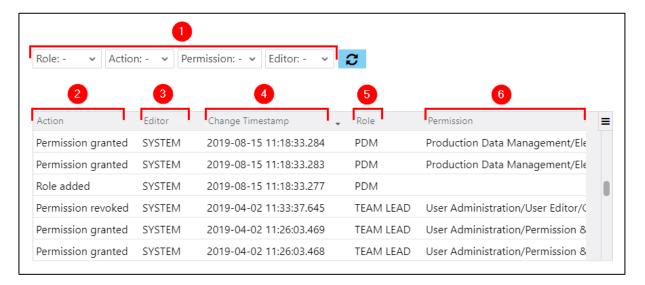


### 2.2 Permissions & Roles History

Path: Performance Analysis > Reporting > Reports > System Recordings > User Administration > Permissions & Roles History

Listing of all activities concerning an internal system permission or role: Assignment or removal of permissions or roles with indication of the exact time and the editor. By default, sorted by the time of processing.

Every permission or role-based action executed in the Workbench can be viewed in this report after refreshing it.



#### (1) Filter of the report:

All permissions, roles and users configured in the Workbench. In addition, every possible permission or role-based action and the respective editor.

- (2) Action that was executed
- (3) Editor (logged-in user who performed the action)
- (4) Date of the action
- (5) Role affected by the action
- (6) Permission affected by the action



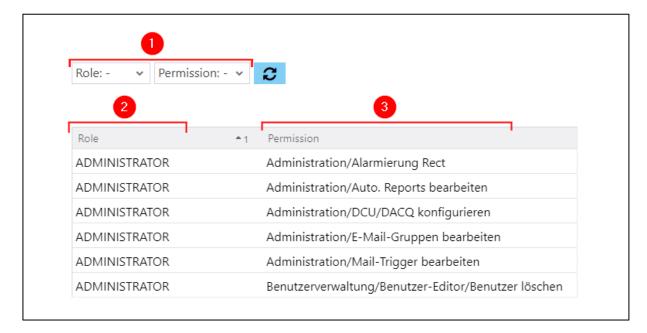
#### 2.3 Permissions & Roles

Path: Performance Analysis > Reporting > Reports > System Recordings > User Administration > Permissions & Roles

Listing of all permissions currently available in the Workbench with the corresponding role. A permission can be assigned to several roles simultaneously.

By default, sorted by role (alphabetically).

i If the report is loaded without initially selecting a permission in the filter, the loading time can be high due to the possible high number of permissions.



- (1) Filter of the report:
  All roles and permissions configured in the Workbench
- (2) Available roles
- (3) Permissions that belong to the respective roles