One Identity Manager 8.2

Web Designer Web Portal User Guide

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Legend

WARNING: A WARNING icon highlights a potential risk of bodily injury or property damage, for which industry-standard safety precautions are advised. This icon is often associated with electrical hazards related to hardware.

CAUTION: A CAUTION icon indicates potential damage to hardware or loss of data if instructions are not followed.

One Identity Manager Web Designer Web Portal User Guide
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General tips and getting started

You can use the Web Portal to request and cancel products, and to renew current requests with limited lifetimes. If you own the respective entitlements, you can also approve requests and cancellations, perform attestation, view rule violations, and approve or deny exception approvals. You can also call up a wide range of statistics.

NOTE: This guide describes the Web Portal with its factory settings. Your version of the Web Portal may be different because your Web Portal may have been customized.

In addition, which Web Portal functionality is available to you is controlled by a role model in the database. This guide describes all the Web Portal functions. If you cannot find one of the functions described here in your Web Portal, it may be due to insufficient permissions. In this case, ask your administrator.

Tips for using the Web Portal

- Enable JavaScript in your browser for the Web Portal to work.
- You can configure and extend the Web Portal using the Web Designer.
- A minimum screen resolution of 1280x1024 pixels is recommended with at least 16-bit color in order to optimize the user interface graphics. A display size of at least 9.7 inches is recommended for mobile displays, for example, when using a tablet.
- Supported browsers:
  - Internet Explorer 11 or later
  - Firefox (release channel)
  - Chrome (release channel)
  - Safari (current version)
  - Microsoft Edge (release channel)

Detailed information about this topic

- Logging in and out on page 28
- Navigation and use on page 32
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- Unlocking user accounts on page 55
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Logging in and out

You must be logged onto the system to be able to work with the Web Portal. In order to login, you must know the URL of the Web Portal in your organization. Ask your system administrator for this information.

TIP: If you do not yet have an account, contact your manager.

NOTE: If you have forgotten your password and your account cannot be unlocked with the question-answer function, you can ask your manager for a passcode.

Detailed information about this topic

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- Logging in to the Password Reset Portal on page 30
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First login/new account

If you do not already have a user account, you will have to create a new one.

To log onto the system for the first time

1. In the address line of your web browser, enter the Web address (URL) of the Web Portal to open the login page for the Web Portal.

   TIP: By default, the URL is `http://<server name>/<application name>/`, where `<server name>` is the name of the server on which the Web Portal is installed.
2. Click **Create new user account** on the login page.

3. On the **Register a new user** view, complete at least the **Last name** and **First name** mandatory fields and enter your email address.
4. In the field next to **Security code**, enter the code displayed.

   TIP: If you cannot clearly identify the code displayed, click **Generate a different code** to display a new code.
5. Click **Save**.

   When the responsible manager has approved your account, you will receive an e-mail containing a link.
6. Open the confirmation email and click the link.
7. On the confirmation page, click **Confirm email address**.
8. Define your password and your password questions (see also, Changing passwords on page 54 and Managing password questions on page 52).
9. You can then with log in using this information.

Related topics

- Logging in on page 29
- Changing passwords on page 54
- Managing password questions on page 52

Logging in

Open the Web Portal in a web browser.

If your system is also configured for two-factor authentication, other steps might be required to log in. For more information about logging in with your security key, see Logging in with security keys on page 30.

To log in to the Web Portal

1. In the address line of your web browser, enter the web address (URL) of the Web Portal.

   TIP: By default, the URL is http://<server name>/<application name>/, where `<server name>` is the name of the server on which the Web Portal is installed.
2. On the Web Portal login page, in the **Login name** input field, enter your full user name.
3. In the **Password** field, enter your personal password.
4. Click **Connect**.

   TIP: If you have forgotten your password, click **Forgot your password? Click here.**.

Then you are forwarded to the Password Reset Portal. For more information on this topic, see Changing passwords on page 54.

Related topics

- First login/new account on page 28
- Logging in with security keys on page 30
- Changing passwords on page 54
- Managing password questions on page 52

Logging in with security keys

If your system is appropriately configured and you own and have set up a security key, you can use it to log in to the Web Portal.

To log in to the Web Portal with a security key

1. In the address line of your web browser, enter the web address (URL) of the Web Portal.

   TIP: By default, the URL is http://<server name>/<application name>/, where `<server name>` is the name of the server on which the Web Portal is installed.

2. On the Web Portal's log in page, enter your login data.
3. Click **Log in**.
4. Follow the instructions (for example, plug your security key into your USB socket and then touch it).

   You will be automatically logged in.

Related topics

- First login/new account on page 28
- Logging in on page 29
- Security keys (WebAuthn) on page 72

Logging in to the Password Reset Portal

The Password Reset Portal helps you to change your main password, change several passwords of different user accounts, manage your password questions, and manage your security keys.

You can log in to the Password Reset Portal in three different ways:

- Use a passcode that you have received from your manager.
- Answer your personal password questions.
- Use your user name and personal password to log in to the Web Portal.

To log in to Password Reset Portal using an passcode

1. On the Web Portal's login page, click **Manage your passwords** or **Forgot your password?**. This opens the Password Reset Portal.

   The Password Reset Portal opens.
2. On the **Select how you want to authenticate yourself** page, select the option **I have a passcode** next to **Authentication method**.
3. In the **User name** field, enter your user name.
4. Click **Next**.
5. On the **Enter your passcode** page, in the **Passcode** field, enter your passcode.
6. In the field below **Enter the security code**, enter the CAPTCHA code displayed.

   TIP: If you cannot clearly identify the CAPTCHA code displayed, click **Generate a different code**. A new CAPTCHA code is then generated.
7. Click **Next**.

To log in to Password Reset Portal using your password questions

1. On the Web Portal's login page, click **Manage your passwords** or **Forgot your password?**.

   The Password Reset Portal opens.
2. On the **Select how you want to authenticate yourself** page, select the option **I want to answer my secret password questions** next to **Authentication method**.
3. In the **User name** field, enter your user name.
4. Click **Next**.
5. On the **Answer your password questions** page, enter the relevant answers to your password questions in the fields.
6. In the field below **Enter the security code**, enter the CAPTCHA code displayed.

   TIP: If you cannot clearly identify the CAPTCHA code displayed, click **Generate a different code**. A new CAPTCHA code is then generated.
7. Click **Next**.

To log in to Password Reset Portal using your current password

1. On the Web Portal's login page, click **Manage your passwords** or **Forgot your password?**.

   The Password Reset Portal opens.

2. On the **Select how you want to authenticate yourself** page, select the option **I log in with my current password** next to **Authentication method**.
3. In the **User name** field, enter your user name.
4. Click **Next**.
5. On the **I log in with my current password** page, enter your login information in the fields.
6. In the field below **Enter the security code**, enter the CAPTCHA code displayed.

   TIP: If you cannot clearly identify the CAPTCHA code displayed, click **Generate a different code**. A new CAPTCHA code is then generated.
7. Click **Next**.

Related topics

- First login/new account on page 28
- Logging in on page 29
- Logging off on page 32

Logging off

When you want to finish working with the Web Portal, log off from the system.

To log off from Web Portal

1. In the header, click (**Profile**) > **Log Off**.
2. In the **Log Off** dialog, confirm the prompt with **Yes**.

   Your logoff was successful.

   TIP: Your system may be configured to log you off automatically if you are inactive for a long period of time.

Navigation and use

This chapter describes how you navigate through the Web Portal and how to utilize the Web Portal.

Detailed information about this topic

- Simple navigation on page 33
- Search on page 34
- Displaying the address book on page 36

- Sorting on page 37
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- Saving views on page 45
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- Custom filter conditions on page 45
- Exporting views on page 50
- Mobile view on page 51

Simple navigation

Simple commands

Table 1: Overview of simple commands

Tab	Navigate between single elements
Enter or, if required, Space	Confirm input
Backspace	Navigate to previous page
Alt + Left arrow or Alt + Right arrow	Navigate to previous or next page

NOTE: Take into account that not all browsers behave the same. The shortcuts described here were set up with the help of Internet Explorer 9.

Go to the home page

Table 2: Overview of key combinations for navigating

Tab	Navigate forward
Shift + Tab	Navigate backwards
Enter key	Run an action

Simple elements

Table 3: Overview of the controls used

Button	Use the Tab key to navigate to the control and press Enter to run the action.
Link	Navigate to the required link with Tab and press Enter to open a new page or dialog.
Dialog window	Click the Esc key to leave the dialog window without taking any action. Click Enter to run. If there is more than one action available, navigate to the desired action with the Tab key and press the Enter key.
Menu	Navigate to the menu using Tab. The selected element changes its color. Press Alt+ **Move down** or **Move up** to expand the entire menu. Use the arrow keys to choose between the different elements. Use Tab to leave the menu. You do not need to confirm by pressing Enter or Space.
Input field	Navigate to the desired field. If text input is possible, the cursor blinks and you can write in the field. Use Tab to exit the field. You do not need to confirm by pressing Enter or Space.
Tiles	Use the Tab key to navigate to the tile and press Enter to display the page's content.
Check box	Use the Tab key to navigate to the required check box and press Space to enable the check box.
Option	Use the Tab key to navigate to the required list of options. Use the arrow keys to choose between the different options. Use Tab to leave the list of options.

Installed controls

Table 4: Overview of other controls

Tree view	Use Enter to expand or collapse a tree view. A plus sign next to the tree means it can be expanded by pressing Enter. A minus sign means the element can be collapsed by pressing Enter.

Search

Many of the pages provide a function to search for objects in context. For example, if you view the your managed resources, you can search for a specific resource. You can select the simple search, where you enter a single search string, or the advanced search, where you can apply several parameter to the search.

TIP: The search does not take upper and lower case into account.

There are certain rules that enable a successful global search in the Web Portal. These are described in the following table using examples.

Table 5: Rules with examples for searching in the Web Portal

Example	Description
Sam User	Finds Sam User but not Sam Identity. Search results must contain all of the separate terms in the query. A logical **AND** is used.
Sam OR Identity	Finds Sam User and Pat Identity. Placing **OR** between the search terms acts as a logical OR operator. The results of this search contain at least one of the two search terms.
Sam NOT User	Finds Sam Identity but not Sam User. The results of this search do not contain the term that comes after **NOT**.
U*	Finds User1 and User2. The ***** functions as a wildcard for any number of characters to complete the term.
Use?	Finds User but not User1. The **?** functions as a wildcard for a single character to complete the term.
"Sam User"	Provides results in which the search terms **Sam** and **User** follow one another. Results of this search contain the string in quotes as phrase.
Sam User~	Finds Sam User and also other similar results. A tilde **~** after the search term indicates that the search should also find similar results. This means that incorrectly spelled terms can be found, as well. You can specify the level of similarity by adding a number between **0** and **1** (with decimal point) after the tilde **~**. The higher the number, the more similar the results.

Detailed information about this topic

- Running a search on page 35
- Context searching on page 36
- Advanced search on page 36

Running a search

Search is available at all times in the header.

To run a search

1. In the header, in the field next to 🔍, enter the search term.
2. Click 🔍 in the header.

   The **Search results** view opens, displaying all the results that match your query.

Context searching

A context search is context-dependent unlike a regular search, and is available where several entries are listed. For example, the **Request history** view normally lists several entries and a context search is available above the list.

To run a context search

1. In the field next to 🔍, enter the search term.
2. Click 🔍.

   Any results matching your query are displayed.

Advanced search

Advanced searching is context-dependent, like the context search, but offers various other additional search settings. The advanced search is often found next to the context search and can be opened with a link. You can use the advanced search in the **Request history** view, for example.

To run an advanced search

1. Click **Advanced search** in the view above the list.

   The following table lists the possible search settings.
2. Enable the relevant check boxes next to the criteria you would like to use to limit the search.
3. Click **Search**.

   Any results matching your query are displayed.

Displaying the address book

If you need information about identities, phone numbers, locations, or other information, for example, you can use the address book. This gives a quick overview of an identity and further details.

To display the address book

1. In the header, click 👤 **(Profile**) > **Address Book**.

   This displays the address book and all identities (see Address book on page 843).
2. (Optional) On the **Address Book** page, click an identity.

   For more information, see the details pane.
3. (Optional) In the details pane, click **Overview**.

This opens the identity's overview page. Here you can gather further information about the identity (for example, main data, requests, entitlements, and so on). For more information, see Displaying my identities' overviews on page 288.

Related topics

- Address book on page 843
- Displaying my identities' overviews on page 288

Sorting

A sort function is available to you for all tables.

To sort a table

1. Click in the column header you want to sort.

   You will see an icon to the right of the column name.
2. Click again in the column header to sort in ascending or descending alphabetical order.

   This sorts the column as required.
3. Click again in the column header to sort in the opposite order.

   This sorts the column as required.

To sort a table by several columns

You can select any column to sort by multiple columns. You can add another column by holding the Ctrl key and clicking with the mouse.

NOTE: The first column selected has the highest priority in the sort order. If you want to sort in a particular order, select this column last. All the columns selected before are included in the sort order.

Table 6: Multiple column sorting

Handling	Description
Select the first column.	Click in the column header.
Select more columns.	Click in the header whilst holding down the Ctrl key.
Sort in the opposite order.	Click again in the header whilst holding down the Ctrl key.
Cancel the sort order/Resort	Click in the header of any column to apply a new sort order.

Bookmarks

You sometimes have the option to set bookmarks in views in the Web Portal. Bookmarks have the advantage that you can use them to navigate straight to a particular part in the Web Portal when you log in again.

TIP: If you frequently request a particular service item from a service category, for example, you can navigate faster to this service category by setting a bookmark.

Detailed information about this topic

- Setting bookmarks on page 38
- Selecting bookmarks on page 38
- Deleting bookmarks on page 38

Setting bookmarks

MOBILE: This function is not available in the mobile interface.

To set a bookmark

1. Go to the page where you want to set the bookmark.
2. On the page, click (**Create bookmark**).

   The **Bookmark this page** link changes to **Remove bookmark**. The bookmark is displayed on the home page and in the header.

NOTE: Not every page in the Web Portal can be bookmarked.

Selecting bookmarks

To select a bookmark

1. Open the home page.
2. Perform one of the following tasks:
   - On the home page, in the **Bookmarks** tile, click the required bookmark.
   - In the header, click (**Bookmarks**) and click the required bookmark.

   This navigates to the page you have bookmarked.

Deleting bookmarks

If you there is bookmark that you no longer need, you can delete it from a view at anytime. You can also delete bookmarks on the page that the bookmark references.

To delete a bookmark

1. In the header, click (**Home**).
2. On the start page, click **Explore** in the **Bookmark** tile.
3. In the **Bookmark** dialog, click **Delete** next to the bookmark that you want to delete.
4. In the **Delete bookmark** prompt, confirm with **Yes**.

Help

You can find the help menu in the header bar Several menu items are shown when you select this menu.

Detailed information about this topic

- Using the help on page 39
- Support on page 39
- Community on page 40
- Connection on page 40
- Info on page 40

Using the help

You can use the guide as well as online help to answer questions about the Web Portal.

To call up help in the Web Portal

- In the header, click (**Help**) > **Documentation**.

  The One Identity Manager Web Designer Web Portal User Guide opens as online help.

Support

The support portal is there to give you technical support. There you can find a large number of solutions to different issues.

To open the support portal

- In the header, click **Help** > **Support**.

  The support portal opens.

Community

The One Identity Community offers you a forum where you can exchange information and solutions with other users.

To open the One Identity Community forum

- In the header, click **Help** > **Community**.

  This opens the One Identity Community forum.

Connection

You can to call up information about a database session and view it in the Web Portal.

NOTE: You cannot change any data in the database.

The data connection details are displayed in a dialog window. You can see information about the web application user, permissions groups and the program functions that are allowed.

Information about the user is shown in the **System user** view. Here, you will find out more about the authentication type, user ID, what permissions the user has (read and/or write access), whether the user is a dynamic user and how the user was added.

You can view permissions groups with a description about each group listed on the **Permissions group** view.

A list of program functions with a description is available on the **Program functions** view.

To open the "Connection" dialog.

1. In the header, click > **Connection**.
2. In **Connection**, click the tab corresponding to the type of information that you would like to view in more detail.

Info

The **About** menu shows you, among other things, information about your currently installed version of the Web Portal and the registered names of the product. It is displayed in dialog containing the following views.

- About

  Displays the registered trade mark names and the current version of the Web Portal installed.

- Legal Notices

  Lists components from third-parties included in the Web Portal. The contact data and the component license might also be given.

- Contact

  This shows the contact data for purchasing queries or other questions.

To open the "About" dialog

1. In the header, click **Help** > **About**.
2. Select the view for the information type you want to view in more detail.

Filtering

You can find the filter function represented by (**Filter**) in a lot of table columns. It provides you with a selection of different filters.

NOTE: The contents of the filters vary depending on context. You can filter by text, numeric values, fixed values, such as gender, "yes" or "no", dates, or objects.

MOBILE: This function is only available in the list view of the mobile interface.

To use a filter

1. Open a menu which shows tables.
2. Click on the required column.
3. Select the filter that you want to apply.
4. Click **Filter on**.

Detailed information about this topic

- Text filters on page 41
- Number filters on page 42
- Object filter on page 42
- Filtering the calendar function on page 43
- Delete filter on page 44
- Grouping and ungrouping columns on page 44
- Showing other columns on page 44
- Saving views on page 45
- Deleting saved views on page 45

Text filters

You can find a text filter in the **Product** column of the **Request History** view.

To apply filter criteria to text

1. Enter one or more terms in **Filter on...**.
2. Select one of the following criteria from the text filter's menu.

Table 7: Other criteria for applying text filters

Filter	Description
All words	This displays all search results, which contain the term in the field.
Starts with	Only results, which start with the given term are displayed.
Ends with	Only results, which end with the given term are displayed.
One or more words	Only results containing at least on of the given terms are displayed.

Number filters

You can find a number filter, for example, in the **Risk index** column in **High Risk Overview**.

To apply filter criteria to numerics

1. Enter a value in the field or use the arrow keys to set a number.
2. Select one of the following criteria from the numeric filter's menu.

Table 8: Other selection criteria for using numeric filters

Filter	Description
greater or equal	Only results with a value the same or higher than the given value are shown.
less or equal	Only results with a value the same or lower than the given value are shown.
Between	Only results with a value the between the given values are shown.

Object filter

You can find an example of an object filter in the **My Responsibilities** > **Identities** menu in the **Primary Department** column header.

To apply an object filter

1. In the **Filter on ...** dialog, select **Filter by object**.

   The results are shown by default in a hierarchical structure. Unselected objects are identified with .

   You can switch to list view using the icon and back again with .
2. Click the required object.

   The selected object is marked with and listed under **Selected**.

   NOTE: To deselect a selected object, click on the object in the details pane.
3. Click **Filter on**.

   The filter is applied. The matching results are displayed in the view.

Filtering the calendar function

The "Calendar function" filter is, for example, available in the **Request date** column of the **Request History** view.

To apply filter criteria to the calendar function

1. Select one of the following criteria in the context menu next to the field.

   Table 9: Other criteria for applying filters to the calendar function

Filter	Description
After	Only displays results after this date.
Before	Only displays results before this date.
Between	Only displays results between these dates. Another field with calendar icons is displayed with this setting.
This week	Only displays results with this week's date.
Last week	Only displays results with last week's date.
This month	Only displays results with this month's date.
This year	Only displays results with this year's date.

2. Perform one of the following tasks:
   - Click and select a date.
   - Enter the date in the field.
3. Click **Filter on**.

   The filter is applied. The matching results are displayed in the view.

Delete filter

After setting a filter, you can remove it again manually or it is removed automatically when you change views.

To delete a filter

- Perform one of the following tasks:
  - Click ✕ in the filtered column.
  - Click ✕ in the row above the entire table.

Grouping and ungrouping columns

Grouping is offered for views with a large number of entries. You can group columns in the **Auditing** view on the **Attestation policy** column, for example.

MOBILE: This function is only available in the list view of the mobile interface.

To group by column or ungroup

1. Select the filter in the column you want and click **Group by this column**.

   The entries are displayed in groups.
2. Open the group with >.

   This displays all the entries in the group.

   - OR -
3. Delete the filter.

   This dissolves the group.

Showing other columns

You can blend in other columns you want to see in your view.

MOBILE: This function is only available in the list view of the mobile interface.

To include other columns in the table

1. Click **View settings** > **Additional columns**.

   This opens **Additional columns**.
2. Enable the check box next to the column you wish to display.
3. Click **Apply**.

   Now you can see the selected columns in the table and use them.

Saving views

If you have modified a view and think you might want to use it at a later date, you can save the view settings.

NOTE: The saved view is only available at the location where you saved it.

To save the current view

1. Click **View Settings** > **Save current view**.

   This opens the **Save current view** dialog.
2. Enter a name for the view in the field.
3. Click **Save**.

TIP: You can select and apply the saved view at any time under **View settings**.

Deleting saved views

You can delete saved views in view settings.

NOTE: The saved view is only available at the location where you saved it.

To delete a saved view

1. Click **View settings** > **Edit list**.

   This opens the dialog **Edit view settings**.
2. Click after the view setting that you want to delete.

   The deleted view setting is removed from the dialog and you cannot select it in the menu anymore.

Custom filter conditions

At certain points you can define custom filter conditions. The filter conditions are formulated like a condition (WHERE clause) for a database query.

You can use a wizard to collect the queries. Each condition is displayed in a special control in the wizard.

The wizard is available in different places in the Web Portal (such as in the **Identities** view).

MOBILE: This function is not available in the mobile interface.

To open the filter wizard

- Click **View settings** > **Open filter wizard**.

Detailed information about this topic

- Creating filters using the wizard on page 46
- Using control elements on page 49
- Displaying technical names of database columns on page 49
- Displaying filter conditions as SQL expressions on page 50

Creating filters using the wizard

To create a filter with the wizard, first select a column, edit the conditions and comparison operators. Once these settings have been configured, you can apply the filter.

To create and apply a filter with the wizard

1. Click **View settings** > **Open filter wizard**.
2. Select the column for the table in the filter wizard.
    a. Click **At least one entry exists** and specify whether the column should reference or be referenced from other tables.

    The following views are available.

Table 10: Views in the filter wizard

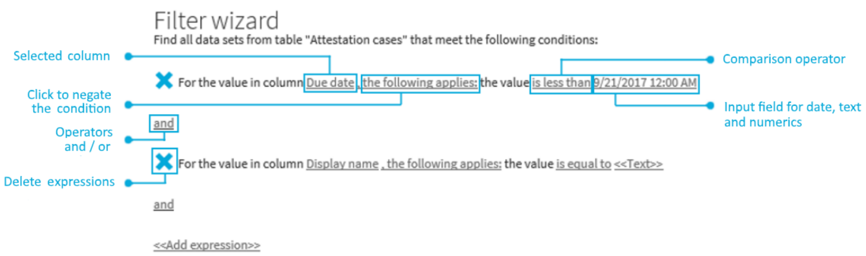
View	Description
Value comparison	Compares the values of the selected columns. These columns are part of the table you want to apply the custom filter to. The advantage of using the WHERE clause wizard is that you can select all the table's columns as opposed to the filter function, which only provides a default selection of columns.
References to other objects	Creates a n:1 relation. Select the desired table B in this view. Several data records from table A can be assigned to one data record in table B. A data record in table A cannot be assigned more than one data record from table B.
References for assignment tables	Creates a 1:n relation. Each data record in table A can be assigned to several data records from table B and vice versa. These relations are realized through a third Table for realizing assignment tables Assignment table

View	Description
	only contains the foreign keys of the other tables A and B.
References from other objects	Creates a 1:n relation. Select the desired table B in this view. Several data records from table B can be assigned to one data record in table A. A data record from table B cannot be assigned to more than one data record from table A.

b. Select the desired column in the **Filter wizard** view.

This inserts a control for the first condition.

Figure 1: Filter wizard with example conditions



3. Enter the condition and configure the following settings:

a. Enter the comparison value.

You can enter a date, numeric, or text value. The input of the value type depends on the selected column.

b. Change the comparison operator.

To change the comparison operator, click the comparison operator "is less than", for example.

The type of comparison operator depends on the column type. The following comparison operators are available.

Table 11: Comparison operators

Value type	operator	Description
Text value	is equal to	Finds the same text value.
	Precedes the word in the alphabet	Finds all results that occur before the entered text in alphabetical order.
	Follows the word in the alphabet	Finds all results that occur after the entered text in alphabetical order.
	Not equal	Finds all results that are not the same as the entered text.
	Is contained in	Finds all results that contain the text value.
	Contains	Finds all results that contain the text value.
	Begins with	Finds all results that begin with the entered text value.
	Ends with	Finds all results that end with the entered text value.
	Is equal or precedes the word in the alphabet	Finds all results that either contain the entered text value or occur before the entered text value in alphabetical order.
	Is equal or follows the word in the alphabet	Finds all results that either contain the entered text value or occur after the entered text value in alphabetical order.
Numerical value	Is less than	Finds all results that are smaller than the entered numerical value.
	Is greater than	Finds all results that are larger than the entered numerical value.
	is equal to	Finds all results that are the same as the entered numerical value.
	Is less or equal	Finds all results that are less than or equal to the entered numerical value.
	Is greater than or equal	Finds all results that are greater than or equal to the entered numerical value.

c. Change the Boolean value if the option is available in the selected column.

The value **false** is selected by default. If you change the value to **true**, data appears that matches the content of this column.

d. To negate the defined condition, click **applies**.

The condition statement is reversed and the data displayed after filtering, does not match this condition. This setting is not available if the Boolean option can be set.

e. Use the operators and or or when applying multiple conditions.

NOTE: Remove the control by clicking .

4. Insert another expression with **<<Add expression>>** and repeat this step if required.
5. Perform one of the following tasks:
   - Apply the filter by clicking **Apply**.

     This returns you to the original view where a message alerts you to the active filter wizard.
   - Close the wizard with **Close**.

Using control elements

The filter wizard view can quickly become confusing if several conditions are used with different controls. In this case, you can expand or collapse the conditions with your controls.

To expand or collapse controls.

1. Click **View settings** > **Open filter wizard**.
2. Perform one of the following tasks:
   - Click **Collapse all** in the **Filter wizard**.
   - Click **Expand all** if the controls are collapsed.

Displaying technical names of database columns

You can display the technical names of database columns instead of the display names.

To display technical names of database columns

1. Click **View settings** > **Open filter wizard**.
2. Click **Show technical name**.

   This displays all the table and column names that occur in the filter wizard with their technical names.

3. If you would like to view the table and column display names again, click **Show display**.

Displaying filter conditions as SQL expressions

In the expert view you can view and edit filter conditions as SQL expressions.

To view a custom filter condition as SQL expression or to write one manually

NOTE: To open the expert view, you must own the role of administrator, auditor, or compliance & security officer.

1. Click **View settings** > **Open filter wizard**.
2. Click **Expert mode**.

   If you have already created a filter, the filter condition is shown in the SQL editor as a SQL expression.
3. Perform one of the following tasks:
   - Edit the SQL expression in the field.
   - Enter the SQL expression in the field.
4. Click **Apply**.

   Applies the filter.

Exporting views

You can save a view in PDF or CSV format, or as a website for use as a report. This function is available at different points in your web application. For more information, see Exporting reports on page 65.

NOTE: You cannot export more than 100 000 data sets. If there are more data set, only the first 100 000 are exported.

To export a view

1. Click **View settings** > **Export this view**.

   This opens the dialog **Export this view**.
2. Select one of the following options:
   - **Export as PDF**: exports the view as a PDF file.
   - **Export as CSV**: exports the view as a CSV file.
   - **Display as website**: exports the view as a report in HTML format.
3. (Optional) Enable the following check boxes:

- **All pages**: All pages of the view were exported. If this setting is not enabled, only the current page is exported.
- **Remove header**: Removes the first row of the table. This row contains the column names.

  NOTE: This setting is only available if you selected the option **Export as CSV** in the previous step.

4. Click **Export**.

   Exports the view.

Mobile view

The Web Portal is designed for use with desktops computers and mobile devices. The views are adjusted automatically. In the mobile view, some functions are limited or not at available at all.

Table 12: Handling options for mobiles

Action	Handling
Open menu bar	The menu that you find horizontally under the header in the desktop version is opened on mobile devices as follows: 1. Press . List lists the menus under each other. 2. Press next to a menu. This displays other menu items.
Display extended functions/header	You open the functions and settings in the header toolbar (such as search) for mobile devices as follows: 1. Press . Menus are displayed next to each other. 2. Press on one of the following icons: • : Opens search. • : Contains the menus **My profile**, **My settings**, **Telephone book**, and **Log off**. • : Opens your shopping cart without requests. • : Shows any saved bookmarks. NOTE: Replace this text with a description of a feature that is noteworthy. • : Contains the menus **Help**, **Support**, **Community**, **Connection** and **Info**.

Heatmaps and statistics in the mobile view

The following handling options apply for heatmaps and statistics in the mobile view.

Table 13: Handling options for heatmaps and statistics

Action	Handling
Show tooltip	Tap on the statistic or the diagram.
Display more details about the statistic/diagram in the dialog	Double-tap on the statistic or the diagram.
Display a tooltip for a heatmap rectangle	Tap the heatmap's rectangle.
Zoom in on heatmap	Double-tap on the heatmap.

Managing password questions

If you forget your password, you can change it at any time in the Web Portal. For more information, see Changing passwords on page 54. To do this, you need to define individual questions that only you can answer.

If your password questions are incorrectly answered, you are locked out. You can reset locked password questions at any time.

TIP: Once a password question is locked because you answered it incorrectly, you will be asked to answer another password question. This is repeated until there are not enough (unlocked) password questions left. To be on the safe side, make sure you create enough password questions.

If the Web Portal is configured accordingly, password questions are deleted after successful use.

To create new password questions

1. In the header, click (**Profile**) > **My profile**.
2. On the **Overview** page, click the **Password** tile.
3. On the **Password questions** page, click **New question**
4. In the **New password question**, enter the following:
   - **Secret question**: Enter your question.
   - **Secret answer**: Enter your answer to the (above) question.
   - **Confirm secret answer**: Enter your answer to the question again.

5. Click **Apply**.
6. On the **Password questions** page, click **Save**.

To edit password questions

1. In the header, click (**Profile**) > **My profile**.
2. On the **Overview** page, click the **Password** tile.
3. On the **Password questions** page, next to the password question that you want to edit, click **Edit**.
4. In the **Password question** dialog, enter the following:
    - **Secret question**: Enter your question.
    - **Secret answer**: Enter your answer to the (above) question.
    - **Confirm secret answer**: Enter your answer to the question again.
5. Click **Apply**.
6. On the **Password questions** page, click **Save**.

To delete password questions

1. In the header, click (**Profile**) > **My profile**.
2. On the **Overview** page, click the **Password** tile.
3. On the **Password questions** page, next to the password question you want to delete, click **Edit**.
4. In the **Password question** dialog, click **Delete**.
5. In the **Delete password question** dialog, confirm the prompt with **Yes**.
6. On the **Password questions** page, click **Save**.

To unlock password questions

TIP: On the **Password questions** page, locked password questions are labeled with **(locked)**.

1. In the header, click (**Profile**) > **My profile**.
2. On the **Overview** page, click the **Password** tile.
3. On the **Password questions** page, next to the password question you want to unlock, click **Edit**.
4. In the **Unlock password question** dialog, confirm the prompt with **Yes**.
5. On the **Password questions** page, click **Save**.

Related topics

- Changing passwords on page 54

Changing passwords

You can use the Password Reset Portal to change your central password or change multiple passwords for various user accounts.

You can change your password(s) in a few steps:

1. Log in to the Password Reset Portal.
2. Change the relevant password(s).

Step 1: Log in to the Password Reset Portal

Log in to the Password Reset Portal using a passcode, by answering your password questions, or with your current password (see Logging in to the Password Reset Portal on page 30).

Step 2: Change password

After you have logged in on the Password Reset Portal (see Step 1: Log in to the Password Reset Portal on page 54), you can change your central password or the passwords of user accounts to which you have access.

To assign a new password for your personal user account or another user account

1. On the **Manage My Passwords** page, select the option **I want to reset one or more passwords**.
2. Perform one of the following tasks:
   - To change the passwords for your personal user accounts, next to **Personal accounts**, click ▶ **Expand**.
   - To change the passwords of other user accounts, next to **Other accounts**, click ▶ **Expand**.
3. Select the check box next to the user accounts whose passwords you want to change.
4. Click **Next**.
5. On the **Set a new password** page, enter the password you wish to use in the **New password** field.

   TIP: Below the field, you can see how secure your new password is.
   To display your company's password specifications, click **Password policy**.
6. In the **Repeat the password** field, enter the password again.
7. Click **Next**.

   The password is reset for the previously selected user accounts.
8. On the **Success** page, click **Log off**.

To change the central password

1. On the **Manage my passwords** page, select the option **I want to reset my central password**.
2. Click **Next**.
3. On the **Set a new password** page, enter the password you wish to use in the **New password** field.

   TIP: Below the field, you can see how secure your new password is.
   To display your company's password specifications, click **Password policy**.
4. In the **Repeat the password** field, enter the password again.
5. Click **Next**.

   The central password is reset.
6. On the **Success** page, click **Log off**.

Related topics

- Managing password questions on page 52

Unlocking user accounts

Your account might be locked for use if, for example, you (or an unauthorized person) have tried to log in too many times using the wrong credentials.

You can unlock your user account in two steps:

1. Log in to the Password Reset Portal using a passcode. You obtain the passcode from your manager.
2. Enter a new password.

   You will then be able to use your user account again.

Related topics

- Logging in to the Password Reset Portal on page 30
- Changing passwords on page 54

Changing my contact data

You can update your contact information at any time.

NOTE: You cannot edit light gray boxes.

To update your contact information

1. In the header, click (**Profile**) > **My Profile**.
2. On the **Overview** page, click **Contact data**.

   NOTE: Users with other subidentities in addition to their main identity can use the **Identity** selection field in the **Contact data** view to select identities.

   Changes to their contact data only affects the selected identity.

   This also applies to creating reports. If you create a report it is generated for the selected identity.
3. Add or correct the entries in the various fields.
4. Click **Change** next to **Country**.

   The **Country** dialog opens.
5. (Optional) Click the filter to limit your search for the required country.
6. Click the country you would like from the list.

   The dialog closes and **Contact Data** is displayed.
7. Click (**Change**) next to **Picture**.

   This opens **Picture**.
8. Click **Browse...** to find a photo.

   The selected image and other instruction are displayed in the dialog.

   NOTE: If the photo is greater than 10 KB, you will have to crop the image.
9. (Optional) Hold the mouse over the image until a cross cursor appears, left-click and drag the mouse over the image to select the required area.
10. (Optional) **Crop to selection**.
11. Click **Apply**.

    The dialog closes and **Contact Data** is displayed.
12. Click **Save**.

Editing Active Directory user accounts

You can edit your Active Directory user accounts at any time once you have logged in to the system and the user data has loaded.

NOTE: This function is only available if Active Roles Module is installed. This module references Active Roles extensions in Active Directory user accounts.

To edit your Active Directory user accounts

1. In the header, click (**Profile**) > **My Profile**.
2. On the **Overview** page, click **Active Directory user accounts**.

3. Enable the required Active Directory user account, if several are available.
4. Edit the fields or add new ones.
5. Save the changes.

Switching languages

In the Web Portal, you can specify which language you want to use for the Web Portal.

NOTE: If you have not explicitly assigned a language in the Web Portal, the language used by your browser will be adopted.

To change the language of the Web Portal

1. In the header, click (**Profile**) > **My profile**.
2. On the **Overview** page, click **Contact data**.
3. On the **Contact Data** page, click **Assign** or **Change** next to the **Language** field.
4. In the **Language** dialog, select the language that you want to use for the Web Portal.
5. On the **Contact Data** page, click **Assign** or **Change** next to the **Language for value formatting** field.
6. In the **Language for value formatting** dialog, select the language you want to use for date and number formats.

   For example, German dates are displayed in the format DD.MM.JJJJ (**24.12.2020**) and in English US format MM/DD/JJJJ (**12/24/2020**).
7. On the **Contact data** page, click **Save**.

   The changes will take effect as soon as you call a new page or refresh the page.

TIP: You can also change the session language by clicking **Help** > **Language** in the header.

Enabling/disabling email notifications

You can define which events you would like to be notified about by email.

To enable/disable email notifications

1. In the menu bar, click **Settings**.
2. On the **My Settings** page, click the **Email Notifications** tab.
3. Perform one of the following tasks:

- To enable notifications, select the check box **Notify me** next to the event that you want to notified about.
- To disable notifications, deselect the box **Notify me** next to the event that you do not want to notified about any longer.

4. Click **Save**.

Personal dashboard settings

In**Personal Dashboard Settings**, you can hide or show dashboards with neutral trends. Dashboards with "neutral trends" are those that have not change recently. By default, this filter is not enabled. You can also hide other dashboards. To hide individual dashboard, you can use the filter function on the desired dashboard view. For more information, see Hiding statistics on page 789.

To show a dashboard

1. Open **Personal Dashboard Settings**.
2. Perform one of the following tasks.
   a. Enable **Show dashboards with neutral trends**.
   b. Select one of the displayed statistics that you want to display again.
3. Click **Save**.

Report subscriptions management

Web Portal provides several reports that present information about objects and their relations to other objects in the database. Identification, analysis, and summaries of relevant data are supported with the help of these reports.

You can subscribe to reports in the Web Portal in order to receive them on a regular basis. These subscriptions can be managed by you.

Detailed information about this topic

- Subscribing to reports on page 59
- Editing report subscriptions on page 59
- Sending reports from report subscriptions on page 60
- Unsubscribing reports on page 61

Subscribing to reports

You can subscribe to reports. These reports are regularly sent by email to you and any other subscribers.

To add a subscription

1. In the menu bar, click **Settings**.
2. On the **My Settings** page, click the **Subscriptions** tab.
3. In the **My Subscriptions** pane, click **Add subscription**.
4. In the **Add report subscription** dialog, in the list, click the report that you want to subscribe to.
5. Click **Next**.
6. In the **Edit report parameters** step, specify the following subscription settings:
   - **Subscription**: Enter the subscription's name.
   - **Schedule**: Select how often you want to receive the report (once a week, for example).
   - **Format (email attachment)**: Select which format you want to receive the report in. The report is sent in this format as a file attachment in an email.
   - (Optional) Specify other report specific settings. These settings might vary depending on what report you use.
7. Click **Next**.
8. In the **Additional subscribers** step, in the list, click the identities that will also receive this report.

   TIP: To remove a subscriber, in the **Current** list, click the corresponding identity.
9. Click **Save**.
10. In the **Overview** step, check your data.
11. Click **Close**.

Related topics

- Reports on page 61

Editing report subscriptions

You can edit your existing report subscriptions.

To edit a report subscription

1. In the menu bar, click **Settings**.
2. On the **My Settings** page, click the **Subscriptions** tab.
3. In the **My Subscriptions** pane, in the list, click the report subscription that you want to edit.
4. In the details pane, click (**Edit subscription settings**).
5. In the **Edit subscription settings** dialog, edit the following report subscription settings:
   - **Subscription**: Enter the report subscription's name.
   - **Report**: Select the report that you want to subscribe to.
   - **Schedule**: Select how often you want to receive the report (once a week, for example).
   - **Format (email attachment)**: Select which format you want to receive the report in. The report is sent in this format as a file attachment in an email.
6. (Optional) Specify other report specific settings. These settings might vary depending on what report you use.
7. Click **Save**.
8. On the **My Settings** page, in the report subscription's details pane, click (**Add identities to this subscription**).
9. In the **Additional Subscriptions** dialog, in the list, click the identity that should also receive the report.

   TIP: To remove a subscription, in the **Current** list, click the corresponding identity.
10. Click **Save**.

Related topics

- Reports on page 61

Sending reports from report subscriptions

Depending on how the schedule is configured, you can send reports to yourself and to others.

To send a report

1. In the menu bar, click **Settings**.
2. On the **My Settings** page, click the **Subscriptions** tab.
3. In the **My Subscriptions** pane, click the subscription in the list that you

want to send.
4. In the details pane, click (**Get report now**).

Related topics

- Reports on page 61

Unsubscribing reports

You can unsubscribe reports.

To unsubscribe a report

1. In the menu bar, click **Settings**.
2. On the **My Settings** page, click the **Subscriptions** tab.
3. In the **My Subscriptions** pane, in the list, click the report subscription that you want to edit.
4. In the details pane, click (**Unsubscribe**).
5. In the dialog, confirm the prompt with **Yes**.

Related topics

- Reports on page 61

Reports

You will find report in the Web Portal under the **Settings**.

You can view and edit reports in the **Reports** view. You can also create your own reports and assign them to organizations or identities.

Detailed information about this topic

- New report on page 62
- Displaying report definitions on page 63
- Displaying reports on page 65
- Exporting reports on page 65

New report

You can add new reports in the **Reports** view. To do this, you enter the main data.

MOBILE: This function is not available in the mobile interface.

To create a report

1. Click **New report** in **Reports**.
2. Configure the following in the **Create a new report** view.

   NOTE: Any fields that are not marked with an asterisk (*) are optional. Optional fields can be filled in when you create the application or at a later stage.

Table 14: Main data for a new report

Setting	Description
Name*	Field for the report name. Enter the report's name.
Report definition	Select the base table with **Assign**. You can edit the selected base table using **Result columns** and **Edit Filter**. Once a base table has been assigned, you can change the assignment with **Change**.
Risk index	Display a scale of 0 to 1 for the risk index and two slide rulers. Specify a beginning and an end value within the scale.
Owner	Name of the report owner. Use **Change** to select from a list of owners.
Service item	Creating a new service item. Use **Create a new service item** to create a new product. You can disable this report definition using **Disable**.
Assign to identities	Selection of identities to receive the report. Use **Change** to select an identity to receive the report.
Assign to departments	Selection of departments to receive the report. Use **Assign** to select a department to receive the report.

Setting	Description
Assign to Locations	Selection of locations to receive the report. Use **Assign** to select a location to receive the report.
Assign to cost centers	Selection of cost centers to receive the report. Use **Assign** to select a cost center to receive the report.

3. Click **Save**.

Displaying report definitions

Use **View report definition** to view more information about an existing report and make changes if required.

- Overview

  View assigned properties of the selected report in a Hyper View.
- Main data

  Edit and modify report properties.
- Usage

  Viewing identity assignments to a role class.

Detailed information about this topic

- Overview on page 63
- Main data on page 64
- Usage on page 65

Overview

Using the **Show report definition** action, you can open, among other things, an overview of the selected report. All relevant information about the report is provided in abbreviated form in the overview, such as, assigned identities or application roles. They are displayed in shape elements.

To view a report's overview

1. Open **Reports** and select the report you want to view.
2. Click **Show report definition**.
3. Select **Overview** to view all the information about an identity at a glance.

Main data

Use **View report definition** to open the main data to add missing properties or to edit properties such as the risk index.

To edit the main data

1. Open the **Settings** menu and click **Reports**.
2. Select a report and, in the details pane, click **View report definition**.
3. Select **Main data** and edit the following settings.

   NOTE: Any fields that are not marked with an asterisk (*) are optional. Optional fields can be filled in when you create the application or at a later stage.

Table 15: Report main data

Setting	Description
Name*	Field for the report name. Enter the report's name.
Report definition	Base table selection. Use **Change** to select the base table you want from a list.
Risk index	Display a scale of 0 to 1 for the risk index and two slide rulers. Specify a beginning and an end value within the scale.
Owner	Name of the report owner. Use **Change** to select from a list of owners.
Service item	Creating a new service item. Use **Create a new service item** to create a new product. You can disable this report definition using **Disable**.
Assign to identities	Selection of identities to receive the report. Use **Change** to select an identity to receive the report.
Assign to departments	Selection of departments to receive the report. Use **Assign** to select a department to receive the report.
Assign to Locations	Selection of locations to receive the report.

Setting	Description
	Use **Assign** to select a location to receive the report.
Assign to cost centers	Selection of cost centers to receive the report. Use **Assign** to select a cost center to receive the report.

4. Click **Save**.

Usage

Use the **View report definition** function to display identity assignments to a role class in the **Usage** view.

To view which roles are contained in a predefined report

1. Mark a report in **Reports** view and click **View report definition**.
2. Select the **Usage** view.
3. Select a role class in the **Role classes** menu to see the roles contained in the report.
4. Select **More information** to view identities assigned to the role memberships.

Displaying reports

You can display a report completely in the **Reports** view. For example, all departments with managers and calculated risk index, are displayed for the report "Departments with increased violations".

To view the base table configured for the report

- Mark a report in the **Reports** view and click **View report** in the details pane.

  The base tables for this report are shown in the report view.

Exporting reports

Reports can help you to make necessary decisions. For example, when you are viewing your file system or SharePoint resources, you can view reports to help determine ownership. Or when you are performing attestations, you can view current information on the item to which you are attesting.

1. Select **Export this view**.

   This opens the **Export this view** dialog. You have several options.
2. Enable the following setting if necessary.

All pages	All pages of the view were exported. If this setting is not enabled, only the current page is exported.
Remove header	This setting is only available for CSV format.

3. Perform one of the following tasks:
   a. Select either **Export as PDF**.
   b. Select the option **Export as CSV**.
   c. Select **Show as web page**.

   The report is exported in the respective format.

The user interface layout

The Web Portal user interface is divided into several sections:

Top - header

The header with the company logo is at the top of the screen. You can use different functions and reach different sections from here.

Top – menu bar

The menu bar is displayed horizontally in the upper part of the screen and provides different menus and submenus. To reach the Home page, click **Home**.

On the top right-hand side of the screen, select (**Settings**) to access the **My Settings** view. This page contains other options that you can use to configure your email notification and report settings.

Work area

The work area changes depending on the menu you opened from the navigation.

Detailed information about this topic

- Home on page 67
- Header on page 67
- Menu bar on page 68

Home

Open the home page with (**Home**).

Once you have logged in successfully, the home page appears. Displayed across the home page, there are tiles of different sizes that you can click on. The tiles allow you to access some frequently used menu items or important actions with one click.

Other tiles show statistics or heatmaps. You can also call up this information in full screen mode by clicking the relevant button.

Header

There are several buttons available to you in the Web Portal's header bar that make it easier and simpler to access functions and settings. The following table explains, which icons to select to reach the relevant functions and settings.

Table 16: Functions in the header

Search	The search helps you to search for various objects. For example, you can quickly and simply search for identities, attestation cases, or request procedures. For more information, see Search on page 34 and Running a search on page 35.
Inform-ation	Use these menu items to view: • Pending requests • Request inquiries • Pending attestations • Attestation inquiries • Pending rule violations • Pending policy violations and edit them. TIP: The moment this icon goes orange (), you have tasks pending.
My requests	Use these menu items to view: • Trigger new requests, • Show and manage your shopping cart • Renew and cancel products. TIP: The moment this icon goes orange (), the products are in your shopping cart.
Profile	Use these menu items to:

	• View your personal data with memberships, responsibilities, and entitlements and to edit setting (for example, your Password questions), • Display your company's address book • Log off • Change the language • Enable/disable email notifications • Manage report subscriptions
Bookmarks	Show and select your bookmarks here. This icon is only shown if you have saved bookmarks in the Web Portal.
Help	This menu includes online help, contact to customer service, community links, information about your connection and the product. Use **Help** to open the context-sensitive help. The help contains the entire contents of the Web Portal User Guide. **Connection** opens a dialog with detailed information about your web application connection. The information is divided out on **System users**, **Permissions groups**, and **Program functions**.

Menu bar

The menu bar is displayed horizontally in the upper part of the screen and provides different menus and submenus.

Menus are structured by topic. Each menu corresponds to a topic and holds further menu items that are respective subtopics.

To open a menu

1. In the menu bar, mouse-over a menu.

   This expands the menu and shows more menu items.
2. Click a menu item.

Table 17: Menus in the menu bar

Menu	Menu item	Actions
Request		
	My requests	• Start new requests • Show your request history • Renew and cancel products

Menu	Menu item	Actions
		• Cancel requests • Edit templates • Show and manage shopping carts
	My actions	• Manage pending requests • Show the approval history • Manage request inquiries
	Auditing	• Display requests of other identities • Show approvals
	Escalation	• Edit escalate requests
Attestation		
	My attestation status	• Show your pending attestation cases • Send reminder emails to attestors
	My actions	• Show and editpending attestations • Show the attestation history • Show attestation inquiries
	Auditing	• Show all attestation cases
	Governance administration	• Show attestation runs • Manage attestation policies
	Escalation	• Show escalated attestations
Compliance		
	My actions	• Show and approve pending rule violations • Show historical rule violations • Show and edit pending policy violations • Show historical policy violations
	Auditing	• Show rule violations • Show policy violations
	Governance Administration	• Show and edit risk index functions • Show compliance information • Show critical object overview • Show compliance rules and rule violations

Menu	Menu item	Actions
		• Show company policies and policy violations • Show compliance rules with SAP functions and respective rule violations • Show compliance rules with SAP functions and respective rule violations • Show compliance rule violations of identities with critical SAP functions
Responsibilities		
	My responsibilities	• Show and manage the identities you are responsible for • Show and manage system entitlements • Show and manage business roles • Show and manage system roles • Show and manage departments • Show and manage cost centers • Show and manage locations • Show and manage application roles • Show and manage resources • Show and manage assignment resources • Show and manage multi-request resources • Show and manage multi-requestable/unsubscribable resources • Show and manage software • Show and manage devices
	Delegation	• Show, create, and delete delegations • Show delegation history
	Responsibilities	• Add ownerships • Assign owners to system entitlements and devices
	Auditing	• Audit identities • Audit business roles • Audit system roles

Menu	Menu item	Actions
		• Audit application roles • Audit departments • Audit cost centers • Audit locations • Audit resources • Audit assignment resources • Audit multi-request resources • Audit multi requestable/unsubscribable resources • Audit software • Audit (Azure Active Directory, LDAP, SAP R/3, Universal Cloud Interface, UNIX)
	Governance Administration	• Show and manage the company structure (organization) • Show and manage identities and their entitlements • Show and edit business roles • Show and manage system entitlements
Calls		
	New Call	• Create calls
	Call history	• Show call history • Remove call attachments
Applications		Call stored application

Security keys (WebAuthn)

To open the **Security key** page, go to > **My profile** > **Security keys** (see Displaying security keys on page 73).

One Identity offers you the option to log in, simply and securely, to One Identity Manager web applications with help of (physical) security keys. If your system is configured for it and you own security keys like this, you must use the security key when you enter your password to log in to a web application (for example, to the Web Portal). These security keys support the W3C standard **WebAuthn**.

IMPORTANT: The WebAuthn standard is NOT support in Internet Explorer. Therefore, use another browser if you want to log in to One Identity Manager web application using security keys.

For more information about how you log in to the Web Portal with the help of security keys, see Logging in with security keys on page 30.

If you loose your security key or you cannot use it for any other reason, you can set up a new one using a passcode in the Password Reset Portal (see Setting up security keys on page 74).

On the **Security keys** page, view your security keys, set up new security keys, edit security keys and delete security keys.

The following tables give you an overview of the various functions and contents of the **Security Keys** page.

Table 18: Security keys

Column	Description
Registered	Shows you the date on which the key was registered.
Last used	Shows you the date on which the security key was last used.
Times used	Shows you how often the security key has been used.

Table 19: Controls

Control	Description
Edit	Use this button, to edit the respective security key.

Control	Description
Delete	Use this button to delete the respective security key.
New security key	Use this button to set up a new security key.

Detailed information about this topic

- Logging in with security keys on page 30
- Displaying security keys on page 73
- Setting up security keys on page 74
- Editing security keys on page 74
- Deleting security keys on page 75

Displaying security keys

You can display your security keys at any time.

To display your security keys in the Web Portal

1. In the header, click (**Profile**) > **My profile**.
2. On the **Overview** page, click the **Security keys** tile.

   This opens the **Security keys** page and shows you your security keys and details.

To display your security keys in the Password Reset Portal

1. Log in to the Password Reset Portal (see Logging in to the Password Reset Portal on page 30).
2. On the **Manage my passwords** page, select the **I want to manage my security keys** option.

   This will display your security keys and details.

Related topics

- Security keys (WebAuthn) on page 72
- Setting up security keys on page 74
- Editing security keys on page 74
- Deleting security keys on page 75

Setting up security keys

You can set up or register new security keys at anytime.

NOTE: To set up a security key, you require a physical key that you can connect to your computer by USB or NFC, for example.

To set up a security key in the Web Portal

1. In the header, click (**Profile**) > **My profile**.
2. On the **Overview** page, click the **Security keys** tile.
3. On the **Security keys** page, click **New security key**.
4. Follow the instructions.

   This sets up the security key. On the Security keys page, you can **edit** the security key at anytime.

To set up a security key in the Password Reset Portal

1. Log in to the Password Reset Portal (see Logging in to the Password Reset Portal on page 30).

   TIP: If you loose your security key or you cannot use it for any other reason, you can set up a new one using a passcode in the Password Reset Portal. To do this, you must ask your manager for a passcode and use it to log in to the Password Reset Portal.
2. On the **Manage my passwords** page, select the **I want to manage my security keys** option.
3. Click **New security key**.
4. Follow the instructions.

   This sets up the security key. You can edit the security key at anytime.

Related topics

- Security keys (WebAuthn) on page 72
- Displaying security keys on page 73
- Editing security keys on page 74
- Deleting security keys on page 75

Editing security keys

You can edit security keys at anytime.

To edit a security key in the Web Portal

1. In the header, click (**Profile**) > **My profile**.
2. On the **Overview** page, click the **Security keys** tile.
3. On the **Security keys** page, under the security keys you want to edit, click **Edit**.
4. In the **Edit security key** dialog, in the **Display name** field, enter a name for the security key.
5. Click **Save**.

To edit a security key in the Password Reset Portal

1. Log in to the Password Reset Portal (see Logging in to the Password Reset Portal on page 30).
2. On the **Manage my passwords** page, select the **I want to manage my security keys** option.
3. Under the security keys you want to edit, click **Edit**.
4. In the **Edit security key** dialog, in the **Display name** field, enter a name for the security key.
5. Click **Save**.

Related topics

- Security keys (WebAuthn) on page 72
- Displaying security keys on page 73
- Setting up security keys on page 74
- Deleting security keys on page 75

Deleting security keys

If you no longer need your security key or you have lost it, you can delete it at anytime.

> NOTE: If you only have one key left, you cannot delete it. You last security key can only be deleted by an employee administrator. For more information about how to delete WebAuthn security keys as an employee administrator, see the *One Identity Manager Identity Management Base Module Administration Guide*.

To delete a security key in the Web Portal

1. In the header, click (**Profile**) > **My profile**.
2. On the **Overview** page, click the **Security keys** tile.
3. On the **Security keys** page, under the security keys you want to delete, click **Delete**.
4. In the **Security key** dialog, confirm the prompt with **Yes**.

To delete a security key in the Password Reset Portal

1. Log in to the Password Reset Portal (see Logging in to the Password Reset Portal on page 30).
2. On the **Manage my passwords** page, select the **I want to manage my security keys** option.
3. Under the security keys you want to delete, click **Delete**.
4. In the **Security key** dialog, confirm the prompt with **Yes**.

Related topics

- Security keys (WebAuthn) on page 72
- Displaying security keys on page 73
- Setting up security keys on page 74
- Editing security keys on page 74

Requests

Requests account for the core functionality of the Web Portal. For example, if you require access to a system or device, request it as though you were using a traditional web shop. For more information about the **Request** menu and its menu items, see Request (Menu description) on page 844.

NOTE: You can request a variety of products depending on the entitlements assigned to you.

You can apply the following requests:

- Groups (for example, Active Directory groups, Notes groups, LDAP groups, and more)
- Membership in roles (for example, business roles, departments, application roles, applications, and more)
- Access to file systems or SharePoint resources
- Every other resource in your area

A predefined workflow is triggered when you make a request. Although the given workflow may be different, what generally applies is:

- Your request is forwarded to an identity for approval (see Pending requests on page 109/Escalated requests on page 135).
- You are notified whether your request is granted or denied.

Detailed information about this topic

- Requesting products on page 78
- Saved for Later list on page 100
- Request templates on page 104
- Pending requests on page 109
- Displaying request history on page 126
- Resubmitting requests on page 126
- Canceling requests on page 127
- Renewing products with limit validity periods on page 128

Requesting products

A request process is triggered when you request a product. Whether you are authorized to request a product depends on your role and your permissions. Managers or other authorized users can make a request for other identities in their name.

You can complete a request in three steps:

1. Add the desired product to your shopping cart (see Adding products to the shopping cart on page 78).
2. Verify the shopping cart and amend the product requests as required (see Managing products in the shopping cart on page 80).
3. Submit the request (see Submitting requests on page 89).

Detailed information about this topic

Adding products to the shopping cart

To request products, first you must select them and add them to your shopping cart.

To add products to the shopping cart

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Start a new request**.

3. On the **Request** page, perform the following:
   - In the **Find a service item** field, enter the name of the required product and click 🔍.
   - Click the tile of service category that contains the product you wan tot request.

   The relevant products are displayed.

   TIP: If you want to change the selected service category, click **Change service category** and then click the service category you require.

   If the service category contains a child category, select the child category you want from the **Service items in the category** menu.

   To summarize the main and child categories in a list, enable the **Include child categories** option.
4. Perform one of the following tasks:
   - Add a product to the shopping cart: Next to the product with the product you want to request, click **Add to cart**.
   - Add multiple products to the shopping cart: Select the appropriate check boxes next to the products you want to request and click **Add to cart** below the list.

   TIP: If you select a product that has dependent products, a dialog opens that allows you to request these products as well.

   NOTE: If you select a product that requires additional information, a corresponding dialog opens.

   NOTE: If you select a group, a dialog opens, where you must enter a name, which gives advice on naming, group type and target container. The approver adds the group based on this information (see Approving pending requests from newly created Active Directory groups on page 113).

   This opens the **Shopping Cart** page. Now, you can check the request and, if necessary, add to each product request (see Managing products in the shopping cart on page 80). Then send the request (see Submitting requests on page 89).

   Or you can continue working in the Web Portal to do things such as add more products.

Related topics

- Managing products in the shopping cart on page 80
- Submitting requests on page 89
- Request (page description) on page 849
- My shopping cart (page description) on page 861

Managing products in the shopping cart

After you have added products to your shopping cart (see Adding products to the shopping cart on page 78), you can delete individual product requests from the cart, add more details to them, or perform other actions.

NOTE: In certain circumstances, you may cause a request to violate compliance rules if it allocates a specific entitlement to a business role. For example, an identity may obtain an unauthorized entitlement through this business role. In this case, the compliance violation is displayed in the details pane of the shopping cart.

To manage products in the shopping cart

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Shopping cart**.
3. On the **Shopping Cart** page, edit the shopping cart.
   You can perform the following actions:
   - Remove products from the shopping cart (see Removing products from the shopping cart on page 82)
   - Define the validity of the products (see Setting the validity period of products in your shopping cart on page 83)
   - Change the priority of the requests (see Specifying the priority of products in your shopping cart on page 84)
   - Enter reasons for the requests (see Giving reasons for requests on page 85)
   - Assign a department to products (see Specifying departments for products in shopping cart on page 86)
   - Check the shopping cart for invalid products and remove them (see Checking the shopping cart and removing invalid products on page 87)
   - Request products for multiple identities (see Requesting products in the shopping cart for multiple identities on page 88)
   - Place products on the Saved for Later list (see Saving products for later on page 100
   - Show the Saved for Later list (see Displaying Saved for Later list on page 101)
   - Make a template from the shopping cart (see Creating request templates on page 105)
4. Ensure you only have requests that you really want to submit in your cart.

   NOTE: If your shopping cart contains products that you want to request more often, make a template from the shopping cart (see Request templates on page 104).

   Now you can send your request (see Submitting requests on page 89).

Related topics

- Adding products to the shopping cart on page 78
- Submitting requests on page 89
- Saved for Later list on page 100
- Request templates on page 104
- Request (page description) on page 849
- My shopping cart (page description) on page 861

Displaying the shopping cart

After you have added products to your shopping cart (see Adding products to the shopping cart on page 78), you can view all the products in your shopping cart along with their details.

To display the products in your shopping cart

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Shopping cart**.

   This opens the **My Shopping Cart** page (see My shopping cart (page description) on page 861).
3. Now you can add more products to your shopping cart, set additional options for products in the shopping cart, or submit the request.

Related topics

- Adding products to the shopping cart on page 78
- Submitting requests on page 89
- My requests (page description) on page 848
- My shopping cart (page description) on page 861

Editing multiple products in the shopping cart

After you have added products to the shopping cart (see Adding products to the shopping cart on page 78), you can modify further settings for single or all products in the shopping cart (see Setting the validity period of products in your shopping cart on page 83, Specifying the priority of products in your shopping cart on page 84, Giving reasons for requests on page 85, Specifying departments for products in shopping cart on page 86). If you have several products in the shopping cart, you can edit them in the overview and apply the modified properties to multiple products. This way, you do not have to adjust the same settings separately for each individual product, but can "copy" the changes.

To editing multiple products in the shopping cart

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Shopping cart**.
3. On the **My Shopping Cart** page, click **Actions** > **Edit details**.
4. On the **Details** page, expand the product details that you want to edit.

   If a product is in the shopping cart more than once, the individual items are displayed one below the other.
5. Change the settings as required.

   TIP: If you want to change the properties for all the same products in the shopping cart, click **Apply to all**.
6. Click **Save**.

   Now you can add more products to your shopping cart, set additional options for products in the shopping cart, or submit the request.

Related topics

- Adding products to the shopping cart on page 78
- Submitting requests on page 89
- Requesting products on page 78
- My requests (page description) on page 848
- Details (page description) on page 864

Removing products from the shopping cart

After adding added products to your shopping cart (see Adding products to the shopping cart on page 78), you can remove them again.

To remove products from the shopping cart

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My Requests** page, click **Shopping cart**.
3. On the **My Shopping Cart** page, in the list, click the product that you do not want to request anymore.
4. In the details pane, click (**Delete**).
5. In the dialog, confirm the prompt with **Yes**.

   Now you can add more products to your shopping cart, set additional options for products in the shopping cart, or submit the request.

To remove all products from the shopping cart

- Delete the shopping cart. For more information, see Deleting shopping carts on page 89.

Related topics

- Adding products to the shopping cart on page 78
- Submitting requests on page 89
- My requests (page description) on page 848
- My shopping cart (page description) on page 861

Setting the validity period of products in your shopping cart

After you have added products to your shopping cart (see Adding products to the shopping cart on page 78), you can set their validity period. Once a product's validity period has expired, it can no longer be used.

NOTE: If you alter the validity period, the request's validity is determined by this information and not from the date of approval. An additional message is shown in the details pane of the respective product. If the request approval validity period has expired, the request is annulled.

TIP: You can renew the validity of a currently assigned product. For more information, see Renewing products with limit validity periods on page 128.

To set the validity period of a product in the shopping cart

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Shopping cart**.
3. On the **My Shopping Cart** page, click the product in the list whose validity you want to define.
4. In the details pane, in the **Valid from** field, specify from when the product is valid.
5. In the **Valid until** field, specify until when the product is valid.
6. Click (**Save**).

   Now you can add more products to your shopping cart, set additional options for products in the shopping cart, or submit the request.

To set the validity period of all products in the shopping cart

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Shopping cart**.
3. On the **My Shopping Cart** page, click **Edit**.

4. In the dialog, check the **Valid from** box.
5. In the **Valid from** field, specify from when the products are valid.

   NOTE: Products that already have a fixed validity period are not changed in the process. To change the validity period of products that already have a fixed validity period, check the **Replace already specified dates** box.
6. In the **Valid until** field, specify until when the products are valid.

   NOTE: Products that already have a fixed validity period are not changed in the process. To change the validity period of products that already have a fixed validity period, check the **Replace already specified dates** box.
7. Click **Save**.

   Now you can add more products to your shopping cart, set additional options for products in the shopping cart, or submit the request.

Related topics

- Adding products to the shopping cart on page 78
- Submitting requests on page 89
- My requests (page description) on page 848
- My shopping cart (page description) on page 861

Specifying the priority of products in your shopping cart

After you have added products to your shopping cart (see Adding products to the shopping cart on page 78), you can specify their priority. The priority allows approvers to quickly identify how important a product request is.

To specify the priority of a product in the shopping cart

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Shopping cart**.
3. On the **My Shopping Cart** page, click the product in the list whose priority you want to define.
4. In the details pane, in the **Priority** menu, select the priority.
5. Click (**Save**).

   Now you can add more products to your shopping cart, set additional options for products in the shopping cart, or submit the request.

To specify the priority of all products in the shopping cart

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Shopping cart**.

3. On the **My Shopping Cart** page, click **Edit**.
4. In the dialog, select the check box next to **Apply the following priority to all products in the shopping cart**.
5. In the menu, select the desired priority.
6. Click **Save**.

   Now you can add more products to your shopping cart, set additional options for products in the shopping cart, or submit the request.

Related topics

- Adding products to the shopping cart on page 78
- Submitting requests on page 89
- My requests (page description) on page 848
- My shopping cart (page description) on page 861

Giving reasons for requests

After you have added products to your shopping cart (see Adding products to the shopping cart on page 78), you can give reasons for requesting them. A reason can help approvers make their approval decisions.

To give a reason for requesting a product from the shopping cart

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Shopping cart**.
3. On the **My Shopping Cart** page, click the product in the list whose request you want to justify.
4. In the details pane, in the **Reason** field, enter your reason for requesting this product.
5. Click (**Save**).

   Now you can add more products to your shopping cart, set additional options for products in the shopping cart, or submit the request.

To give a reason for requesting all products from the shopping cart

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Shopping cart**.
3. On the **My Shopping Cart** page, click **Edit**.
4. In the details pane, in the **Reason** field, enter your reason for requesting these products.
5. Click **Save**.

Now you can add more products to your shopping cart, set additional options for products in the shopping cart, or submit the request.

Related topics

- Adding products to the shopping cart on page 78
- Submitting requests on page 89
- My requests (page description) on page 848
- My shopping cart (page description) on page 861

Specifying departments for products in shopping cart

After you have added products to the shopping cart (see Adding products to the shopping cart on page 78), you can assign products to departments. This assignment can be used for billing purposes, for example.

To assign a department to a product in the shopping cart

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Shopping cart**.
3. On the **My Shopping Cart** page, in the list, click the product to which you want to assign a department.
4. In the details pane, next to the **Department** field, click **Assign**.

   TIP: If the product already has an department, click **Change**.
5. In the **Department** dialog, click the department you want to assign to the product.
6. On the **My Shopping Cart** page, click (**Save**).

   Now you can add more products to your shopping cart, set additional options for products in the shopping cart, or submit the request.

Related topics

- Adding products to the shopping cart on page 78
- Submitting requests on page 89
- My requests (page description) on page 848
- My shopping cart (page description) on page 861

Checking the shopping cart and removing invalid products

When you send a request, it is automatically checked to see if it contains invalid products. You can also run this check before you submit the request. If necessary, you will be shown why specific product requests are invalid. You can then remove any invalid products from the shopping cart.

To check your shopping cart for invalid products

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Shopping cart**.
3. On the **My Shopping Cart** page, perform one of the following actions:
   - Click **Actions** > **Check shopping cart**.
   - Click **Submit**.

     NOTE: If the check is successful, the request can be submitted.

   If invalid products are found, the **Request cannot be submitted** dialog opens.
4. (Optional) In the **Request cannot be submitted** dialog, click **OK**.

   On the **My Shopping Cart** page, in the **Status** column, symbols and information are shown about the invalid products.

   Table 20: Checking status

Icon	Status
✅	Request can be made.
⚠️	Request violates a rule but can still be made. This icon can also indicate that a mandatory product is missing.
❌	Request cannot be made due to missing request permissions. Or the product has already been assigned.
Advice	If the request verification is still pending, a message is shown in the details pane.

5. In the list, click the invalid product.

   In the details pane, the relevant message is displayed that gives you precise information about why you cannot request the product.

To remove all invalid products from the shopping cart

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click the **Shopping cart** tile.

3. On the **My Shopping Cart** page, perform one of the following actions:
    - Click **Submit**.

      NOTE: If the check is successful, the request can be submitted.
    - Click **Actions** > **Check shopping cart**.

   If invalid products are found, the **Request cannot be submitted** dialog opens.
4. In the **Request cannot be submitted** dialog, click **OK**.
5. Click **Actions** > **Delete invalid requests**.
6. In the **Delete invalid requests** dialog, confirm the prompt with **Yes**.

Related topics

- Adding products to the shopping cart on page 78
- Submitting requests on page 89
- My requests (page description) on page 848
- My shopping cart (page description) on page 861

Requesting products in the shopping cart for multiple identities

After you have added products to your shopping cart (see Adding products to the shopping cart on page 78), you can request the products in your shopping cart for other identities as well.

To request a product in the shopping cart for multiple identities

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Shopping cart**.
3. On the **My Shopping Cart** page, in the list, click the product that you want to request for other identities.
4. In the details pane, click **Actions** > **Request for multiple identities**.
5. In the **Request for multiple identities** dialog, click the identity you want to request the product for.
6. Click **Save**.

   Now you can add more products to your shopping cart, set additional options for products in the shopping cart, or submit the request.

Related topics

- Requesting for other identities or subidentities on page 93
- Adding products to the shopping cart on page 78

- Submitting requests on page 89
- My requests (page description) on page 848
- My shopping cart (page description) on page 861

Deleting shopping carts

You can clear your shopping cart at any time.

To delete your shopping cart

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Shopping cart**.
3. On the **My Shopping Cart** page, click **Actions** > **Delete shopping cart**.
4. In the dialog, confirm the prompt with **Yes**.

Related topics

- Removing products from the shopping cart on page 82
- Adding products to the shopping cart on page 78
- My requests (page description) on page 848
- My shopping cart (page description) on page 861

Submitting requests

After you have added products to your shopping cart (see Adding products to the shopping cart on page 78), and edited and, if necessary, checked the request (see Managing products in the shopping cart on page 80), you can submit your shopping cart.

To submit your requests

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Shopping cart**.
3. On the **My Shopping CartShopping Cart** page, click .

   This checks, submits, and triggers the request workflow.

   TIP: To check the request's validity before you submit the request, click **Actions** > **Check shopping cart**. You can solve most problems of invalid product requests in the shopping cart by removing the problem product from the shopping cart (see Checking the shopping cart and removing invalid products on page 87 and Removing products from the shopping cart on page 82).

   NOTE: You may be required to confirm the terms of use for some shopping cart items. The terms of use are displayed after you have confirmed the prompt with

Yes. Read the terms of use and set the option **I have read and understood the terms of use**. You will also be prompted to enter your user name and password. Close the terms of use view and click **Accept**. For more information about the terms of use, see the *One Identity Manager IT Shop Administration Guide*.

Related topics

- Adding products to the shopping cart on page 78
- Managing products in the shopping cart on page 80
- Checking the shopping cart and removing invalid products on page 87
- Removing products from the shopping cart on page 82
- My requests (page description) on page 848
- Request (page description) on page 849
- My shopping cart (page description) on page 861

Requesting from templates

You can use your own request templates or system templates for making requests. This helps simplify proper provisioning for a particular job or function. For example, a template may contain all the products a new identity needs to get started. If you use a template for a request, you are not obliged to request all the products in the template. You only have to select the products you want from the template. For more information, see Request templates on page 104.

TIP: To find out how you can request the same products as another identity, see Requesting products through reference users on page 91.

To request products using a template

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Start a new request**.
3. On the **Request** page, on the bottom right, click **Actions** > **Select a request template**.
4. In the **Choose a template** dialog, next to the required request template, click **Add to cart**.

   TIP: If you want to display all of the content of the request templates, click ▶ next to the request template.
5. On the **My Shopping Cart** page, click **Submit**.

   TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

Related topics

- Creating request templates on page 105
- Managing products in the shopping cart on page 80
- Requesting products through reference users on page 91
- Shopping Cart Templates (page description) on page 860
- My requests (page description) on page 848
- Request (page description) on page 849
- My shopping cart (page description) on page 861

Displaying and requesting other identity's products

You can request products that other identities already own. The Web Portal offers you various options for this:

- Request by reference user: You can display all the products of a specific identity and request them as well.
- Request by peer groups: You can display and request products that other identities within your system have already requested. As a manager, you can also see products from the peer group of an identity that you manage.

Related topics

- Requesting products in the shopping cart for multiple identities on page 88
- Requesting for other identities or subidentities on page 93

Requesting products through reference users

You can request products that a particular identity already owns. This is called requesting by reference user.

Products you cannot request are marked with a red cross in the product view.

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My Requests** page, click **Start a new request**.
3. On the **Request/** page, click **Actions** > **Select a reference user**.
4. In the **Select an identity** dialog, in the list, click the identity whose products you also want to request.

NOTE: You can extend the identities list to show more information. To do this, click **View settings** > **Additional columns** and select the information you require from the dialog.

This opens the **Requests for <identity>** page and lists requests, memberships, and entitlements for the selected identity (see Requests for identities (page description) on page 851).

5. On the **Requests for <identity>** page, select the check boxes next to all the products that you also want to request.
6. Click **Add to cart**.
7. On the **My Shopping Cart** page, click **Submit**.

TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

Related topics

- Requesting products through peer groups on page 92
- Managing products in the shopping cart on page 80
- Requesting from templates on page 90
- My requests (page description) on page 848
- Request (page description) on page 849
- My shopping cart (page description) on page 861

Requesting products through peer groups

You can display and request products that other identities within your environment have already requested. As a manager, you can also see products from the peer group of an identity that you manage. This way, you have a quick method of requesting products that are important to you or your responsible identities.

TIP: A peer group contains all the identities that have the same manager or the same primary or secondary department as the request recipient.

To request other identities' products

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Start a new request**.
3. (Optional) If you want to make a request for another identity or check which products have been requested by their peer group, proceeds as follows:
    a. On the **Request** page, click **Change** next to the **Recipient** field.
    b. In the **Recipients** dialog, in the list, click the identity who is going to receive the products.

NOTE: The list may contain a maximum of one identity. To remove an identity from the list, click on the corresponding identity.

   c. Click **Close**.

4. On the **Request** page, click **Actions** > **Show products ordered by other identities**.
5. On the **Products other identities requested** page, enable all the products that you also want to request.
6. Click **Add to cart**.
7. On the **My Shopping Cart** page, click **Submit**.

   TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

Related topics

- Requesting products through reference users on page 91
- Managing products in the shopping cart on page 80
- Requesting from templates on page 90
- My requests (page description) on page 848
- Request (page description) on page 849
- Products other identities requested (page description) on page 852
- My shopping cart (page description) on page 861

Requesting for other identities or subidentities

You can make requests for other identities (such as department managers). You can only request products from the shops where the identity is a customer and for which you are responsible.

If you are logged in to the Web Portal with your main identity, you can trigger a request for yourself and for your subidentities at the same time. If you are logged in with your subidentity, you can only make requests for the current subidentity.

TIP: You can also request products for other identities directly from the shopping cart. For more information, see Requesting products in the shopping cart for multiple identities on page 88.

To request products for other identities

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Start a new request**.

3. On the **Request** page, click **Change** next to the **Recipient** field.
4. In the **Recipients** dialog, click the identities in the list for which you would like to request products.

   NOTE: You can extend the identities list to show more information. To do this, click **View settings** > **Additional columns** and select the information you require from the dialog.

   The selected identities are listed under **Selected**.

   TIP: To remove an identity from the recipient list, click the respective identity under **Selected**.
5. Click **Close**.
6. Add the products to the shopping cart (see Adding products to the shopping cart on page 78) that you want to request for the selected identities.

   TIP: If you want to find out which products are already assigned to the selected recipients, on the **Request** page, click **Actions** > **Check requests for this recipient**.
7. (Optional) Edit the shopping cart (see Managing products in the shopping cart on page 80).
8. Submit the request (see Submitting requests on page 89).

Related topics

- Requesting products in the shopping cart for multiple identities on page 88
- My requests (page description) on page 848
- Request (page description) on page 849

Requesting privileged access

You can use the **Privileged access requests** service category to request privileged access to high-security systems (Privileged Account Management system).

TIP: For more information on the topic of Privileged Account Management, see the *One Identity Manager Administration Guide for Privileged Account Governance*.

To request privileged access

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Start a new request**.
3. On the **Request** page, click **Privileged access requests**.
4. On the **Request** page, select how you want to access the system by selecting the check box in front of the relevant option and clicking **Add to shopping cart**.

- **Password release request**: Request a temporary password.
- **Remote desktop session request**: Request temporary access through a remote desktop connection.
- **SSH key request**: Request temporarily valid SSH key.
- **SSH session request**: Request temporary access through an SSH session.
- **Telnet session requests**: Request temporary access using a Telnet session.

5. In the new dialog, next to **PAM user account**, click **Assign**/**Change**.
6. In the **PAM user account** dialog, select the PAM user account that you want to use for PAM access.
7. Next to **System to access**/**Asset**, click **Assign**.
8. Depending on the type of access you have selected, perform one of the following actions:
   - Password release request: In the **System to access** window, in the **table** menu, select which access you want to request, either a **PAM directory** or a **PAM Asset** and then click the PAM directory or PAM asset in the list.
   - Telnet session request, remote desktop session request, SSH key request, or SSH session request: In the **Asset** dialog, click your PAM asset.
9. In the dialog, next to **Account to access**, click **Assign**.
10. In the **Account to access** dialog, select in the **Table** menu, select which access you want to request, either **PAM directory account** or a **PAM Asset account**.
11. In the list, click on the relevant PAM asset account or PAM directory account.
12. (Optional) In the **Comment** field, enter a comment, for example, to justify why you are requesting this access.
13. In the **Valid from** field, specify the time from which you want the access to be valid or clear the check box so that access is valid from the time of this request.

    TIP: Use the icons next to the date field to select the date and time from the calendar or a list.
14. In **Checkout duration**, enter the number of minutes for which the access is valid.

    NOTE: This duration refers to your entry in the **Valid from** field. For example, if you have specified that the access is valid from 12 noon tomorrow and should be valid for 60 minutes, then the validity period will expire at 1 pm tomorrow.
15. Click **Save**.
16. (Optional) Repeat the steps for all other users and access types.
17. On the **My Shopping Cart** page, click **Submit**.

    TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

    As soon as the request has been approved, a button is displayed in the request history details pane (see Displaying request history on page 126) (**Request** > **My**

Requests > **Request History**) that you can use to log in to the Privileged Account Management system to get the login information.

Related topics

- Managing products in the shopping cart on page 80
- My requests (page description) on page 848
- Request (page description) on page 849
- My shopping cart (page description) on page 861

Requesting Starling 2FA tokens

The Starling Two-Factor Authentication is a multi-factor authentication and can be used when requesting products or approving attestations in the Web Portal. This reduces the risk of unauthorized persons requesting critical products or approving attestations in your name.

To use multi-factor authentication, you must have a Starling 2FA token. You can request this product in the Web Portal. The following data is required to request a Starling 2FA token:

- Your mobile phone number
- Your country of residence
- Your default email address

You can enter this information under **My profile** > **Personal data**. For more information, see Changing my contact data on page 55.

To request a Starling 2FA token

NOTE: Each identity can request only one new Starling 2FA token. If your mobile phone number changes, you must unsubscribe your Starling 2FA token (see Unsubscribing products on page 129) and request it again.

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Start a new request**.
3. Click **Access Lifecycle** on the **Request** page.
4. Click **Add to the cart** next to the product **New Starling 2FA token**.
5. In the **New Starling 2FA token** dialog, check the mobile phone number and country code. If you have not saved a mobile phone number or the country in your profile, enter your mobile number in the **Mobile phone** field. Next to **Country**, click **Assign** and select a country.
6. Click **OK**.
7. On the **My Shopping Cart** page, click **Submit**.

TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

The request is forwarded to your manager for approval. Once your manager has granted approval, you will receive a text message on your mobile phone with a link to a multi-factor authentication app.

8. Install the app on your smartphone:
    a. Open the text message and click the link.
    b. Download the multi-factor authentication app to your smartphone.
    c. Open the app and enter your country code and the mobile phone number.
    d. Confirm the given data and enter your email address.
    e. Reconfirm and select whether to use telephone or text message contact.

       After successful installation, you will receive a registration code.

You can now use the app for generating a security code.

Related topics

- Requesting products that require multi-factor authentication on page 97
- Confirming terms of use on page 121
- Approving and denying requests on page 110
- Granting or denying my attestation cases on page 162
- Managing products in the shopping cart on page 80
- My requests (page description) on page 848
- Request (page description) on page 849
- My shopping cart (page description) on page 861

Requesting products that require multi-factor authentication

Multi-factor authentication can be used for specific security-critical requests. Depending on the configuration, either the requester, the order recipient, or the approver must authenticate themselves using an additional security code. Define which products require this authentication in your service items.

To use multi-factor authentication, you must have a Starling 2FA token. For more information, see Requesting Starling 2FA tokens on page 96.

To request a product that requires multi-factor authentication

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Start a new request**.
3. On the **Request** page, click a service category containing products that require multi-factor authentication.
4. Place the products you want in the shopping cart (see Adding products to the shopping cart on page 78) and, if necessary, make further settings in the shopping cart (see Managing products in the shopping cart on page 80).
5. On the **My Shopping Cart** page, click **Submit**.
6. On the **Terms of use** page, enable the **I have read and understood the terms of use** option and click **Accept**.

   A few minutes may pass before you are prompted to enter a security code.
7. Perform one of the following actions:
   - Click **Authenticate with Starling 2FA app**.
   - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Requesting Starling 2FA tokens on page 96
- Confirming terms of use on page 121
- Approving and denying requests on page 110
- Granting or denying my attestation cases on page 162
- Adding products to the shopping cart on page 78
- Managing products in the shopping cart on page 80
- My requests (page description) on page 848
- Request (page description) on page 849
- My shopping cart (page description) on page 861

Requests for Active Directory groups

To manage Active Directory groups, you can make different requests.

Detailed information about this topic

- Requesting new Active Directory groups on page 99
- Displaying and editing my system entitlements main data on page 397
- Displaying and editing system entitlements main data on page 734

- Deleting my Active Directory groups on page 399
- Deleting Active Directory groups on page 736

Requesting new Active Directory groups

To create a new Active Directory group, you must request either the **Create a Active Directory security group** product or the **Create a Active Directory distribution group** product.

To request a new Active Directory group

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Start a new request**.
3. Click the service category **Active Directory groups** on the **Request** page.
4. Select the check box in front of **New Active Directory security group** or the **New Active Directory distribution group** product.
5. Click **Add to cart**.
6. In the dialog, enter a name for the new group in the **Group** name input field.
7. Click **OK**.

   TIP: Enter a group name that details the naming, type of group and target container. The approver adds the group based on this information.
8. On the **My Shopping Cart** page, click on the request you just added in the list.
9. In the details pane, enter additional information about the new group:
   - **Name**: Enter a name for the group.
   - **Group scope**: Select the scope that specifies the range of the group's usage within the domain or forest. The group's scope specifies where the group is allowed to issue permissions. You can select one of the following group scopes:
     - **Global group**: Global groups can be used to provide cross-domain authorizations. Members of a global group are only user accounts, computers, and groups belonging to the global group’s domain.
     - **Local**: Local groups are used when authorizations are issued within the same domain. Members of a domain local group can be user accounts, computers, or groups in any domain.
     - **Universal**: Universal groups can be used to provide cross-domain authorizations available. Universal group members can be user accounts and groups from all domains in one domain structure.
   - **Container**: Click **Assign** and select a container for the group.
10. In the details pane, click (**Save**).
11. Click **Submit**.

TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

Related topics

- Approving pending requests from newly created Active Directory groups on page 113
- My requests (page description) on page 848
- Request (page description) on page 849
- My shopping cart (page description) on page 861

Saved for Later list

In your Saved for Later list you can save products that you want to request at a later date. For more information about the **Saved for Later** page, see Saved for Later list (page description) on page 863.

Detailed information about this topic

- Saving products for later on page 100
- Displaying Saved for Later list on page 101
- Requesting products on the Saved for Later list on page 101
- Removing products from the Saved for Later list on page 102
- Deleting the Saved for Later list on page 103

Saving products for later

If you do not want to request products immediately but at a later date, you can save the products on the Saved for Later list. You can access your Saved for Later list at any time, move products from it into your shopping cart, and request them (see Requesting products on the Saved for Later list on page 101).

To add a product to your Saved for Later list.

1. Add the product that you want to save for later, to the shopping cart (see Adding products to the shopping cart on page 78).
2. In the menu bar, click **Request** > **My Requests**.
3. On the **My requests** page, click **Shopping cart**.
4. On the **My Shopping Cart** page, click the product in the list that you want to save for later.

5. In the details pane, click (**Actions**) > **Save for later**.

   The product is moved with all its settings to your shopping cart.

Related topics

- Managing products in the shopping cart on page 80
- My requests (page description) on page 848
- My shopping cart (page description) on page 861

Displaying Saved for Later list

After you have moved products to your Saved for Later list, you can display all the products saved there.

To display your Saved for Later list

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Shopping cart**.
3. On the **My Shopping Cart** page, perform one of the following actions:
   - If there are products in the shopping cart, click **Actions** > **View Saved for Later**.
   - If the shopping cart is empty, click **Saved for later**.

   This opens the **Saved For Later** page (see Saved for Later list (page description) on page 863).

Related topics

- Managing products in the shopping cart on page 80
- My requests (page description) on page 848
- My shopping cart (page description) on page 861

Requesting products on the Saved for Later list

To request products on your Saved for Later list, you must add the products to your shopping cart.

To move products from the Saved for Later list to the shopping cart and request them

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My Requests** page, click **Shopping cart**.
3. On the **My Shopping Cart** page, perform one of the following actions:
   - If there are products in the shopping cart, click **Actions** > **View Saved for Later**.
   - If the shopping cart is empty, click **Saved for later**.
4. On the **Saved for Later** page, select the check boxes in front of the products in the list that you want to request or add to the shopping cart.
5. Click **Move to shopping cart**.

   This moves the products and all their settings to your shopping cart.
6. On the **My Shopping CartShopping Cart** page, click .

   TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

Related topics

- Managing products in the shopping cart on page 80
- Submitting requests on page 89
- My requests (page description) on page 848
- My shopping cart (page description) on page 861
- Saved for Later list (page description) on page 863

Removing products from the Saved for Later list

You can remove products from your Saved for Later list. To delete the entire Saved for Later list, see Deleting the Saved for Later list on page 103.

To remove a product from your Saved for Later list

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My Requests** page, click **Shopping cart**.
3. On the **My Shopping Cart** page, perform one of the following actions:
   - If there are products in the shopping cart, click **Actions** > **View Saved for Later**.
   - If the shopping cart is empty, click **Saved for later**.

4. On the **Saved for Later** page, in the list, click the product that you want to remove from the Save for Later list.
5. In the details pane, click 🗑 (**Delete this request.**).
6. Confirm the prompt with **Yes** in the dialog.

To remove multiple products from your Saved for Later list

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My Requests** page, click **Shopping cart**.
3. On the **My Shopping Cart** page, perform one of the following actions:
   - If there are products in the shopping cart, click **Actions** > **View Saved for Later**.
   - If the shopping cart is empty, click **Saved for later**.
4. On the **Shopping Cart** page, in the list, select the check boxes next to the products that you want to remove from the Save for Later list.
5. Click **Delete selected**.
6. In the **Saved for Later** dialog, confirm the prompt with **Yes**.

Related topics

- Managing products in the shopping cart on page 80
- My requests (page description) on page 848
- My shopping cart (page description) on page 861
- Saved for Later list (page description) on page 863

Deleting the Saved for Later list

You can delete your Saved for Later list. For more information about removing individual products, see Removing products from the Saved for Later list on page 102.

To delete your Saved for Later list

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Shopping cart**.
3. On the **My Shopping Cart** page, perform one of the following actions:
   - If there are products in the shopping cart, click **Actions** > **View Saved for Later**.
   - If the shopping cart is empty, click **Saved for later**.
4. On the **Saved for Later** page, click **Delete Saved for Later list**.
5. In the **Saved for Later** dialog, confirm the prompt with **Yes**.

Related topics

- Managing products in the shopping cart on page 80
- My requests (page description) on page 848
- My shopping cart (page description) on page 861
- Saved for Later list (page description) on page 863

Request templates

Request templates help simplify the request process. For example, a request template may contain all the products a new identity needs to get started. If you use a request template to make a request, you are not obliged to request all the products in the template. You only have to select the products you want from it. For more information about the **Shopping Cart Templates** page, see Shopping Cart Templates (page description) on page 860.

Detailed information about this topic

- Requesting from templates on page 90
- Displaying request templates on page 104
- Creating request templates on page 105
- Publishing request templates on page 106
- Editing request templates on page 106
- Deleting request templates on page 109

Displaying request templates

To obtain an overview of all the request templates, you can display them and their associated content. Request templates are sorted by personal and system-wide request templates.

To display all request templates

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My Requests** page, click **Maintain Templates**.

   This opens the **Cart Templates** page (see Shopping Cart Templates (page description) on page 860).
3. Click **Personal Templates** or **System-wide Templates** to display the corresponding request templates.

   TIP: Click ▶ (**Expand**) next to the template to expand the contents and display each item.

Related topics

- Requesting from templates on page 90
- My requests (page description) on page 848
- Shopping Cart Templates (page description) on page 860

Creating request templates

If you request certain products frequently, you can create an request template from an already populated and configured shopping cart that you can reuse later to save time. In addition, you can create a template with products assigned to a different identity.

To create a request template from the shopping cart

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My Requests** page, click **Shopping cart**.

   NOTE: The list of products and options for handling them is only shown when there are products in the shopping cart.
3. On the **My Shopping Cart** page, click **Actions** > **Create template from shopping cart**.
4. On the **Shopping Cart Templates** page, in the **Name of the new template** field, enter a meaningful name for the request template.
5. Click **Create template**.

To create a request template with another identity's products.

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click the **Start a new request** tile.
3. On the **Request** page, below right click **Actions** > **Select a reference user**.
4. In the **Select identity** dialog, click the identity in the list whose product requests you want to use as a template.

   A new page lists requests, memberships, and entitlements of the selected identity.
5. On the **Requests for <identity name>** page, click **Create template**.
6. On the **Shopping Cart Templates** page, in the **Name of the new template** field, enter a meaningful name for the request template.
7. Click **Create template**.

Related topics

- Requesting from templates on page 90
- My requests (page description) on page 848

- My shopping cart (page description) on page 861
- Shopping Cart Templates (page description) on page 860
- Requests for identities (page description) on page 851

Publishing request templates

You can share your personal request templates with other users by publishing them.

To publish a request template

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My Requests** page, click the **Maintain templates** tile.
3. On the **Cart Templates** page, next to the request template that you want to publish, click (**Edit**).
4. In the **Edit template** dialog, select the **Template is available to other identities** and **Publication is approved** check boxes.

   NOTE: Enable this option only if you do not want to make any more changes to the request template.
5. Click **Save**.

Related topics

- Requesting from templates on page 90
- My requests (page description) on page 848
- Shopping Cart Templates (page description) on page 860

Editing request templates

You can add additional information to your request templates as well as add more products and remove products.

Detailed information about this topic

- Adding additional information to request templates on page 107
- Adding products to request templates on page 107
- Removing products from request templates on page 108

Adding additional information to request templates

You can add additional information to your request templates.

To add additional information to a request template

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My Requests** page, click the **Maintain templates** tile.
3. On the **Cart Templates** page, next to the request template that you want to edit, click (**Edit**).
4. In the **Edit template** dialog, in the input fields, enter the desired additional information.

   TIP: You can also share request templates with other users here. For more information, see the Publishing request templates on page 106.
5. Click **Save**.

Related topics

- Requesting from templates on page 90
- My requests (page description) on page 848
- Shopping Cart Templates (page description) on page 860

Adding products to request templates

You can add more products to your existing requests templates.

To add a product from the shopping cart to a request template

1. Add the product you want to add to your request template to the shopping cart. For more information, see the Adding products to the shopping cart on page 78.
2. In the menu bar, click **Request** > **My Requests**.
3. On the **My Requests** page, click the **Shopping Cart** tile.
4. On the **My Shopping Cart** page, click **Actions** > **Create template from shopping cart**.
5. On the **Cart Templates** page, next to the request template to which you want to add a product, click **Select**.

To add products of a different identity to a request template

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My Requests** page, click the **Start a new request** tile.

3. On the **Request** page, below right click **Actions** > **Select a reference user**.
4. In the **Select an identity** dialog, in the list, click the identity whose products you want to add to the request template.

   NOTE: You can extend the identities list to show more information. To do this, click **View settings** > **Additional columns** and select the information you require from the dialog.

   A new page lists requests, memberships, and entitlements of the selected identity.
5. On the **Requests for <identity name>** page, click **Create template**.
6. On the **Cart Templates** page, next to the request template to which you want to add a product, click **Select**.

Related topics

- Requesting products through reference users on page 91
- Requesting from templates on page 90
- My requests (page description) on page 848
- Request (page description) on page 849
- Requests for identities (page description) on page 851
- My shopping cart (page description) on page 861
- Shopping Cart Templates (page description) on page 860

Removing products from request templates

You can remove products from your request templates.

To remove a product from a request template

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My Requests** page, click the **Maintain templates** tile.
3. On the **Cart Templates** page, next to the template from which you want to remove a product, click ▶ (**Edit**).
4. Next to the product that you want to remove, click (**Delete**).
5. In the **Change template** dialog, confirm the prompt with **Yes**.

Related topics

- Requesting from templates on page 90
- My requests (page description) on page 848
- Shopping Cart Templates (page description) on page 860

Deleting request templates

You can delete request templates at anytime if they are no longer used. You can delete only your personal request templates.

To delete a request template

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My Requests** page, click the **Maintain templates** tile.
3. On the **Cart Templates** page, next to the request template that you want to delete, click (**Delete**).
4. In the **Delete template** dialog, confirm the prompt with **Yes**.

Related topics

- Requesting from templates on page 90
- My requests (page description) on page 848
- Shopping Cart Templates (page description) on page 860

Pending requests

Many requests go through a manual approval process in order to ensure the correct assignment of products. If the request requires approving or denying, the request classifies as pending and as approver you can make the approval decision. If you need more information to make an approval decision, you can submit an inquiry, add more approvers, or reroute the request. For more information about the **Pending requests** page, see Pending attestations (page description) on page 866.

Detailed information about this topic

- Displaying pending requests on page 110
- Approving and denying requests on page 110
- Appointing other approvers for pending requests on page 116
- Rejecting request approval on page 120
- Changing priority of pending requests on page 121
- Confirming terms of use on page 121
- Adding more products to pending requests on page 122
- Canceling pending requests on page 123
- Sending inquiries about pending requests on page 123
- Revoking hold status of pending requests on page 125

Displaying pending requests

If you are the approver of certain products and identities request these products, you can display the requests. Then you can make approval decisions about the pending requests (see Approving and denying requests on page 110).

To display pending requests

1. In the menu bar, click **Request** > **My Actions**.
2. On the **My Actions** page, click **Pending Requests**.

   This opens the **Pending Requests** page (see Pending attestations (page description) on page 866).
3. (Optional) To display details of a pending request, click the request whose details you want to see.

Related topics

- Displaying escalated requests on page 135
- My actions (page description) on page 865
- Pending attestations (page description) on page 866

Approving and denying requests

If you are the approver of a particular product and an identity makes a request for this product, you can grant or deny approval for the request. If you approve a request, the product is available to the identity.

To make an approval decision about a pending request

1. In the menu bar, click **Request** > **My Actions**.
2. On the **My Actions** page, click **Pending Requests**.
3. On the **Pending Requests** page, perform one of the following actions:
   - To approve a request, click ☑ (**Approve**) next to the request.
   - To deny a request, click ☒ (**Deny**) next to the request.

   TIP: To grant or deny approval for all the requests displayed, click (**Approve all**) or (**Deny all**).
4. Click **Next**.
5. (Optional) On the **Pending Requests – Approvals** page, perform the following actions:

- For approved requests:
    - To provide a reason for all approved requests, enter the reason in the **Reason for approvals** field.
    - To use a predefined standard reason for all approved requests, select the reason in the **Standard reason** list.
- For denied requests:
    - To provide a reason for all denied requests, enter the reason in the **Reason for approvals** field.
    - To use a predefined standard reason for all denied requests, select the reason in the **Standard reason** list.
- To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

TIP: By giving reasons, your approvals are more transparent and support the audit trail.

NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.

6. (Optional) To specify the validity period for a requested product, perform the following actions:
    a. In the list, in the **Valid from** column, click on a value.
    b. In the **Valid from** dialog, specify from when the product is valid.
    c. Click **Close**.
    d. In the list, in the **Valid until** column, click on a value.
    e. In the **Valid until** dialog, specify until when the product is valid.
7. Click **Save**.
8. (Optional) If the product requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Approving and denying escalated requests on page 136
- Displaying and approving entire requests of pending requests on page 112
- Approving pending requests from newly created Active Directory groups on page 113
- Approving new managers' pending requests on page 115
- My actions (page description) on page 865
- Pending attestations (page description) on page 866

Displaying and approving entire requests of pending requests

You can see all other products of a product request that are included in this request (meaning, they were sent in the same shopping cart). You can approve pending requests together.

To display an entire request and approve all the requests contained in it.

1. In the menu bar, click **Request** > **My Actions**.
2.
3. On the **Pending Requests** page, mark the product in the list that has the request you want to see in its entirety.
4. In the details pane, click **more** > **Show entire request**.
5. On the **Request overview** page, click **Approve all**.
6. On the **Pending Requests - Approvals** page, perform one of the following actions:
    - To provide a reason for all request approvals, enter the reason in the **Reason for approvals** field.
    - To use a predefined standard reason for all request approvals, select the reason in the **Standard reason**.
    - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

    TIP: By giving reasons, your approvals are more transparent and support the audit trail.

    NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.
7. (Optional) To specify the validity period for a requested product, perform the following actions:
    a. In the list, in the **Valid from** column, click on a value.
    b. In the **Valid from** dialog, specify from when the product is valid.
    c. Click **Close**.
    d. In the list, in the **Valid until** column, click on a value.
    e. In the **Valid until** dialog, specify until when the product is valid.
8. Click **Save**.
9. (Optional) If the product requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Displaying and approving entire requests of escalated requests on page 138
- My actions (page description) on page 865
- Pending attestations (page description) on page 866
- Requests overview (page description) on page 870
- Pending requests – Approvals on page 871

Approving pending requests from newly created Active Directory groups

Identities can create Active Directory groups by requesting the **New Active Directory security group** or the **New Active Directory distribution group** product. As approver, you can make approval decisions about requests like this. If you approve the request, you must provide additional information about the group.

To approve a request to create a new Active Directory group

1. On the **My Actions** page, click **Pending Requests**.
2. In the menu bar, click **Request** > **Escalation**.
3. On the **IT Shop escalation** page, apply a filter to limit the results to a specific requester, specific recipient or a specific request (see Displaying escalated requests on page 135).
4. On the **Pending Requests** page, click the request for the new Active Directory group in the list.

   In the list, click the request for the new Active Directory group.
5. In the details pane, click **Configure the new group**.
6. In the dialog, enter additional information about the new group:
   - **Name**: Enter a name for the group.
   - **Group scope**: Select the scope that specifies the range of the group's usage within the domain or forest. The group's scope specifies where the group is allowed to issue permissions. You can select one of the following group scopes:
     - **Global group**: Global groups can be used to provide cross-domain authorizations. Members of a global group are only user accounts, computers, and groups belonging to the global group’s domain.
     - **Local**: Local groups are used when authorizations are issued within the same domain. Members of a domain local group can be user accounts, computers, or groups in any domain.
     - **Universal**: Universal groups can be used to provide cross-domain

authorizations available. Universal group members can be user accounts and groups from all domains in one domain structure.

- **Container**: Click **Assign**/**Change** and select a container for the group.

7. Click **OK**.
8. Next to the request, click ☑ (**Approve**).
9. Click **Next**.
10. On the **Pending Requests - Approvals** page, perform one of the following actions:
    - To provide a reason for all request approvals, enter the reason in the **Reason for approvals** field.
    - To use a predefined standard reason for all request approvals, select the reason in the **Standard reason**.
    - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

    TIP: By giving reasons, your approvals are more transparent and support the audit trail.

    NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.
11. (Optional) To specify the validity period for a requested product, perform the following actions:
    a. In the list, in the **Valid from** column, click on a value.
    b. In the **Valid from** dialog, specify from when the product is valid.
    c. Click **Close**.
    d. In the list, in the **Valid until** column, click on a value.
    e. In the **Valid until** dialog, specify until when the product is valid.
12. Click **Save**.
13. (Optional) If the product requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Requesting new Active Directory groups on page 99
- Approving escalated requests from newly created Active Directory groups on page 139
- My actions (page description) on page 865
- Pending requests on page 109
- Pending requests – Approvals on page 871

Approving new managers' pending requests

Managers can allocate new managers for their identities. To do this, they must select the new manager and a deadline in the future for changing managers (see Assigning other managers to my identities on page 289). An assignment of this type triggers a request of type **New manager assignment**.

If you have been selected as the new manger by the manager change, you receive an approval request from the previous manager. After you have accepted the change of manager, you automatically become the new manager on the given date.

You can cancel entitlements already assigned to the identity on the given date.

To approve an escalated assignment to a new manager

1. In the menu bar, click **Request** > **My Actions**.
2. On the **My Actions** page, click **Pending Requests**.
3. On the **Pending Requests** page, click the **New manager assignment** request in the list.
4. In the details pane, click **Show the identity's entitlements**.
5. In the **New manager assignment**,deselect the box next to the entitlement that you want to remove or cancel on the deadline.
6. Click **Save**.
7. Next to the request, click ☑ (**Approve**).
8. Click **Next**.
9. On the **Pending Requests - Approvals** page, perform one of the following actions:
    - To provide a reason for all request approvals, enter the reason in the **Reason for approvals** field.
    - To use a predefined standard reason for all request approvals, select the reason in the **Standard reason**.
    - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

    TIP: By giving reasons, your approvals are more transparent and support the audit trail.

    NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.
10. (Optional) To specify from when the new manager is responsible for the identity, perform the following:
    a. Click **Valid from**.
    b. In the **Valid from** field in the dialog, enter the date from which you want the new manager to take over.
    c. Click **Close**.
11. Click **Save**.

12. (Optional) If the product requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Assigning other managers to my identities on page 289
- Approving new manager's escalated assignments on page 140
- My actions (page description) on page 865
- Pending attestations (page description) on page 866
- Pending requests – Approvals on page 871

Appointing other approvers for pending requests

You can give an another identity the task of approving a product request. To do this, you have the following options:

- Reroute approval
  You give the task of approving to another approval level (see Rerouting approvals of pending requests on page 117).
- Appoint additional approver
  You can give an another identity the task of approving (see Appointing additional approvers to pending requests on page 117). The additional approver must make an approval decision in addition to the other approvers.
  The additional approver can reject the approval and return it to you (see Rejecting request approval on page 120).
  You can withdraw an additional approver. For example, if the other approver is not available.
- Delegate approval
  You delegate the task of approving to another approval level (see Delegating approvals of pending requests to other identities on page 118). This identity is added as approver in the current approval step and makes approval decisions on your behalf.
  The new approver can reject the approval and return it to you (see Rejecting request approval on page 120).
  You can withdraw a delegation and delegate another identity. For example, if the other approver is not available.
- Escalate approval

You escalate the approval (see Escalating approvals of pending requests on page 120). A fallback approver or member of the chief approval team, makes the approval decision about this request.

Rerouting approvals of pending requests

You can let another approval level of the approval workflow make the approval decision about a product. For example, if approval is required by a manager in a one-off case.

To reroute an approval

1. In the menu bar, click **Request** > **My Actions**.
2. On the **My Actions** page, click **Pending Requests**.
3. On the **Pending Requests** page, in the list, click the request with the approval that you want to reroute.
4. In the details pane, click **more** > **Reroute approval**.
5. In the **Reroute approval** dialog next to the approval level that you want to reroute to, click **Reroute approval**.
6. (Optional) In the dialog, enter a reason for rerouting.
7. Click **Reroute approval**.

Related topics

- Rerouting escalated requests' approvals on page 142
- My actions (page description) on page 865
- Pending attestations (page description) on page 866

Appointing additional approvers to pending requests

You can give another identity the task of approving a product request. The additional approver must make an approval decision in addition to the other approvers.

To add an additional approver

1. In the menu bar, click **Request** > **My Actions**.
2. On the **My Actions** page, click **Pending Requests**.
3. On the **Pending Requests** page, click the request in the list to which you want to add an additional approver.
4. In the details pane, click **more** > **Add approver**.

5. In the **Select additional approver** dialog, click the identity you want to act as an additional approver.
6. In the dialog, enter a reason for adding the additional approver.
7. Click **Save**.

Related topics

- Removing additional approvers of pending requests on page 118
- Appointing additional approvers to escalated requests on page 142
- My actions (page description) on page 865
- Pending attestations (page description) on page 866

Removing additional approvers of pending requests

If you have given the task of approving a product request to another identity, you can remove this additional approver as long as the product has the status **Request**. Once the additional approver has been removed, the original approvers are the only approvers for this request and you can add a new additional approver.

1. In the menu bar, click **Request** > **My Actions**.
2. On the **My Actions** page, click **Pending Requests**.
3. On the **Pending Requests** page, in the list, click the request to which you added an additional approver.
4. In the details pane, click **Withdraw additional approval**.
5. In the dialog, enter a reason for withdrawing the approver.
6. Click **Save**.

Related topics

- Appointing additional approvers to pending requests on page 117
- Removing additional approvers from escalated requests on page 143
- My actions (page description) on page 865
- Pending attestations (page description) on page 866

Delegating approvals of pending requests to other identities

You can delegate an approval decision about a request to another identity. You can revoke this action in the approval history (see Withdrawing delegations from pending requests on page 119).

To delegate an approval

1. In the menu bar, click **Request** > **My Actions**.
2. On the **My Actions** page, click **Pending Requests**.
3. On the **Pending Requests** page, in the list, click the request whose approval decision you want to delegate to another identity.
4. In the details pane, click **more** > **Delegate approval**.
5. In the **Select an identity that is allowed to approve** dialog, click the identity to which you want delegate the approval.
6. In the dialog, enter a reason for the delegation.
7. Click **Save**.

Related topics

- Withdrawing delegations from pending requests on page 119
- Delegating approvals of escalated requests to other identities on page 143
- My actions (page description) on page 865
- Pending attestations (page description) on page 866

Withdrawing delegations from pending requests

If a request's approval has been delegated to another identity, you can withdraw the delegation.

To withdraw an approval delegation

1. In the menu bar, click **Request** > **My Actions**.
2. On the **Approval History** page, in the list, click the request with the approval delegation you want to withdraw.
3. In the details pane, click **Withdraw delegation**.
4. Click **Save**.

Related topics

- Delegating approvals of pending requests to other identities on page 118
- Withdrawing delegations from escalated requests on page 144
- My actions (page description) on page 865
- Approval history (page description) on page 872

Escalating approvals of pending requests

You can escalate the approval of a product request so that a fallback approver or member of the chief approval team can make the approval decision for the request.

To escalate approval for a request

1. In the menu bar, click **Request** > **My Actions**.
2.
3. On the **Pending Requests** page, click the request in the list whose approval you want to escalate.
4. In the details pane, click **Escalate approval**.
5. In the dialog, enter a reason for the escalation.
6. Click **Save**.

Related topics

- Escalated requests on page 135
- Escalated requests on page 135
- My actions (page description) on page 865
- Pending attestations (page description) on page 866

Rejecting request approval

If you have been added to a product request as an additional approver or the approval of the product request was passed to you, you can reject the approval and return the request to the original approver.

To reject an approval

1. In the menu bar, click **Request** > **My Actions**.
2. On the **My Actions** page, click **Pending Requests**.
3. On the **Pending Requests** page, in the list, click the request that do not want to make an approval decision about.
4. In the details pane, click **more** > **Reject approval**.
5. In the dialog, enter a reason for the rejecting.
6. Click **Save**.

Related topics

- Appointing additional approvers to pending requests on page 117
- My actions (page description) on page 865
- Pending attestations (page description) on page 866

Changing priority of pending requests

As an approver of requests, you can set the priority of individual requests. For example, this positions requests at different positions in the request list. This means that if the list is sorted in descending order, requests with high priority are listed at the top.

To change a request's priority

1. In the menu bar, click **Request** > **My Actions**.
2. On the **My Actions** page, click **Pending Requests**.
3. On the **Pending Requests** page, click the request in the list whose priority you want to change.
4. In the details pane, click **more** > **Change priority**.
5. In the **Set the priority for this request** dialog, in the **Priority** menu, click the priority you want to use for this request.
6. Click **Apply**.
7. Then make an approval decision about the request (see Approving and denying requests on page 110).

   NOTE: The modified priority is not changed until you have saved you approval decision about the request.

Related topics

- Approving and denying requests on page 110
- Changing priority of escalated requests on page 144
- My actions (page description) on page 865
- Pending attestations (page description) on page 866

Confirming terms of use

If a product has been requested for you by another identity that requires confirmation of the terms of use, your approval is required for that request.

To confirm terms of use of a request if you are the recipient

1. In the menu bar, click **Request** > **My Actions**.
2. On the **My Actions** page, click **Pending Requests**.
3. On the **Pending Requests** page, click the request in the list that requires confirmation of the terms of use.
4. In the details pane, click **Show details**.
5. Read the terms of use carefully and select the **I have read and understood the terms of use** check box.
6. Click **Accept**.
7. (Optional) If the product requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
   - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
   - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Requesting Starling 2FA tokens on page 96
- My actions (page description) on page 865
- Pending attestations (page description) on page 866
- Pending requests – Approvals on page 871

Adding more products to pending requests

You can add more products to requests.

To add more products to a request

1. In the menu bar, click **Request** > **My Actions**.
2. On the **My Actions** page, click **Pending Requests**.
3. On the **Pending Requests** page, click the request in the list that you want to add products to.
4. In the details pane, click **more** > **Show entire request**.
5. On the **Request overview** page, click **Add items to this request**.
6. On the **Request** page, add the product you want to the shopping cart, edit the products in the shopping cart and send the request.

Related topics

- Adding products to the shopping cart on page 78
- Managing products in the shopping cart on page 80
- Submitting requests on page 89
- Displaying and approving entire requests of pending requests on page 112
- Adding more products to escalated requests on page 145
- My actions (page description) on page 865
- Pending attestations (page description) on page 866
- Requests overview (page description) on page 870
- Request (page description) on page 849

Canceling pending requests

As approver, you can cancel a request. This cancels the request and the requested product is not assigned to the recipient but it can be requested again.

> TIP: To find out how to cancel requests for yourself or for identities that you manage, see Canceling requests on page 127.

To cancel a pending request

1. In the menu bar, click **Request** > **My Actions**.
2. On the **My Actions** page, click **Pending Requests**.
3. On the **Pending requests** page, mark the request in the list that you want to cancel.
4. In the details pane, click **Withdraw request**.
5. In the **Withdraw request** dialog, enter a reason for the cancellation.
6. Click **OK**.

Related topics

- Canceling requests on page 127
- Canceling escalated requests on page 146
- My actions (page description) on page 865
- Pending attestations (page description) on page 866

Sending inquiries about pending requests

Before you make an approval decision about a request, you can send a question to an identity about it.

NOTE: Once an inquiry has been made about a request, it is given hold status in the approval workflow. Only the originator of the inquiry (or the chief approval team) can make an approval decision about a request with hold status. You can revoke hold status with the following actions:

- Delete the inquiry (see Deleting inquiries about pending requests on page 124)
- Revoke the status after answering the question (see Revoking hold status of pending requests on page 125)

To make an inquiry

1. In the menu bar, click **Request** > **My Actions**.
2. On the **My Actions** page, click **Pending Requests**.
3. On the **Pending Attestations** page, in the list, click the request that you want to inquire about.
4. In the details pane, click **more** > **Send inquiry**.
5. In the **Submit an inquiry about this request** dialog, click the identity to which you want send the inquiry.
6. In the **Submit an inquiry about this request** dialog, enter your question in the **Your question** field.
7. Click **Save**.

Related topics

- Deleting inquiries about pending requests on page 124
- Answering inquiries about requests on page 132
- Submitting inquiries about escalated requests on page 147
- My actions (page description) on page 865
- Pending attestations (page description) on page 866

Deleting inquiries about pending requests

If your problem with the request has become irrelevant, you can recall your question. Once the question has been deleted, the request is taken off hold and all the original approvers can approve the request again.

To delete an inquiry

1. In the menu bar, click **Request** > **My Actions**.
2. On the **My Actions** page, click **Pending Requests**.
3. On the **Pending Attestations** page, in the list, click the request that you inquired about.
4. In the details pane, click **Recall last question**.

5. (Optional) In the **Recall last question** dialog, enter a reason for recalling the question.
6. Click **OK**.

Related topics

- Sending inquiries about pending requests on page 123
- Answering inquiries about requests on page 132
- Deleting inquiries about escalated requests on page 147
- Revoking hold status of pending requests on page 125
- My actions (page description) on page 865
- Pending attestations (page description) on page 866

Revoking hold status of pending requests

Once an inquiry has been made about a request, it is given hold status in the approval workflow. Only the originator of the inquiry can make an approval decision about a request with hold status.

You can revoke hold status with the following actions:

- Delete the inquiry (see Deleting inquiries about pending requests on page 124)
- Revoke the status after answering the question

To revoke a request's hold status after the inquiry has been answered

1. In the menu bar, click **Request** > **My Actions**.
2. On the **My Actions** page, click **Pending Requests**.
3. On the **Pending requests** page, in the list, click the request with the inquiry you want to answer.
4. In the details pane, click **Revoke hold status**.
5. In the **Revoke hold status** dialog, click **OK**.

   The request is taken off hold. This releases the request for approval and it can also be edited by other approvers.

Related topics

- Sending inquiries about pending requests on page 123
- Deleting inquiries about pending requests on page 124
- Answering inquiries about requests on page 132
- Revoking hold status of escalated requests on page 148

- My actions (page description) on page 865
- Pending attestations (page description) on page 866

Displaying request history

You can display the request history to obtain an overview of all the products that you have requested for yourself or other identities, or to see the status of a current request. You also can resubmit requests in the request history (see Resubmitting requests on page 126).

TIP: How you can display all the requests in the system as auditor, see Displaying all requests on page 133.

To display the request history

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Request History**.

   This opens the **Request History** page (see Request history (page description) on page 854).
3. (Optional) To control which requests are displayed, click **Advanced search** (see Request history (page description) on page 854). For example, this allows you to show just pending requests (no approval decision yet made).
4. (Optional) To display details of a request, click the request whose details you want to see.

Related topics

- Canceling requests on page 127
- My requests (page description) on page 848

Resubmitting requests

You can repeat requests that are already in the request history. You can repeat the following types of request:

- Requests for products that are not (no longer) assigned to you
- Canceled requests
- Multi-request resource requests

To resubmit a request

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Request History**.
3. On the **Request History** page, in the list, click on the product you want to request again.
4. In the details pane, click **Submit again**.
5. (Optional) In the **Submit request again** dialog, enter a reason for repeating the request.
6. Click **OK**.

   This adds the product to your shopping cart.
7. On the **My Shopping Cart** page, click **Submit**.

   TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

Related topics

- Displaying request history on page 126
- My requests (page description) on page 848
- Request history (page description) on page 854

Canceling requests

You can cancel requests for individual products that are not (yet) assigned and have not yet been through a complete request workflow.

You can cancel your own requests or those of other identities that report to you.

TIP: For more information about how you cancel pending requests as a product approver, see Canceling pending requests on page 123.

To cancel a request

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Edit Requests**.
3. (Optional) To cancel a request belonging to another identity, on the **Renew or Unsubscribe** page, perform the following actions.
   a. Next to **Requests for**, click **Change**.
   b. In the **Employee** dialog, click the identity with the request you want to cancel.
4. In the list, click the product with the request you want to cancel.
5. In the details pane, click **Cancel request**.

6. In the **Cancel request** dialog, enter a reason for the cancellation.
7. Click **OK**.

   This cancels the request.

Related topics

- Requesting products on page 78
- Canceling pending requests on page 123
- My requests (page description) on page 848
- Renewing or unsubscribing (page description) on page 857

Renewing products with limit validity periods

Some products are only valid for a limited period. You can renew products with a limited validity period that have already been assigned.

You can renew products for yourself or for other identities that you manage.

NOTE: You are notified 14 days before your limited period products expire. You can renew the product after receiving this message. The products are automatically unsubscribed once they have expired.

To renew a product's validity period

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Edit Requests**.

   This opens the **Renew or Unsubscribe** page (see Renewing or unsubscribing (page description) on page 857) and displays all the products with and without limited validity periods.

   TIP: To list the limited requests sequentially, click the **Valid until** column header.
3. (Optional) If you want to renew a product of another identity, perform the following actions:
   a. Next to **Requests for**, click **Change**.
   b. In the **Employee** dialog, click the identity with the product you want to renew.
4. Select the check box next to the product you want to renew.
5. Click **Renew**.
6. In the **Renew** dialog, perform one of the following actions:
   - Leave the **Valid until** field empty to the give the product unlimited availability.
   - To set the validity period, enter a date int he **Valid until** field.

7. (Optional) In the **Reason** field, enter a reason for changing the validity period.
8. Click **Save**.

   This triggers a new request with the changed validity period. After the request has been approved, the product's validity is changed with respect to your input.

Related topics

- Setting the validity period of products in your shopping cart on page 83
- My requests (page description) on page 848
- Renewing or unsubscribing (page description) on page 857

Unsubscribing products

You can unsubscribe from products that are already assigned if they are not longer required. Products that can be unsubscribed have the **Assigned** status.

You can unsubscribe your own products or those belonging to other identities that you manage.

To unsubscribe a product

1. In the menu bar, click **Request** > **My Requests**.
2. On the **My requests** page, click **Edit Requests**.

   This opens the **Renew or Unsubscribe** page (see Renewing or unsubscribing (page description) on page 857) and displays all the products that can be renewed or unsubscribed.
3. (Optional) If you want to unsubscribe a product of another identity, perform the following actions:
   a. Next to **Requests for**, click **Change**.
   b. In the **Employee** dialog, click the identity with the product you want to unsubscribe.
4. On the **Renew or Unsubscribed** page, click the product in the list that you want to unsubscribe.
5. Click **Unsubscribe**.
6. (Optional) In the **Unsubscribe** dialog, in the **Unsubscribed as from** field, enter the date for unsubscribing the product. If you leave this field empty, the product is unsubscribed once you have clicked **Saved**.
7. (Optional) In the **Reason** field, enter a reason for unsubscribing.
8. Click **Save**.

Related topics

- My requests (page description) on page 848
- Renewing or unsubscribing (page description) on page 857

Displaying approvals

You can display all approvals of product requests that you, or the identities that report to you, decided upon.

> TIP: How you, as auditor, can display all the approvals, see Displaying all approvals on page 134.

To display approvals

1. In the menu bar, click **Request** > **My Actions**.
2. On the **My Actions** page, click **Approval History**.

   This opens the **Approval History** page (see Approval history (page description) on page 872).
3. (Optional) Click **Advanced search** to control which approvals are display (see Approval history (page description) on page 872). For example, this allows you to show just pending requests (no approval decision yet made).

Related topics

- Withdrawing delegations from pending requests on page 119
- Removing additional approvers of pending requests on page 118
- Approving and denying requests on page 110
- Undoing approvals on page 130
- My actions (page description) on page 865
- Approval history

Undoing approvals

If you have made an approval decision about a request, you can undo the approval. To do this, the following prerequisites must be met:

- You made the last approval decision about the request.
- The last approval decision about the request was made at another approval level.
- There are no parallel approval steps at the current approval level.

To undo an approval

1. In the menu bar, click **Request** > **My Actions**.
2. On the **My Actions** page, click **Approval History**.
3. (Optional) To control which requests are displayed on the **Approval History** page, click **Advanced search** (see Approval history (page description) on page 872). For example, this allows you to show just pending requests (no approval decision yet made).
4. In the list, click the request whose the approval that you want to undo.
5. In the details pane, click **Revoke last decision**.
6. In the dialog, perform the following actions:
    a. In the **Reason for the recall**, enter why you want to undo the approval.
    b. Click **Revoke last decision**.

Related topics

- Displaying approvals on page 130
- My actions (page description) on page 865
- Approval history (page description) on page 872
- Request history (page description) on page 854

Request inquiries

Before a pending request case is approved, the approver can send you a question about it. You can display and respond to these inquiries.

Detailed information about this topic

- Displaying request inquiries on page 131
- Answering inquiries about requests on page 132
- Sending inquiries about pending requests on page 123
- Submitting inquiries about escalated requests on page 147
- Deleting inquiries about pending requests on page 124
- Deleting inquiries about escalated requests on page 147

Displaying request inquiries

You can see inquiries that have been made to you about a product request.

To display an inquiry

1. In the menu bar, click **Request** > **My Actions**.
2. On the **My Actions** page, click **Request inquiries**.

   This opens the **Request inquiries** page (see Request inquiries (page description) on page 875).
3. (Optional) Click an inquiry in the list.

   For more information, see the details pane.

Related topics

- Sending inquiries about pending requests on page 123
- Submitting inquiries about escalated requests on page 147
- My actions (page description) on page 865
- Request inquiries (page description) on page 875

Answering inquiries about requests

You can respond to inquiries that have been made to you about a product request.

To respond to inquiries

1. In the menu bar, click **Request** > **My Actions**.
2. On the **My Actions** page, click **Request inquiries**.
3. On the **Request inquiries** page, click the inquiry in the list that you want to answer.
4. In the details pane, click **Respond**.
5. In the **Respond to an inquiry** dialog, enter your answer in the **Your answer** field.
6. Click **Save**.

Related topics

- Sending inquiries about pending requests on page 123
- Submitting inquiries about escalated requests on page 147
- My actions (page description) on page 865
- Request inquiries (page description) on page 875

Auditing requests

As auditor, you can display the requests and approval decisions of all identities in the system.

Detailed information about this topic

- Displaying all requests on page 133
- Displaying all approvals on page 134

Displaying all requests

You can view all requests of all or only specific identities.

TIP: To find out how to display your own requests or requests placed by your identities, see Displaying request history on page 126.

To display all requests

1. In the menu bar, click **Request** > **Auditing**.
2. On the **Auditing** page, click **Request**.

   This opens the **Auditing - Requests** page (see Auditing – Requests (page description) on page 877).
3. (Optional) To control which requests are displayed (see Auditing – Requests (page description) on page 877), click (**Advanced search**). For example, you can display only pending (not yet assigned) requests.
4. (Optional) In the list, click a product request.

   For more information, see the details pane.

To display all request of a specific identity

1. In the menu bar, click **Request** > **Auditing**.
2. On the **Auditing** page, click **Request**.

   This opens the **Auditing - Requests** page (see Auditing – Requests (page description) on page 877).
3. Click **Advanced earch**.
4. In the **Advanced search** dialog, next to **Select identity**, click **Assign**.
5. In the **Employee** dialog, select the identity whose requests you want to display.
6. In the **Advanced search** dialog, click **Search**.
7. (Optional) Click **Advanced Search** to control which requests are displayed (see Auditing – Requests (page description) on page 877). For example, you can display

requests placed by the selected identity for other identities.

8. (Optional) In the list, click a product request.

   For more information, see the details pane.

Related topics

- Auditing (page description) on page 876
- Auditing – Requests (page description) on page 877

Displaying all approvals

You can display all approvals in which any or specific identities were involved.

> TIP: To find out how to display your own approvals or approvals in which your identities were involved, see Displaying approvals on page 130.

To display all approvals

1. In the menu bar, click **Request** > **Auditing**.
2. On the **Auditing** page, click **Approval**.

   This opens the **Auditing - Approvals** page (see Auditing - Approvals (page description) on page 879).
3. (Optional) Click **Advanced Search** to control which requests are displayed (see Auditing - Approvals (page description) on page 879). For example, you can display only pending (not yet assigned) requests.
4. (Optional) In the list, click a product request.

   For more information, see the details pane.

To display all approvals of a specific identity

1. In the menu bar, click **Request** > **Auditing**.
2. On the **Auditing** page, click **Approval**.

   This opens the **Auditing - Approvals** page (see Auditing - Approvals (page description) on page 879).
3. Click **Advanced search**.
4. In the **Advanced search** dialog, next to **Select identity**, click **Assign**.
5. In the **Employee** dialog, select the identity whose approvals you want to display.
6. In the **Advanced search** dialog, click **Search**.
7. (Optional) Click **Advanced Search** to control which requests are displayed (see Auditing - Approvals (page description) on page 879). For example, you can display only pending (not yet assigned) requests.

8. (Optional) In the list, click a product request.

   For more information, see the details pane.

Related topics

- Auditing (page description) on page 876
- Auditing - Approvals (page description) on page 879

Escalated requests

If there are requests pending and the approver responsible is not available for an extended period or has no access to the Web Portal, you can make an approval decision about this request if you are the fallback approver or member of the chief approval team. For more detailed information about the chief approval team, see the One Identity Manager IT Shop Administration Guide. For more information about the **IT Shop escalation** page, see the IT Shop escalation (page description) on page 881.

Detailed information about this topic

- Escalating approvals of pending requests on page 120
- Displaying escalated requests on page 135
- Approving and denying escalated requests on page 136
- Appointing other approvers for escalated requests on page 141
- Changing priority of escalated requests on page 144
- Adding more products to escalated requests on page 145
- Canceling escalated requests on page 146
- Submitting inquiries about escalated requests on page 147
- Revoking hold status of escalated requests on page 148

Displaying escalated requests

If you are a fallback approver or a member of the chief approval team and identities escalate requests for products, you can display these requests. Then you can make approval decisions about the escalated requests (see Approving and denying escalated requests on page 136).

> TIP: For more information about escalating a pending request as approver, see Escalating approvals of pending requests on page 120.

To display escalated requests

1. In the menu bar, click **Request** > **Escalation**.

   This opens the **IT Shop Escalation** page (see IT Shop escalation (page description) on page 881).
2. (Optional) To limit the results to a specific requester, click **Assign** next to **Requester** and click an identity.
3. (Optional) To limit the results to a specific recipient, click **Assign** next to **Recipient** and click an identity.
4. (Optional) To limit the results to a specific request, click **Assign** next to **Request number** and click an identity.
5. (Optional) To limit the results to a specific product, click **Assign** next to **Product** and click an identity.

   This lists the requests according to your filter criteria.

Related topics

- Displaying pending requests on page 110
- IT Shop escalation (page description) on page 881

Approving and denying escalated requests

If an approver escalates the approval of a product request, you can grant or deny approval for this escalated request. If you approve a request, the product is available to the identity.

TIP: For more information about escalating a pending request as approver, see Escalating approvals of pending requests on page 120.

To make an approval decision about an escalated request

1. In the menu bar, click **Request** > **Escalation**.
2. On the **IT Shop escalation** page, apply a filter to limit the results to a specific requester, specific recipient or a specific request (see Displaying escalated requests on page 135).
3. Perform one of the following actions:
   - To approve a request, click ☑ (**Approve**) next to the request.
   - To deny a request, click ☒ (**Deny**) next to the request.

   TIP: To grant or deny approval for all the requests displayed, click (**Approve all**) or (**Deny all**).
4. Click **Next**.
5. (Optional) On the **Pending Requests – Approvals** page, perform the following actions:

(Optional) On the **IT Shop Escalation - Approvals** page, perform the following actions:

- For approved requests:
  - To provide a reason for all approved requests, enter the reason in the **Reason for approvals** field.
  - To use a predefined standard reason for all approved requests, select the reason in the **Standard reason** list.
- For denied requests:
  - To provide a reason for all denied requests, enter the reason in the **Reason for approvals** field.
  - To use a predefined standard reason for all denied requests, select the reason in the **Standard reason** list.
- To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

> TIP: By giving reasons, your approvals are more transparent and support the audit trail.

> NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.

6. (Optional) To specify the validity period for a requested product, perform the following actions:
   a. In the list, in the **Valid from** column, click on a value.
   b. In the **Valid from** dialog, specify from when the product is valid.
   c. Click **Close**.
   d. In the list, in the **Valid until** column, click on a value.
   e. In the **Valid until** dialog, specify until when the product is valid.
7. Click **Save**.
8. (Optional) If the product requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
   - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
   - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Approving and denying requests on page 110
- Displaying and approving entire requests of escalated requests on page 138
- Approving escalated requests from newly created Active Directory groups on page 139

- Approving new manager's escalated assignments on page 140
- IT Shop escalation (page description) on page 881

Displaying and approving entire requests of escalated requests

You can see all other products of an escalated product request that are included in this request (meaning, they were sent in the same shopping cart). You can approve pending requests together.

To display an entire request and approve all the requests contained in it.

1. In the menu bar, click **Request** > **Escalation**.
2. On the **IT Shop escalation** page, apply a filter to limit the results to a specific requester, specific recipient or a specific request (see Displaying escalated requests on page 135).
3. In the list, mark the product with the request you want to see in its entirety.
4. In the details pane, click **more** > **Show entire request**.
5. On the **Request overview** page, click **Approve all**.
6. On the **IT Shop escalation - Approvals** page, perform the following actions:
    - To provide a reason for all request approvals, enter the reason in the **Reason for approvals** field.
    - To use a predefined standard reason for all request approvals, select the reason in the **Standard reason**.
    - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

    TIP: By giving reasons, your approvals are more transparent and support the audit trail.

    NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.
7. (Optional) To specify the validity period for a requested product, perform the following actions:
    a. In the list, in the **Valid from** column, click on a value.
    b. In the **Valid from** dialog, specify from when the product is valid.
    c. Click **Close**.
    d. In the list, in the **Valid until** column, click on a value.
    e. In the **Valid until** dialog, specify until when the product is valid.
8. Click **Save**.
9. (Optional) If the product requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears.

Perform one of the following actions:

- Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
- Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Displaying and approving entire requests of pending requests on page 112
- IT Shop escalation (page description) on page 881
- Requests overview (page description) on page 884
- IT Shop escalation - Approvals on page 886

Approving escalated requests from newly created Active Directory groups

Identities can create Active Directory groups by requesting the **New Active Directory security group** or the **New Active Directory distribution group** product. As approver, you can make approval decisions about requests like this. If you approve the request, you must provide additional information about the group.

To approve a request to create a new Active Directory group

1. In the menu bar, click **Request** > **Escalation**.
2. On the **IT Shop escalation** page, apply a filter to limit the results to a specific requester, specific recipient or a specific request (see Displaying escalated requests on page 135).
3. In the list, click the request for the new Active Directory group.
4.
    - **Name**: Enter a name for the group.
    - **Group scope**: Select the scope that specifies the range of the group's usage within the domain or forest. The group's scope specifies where the group is allowed to issue permissions. You can select one of the following group scopes:
        - **Global group**: Global groups can be used to provide cross-domain authorizations. Members of a global group are only user accounts, computers, and groups belonging to the global group’s domain.
        - **Local**: Local groups are used when authorizations are issued within the same domain. Members of a domain local group can be user accounts, computers, or groups in any domain.
        - **Universal**: Universal groups can be used to provide cross-domain authorizations available. Universal group members can be user accounts and groups from all domains in one domain structure.
    - **Container**: Click **Assign**/**Change** and select a container for the group.
5. Click .

Related topics

- Requesting new Active Directory groups on page 99
- Approving pending requests from newly created Active Directory groups on page 113
- IT Shop escalation (page description) on page 881
- IT Shop escalation - Approvals on page 886

Approving new manager's escalated assignments

Managers can allocate new managers for their identities. To do this, they must select the new manager and a deadline in the future for changing managers (see Assigning other managers to my identities on page 289). An assignment of this type triggers a request of type **New manager assignment**.

You can cancel entitlements already assigned to the identity on the given date.

To approve an escalated assignment of a new manager

1. In the menu bar, click **Request** > **Escalation**.
2. On the **IT Shop escalation** page, apply a filter to limit the results to a specific requester, specific recipient or a specific request (see Displaying escalated requests on page 135).
3. In the list, click the **New manager assignment** request.
4. In the details pane, click **Show the identity's entitlements**.
5. In the **New manager assignment**,deselect the box next to the entitlement that you want to remove or cancel on the deadline.
6. Click **Save**.
7. Next to the request, click ☑ (**Approve**).
8. Click **Next**.
9. On the **IT Shop escalation - Approvals** page, perform the following actions:
    - To provide a reason for all request approvals, enter the reason in the **Reason for approvals** field.
    - To use a predefined standard reason for all request approvals, select the reason in the **Standard reason**.
    - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

    TIP: By giving reasons, your approvals are more transparent and support the audit trail.

    NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.

10. (Optional) To specify from when the new manager is responsible for the identity, perform the following:
    a. Click **Valid from**.
    b. In the **Valid from** field in the dialog, enter the date from which you want the new manager to take over.
    c. Click **Close**.
11. Click **Save**.
12. (Optional) If the product requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Assigning other managers to my identities on page 289
- Approving new managers' pending requests on page 115
- IT Shop escalation (page description) on page 881
- IT Shop escalation - Approvals on page 886

Appointing other approvers for escalated requests

You can give an another identity the task of approving a product request. To do this, you have the following options:

- Reroute approval
  You give the task of approving to another approval level (see Rerouting escalated requests' approvals on page 142).
- Appoint additional approver
  You can give an another identity the task of approving (see Appointing additional approvers to escalated requests on page 142). The additional approver must make an approval decision in addition to the other approvers.
  The additional approver can reject the approval and return it to you (see Rejecting request approval on page 120).
  You can withdraw an additional approver. For example, if the other approver is not available.
- Delegate approval
  You delegate the task of approving to another approval level (see Delegating approvals of escalated requests to other identities on page 143). This identity is added as approver in the current approval step and makes approval decisions on

your behalf.
The new approver can reject the approval and return it to you (see Rejecting request approval on page 120).
You can withdraw a delegation and delegate another identity. For example, if the other approver is not available.

Rerouting escalated requests' approvals

You can let another approval level of the approval workflow make the approval decision about a product. For example, if approval is required by a manager in a one-off case.

To reroute an approval

1. In the menu bar, click **Request** > **My Actions**.

   In the menu bar, click **Request** > **Escalation**.
2. On the **My Actions** page, click **Pending Requests**.

   On the **IT Shop escalation** page, apply a filter to limit the results to a specific requester, specific recipient or a specific request (see Displaying escalated requests on page 135).
3. On the **Pending Requests** page, in the list, click the request with the approval that you want to reroute.

   In the list, click the request whose the approval that you want to reroute.
4. In the details pane, click **more** > **Reroute approval**.
5. In the **Reroute approval** dialog next to the approval level that you want to reroute to, click **Reroute approval**.
6. (Optional) In the dialog, enter a reason for rerouting.
7. Click **Reroute approval**.

Related topics

- Rerouting approvals of pending requests on page 117
- IT Shop escalation (page description) on page 881

Appointing additional approvers to escalated requests

You can give another identity the task of approving a product request. The additional approver must make an approval decision in addition to the other approvers.

To add an additional approver

1. In the menu bar, click **Request** > **Escalation**.
2. On the **IT Shop escalation** page, apply a filter to limit the results to a specific requester, specific recipient or a specific request (see Displaying escalated requests on page 135).
3. Click the request in the list that you want to add another approver to.
4. In the details pane, click **more** > **Add approver**.
5. Click **Save**.

Related topics

- Removing additional approvers from escalated requests on page 143
- Appointing additional approvers to pending requests on page 117

Removing additional approvers from escalated requests

If you have given the task of approving a product request to another identity, you can remove this additional approver as long as the product has the status **Request**. Once the additional approver has been removed, the original approvers are the only approvers for this request and you can add a new additional approver.

1. In the menu bar, click **Request** > **Escalation**.
2. On the **IT Shop escalation** page, apply a filter to limit the results to a specific requester, specific recipient or a specific request (see Displaying escalated requests on page 135).
3. In the list, click the request to which you added an additional approver.
4. Click **Save**.

Related topics

- Appointing additional approvers to escalated requests on page 142
- Removing additional approvers of pending requests on page 118

Delegating approvals of escalated requests to other identities

You can delegate an approval decision about a request to another identity.

To delegate an approval

1. In the menu bar, click **Request** > **Escalation**.
2. On the **IT Shop escalation** page, apply a filter to limit the results to a specific requester, specific recipient or a specific request (see Displaying escalated requests on page 135).
3. In the list, click the request whose approval decision you want to delegate to another identity.
4. In the details pane, click **more** > **Delegate approval**.
5. Click **Save**.

Related topics

- Withdrawing delegations from escalated requests on page 144
- Delegating approvals of pending requests to other identities on page 118

Withdrawing delegations from escalated requests

If a request's approval has been delegated to another identity, you can withdraw the delegation.

To withdraw an approval delegation

1. In the menu bar, click **Request** > **My Actions**.
2. On the **Approval History** page, in the list, click the request with the approval delegation you want to withdraw.
3. In the details pane, click **Withdraw delegation**.
4. Click **Save**.

Related topics

- Delegating approvals of escalated requests to other identities on page 143
- Withdrawing delegations from pending requests on page 119
- My actions (page description) on page 865
- Approval history (page description) on page 872

Changing priority of escalated requests

As an approver of requests, you can set the priority of individual requests. For example, this positions requests at different positions in the request list. This means that if the list is sorted in descending order, requests with high priority are listed at the top.

To change a request's priority

1. In the menu bar, click **Request** > **Escalation**.
2. On the **IT Shop escalation** page, apply a filter to limit the results to a specific requester, specific recipient or a specific request (see Displaying escalated requests on page 135).
3. In the list, click the request with the priority that you want to change.
4. In the details pane, click **more** > **Change priority**.
5. In the **Set the priority for this request** dialog, in the **Priority** menu, click the priority you want to use for this request.
6. Click **Apply**.
7. Then make an approval decision about the request (see Approving and denying escalated requests on page 136).

   NOTE: The modified priority is not changed until you have saved you approval decision about the request.

Related topics

- Approving and denying escalated requests on page 136
- Changing priority of pending requests on page 121
- IT Shop escalation (page description) on page 881

Adding more products to escalated requests

You can add more products to requests.

To add more products to a request

1. In the menu bar, click **Request** > **Escalation**.
2. On the **IT Shop escalation** page, apply a filter to limit the results to a specific requester, specific recipient or a specific request (see Displaying escalated requests on page 135).
3. In the list, click the request to which want to add products to.
4. In the details pane, click **more** > **Show entire request**.
5. On the **Request overview** page, click **Add items to this request**.
6. On the **Request** page, add the product you want to the shopping cart, edit the products in the shopping cart and send the request.

Related topics

- Adding products to the shopping cart on page 78
- Managing products in the shopping cart on page 80
- Submitting requests on page 89
- Displaying and approving entire requests of escalated requests on page 138
- Adding more products to pending requests on page 122
- IT Shop escalation (page description) on page 881
- Requests overview (page description) on page 884
- Request (page description) on page 849

Canceling escalated requests

As approver, you can cancel a request. This cancels the request and the requested product is not assigned to the recipient but it can be requested again.

TIP: To find out how to cancel requests for yourself or for identities that you manage, see Canceling requests on page 127.

To cancel an escalated request

1. In the menu bar, click **Request** > **Escalation**.
2. On the **IT Shop escalation** page, apply a filter to limit the results to a specific requester, specific recipient or a specific request (see Displaying escalated requests on page 135).
3. In the list, mark the request that you want to cancel.
4. In the details pane, click **Withdraw request**.
5. In the **Withdraw request** dialog, enter a reason for the cancellation.
6. Click **OK**.

Related topics

- Canceling requests on page 127
- Canceling pending requests on page 123
- IT Shop escalation (page description) on page 881

Submitting inquiries about escalated requests

Before you make an approval decision about a request, you can send a question to an identity about it.

NOTE: Once an inquiry has been made about a request, it is given hold status in the approval workflow. Only the originator of the inquiry (or the chief approval team) can make an approval decision about a request with hold status. You can revoke hold status with the following actions:

- Delete the inquiry (see Deleting inquiries about escalated requests on page 147)
- Revoke the status after answering the question (see Revoking hold status of escalated requests on page 148)

To make an inquiry

1. In the menu bar, click **Request** > **Escalation**.
2. On the **IT Shop escalation** page, apply a filter to limit the results to a specific requester, specific recipient or a specific request (see Displaying escalated requests on page 135).
3. On the **IT Shop Escalation Approval** page, click the request in the list that you want to inquire about.
4. In the details pane, click **more** > **Send inquiry**.
5. In the **Submit an inquiry about this request** dialog, click the identity to which you want send the inquiry.
6. In the **Submit an inquiry about this request** dialog, enter your question in the **Your question** field.
7. Click **Save**.

Related topics

- Deleting inquiries about escalated requests on page 147
- Answering inquiries about requests on page 132
- Sending inquiries about pending requests on page 123
- IT Shop escalation (page description) on page 881

Deleting inquiries about escalated requests

If your problem with the request has become irrelevant, you can recall your question. Once the question has been deleted, the request is taken off hold and all the original approvers can approve the request again.

To delete an inquiry

1. In the menu bar, click **Request** > **Escalation**.
2. On the **IT Shop escalation** page, apply a filter to limit the results to a specific requester, specific recipient or a specific request (see Displaying escalated requests on page 135).
3. In the list, click the request that you inquired about.
4. In the details pane, click **Recall last question**.
5. (Optional) In the **Recall last question** dialog, enter a reason for recalling the question.
6. Click **OK**.

Related topics

- Submitting inquiries about escalated requests on page 147
- Answering inquiries about requests on page 132
- Deleting inquiries about pending requests on page 124
- Revoking hold status of escalated requests on page 148
- IT Shop escalation (page description) on page 881

Revoking hold status of escalated requests

Once an inquiry has been made about a request, it is given hold status in the approval workflow. Only the originator of the inquiry can make an approval decision about a request with hold status.

You can revoke hold status with the following actions:

- Delete the inquiry (see Deleting inquiries about escalated requests on page 147)
- Revoke the status after answering the question

To revoke a request's hold status after the inquiry has been answered

1. In the menu bar, click **Request** > **Escalation**.
2. On the **IT Shop escalation** page, apply a filter to limit the results to a specific requester, specific recipient or a specific request (see Displaying escalated requests on page 135).
3. In the list, click the request with the inquiry you want to answer.
4. In the details pane, click **Revoke hold status**.
5. In the **Revoke hold status** dialog, click **OK**.

   The request is taken off hold. This releases the request for approval and it can also be edited by other approvers.

Related topics

- Submitting inquiries about escalated requests on page 147
- Deleting inquiries about escalated requests on page 147
- Answering inquiries about requests on page 132
- Revoking hold status of pending requests on page 125
- IT Shop escalation (page description) on page 881

4

Attestation

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. The same workflow is used for attestation and recertification.

There are attestation policies defined for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once attestation starts, attestation cases are created that contain all the necessary information about the attestation objects and the attestor. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Attestors for attestation cases on page 151
- Sending attestation reminders on page 155
- My attestation cases on page 161
- Pending attestations on page 163
- Displaying attestation history on page 173
- Attestation inquiries on page 174
- Auditing attestations on page 176
- Attestation – Administration on page 177
- Escalation on page 186

Attestors for attestation cases

You can display the identities that still have pending attestation cases to approve. To do this, you have the following options:

- You can display all the attestation cases that affect you (see Displaying attestors of my attestation cases on page 151).
- You can display all the attestation cases that you can approve (see Displaying attestors of pending attestation cases on page 152).
- You can display attestors for attestation cases through the attestation history (see Displaying attestors of pending attestation cases through the attestation history on page 153).
- You can display attestors for attestation cases that will be audited (see Displaying attestors of pending auditing attestation cases on page 153).
- You can display attestors for escalated attestation cases (see Displaying attestors of escalated attestation cases on page 154).

Displaying attestors of my attestation cases

You can see identities that still have attestation cases to approve that affect you.

To show attestors of an attestation case

1. In the menu bar, click **Attestation** > **My Attestation Status**.
2. (Optional) On the **My Attestation Status** page, click on a tab to display the corresponding attestation cases.
3. In the list, click the attestation case that has attestors you want to show.
4. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Attestation** > **My Attestation Status**.
2. (Optional) On the **My Attestation Status** page, click on a tab to display the corresponding attestation cases.
3. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve that affect you. You can now send these identities a reminder.

Related topics

- Sending attestation reminders on page 155
- My attestation status (page description) on page 888

Displaying attestors of pending attestation cases

You can see identities that still have pending attestation cases that you can also approve.

To show attestors of an attestation case

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **My Actions** page, click **Pending Attestations**.
3. On the **Pending Attestations** page, perform one of the following actions:
4. (Optional) On the **Pending Attestations** page, click on a tab to display the corresponding attestation cases.
5. In the list, click the attestation case that has attestors you want to show.
6. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **My Actions** page, click **Pending Attestations**.
3. On the **Pending Attestations** page, perform one of the following actions:
4. (Optional) On the **Pending Attestations** page, click on a tab to display the corresponding attestation cases.
5. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Sending attestation reminders on page 155
- My actions (page description) on page 890
- Pending attestations (page description) on page 891

Displaying attestors of pending attestation cases through the attestation history

You can see identities that still have pending attestation cases by using the attestation history.

To show attestors of an attestation case

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **My Actions** page, click **Attestation History**.
3. On the **Attestation History** page, in the list, click the attestation case (status: **pending**) that has the attestors you want to display.
4. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **My Actions** page, click **Attestation History**.
3. Click **View approvers for pending cases**.

   You can now send these identities a reminder.

Related topics

- Sending attestation reminders on page 155
- My actions (page description) on page 890
- Attestation history (page description) on page 958

Displaying attestors of pending auditing attestation cases

You can see identities for attestation cases that will be audited.

To show attestors of an attestation case

1. In the menu bar, click **Attestation** > **Auditing**.
2. On the **Auditing** page, in the list, click the attestation case (status: **pending**) that has the attestors you want to display.
3. In the details pane, click **Actions** > **Send a reminder mail**.

The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Attestation** > **Auditing**.
2. Click **View approvers for pending cases**.

   You can now send these identities a reminder.

Related topics

- Sending attestation reminders on page 155
- Auditing (page description) on page 961

Displaying attestors of escalated attestation cases

You can see identities that still have escalated attestation cases to approve.

To show attestors of an attestation case

1. In the menu bar, click **Attestation** > **Escalation**.
2. On the **Attestation Escalation Approval** page, click the attestation policy of the escalated attestation case you want to see.
3. On the **Pending Attestations** page, in the list, click the attestation case that has the attestors you want to display.
4. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Attestation** > **Escalation**.
2. On the **Attestation Escalation Approval** page, click the attestation policy of the escalated attestation case you want to see.
3. Click **View approvers for pending cases**.

   You can now send these identities a reminder.

Related topics

- Sending attestation reminders on page 155
- Attestation escalation approval (page description) on page 972
- Attestation escalation – Attestation policy (page description) on page 972

Sending attestation reminders

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

- You can send reminders to attestors of attestation cases that affect you (see Sending reminders for your own attestation cases on page 155).
- You can send reminders to attestors of attestation cases that you can approve (see Sending reminders about pending attestation cases on page 156).
- You can send reminders to attestors of attestation cases about attestation history (see Sending reminders of pending attestation cases through the attestation history on page 158).
- You can send reminders to attestors of attestation cases that will be audited (see Sending reminders of pending auditing attestation cases on page 159).
- You can send reminders to attestors of escalated attestation cases (see Sending reminders about escalated attestation cases on page 159).
- You can send reminders to attestors of attestation cases that belong to certain attestation runs (see Sending reminders about attestation runs on page 160).

Sending reminders for your own attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).
- You can show all the attestation that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Attestation** > **My Attestation Status**.
2. (Optional) On the **My Attestation Status** page, click on a tab to display the corresponding attestation cases.
3. In the list, click the attestation case that has attestors you want to remind.
4. In the details pane, click **Actions** > **Send a reminder mail**.

5. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
6. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
7. Edit the email and send it to the attestor.

To send a reminder to all the attestors of pending attestation cases on the current tab

1. In the menu bar, click **Attestation** > **My Attestation Status**.
2. (Optional) On the **My Attestation Status** page, click on a tab to display the corresponding attestation cases.
3. Click **Send reminder**.
4. In the **Send a reminder mail** dialog, enter the message for the attestor.
5. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Attestation** > **My Attestation Status**.
2. (Optional) On the **My Attestation Status** page, click on a tab to display the corresponding attestation cases.
3. Click **View approvers for pending cases**.
4. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
5. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
6. Edit the email and send it to the attestor.

Sending reminders about pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).

- You can show all the attestation that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **My Actions** page, click **Pending Attestations**.
3. On the **Pending Attestations** page, perform one of the following actions:
4. (Optional) On the **Pending Attestations** page, click on a tab to display the corresponding attestation cases.
5. In the list, click the attestation case that has attestors you want to remind.
6. In the details pane, click **Actions** > **Send a reminder mail**.
7. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
8. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
9. Edit the email and send it to the attestor.

To send a reminder to all the attestors of pending attestation cases on the current tab

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **My Actions** page, click **Pending Attestations**.
3. On the **Pending Attestations** page, click the appropriate tile and then the object with the attestation cases you want to see.
4. (Optional) On the **Pending Attestations** page, click on a tab to display the corresponding attestation cases.
5. Click **Send reminder**.
6. In the **Send a reminder mail** dialog, enter the message for the attestor.
7. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **My Actions** page, click **Pending Attestations**.
3. On the **Pending Attestations** page, perform one of the following actions:
4. (Optional) On the **Pending Attestations** page, click on a tab to display the corresponding attestation cases.
5. Click **View approvers for pending cases**.
6. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
7. Select the email program that you want to use.

This opens an email template with the attestor's email address.

8. Edit the email and send it to the attestor.

Sending reminders of pending attestation cases through the attestation history

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can show all the attestation that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 2).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **My Actions** page, click **Attestation History**.
3. On the **Attestation History** page, in the list, click the attestation case (status: **pending**) that has the attestors you want to send a reminder to.
4. In the details pane, click **Actions** > **Send a reminder mail**.
5. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
6. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
7. Edit the email and send it to the attestor.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **My Actions** page, click **Attestation History**.
3. On the **Attestation History** page, click **View attestors for pending attestation cases**.
4. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
5. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
6. Edit the email and send it to the attestor.

Sending reminders of pending auditing attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can show all the attestation that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 2).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Attestation** > **Auditing**.
2. On the **Auditing** page, in the list, click the attestation case (status: **pending**) that has the attestors you want to send a reminder to.
3. In the details pane, click **Actions** > **Send a reminder mail**.
4. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
5. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
6. Edit the email and send it to the attestor.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Attestation** > **Auditing**.
2. On the **Auditing** page, click **View attestors for pending attestation cases**.
3. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
4. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
5. Edit the email and send it to the attestor.

- Attestors for attestation cases on page 151

Sending reminders about escalated attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can show all the attestation that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 2).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Attestation** > **Escalation**.
2. On the **Attestation Escalation Approval** page, click the attestation policy of the escalated attestation case you want to see.
3. On the **Pending Attestations** page, in the list, click the attestation case that has the attestors you want to send a reminder to.
4. In the details pane, click **Actions** > **Send a reminder mail**.
5. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
6. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
7. Edit the email and send it to the attestor.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Attestation** > **Escalation**.
2. On the **Attestation Escalation Approval** page, click the attestation policy of the escalated attestation case you want to see.
3. On the **Pending Attestation** page, click **View attestors for pending attestation cases**.
4. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
5. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
6. Edit the email and send it to the attestor.

Sending reminders about attestation runs

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

To send a reminder to all attestors of all attestation runs

1. In the menu bar, click **Attestation** > **Governance Administration**.
2. On the **Governance Administration** page, click **Attestation runs**.

3. On the **Attestation Policy Runs** page, click **Remind attestors of ALL visible runs**.
4. (Optional) In the **Send reminder mail** dialog, enter a message for the attestors. This message is added to the reminder.
5. Click **Send reminder**.

To send a reminder to attestors of a selected attestation run

1. In the menu bar, click **Attestation** > **Governance Administration**.
2. On the **Governance Administration** page, click **Attestation runs**.
3. On the **Attestation Runs** page, click the attestation run that has the attestors you want to remind.
4. Perform one of the following actions:
   - To send a reminder to all attestors of the attestation run, click **Send reminder** in the details pane.
   - To send a reminder to specific attestors of the attestation run, in the details pane, click the **Attestors** tab, select the check boxes in front of the corresponding attestors and click **Send reminder**.
5. (Optional) In the **Send reminder mail** dialog, enter a message for the attestors. This message is added to the reminder.
6. Click **Send reminder**.

Related topics

- Attestors for attestation cases on page 151
- Governance administration (page description) on page 963
- Attestation runs (page description) on page 964

My attestation cases

In the Web Portal, the attestation cases that affect you are displayed separately on the **My Attestation Status** page For more information about the **My Attestation Status** page, see My attestation status (page description) on page 888.

Detailed information about this topic

- Displaying your attestation cases on page 162
- Displaying attestors of my attestation cases on page 151
- Sending reminders for your own attestation cases on page 155
- Granting or denying my attestation cases on page 162

Displaying your attestation cases

You can see all the attestation cases that affect you. In addition, you can obtain more information about the attestation cases.

To display your own attestation cases

1. In the menu bar, click **Attestation** > **My Attestation Status**.

   This opens the **My Attestation Status** page (see My attestation status (page description) on page 888)

2. (Optional) On the **My Attestation Status** page, click on a tab to display the corresponding attestation cases.

Related topics

- Displaying pending attestation cases on page 163
- Displaying all attestation cases on page 176
- Displaying escalated attestation cases on page 187
- Attestors for attestation cases on page 151
- Sending attestation reminders on page 155
- My attestation status (page description) on page 888

Granting or denying my attestation cases

If you have sufficient permission, you can grant or deny approval for attestation cases that affect you.

To approve an attestation case

1. In the menu bar, click **Attestation** > **My Attestation Status**.
2. On the **My Attestation Status** page, click**Approve**.
3. On the **Pending Attestations – Identity** page, click on a tab to display the corresponding attestation cases.
4. Perform one of the following actions:
   - To approve an attestation case, click **Approve** next to the attestation case.
   - To deny an attestation case, click **Deny** next to the attestation case.
5. (Optional) On the **Pending Attestations – Approvals** page, perform the following actions:

   TIP: By giving reasons, your approvals are more transparent and support the audit trail.

6. Click **Save**.

Related topics

- Granting or denying attestation cases on page 164
- Granting or denying escalated attestation cases on page 187
- My attestation status (page description) on page 888
- Pending attestations – approvals (page description) on page 957

Pending attestations

Attestation policies are run on a schedule and generate attestation cases. As attestor, you can verify attestation cases and make approval decisions. Verifying attestations requires reading reports or manually checking objects that are being attested.

Detailed information about this topic

- Displaying pending attestation cases on page 163
- Granting or denying attestation cases on page 164
- Appointing other approvers for pending attestation cases on page 166
- Rejecting approval of attestation cases on page 170
- Submitting inquiries about pending attestation cases on page 171
- Revoking the hold status of pending attestation cases on page 172

Displaying pending attestation cases

As attestor, you can see the attestation cases that still require approval. In addition, you can obtain more information about the attestation cases.

To display pending attestation cases

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **My Actions** page, click **Pending Attestations**.
3. On the **Pending Attestations** page, perform one of the following actions:
    - To display a specific object, click on the corresponding tile and then the object.
    - To display attestation cases by attestation policies, click **Switch to policy view** and then the attestation policy.
4. (Optional) On the **Pending Attestations** page, click on a tab to display the corresponding attestation cases.

5. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview in shapes of the attestation.
6. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
7. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Displaying your attestation cases on page 162
- Displaying all attestation cases on page 176
- Displaying escalated attestation cases on page 187
- Attestors for attestation cases on page 151
- Sending attestation reminders on page 155
- My actions (page description) on page 890
- Pending attestations (page description) on page 891

Granting or denying attestation cases

As attestor, you can grant or deny approval for attestation cases under your supervision.

To approve an attestation case

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **My Actions** page, click **Pending Attestations**.
3. On the **Pending Attestations** page, perform one of the following actions:

- To display a specific object, click on the corresponding tile and then the object.
- To display attestation cases by attestation policies, click **Switch to policy view** and then the attestation policy.

4. On the **Pending Attestations** page, click on a tab to display the corresponding attestation cases.
5. Perform one of the following actions:
   - To approve an attestation case, click ☑ (**Approve**) next to the attestation case.
   - To deny an attestation case, click ☒ (**Deny**) next to the attestation case.

   TIP: To grant or deny approval for all the attestation cases displayed, click (**Approve all**) or (**Deny all**).
6. Click **Next**.
7. (Optional) On the **Pending Attestations – Approvals** page, perform the following actions:
   - For approved attestation case:
     - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
   - For denied attestation cases:
     - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
   - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

   TIP: By giving reasons, your approvals are more transparent and support the audit trail.

   NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.
8. Click **Save**.
9. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes for the prompt to be displayed. Perform one of the following actions:
   - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
   - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Granting or denying my attestation cases on page 162
- Granting or denying escalated attestation cases on page 187
- My actions (page description) on page 890
- Pending attestations (page description) on page 891
- Pending attestations – approvals (page description) on page 957

Appointing other approvers for pending attestation cases

You can give an additional identity the task of approving an attestation case. To do this, you have the following options:

- Reroute approval
  You give the task of approving to another approval level (see Rerouting approvals of pending attestation cases on page 166).
- Appoint additional approver
  You can give an another identity the task of approving Appointing additional approvers to pending attestation cases on page 167). The additional approver must make an approval decision in addition to the other approvers.
  The additional approver can reject the approval and return it to you (see Rejecting approval of attestation cases on page 170).
  You can withdraw an additional approver. For example, if the other approver is not available.
- Delegate approval
  You delegate the task of approving to another approval level (see Delegating approvals of pending attestation cases to other identities on page 169). This identity is added as approver in the current approval step and makes approval decisions on your behalf.
  The new approver can reject the approval and return it to you (see Rejecting approval of attestation cases on page 170).
  You can withdraw a delegation and delegate another identity. For example, if the other approver is not available.

Rerouting approvals of pending attestation cases

You can let another approval level of the approval workflow make the approval decision about an attestation case. For example, if approval is required by a manager in a one-off case.

To reroute an approval

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **My Actions** page, click **Pending Attestations**.
3. On the **Pending Attestations** page, perform one of the following actions:
   - To display a specific object, click on the corresponding tile and then the object.
   - To display attestation cases by attestation policies, click **Switch to policy view** and then the attestation policy.
4. (Optional) On the **Pending Attestations** page, click on a tab to display the corresponding attestation cases.
5. On the **Pending Attestations** page, click the attestation case whose approval you want to reroute.
6. In the details pane, click **Actions** > **Reroute approval**.
7. In the **Reroute approval** dialog next to the approval level that you want to reroute to, click **Reroute approval**.
8. (Optional) In the dialog, enter a reason for rerouting.
9. Click **Reroute approval**.

Related topics

- Rerouting approvals of escalated attestation cases on page 188
- My actions (page description) on page 890
- Pending attestations (page description) on page 891

Appointing additional approvers to pending attestation cases

You can give an another identity the task of approving an attestation case. The additional approver must make an approval decision in addition to the other approvers.

To add an additional approver

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **My Actions** page, click **Pending Attestations**.
3. On the **Pending Attestations** page, perform one of the following actions:
   - To display a specific object, click on the corresponding tile and then the object.
   - To display attestation cases by attestation policies, click **Switch to policy view** and then the attestation policy.
4. (Optional) On the **Pending Attestations** page, click on a tab to display the corresponding attestation cases.

5. On the **Pending Attestations** page, click the attestation case to which you want to add an additional approver.
6. In the details pane, click **Actions** > **Add approver**.
7. In the **Select additional approver** dialog, click the identity you want to act as an additional approver.
8. In the dialog, enter a reason for adding the additional approver.
9. Click **Save**.

Related topics

- Removing additional approvers from pending attestation cases on page 168
- Appointing additional approvers to escalated attestation cases on page 189
- My actions (page description) on page 890
- Pending attestations (page description) on page 891

Removing additional approvers from pending attestation cases

If you have given the task of approving an attestation case to another identity, you can remove this additional approver as long as the attestation case has **pending** status. Once the additional approver has been removed, the original approvers are the only approvers for this attestation case and you can add a new additional approver.

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **My Actions** page, click **Pending Attestations**.
3. On the **Pending Attestations** page, perform one of the following actions:
   - To display a specific object, click on the corresponding tile and then the object.
   - To display attestation cases by attestation policies, click **Switch to policy view** and then the attestation policy.
4. (Optional) On the **Pending Attestations** page, click on a tab to display the corresponding attestation cases.
5. On the **Pending Attestations** page, click the attestation case to which you added an additional approver.
6. In the details pane, click **Withdraw additional approval**.
7. In the dialog, enter a reason for withdrawing the approver.
8. Click **Save**.

Related topics

- Appointing additional approvers to pending attestation cases on page 167
- Removing additional approvers from escalated attestation cases on page 189

- My actions (page description) on page 890
- Pending attestations (page description) on page 891

Delegating approvals of pending attestation cases to other identities

You can delegate an approval decision about an attestation case to another identity. You can revoke this action in the attestation history (see Withdrawing delegations from pending attestation case approvals on page 169).

To delegate an approval

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **My Actions** page, click **Pending Attestations**.
3. On the **Pending Attestations** page, perform one of the following actions:
   - To display a specific object, click on the corresponding tile and then the object.
   - To display attestation cases by attestation policies, click **Switch to policy view** and then the attestation policy.
4. (Optional) On the **Pending Attestations** page, click on a tab to display the corresponding attestation cases.
5. On the **Pending Attestation** page, click the attestation case whose approval decision you want to delegate to another identity.
6. In the details pane, click **Actions** > **Delegate approval**.
7. In the **Select an identity that is allowed to approve** dialog, click the identity to which you want delegate the approval.
8. In the dialog, enter a reason for the delegation.
9. Click **Save**.

Related topics

- Withdrawing delegations from pending attestation case approvals on page 169
- Delegating approvals of escalated attestation cases to other identities on page 190
- My actions (page description) on page 890
- Pending attestations (page description) on page 891

Withdrawing delegations from pending attestation case approvals

If an attestation's approval has been delegated to another identity, you can withdraw the delegation.

To withdraw an approval delegation

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **My Actions** page, click **Attestation History**.
3. On the **Attestation History** page, click the request whose approval delegation you want to withdraw.

   On the **Attestation History** page, click **Details** next to the request whose approval delegation you want to withdraw.
4. In the dialog, enter a reason why you are withdrawing the approval delegation.
5. Click **Save**.

Related topics

- Delegating approvals of pending attestation cases to other identities on page 169
- Withdrawing delegations from escalated attestation case approvals on page 190
- My actions (page description) on page 890
- Attestation history (page description) on page 958

Rejecting approval of attestation cases

If you have been added to an attestation case as an additional approver the approval of the attestation case was passed to you, you can reject the approval and return the attestation case to the original approver.

To reject an approval

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **My Actions** page, click **Pending Attestations**.
3. On the **Pending Attestations** page, perform one of the following actions:
   - To display a specific object, click on the corresponding tile and then the object.
   - To display attestation cases by attestation policies, click **Switch to policy view** and then the attestation policy.
4. (Optional) On the **Pending Attestations** page, click on a tab to display the corresponding attestation cases.
5. On the **Pending Attestations** page, in the list, click the attestation case that you do not want to make an approval decision about.
6. In the details pane, click **Actions** > **Reject approval**.
7. In the dialog, enter a reason for the rejecting.
8. Click **Save**.

Related topics

- Appointing additional approvers to escalated requests on page 142
- My actions (page description) on page 890
- Pending attestations (page description) on page 891

Submitting inquiries about pending attestation cases

Before you make an approval decision about an attestation case, you can send a question to an identity about it.

> NOTE: Once an inquiry has been made about a n attestation case, it is given hold status in the approval workflow. Only the originator of the inquiry (or the chief approval team) can make an approval decision about an attestation case with hold status. You can revoke hold status with the following actions:
>
> - Delete the inquiry (see Deleting inquiries about pending attestation cases on page 172)
> - Revoke the status after answering the question (see Revoking the hold status of pending attestation cases on page 172)

To make an inquiry

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **My Actions** page, click **Pending Attestations**.
3. On the **Pending Attestations** page, perform one of the following actions:
4. (Optional) On the **Pending Attestations** page, click on a tab to display the corresponding attestation cases.
5. On the **Pending Attestations**, in the list, click the attestation case that you want to inquire about.
6. In the details pane, click **Actions** > **Send inquiry**.
7. In the **Submit an inquiry about this attestation case** dialog, click the identity to which you want send the inquiry.
8. In the **Submit an inquiry about this attestation case** dialog box, enter your question in the **Your question** field.
9. Click **Save**.

Related topics

- Deleting inquiries about pending attestation cases on page 172
- Answering attestation case inquiries on page 175

- Submitting inquiries about escalated attestation cases on page 191
- My actions (page description) on page 890
- Pending attestations (page description) on page 891

Deleting inquiries about pending attestation cases

If your problem with the request has become irrelevant, you can recall your question. Once the question has been deleted, the request is taken off hold and all the original approvers can approve the request again.

To delete an inquiry

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **My Actions** page, click **Pending Attestations**.
3. On the **Pending Attestations** page, perform one of the following actions:
4. (Optional) On the **Pending Attestations** page, click on a tab to display the corresponding attestation cases.
5. On the **Pending Attestations** page, click the attestation case in the list that you inquired about.
6. In the details pane, click **Recall last question**.
7. (Optional) In the **Recall last question** dialog, enter a reason for recalling the question.
8. Click **OK**.

Related topics

- Submitting inquiries about pending attestation cases on page 171
- Answering attestation case inquiries on page 175
- Deleting inquiries about escalated attestation cases on page 191
- My actions (page description) on page 890
- Pending attestations (page description) on page 891

Revoking the hold status of pending attestation cases

Once an inquiry has been made about an attestation case, it is given hold status in the approval workflow. Only the originator of the inquiry can make an approval decision about an attestation case with hold status.

You can revoke hold status with the following actions:

- Delete the inquiry (see Deleting inquiries about pending attestation cases on page 172)
- Revoke the status after answering the question

To revoke an attestation case's hold status after the inquiry has been answered

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **My Actions** page, click **Pending Attestations**.
3. On the **Pending Attestations** page, perform one of the following actions:
4. (Optional) On the **Pending Attestations** page, click on a tab to display the corresponding attestation cases.
5. On the **Pending Attestation** page, click the attestation in the list with the inquiry that was answered.
6. In the details pane, click **Revoke hold status**.
7. In the **Revoke hold status** dialog, click **OK**.

   The request is taken off hold. This releases the request for approval and it can also be edited by other approvers.

Related topics

- Submitting inquiries about pending attestation cases on page 171
- Deleting inquiries about pending attestation cases on page 172
- Answering attestation case inquiries on page 175
- My actions (page description) on page 890
- Pending attestations (page description) on page 891

Displaying attestation history

You can obtain an overview of all the attestation cases relevant to you or identities that report to you, by displaying the attestation history.

To display the attestation history

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **My Actions** page, click **Attestation History**.

   This opens the **Attestation History** page (see Attestation history (page description) on page 958).
3. (Optional) To filter which attestation cases are displayed, select or deselect the check boxes next to **Attestation state**. For example, this allows you to show just pending attestation cases (no approval decision yet made).

4. (Optional) To display details of an attestation case, click the attestation case whose details you want to display.
5. (Optional) To show an object involved in an attestation case in detail, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview of the attestation.
6. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
7. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Withdrawing delegations from pending attestation case approvals on page 169
- My actions (page description) on page 890
- Attestation history (page description) on page 958

Attestation inquiries

Before an attestation case is approved, the approver can send you a question about this attestation case. You can show the inquiry and answer it.

Detailed information about this topic

- Displaying attestation case inquiries on page 175
- Answering attestation case inquiries on page 175
- Submitting inquiries about pending attestation cases on page 171
- Submitting inquiries about escalated attestation cases on page 191

- Deleting inquiries about pending attestation cases on page 172
- Deleting inquiries about escalated attestation cases on page 191

Displaying attestation case inquiries

You can see inquiries that have been made to you about an attestation case.

To display an inquiry

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **My Actions** page, click **Attestation Inquiries**.

   This opens the **Attestation Inquiries** page (see Attestation inquiries (page description) on page 960).
3. (Optional) Click an inquiry in the list.

   For more information, see the details pane.

Related topics

- Submitting inquiries about pending attestation cases on page 171
- Submitting inquiries about escalated attestation cases on page 191
- My actions (page description) on page 890
- Attestation inquiries (page description) on page 960

Answering attestation case inquiries

You can respond to inquiries that have been made to you about an attestation case.

To respond to inquiries

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **My Actions** page, click **Attestation Inquiries**.
3. On the **Attestation inquiries** page, click the inquiry in the list that you want to answer.
4. In the details pane, click **Respond**.
5. In the **Respond to an inquiry** dialog, enter your answer in the **Your answer** field.
6. Click **Save**.

Related topics

- Submitting inquiries about pending attestation cases on page 171
- Submitting inquiries about escalated attestation cases on page 191
- My actions (page description) on page 890
- Attestation inquiries (page description) on page 960

Auditing attestations

As auditor, you can display all the attestation cases (already approved or not approved and pending) in the system.

Detailed information about this topic

- Displaying all attestation cases on page 176
- Displaying attestors of pending auditing attestation cases on page 153

Displaying all attestation cases

You can see all attestation cases. At the same time you can decide whether you only want to show attestation cases with a certain status (approved, denied, pending) or those of a specific attestors. In addition, you can obtain more information about the attestation cases.

TIP: For more information about how you display your own attestation cases or pending attestation cases, see Displaying your attestation cases on page 162 and Displaying pending attestation cases on page 163.

To display all attestation cases

1. In the menu bar, click **Attestation** > **Auditing**.
2. (Optional) On the **Auditing** page, next to **Attestor**, click **Assign** and select the identity whose attestation cases you want to view.
3. (Optional) To further limit or delimit the attestation cases to view, check the appropriate boxes next to **Attestation status** (see Auditing (page description) on page 961). For example, this allows you to show just pending attestation cases (no approval decision yet made).

Related topics

- Displaying your attestation cases on page 162
- Displaying pending attestation cases on page 163 Displaying pending attestation cases

- Displaying escalated attestation cases on page 187
- Attestors for attestation cases on page 151
- Sending attestation reminders on page 155
- Auditing (page description) on page 961

Attestation – Administration

You can define attestation policies for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once attestation is started, attestation cases are created that contain all the necessary information about the attestation objects and the attestor. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

> TIP: The attestation statistics provide you with an overview of your company's attestations. For more information, see What statistics are available? on page 792.

Detailed information about this topic

- Attestation policies on page 177
- Attestation runs on page 183

Attestation policies

You can define attestation policies for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom.

Detailed information about this topic

- Displaying attestation policies on page 177
- Setting up attestation policies on page 179
- Editing attestation policies on page 180
- Copying attestation policies on page 182
- Deleting attestation policies on page 183
- Appendix: Attestation conditions and approval policies from attestation procedures on page 800

Displaying attestation policies

You can display enabled and disabled attestation policies.

To display attestation polices

1. In the menu bar, click **Attestation** > **Governance Administration**.
2. On the **Governance Administration** page, click **Attestation Policy Settings**.

   This opens the **Attestation Policy Settings** page (see Managing attestation policy (page description) on page 965).
3. (Optional) To display disabled attestation policies, on the **Attestation Policy Settings** page, enable the **Show disabled policies** option.

Related topics

- Displaying attestation policies details on page 178
- Displaying attestation policies statistics on page 179
- Governance administration (page description) on page 963
- Managing attestation policy (page description) on page 965

Displaying attestation policies details

To obtain an overview of an attestation policy, you can display its main data.

To show the details of an attestation policy

1. In the menu bar, click **Attestation** > **Governance Administration**.
2. On the **Governance Administration** page, click **Attestation Policy Settings**.
3. (Optional) To display disabled attestation policies, on the **Attestation Policy Settings** page, enable the **Show disabled policies** option.
4. Next to the attestation policy whose details you want to show, click (**Edit attestation policy**).

   This opens the **Edit attestation policy** page (see Editing attestation policies (page description) on page 969).
5. (Optional) To display the objects that fulfill the conditions, perform one of the following actions:
   - Objects that fulfill one condition: Under **Object selection**, click the number link next to the condition in the **Matching objects** column.
   - Objects that fulfill all conditions: Under **Object selection**, click the number link at the end of the list of conditions.

Related topics

- Governance administration (page description) on page 963
- Managing attestation policy (page description) on page 965
- Editing attestation policies (page description) on page 969

Displaying attestation policies statistics

You can obtain more information about attestation policies by display their statistics.

To display attestation policy statistics

1. In the menu bar, click **Attestation** > **Governance Administration**.
2. On the **Governance Administration** page, click **Attestation Policy Settings**.
3. (Optional) To display disabled attestation policies, on the **Attestation Policy Settings** page, enable the **Show disabled policies** option.
4. In the row containing the attestation policy whose statistics you want to see, click (**Edit attestation policy**).

   This opens the **Edit attestation policy** page (see Editing attestation policies (page description) on page 969).
5. Click the **Statistics** tab.

Related topics

- Governance administration (page description) on page 963
- Managing attestation policy (page description) on page 965
- Editing attestation policies (page description) on page 969

Setting up attestation policies

To fulfill new regulation requirements, you can create new attestation policies.

To create a new attestation policy

1. In the menu bar, click **Attestation** > **Governance Administration**.
2. On the **Governance Administration** page, click **Attestation Policy Settings**.
3. On the **Attestation Policy Settings** page, click **New attestation policy**.
4. On the **Attestation Policy Settings** page, enter the new attestation policy's main data (see Creating new attestation policies (page description) on page 967).

   NOTE: The attestation procedure you select when you create a new attestation policy is important. The selected attestation procedure determines, amongst other things, the available options when conditions are added. The available options are modified to match the attestation procedure.
5. To specify which objects to attest, under **Object selection**, click (**Add**).
6. In the **Edit condition** dialog, in the **Condition type** menu, click the condition type to use (see Appendix: Attestation conditions and approval policies from attestation procedures on page 800).

NOTE: The options available in the **Condition type** menu depends on which attestation procedure is configured for the attestation policy.

7. (Optional) Depending on which condition type you have selected, you can filter the selection of objects to attest (see Appendix: Attestation conditions and approval policies from attestation procedures on page 800).
8. Click **OK**.
9. (Optional) Create more conditions if required. To do this, click (**Add**).
10. (Optional) If you have specified more than one condition, you must specify whether one or all of the conditions must be fulfilled by enabling the appropriate option:
    - **All conditions must be fulfilled**: The next time the attestation policy is run, new attestation cases are added for all objects fulfilling all of the conditions. If one of the objects to attest does not fulfill a condition, this object is not attested. In addition, use of this option generates a intersecting set of all the individual conditions of the selected objects.
    - **At least one condition must be fulfilled**: The next time the attestation policy is run, new attestation cases are added for all objects that fulfill at least one of the conditions. Use of this option generates a superset of all the individual conditions of the selected objects.
11. Click **Create**.

Related topics

- Appendix: Attestation conditions and approval policies from attestation procedures on page 800
- Governance administration (page description) on page 963
- Managing attestation policy (page description) on page 965
- Creating new attestation policies (page description) on page 967

Editing attestation policies

For example, you can modify attestation policies to include more conditions.

To edit an attestation policy

1. In the menu bar, click **Attestation** > **Governance Administration**.
2. On the **Governance Administration** page, click **Attestation Policy Settings**.
3. On the **Attestation Policy Settings** page, next to the attestation policy you want to edit, click **Edit attestation policy**.

   TIP: To show disabled attestation policies, enable the **Include deactivated policies**.

   NOTE: The system contains default attestation policies. These policies can only be edited to a limited degree. If you want to make changes to a default attestation policy, create a copy and edit the copy (see Copying attestation policies on page 182).

4. For more information, see Setting up attestation policies on page 179.
5. To specify which objects to attest, perform one of the following actions:
   - To add a new condition, under **Object selection** click (**Add**).
   - To edit an existing condition, under **Object selection**, click (**Edit**).
   - To delete an existing condition, click (**Delete condition**).
6. In the **Edit condition** dialog, in the **Condition type** menu, click the condition type to use (see Appendix: Attestation conditions and approval policies from attestation procedures on page 800).

   NOTE: The options available in the **Condition type** menu depends on which attestation procedure is configured for the attestation policy.
7. (Optional) Depending on which condition type you have selected, you can filter the selection of objects to attest (see Appendix: Attestation conditions and approval policies from attestation procedures on page 800).
8. Click **OK**.
9. (Optional) Create or modify more conditions if required. To do this, click (**Add**).
10. (Optional) If you have specified more than one condition, you must specify whether one or all of the conditions must be fulfilled by enabling the appropriate option:
    - **All conditions must be fulfilled**: The next time the attestation policy is run, new attestation cases are added for all objects fulfilling all of the conditions. If one of the objects to attest does not fulfill a condition, this object is not attested. In addition, use of this option generates a intersecting set of all the individual conditions of the selected objects.
    - **At least one condition must be fulfilled**: The next time the attestation policy is run, new attestation cases are added for all objects that fulfill at least one of the conditions. Use of this option generates a superset of all the individual conditions of the selected objects.
11. Click **Save**.

Related topics

- Appendix: Attestation conditions and approval policies from attestation procedures on page 800
- Governance administration (page description) on page 963
- Managing attestation policy (page description) on page 965
- Editing attestation policies (page description) on page 969

Copying attestation policies

You can copy existing attestation policies and then edit them. For example, if you want to make changes to a default attestation policy, you can copy it, edit the copy, and then use it.

Copied attestation policies can be deleted again.

To copy an attestation policy

1. In the menu bar, click **Attestation** > **Governance Administration**.
2. On the **Governance Administration** page, click **Attestation Policy Settings**.
3. On the **Attestation Policy Settings** page, next to the attestation policy you want to copy, click **Copy attestation policy**.

   TIP: To show disabled attestation policies, enable the **Include deactivated policies**.
4. Confirm the prompt with **Yes** in the dialog.
5. For more information, see Setting up attestation policies on page 179.
6. To specify which objects to attest, perform one of the following actions:
   - To add a new condition, under **Object selection** click (**Add**).
   - To edit an existing condition, under **Object selection**, click (**Edit**).
   - To delete an existing condition, click (**Delete condition**).
7. In the **Edit condition** dialog, in the **Condition type** menu, click the condition type to use (see Appendix: Attestation conditions and approval policies from attestation procedures on page 800).

   NOTE: The options available in the **Condition type** menu depends on which attestation procedure is configured for the attestation policy.
8. (Optional) Depending on which condition type you have selected, you can filter the selection of objects to attest (see Appendix: Attestation conditions and approval policies from attestation procedures on page 800).
9. Click **OK**.
10. (Optional) Create or modify more conditions if required. To do this, click (**Add**).
11. (Optional) If you have specified more than one condition, you must specify whether one or all of the conditions must be fulfilled by enabling the appropriate option:
    - **All conditions must be fulfilled**: The next time the attestation policy is run, new attestation cases are added for all objects fulfilling all of the conditions. If one of the objects to attest does not fulfill a condition, this object is not attested. In addition, use of this option generates a intersecting set of all the individual conditions of the selected objects.
    - **At least one condition must be fulfilled**: The next time the attestation policy is run, new attestation cases are added for all objects that fulfill at least

one of the conditions. Use of this option generates a superset of all the individual conditions of the selected objects.

12. Click **Create**.

Related topics

- Appendix: Attestation conditions and approval policies from attestation procedures on page 800
- Governance administration (page description) on page 963
- Managing attestation policy (page description) on page 965
- Editing attestation policies (page description) on page 969

Deleting attestation policies

You can delete attestation policies that are not used anymore.

> NOTE: You can only delete attestation policies if no attestation cases are associated with it anymore.

To delete an attestation policy

1. In the menu bar, click **Attestation** > **Governance Administration**.
2. On the **Governance Administration** page, click **Attestation Policy Settings**.
3. (Optional) To display disabled attestation policies, on the **Attestation Policy Settings** page, enable the **Show disabled policies** option.
4. On the **Manage Attestation Policies** page, click (**Delete Attestation Policy**) next to the attestation policy you want to delete.
5. In the dialog, confirm the prompt with **Yes**.

Related topics

- Governance administration (page description) on page 963
- Managing attestation policy (page description) on page 965

Attestation runs

Once attestation has started, a corresponding attestation run is added that, in turn, creates an attestation case. Attestation runs show you the attestation prediction and give you an overview of pending attestation cases.

Detailed information about this topic

- Displaying attestation policy runs on page 184
- Sending reminders about attestation runs on page 160
- Extending attestation runs on page 185

Displaying attestation policy runs

You can the display attestation runs of attestation policies.

To display attestation policy runs

1. In the menu bar, click **Attestation** > **Governance Administration**.
2. On the **Governance Administration** page, click **Attestation runs**.

   This opens the **Attestation Policy Runs** page (see Attestation runs (page description) on page 964)
3. (Optional) To control which attestation runs are displayed, next to **Min. category**, click one of the options (see Attestation runs).
4. (Optional) To display more details of an attestation run (current date, details about attestation, attestation prediction, and attestors), click the attestation run in the list, then the information is displayed in the details pane.

Related topics

- Sending reminders about attestation runs on page 160
- Governance administration (page description) on page 963
- Attestation runs (page description) on page 964

Displaying attestation cases of application runs

You can view all attestation cases created in an attestation run. In addition, you can approve or reject pending attestation cases.

To display attestation cases of an attestation run

1. In the menu bar, click **Attestation** > **Attestation runs**.
2. On the **Attestation Runs** page, click **Details** next to the attestation run with the attestation cases you want to display.
3. In the **View Attestation Run Details** pane, click the **Attestation cases** tab.
4. (Optional) To further limit the attestation cases to be displayed, click (**Filter**) on the **Attestation cases** tab.

5. (Optional) To approve or deny an attestation case, perform the following actions in the **Attestation cases** tab:
    a. Select the check box in front of the attestation case that you want to approve or deny.
    b. Click **Approve** or **Deny**.
    c. In the **Approve Attestation Case/Deny Attestation Case** pane, enter a reason for your approval decision in the **Reason for decision** field.
    d. Click **Save**.
6. (Optional) To view more details of an attestation process, click **Details** next to the attestation process and refer to the **View Attestation Process Details** pane for the relevant information.

Related topics

- Displaying pending attestation cases on page 163
- Granting or denying attestation cases on page 164

Extending attestation runs

You can extend attestation runs.

To extend an attestation run

1. In the menu bar, click **Attestation** > **Governance Administration**.
2. On the **Governance Administration** page, click **Attestation runs**.
3. On the **Attestation Policy Runs** page, click the attestation run that you want to extend.
4. In the details pane, click **Extend attestation run**.
5. In dialog's **New due date** field, enter a new due date.
6. In the **Reason** field, enter a reason for extending.
7. Click **OK**.

Related topics

- Sending reminders about attestation runs on page 160
- Governance administration (page description) on page 963
- Attestation runs (page description) on page 964

Attestation by peer group analysis

Using peer group analysis, approval for attestation cases can be granted or denied automatically. For example, a peer group might be all identities in the same department. Peer group analysis assumes that these identities require the same system entitlements. For example, if the majority of identities belonging to a department have a system entitlement, assignment to another identity in the department can be approved automatically. This helps to accelerate approval processes.

Peer group analysis can be used during attestation of the following memberships:

- Assignments of system entitlements to user accounts
- Secondary memberships in business roles

All identities that have the same manager or that belong to the same primary or secondary division as the identity linked to the attestation object (= identity to be attested) are grouped together as a peer group.

For more information about peer group analysis, see the *One Identity Manager Attestation Administration Guide*.

Related topics

- Appendix: Attestation conditions and approval policies from attestation procedures on page 800

Escalation

If the are attestations pending and the approver responsible is not available for an extended period or has no access to Web Portal, the fallback approver or member of the chief approval team must make an approval decision. For more information about the chief approval team, see the One Identity Manager Attestation Administration Guide.

> IMPORTANT: The two-person principle can be broken for attestations because chief approval team members can make approval decisions about attestation cases at any time.

Detailed information about this topic

- Displaying escalated attestation cases on page 187
- Granting or denying escalated attestation cases on page 187
- Submitting inquiries about escalated attestation cases on page 191
- Revoking the hold status of escalated attestation cases on page 192

Displaying escalated attestation cases

You can see escalated attestation cases. In addition, you can obtain more information about the attestation cases.

To view escalated attestation cases

1. In the menu bar, click **Attestation** > **Escalation**.
2. On the **Attestation Escalation Approval** page, click the attestation policy of the attestation case you want to see.

   This opens the **Attestation Escalation Approval – Attestation policy** page (see Attestation escalation – Attestation policy (page description) on page 972).

Related topics

- Displaying your attestation cases on page 162
- Displaying pending attestation cases on page 163 Displaying pending attestation cases
- Displaying all attestation cases on page 176
- Attestors for attestation cases on page 151
- Sending attestation reminders on page 155
- Attestation escalation approval (page description) on page 972
- Attestation escalation – Attestation policy (page description) on page 972

Granting or denying escalated attestation cases

To approve an attestation case

1. In the menu bar, click **Attestation** > **Escalation**.
2. On the **Attestation Escalation Approval** page, click the attestation policy of the attestation case you want to see.
3. Perform one of the following actions:
   - To approve an attestation case, click **Approve** next to the attestation case.
   - To deny an attestation case, click **Deny** next to the attestation case.
4. (Optional) On the **Attestation Escalation Approval** page, perform the following actions:

   TIP: By giving reasons, your approvals are more transparent and support the audit trail.
5. Click **Save**.

Related topics

- Granting or denying my attestation cases on page 162
- Granting or denying attestation cases on page 164
- Attestation escalation approval (page description) on page 972
- Pending attestations (page description) on page 891
- Attestation escalation – Attestation policy (page description) on page 972
- Attestation escalation – Approvals (page description) on page 976

Appointing other approvers for escalated attestation cases

You can give an additional identity the task of approving an attestation case. To do this, you have the following options:

- Reroute approval
  You give the task of approving to another approval level (see Rerouting approvals of escalated attestation cases on page 188).
- Appoint additional approver
  You can give an another identity the task of approving (see Appointing additional approvers to escalated attestation cases on page 189). The additional approver must make an approval decision in addition to the other approvers.
  The additional approver can reject the approval and return it to you (see Rejecting approval of attestation cases on page 170).
  You can withdraw an additional approver. For example, if the other approver is not available.
- Delegate approval
  You delegate the task of approving to another approval level (see Delegating approvals of escalated attestation cases to other identities on page 190). This identity is added as approver in the current approval step and makes approval decisions on your behalf.
  The new approver can reject the approval and return it to you (see Rejecting approval of attestation cases on page 170).
  You can withdraw a delegation and delegate another identity. For example, if the other approver is not available.

Rerouting approvals of escalated attestation cases

You can let another approval level of the approval workflow make the approval decision about an attestation case. For example, if approval is required by a manager in a one-off case.

To reroute an approval

1. In the menu bar, click **Attestation** > **Escalation**.
2. On the **Attestation Escalation Approval** page, click the attestation policy of the attestation case you want to see.
3. On the **Pending Attestations** page, click the attestation case whose approval you want to reroute.
4. In the details pane, click **Actions** > **Reroute approval**.

- Rerouting approvals of pending attestation cases on page 166

Appointing additional approvers to escalated attestation cases

The additional approver must make an approval decision in addition to the other approvers.

To add an additional approver

1. In the menu bar, click **Attestation** > **Escalation**.
2. On the **Attestation Escalation Approval** page, click the attestation policy of the attestation case you want to see.
3. On the **Pending Attestations** page, click the attestation case to which you want to add an additional approver.
4. In the details pane, click **Actions** > **Add approver**.
5. Click **Save**.

Related topics

- Removing additional approvers from escalated attestation cases on page 189
- Appointing additional approvers to pending attestation cases on page 167

Removing additional approvers from escalated attestation cases

If you have given the task of approving an attestation case to another identity, you can remove this additional approver as long as the attestation case has **pending** status. Once the additional approver has been removed, the original approvers are the only approvers for this attestation case and you can add a new additional approver.

1. In the menu bar, click **Attestation** > **Escalation**.
2. On the **Attestation Escalation Approval** page, click the attestation policy of the attestation case you want to see.
3. On the **Pending Attestations** page, click the attestation case to which you added an additional approver.
4. Click **Save**.

Related topics

- Appointing additional approvers to escalated attestation cases on page 189
- Removing additional approvers from pending attestation cases on page 168

Delegating approvals of escalated attestation cases to other identities

You can delegate an approval decision about an attestation case to another identity.

To delegate an approval

1. In the menu bar, click **Attestation** > **Escalation**.
2. On the **Attestation Escalation Approval** page, click the attestation policy of the attestation case you want to see.
3. On the **Pending Attestation** page, click the attestation case whose approval decision you want to delegate to another identity.
4. In the details pane, click **Actions** > **Delegate approval**.
5. Click **Save**.

Related topics

- Withdrawing delegations from escalated attestation case approvals on page 190
- Delegating approvals of pending attestation cases to other identities on page 169

Withdrawing delegations from escalated attestation case approvals

If an attestation's approval has been delegated to another identity, you can withdraw the delegation.

To withdraw an approval delegation

1. In the menu bar, click **Attestation** > **My Actions**.
2. On the **Attestation History** page, click the request whose approval delegation you want to withdraw.
3. Click **Save**.

Related topics

- Delegating approvals of escalated attestation cases to other identities on page 190
- Withdrawing delegations from pending attestation case approvals on page 169
- My actions (page description) on page 890
- Attestation history (page description) on page 958

Submitting inquiries about escalated attestation cases

Before you make an approval decision about an attestation case, you can send a question to an identity about it.

NOTE: Once an inquiry has been made about a n attestation case, it is given hold status in the approval workflow. Only the originator of the inquiry (or the chief approval team) can make an approval decision about an attestation case with hold status. You can revoke hold status with the following actions:

- Delete the inquiry
- Revoke the status after answering the question

To make an inquiry

1. In the menu bar, click **Attestation** > **Escalation**.
2. On the **Attestation Escalation Approval** page, click the attestation policy of the attestation case you want to see.
3. On the **Pending Attestations**, in the list, click the attestation case that you want to inquire about.
4. In the details pane, click **Actions** > **Send inquiry**.
5. In the **Submit an inquiry about this attestation case** dialog, click the identity to which you want send the inquiry.
6. In the **Submit an inquiry about this attestation case** dialog box, enter your question in the **Your question** field.
7. Click **Save**.

Related topics

- Deleting inquiries about escalated attestation cases on page 191
- Answering attestation case inquiries on page 175
- Submitting inquiries about pending attestation cases on page 171
- Attestation escalation approval (page description) on page 972
- Attestation escalation – Attestation policy (page description) on page 972

Deleting inquiries about escalated attestation cases

If your problem with the request has become irrelevant, you can recall your question. Once the question has been deleted, the request is taken off hold and all the original approvers can approve the request again.

To delete an inquiry

1. In the menu bar, click **Attestation** > **Escalation**.
2. On the **Attestation Escalation Approval** page, click the attestation policy of the attestation case you want to see.
3. On the **Pending Attestations** page, click the attestation case in the list that you inquired about.
4. In the details pane, click **Recall last question**.
5. (Optional) In the **Recall last question** dialog, enter a reason for recalling the question.
6. Click **OK**.

Related topics

- Submitting inquiries about escalated attestation cases on page 191
- Answering attestation case inquiries on page 175
- Deleting inquiries about pending attestation cases on page 172
- Attestation escalation approval (page description) on page 972
- Attestation escalation – Attestation policy (page description) on page 972

Revoking the hold status of escalated attestation cases

Once an inquiry has been made about an attestation case, it is given hold status in the approval workflow. Only the originator of the inquiry can make an approval decision about an attestation case with hold status.

You can revoke hold status with the following actions:

- Delete the inquiry (see Deleting inquiries about escalated attestation cases on page 191)
- Revoke the status after answering the question

To revoke an attestation case's hold status after the inquiry has been answered

1. In the menu bar, click **Attestation** > **Escalation**.
2. On the **Attestation Escalation Approval** page, click the attestation policy of the attestation case you want to see.
3. On the **Pending Attestation** page, click the attestation in the list with the inquiry that was answered.
4. In the details pane, click **Revoke hold status**.
5. In the **Revoke hold status** dialog, click **OK**.

The request is taken off hold. This releases the request for approval and it can also be edited by other approvers.

Related topics

- Submitting inquiries about escalated attestation cases on page 191
- Deleting inquiries about escalated attestation cases on page 191
- Answering attestation case inquiries on page 175
- Attestation escalation approval (page description) on page 972
- Attestation escalation – Attestation policy (page description) on page 972

Compliance

Companies have different requirements that they need for regulating internal and external identities' access to company resources. On the one hand, rule checks are used for locating rule violations and on the other hand, to prevent them. By using these rules, you can demonstrate compliance with legislated regulations such as the Sarbanes-Oxley Act (SOX). The following demands are made on compliance:

- Compliance rules define what an employee is entitled to do or not do. For example, an identity may not have both entitlements A and B at the same time.
- Company policies are very flexible, and can be defined for any company resources you are managing with Manager. For example, a policy might only allow identities from a certain department to own a certain entitlement.
- Each item that an identity access can be given a risk value. A risk index can be calculated for identities, accounts, organization, roles, and for the groups of resources available for request. You can then use the risk indexes to help prioritize your compliance activities.

Some rules are preventative. For example, a request will not be processed if it violates the rules, unless exception approval is explicitly granted and an approver allows it. Compliance rules (if appropriate) and company policies are run on a regular schedule and violations appear in the identity’s Web Portal to be dealt with there. Company policies can contribute to mitigation control by reducing risk. For example, if risks are posed by identities running processes outside the One Identity Manager solution and causing violations. Reports and dashboards give you further insights into your state of compliance. For more information, see What statistics are available? on page 792.

Managing rule violations

Compliance rules that are violated generate rule violations. Rule violations may be approved as an exception. Rule violations that you can approve are displayed on the **Pending Rule Violations** page (see Pending rule violations (page description) on page 979).

Detailed information about this topic

- Displaying approvable rule violations on page 195
- Approving and denying rule violations on page 195
- Resolving rule violations on page 197
- Displaying rule violation history on page 198

Displaying approvable rule violations

You can display rule violations that you can approve. In doing so, you can additionally display rule violations that have already have an approval decision.

To display rule violations

1. In the menu bar, click **Compliance** > **My Actions**.
2. On the **My Actions** page, click **Pending Rule Violations**.

   This opens the **Pending Rule Violations** page (see Pending rule violations (page description) on page 979) and displays all rule violations for which no approval decision has yet been made.
3. (Optional) To display rule violations that have already been approved or denied, click ✕ (**Reset filter: decision status**).
4. (Optional) To display details of the identity involved in a rule violation, take the following actions:
   a. In the list, click the rule violation.
   b. In the details pane, click the identity's name.

Related topics

- Displaying my identities' rule violations on page 288
- Displaying all rule violations on page 201
- Displaying approvable policy violations on page 199
- My actions (page description) on page 979
- Pending rule violations (page description) on page 979

Approving and denying rule violations

As exception approver, you can grant or deny approval to rule violations. If you grant approval to a rule violation, it is considered to be a exception approval.

To make an approval decision about a rule violation

1. In the menu bar, click **Compliance** > **My Actions**.
2. On the **My Actions** page, click **Pending Rule Violations**.
3. On the **Pending Rule Violations**, perform one of the following actions:
   - Click (**Approve**) next to the rule violation you want to approve.
   - Click (**Deny**) next to the rule violation you want to deny.
4. (Optional) To set an approval deadline, perform the following actions:
   a. In the list, click the role violation for which you want to set an approval deadline.
   b. In the details pane, enter the **Valid until** date.
5. Click **Next**.
6. (Optional) On the **Exception Approvals** page, perform the following actions:
   - For approved rule violations:
     - To provide a reason for all approved rule violations, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all approved rule violations, select the reason in the **Standard reason** list.
   - For denied rule violations:
     - To provide a reason for all denied rule violations, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all denied rule violations, select the reason in the **Standard reason** list.
   - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

   TIP: By giving reasons, your approvals are more transparent and support the audit trail.

   NOTE: For more detailed information about standard reasons, see the One Identity Manager Compliance Rules Administration Guide.
7. Click **Save**.

   (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
   - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
   - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- My actions (page description) on page 979
- Pending rule violations (page description) on page 979
- Exception approvals (page description) on page 981

Resolving rule violations

You can resolve compliance rule violations that you manage. Rule violations are caused by permissions, so you have the option to remove permissions when you want to resolve one.

Permission assignments play and important role when editing rule violations. For example, permissions assigned through a dynamic role cannot be removed.

The following consequences may result from removing permissions:

Table 21: Removing assigned permissions

Assignment Method	Removing the Entitlement
Direct assignment	Direct assignment is deleted when the entitlement is removed.
Inherited assignment	In the case of inherited permissions, there is an option provided to withdraw role membership from the identity.
Dynamic assignment	Permissions assigned through a dynamic role cannot be removed.
Assignment by request	If permissions were assigned through a request, the request ends if the permissions are removed.
Primary assignment	If permissions were assigned through a primary membership, the identity of the primary membership can be optionally revoked if the permissions are removed.

To resolve a rule violation

1. In the menu bar, click **Compliance** > **My Actions**.
2. On the **My Actions** page, click **Pending Rule Violations**.
3. On the **Pending rule violations** page, click the rule violation you would like to resolve.
4. In the details pane, click **Resolve**.

   This opens the **Resolve a rule violation** dialog and with more details about the rule violation and the permissions that lead to the rule violation.

5. Select the check box next to the permission that you want to be revoked.
6. Click **Next**.
7. In the **Verify** step, check the changes to be made.

   TIP: The **Action** column show the consequences of revoking.
8. Click **Next**.
9. In the **Loss of entitlements** step, check which permissions are to be revoked to avoid losing permissions accidentally.
10. Click **Next**.

    All permissions that were displayed for resolving the rule violation are withdrawn from the identity.

Related topics

- My actions (page description) on page 979
- Pending rule violations (page description) on page 979

Displaying rule violation history

To monitor your approval decisions about rule violations, you can see the approval decisions.

To display the rule violations history

1. In the menu bar, click **Compliance** > **My Actions**.
2. On the **My Actions** page, click **Rule Violation History**.

   This opens the **Rule Violation History** page (see Rule Violation History (page description) on page 982).

Related topics

- Displaying policy violation history on page 200
- My actions (page description) on page 979
- Rule Violation History (page description) on page 982

Managing policy violations

Policies that are violated generate policy violations. Policy violations may be approved as an exception. Policy violations that you can approve are displayed on the **Pending Policy Violations** page (see Pending policy violations (page description) on page 983).

Detailed information about this topic

- Displaying approvable policy violations on page 199
- Approving and denying rule violations on page 195
- Displaying policy violation history on page 200

Displaying approvable policy violations

You can display rule violations that you can approve. In doing so, you can additionally display policy violations that have already have an approval decision.

To display policy violations

1. In the menu bar, click **Compliance** > **My Actions**.
2. On the **My Actions** page, click **Pending Policy Violations**.

   This opens the **Pending Policy Violations** page (see Pending policy violations (page description) on page 983) and displays all policy violations for which no approval decision has yet been made.
3. (Optional) To display policy violations that have already been approved or denied, click ✕ (**Reset filter: decision status**).

Related topics

- Displaying approvable rule violations on page 195
- Displaying all policy violations on page 202
- My actions (page description) on page 979
- Pending policy violations (page description) on page 983

Approving and denying policy violations

As exception approver, you can grant or deny approval to rule violations. If you grant approval to a rule violation, it is considered to be a exception approval.

To make an approval decision about a rule violation

1. In the menu bar, click **Compliance** > **My Actions**.
2. On the **My Actions** page, click **Pending Rule Violations**.
3. On the **Pending Rule Violations**, perform one of the following actions:
   - Click (**Approve**) next to the rule violation you want to approve.
   - Click (**Deny**) next to the rule violation you want to deny.

4. (Optional) To set an approval deadline, perform the following actions:
   a. In the list, click the role violation for which you want to set an approval deadline.
   b. In the details pane, enter the **Valid until** date.
5. Click **Next**.
6. (Optional) On the **Exception Approvals** page, perform the following actions:
   - For approved rule violations:
     - To provide a reason for all approved rule violations, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all approved rule violations, select the reason in the **Standard reason** list.
   - For denied rule violations:
     - To provide a reason for all denied rule violations, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all denied rule violations, select the reason in the **Standard reason** list.
   - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

   TIP: By giving reasons, your approvals are more transparent and support the audit trail.

   NOTE: For more detailed information about standard reasons, see the One Identity Manager Compliance Rules Administration Guide.
7. Click **Save**.

   (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
   - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
   - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- My actions (page description) on page 979
- Pending rule violations (page description) on page 979
- Exception approvals (page description) on page 981

Displaying policy violation history

To monitor your approval decisions about policy violations, you can see the approval decisions.

To display the policy violations history

1. In the menu bar, click **Compliance** > **My Actions**.
2. On the **My Actions** page, click **Policy Violation History**.

   This opens the **Policy Violation History** page (see Policy violations (page description) on page 985).

Related topics

- Displaying rule violation history on page 198
- My actions (page description) on page 979
- Policy violations (page description) on page 985

Auditing rule and policy violations

As auditor, you can display all the rule and policy violations (approved or pending) in the system.

Detailed information about this topic

- Displaying all rule violations on page 201
- Displaying all policy violations on page 202

Displaying all rule violations

You can display all rule violations. In addition, you can obtain more information about the rule violations.

To display all rule violations

1. In the menu bar, click **Compliance** > **Auditing**.
2. On the **Auditing** page, click **Rule Violations**.

   The **Auditing - Rule Violations** page opens (see Auditing - rule violations (page description) on page 986).
3. (Optional) To display only approvals from a specific identity, click **Assign** next to **Select approver** and select the identity.
4. (Optional) To display details of the identity involved in a rule violation, take the following actions:
   a. In the list, click the rule violation.
   b. In the details pane, click the identity's name.

Related topics

- Displaying approvable rule violations on page 195
- Auditing (page description) on page 986
- Auditing - rule violations (page description) on page 986

Displaying all policy violations

NOTE: This function is only available if the Company Policies Module or Compliance Rules Module is installed.

Here you can see all the policy violations. In addition, you can obtain more information about the policy violations.

To display all policy violations

1. In the menu bar, click **Compliance** > **Auditing**.
2. On the **Auditing** page, click **Policy Violations**.

   The **Auditing - Policy Violations** page opens (see Auditing – Policy violations (page description) on page 987).

Related topics

- Displaying approvable policy violations on page 199
- Auditing (page description) on page 986
- Auditing – Policy violations (page description) on page 987

Compliance – Governance Administration

The Web Portal provides you with comprehensive functionality for administrative management of compliance rules and company policies.

Detailed information about this topic

- Risk assessment on page 203
- Displaying compliance frameworks on page 205
- Displaying high risk objects on page 792
- Viewing compliance rules and violations on page 206
- Displaying company policies and violations on page 207

- Displaying compliance rules with SAP functions on page 208
- Displaying rule violations of identities with critical SAP functions on page 209

Risk assessment

Everyone with IT system authorization in a company represents a security risk for that company. For example, a person with permission to edit financial data in SAP carries a higher risk than an employee with permission to edit their own personal data. To quantify the risk, you can enter a risk value for every company resource in One Identity Manager. A risk index is calculated from this value for every person who is assigned this company resource, directly, or indirectly. Company resources include target system entitlements (for example, Active Directory groups or SAP profiles), system roles, subscribable reports, software, and resources. In this way, all the people that represent a particular risk to the company can be found.

In the context of Identity Audit, compliance rules can also be given a risk index. Each rule violation can increase the security risk. Therefore, these risk indexes are also included in the employee’s risk calculation. You can define appropriate countermeasures through mitigating controls, and store them with the compliance rules.

Other factors can influence the calculation of employee risk indexes. These include: the type of resource assignment (approved request or direct assignment), attestations, exception approvals for rule violations, identity's responsibilities, and defined weightings. Furthermore, the risk index can be calculated for all business roles, organizations, and system roles that have company resources assigned to them. The user account risk index is calculated based on the system entitlements assigned.

For more information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

Detailed information about this topic

- Displaying risk index functions on page 203
- Editing risk index functions on page 204
- Enabling/disabling risk index functions on page 205

Displaying risk index functions

You can display risk index functions that contribute to the calculation of the risk index of all assigned company resources.

To display all risk index functions

1. In the menu bar, click **Compliance** > **Governance Administration**.
2. On the **Governance Administration** page, click **Attestation Policy Runs**.

   This opens the **Risk Assessment** page (see Risk assessment (page description)).

Related topics

- Governance administration (page description) on page 988
- Risk assessment (page description)

Editing risk index functions

You can edit risk index functions that contribute to the calculation of the risk index of all assigned company resources.

To edit a risk index function

1. In the menu bar, click **Compliance** > **Governance Administration**.
2. On the **Governance Administration** page, click **Attestation Policy Runs**.
3. On the **Risk Assessment** page, in the list, click the risk index function that you want to edit.
4. In dialog, from the **Calculation type** menu, select the calculation type that you want to use for calculating the risk index.

Maximum (weighted)	The highest value from all relevant risk indexes is calculated, weighted, and taken as basis for the next calculation.
Maximum (normalized)	The highest value from all relevant risk indexes is calculated, weighted with the normalized weighting factor, and taken as basis for the next calculation.
Increment	The risk index of Table column (target) is incremented by a fixed value. This value is specified in **Weighting/Change value**.
Decrement	The risk index of Table column (target) is decremented by a fixed value. This value is specified in **Weighting/Change value**.
Average (weighted)	The average of all relevant risk indexes is calculated, weighted, and taken as basis for the next calculation.
Average (normalized)	The average of all relevant risk indexes is calculated with the normalized weighting factor and taken as basis for the next calculation.
Reduction	Used when calculating the reduced risk index for rules, SAP functions, company policies, and attestation policies. You cannot add custom functions with this calculation type!

5. Use the slider next to **Weighting/change value** to set the value with which to weight the risk index in the total calculation or by which value the risk index will be changed respectively.
6. (Optional) To disable the risk index function, select the check box next to **Disable**.
7. Click **Save**.

Related topics

- Governance administration (page description) on page 988
- Risk assessment (page description)

Enabling/disabling risk index functions

If you do not want to use a risk index function anymore, you can disable it. You can re-enable disabled risk index functions.

To disable a risk index function

1. In the menu bar, click **Compliance** > **Governance Administration**.
2. On the **Governance Administration** page, click **Attestation Policy Runs**.
3. On the **Risk Assessment** page, in the list, click the risk index function that you want to disable.
4. In the dialog, check the **Disable** check box.
5. Click **Save**.

To enable a risk index function

1. In the menu bar, click **Compliance** > **Governance Administration**.
2. On the **Governance Administration** page, click **Attestation Policy Runs**.
3. On the **Risk Assessment** page, in the list, click the risk index function that you want to enable.
4. In the dialog, check the **Enable** check box.
5. Click **Save**.

Related topics

- Governance administration (page description) on page 988
- Risk assessment (page description)

Displaying compliance frameworks

Compliance frameworks are used for classifying attestation policies, compliance rules, and company policies according to regulatory requirements.

To display compliance frameworks

1. In the menu bar, click **Compliance** > **Governance Administration**.
2. On the **Governance Administration** page, click **Compliance Frameworks**.

This opens the **Compliance Frameworks** page (see Compliance frameworks (page description) on page 991).

3. (Optional) To display more details of a compliance framework, click on the compliance framework in the list.

   This opens a new page with an overview of the framework with all its assigned rules, policies, and attestation policies (see Compliance framework details (page description) on page 992).

Related topics

- Governance administration (page description) on page 988
- Compliance frameworks (page description) on page 991
- Compliance framework details (page description) on page 992

Displaying high risk objects

You can display an overview of the objects with the highest risk factor in Web Portal. This can help you prioritize when managing your business resources. Company resources have risk values, which provide the risk index when combined with risk index functions.

To display the high risk object overview

1. In the menu bar, click **Compliance** > **Governance Administration**.
2. On the **Governance Administration** page, click **High Risk Overview**.

   This opens the **High Risk Overview** page (see High risk overview (page description) on page 992).
3. (Optional) Click a section header to display the corresponding objects.
4. (Optional) To display all high risk objects, select the check box next to **Show all high risk objects**.

Related topics

- Governance administration (page description) on page 988
- High risk overview (page description) on page 992

Viewing compliance rules and violations

You can see an overview of the compliance rules and corresponding rule violations in the Web Portal. This information can help to determine gaps in your security or compliance policies and to develop attestation policies or mitigating controls. Mitigation comprises processes existing outside the One Identity Manager solution and that reduce the risk of violation.

You can generate reports that describe the rule violations exactly. These reports contain a risk assessment for you to use for prioritizing violations and on which to base subsequent planning. The reduced risk index takes into account many risk factors that arise from violations and represents the risk as a value between 0 (no risk) and 1 (high risk).

To display an overview of compliance rules and rule violations

1. In the menu bar, click **Compliance** > **Governance Administration**.
2. On the **Governance Administration** page, click **Rule Violations**.

   This opens the **Rule Violations** page (see Rule violations (page description) on page 994).
3. Enable one of the options to specify how to display the compliance rules (see Rule violations (page description) on page 994).
4. (Optional) To display more details about a compliance rules as a HyperView, perform the following:
   a. In the list, click the compliance rule whose details you want to show.
   b. In the details pane, click **show details**.

      This opens a new page (see Rule details (page description) on page 995).

To display a report about a compliance rule and its rule violations

1. In the menu bar, click **Compliance** > **Governance Administration**.
2. On the **Governance Administration** page, click **Rule Violations**.
3. On the **Rule Violations** page, enable one of the options to specify how to display the compliance rules (see Rule violations (page description) on page 994).
4. In the list, click the compliance rule that you want to display a report about.
5. In the details pane, click **Report**.

Related topics

- Managing rule violations on page 194
- Governance administration (page description) on page 988
- Rule violations (page description) on page 994
- Rule details (page description) on page 995

Displaying company policies and violations

You can see an overview of the company policies and corresponding policy violations in the Web Portal. This information can help to determine gaps in your security or compliance policies and to develop attestation policies or mitigating controls. Mitigation comprises processes existing outside the One Identity Manager solution and that reduce the risk of violation.

You can generate reports that describe the policy violations exactly. These reports contain a risk assessment for you to use for prioritizing violations and on which to base subsequent planning. The reduced risk index takes into account many risk factors that arise from violations and represents the risk as a value between 0 (no risk) and 1 (high risk).

To display an overview of company policies and policy violations

1. In the menu bar, click **Compliance** > **Governance Administration**.
2. On the **Governance Administration** page, click **Policy Violations**.

   This opens the **Policy Violations** page (see Policy violations (page description) on page 996).
3. Enable one of the options to specify how to display the company policies (see Policy violations (page description) on page 996).
4. (Optional) To display more details about a company policies as a HyperView, perform the following:
   a. In the list, click the company policy whose details you want to show.
   b. In the details pane, click **show details**.

      This opens a new page (see Policy details (page description) on page 997).

To display a report about a company policy and its policy violations

1. In the menu bar, click **Compliance** > **Governance Administration**.
2. On the **Governance Administration** page, click **Policy Violations**.
3. On the **Policy Violations** page, enable one of the options to specify how to display the company policies (see Policy violations (page description) on page 996).
4. In the list, click the company policy that you want to display a report about.
5. In the details pane, click **Report**.

Related topics

- Managing policy violations on page 198
- Governance administration (page description) on page 988
- Policy violations (page description) on page 996
- Policy details (page description) on page 997

Displaying compliance rules with SAP functions

Identities who have access to certain critical SAP functions, may violate compliance rules and can pose a significant security threat. You can analyze and determine these identities in order to prepare countermeasures.

By using the rule analysis, you can show the compliance rules that contain SAP functions and identify every identity that violates the rules. You can analyze the rule violation to determine the cause.

To display compliance rule with SAP functions

1. In the menu bar, click **Compliance** > **Governance Administration**.
2. On the **Governance Administration** page, click **Rule Violations**.

   This opens the **Rule Violations** page and shows a list with compliance rule containing SAP functions.
3. (Optional) To show whether user accounts and identities violate a compliance rule, in the list, click the compliance rule.
4. (Optional) You can determine whether the violation was caused by the role or instance in the case of each identity that has violated the rule. Perform one of the following actions:
   - To display details about rule violations of roles and profiles, click **By role** in the corresponding row.
   - To display details of SAP functions and transactions, click **By ability** in the corresponding row.

   This opens a new page (see Rule Analysis – Rule (page description) on page 999).

Related topics

- Governance administration (page description) on page 988
- Rule analysis (page description) on page 998
- Rule Analysis – Rule (page description) on page 999

Displaying rule violations of identities with critical SAP functions

Identities who have access to certain critical SAP functions, may violate compliance rules and can pose a significant security threat. You can analyze and determine these identities in order to prepare countermeasures.

Functional analysis allows you to display identities with critical SAP functions that violate compliance rules. For each identity, you can determine what SAP function is involved in the violation and the rules that caused the violation. If a rule with a significance rating is violated by an SAP function with a significance rating you must handle it promptly.

To display rule violations of identities with critical SAP functions

1. In the menu bar, click **Compliance** > **Governance Administration**.
2. On the **Governance Administration** page, click **Critical Function Analysis**.

This opens the **Rule violations by user** page and displays a list with identities that have critical SAP functions (see Rule violations by user (page description) on page 999).

3. (Optional) To display an identity's SAP functions and rule violations, click the identity in the list.

   This opens a new page (see Rule violations for an identity (page description) on page 1000).

Related topics

- Displaying my identities' rule violations on page 288
- Governance administration (page description) on page 988
- Rule violations by user (page description) on page 999
- Rule violations for an identity (page description) on page 1000

Responsibilities

In One Identity Manager, identities have responsibilities for various objects. In the Web Portal, you can perform a number of actions on these responsibilities and obtain information about them.

Detailed information about this topic

- My responsibilities on page 211
- Delegating tasks on page 447
- Ownerships on page 453
- Auditing on page 455
- Governance administration on page 579

My responsibilities

You can manage objects that you are responsible for within your company. Possible objects are:

- Identities
- Devices
- Hierarchical roles
  - Organizations
    - Departments
    - Cost centers
    - Locations
  - Business roles
- Company resources
  - System roles
  - System entitlements

- System entitlements
- Application roles
- Resources
- Assignment resources
- Multi-request resources
- Multi requestable/unsubscribable resources
- Software

Detailed information about this topic

- My identities on page 286
- My system entitlements on page 396
- My business roles on page 257
- My system roles on page 419
- My departments on page 213
- My cost centers on page 306
- My locations on page 372
- My application roles on page 237
- My resources on page 350
- My assignment resources on page 440
- My multi-request resources on page 331
- My multi requestable/unsubscribable resources on page 339
- My software applications on page 361
- My devices on page 255

Specifying keywords for requestable products

You can assign tags for products that can be requested from the Web Portal. You define these tags in the associated service items of the corresponding objects.

Tags help requesters to quickly find the product they are looking for. You can run this search within the Web Portal.

For more information about tags, see the *One Identity Manager IT Shop Administration Guide*.

To specify a tag for a service item

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click the appropriate object type (for example, **System Entitlements**).
3. In this list, click the object for whose service item you want to specify a tag.
4. On the overview page, click **Main data**.
5. On the **Main data - <object name>** page, click on the name of the assigned service item in the **Service item** field.
6. On the overview page of the service item, click **Tags**.
7. (Optional) To create a new tag, perform the following actions on the **Tags** page:
    a. Click **New tag**.
    b. In the **Create a new tag** dialog, fill out the fields:
        - **Change label**: Enter the tag.
        - **Description**: Enter a description for the tag.
    c. Click **Save**.
8. On the **Tags** page, click (**Assign**) next to the tag that you want to set for the service item.

    This changes the icon in front of the tag ().

    TIP: Tags that are already assigned to the service item are marked with the icon.
9. Click **Save**.

My departments

You can perform a variety of actions on the departments that you manage and gather information about them.

Detailed information about this topic

- Displaying my departments on page 214
- Restoring my deleted departments on page 214
- Displaying my department overviews on page 215
- Displaying and editing my department main data on page 216
- My department's memberships on page 216
- My department entitlements on page 218
- Compliance: My departments on page 221
- My department attestations on page 224

- Displaying my department risk indexes on page 230
- My departments' history on page 230
- Displaying role memberships of my department members on page 233
- Copying/splitting my departments on page 234
- Comparing and merging my departments on page 235
- Displaying my department statistics on page 237

Displaying my departments

You can see all the departments for which you are responsible.

To display departments

1. On the **My Responsibilities** page, click **Departments**.

   This opens the **Departments** page (see Departments (page description) on page 1063) and displays all the departments for which you are responsible.

- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063

Restoring my deleted departments

You can restore deleted departments for which you were responsible. For example, a department can be deleted if two roles are merged during comparison (see Comparing and merging my departments on page 235).

To restore a deleted department

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click **Restore a deleted role**.
4. In the **Restore a deleted role** dialog, in the date field next to **Find roles deleted from**, enter a date and time before the department was deleted.
5. Next to the department you want to restore, select the check box.
6. Click **Next**.
7. (Optional) To prevent certain actions from being performed, clear the check box next to the corresponding action.
8. Click **Next**.
9. Click **Close**.

To restore a deleted child department

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department that was originally parent to the deleted department.
4. On the overview page, click **Restore**.
5. In the **Restore a deleted role** dialog, in the date field next to **Find roles deleted from**, enter a date and time before the department was deleted.
6. In the list next to the department you want to restore, select the check box.
7. Click **Next**.
8. (Optional) To prevent certain actions from being performed, clear the check box next to the corresponding action.
9. Click **Next**.
10. Click **Close**.

Related topics

- Comparing and merging my departments on page 235
- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064

Displaying my department overviews

You can see all the relevant information about departments that you are responsible for in the summarized form of an overview. The information is represented by shapes in a HyperView.

To display a department's overview

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department whose overview you want to display.
4. On the overview page, click **Overview**.

   This opens the **Overview - <department name>** page (see Overview – Department (page description) on page 1066).

Related topics

- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- Overview – Department (page description) on page 1066

Displaying and editing my department main data

You can edit the main data of the departments for which you are responsible.

To display and edit a department's main data

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Identities** page, click the department whose main data you want to display/edit.
4. On the overview page, click **Main data**.
5. On the **Main data - <department name>**, make your changes in the respective fields (see Main data – Department (page description) on page 1066).
6. Click **Save**.

Related topics

- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- Main data – Department (page description) on page 1066

My department's memberships

You can assign identities to departments for which you are responsible. You can see these identities, assign further identities to the departments and remove identities from the departments.

Detailed information about this topic

- Displaying memberships in my departments on page 217
- Assigning identities to my departments on page 217
- Removing identities from my departments on page 218

Displaying memberships in my departments

You can see identities that are assigned departments for which you are responsible.

To display identities that are assigned a department

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department whose memberships you want to display.
4. On the overview page, click **Memberships**.

   This opens the **Memberships - <department name>** page (see Memberships – Department (page description) on page 1067).

Related topics

- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- Memberships – Department (page description) on page 1067

Assigning identities to my departments

You can assign identities to departments for which you are responsible. You do this through requests.

To assign an identity to a department

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department you want to assign an identity to.
4. On the overview page, click **Memberships**.
5. On the **Memberships - <department name>** page, click **Request memberships**.
6. In the **Request memberships** dialog, in the list, click the identity you want to assign to the department.
7. Click **Add to cart**.
8. On the **My Shopping Cart** page, click **Submit**.

   TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

   Once the request has been granted approval, the identity is assigned to the department.

Related topics

- Requesting products on page 78
- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- Memberships – Department (page description) on page 1067
- My shopping cart (page description) on page 861

Removing identities from my departments

You can remove identities from departments for which you are responsible.

To remove an identity from a department

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department you want to remove an identity from.
4. On the overview page, click **Memberships**.
5. On the **Memberships - <department name>** page, select the check box next to the department that you want to remove.
6. Click **Delete memberships**.

   This cancels the department's assignment.

Related topics

- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- Memberships – Department (page description) on page 1067

My department entitlements

Identities can be assigned entitlements to different objects, such as, groups, accounts, roles, or applications. By assigning entitlements to system roles you avoid having to assign entitlements separately to each identity because all the identities are automatically assigned to the departments.

Detailed information about this topic

- Displaying my department entitlements on page 219
- Adding my department entitlements on page 219
- Deleting my department entitlements on page 220

Displaying my department entitlements

You can see entitlements that are assigned departments for which you are responsible. You can also display the reason why departments have certain entitlements (entitlement origin).

To display a department's entitlements

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department whose entitlements you want to display.
4. On the overview page, click **Entitlements**.

   This opens the **Entitlements - <department name>** page (see Entitlements – Department (page description) on page 1069).
5. (Optional) To display more information about the origin of an entitlement, perform the following actions:
   a. In the list, click the entitlement that you want to know more about.
   b. In the details pane, on the **Detective** tab, click ▶ (**Expand**) next to **Analysis for**.

      This displays more information about the entitlement's assignment.

Related topics

- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- Entitlements – Department (page description) on page 1069

Adding my department entitlements

You can add entitlements to departments for which you are responsible. You do this through requests.

To assign an entitlement to a department

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department to which you want to add an entitlement.
4. On the overview page, click **Entitlements**.
5. On the **Entitlements - <department name>** page, click **Add new**.
6. In the **Add a new entitlement** dialog, in the **Entitlement type** menu, select which type of entitlement you want to add.
7. Click **Assign**.
8. In the **Entitlement** dialog, in the list, click the entitlement that you want to add to the business role.
9. In the **Add a new entitlement** dialog, click **Request**.
10. On the **My Shopping Cart** page, click **Submit**.

    TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

    After the request has been granted approval, the entitlement is added to the department.

Related topics

- Requesting products on page 78
- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- Entitlements – Department (page description) on page 1069

Deleting my department entitlements

You can delete entitlements that are assigned departments for which you are responsible.

To delete an entitlement of a department

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department whose entitlements you want to delete.
4. On the overview page, click **Entitlements**.

5. On the **Entitlements - <department name>** page, in the list, select the check box in the row of the entitlement you want to delete.
6. Click **Delete**.

Related topics

- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- Entitlements – Department (page description) on page 1069

Compliance: My departments

Companies have different requirements that they need for regulating internal and external identities' access to company resources. On the one hand, rule checks are used for locating rule violations and on the other hand, to prevent them. By using these rules, you can demonstrate compliance with legislated regulations such as the Sarbanes-Oxley Act (SOX). The following demands are made on compliance:

- Compliance rules define what an employee is entitled to do or not do. For example, an identity may not have both entitlements A and B at the same time.
- Company policies are very flexible, and can be defined for any company resources you are managing with Manager. For example, a policy might only allow identities from a certain department to own a certain entitlement.
- Each item that an identity access can be given a risk value. A risk index can be calculated for identities, accounts, organization, roles, and for the groups of resources available for request. You can then use the risk indexes to help prioritize your compliance activities.

Some rules are preventative. For example, a request will not be processed if it violates the rules, unless exception approval is explicitly granted and an approver allows it. Compliance rules (if appropriate) and company policies are run on a regular schedule and violations appear in the identity’s Web Portal to be dealt with there. Company policies can contribute to mitigation control by reducing risk. For example, if risks are posed by identities running processes outside the One Identity Manager solution and causing violations. Reports and dashboards give you further insights into your state of compliance. For more information, see What statistics are available? on page 792.

Detailed information about this topic

- Displaying my departments' rule violations on page 222
- Displaying my department policy violations on page 222
- Displaying rule violations of my department members on page 223
- Displaying risk indexes and entitlements of my department members on page 223

Displaying my departments' rule violations

You can see the rule violations of departments for which you are responsible.

To display rule violations

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department whose rule violations you want to display.
4. On the overview page, click **Compliance**.

   This opens the **Compliance - <department name>** page (see Compliance – Department (page description) on page 1069).

Related topics

- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- Compliance – Department (page description) on page 1069

Displaying my department policy violations

You can see the policy violations of departments for which you are responsible.

To display policy violations

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department whose policy violations you want to display.
4. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <department name>** page (see Compliance reports – Department (page description) on page 1075).
5. In the **View** menu, select **Policy violations**.

Related topics

- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- Compliance reports – Department (page description) on page 1075

Displaying rule violations of my department members

You can see the rule violations of identities that are assigned departments for which you are responsible.

To display rule violations of a department's members

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department whose rule violations you want to display.
4. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <department name>** page (see Compliance reports – Department (page description) on page 1075).
5. In the **View** menu, select **Compliance rule violations**.

Related topics

- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- Compliance reports – Department (page description) on page 1075

Displaying risk indexes and entitlements of my department members

For every department that you are responsible for, you can see all the identities that have these department as primary or secondary assignments. You can also display the number of permissions assigned and the risk index.

To display members of a department

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department whose members you want to display.
4. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <department name>** page (see Compliance reports – Department (page description) on page 1075).
5. In the **View** menu, select **Identities: Risk indexes and entitlements**.
6. (Optional) To display more information about an identity, perform the following actions:

a. In the list, click an identity.
b. In the dialog, click **Overview**.

Related topics

- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- Compliance reports – Department (page description) on page 1075

My department attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying my department attestation cases on page 224
- Displaying attestors of my department pending attestation cases on page 226
- Approving and denying my department attestation cases on page 227
- Sending reminders about my department pending attestation cases on page 228

Displaying my department attestation cases

You can see attestation cases that involve departments for which you are responsible.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department whose attestation cases you want to display.
4. On the overview page, click **Attestation**.

   This opens the **Attestation - <department name>** page (see Attestation – Department (page description) on page 1070).
5. (Optional) Click on a tab to display the respective attestation cases.
6. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click **show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview in shapes of the attestation.
7. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
8. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- Attestation – Department (page description) on page 1070

Displaying attestors of my department pending attestation cases

You can see identities that still have pending attestation cases from departments for which you are responsible.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <department name>** page, click on a tab to display the corresponding attestation cases
6. In the list, click the attestation case that has attestors you want to show.
7. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <department name>** page, click on a tab to display the corresponding attestation cases
6. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- Attestation – Department (page description) on page 1070

Approving and denying my department attestation cases

You can grant or deny approval to attestation cases of departments for which you are responsible.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department whose attestation cases you want to decide approval on.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <department name>** page, click on a tab to display the corresponding attestation cases
6. Click **Approve**.
7. On the **Attestation - <department name>** page, perform one of the following actions:
    - Click ☑ (**Approve**) next to the attestation case you want to approve.
    - Click ☒ (**Deny**) next to the attestation case you want to deny.

    TIP: To grant or deny approval for all the attestation cases displayed, click ☑ (**Approve all**) or ☒ (**Deny all**).
8. Click **Next**.
9. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:
    - For approved attestation case:
        - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.
        - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
    - For denied attestation cases:
        - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
        - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
    - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

    TIP: By giving reasons, your approvals are more transparent and support the audit trail.

    NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.
10. Click **Save**.

11. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- Attestation – Department (page description) on page 1070

Sending reminders about my department pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).
- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the departments whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <department name>** page, click on a tab to display the corresponding attestation cases.
6. In the list, click the attestation case that has attestors you want to remind.
7. In the details pane, click **Actions** > **Send a reminder mail**.

8. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
9. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
10. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the departments whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <department name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Send reminder**.
7. In the **Send a reminder mail** dialog, enter the message for the attestor.
8. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the departments whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <department name>** page, click on a tab to display the corresponding attestation cases.
6. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
7. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
8. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155
- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- Attestation – Department (page description) on page 1070

Displaying my department risk indexes

You can see risk indexes of departments for which you are responsible.

NOTE: For more detailed information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

To display a department's risk index

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department whose risk index you want to display.
4. On the overview page, click **Risk**.

   This opens the **Risk - <department name>** page (see Risk – Department (page description) on page 1072).
5. (Optional) To show which attributes and assignments contribute to the calculated risk index, click **View risk functions**.

Related topics

- Risk assessment on page 203
- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- Risk – Department (page description) on page 1072

My departments' history

The Web Portal gives you the option of displaying the historical data of departments for which you are responsible.

To do this, you have the following options:

Table 22: Historical data

View	Description
Events	This shows you all the events that affect the department, either on a timeline or in a table (see Displaying my department history on page 231).
Status overview	This shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not

View	Description
	only see the initial and current status but you also see all the steps in between (see Displaying the status overview of my departments on page 232).
Status comparison	You can select a date and display all the changes made from then until now. This also shows you what the value of the property was at the selected point in time and what the value is now (see Comparing statuses of my departments on page 232).

Displaying my department history

You can see all the events affecting departments that you are responsible for, either on a timeline or in a table.

To display the history

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department whose history you want to display.
4. On the overview page, click **History**.

   This opens the **History - <department name>** page (see History – Department (page description) on page 1073).

   TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

   To zoom in or out, turn the mouse wheel.
5. (Optional) To filter the timeline of events, click **Filter by** and then one of the following:
   - **User**: Searches for events or actions associated with the identity name given. Identities with entitlements and ownerships create changes, such as adding or removing properties. You can see these actions on the timeline.
   - **Change type**: Only show events on the timeline with the selected change type.
   - **Date**: Only show events on the timeline that took place in the given period.
   - **Properties**: Only show events on the timeline with the selected properties.
   - **Display**: Only show events on the timeline that match the search.
   - **Object**: Only show events on the timeline about the selected object.
6. (Optional) To switch to the table view, click **Switch to table view**.
7. (Optional) To show more details about an event, perform one of the following actions:

- Click on the event in the timeline.
- In the table view, click the event and you will see the details in the details pane.

Related topics

- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- History – Department (page description) on page 1073

Displaying the status overview of my departments

You can see all the changes effecting departments for which you are responsible. You can also display how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

To display the status overview

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department whose status overview you want to display.
4. On the overview page, click **History**.

   This opens the **History - <department name>** page (see History – Department (page description) on page 1073).
5. Click the **Status overview** tab.

Related topics

- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- History – Department (page description) on page 1073

Comparing statuses of my departments

You can compare the current status of a department that you are responsible for to its status at another time.

To compare statuses

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department whose status you want to compare.
4. On the overview page, click **History**.
5. On the **History** page, click the **Status comparison** tab.
6. In the date field, select the date and time from which you want to start the comparison.
7. (Optional) To display the properties that have not changed since creation,deselect the box next to **Display changed values only**.

To compare the current status with the status at the time of a specific event

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department whose status you want to compare.
4. On the overview page, click **History**.
5. On the **History** page, perform one of the following actions:
    - On the timeline, click the event and then **Compare**.
    - In the table view, click the event in the list and then in the details pane, click **Compare**.
6. (Optional) To display the properties that have not changed since creation, deselect the check box next to **Display changed values only**.

Related topics

- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- History – Department (page description) on page 1073

Displaying role memberships of my department members

You can display the roles and organizations belonging to identities that are assigned departments for which you are responsible. Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of a department

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department whose members you want to know more about.
4. On the overview page, click **Usage**.

   This opens the **Usage - <department name>** page (see Usage – Department (page description) on page 1075).
5. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
6. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
7. (Optional) To see the legend, click **More information**.

Related topics

- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- Usage – Department (page description) on page 1075

Copying/splitting my departments

You can copy or move memberships and entitlements from departments you are responsible for to new roles (departments, business roles, cost centers, locations).

Any combination of role types is allowed.

To copy a department or move memberships and entitlements

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page click the department you want to copy or whose memberships and entitlements you want to move.
4. On the overview page, click **Split**.
5. In the **Split a role** dialog, in the **Type of the new role** menu, select a type for the new role.
6. Depending on which role type you have selected, enter the corresponding main data of the new role (see Main data – Department (page description) on page 1066, Main data – Business role (page description) on page 1037, Main data – Cost center (page description) on page 1080, or Main data - Location (page description) on page 1092).

7. Click **Next**.
8. Perform the following actions:
    - To neither copy nor move a entitlement/membership to a new role, click **Actions** > **Keep this assignment** next to the corresponding entitlement/membership. Later, the entitlement/membership is only available in the source role.
    - To copy a entitlement/membership to a new role, click **Actions** > **Keep and copy to new role** next to the corresponding entitlement/membership. The entitlement/membership is later included in the source role as well as the target role.
    - To move a entitlement/membership to a new role, click **Actions** > **Move to new role** next to the corresponding entitlement/membership. The entitlement/membership is later removed from the source role and is only included in the target role.
9. Click **Next**.
10. (Optional) Verify the actions to run and deselect the check box in front of any actions that should not be run.
11. Click **Next**.
12. Click **Close**.

Related topics

- My department's memberships on page 216
- My department entitlements on page 218
- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064

Comparing and merging my departments

You can compare properties of departments that you are responsible for, with the properties of other business roles, departments, cost centers, or locations that you are also responsible for. Then you can take the properties that you want and merge them together.

To compare and merge a department

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department you want to compare and merge.
4. On the overview page, click **Compare and merge**.

5. In the **Compare and merge** dialog, in the **Object type** menu, select the business role, department, cost center, or location to compare and merge with your department.
6. Click **Assign**.
7. In the **Comparison role** dialog, select the business role/department/cost center/location to compare.

   The assigned memberships and entitlements of both objects are listed with the following information:

   Table 23: Overview of the assignments

<table>
<tr><th>Column</th><th>Description</th></tr>
<tr><td>Object</td><td>Shows you the name of the assigned entitlement/membership that occurs in one of the selected objects being compared.</td></tr>
<tr><td>Type</td><td>Type of the entitlement/membership.</td></tr>
<tr><td><Name of the source object></td><td rowspan="2">Shows you the entitlement/membership's assignment type. The following assignment types are available.
Direct
Inherited
Requested
Dynamic
Not assigned
For more detailed information about assigning company resources, see the One Identity Manager Identity Management Base Module Administration Guide.</td></tr>
<tr><td><Name of the compare object></td></tr>
<tr><td>Comparison</td><td>Shows you where the entitlement/membership occurs.</td></tr>
</table>

   TIP: To arrange the list of assignments better, use the filters available some of the columns. For more information, see Filtering on page 41..

8. In the **Compare and merge** dialog, click **Merge the selected roles**.
9. (Optional) Verify the actions to run and deselect the check box in front of any actions that should not be run.
10. Click **Next**.
11. Click **Close**.

Related topics

- My department's memberships on page 216
- My department entitlements on page 218

- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064

Displaying my department statistics

You can see statistics of departments for which you are responsible. For example, you can see all the identities of a department that have not yet made a request.

To display a department's statistics

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Departments**.
3. On the **Departments** page, click the department whose statistics you want to display.
4. On the overview page, click **Statistics**.

   This opens the **Statistics for <department name>** dialog and shows the department's statistics.
5. (Optional) To obtain more information about a chart, click the chart or its header.

Related topics

- Discovering your statistics on the home page on page 787
- Statistics on page 787
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064

My application roles

Use application roles to quickly and simply assign entitlement profiles to identities that match their tasks and functions. One Identity Manager already supplies a number of default application roles.

You can perform a variety of actions on the application roles that you manage and gather information about them.

Detailed information about this topic

- Displaying my application roles on page 238
- Displaying my application roles' overviews on page 238
- Creating your own application roles on page 239

- Displaying and editing my application roles' main data on page 239
- My application roles' memberships on page 240
- My application roles' entitlements on page 242
- Compliance: My application roles on page 243
- My application roles' attestations on page 246
- My application roles' history on page 251
- Displaying role memberships of my application roles' members on page 255

Displaying my application roles

You can see all the application roles for which you are responsible.

To display application roles

1. On the **My Responsibilities** page, click **Application roles**.

   This opens the **Application Roles** page (see Application roles (page description) on page 1103) and displays all the application roles for which you are responsible.

- My responsibilities (page description) on page 1002
- Application roles (page description) on page 1103

Displaying my application roles' overviews

You can see all the relevant information about application roles that you are responsible for in the summarized form of an overview. The information is represented by shapes in a HyperView.

To display an application role's overview

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Application roles**.
3. On the **Application Roles** page, click the application role whose overview you want to display.
4. On the overview page, click **Overview**.

   This opens the **Overview - <application role name>** page (see Overview – Application role (page description) on page 1106).

Related topics

- My responsibilities (page description) on page 1002
- Application roles (page description) on page 1103

- Application role overview page (page description) on page 1104
- Overview – Application role (page description) on page 1106

Creating your own application roles

You can create new application roles for which you are responsible. You specify application role properties (for example memberships, entitlements and similar) later on.

To create a new application role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Application roles**.
3. On the **Application roles** page, click **New application role**.
4. On the **Create a new application role** page, enter the application role's main data in the respective fields (see Creating new application roles (see (page description)) on page 1104).
5. Click **Save**.

Related topics

- My responsibilities (page description) on page 1002
- Application roles (page description) on page 1103
- Creating new application roles (see (page description)) on page 1104

Displaying and editing my application roles' main data

You can edit the main data of the application roles that you are responsible for.

To display and edit an application role's main data

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Application roles**.
3. On the **Application Roles** page, click the application roles whose main data you want to display/edit.
4. On the overview page, click **Main data**.
5. On the **Main data - <application role name>**, make your changes in the respective fields (see Main data - Application role (page description) on page 1106).
6. Click **Save**.

Related topics

- My responsibilities (page description) on page 1002
- Application roles (page description) on page 1103
- Application role overview page (page description) on page 1104
- Main data - Application role (page description) on page 1106

My application roles' memberships

You can assign identities to application roles for which you are responsible. You can see these identities, assign further identities to the application roles and remove identities from the application roles.

Detailed information about this topic

- Displaying memberships in my application roles on page 240
- Assigning identities to my application roles on page 241
- Removing identities from my application roles on page 241

Displaying memberships in my application roles

You can see identities that are assigned application roles for which you are responsible.

To display identities that are assigned an application role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Application roles**.
3. On the **Application Roles** page, click the application role whose memberships you want to display.
4. On the overview page, click **Memberships**.

   This opens the **Memberships - <application role name>** page (see Memberships – Application role (page description) on page 1107).

Related topics

- My responsibilities (page description) on page 1002
- Application roles (page description) on page 1103
- Application role overview page (page description) on page 1104
- Memberships – Application role (page description) on page 1107

Assigning identities to my application roles

You can assign identities to application roles for which you are responsible. You do this through requests.

To assign an identity to an application role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Application roles**.
3. On the **Application Roles** page, click the application role you want to assign an identity to.
4. On the overview page, click **Memberships**.
5. On the **Memberships - <application role name>** page, click **Request memberships**.
6. In the **Request memberships** dialog, in the list, click the identity you want to assign to the application role.
7. Click **Add to cart**.
8. On the **My Shopping Cart** page, click **Submit**.

   TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

   Once the request has been granted approval, the identity is assigned to the application role.

Related topics

- Requesting products on page 78
- My responsibilities (page description) on page 1002
- Application roles (page description) on page 1103
- Application role overview page (page description) on page 1104
- Memberships – Application role (page description) on page 1107
- My shopping cart (page description) on page 861

Removing identities from my application roles

You can remove identities from application roles for which you are responsible.

To remove an identity from an application role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Application roles**.

3. On the **Application Roles** page, click the application role you want to remove an identity from.
4. On the overview page, click **Memberships**.
5. On the **Memberships - <application role name>** page, select the check box next to the application role that you want to remove.
6. Click **Delete memberships**.

   This cancels the application role's assignment.

Related topics

- My responsibilities (page description) on page 1002
- Application roles (page description) on page 1103
- Application role overview page (page description) on page 1104
- Memberships – Application role (page description) on page 1107

My application roles' entitlements

Identities can be assigned entitlements to different objects, such as, groups, accounts, roles, or applications. Assigning identities to application roles avoids you having to assign entitlements separately to each identity. All an application role's entitlements are automatically assigned to all the identities assigned to the application role.

Detailed information about this topic

- Displaying my application roles' entitlements on page 242

Displaying my application roles' entitlements

You can see entitlements that are assigned application roles for which you are responsible. You can also display the reason why application roles have certain entitlements (entitlement origin).

To display an application role's entitlements

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Application roles**.
3. On the **Application Roles** page, click the application role whose entitlements you want to display.
4. On the overview page, click **Entitlements**.

   This opens the **Entitlements - <application role name>** page (see Entitlements – Application role (page description) on page 1109).

5. (Optional) To display more information about the origin of an entitlement, perform the following actions:
    a. In the list, click the entitlement that you want to know more about.
    b. In the details pane, on the **Detective** tab, click ▶ (**Expand**) next to **Analysis for**.

       This displays more information about the entitlement's assignment.

Related topics

- My responsibilities (page description) on page 1002
- Application roles (page description) on page 1103
- Application role overview page (page description) on page 1104
- Entitlements – Application role (page description) on page 1109

Compliance: My application roles

Companies have different requirements that they need for regulating internal and external identities' access to company resources. On the one hand, rule checks are used for locating rule violations and on the other hand, to prevent them. By using these rules, you can demonstrate compliance with legislated regulations such as the Sarbanes-Oxley Act (SOX). The following demands are made on compliance:

- Compliance rules define what an employee is entitled to do or not do. For example, an identity may not have both entitlements A and B at the same time.
- Company policies are very flexible, and can be defined for any company resources you are managing with Manager. For example, a policy might only allow identities from a certain department to own a certain entitlement.
- Each item that an identity access can be given a risk value. A risk index can be calculated for identities, accounts, organization, roles, and for the groups of resources available for request. You can then use the risk indexes to help prioritize your compliance activities.

Some rules are preventative. For example, a request will not be processed if it violates the rules, unless exception approval is explicitly granted and an approver allows it. Compliance rules (if appropriate) and company policies are run on a regular schedule and violations appear in the identity’s Web Portal to be dealt with there. Company policies can contribute to mitigation control by reducing risk. For example, if risks are posed by identities running processes outside the One Identity Manager solution and causing violations. Reports and dashboards give you further insights into your state of compliance. For more information, see What statistics are available? on page 792.

Detailed information about this topic

- Displaying my application roles' policy violations on page 244
- Displaying rule violations of my application roles' members on page 244
- Displaying risk indexes and entitlements of my application roles' members on page 245

Displaying my application roles' policy violations

You can see the policy violations of application roles for which you are responsible.

To display policy violations

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Application roles**.
3. On the **Application Roles** page, click the application role whose policy violations you want to display.
4. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <application role name>** page (see Compliance reports – Application role (page description) on page 1114).
5. In the **View** menu, select **Policy violations**.

Related topics

- My responsibilities (page description) on page 1002
- Application roles (page description) on page 1103
- Application role overview page (page description) on page 1104
- Compliance reports – Application role (page description) on page 1114

Displaying rule violations of my application roles' members

You can see the rule violations of identities that are assigned application roles for which you are responsible.

To display rule violations of an application role's members

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Application roles**.
3. On the **Application Roles** page, click the application role whose rule violations you want to display.
4. On the overview page, click **Compliance reports**.

This opens the **Compliance reports - <application role name>** page (see Compliance reports – Application role (page description) on page 1114).

5. In the **View** menu, select **Compliance rule violations**.

Related topics

- My responsibilities (page description) on page 1002
- Application roles (page description) on page 1103
- Application role overview page (page description) on page 1104
- Compliance reports – Application role (page description) on page 1114

Displaying risk indexes and entitlements of my application roles' members

For every application role that you are responsible for, you can see all the identities that have these application roles as primary or secondary assignments. You can also display the number of permissions assigned and the risk index.

To display members of an application role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Application roles**.
3. On the **Application Roles** page, click the application role whose members you want to display.
4. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <application role name>** page (see Compliance reports – Application role (page description) on page 1114).
5. In the **View** menu, select **Identities: Risk indexes and entitlements**.
6. (Optional) To display more information about an identity, perform the following actions:
   a. In the list, click an identity.
   b. In the dialog, click **Overview**.

Related topics

- My responsibilities (page description) on page 1002
- Application roles (page description) on page 1103
- Application role overview page (page description) on page 1104
- Compliance reports – Application role (page description) on page 1114

My application roles' attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying my application roles' pending attestation cases on page 246
- Displaying attestors of my application roles' pending attestation cases on page 247
- Approving and denying my application roles' attestation cases on page 248
- Sending reminders about my application roles' pending attestation cases on page 250

Displaying my application roles' pending attestation cases

You can see attestation cases that involve application roles for which you are responsible.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Application roles**.
3. On the **Application Roles** page, click the application role whose attestation cases you want to display.
4. On the overview page, click **Attestation**.

   This opens the **Attestation - <application role name>** page (see Attestation – Application role (page description) on page 1109).
5. (Optional) Click on a tab to display the respective attestation cases.

6. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click **show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview in shapes of the attestation.
7. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
8. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- Application roles (page description) on page 1103
- Application role overview page (page description) on page 1104
- Attestation – Application role (page description) on page 1109

Displaying attestors of my application roles' pending attestation cases

You can see identities that still have pending attestation cases from departments for which you are responsible.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Application roles**.
3. On the **Application Roles** page, click the application role whose attestation cases you want to display.
4. On the overview page, click **Attestation**.

5. (Optional) On the **Attestations – <application role name>** page, click on a tab to display the corresponding attestation cases.
6. In the list, click the attestation case that has attestors you want to show.
7. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Application roles**.
3. On the **Application Roles** page, click the application role whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <application role name>** page, click on a tab to display the corresponding attestation cases.
6. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- My responsibilities (page description) on page 1002
- Application roles (page description) on page 1103
- Application role overview page (page description) on page 1104
- Attestation – Application role (page description) on page 1109

Approving and denying my application roles' attestation cases

You can grant or deny approval to attestation cases of application roles for which you are responsible.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Application roles**.
3. On the **Application Roles** page, click the application role whose attestation cases you want to decide approval on.
4. On the overview page, click **Attestation**.

5. (Optional) On the **Attestations – <application role name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Approve**.
7. On the **Attestation - <application role>** page, perform one of the following actions:
   - Click ☑ (**Approve**) next to the attestation case you want to approve.
   - Click ☒ (**Deny**) next to the attestation case you want to deny.

   TIP: To grant or deny approval for all the attestation cases displayed, click (**Approve all**) or (**Deny all**).
8. Click **Next**.
9. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:
   - For approved attestation case:
     - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
   - For denied attestation cases:
     - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
   - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

   TIP: By giving reasons, your approvals are more transparent and support the audit trail.

   NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.
10. Click **Save**.
11. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002

- Application roles (page description) on page 1103
- Application role overview page (page description) on page 1104
- Attestation – Application role (page description) on page 1109

Sending reminders about my application roles' pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).
- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Application roles**.
3. On the **Application Roles** page, click the application roles whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <application role name>** page, click on a tab to display the corresponding attestation cases.
6. In the list, click the attestation case that has attestors you want to remind.
7. In the details pane, click **Actions** > **Send a reminder mail**.
8. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
9. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
10. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Application roles**.
3. On the **Application Roles** page, click the application roles whose attestation cases you want to display.
4. On the overview page, click **Attestation**.

5. (Optional) On the **Attestations – <application role name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Send reminder**.
7. In the **Send a reminder mail** dialog, enter the message for the attestor.
8. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Application roles**.
3. On the **Application Roles** page, click the application roles whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <application role name>** page, click on a tab to display the corresponding attestation cases.
6. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
7. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
8. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155
- My responsibilities (page description) on page 1002
- Application roles (page description) on page 1103
- Application role overview page (page description) on page 1104
- Attestation – Application role (page description) on page 1109

My application roles' history

The Web Portal gives you the option of displaying the historical data of application roles for which you are responsible.

To do this, you have the following options:

Table 24: Historical data

View	Description
Events	This shows you all the events that affect the application role, either on a timeline or in a table (see Displaying my application

View	Description
	roles' history on page 252).
Status overview	This shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between (see Displaying the status overview of my application roles on page 253).
Status comparison	You can select a date and display all the changes made from then until now. This also shows you what the value of the property was at the selected point in time and what the value is now (see Comparing statuses of my application roles on page 254).

Displaying my application roles' history

You can see all the events affecting application roles that you are responsible for, either on a timeline or in a table.

To display the history

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Application roles**.
3. On the **Application Roles** page, click the application role whose history you want to display.
4. On the overview page, click **History**.

   This opens the **History - <application role name>** page (see History – Application role (page description) on page 1111).

   > TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.
   >
   > To zoom in or out, turn the mouse wheel.
5. (Optional) To filter the timeline of events, click **Filter by** and then one of the following:
   - **User**: Searches for events or actions associated with the identity name given. Identities with entitlements and ownerships create changes, such as adding or removing properties. You can see these actions on the timeline.
   - **Change type**: Only show events on the timeline with the selected change type.
   - **Date**: Only show events on the timeline that took place in the given period.
   - **Properties**: Only show events on the timeline with the selected properties.
   - **Display**: Only show events on the timeline that match the search.
   - **Object**: Only show events on the timeline about the selected object.

6. (Optional) To switch to the table view, click **Switch to table view**.
7. (Optional) To show more details about an event, perform one of the following actions:
    - Click on the event in the timeline.
    - In the table view, click the event and you will see the details in the details pane.

Related topics

- My responsibilities (page description) on page 1002
- Application roles (page description) on page 1103
- Application role overview page (page description) on page 1104
- History – Application role (page description) on page 1111

Displaying the status overview of my application roles

You can display all the changes effecting application roles for which you are responsible. You can also display how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

To display the status overview

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Application roles**.
3. On the **Application Roles** page, click the application role whose status overview you want to display.
4. On the overview page, click **History**.

    This opens the **History - <application role name>** page (see History – Application role (page description) on page 1111).
5. Click the **Status overview** tab.

Related topics

- My responsibilities (page description) on page 1002
- Application roles (page description) on page 1103
- Application role overview page (page description) on page 1104
- History – Application role (page description) on page 1111

Comparing statuses of my application roles

You can compare the current status of an application role that you are responsible for to its status at another time.

To compare statuses

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Application roles**.
3. On the **Application Roles** page, click the application role whose status you want to compare.
4. On the overview page, click **History**.
5. On the **History** page, click the **Status comparison** tab.
6. In the date field, select the date and time from which you want to start the comparison.
7. (Optional) To display the properties that have not changed since creation,deselect the box next to **Display changed values only**.

To compare the current status with the status at the time of a specific event

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Application roles**.
3. On the **Application Roles** page, click the application role whose status you want to compare.
4. On the overview page, click **History**.
5. On the **History** page, perform one of the following actions:
    - On the timeline, click the event and then **Compare**.
    - In the table view, click the event in the list and then in the details pane, click **Compare**.
6. (Optional) To display the properties that have not changed since creation, deselect the check box next to **Display changed values only**.

Related topics

- My responsibilities (page description) on page 1002
- Application roles (page description) on page 1103
- Application role overview page (page description) on page 1104
- History – Application role (page description) on page 1111

Displaying role memberships of my application roles' members

You can display the roles and organizations belonging to identities that are assigned application roles for which you are responsible. Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of an application role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Application roles**.
3. On the **Application Roles** page, click the application role whose members you want to know more about.
4. On the overview page, click **Usage**.

   This opens the **Usage - <application role name>** page (see Usage – Application role (page description) on page 1113).
5. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
6. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
7. (Optional) To see the legend, click **More information**.

Related topics

- My responsibilities (page description) on page 1002
- Application roles (page description) on page 1103
- Application role overview page (page description) on page 1104
- Usage – Application role (page description) on page 1113

My devices

You can perform a variety of actions on devices that you manage and gather information about them.

Detailed information about this topic

- Displaying my devices on page 256
- Adding your own devices on page 256

- Displaying my devices' overviews on page 256
- Displaying and editing my devices' main data on page 257

Displaying my devices

You can see all the devices for which you are responsible.

To display devices

1. On the **My Responsibilities** page, click **Devices**.

   This opens the **Devices** page (see Devices (page description) on page 1147) and displays all the devices for which you are responsible.

- My responsibilities (page description) on page 1002
- Devices (page description) on page 1147

Adding your own devices

You can create new devices for which you are responsible.

To create a new device

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Devices**.
3. On the **Devices** page, click **New device**.
4. On the **New device** page, enter the device's main data in the respective fields (see Adding new devices (page description) on page 1148).
5. Click **Save**.

Related topics

- My responsibilities (page description) on page 1002
- Devices (page description) on page 1147
- Adding new devices (page description) on page 1148

Displaying my devices' overviews

You can see all the relevant information about devices that you are responsible for in the summarized form of an overview. The information is represented by shapes in a HyperView.

To display a device's overview

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Devices**.
3. On the **Devices** page, click the device whose overview you want to display.
4. On the overview page, click **Overview**.

   This opens the **Overview - <device name>** page (see Overview – Device (page description) on page 1151).

Related topics

- My responsibilities (page description) on page 1002
- Devices (page description) on page 1147
- Device overview page (page description) on page 1151
- Overview – Device (page description) on page 1151

Displaying and editing my devices' main data

You can edit the main data of the devices for which you are responsible.

To display and edit a device's main data

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Devices**.
3. On the **Devices** page, click the devices whose main data you want to display/edit.
4. On the overview page, click **Main data**.
5. On the **Main data - <device name>**, make your changes in the respective fields (see Main data – Device (page description) on page 1152).
6. Click **Save**.

Related topics

- My responsibilities (page description) on page 1002
- Devices (page description) on page 1147
- Device overview page (page description) on page 1151
- Main data – Device (page description) on page 1152

My business roles

Business roles are defined based on resources to perform specific functions.

Business roles are objects for mapping company-specific functions in One Identity Manager. Business roles map company structures with similar functionality that exist in addition to departments, cost centers, and locations. This might be projects groups, for example.

You can carry out various actions on the system entitlements that you manage and obtain information about them.

Detailed information about this topic

- Displaying my business roles on page 258
- Creating your own business roles on page 258
- Restoring deleted my business roles on page 259
- Displaying my business roles' overviews on page 262
- Displaying and editing my business roles' main data on page 262
- My business roles' memberships on page 263
- My business roles' entitlements on page 265
- Compliance: My business roles on page 267
- My business roles' attestations on page 270
- Displaying my business roles' risk indexes on page 276
- My business roles' history on page 277
- Displaying role memberships of my business roles' members on page 281
- Copying/splitting my business roles on page 282
- Comparing and merging my business roles on page 283

Displaying my business roles

You can see all the business roles for which you are responsible.

To display business roles

1. On the **My Responsibilities** page, click **Business Roles**.

   This opens the **Business Roles** page (see Business roles (page description) on page 1033) and displays all the business roles for which you are responsible.

- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033

Creating your own business roles

You can create new business roles for which you are responsible.

To create a new business role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business roles** page, click **New business role**.
4. On the **Create a new business role** page, enter the business role's main data in the respective fields (see Creating new business roles (page description) on page 1034).
5. Click **Save**.

Related topics

- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033
- Creating new business roles (page description) on page 1034

Restoring deleted my business roles

You can restore deleted business roles for which you were responsible. For example, a business role can be deleted if two roles are merged during comparison (see Comparing and merging my business roles on page 283).

You can restore deleted departments for which you were responsible. For example, a department can be deleted if two roles are merged during comparison (see Comparing and merging my departments on page 235).

You can restore deleted cost centers for which you were responsible. For example, a cost center can be deleted if two roles are merged during comparison (see Comparing and merging my cost centers on page 329).

You can recover deleted locations for which you were responsible. For example, a location can be deleted if two roles are merged during comparison (see Comparing and merging my locations on page 394).

To restore a deleted business role

To restore a deleted department

To restore a deleted cost center

To restore a deleted location

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.

   On the **My Responsibilities** page, click **Departments**.

   On the **My Responsibilities** page, click **Cost centers**.

On the **My Responsibilities** page, click **Locations**.

3. On the **Business Roles** page, click **Restore a deleted role**.

   On the **Departments** page, click **Restore a deleted role**.

   On the **Cost Centers** page, click **Restore a deleted role**.

   On the **Locations** page, click **Restore a deleted role**.
4. In the **Restore a deleted role** dialog, in the date field next to **Find roles deleted from**, enter a date and time before the business role was deleted.

   In the **Restore a deleted role** dialog, in the date field next to **Find roles deleted from**, enter a date and time before the department was deleted.

   In the **Restore a deleted role** dialog, in the date field next to **Find roles deleted from**, enter a date and time before the cost center was deleted.

   In the **Restore a deleted role** dialog, in the date field next to **Find roles deleted from**, enter a date and time before the location was deleted.
5. Next to the business role you want to restore, select the check box.

   Next to the department you want to restore, select the check box.

   Next to the cost center you want to restore, select the check box.

   Next to the location you want to restore, select the check box.
6. Click **Next**.
7. (Optional) To prevent certain actions from being performed, clear the check box next to the corresponding action.
8. Click **Next**.
9. Click **Close**.

To restore a deleted child business role

To restore a deleted child department

To restore a deleted child cost center

To restore a deleted child location

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.

   On the **My Responsibilities** page, click **Departments**.

   On the **My Responsibilities** page, click **Cost centers**.

   On the **My Responsibilities** page, click **Locations**.
3. On the **Business Roles** page, click the business role that was originally parent to the deleted business role.

   On the **Departments** page, click the department that was originally parent to the deleted department.

On the **Cost Centers** page, click the cost center that was originally parent to the deleted cost center.

On the **Locations** page, click the location that was originally parent to the deleted location.

4. On the overview page, click **Restore**.
5. In the **Restore a deleted role** dialog, in the date field next to **Find roles deleted from**, enter a date and time before the business role was deleted.

   In the **Restore a deleted role** dialog, in the date field next to **Find roles deleted from**, enter a date and time before the department was deleted.

   In the **Restore a deleted role** dialog, in the date field next to **Find roles deleted from**, enter a date and time before the cost center was deleted.

   In the **Restore a deleted role** dialog, in the date field next to **Find roles deleted from**, enter a date and time before the location was deleted.
6. In the list next to the business role you want to restore, select the check box.

   In the list next to the department you want to restore, select the check box.

   In the list next to the cost center you want to restore, select the check box.

   In the list next to the location you want to restore, select the check box.
7. Click **Next**.
8. (Optional) To prevent certain actions from being performed, clear the check box next to the corresponding action.
9. Click **Next**.
10. Click **Close**.

Related topics

- Comparing and merging my business roles on page 283
- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033
- Business role overview page (page description) on page 1035
- Comparing and merging my departments on page 235
- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- Comparing and merging my cost centers on page 329
- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078

- Comparing and merging my locations on page 394
- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090

Displaying my business roles' overviews

You can see all the relevant information about business roles that you are responsible for in the summarized form of an overview. The information is represented by shapes in a HyperView.

To display a business role's overview

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose overview you want to display.
4. On the overview page, click **Overview**.

   This opens the **Overview - <business role name>** page (see Overview – Business role (page description) on page 1037).

Related topics

- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033
- Business role overview page (page description) on page 1035
- Overview – Business role (page description) on page 1037

Displaying and editing my business roles' main data

You can edit the main data of the business roles for which you are responsible.

To display and edit a business role's main data

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose main data you want to display/edit.
4. On the overview page, click **Main data**.

5. On the **Main data - <business role name>**, make your changes in the respective fields (see Main data – Business role (page description) on page 1037).
6. Click **Save**.

Related topics

- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033
- Business role overview page (page description) on page 1035
- Main data – Business role (page description) on page 1037

My business roles' memberships

You can assign identities to business roles for which you are responsible. You can see these identities, assign further identities to the business roles and remove identities from the business roles.

Detailed information about this topic

- Displaying my business roles' memberships on page 263
- Assigning identities to my business roles on page 264
- Removing identities from my business roles on page 264

Displaying my business roles' memberships

You can see identities that are assigned business roles for which you are responsible.

To display identities that are assigned a business role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose memberships you want to display.
4. On the overview page, click **Memberships**.

   This opens the **Memberships - <business role name>** page (see Memberships – Business role (page description) on page 1039).

Related topics

- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033

- Business role overview page (page description) on page 1035
- Memberships – Business role (page description) on page 1039

Assigning identities to my business roles

You can assign identities to business roles for which you are responsible. You do this through requests.

To assign an identity to a business role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business roles** page, click the business role you want to assign an identity to.
4. On the overview page, click **Memberships**.
5. On the **Memberships - <business role name>** page, click **Request memberships**.
6. In the **Request memberships** dialog, in the list, click the identity you want to assign to the business role.
7. Click **Add to cart**.
8. On the **My Shopping Cart** page, click **Submit**.

    TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

    Once the request has been granted approval, the identity is assigned to the business role.

Related topics

- Requesting products on page 78
- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033
- Business role overview page (page description) on page 1035
- Memberships – Business role (page description) on page 1039
- My shopping cart (page description) on page 861

Removing identities from my business roles

You can remove identities from business roles for which you are responsible.

To remove an identity from a business role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business roles** page, click the business role you want to remove an identity from.
4. On the overview page, click **Memberships**.
5. On the **Memberships - <business role name>** page, select the check box next to the business role that you want to remove.
6. Click **Delete memberships**.

   This cancels the business role's assignment.

Related topics

- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033
- Business role overview page (page description) on page 1035
- Memberships – Business role (page description) on page 1039

My business roles' entitlements

Identities can be assigned entitlements to different objects, such as, groups, accounts, roles, or applications. Assigning identities to business roles avoids you having to assign entitlements separately to each identity. All a business role's entitlements are automatically assigned to all the identities assigned to the business role.

Detailed information about this topic

- Displaying my business roles' entitlements on page 265
- Adding my business roles' entitlements on page 266
- Deleting my business roles' entitlements on page 267

Displaying my business roles' entitlements

You can see entitlements that are assigned business roles for which you are responsible. You can also display the reason why business roles have certain entitlements (entitlement origin).

To display a business role's entitlements

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.

3. On the **Business Roles** page, click the business role whose entitlements you want to display.
4. On the overview page, click **Entitlements**.

   This opens the **Entitlements - <business role name>** page (see Entitlements – Business role (page description) on page 1040).
5. (Optional) To display more information about the origin of an entitlement, perform the following actions:
   a. In the list, click the entitlement that you want to know more about.
   b. In the details pane, on the **Detective** tab, click ▶ (**Expand**) next to **Analysis for**.

      This displays more information about the entitlement's assignment.

Related topics

- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033
- Business role overview page (page description) on page 1035
- Entitlements – Business role (page description) on page 1040

Adding my business roles' entitlements

You can add entitlements to business roles for which you are responsible. You do this through requests.

To assign an entitlement to a business role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role to which you want to add an entitlement.
4. On the overview page, click **Entitlements**.
5. On the **Entitlements - <business role name>** page, click **Add new**.
6. In the **Add a new entitlement** dialog, in the **Entitlement type** menu, select which type of entitlement you want to add.
7. Click **Assign**.
8. In the **Entitlement** dialog, in the list, click the entitlement that you want to add to the business role.
9. In the **Add a new entitlement** dialog, click **Request**.
10. On the **My Shopping Cart** page, click **Submit**.

    TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

After the request has been granted approval, the entitlement is added to the business role.

Related topics

- Requesting products on page 78
- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033
- Business role overview page (page description) on page 1035
- Entitlements – Business role (page description) on page 1040
- My shopping cart (page description) on page 861

Deleting my business roles' entitlements

You can delete entitlements that are assigned business roles for which you are responsible.

To delete an entitlement of a business role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose entitlements you want to delete.
4. On the overview page, click **Entitlements**.
5. On the **Entitlements - <business role name>** page, in the list, select the check box in the row of the entitlement you want to delete.
6. Click **Delete**.

Related topics

- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033
- Business role overview page (page description) on page 1035
- Entitlements – Business role (page description) on page 1040

Compliance: My business roles

Companies have different requirements that they need for regulating internal and external identities' access to company resources. On the one hand, rule checks are used for locating rule violations and on the other hand, to prevent them. By using these rules, you can demonstrate compliance with legislated regulations such as the Sarbanes-Oxley Act (SOX). The following demands are made on compliance:

- Compliance rules define what an employee is entitled to do or not do. For example, an identity may not have both entitlements A and B at the same time.
- Company policies are very flexible, and can be defined for any company resources you are managing with Manager. For example, a policy might only allow identities from a certain department to own a certain entitlement.
- Each item that an identity access can be given a risk value. A risk index can be calculated for identities, accounts, organization, roles, and for the groups of resources available for request. You can then use the risk indexes to help prioritize your compliance activities.

Some rules are preventative. For example, a request will not be processed if it violates the rules, unless exception approval is explicitly granted and an approver allows it. Compliance rules (if appropriate) and company policies are run on a regular schedule and violations appear in the identity's Web Portal to be dealt with there. Company policies can contribute to mitigation control by reducing risk. For example, if risks are posed by identities running processes outside the One Identity Manager solution and causing violations. Reports and dashboards give you further insights into your state of compliance. For more information, see What statistics are available? on page 792.

Detailed information about this topic

- Displaying my business roles' rule violations on page 268
- Displaying my business roles' policy violations on page 269
- Displaying rule violations of my business roles' members on page 269
- Displaying risk indexes and entitlements of my business roles' members on page 270

Displaying my business roles' rule violations

You can see the rule violations of business roles for which you are responsible.

To display rule violations

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose rule violations you want to display.
4. On the overview page, click **Compliance**.

   This opens the **Compliance - <business role name>** page (see Compliance – Business role (page description) on page 1041).

Related topics

- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033

- Business role overview page (page description) on page 1035
- Compliance – Business role (page description) on page 1041

Displaying my business roles' policy violations

You can see the policy violations of business roles for which you are responsible.

To display policy violations

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose policy violations you want to display.
4. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <business role name>** page (see Compliance reports – Business role (page description) on page 1047).
5. In the **View** menu, select **Policy violations**.

Related topics

- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033
- Business role overview page (page description) on page 1035
- Compliance reports – Business role (page description) on page 1047

Displaying rule violations of my business roles' members

You can see the rule violations of identities that are assigned business roles for which you are responsible.

To display rule violations of a business role's members

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose rule violations you want to display.
4. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <business role name>** page (see Compliance reports – Business role (page description) on page 1047).
5. In the **View** menu, select **Compliance rule violations**.

Related topics

- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033
- Business role overview page (page description) on page 1035
- Compliance reports – Business role (page description) on page 1047

Displaying risk indexes and entitlements of my business roles' members

For every business role that you are responsible for, you can see all the identities that have these business roles as primary or secondary assignments. You can also display the number of permissions assigned and the risk index.

To display members of a business role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose members you want to display.
4. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <business role name>** page (see Compliance reports – Business role (page description) on page 1047).
5. In the **View** menu, select **Identities: Risk indexes and entitlements**.
6. (Optional) To display more information about an identity, perform the following actions:
   a. In the list, click an identity.
   b. In the dialog, click **Overview**.

Related topics

- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033
- Business role overview page (page description) on page 1035
- Compliance reports – Business role (page description) on page 1047

My business roles' attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception

approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying my business roles' attestation cases on page 271
- Displaying attestors of my business roles' pending attestation cases on page 272
- Approving and denying my business roles' attestation cases on page 273
- Sending reminders about my business roles' pending attestation cases on page 275

Displaying my business roles' attestation cases

You can see attestation cases that involve business roles for which you are responsible.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose attestation cases you want to display.
4. On the overview page, click **Attestation**.

   This opens the **Attestation - <business role name>** page (see).Attestation – Business role (page description) on page 1041
5. (Optional) Click on a tab to display the respective attestation cases.
6. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click **show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

This shows information about the object.

d. (Optional) Click **View current state of the object**

This opens an overview in shapes of the attestation.

7. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
8. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033
- Business role overview page (page description) on page 1035
- Attestation – Business role (page description) on page 1041

Displaying attestors of my business roles' pending attestation cases

You can see identities that still have pending attestation cases from business roles for which you are responsible.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <business role name>** page, click on a tab to display the corresponding attestation cases
6. In the list, click the attestation case that has attestors you want to show.
7. In the details pane, click **Actions** > **Send a reminder mail**.

The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <business role name>** page, click on a tab to display the corresponding attestation cases
6. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033
- Business role overview page (page description) on page 1035
- Attestation – Business role (page description) on page 1041

Approving and denying my business roles' attestation cases

You can grant or deny approval to attestation cases of business roles for which you are responsible.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose attestation cases you want to decide approval on.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <business role name>** page, click on a tab to display the corresponding attestation cases
6. Click **Approve**.

7. On the **Pending Attestations - <business role name>** page, perform one of the following actions:
   - Click (**Approve**) next to the attestation case you want to approve.
   - Click (**Deny**) next to the attestation case you want to deny.

   TIP: To grant or deny approval for all the attestation cases displayed, click (**Approve all**) or (**Deny all**).
8. Click **Next**.
9. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:
   - For approved attestation case:
     - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
   - For denied attestation cases:
     - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
   - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

   TIP: By giving reasons, your approvals are more transparent and support the audit trail.

   NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.
10. Click **Save**.
11. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033
- Business role overview page (page description) on page 1035
- Attestation – Business role (page description) on page 1041

Sending reminders about my business roles' pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).
- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <business role name>** page, click on a tab to display the corresponding attestation cases.
6. In the list, click the attestation case that has attestors you want to remind.
7. In the details pane, click **Actions** > **Send a reminder mail**.
8. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
9. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
10. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <business role name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Send reminder**.
7. In the **Send a reminder mail** dialog, enter the message for the attestor.
8. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <business role name>** page, click on a tab to display the corresponding attestation cases.
6. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
7. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
8. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155
- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033
- Business role overview page (page description) on page 1035
- Attestation – Business role (page description) on page 1041

Displaying my business roles' risk indexes

You can see risk indexes of business roles for which you are responsible.

NOTE: For more detailed information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

To display a business role's risk index

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose risk index you want to display.
4. On the overview page, click **Risk**.

   This opens the **Risk - <business role name>** page (see Risk – Business role (page description) on page 1043).
5. (Optional) To show which attributes and assignments contribute to the calculated risk index, click **View risk functions**.

Related topics

- Risk assessment on page 203
- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033
- Business role overview page (page description) on page 1035
- Risk – Business role (page description) on page 1043

My business roles' history

The Web Portal gives you the option of displaying the historical data of business roles for which you are responsible.

To do this, you have the following options:

Table 25: Historical data

View	Description
Events	This shows you all the events that affect the business role, either on a timeline or in a table (see Displaying my business roles' history on page 277).
Status overview	This shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between (see Displaying the status overview of my business roles on page 278).
Status comparison	You can select a date and display all the changes made from then until now. This also shows you what the value of the property was at the selected point in time and what the value is now (see Comparing statuses of my business roles on page 279).

Displaying my business roles' history

You can see all the events affecting business roles that you are responsible for, either on a timeline or in a table.

To display the history

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose history you want to display.

4. On the overview page, click **History**.

   This opens the **History - <business role name>** page (see History – Business role (page description) on page 1044).

   > TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.
   >
   > To zoom in or out, turn the mouse wheel.

5. (Optional) To filter the timeline of events, click **Filter by** and then one of the following:
   - **User**: Searches for events or actions associated with the identity name given. Identities with entitlements and ownerships create changes, such as adding or removing properties. You can see these actions on the timeline.
   - **Change type**: Only show events on the timeline with the selected change type.
   - **Date**: Only show events on the timeline that took place in the given period.
   - **Properties**: Only show events on the timeline with the selected properties.
   - **Display**: Only show events on the timeline that match the search.
   - **Object**: Only show events on the timeline about the selected object.
6. (Optional) To switch to the table view, click **Switch to table view**.
7. (Optional) To show more details about an event, perform one of the following actions:
   - Click on the event in the timeline.
   - In the table view, click the event and you will see the details in the details pane.

Related topics

- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033
- Business role overview page (page description) on page 1035
- History – Business role (page description) on page 1044

Displaying the status overview of my business roles

You can see all the changes effecting business roles for which you are responsible. You can also display how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

To display the status overview

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose status overview you want to display.
4. On the overview page, click **History**.

   This opens the **History - <business role name>** page (see History – Business role (page description) on page 1044).
5. Click the **Status overview** tab.

Related topics

- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033
- Overview – Business role (page description) on page 1037
- History – Business role (page description) on page 1044

Comparing statuses of my business roles

You can compare the current status of a business role that you are responsible for to its status at another time.

To compare statuses

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose status you want to compare.
4. On the overview page, click **History**.
5. On the **History** page, click the **Status comparison** tab.
6. In the date field, select the date and time from which you want to start the comparison.
7. (Optional) To display the properties that have not changed since creation,deselect the box next to **Display changed values only**.

To compare the current status with the status at the time of a specific event

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose status you want to compare.
4. On the overview page, click **History**.

5. On the **History** page, perform one of the following actions:
   - On the timeline, click the event and then **Compare**.
   - In the table view, click the event in the list and then in the details pane, click **Compare**.
6. (Optional) To display the properties that have not changed since creation, deselect the check box next to **Display changed values only**.

Related topics

- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033
- Overview – Business role (page description) on page 1037
- History – Business role (page description) on page 1044

Roll back my business roles to historical state

You can roll back a business role to a state in the past that is almost exactly like this state. In the process, you decide yourself which attributes to change. After selecting the business role, all attributes are displayed. These attributes can all be rolled back to a historical state, apart from a few exceptions.

In the following table, reasons are listed that prevent roll back to a historical state:

Table 26: Factors preventing rollback

Factor	Description
Attribute was not changed	Change is not possible without a comparative value.
Membership resulting from delegation	These memberships are not reset.
Inherited membership	These memberships cannot be deleted.
Membership resulting from a dynamic group	These memberships cannot be deleted.

To roll back a business role to a historical state

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role you want to roll back.
4. On the overview page, click **History**.
5. On the **History** page, click the **Status comparison** tab.
6. In the date field, select the date and time from which you want to start the comparison.

7. (Optional) To display the properties that have not changed since creation, deselect the check box next to **Display changed values only**.
8. Select the check box next to the attribute that you want to roll back to a historical state.
9. Click **Roll back changes**.
10. (Optional) In the **Roll back changes** dialog box, check the actions that should be performed and, if necessary, clear the check boxes in front of the actions that should not be performed.
11. Click **Roll back**.

Related topics

My responsibilities (page description) on page 1002

Business roles (page description) on page 1033

Business role overview page (page description) on page 1035

History – Business role (page description) on page 1044

Displaying role memberships of my business roles' members

You can display the roles and organizations belonging to identities that are assigned business roles for which you are responsible. Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of a business role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose members you want to know more about.
4. On the overview page, click **Usage**.

   This opens the **Usage - <business role name>** page (see Usage – Business role (page description) on page 1046).
5. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
6. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
7. (Optional) To see the legend, click **More information**.

Related topics

- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033
- Business role overview page (page description) on page 1035
- Usage – Business role (page description) on page 1046

Copying/splitting my business roles

You can copy or move memberships and entitlements from business roles you are responsible for to new roles (departments, business roles, cost centers, locations).

Any combination of role types is allowed.

To copy a business role or move memberships and entitlements

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role you want to copy or whose memberships and entitlements you want to move.
4. On the overview page, click **Split**.
5. In the **Split a role** dialog, in the **Type of the new role** menu, select a type for the new role.
6. Depending on which role type you have selected, enter the corresponding main data of the new role (see Main data – Department (page description) on page 1066, Main data – Business role (page description) on page 1037, Main data – Cost center (page description) on page 1080, or Main data - Location (page description) on page 1092).
7. Click **Next**.
8. Perform the following actions:
    - To neither copy nor move a entitlement/membership to a new role, click **Actions** > **Keep this assignment** next to the corresponding entitlement/membership. Later, the entitlement/membership is only available in the source role.
    - To copy a entitlement/membership to a new role, click **Actions** > **Keep and copy to new role** next to the corresponding entitlement/membership. The entitlement/membership is later included in the source role as well as the target role.
    - To move a entitlement/membership to a new role, click **Actions** > **Move to new role** next to the corresponding entitlement/membership. The entitlement/membership is later removed from the source role and is only included in the target role.
9. Click **Next**.

10. (Optional) Verify the actions to run and deselect the check box in front of any actions that should not be run.
11. Click **Next**.
12. Click **Close**.

Related topics

- My business roles' memberships on page 263
- My business roles' entitlements on page 265
- Creating your own business roles on page 258
- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033
- Business role overview page (page description) on page 1035

Comparing and merging my business roles

You can compare properties of business roles that you are responsible for, with the properties of other business roles, departments, cost centers, or locations that you are also responsible for. Then you can take the properties that you want and merge them together.

You can compare properties of departments that you are responsible for, with the properties of other business roles, departments, cost centers, or locations that you are also responsible for. Then you can take the properties that you want and merge them together.

You can compare properties of cost centers that you are responsible for, with the properties of other business roles, departments, cost centers, or locations that you are also responsible for. Then you can take the properties that you want and merge them together.

You can compare properties of locations that you are responsible for, with the properties of other business roles, departments, cost centers, or locations that you are also responsible for. Then you can take the properties that you want and merge them together.

To compare and merge a business role

To compare and merge a department

To compare and merge a cost center

To compare and merge a location

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Business Roles**.

   On the **My Responsibilities** page, click **Departments**.

   On the **My Responsibilities** page, click **Cost centers**.

   On the **My Responsibilities** page, click **Locations**.

3. On the **Business roles** page, click the business role that you want to compare and merge.

   On the **Departments** page, click the department you want to compare and merge.

   On the **Cost Centers** page, click the cost center you want to compare and merge.

   On the **Locations** page, click the location you want to compare and merge.

4. On the overview page, click **Compare and merge**.

5. In the **Compare and merge** dialog, in the **Object type** menu, select the business role, department, cost center, or location to compare and merge with your business role.

   In the **Compare and merge** dialog, in the **Object type** menu, select the business role, department, cost center, or location to compare and merge with your department.

   In the **Compare and merge** dialog, in the **Object type** menu, select the business role, department, cost center, or location to compare and merge with your cost center.

   In the **Compare and merge** dialog, in the **Object type** menu, select the business role, department, cost center, or location to compare and merge with your location.

6. Click **Assign**.

7. In the **Comparison role** dialog, select the business role/department/cost center/location to compare.

   The assigned memberships and entitlements of both objects are listed with the following information:

Table 27: Overview of the assignments

Column	Description
Object	Shows you the name of the assigned entitlement/membership that occurs in one of the selected objects being compared.
Type	Type of the entitlement/membership.
<Name of the source object>	Shows you the entitlement/membership's assignment type. The following assignment types are available. • Direct • Inherited • Requested • Dynamic • Not assigned For more detailed information about assigning company

Column	Description
<Name of the compare object>	resources, see the *One Identity Manager Identity Management Base Module Administration Guide*.
Comparison	Shows you where the entitlement/membership occurs.

TIP: To arrange the list of assignments better, use the filters available some of the columns. For more information, see Filtering on page 41..

8. In the **Compare and merge** dialog, click **Merge the selected roles**.
9. (Optional) Verify the actions to run and deselect the check box in front of any actions that should not be run.
10. Click **Next**.
11. Click **Close**.

Related topics

- My business roles' memberships on page 263
- My business roles' entitlements on page 265
- Creating your own business roles on page 258
- My responsibilities (page description) on page 1002
- Business roles (page description) on page 1033
- Business role overview page (page description) on page 1035
- My department's memberships on page 216
- My department entitlements on page 218
- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- My cost center memberships on page 310
- My cost center entitlements on page 312
- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078
- My locations' memberships on page 375
- My locations' entitlements on page 377
- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090

My identities

You can carry out various actions on the identities that you manage and obtain information about them.

Detailed information about this topic

- Displaying my identities on page 286
- Adding your own identities on page 287
- Displaying my identities' rule violations on page 288
- Displaying my identities' overviews on page 288
- Displaying and editing my identities' main data on page 289
- Assigning other managers to my identities on page 289
- Creating reports about my identities on page 290
- Displaying my identity requests on page 291
- My identities' entitlements on page 291
- My identities' delegations on page 293
- Attesting my identities on page 296
- Displaying my identities' risk indexes on page 302
- My identities' history on page 303
- Creating passcodes for my identities on page 306

Displaying my identities

You can see all the identities for which you are responsible.

To display identities

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.

   This opens the **Identities** page (see Identities (page description) on page 1002) and displays all the identities that report directly to you.
3. (Optional) To show identities that report indirectly to you,deselect the **Show only direct reports** box.

Related topics

- My responsibilities (page description) on page 1002
- Identities (page description) on page 1002

Adding your own identities

You can add new identities for which you are responsible. This function is mainly designed for adding external identities. For example, subcontractors who are not entered in the human resources department. Data from new identities is either transferred completely to the database or existing data is updated and/or augmented. This depends on the system configuration and the import setting from closed systems.

To add a new identity

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click **Add a new identity**.
4. On the **Add a new identity** page, enter the identity's main data in the respective fields (see Adding a new identity (page description) on page 1004).
5. Click **Save**.

   When saving, the system checks whether the combination of first and last name already exists.
6. Depending on the result of checking the name combination, perform one of the following actions:
   - If this combination of names does not yet exist, confirm the prompt with **Yes**.
   - If this combination of names already exists and you want to edit/update the existing identity:
     1. On the **Other identities with similar properties** page, in the list, click the identity that you want to edit/update.
     2. Click **Update identity data**.
     3. Confirm the prompt with **Yes** in the dialog.

        This edits/updates the identity data.
   - If identical combinations already exists and you still want add a new identity:
     1. On the **Other identities with similar properties** page, click **Add a new identity**.
     2. Confirm the prompt with **Yes** in the dialog.

        This adds new identity data.

Related topics

- My responsibilities (page description) on page 1002
- Identities (page description) on page 1002
- Adding a new identity (page description) on page 1004

Displaying my identities' rule violations

You can display the rule violations of identities for which you are responsible.

To display identities' rule violations

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click **Rule violations**.

   This opens the **Rule violations by direct reports** page (see Rule violations of directly subordinated identities (page description) on page 1003).

Related topics

- Managing rule violations on page 194
- Viewing compliance rules and violations on page 206
- Displaying rule violations of identities with critical SAP functions on page 209
- My responsibilities (page description) on page 1002
- Identities (page description) on page 1002
- Rule violations of directly subordinated identities (page description) on page 1003

Displaying my identities' overviews

You can see all the relevant information about identities that report directly to you in the summarized form of an overview. For example, this information includes identities, requests, rule violations, user accounts, subidentities, assigned permissions, and memberships. The information is represented by shapes in a HyperView.

To display an identity's overview

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity whose overview you want to display.
4. On the overview page, click **Overview**.

   This opens the **Overview - <identity name>** page (see Overview – Identity (page description) on page 1007).

Related topics

- My responsibilities (page description) on page 1002
- Identities (page description) on page 1002

- Identity overview page (page description) on page 1006
- Overview – Identity (page description) on page 1007

Displaying and editing my identities' main data

You can edit the main data of the identities for which you are responsible.

To display and edit an identity's main data

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity whose main data you want to display/edit.
4. On the overview page, click **Main data**.
5. On the **Main data - <identity name>**, make your changes in the respective fields (see Main data – Identity (page description) on page 1008).
6. Click **Save**.

Related topics

- My responsibilities (page description) on page 1002
- Identities (page description) on page 1002
- Identity overview page (page description) on page 1006
- Main data – Identity (page description) on page 1008

Assigning other managers to my identities

You can assign other managers to the identities for which you are responsible.

To assign a new manager to an identity

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity that you want to assign to a new manager.
4. On the overview page, click **Main data**.
5. On the **Main data - <identity's name>**, click **Assign to new manager**.
6. On the **Assign New Manager** page, next to **New manager**, click **Assign/Change**.
7. In the **New manager** dialog box, click the manager you want to assign to the identity.
8. On the **Assign to new manager** page, in the **Effective date** field, set a date and time from which the new manager takes effect.

9. If the identity for whom you have selected the new manager, already has approved requests or entitlements, these are deleted automatically on this date. If you want the identity to retain these requests or entitlements when transferring to the new manager, deselect the check boxes next to the respective requests or entitlements.
10. Click **Submit**.
11. In the dialog, confirm the prompt with **Yes**.

    NOTE: Your request to change managers is presented to the approver responsible for approval on the **Pending Requests** page (see Approving new managers' pending requests on page 115).

Related topics

- Approving new managers' pending requests on page 115
- Identities (page description) on page 1002
- Identity overview page (page description) on page 1006
- Main data – Identity (page description) on page 1008
- Assigning to new manager (page description) on page 1010

Creating reports about my identities

You can create reports about identities for which you are responsible.

To create a report about an identity

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity for which you want to create a report.
4. On the overview page, click **Main data**.
5. On the **Main data - <identity's name>**, click **Generate report**.
6. In the dialog, select one or both of the check boxes.
    - **Generate report including history**: A history with all changes to the identity is attached to the report.
    - **Include data for sub identities in the report**: The report additionally includes data for all the identity's sub identities.
7. Click **Generate report**.

Related topics

- Identities (page description) on page 1002
- Identity overview page (page description) on page 1006
- Main data – Identity (page description) on page 1008

Displaying my identity requests

You can display requests of identities for which you are responsible. All requests that identities have made themselves or that have been made for them (for example, by a manager) are displayed.

To display requests of an identity

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity whose requests you want to display.
4. On the overview page, click **Requests**.

   This opens the**Requests- <name of identity>** page (see Requests - Identity ((page description)) on page 1010).
5. (Optional) Click **Advanced Search** to control which requests are displayed (see Requests - Identity ((page description)) on page 1010). For example, you can display only pending (not yet assigned) requests.

Related topics

- Displaying request history on page 126
- Identities (page description) on page 1002
- Identity overview page (page description) on page 1006
- Requests - Identity ((page description)) on page 1010

My identities' entitlements

Identities under the scope of your responsibility can own different entitlements. You can see these entitlements and delete them.

Detailed information about this topic

- Displaying my identities' entitlements on page 291
- Deleting my identities' entitlements on page 292

Displaying my identities' entitlements

You can see entitlements that are assigned identities for which you are responsible. You can also display the reason why identities have certain entitlements (entitlement origin).

To display an identity's entitlements

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity whose entitlements you want to display.
4. On the overview page, click **Entitlements**.

   This opens the **Entitlements - <identity name>** page (see Entitlements – Identity (page description) on page 1013).
5. (Optional) To display more information about the origin of an entitlement, perform the following actions:
   a. In the list, click the entitlement that you want to know more about.
   b. In the details pane, on the **Detective** tab, click ▶ (**Expand**) next to **Analysis for**.

      This displays more information about the entitlement's assignment.

Related topics

- My responsibilities (page description) on page 1002
- Identities (page description) on page 1002
- Identity overview page (page description) on page 1006
- Entitlements – Identity (page description) on page 1013

Deleting my identities' entitlements

You can delete entitlements that are assigned identities for which you are responsible.

To delete an entitlement of an identity

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity whose delegation you want to delete.
4. On the overview page, click **Entitlements**.
5. On the **Entitlements - <identity>** page, in the list, select the check box in the row of the entitlement you want to delete.
6. Click **Delete memberships**.

Related topics

- My responsibilities (page description) on page 1002
- Identities (page description) on page 1002
- Identity overview page (page description) on page 1006
- Entitlements – Identity (page description) on page 1013

My identities' delegations

Responsibilities or roles of identities that you manage, can be temporarily delegated to other identities. For example, the responsibility for a department can be given to another identity.

Detailed information about this topic

- Deleting my identities' delegations on page 293
- Adding delegations for my identities on page 294
- Canceling my identities' delegations on page 295
- Deleting my identities' delegations on page 295

Deleting my identities' delegations

You can see the delegations of identities for which you are responsible.

To display delegations

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity whose delegations you want to display.
4. On the overview page, click **Delegations**.

   This opens the **Delegations - <identity name>** page (see Delegations – Identity (page description) on page 1013).
5. (Optional) To show more details about a delegation, perform one of the following actions:
   a. In the list, click the delegation whose details you want to show.
   b. In the details pane, click **Details**.

Related topics

- Displaying delegations on page 448
- My responsibilities (page description) on page 1002
- Identities (page description) on page 1002
- Identity overview page (page description) on page 1006
- Delegations – Identity (page description) on page 1013

Adding delegations for my identities

You can delegate role memberships and responsibilities of identities for which you are responsible to other identities. For example, you can give one identity's responsibility for a department to another identity.

NOTE: You cannot edit a delegation afterward. If you want to make a change to the delegation, you must delete the delegation and create a new one .

To add a delegation

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity who should become the delegate.
4. On the overview page, click **Delegations**.
5. On the **Delegations - <identity's name>**, click **New delegation**.
6. In the **Delegation of role memberships and responsibilities** dialog, select the identity to which you want to delegate in the **Recipient** field.

   TIP: For a more detailed search for an identity, click **Assign** and select the appropriate identity in the **Recipient** dialog.
7. Click **Next**.
8. In the **Select roles** step, in the list, check the box in front of the role membership/responsibility you want to delegate.
9. Click **Next**.
10. In the **Add additional information** set, configure the following settings:
    - **Valid from**: Specify from when the role/responsibility will be delegated.
    - **Valid until**: Specify until when the role/responsibility will be delegated.
    - **Notify me if the recipient of the delegation makes a decision**: (Optional) Select the check box if you want to be notified when the recipient makes an approval decision about a delegated role/responsibility.
    - **The recipient can delegate this role**: (Optional) Select the check box to specify that the recipient can delegate their delegated role/responsibility on to another identity.
    - **Reason**: (Optional) In the dialog, enter a reason for the delegation.
    - **Priority**: (Optional) In the menu, select a priority for the delegation.
11. Click **Save**.
12. In the **Results** step, click **Close**.

Related topics

- Creating delegations on page 448
- My responsibilities (page description) on page 1002

- Identities (page description) on page 1002
- Identity overview page (page description) on page 1006
- Delegations – Identity (page description) on page 1013

Canceling my identities' delegations

You can cancel delegations of identities for which you are responsible.

NOTE: You can only cancel delegations as long they have the **Request** or **Approved** status. You can delete delegations with the **Assigned** status .

To cancel a delegation

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity whose delegation you want to cancel.
4. On the overview page, click **Delegations**.
5. On the **Delegations - <identity's name>** page, click the delegation in the list that you want to cancel.
6. In the details pane, click **Cancel request**.
7. Confirm the prompt with **Yes** in the dialog.

Related topics

- Canceling delegations on page 449
- My responsibilities (page description) on page 1002
- Identities (page description) on page 1002
- Identity overview page (page description) on page 1006
- Delegations – Identity (page description) on page 1013

Deleting my identities' delegations

You can delete delegations of identities for which you are responsible.

NOTE: You can only delete delegations as long as they have the **Assigned** status. You can cancel delegations that have the **Request** or **Approved** status (see Canceling my identities' delegations on page 295).

To delete a delegation

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity whose delegation you want to delete.

4. On the overview page, click **Delegations**.
5. On the **Delegations - <identity's name>**, click the delegation in the list that you want to delete.
6. In the details pane, click (**Delete**).
7. Confirm the prompt with **Yes** in the dialog.

To delete multiple delegations

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity whose delegations you want to delete.
4. On the overview page, click **Delegations**.
5. On the **Delegations - <identity's name>** page, click (**Select**) next to the delegations you want to delete.

   TIP: To select all the delegations shown, click (**Select all**).
6. Click **Actions** > **Delete delegation**.
7. Confirm the prompt with **Yes** in the dialog.

To delete all delegations

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity whose delegations you want to delete.
4. On the overview page, click **Delegations**.
5. On the **Delegations - <identity's name>** page, click **Actions** > **Delete all delegations**.
6. Confirm the prompt with **Yes** in the dialog.

Related topics

- Deleting delegations on page 450
- My responsibilities (page description) on page 1002
- Identities (page description) on page 1002
- Identity overview page (page description) on page 1006
- Delegations – Identity (page description) on page 1013

Attesting my identities

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception

approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying attestors of my attestation cases on page 151
- Displaying attestation cases of my identities on page 297
- Approving and denying my identities' attestation cases on page 299
- Displaying attestors of my identities' pending attestation cases on page 298
- Sending reminders about my identities' pending attestation cases on page 301

Displaying attestation cases of my identities

You can see attestation cases that involve identities for which you are responsible.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity whose attestation cases you want to display.
4. On the overview page, click **Attestation**.

   This opens the **Attestations - <identity name>** page (see Attestations – Identity (page description) on page 1015).
5. (Optional) Click on a tab to display the respective attestation cases.
6. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click **show details**.

c. In the **Attested object** dialog, select an object in the **Object** menu.

   This shows information about the object.

d. (Optional) Click **View current state of the object**

   This opens an overview in shapes of the attestation.

7. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
8. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- Identities (page description) on page 1002
- Identity overview page (page description) on page 1006
- Attestations – Identity (page description) on page 1015

Displaying attestors of my identities' pending attestation cases

You can see identities that still have pending attestation cases from identities that report to you.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <identity name>** page, click on a tab to display the corresponding attestation cases.
6. In the list, click the attestation case that has attestors you want to show.
7. In the details pane, click **Actions** > **Send a reminder mail**.

The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <identity name>** page, click on a tab to display the corresponding attestation cases.
6. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- My responsibilities (page description) on page 1002
- Identities (page description) on page 1002
- Identity overview page (page description) on page 1006
- Attestations – Identity (page description) on page 1015

Approving and denying my identities' attestation cases

You can grant or deny approval to attestation cases of identities for which you are responsible.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity whose attestation cases you want decide approval on.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <identity name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Approve**.
7. On the **Pending attestations - <identity name>** page, perform one of the following actions:

- Click (**Approve**) next to the attestation case you want to approve.
- Click (**Deny**) next to the attestation case you want to deny.

TIP: To grant or deny approval for all the attestation cases displayed, click (**Approve all**) or (**Deny all**).

8. Click **Next**.
9. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:
   - For approved attestation case:
     - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
   - For denied attestation cases:
     - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
   - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

   TIP: By giving reasons, your approvals are more transparent and support the audit trail.

   NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.
10. Click **Save**.
11. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- Identities (page description) on page 1002
- Identity overview page (page description) on page 1006
- Attestations – Identity (page description) on page 1015

Sending reminders about my identities' pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).
- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <identity name>** page, click on a tab to display the corresponding attestation cases.
6. In the list, click the attestation case that has attestors you want to remind.
7. In the details pane, click **Actions** > **Send a reminder mail**.
8. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
9. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
10. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <identity name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Send reminder**.
7. In the **Send a reminder mail** dialog, enter the message for the attestor.
8. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <identity name>** page, click on a tab to display the corresponding attestation cases.
6. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
7. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
8. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155
- My responsibilities (page description) on page 1002
- Identities (page description) on page 1002
- Identity overview page (page description) on page 1006
- Attestations – Identity (page description) on page 1015

Displaying my identities' risk indexes

You can see risk indexes of identities for which you are responsible.

NOTE: For more detailed information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

To display an identity's risk index

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity whose risk index you want to display.
4. On the overview page, click **Risk**.

   This opens the **Risk - <identity's name>** page (see Risk – Identity (page description) on page 1017).
5. (Optional) To show which attributes and assignments contribute to the calculated risk index, click **View risk functions**.

Related topics

- Risk assessment on page 203
- My responsibilities (page description) on page 1002
- Identities (page description) on page 1002
- Identity overview page (page description) on page 1006
- Risk – Identity (page description) on page 1017

My identities' history

The Web Portal gives you the option of displaying the historical data of identities for which you are responsible.

To do this, you have the following options:

Table 28: Historical data

View	Description
Events	This shows you all the events that affect the identity, either on a timeline or in a table (see Displaying my identity history on page 303).
Status overview	This shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between (see Displaying the status overview of my identities on page 304).
Status comparison	You can select a date and display all the changes made from then until now. This also shows you what the value of the property was at the selected point in time and what the value is now (see Comparing statuses of my identities on page 305).

Displaying my identity history

You can see all the events affecting identities that you are responsible for, either on a timeline or in a table.

To display the history

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity whose history you want to display.
4. On the overview page, click **History**.

This opens the **History - <identity name>** page (see History – Identity (page description) on page 1017).

> TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.
>
> To zoom in or out, turn the mouse wheel.

5. (Optional) To filter the timeline of events, click **Filter by** and then one of the following:
   - **User**: Searches for events or actions associated with the identity name given. Identities with entitlements and ownerships create changes, such as adding or removing properties. You can see these actions on the timeline.
   - **Change type**: Only show events on the timeline with the selected change type.
   - **Date**: Only show events on the timeline that took place in the given period.
   - **Properties**: Only show events on the timeline with the selected properties.
   - **Display**: Only show events on the timeline that match the search.
   - **Object**: Only show events on the timeline about the selected object.
6. (Optional) To switch to the table view, click **Switch to table view**.
7. (Optional) To show more details about an event, perform one of the following actions:
   - Click on the event in the timeline.
   - In the table view, click the event and you will see the details in the details pane.

Related topics

- My responsibilities (page description) on page 1002
- Identities (page description) on page 1002
- Identity overview page (page description) on page 1006
- History – Identity (page description) on page 1017

Displaying the status overview of my identities

You can see all the changes effecting identities for which you are responsible. You can also display how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

To display the status overview

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.

3. On the **Identities** page, click the identity whose status overview you want to display.
4. On the overview page, click **History**.

   This opens the **History - <identity's name>** page (see History – Identity (page description) on page 1017).
5. Click the **Status overview** tab.

Related topics

- My responsibilities (page description) on page 1002
- Identities (page description) on page 1002
- Identity overview page (page description) on page 1006
- History – Identity (page description) on page 1017

Comparing statuses of my identities

You can compare the current status of an identity that you are responsible for to its status at another time.

To compare statuses

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity whose status you want to compare.
4. On the overview page, click **History**.
5. On the **History** page, click the **Status comparison** tab.
6. In the date field, select the date and time from which you want to start the comparison.
7. (Optional) To display the properties that have not changed since creation,deselect the box next to **Display changed values only**.

To compare the current status with the status at the time of a specific event

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity whose status you want to compare.
4. On the overview page, click **History**.
5. On the **History** page, perform one of the following actions:
   - On the timeline, click the event and then **Compare**.
   - In the table view, click the event in the list and then in the details pane, click **Compare**.

6. (Optional) To display the properties that have not changed since creation, deselect the check box next to **Display changed values only**.

Related topics

- My responsibilities (page description) on page 1002
- Identities (page description) on page 1002
- Identity overview page (page description) on page 1006
- History – Identity (page description) on page 1017

Creating passcodes for my identities

If identities, for which you are responsible, have forgotten their password for logging into the Web Portal and the passwords cannot be reset with the question and answer feature, you can create passcodes for them. With this passcode, identities can log on to the Password Reset Portal once and for a limited time.

To create a passcode for an identity

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Identities**.
3. On the **Identities** page, click the identity for which you want to create the passcode.
4. On the overview page, click **Passcode**.

   The generated passcode, its validity period, and a URL that the identity uses to login in to thePassword Reset Portal, are displayed in a dialog.
5. Note or copy the code and have it sent to the identity with the validity period.

Related topics

- My responsibilities (page description) on page 1002
- Identities (page description) on page 1002
- Identity overview page (page description) on page 1006

My cost centers

You can perform a variety of actions on cost centers that you manage and gather information about them.

Detailed information about this topic

Displaying my cost centers

You can see all the cost centers for which you are responsible.

To display cost centers

1. On the **My Responsibilities** page, click **Cost centers**.

   This opens the **Cost Centers** page (see Cost centers (page description) on page 1077) and displays all the cost centers for which you are responsible.

- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077

Restoring my deleted cost centers

You can restore deleted cost centers for which you were responsible. For example, a cost center can be deleted if two roles are merged during comparison (see Comparing and merging my cost centers on page 329).

To restore a deleted cost center

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.

3. On the **Cost Centers** page, click **Restore a deleted role**.
4. In the **Restore a deleted role** dialog, in the date field next to **Find roles deleted from**, enter a date and time before the cost center was deleted.
5. Next to the cost center you want to restore, select the check box.
6. Click **Next**.
7. (Optional) To prevent certain actions from being performed, clear the check box next to the corresponding action.
8. Click **Next**.
9. Click **Close**.

To restore a deleted child cost center

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center that was originally parent to the deleted cost center.
4. On the overview page, click **Restore**.
5. In the **Restore a deleted role** dialog, in the date field next to **Find roles deleted from**, enter a date and time before the cost center was deleted.
6. In the list next to the cost center you want to restore, select the check box.
7. Click **Next**.
8. (Optional) To prevent certain actions from being performed, clear the check box next to the corresponding action.
9. Click **Next**.
10. Click **Close**.

Related topics

- Comparing and merging my cost centers on page 329
- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078

Displaying my cost center overviews

You can see all the relevant information about cost centers that you are responsible for in the summarized form of an overview. The information is represented by shapes in a HyperView.

To display a cost center's overview

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center whose overview you want to display.
4. On the overview page, click **Overview**.

   This opens the **Overview - <cost center name>** page (see Overview – Cost center (page description) on page 1080).

Related topics

- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078
- Overview – Cost center (page description) on page 1080

Displaying and editing my cost center main data

You can edit the main data of the cost centers for which you are responsible.

To display and edit a cost center's main data

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost centers whose main data you want to display/edit.
4. On the overview page, click **Main data**.
5. On the **Main data - <cost center>**, make your changes in the respective fields (see Main data – Cost center (page description) on page 1080).
6. Click **Save**.

Related topics

- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078
- Main data – Cost center (page description) on page 1080

My cost center memberships

You can assign identities to cost centers for which you are responsible. You can see these identities, assign further identities to the cost centers and remove identities from the cost centers.

Detailed information about this topic

- Displaying memberships in my cost centers on page 310
- Assigning my identities to cost centers on page 310
- Removing identities from my cost centers on page 311

Displaying memberships in my cost centers

You can see identities that are assigned cost centers for which you are responsible.

To display identities that are assigned a cost center

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center whose memberships you want to display.
4. On the overview page, click **Memberships**.

   This opens the **Memberships - <cost center name>** page (see Memberships – Cost center (page description) on page 1081).

Related topics

- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078
- Memberships – Cost center (page description) on page 1081

Assigning my identities to cost centers

You can assign identities to cost centers for which you are responsible. You do this through requests.

To assign an identity to a cost center

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center you want to assign an identity to.

4. On the overview page, click **Memberships**.
5. On the **Memberships - <cost center name>** page, click **Request memberships**.
6. In the **Request memberships** dialog, in the list, click the identity you want to assign to the cost center.
7. Click **Add to cart**.
8. On the **My Shopping Cart** page, click **Submit**.

   TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

   Once the request has been granted approval, the identity is assigned to the cost center.

Related topics

- Requesting products on page 78
- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078
- Memberships – Cost center (page description) on page 1081
- My shopping cart (page description) on page 861

Removing identities from my cost centers

You can remove identities from cost centers for which you are responsible.

To remove an identity from a cost center

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center you want to remove an identity from.
4. On the overview page, click **Memberships**.
5. On the **Memberships - <cost center name>** page, select the check box next to the cost center that you want to remove.
6. Click **Delete memberships**.

   This cancels the cost center's assignment.

Related topics

- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078
- Memberships – Cost center (page description) on page 1081

My cost center entitlements

Identities can be assigned entitlements to different objects, such as, groups, accounts, roles, or applications. By assigning entitlements to cost centers you avoid having to assign entitlements separately to each identity because all the identities are automatically assigned to the cost centers.

Detailed information about this topic

- Displaying my cost center entitlements on page 312
- Adding my cost center entitlements on page 313
- Deleting my cost center entitlements on page 314

Displaying my cost center entitlements

You can see entitlements that are assigned cost centers for which you are responsible. You can also display the reason why cost centers have certain entitlements (entitlement origin).

To display a cost center's entitlements

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center whose entitlements you want to display.
4. On the overview page, click **Entitlements**.

   This opens the **Entitlements - <cost center name>** page (see Entitlements – Cost center (page description) on page 1082).
5. (Optional) To display more information about the origin of an entitlement, perform the following actions:
   a. In the list, click the entitlement that you want to know more about.
   b. In the details pane, on the **Detective** tab, click ▶ (**Expand**) next to **Analysis for**.

      This displays more information about the entitlement's assignment.

Related topics

- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078
- Entitlements – Cost center (page description) on page 1082

Adding my cost center entitlements

You can add entitlements to cost centers for which you are responsible. You do this through requests.

To assign an entitlement to a cost center

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center to which you want to add an entitlement.
4. On the overview page, click **Entitlements**.
5. On the **Entitlements - <cost center name>** page, click **Add new**.
6. In the **Add a new entitlement** dialog, in the **Entitlement type** menu, select which type of entitlement you want to add.
7. Click **Assign**.
8. In the **Entitlement** dialog, in the list, click the entitlement that you want to add to the business role.
9. In the **Add a new entitlement** dialog, click **Request**.
10. On the **My Shopping Cart** page, click **Submit**.

    TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

    After the request has been granted approval, the entitlement is added to the cost center.

Related topics

- Requesting products on page 78
- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078
- Entitlements – Cost center (page description) on page 1082

Deleting my cost center entitlements

You can delete entitlements that are assigned cost centers for which you are responsible.

To delete an entitlement of a cost center

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center whose entitlements you want to delete.
4. On the overview page, click **Entitlements**.
5. On the **Entitlements - <cost center name>** page, in the list, select the check box in the row of the entitlement you want to delete.
6. Click **Delete**.

Related topics

- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078
- Entitlements – Cost center (page description) on page 1082

My cost center attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying my cost center attestation cases on page 315
- Displaying attestors of my cost center pending attestation cases on page 316
- Approving and denying my cost center attestation cases on page 317
- Sending reminders about my cost centers' pending attestation cases on page 318

Displaying my cost center attestation cases

You can see attestation cases that involve cost centers for which you are responsible. In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center whose attestation cases you want to display.
4. On the overview page, click **Attestation**.

   This opens the **Attestation - <cost center name>** page (see Attestation – Cost center (page description) on page 1084).
5. (Optional) Click on a tab to display the respective attestation cases.
6. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click **show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview in shapes of the attestation.
7. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
8. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **History** tab.

This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078
- Attestation – Cost center (page description) on page 1084

Displaying attestors of my cost center pending attestation cases

You can see identities that still have pending attestation cases from cost centers for which you are responsible.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <cost center name>** page, click on a tab to display the corresponding attestation cases.
6. In the list, click the attestation case that has attestors you want to show.
7. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <cost center name>** page, click on a tab to display the corresponding attestation cases.
6. Click **View approvers for pending cases**.

The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078
- Attestation – Cost center (page description) on page 1084

Approving and denying my cost center attestation cases

You can grant or deny approval to attestation cases of cost centers for which you are responsible.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center whose attestation cases you want to decide approval on.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <cost center name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Approve**.
7. On the **Attestation - <cost center name>** page, perform one of the following actions:
    - Click (**Approve**) next to the attestation case you want to approve.
    - Click (**Deny**) next to the attestation case you want to deny.

    TIP: To grant or deny approval for all the attestation cases displayed, click (**Approve all**) or (**Deny all**).
8. Click **Next**.
9. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:
    - For approved attestation case:
        - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.

    - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
- For denied attestation cases:
    - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
    - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
- To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

TIP: By giving reasons, your approvals are more transparent and support the audit trail.

NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.

10. Click **Save**.
11. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078
- Attestation – Cost center (page description) on page 1084

Sending reminders about my cost centers' pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).

- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost centers whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <cost center name>** page, click on a tab to display the corresponding attestation cases.
6. In the list, click the attestation case that has attestors you want to remind.
7. In the details pane, click **Actions** > **Send a reminder mail**.
8. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
9. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
10. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost centers whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <cost center name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Send reminder**.
7. In the **Send a reminder mail** dialog, enter the message for the attestor.
8. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost centers whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <cost center name>** page, click on a tab to display the corresponding attestation cases.

6. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
7. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
8. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155
- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078
- Attestation – Cost center (page description) on page 1084

Compliance: My cost centers

Companies have different requirements that they need for regulating internal and external identities' access to company resources. On the one hand, rule checks are used for locating rule violations and on the other hand, to prevent them. By using these rules, you can demonstrate compliance with legislated regulations such as the Sarbanes-Oxley Act (SOX). The following demands are made on compliance:

- Compliance rules define what an employee is entitled to do or not do. For example, an identity may not have both entitlements A and B at the same time.
- Company policies are very flexible, and can be defined for any company resources you are managing with Manager. For example, a policy might only allow identities from a certain department to own a certain entitlement.
- Each item that an identity access can be given a risk value. A risk index can be calculated for identities, accounts, organization, roles, and for the groups of resources available for request. You can then use the risk indexes to help prioritize your compliance activities.

Some rules are preventative. For example, a request will not be processed if it violates the rules, unless exception approval is explicitly granted and an approver allows it. Compliance rules (if appropriate) and company policies are run on a regular schedule and violations appear in the identity’s Web Portal to be dealt with there. Company policies can contribute to mitigation control by reducing risk. For example, if risks are posed by identities running processes outside the One Identity Manager solution and causing violations. Reports and dashboards give you further insights into your state of compliance. For more information, see What statistics are available? on page 792.

Detailed information about this topic

- Displaying my cost center rule violations on page 321
- Displaying my cost center policy violations on page 321
- Displaying rule violations of my cost center members on page 322
- Displaying risk indexes and entitlements of my cost center members on page 322

Displaying my cost center rule violations

You can see the rule violations of cost centers for which you are responsible.

To display rule violations

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center whose rule violations you want to display.
4. On the overview page, click **Compliance**.

   This opens the **Compliance - <cost center name>** page (see Compliance – Cost center (page description) on page 1083).

Related topics

- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078
- Compliance – Cost center (page description) on page 1083

Displaying my cost center policy violations

You can see the policy violations of cost centers for which you are responsible.

To display policy violations

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center whose policy violations you want to display.
4. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <cost center name>** page (see Compliance reports – Cost center (page description) on page 1089).
5. In the **View** menu, select **Policy violations**.

Related topics

- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078
- Compliance reports – Cost center (page description) on page 1089

Displaying rule violations of my cost center members

You can see the rule violations of identities that are assigned cost centers for which you are responsible.

To display rule violations of a cost center's members

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center whose rule violations you want to display.
4. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <cost center name>** page (see Compliance reports – Cost center (page description) on page 1089).
5. In the **View** menu, select **Compliance rule violations**.

Related topics

- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078
- Compliance reports – Cost center (page description) on page 1089

Displaying risk indexes and entitlements of my cost center members

For every cost center that you are responsible for, you can see all the identities that have these cost center as primary or secondary assignments. You can also display the number of permissions assigned and the risk index.

To display members of a cost center

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.

3. On the **Cost Centers** page, click the cost center whose members you want to display.
4. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <cost center name>** page (see Compliance reports – Cost center (page description) on page 1089).
5. In the **View** menu, select **Identities: Risk indexes and entitlements**.
6. (Optional) To display more information about an identity, perform the following actions:
   a. In the list, click an identity.
   b. In the dialog, click **Overview**.

Related topics

- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078
- Compliance reports – Cost center (page description) on page 1089

Displaying my cost center risk indexes

You can see risk indexes of cost centers for which you are responsible.

> NOTE: For more detailed information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

To display a cost center's risk index

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center whose risk index you want to display.
4. On the overview page, click **Risk**.

   This opens the **Risk - <cost center name>** page (see Risk – Cost center (page description) on page 1086).
5. (Optional) To show which attributes and assignments contribute to the calculated risk index, click **View risk functions**.

Related topics

- Risk assessment on page 203
- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077

- Cost center overview page (page description) on page 1078
- Risk – Cost center (page description) on page 1086

My cost center history

The Web Portal gives you the option of displaying the historical data of cost centers for which you are responsible.

To do this, you have the following options:

Table 29: Historical data

View	Description
Events	This shows you all the events that affect the cost center, either on a timeline or in a table (see Displaying my cost center history on page 324).
Status overview	This shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between (see Displaying the status overview of my cost centers on page 325).
Status comparison	You can select a date and display all the changes made from then until now. This also shows you what the value of the property was at the selected point in time and what the value is now (see Comparing statuses of my cost centers on page 326).

Displaying my cost center history

You can see all the events affecting cost centers that you are responsible for, either on a timeline or in a table.

To display the history

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center whose history you want to display.
4. On the overview page, click **History**.

   This opens the **History - <cost center name>** page (see History – Cost center (page description) on page 1087).

   > TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

| To zoom in or out, turn the mouse wheel.

5. (Optional) To filter the timeline of events, click **Filter by** and then one of the following:
    - **User**: Searches for events or actions associated with the identity name given. Identities with entitlements and ownerships create changes, such as adding or removing properties. You can see these actions on the timeline.
    - **Change type**: Only show events on the timeline with the selected change type.
    - **Date**: Only show events on the timeline that took place in the given period.
    - **Properties**: Only show events on the timeline with the selected properties.
    - **Display**: Only show events on the timeline that match the search.
    - **Object**: Only show events on the timeline about the selected object.
6. (Optional) To switch to the table view, click **Switch to table view**.
7. (Optional) To show more details about an event, perform one of the following actions:
    - Click on the event in the timeline.
    - In the table view, click the event and you will see the details in the details pane.

Related topics

- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078
- History – Cost center (page description) on page 1087

Displaying the status overview of my cost centers

You can see all the changes effecting cost centers for which you are responsible. You can also display how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

To display the status overview

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center whose status overview you want to display.
4. On the overview page, click **History**.

This opens the **History - <cost center name>** page (see History – Cost center (page description) on page 1087).

5. Click the **Status overview** tab.

Related topics

- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078
- History – Cost center (page description) on page 1087

Comparing statuses of my cost centers

You can compare the current status of a cost center that you are responsible for to its status at another time.

To compare statuses

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center whose status you want to compare.
4. On the overview page, click **History**.
5. On the **History** page, click the **Status comparison** tab.
6. In the date field, select the date and time from which you want to start the comparison.
7. (Optional) To display the properties that have not changed since creation,deselect the box next to **Display changed values only**.

To compare the current status with the status at the time of a specific event

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center whose status you want to compare.
4. On the overview page, click **History**.
5. On the **History** page, perform one of the following actions:
   - On the timeline, click the event and then **Compare**.
   - In the table view, click the event in the list and then in the details pane, click **Compare**.
6. (Optional) To display the properties that have not changed since creation, deselect the check box next to **Display changed values only**.

Related topics

- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078
- History – Cost center (page description) on page 1087

Displaying role memberships of my cost center members

You can display the roles and organizations belonging to identities that are assigned cost centers for which you are responsible. Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of a cost center

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center whose members you want to know more about.
4. On the overview page, click **Usage**.

   This opens the **Usage - <cost center name>** page (see Usage – Cost center (page description) on page 1089).
5. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
6. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
7. (Optional) To see the legend, click **More information**.

Related topics

- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078
- Usage – Cost center (page description) on page 1089

Copying/splitting my cost centers

You can copy or move memberships and entitlements from cost centers you are responsible for to new roles (departments, business roles, cost centers, locations).

Any combination of role types is allowed.

To copy a cost center or move memberships and entitlements

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center you want to copy or whose memberships and entitlements you want to move.
4. On the overview page, click **Split**.
5. In the **Split a role** dialog, in the **Type of the new role** menu, select a type for the new role.
6. Depending on which role type you have selected, enter the corresponding main data of the new role (see Main data – Department (page description) on page 1066, Main data – Business role (page description) on page 1037, Main data – Cost center (page description) on page 1080, or Main data - Location (page description) on page 1092).
7. Click **Next**.
8. Perform the following actions:
    - To neither copy nor move a entitlement/membership to a new role, click **Actions** > **Keep this assignment** next to the corresponding entitlement/membership. Later, the entitlement/membership is only available in the source role.
    - To copy a entitlement/membership to a new role, click **Actions** > **Keep and copy to new role** next to the corresponding entitlement/membership. The entitlement/membership is later included in the source role as well as the target role.
    - To move a entitlement/membership to a new role, click **Actions** > **Move to new role** next to the corresponding entitlement/membership. The entitlement/membership is later removed from the source role and is only included in the target role.
9. Click **Next**.
10. (Optional) Verify the actions to run and deselect the check box in front of any actions that should not be run.
11. Click **Next**.
12. Click **Close**.

Related topics

- My cost center memberships on page 310
- My cost center entitlements on page 312
- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078

Comparing and merging my cost centers

You can compare properties of cost centers that you are responsible for, with the properties of other business roles, departments, cost centers, or locations that you are also responsible for. Then you can take the properties that you want and merge them together.

To compare and merge a cost center

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center you want to compare and merge.
4. On the overview page, click **Compare and merge**.
5. In the **Compare and merge** dialog, in the **Object type** menu, select the business role, department, cost center, or location to compare and merge with your cost center.
6. Click **Assign**.
7. In the **Comparison role** dialog, select the business role/department/cost center/location to compare.

   The assigned memberships and entitlements of both objects are listed with the following information:

   Table 30: Overview of the assignments

Column	Description
Object	Shows you the name of the assigned entitlement/membership that occurs in one of the selected objects being compared.
Type	Type of the entitlement/membership.
<Name of the source object>	Shows you the entitlement/membership's assignment type. The following assignment types are available: • Direct • Inherited

Column	Description
	• Requested • Dynamic
<Name of the compare object>	• Not assigned For more detailed information about assigning company resources, see the *One Identity Manager Identity Management Base Module Administration Guide*.
Comparison	Shows you where the entitlement/membership occurs.

> TIP: To arrange the list of assignments better, use the filters available some of the columns. For more information, see Filtering on page 41..

8. In the **Compare and merge** dialog, click **Merge the selected roles**.
9. (Optional) Verify the actions to run and deselect the check box in front of any actions that should not be run.
10. Click **Next**.
11. Click **Close**.

Related topics

- My cost center memberships on page 310
- My cost center entitlements on page 312
- My responsibilities (page description) on page 1002
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078

Displaying my cost center statistics

You can see statistics of cost centers for which you are responsible.

To display a cost center's statistics

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Cost centers**.
3. On the **Cost Centers** page, click the cost center whose statistics you want to display.
4. On the overview page, click **Statistics**.

   This opens the **Statistics for <cost center name>** dialog and shows the cost center's statistics.
5. (Optional) To obtain more information about a chart, click the chart or its header.

Related topics

- Discovering your statistics on the home page on page 787
- Statistics on page 787
- Cost centers (page description) on page 1077
- Cost center overview page (page description) on page 1078

My multi-request resources

The One Identity Manager distinguishes between single or multiple requestable products. Single request products are, for example, software, system roles, or Active Directory groups. These products cannot be requested if they have already been be requested for the same time period.

Furthermore, an identity may need several of one type of company resources, for example, consumables like pens or printer paper. You can find company resources such as these mapped in One Identity Manager as Multi-request resource or Multi requestable/unsubscribable resources.

Multi-request resources are automatically unsubscribed after the request is granted approval. The resources are not explicitly assigned to identities.

You can perform a variety of actions on the multi-request resources that you manage and gather information about them.

Detailed information about this topic

- Displaying my multi-request resources on page 331
- Displaying my multi-request resources' overviews on page 332
- Displaying and editing my multi-request resources' main data on page 332
- My multi-request resources' attestations on page 333

Displaying my multi-request resources

You can see all the multi-request resources for which you are responsible.

To display multi-request resources

1. On the **My Responsibilities** page, click **Multi-request resources**.

   This opens the **Multi-request Resources** page (see Multi-request resources (page description) on page 1127) and displays all the multi-request resources for which you are responsible.

- My responsibilities (page description) on page 1002
- Multi-request resources (page description) on page 1127

Displaying my multi-request resources' overviews

You can see all the relevant information about multi-request resources that you are responsible for in the summarized form of an overview. The information is represented by shapes in a HyperView.

To display a multi-request resource's overview

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Multi-request resources**.
3. On the **Multi-request Resources** page, click the multi-request resource whose overview you want to display.
4. On the overview page, click **Overview**.

   This opens the **Overview - <multi-request resource name>** page (see Overview – Multi-request resource (page description) on page 1129).

Related topics

- My responsibilities (page description) on page 1002
- Multi-request resources (page description) on page 1127
- Multi-request resource overview page (page description) on page 1128
- Overview – Multi-request resource (page description) on page 1129

Displaying and editing my multi-request resources' main data

You can edit the main data of the multi-request resources for which you are responsible.

To display and edit a multi-request resource's main data

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Multi-request resources**.
3. On the **Multi-request Resources** page, click the multi-request resource whose main data you want to display/edit.
4. On the overview page, click **Main data**.
5. On the **Main data - <multi-request resource name>**, make your changes in the respective fields (see Main data – Multi-request resource (page description) on page 1129).
6. Click **Save**.

Related topics

- My responsibilities (page description) on page 1002
- Multi-request resources (page description) on page 1127
- Multi-request resource overview page (page description) on page 1128
- Main data – Multi-request resource (page description) on page 1129

My multi-request resources' attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying my multi-request resources' attestation cases on page 333
- Displaying attestors of my multi-request resources' pending attestation cases on page 335
- Approving and denying my multi-request resources' attestation cases on page 336
- Sending reminders about my multi-request resources' pending attestation cases on page 337

Displaying my multi-request resources' attestation cases

You can see attestation cases that involve multi-request resources for which you are responsible.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Multi-request resources**.
3. On the **Multi-request Resources** page, click the multi-request resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.

   This opens the **Attestation - <multi-request resource name>** page (see Attestation – Multi-request resource (page description) on page 1130).
5. (Optional) Click on a tab to display the respective attestation cases.
6. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click **show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview in shapes of the attestation.
7. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
8. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- Multi-request resources (page description) on page 1127
- Multi-request resource overview page (page description) on page 1128
- Attestation – Multi-request resource (page description) on page 1130

Displaying attestors of my multi-request resources' pending attestation cases

You can see identities that still have pending attestation cases from multi-request resources for which you are responsible.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Multi-request resources**.
3. On the **Multi-request Resources** page, click the multi-request resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <multi-request resource name>** page, click on a tab to display the corresponding attestation cases.
6. In the list, click the attestation case that has attestors you want to show.
7. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Multi-request resources**.
3. On the **Multi-request Resources** page, click the multi-request resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <multi-request resource name>** page, click on a tab to display the corresponding attestation cases.
6. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- My responsibilities (page description) on page 1002
- Multi-request resources (page description) on page 1127
- Multi-request resource overview page (page description) on page 1128
- Attestation – Multi-request resource (page description) on page 1130

Approving and denying my multi-request resources' attestation cases

You can grant or deny approval to attestation cases of multi-request resources for which you are responsible.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Multi-request resources**.
3. On the **Multi-request Resources** page, click the multi-request resource whose attestation cases you want to decide approval on.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <multi-request resource name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Approve**.
7. On the **Attestation - <multi-request resource name>** page, perform one of the following actions:
   - Click ☑ (**Approve**) next to the attestation case you want to approve.
   - Click ☒ (**Deny**) next to the attestation case you want to deny.

   TIP: To grant or deny approval for all the attestation cases displayed, click (**Approve all**) or (**Deny all**).
8. Click **Next**.
9. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:
   - For approved attestation case:
     - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
   - For denied attestation cases:
     - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
   - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

   TIP: By giving reasons, your approvals are more transparent and support the audit trail.

NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.

10. Click **Save**.
11. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- Multi-request resources (page description) on page 1127
- Multi-request resource overview page (page description) on page 1128
- Attestation – Multi-request resource (page description) on page 1130

Sending reminders about my multi-request resources' pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).
- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Multi-request resources**.
3. On the **Multi-request Resources** page, click the multi-request resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <multi-request resource name>** page, click on a tab to display the corresponding attestation cases.

6. In the list, click the attestation case that has attestors you want to remind.
7. In the details pane, click **Actions** > **Send a reminder mail**.
8. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
9. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
10. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Multi-request resources**.
3. On the **Multi-request Resources** page, click the multi-request resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <multi-request resource name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Send reminder**.
7. In the **Send a reminder mail** dialog, enter the message for the attestor.
8. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Multi-request resources**.
3. On the **Multi-request Resources** page, click the multi-request resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <multi-request resource name>** page, click on a tab to display the corresponding attestation cases.
6. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
7. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
8. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155
- My responsibilities (page description) on page 1002
- Multi-request resources (page description) on page 1127
- Multi-request resource overview page (page description) on page 1128
- Attestation – Multi-request resource (page description) on page 1130

My multi requestable/unsubscribable resources

The One Identity Manager distinguishes between single or multiple requestable products. Single request products are, for example, software, system roles, or Active Directory groups. These products cannot be requested if they have already been be requested for the same time period.

Furthermore, an identity may need several of one type of company resources, for example, consumables like pens or printer paper. You can find company resources such as these mapped in One Identity Manager as Multi-request resource or Multi requestable/unsubscribable resources.

The resources are assigned to identities after approval has been granted and they remain assigned until the request is unsubscribed. An example of multi requestable/unsubscribable resources would be printers or monitors.

You can perform a variety of actions on the multi requestable/unsubscribable resources that you manage and gather information about them.

Detailed information about this topic

- Displaying my multi requestable/unsubscribable resources on page 339
- Displaying my multi requestable/unsubscribable resources' overviews on page 340
- Displaying and editing my multi requestable/unsubscribable resources' main data on page 340
- My multi requestable/unsubscribable resources' memberships on page 341
- My multi requestable/unsubscribable resources' attestations on page 344

Displaying my multi requestable/unsubscribable resources

You can see all the multi requestable/unsubscribable resources for which you are responsible.

To display multi requestable/unsubscribable resources

1. On the **My Responsibilities** page, click **Multi requestable/unsubscribable resources**.

   This opens the **Multi requestable/unsubscribable Resources** page (see Multi requestable/unsubscribable resources (page description) on page 1140) and displays all the multi requestable/unsubscribable resources for which you are responsible.

- My responsibilities (page description) on page 1002
- Multi requestable/unsubscribable resources (page description) on page 1140

Displaying my multi requestable/unsubscribable resources' overviews

You can see all the relevant information about multi requestable/unsubscribable resources that you are responsible for in the summarized form of an overview. The information is represented by shapes in a HyperView.

To display a multi requestable/unsubscribable resource's overview

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Multi requestable/unsubscribable resources**.
3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose overview you want to display.
4. On the overview page, click **Overview**.

   This opens the **Overview - <multi requestable/unsubscribable resource name>** page (see Overview – Multi requestable/unsubscribable resource (page description) on page 1142).

Related topics

- My responsibilities (page description) on page 1002
- Multi requestable/unsubscribable resources (page description) on page 1140
- Multi requestable/unsubscribable resource overview page (page description) on page 1141
- Overview – Multi requestable/unsubscribable resource (page description) on page 1142

Displaying and editing my multi requestable/unsubscribable resources' main data

You can edit the main data of the multi requestable/unsubscribable resources for which you are responsible.

To display and edit a multi requestable/unsubscribable resource's main data

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Multi requestable/unsubscribable resources**.
3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose main data you want to display/edit.
4. On the overview page, click **Main data**.

5. On the **Main data - <multi requestable/unsubscribable resource name>**, make your changes in the respective fields (see Main data – Multi requestable/unsubscribable resource (page description) on page 1143).
6. Click **Save**.

Related topics

- My responsibilities (page description) on page 1002
- Multi requestable/unsubscribable resources (page description) on page 1140
- Multi requestable/unsubscribable resource overview page (page description) on page 1141
- Main data – Multi requestable/unsubscribable resource (page description) on page 1143

My multi requestable/unsubscribable resources' memberships

You can assign identities to multi requestable/unsubscribable resources for which you are responsible. You can see these identities, assign further identities to the multi requestable/unsubscribable resources and remove identities from the multi requestable/unsubscribable resources.

Detailed information about this topic

- Displaying my multi requestable/unsubscribable resources' memberships on page 341
- Assigning identities to my multi requestable/unsubscribable resources on page 342
- Removing identities from my multi requestable/unsubscribable resources on page 343

Displaying my multi requestable/unsubscribable resources' memberships

You can see identities that are assigned multi requestable/unsubscribable resources for which you are responsible.

To display identities that are assigned a multi requestable/unsubscribable resource

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Multi requestable/unsubscribable resources**.

3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose memberships you want to display.
4. On the overview page, click **Memberships**.

   This opens the **Memberships - <multi requestable/unsubscribable resource name>** page (see Memberships – Multi requestable/unsubscribable resource (page description) on page 1144).

Related topics

- My responsibilities (page description) on page 1002
- Multi requestable/unsubscribable resources (page description) on page 1140
- Multi requestable/unsubscribable resource overview page (page description) on page 1141
- Memberships – Multi requestable/unsubscribable resource (page description) on page 1144

Assigning identities to my multi requestable/unsubscribable resources

You can assign identities to multi requestable/unsubscribable resources for which you are responsible. You do this through requests.

To assign an identity to a multi requestable/unsubscribable resource

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Multi requestable/unsubscribable resources**.
3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resources you want to assign an identity to.
4. On the overview page, click **Memberships**.
5. On the **Memberships - <multi requestable/unsubscribable resource name>** page, click **Request memberships**.
6. In the **Request memberships** dialog, in the list, click the identity you want to assign to the multi requestable/unsubscribable resource.
7. Click **Add to cart**.
8. On the **My Shopping Cart** page, click **Submit**.

   > TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

   Once the request has been granted approval, the identity is assigned to the multi requestable/unsubscribable resource.

Related topics

- Requesting products on page 78
- My responsibilities (page description) on page 1002
- Multi requestable/unsubscribable resources (page description) on page 1140
- Multi requestable/unsubscribable resource overview page (page description) on page 1141
- Memberships – Multi requestable/unsubscribable resource (page description) on page 1144
- My shopping cart (page description) on page 861

Removing identities from my multi requestable/unsubscribable resources

You can remove identities from multi requestable/unsubscribable resources for which you are responsible.

To remove an identity from a multi requestable/unsubscribable resource

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Multi requestable/unsubscribable resources**.
3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resources you want to remove an identity from.
4. On the overview page, click **Memberships**.
5. On the **Memberships - <multi requestable/unsubscribable resource name>** page, select the check box next to the multi requestable/unsubscribable resource that you want to remove.
6. Click **Delete memberships**.

   This cancels the multi requestable/unsubscribable resource's assignment.

Related topics

- My responsibilities (page description) on page 1002
- Multi requestable/unsubscribable resources (page description) on page 1140
- Multi requestable/unsubscribable resource overview page (page description) on page 1141
- Memberships – Multi requestable/unsubscribable resource (page description) on page 1144

My multi requestable/unsubscribable resources' attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying my multi requestable/unsubscribable resources' attestation cases on page 344
- Displaying attestors of my multi requestable/unsubscribable resources' pending attestation cases on page 346
- Approving and denying my multi requestable/unsubscribable resources' attestation cases on page 347
- Sending reminders about my multi requestable/unsubscribable resources' pending attestation cases on page 348

Displaying my multi requestable/unsubscribable resources' attestation cases

You can see attestation cases that involve multi requestable/unsubscribable resources for which you are responsible.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Multi requestable/unsubscribable resources**.
3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.

   This opens the **Attestation - <multi requestable/unsubscribable resource name>** page (see Attestation – Multi requestable/unsubscribable resource (page description) on page 1145).
5. (Optional) Click on a tab to display the respective attestation cases.
6. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click **show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview in shapes of the attestation.
7. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
8. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- Multi requestable/unsubscribable resources (page description) on page 1140
- Multi requestable/unsubscribable resource overview page (page description) on page 1141
- Attestation – Multi requestable/unsubscribable resource (page description) on page 1145

Displaying attestors of my multi requestable/unsubscribable resources' pending attestation cases

You can see identities that still have pending attestation cases from multi requestable/unsubscribable resources for which you are responsible.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Multi requestable/unsubscribable resources**.
3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <multi requestable/unsubscribable resource name>** page, click on a tab to display the corresponding attestation cases.
6. In the list, click the attestation case that has attestors you want to show.
7. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Multi requestable/unsubscribable resources**.
3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <multi requestable/unsubscribable resource name>** page, click on a tab to display the corresponding attestation cases.
6. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- My responsibilities (page description) on page 1002
- Multi requestable/unsubscribable resources (page description) on page 1140

- Multi requestable/unsubscribable resource overview page (page description) on page 1141
- Attestation – Multi requestable/unsubscribable resource (page description) on page 1145

Approving and denying my multi requestable/unsubscribable resources' attestation cases

You can grant or deny approval to attestation cases of multi requestable/unsubscribable resources for which you are responsible.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Multi requestable/unsubscribable resources**.
3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose attestation cases you want to decide approval on.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <multi requestable/unsubscribable resource name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Approve**.
7. On the **Attestation - <multi requestable/unsubscribable resource name>** page, perform one of the following actions:
    - Click (**Approve**) next to the attestation case you want to approve.
    - Click (**Deny**) next to the attestation case you want to deny.

    TIP: To grant or deny approval for all the attestation cases displayed, click (**Approve all**) or (**Deny all**).
8. Click **Next**.
9. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:
    - For approved attestation case:
        - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.
        - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
    - For denied attestation cases:

- To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
- To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
- To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

TIP: By giving reasons, your approvals are more transparent and support the audit trail.

NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.

10. Click **Save**.
11. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- Multi requestable/unsubscribable resources (page description) on page 1140
- Multi requestable/unsubscribable resource overview page (page description) on page 1141
- Attestation – Multi requestable/unsubscribable resource (page description) on page 1145

Sending reminders about my multi requestable/unsubscribable resources' pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).

- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Multi requestable/unsubscribable resources**.
3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <multi requestable/unsubscribable resource name>** page, click on a tab to display the corresponding attestation cases.
6. In the list, click the attestation case that has attestors you want to remind.
7. In the details pane, click **Actions** > **Send a reminder mail**.
8. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
9. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
10. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Multi requestable/unsubscribable resources**.
3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <multi requestable/unsubscribable resource name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Send reminder**.
7. In the **Send a reminder mail** dialog, enter the message for the attestor.
8. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Multi requestable/unsubscribable resources**.
3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.

5. (Optional) On the **Attestations – <multi requestable/unsubscribable resource name>** page, click on a tab to display the corresponding attestation cases.
6. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
7. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
8. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155
- My responsibilities (page description) on page 1002
- Multi requestable/unsubscribable resources (page description) on page 1140
- Multi requestable/unsubscribable resource overview page (page description) on page 1141
- Attestation – Multi requestable/unsubscribable resource (page description) on page 1145

My resources

An identity can own resources just once and they can only be requested by them once. After being approved, they remain assigned until they are unsubscribed. You can request them again a later point. For example, a resource could be a telephone or a company car.

You can perform a variety of actions on resources that you manage and gather information about them.

Detailed information about this topic

- Displaying my resources on page 350
- Displaying my resources' overviews on page 351
- Creating your own resources on page 351
- Displaying and editing my resources' main data on page 352
- My resources' memberships on page 352
- My resources' attestations on page 354
- Displaying role memberships of my resources' members on page 360

Displaying my resources

You can see all the resources for which you are responsible.

To display resources

1. On the **My Responsibilities** page, click **Resources**.

   This opens the **Resources** page (see Resources (page description) on page 1115) and displays all the resources for which you are responsible.

- My responsibilities (page description) on page 1002
- Resources (page description) on page 1115

Displaying my resources' overviews

You can see all the relevant information about resources that you are responsible for in the summarized form of an overview. The information is represented by shapes in a HyperView.

To display a resource's overview

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Resources**.
3. On the **Resources** page, click the resource whose overview you want to display.
4. On the overview page, click **Overview**.

   This opens the **Overview - <resource name>** page (see Overview – Resource (page description) on page 1118).

Related topics

- My responsibilities (page description) on page 1002
- Resources (page description) on page 1115
- Resource overview page (page description) on page 1117
- Overview – Resource (page description) on page 1118

Creating your own resources

You can create new resources for which you are responsible.

To create a new resource

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Resources**.
3. On the **Resources** page, click **New resource**.
4. On the **New resource** page, enter the resource's main data in the respective fields (see New resources (page description) on page 1116).
5. Click **Save**.

Related topics

- My responsibilities (page description) on page 1002
- Resources (page description) on page 1115
- New resources (page description) on page 1116

Displaying and editing my resources' main data

You can edit the main data of the resources for which you are responsible.

To display and edit a resource's main data

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Resources**.
3. On the **Resources** page, click the resource whose main data you want to display/edit.
4. On the overview page, click **Main data**.
5. On the **Main data - <resource name>**, make your changes in the respective fields (see Main data – Resource (page description) on page 1118).
6. Click **Save**.

Related topics

- My responsibilities (page description) on page 1002
- Resources (page description) on page 1115
- Resource overview page (page description) on page 1117
- Main data – Resource (page description) on page 1118

My resources' memberships

You can assign identities to resources for which you are responsible. You can see these identities, assign further identities to the resources and remove identities from the resources.

Detailed information about this topic

- Displaying memberships in my resources on page 353
- Assigning identities to my resources on page 353
- Removing identities from my resources on page 354

Displaying memberships in my resources

You can see identities that are assigned resources for which you are responsible.

To display identities that are assigned a resource

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Resources**.
3. On the **Resources** page, click the resource whose memberships you want to display.
4. On the overview page, click **Memberships**.

   This opens the **Memberships - <resource name>** page (see Memberships – Resource (page description) on page 1119).

Related topics

- My responsibilities (page description) on page 1002
- Resources (page description) on page 1115
- Resource overview page (page description) on page 1117
- Memberships – Resource (page description) on page 1119

Assigning identities to my resources

You can assign identities to resources for which you are responsible. You do this through requests.

To assign an identity to a resource

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Resources**.
3. On the **Resources** page, click the resource you want to assign an identity to.
4. On the overview page, click **Memberships**.
5. On the **Memberships - <resource name>** page, click **Request memberships**.
6. In the **Request memberships** dialog, in the list, click the identity you want to assign to the resource.
7. Click **Add to cart**.
8. On the **My Shopping Cart** page, click **Submit**.

   > TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

   Once the request has been granted approval, the identity is assigned to the resource.

Related topics

- Requesting products on page 78
- My responsibilities (page description) on page 1002
- Resources (page description) on page 1115
- Resource overview page (page description) on page 1117
- Memberships – Resource (page description) on page 1119
- My shopping cart (page description) on page 861

Removing identities from my resources

You can remove identities from resources for which you are responsible.

To remove an identity from a resource

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Resources**.
3. On the **Resources** page, click the resource you want to remove an identity from.
4. On the overview page, click **Memberships**.
5. On the **Memberships - <resource name>** page, select the check box next to the resource that you want to remove.
6. Click **Delete memberships**.

   This cancels the resource's assignment.

Related topics

- My responsibilities (page description) on page 1002
- Resources (page description) on page 1115
- Resource overview page (page description) on page 1117
- Memberships – Resource (page description) on page 1119

My resources' attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom.

Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying my resources' attestation cases on page 355
- Displaying attestors of my resources' pending attestation cases on page 356
- Approving and denying my resources' attestation cases on page 357
- Sending reminders about my resources' pending attestation cases on page 359

Displaying my resources' attestation cases

You can see attestation cases that involve resources for which you are responsible.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Resources**.
3. On the **Resources** page, click the resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.

   This opens the **Attestation - <resource name>** page (see Attestation - Resource (page description) on page 1121).
5. (Optional) Click on a tab to display the respective attestation cases.
6. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click **show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview in shapes of the attestation.

7. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
    a. In the list, click the attestation case.
    b. In the details pane, click the **Workflow** tab.
8. (Optional) To show previous attestation cases for the selected object, perform the following actions:
    a. In the list, click the attestation case.
    b. In the details pane, click the **History** tab.

       This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- Resources (page description) on page 1115
- Resource overview page (page description) on page 1117
- Attestation - Resource (page description) on page 1121

Displaying attestors of my resources' pending attestation cases

You can see identities that still have pending attestation cases from resources for which you are responsible.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Resources**.
3. On the **Resources** page, click the resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <resource name>** page, click on a tab to display the corresponding attestation cases.
6. In the list, click the attestation case that has attestors you want to show.
7. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Resources**.
3. On the **Resources** page, click the resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <resource name>** page, click on a tab to display the corresponding attestation cases.
6. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- My responsibilities (page description) on page 1002
- Resources (page description) on page 1115
- Resource overview page (page description) on page 1117
- Attestation - Resource (page description) on page 1121

Approving and denying my resources' attestation cases

You can grant or deny approval to attestation cases of resources for which you are responsible.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Resources**.
3. On the **Resources** page, click the resource whose attestation cases you want to decide approval on.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <resource name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Approve**.
7. On the **Attestation - <resource name>** page, perform one of the following actions:
   - Click ☑ (**Approve**) next to the attestation case you want to approve.
   - Click ☒ (**Deny**) next to the attestation case you want to deny.

TIP: To grant or deny approval for all the attestation cases displayed, click (**Approve all**) or (**Deny all**).

8. Click **Next**.
9. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:
   - For approved attestation case:
     - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
   - For denied attestation cases:
     - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
   - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

   TIP: By giving reasons, your approvals are more transparent and support the audit trail.

   NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.
10. Click **Save**.
11. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- Resources (page description) on page 1115
- Resource overview page (page description) on page 1117
- Attestation - Resource (page description) on page 1121

Sending reminders about my resources' pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).
- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Resources**.
3. On the **Resources** page, click the resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <resource name>** page, click on a tab to display the corresponding attestation cases.
6. In the list, click the attestation case that has attestors you want to remind.
7. In the details pane, click **Actions** > **Send a reminder mail**.
8. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
9. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
10. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Resources**.
3. On the **Resources** page, click the resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <resource name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Send reminder**.
7. In the **Send a reminder mail** dialog, enter the message for the attestor.
8. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Resources**.
3. On the **Resources** page, click the resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <resource name>** page, click on a tab to display the corresponding attestation cases.
6. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
7. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
8. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155
- My responsibilities (page description) on page 1002
- Resources (page description) on page 1115
- Resource overview page (page description) on page 1117
- Attestation - Resource (page description) on page 1121

Displaying role memberships of my resources' members

You can display the roles and organizations belonging to identities that are assigned resources for which you are responsible. Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of a resource

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Resources**.
3. On the **Resources** page, click the resource whose members you want to know more about.
4. On the overview page, click **Usage**.

   This opens the **Usage - <resource name>** page (see Usage – Resource (page description) on page 1122).

5. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
6. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
7. (Optional) To see the legend, click **More information**.

Related topics

- My responsibilities (page description) on page 1002
- Resources (page description) on page 1115
- Resource overview page (page description) on page 1117
- Usage – Resource (page description) on page 1122

My software applications

Software applications can be assigned directly or indirectly to identities. Indirect assignment is carried out by allocating identities and software applications in company structures, like departments, cost centers, locations, or business roles. Examples of software application that can be assigned are: internet, address management, email or text editing software.

You can perform a variety of actions on the software applications that you manage and gather information about them.

Detailed information about this topic

- Displaying my software applications on page 361
- Adding your own software on page 362
- Displaying my software applications' overviews on page 362
- Displaying and editing my software applications' main data on page 363
- My software applications' memberships on page 363
- My software applications' attestations on page 365
- Displaying role memberships of my software applications' members on page 371

Displaying my software applications

You can see all the software applications for which you are responsible.

To display software applications

1. On the **My Responsibilities** page, click **Software**.

   This opens the **Software** page (see Software (page description) on page 1132) and displays all the software applications for which you are responsible.

- My responsibilities (page description) on page 1002
- Software (page description) on page 1132

Adding your own software

You can create new software applications for which you are responsible.

To create a new software application

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Software**.
3. On the **Software** page, click **New software**.
4. On the **New software** page, enter the software's main data in the respective fields (see New software (page description) on page 1133).
5. Click **Save**.

Related topics

- My responsibilities (page description) on page 1002
- Software (page description) on page 1132
- New software (page description) on page 1133

Displaying my software applications' overviews

You can see all the relevant information about software applications that you are responsible for in the summarized form of an overview. The information is represented by shapes in a HyperView.

To display a software application's overview

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Software**.
3. On the **Software** page, click the software application whose overview you want to display.
4. On the overview page, click **Overview**.

   This opens the **Overview - <software application name>** page (see Overview - Software (page description) on page 1135).

Related topics

- My responsibilities (page description) on page 1002
- Software (page description) on page 1132
- Software application overview page (page description) on page 1134
- Overview - Software (page description) on page 1135

Displaying and editing my software applications' main data

You can edit the main data of the software applications for which you are responsible.

To display and edit a software application's main data

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Software**.
3. On the **Software** page, click the software application whose main data you want to display/edit.
4. On the overview page, click **Main data**.
5. On the **Main data - <software application name>**, make your changes in the respective fields (see Main data - Software (page description) on page 1136).
6. Click **Save**.

Related topics

- My responsibilities (page description) on page 1002
- Software (page description) on page 1132
- Software application overview page (page description) on page 1134
- Main data - Software (page description) on page 1136

My software applications' memberships

You can assign identities to software application for which you are responsible. You can see these identities, assign further identities to the software applications and remove identities from the software applications.

Detailed information about this topic

- Displaying memberships in my software applications on page 364
- Assigning identities to my software applications on page 364
- Removing identities from my software applications on page 365

Displaying memberships in my software applications

You can see identities that are assigned software application for which you are responsible.

To display identities that are assigned a software application

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Software**.
3. On the **Software** page, click the software application whose memberships you want to display.
4. On the overview page, click **Memberships**.

   This opens the **Memberships - <software application name>** page (see Memberships – Software (page description) on page 1137).

Related topics

- My responsibilities (page description) on page 1002
- Software (page description) on page 1132
- Software application overview page (page description) on page 1134
- Memberships – Software (page description) on page 1137

Assigning identities to my software applications

You can assign identities to software applications for which you are responsible. You do this through requests.

To assign an identity to a software application

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Software**.
3. On the **Software** page, click the software application you want to assign an identity to.
4. On the overview page, click **Memberships**.
5. On the **Memberships - <software application name>** page, click **Request memberships**.
6. In the **Request memberships** dialog, in the list, click the identity you want to assign to the software application.
7. Click **Add to cart**.
8. On the **My Shopping Cart** page, click **Submit**.

   TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

Once the request has been granted approval, the identity is assigned to the software application.

Related topics

- Requesting products on page 78
- My responsibilities (page description) on page 1002
- Software (page description) on page 1132
- Software application overview page (page description) on page 1134
- Memberships – Software (page description) on page 1137
- My shopping cart (page description) on page 861

Removing identities from my software applications

You can remove identities from software applications for which you are responsible.

To remove an identity from a software application

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Software**.
3. On the **Software** page, click the software application you want to remove an identity from.
4. On the overview page, click **Memberships**.
5. On the **Memberships - <software application name>** page, select the check box next to the software application that you want to remove.
6. Click **Delete memberships**.

   This cancels the software application's assignment.

Related topics

- My responsibilities (page description) on page 1002
- Software (page description) on page 1132
- Software application overview page (page description) on page 1134
- Memberships – Software (page description) on page 1137

My software applications' attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying my software applications' attestation cases on page 366
- Displaying attestors of my software applications' pending attestation cases on page 367
- Approving and denying my software applications' attestation cases on page 368
- Sending reminders about my software applications' pending attestation cases on page 370

Displaying my software applications' attestation cases

You can see attestation cases that involve software application for which you are responsible.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Software**.
3. On the **Software** page, click the software application whose attestation cases you want to display.
4. On the overview page, click **Attestation**.

   This opens the **Attestation - <software application name>** page (see Attestation – Software (page description) on page 1138).
5. (Optional) Click on a tab to display the respective attestation cases.
6. (Optional) To display objects involved in an attestation case in detail, perform the following actions:

a. In the list, click the attestation case.

b. In the details pane, click **show details**.

c. In the **Attested object** dialog, select an object in the **Object** menu.

This shows information about the object.

d. (Optional) Click **View current state of the object**

This opens an overview in shapes of the attestation.

7. (Optional) To display all the identities that can approve the attestation case, perform the following actions:

   a. In the list, click the attestation case.

   b. In the details pane, click the **Workflow** tab.

8. (Optional) To show previous attestation cases for the selected object, perform the following actions:

   a. In the list, click the attestation case.

   b. In the details pane, click the **History** tab.

   This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- Software (page description) on page 1132
- Software application overview page (page description) on page 1134
- Attestation – Software (page description) on page 1138

Displaying attestors of my software applications' pending attestation cases

You can see identities that still have pending attestation cases from software applications for which you are responsible.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Software**.
3. On the **Software** page, click the software application whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <software application name>** page, click on a tab to display the corresponding attestation cases.

6. In the list, click the attestation case that has attestors you want to show.
7. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Software**.
3. On the **Software** page, click the software application whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <software application name>** page, click on a tab to display the corresponding attestation cases.
6. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- My responsibilities (page description) on page 1002
- Software (page description) on page 1132
- Software application overview page (page description) on page 1134
- Attestation – Software (page description) on page 1138

Approving and denying my software applications' attestation cases

You can grant or deny approval to attestation cases of software applications entitlements for which you are responsible.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Software**.
3. On the **Software** page, click the software application whose attestation cases you want to decide approval on.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <software application name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Approve**.

7. On the **Attestation - <software application name>** page, perform one of the following actions:
   - Click ☑ (**Approve**) next to the attestation case you want to approve.
   - Click ☒ (**Deny**) next to the attestation case you want to deny.

   TIP: To grant or deny approval for all the attestation cases displayed, click (**Approve all**) or (**Deny all**).
8. Click **Next**.
9. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:
   - For approved attestation case:
     - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
   - For denied attestation cases:
     - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
   - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

   TIP: By giving reasons, your approvals are more transparent and support the audit trail.

   NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.
10. Click **Save**.
11. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- Software (page description) on page 1132
- Software application overview page (page description) on page 1134
- Attestation – Software (page description) on page 1138

Sending reminders about my software applications' pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).
- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Software**.
3. On the **Software** page, click the software whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <software application name>** page, click on a tab to display the corresponding attestation cases.
6. In the list, click the attestation case that has attestors you want to remind.
7. In the details pane, click **Actions** > **Send a reminder mail**.
8. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
9. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
10. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Software**.
3. On the **Software** page, click the software whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <software application name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Send reminder**.
7. In the **Send a reminder mail** dialog, enter the message for the attestor.
8. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Software**.
3. On the **Software** page, click the software application whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <software application name>** page, click on a tab to display the corresponding attestation cases.
6. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
7. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
8. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155
- My responsibilities (page description) on page 1002
- Software (page description) on page 1132
- Software application overview page (page description) on page 1134
- Attestation – Software (page description) on page 1138

Displaying role memberships of my software applications' members

You can display the roles and organizations belonging to identities that are assigned software applications for which you are responsible. Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of a software application

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Software**.
3. On the **Software** page, click the software application whose members you want to know more about.
4. On the overview page, click **Usage**.

   This opens the **Usage - <software application name>** page (see Usage – Software (page description) on page 1140).

5. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
6. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
7. (Optional) To see the legend, click **More information**.

Related topics

- My responsibilities (page description) on page 1002
- Software (page description) on page 1132
- Software application overview page (page description) on page 1134
- Usage – Software (page description) on page 1140

My locations

You can perform a variety of actions on locations that you manage and gather information about them.

Detailed information about this topic

- Displaying my locations on page 372
- Restoring my deleted locations on page 373
- Displaying my locations' overviews on page 374
- Displaying and editing my locations' main data on page 374
- My locations' memberships on page 375
- My locations' entitlements on page 377
- My locations' attestations on page 379
- Compliance: My locations on page 385
- Displaying my locations' risk indexes on page 388
- My locations' history on page 389
- Displaying role memberships of my locations' members on page 392
- Copying/splitting my locations on page 392
- Comparing and merging my locations on page 394
- Displaying my locations' statistics on page 395

Displaying my locations

You can see all the locations for which you are responsible.

To display locations

1. On the **My Responsibilities** page, click **Locations**.

   This opens the **Locations** page (see Locations (page description) on page 1089) and displays all the locations for which you are responsible.

- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089

Restoring my deleted locations

You can recover deleted locations for which you were responsible. For example, a location can be deleted if two roles are merged during comparison (see Comparing and merging my locations on page 394).

To restore a deleted location

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click **Restore a deleted role**.
4. In the **Restore a deleted role** dialog, in the date field next to **Find roles deleted from**, enter a date and time before the location was deleted.
5. Next to the location you want to restore, select the check box.
6. Click **Next**.
7. (Optional) To prevent certain actions from being performed, clear the check box next to the corresponding action.
8. Click **Next**.
9. Click **Close**.

To restore a deleted child location

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the location that was originally parent to the deleted location.
4. On the overview page, click **Restore**.
5. In the **Restore a deleted role** dialog, in the date field next to **Find roles deleted from**, enter a date and time before the location was deleted.
6. In the list next to the location you want to restore, select the check box.
7. Click **Next**.
8. (Optional) To prevent certain actions from being performed, clear the check box next to the corresponding action.

9. Click **Next**.
10. Click **Close**.

Related topics

- Comparing and merging my locations on page 394
- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090

Displaying my locations' overviews

You can see all the relevant information about locations that you are responsible for in the summarized form of an overview. The information is represented by shapes in a HyperView.

To display a location's overview

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the location whose overview you want to display.
4. On the overview page, click **Overview**.

   This opens the **Overview - <location name>** page (see Overview - Location (page description) on page 1092).

Related topics

- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090
- Overview - Location (page description) on page 1092

Displaying and editing my locations' main data

You can edit the main data of the locations for which you are responsible.

To display and edit a location's main data

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the locations whose main data you want to display/edit.

4. On the overview page, click **Main data**.
5. On the **Main data - <location name>**, make your changes in the respective fields (see Main data - Location (page description) on page 1092).
6. Click **Save**.

Related topics

- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090
- Main data - Location (page description) on page 1092

My locations' memberships

You can assign identities to locations for which you are responsible. You can see these identities, assign further identities to the locations and remove identities from the locations.

Detailed information about this topic

- Displaying memberships in my locations on page 375
- Assigning identities to my locations on page 376
- Removing identities from my locations on page 376

Displaying memberships in my locations

You can see identities that are assigned locations for which you are responsible.

To display identities that are assigned a location

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the location whose memberships you want to display.
4. On the overview page, click **Memberships**.

   This opens the **Memberships - <location name>** page (see Memberships – Location (page description) on page 1093).

Related topics

- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089

- Location overview page (page description) on page 1090
- Memberships – Location (page description) on page 1093

Assigning identities to my locations

You can assign identities to locations for which you are responsible. You do this through requests.

To assign an identity to an application role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the location you want to assign an identity to.
4. On the overview page, click **Memberships**.
5. On the **Memberships - <location name>** page, click **Request memberships**.
6. In the **Request memberships** dialog, in the list, click the identity you want to assign to the location.
7. Click **Add to cart**.
8. On the **My Shopping Cart** page, click **Submit**.

   TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

   Once the request has been granted approval, the identity is assigned to the location.

Related topics

- Requesting products on page 78
- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090
- Memberships – Location (page description) on page 1093
- My shopping cart (page description) on page 861

Removing identities from my locations

You can remove identities from locations for which you are responsible.

To remove an identity from a location

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.

3. On the **Locations** page, click the location you want to remove an identity from.
4. On the overview page, click **Memberships**.
5. On the **Memberships - <location name>** page, select the check box next to the location that you want to remove.
6. Click **Delete memberships**.

   This cancels the location's assignment.

Related topics

- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090
- Memberships – Location (page description) on page 1093

My locations' entitlements

Identities can be assigned entitlements to different objects, such as, groups, accounts, roles, or applications. By assigning entitlements to locations you avoid having to assign entitlements separately to each identity because all the identities are automatically assigned to the locations.

Detailed information about this topic

- Displaying my locations' entitlements on page 377
- Adding my locations' entitlements on page 378
- Deleting my locations' entitlements on page 379

Displaying my locations' entitlements

You can see entitlements that are assigned locations for which you are responsible. You can also display the reason why locations have certain entitlements (entitlement origin).

To display a location's entitlements

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the location whose entitlements you want to display.
4. On the overview page, click **Entitlements**.

   This opens the **Entitlements - <location name>** page (see Entitlements – Location (page description) on page 1094).

5. (Optional) To display more information about the origin of an entitlement, perform the following actions:
   a. In the list, click the entitlement that you want to know more about.
   b. In the details pane, on the **Detective** tab, click ▶ (**Expand**) next to **Analysis for**.

      This displays more information about the entitlement's assignment.

Related topics

- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090
- Entitlements – Location (page description) on page 1094

Adding my locations' entitlements

You can add entitlements to locations for which you are responsible. You do this through requests.

To assign an entitlement to a location

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the location to which you want to add an entitlement.
4. On the overview page, click **Entitlements**.
5. On the **Entitlements - <location name>** page, click **Add new**.
6. In the **Add a new entitlement** dialog, in the **Entitlement type** menu, select which type of entitlement you want to add.
7. Click **Assign**.
8. In the **Entitlement** dialog, in the list, click the entitlement that you want to add to the business role.
9. In the **Add a new entitlement** dialog, click **Request**.
10. On the **My Shopping Cart** page, click **Submit**.

    TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

    After the request has been granted approval, the entitlement is added to the location.

Related topics

- Requesting products on page 78
- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090
- Entitlements – Location (page description) on page 1094

Deleting my locations' entitlements

You can delete entitlements that are assigned locations for which you are responsible.

To delete an entitlement of a location

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the location whose entitlements you want to delete.
4. On the overview page, click **Entitlements**.
5. On the **Entitlements - <location name>** page, in the list, select the check box in the row of the entitlement you want to delete.
6. Click **Delete**.

Related topics

- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090
- Entitlements – Location (page description) on page 1094

My locations' attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor

responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying my locations' attestation cases on page 380
- Displaying attestors of my locations' pending attestation cases on page 381
- Approving and denying my locations' attestation cases on page 382
- Sending reminders about my locations' pending attestation cases on page 383

Displaying my locations' attestation cases

You can see attestation cases that involve locations for which you are responsible.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the location whose attestation cases you want to display.
4. On the overview page, click **Attestation**.

   This opens the **Attestation - <location name>** page (see Attestation – Location (page description) on page 1096).
5. (Optional) Click on a tab to display the respective attestation cases.
6. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click **show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview in shapes of the attestation.
7. (Optional) To display all the identities that can approve the attestation case, perform the following actions:

a. In the list, click the attestation case.
b. In the details pane, click the **Workflow** tab.

8. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090
- Attestation – Location (page description) on page 1096

Displaying attestors of my locations' pending attestation cases

You can see identities that still have pending attestation cases from locations for which you are responsible.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the location whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <location name>** page, click on a tab to display the corresponding attestation cases.
6. In the list, click the attestation case that has attestors you want to show.
7. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.

3. On the **Locations** page, click the location whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <location name>** page, click on a tab to display the corresponding attestation cases.
6. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090
- Attestation – Location (page description) on page 1096

Approving and denying my locations' attestation cases

You can grant or deny approval to attestation cases of locations for which you are responsible.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the location whose attestation cases you want to decide approval on.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <location name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Approve**.
7. On the **Attestation - <location name>** page, perform one of the following actions:
   - Click (**Approve**) next to the attestation case you want to approve.
   - Click (**Deny**) next to the attestation case you want to deny.

   TIP: To grant or deny approval for all the attestation cases displayed, click (**Approve all**) or (**Deny all**).
8. Click **Next**.

9. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:
   - For approved attestation case:
     - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
   - For denied attestation cases:
     - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
   - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

   TIP: By giving reasons, your approvals are more transparent and support the audit trail.

   NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.
10. Click **Save**.
11. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090
- Attestation – Location (page description) on page 1096

Sending reminders about my locations' pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).
- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the locations whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <location name>** page, click on a tab to display the corresponding attestation cases.
6. In the list, click the attestation case that has attestors you want to remind.
7. In the details pane, click **Actions** > **Send a reminder mail**.
8. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
9. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
10. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the locations whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <location name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Send reminder**.
7. In the **Send a reminder mail** dialog, enter the message for the attestor.
8. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the locations whose attestation cases you want to display.

4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <location name>** page, click on a tab to display the corresponding attestation cases.
6. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
7. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
8. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155
- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090
- Attestation – Location (page description) on page 1096

Compliance: My locations

Companies have different requirements that they need for regulating internal and external identities' access to company resources. On the one hand, rule checks are used for locating rule violations and on the other hand, to prevent them. By using these rules, you can demonstrate compliance with legislated regulations such as the Sarbanes-Oxley Act (SOX). The following demands are made on compliance:

- Compliance rules define what an employee is entitled to do or not do. For example, an identity may not have both entitlements A and B at the same time.
- Company policies are very flexible, and can be defined for any company resources you are managing with Manager. For example, a policy might only allow identities from a certain department to own a certain entitlement.
- Each item that an identity access can be given a risk value. A risk index can be calculated for identities, accounts, organization, roles, and for the groups of resources available for request. You can then use the risk indexes to help prioritize your compliance activities.

Some rules are preventative. For example, a request will not be processed if it violates the rules, unless exception approval is explicitly granted and an approver allows it. Compliance rules (if appropriate) and company policies are run on a regular schedule and violations appear in the identity’s Web Portal to be dealt with there. Company policies can contribute to mitigation control by reducing risk. For example, if risks are posed by identities running processes outside the One Identity Manager solution and causing violations. Reports and dashboards give you further insights into your state of compliance. For more information, see What statistics are available? on page 792.

Detailed information about this topic

- Displaying my locations' rule violations on page 386
- Displaying my locations' policy violations on page 386
- Displaying rule violations of my locations' members on page 387
- Displaying risk indexes and entitlements of my locations' members on page 387

Displaying my locations' rule violations

You can see the rule violations of locations for which you are responsible.

To display rule violations

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the location whose rule violations you want to display.
4. On the overview page, click **Compliance**.

   This opens the **Compliance - <location name>** page (see Compliance – Location (page description) on page 1095).

Related topics

- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090
- Compliance – Location (page description) on page 1095

Displaying my locations' policy violations

You can see the policy violations of locations for which you are responsible.

To display policy violations

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the location whose policy violations you want to display.
4. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <location name>** page (see Compliance reports - Location (page description) on page 1101).
5. In the **View** menu, select **Policy violations**.

Related topics

- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090
- Compliance reports - Location (page description) on page 1101

Displaying rule violations of my locations' members

You can see the rule violations of identities that are assigned locations for which you are responsible.

To display rule violations of a location's members

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the location whose rule violations you want to display.
4. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <location name>** page (see Compliance reports - Location (page description) on page 1101).
5. In the **View** menu, select **Compliance rule violations**.

Related topics

- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090
- Compliance reports - Location (page description) on page 1101

Displaying risk indexes and entitlements of my locations' members

For every location that you are responsible for, you can see all the identities that have these location as primary or secondary assignments. You can also display the number of permissions assigned and the risk index.

To display members of a location

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the location whose members you want to display.
4. On the overview page, click **Compliance reports**.

This opens the **Compliance reports - <location name>** page (see Compliance reports - Location (page description) on page 1101).

5. In the **View** menu, select **Identities: Risk indexes and entitlements**.
6. (Optional) To display more information about an identity, perform the following actions:
   a. In the list, click an identity.
   b. In the dialog, click **Overview**.

Related topics

- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090
- Compliance reports - Location (page description) on page 1101

Displaying my locations' risk indexes

You can see risk indexes of locations for which you are responsible.

NOTE: For more detailed information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

To display a cost center's risk index

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the location whose risk index you want to display.
4. On the overview page, click **Risk**.

   This opens the **Risk - <location name>** page (see Risk – Location (page description) on page 1098).
5. (Optional) To show which attributes and assignments contribute to the calculated risk index, click **View risk functions**.

Related topics

- Risk assessment on page 203
- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090
- Risk – Location (page description) on page 1098

My locations' history

The Web Portal gives you the option of displaying the historical data of locations for which you are responsible.

To do this, you have the following options:

Table 31: Historical data

View	Description
Events	This shows you all the events that affect the location, either on a timeline or in a table (see Displaying my locations' history on page 389).
Status overview	This shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between (see Displaying the status overview of my locations on page 390).
Status comparison	You can select a date and display all the changes made from then until now. This also shows you what the value of the property was at the selected point in time and what the value is now (see Comparing statuses of my locations on page 391).

Displaying my locations' history

You can see all the events affecting locations that you are responsible for, either on a timeline or in a table.

To display the history

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the location whose history you want to display.
4. On the overview page, click **History**.

   This opens the **History - <location name>** page (see History – Location (page description) on page 1099).

   TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

   To zoom in or out, turn the mouse wheel.
5. (Optional) To filter the timeline of events, click **Filter by** and then one of the following:

- **User**: Searches for events or actions associated with the identity name given. Identities with entitlements and ownerships create changes, such as adding or removing properties. You can see these actions on the timeline.
- **Change type**: Only show events on the timeline with the selected change type.
- **Date**: Only show events on the timeline that took place in the given period.
- **Properties**: Only show events on the timeline with the selected properties.
- **Display**: Only show events on the timeline that match the search.
- **Object**: Only show events on the timeline about the selected object.

6. (Optional) To switch to the table view, click **Switch to table view**.
7. (Optional) To show more details about an event, perform one of the following actions:
   - Click on the event in the timeline.
   - In the table view, click the event and you will see the details in the details pane.

Related topics

- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090
- History – Location (page description) on page 1099

Displaying the status overview of my locations

You can display all the changes effecting locations for which you are responsible. You can also display how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

To display the status overview

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the location whose status overview you want to display.
4. On the overview page, click **History**.

   This opens the **History - <location name>** page (see History – Location (page description) on page 1099).
5. Click the **Status overview** tab.

Related topics

- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090
- History – Location (page description) on page 1099

Comparing statuses of my locations

You can compare the current status of a location that you are responsible for to its status at another time.

To compare statuses

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the location whose status you want to compare.
4. On the overview page, click **History**.
5. On the **History** page, click the **Status comparison** tab.
6. In the date field, select the date and time from which you want to start the comparison.
7. (Optional) To display the properties that have not changed since creation,deselect the box next to **Display changed values only**.

To compare the current status with the status at the time of a specific event

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the location whose status you want to compare.
4. On the overview page, click **History**.
5. On the **History** page, perform one of the following actions:
   - On the timeline, click the event and then **Compare**.
   - In the table view, click the event in the list and then in the details pane, click **Compare**.
6. (Optional) To display the properties that have not changed since creation, deselect the check box next to **Display changed values only**.

Related topics

- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089

- Location overview page (page description) on page 1090
- History – Location (page description) on page 1099

Displaying role memberships of my locations' members

You can display the roles and organizations belonging to identities that are assigned locations for which you are responsible. Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of a location

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the location whose members you want to know more about.
4. On the overview page, click **Usage**.

   This opens the **Usage - <location name>** page (see Usage – Location (page description) on page 1101).
5. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
6. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
7. (Optional) To see the legend, click **More information**.

Related topics

- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090
- Usage – Location (page description) on page 1101

Copying/splitting my locations

You can copy or move memberships and entitlements from locations you are responsible for to new roles (departments, business roles, cost centers, locations).

Any combination of role types is allowed.

To copy a location or move memberships and entitlements

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the location you want to copy or whose memberships and entitlements you want to move.
4. On the overview page, click **Split**.
5. In the **Split a role** dialog, in the **Type of the new role** menu, select a type for the new role.
6. Depending on which role type you have selected, enter the corresponding main data of the new role (see Main data – Department (page description) on page 1066, Main data – Business role (page description) on page 1037, Main data – Cost center (page description) on page 1080, or Main data - Location (page description) on page 1092).
7. Click **Next**.
8. Perform the following actions:
    - To neither copy nor move a entitlement/membership to a new role, click **Actions** > **Keep this assignment** next to the corresponding entitlement/membership. Later, the entitlement/membership is only available in the source role.
    - To copy a entitlement/membership to a new role, click **Actions** > **Keep and copy to new role** next to the corresponding entitlement/membership. The entitlement/membership is later included in the source role as well as the target role.
    - To move a entitlement/membership to a new role, click **Actions** > **Move to new role** next to the corresponding entitlement/membership. The entitlement/membership is later removed from the source role and is only included in the target role.
9. Click **Next**.
10. (Optional) Verify the actions to run and deselect the check box in front of any actions that should not be run.
11. Click **Next**.
12. Click **Close**.

Related topics

- My locations' memberships on page 375
- My locations' entitlements on page 377
- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090

Comparing and merging my locations

You can compare properties of locations that you are responsible for, with the properties of other business roles, departments, cost centers, or locations that you are also responsible for. Then you can take the properties that you want and merge them together.

To compare and merge a location

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the location you want to compare and merge.
4. On the overview page, click **Compare and merge**.
5. In the **Compare and merge** dialog, in the **Object type** menu, select the business role, department, cost center, or location to compare and merge with your location.
6. Click **Assign**.
7. In the **Comparison role** dialog, select the business role/department/cost center/location to compare.

   The assigned memberships and entitlements of both objects are listed with the following information:

Table 32: Overview of the assignments

Column	Description
Object	Shows you the name of the assigned entitlement/membership that occurs in one of the selected objects being compared.
Type	Type of the entitlement/membership.
<Name of the source object>	Shows you the entitlement/membership's assignment type. The following assignment types are available: • Direct • Inherited • Requested • Dynamic • Not assigned For more detailed information about assigning company resources, see the *One Identity Manager Identity Management Base Module Administration Guide*.
<Name of the compare object>	
Comparison	Shows you where the entitlement/membership occurs.

TIP: To arrange the list of assignments better, use the filters available some of the columns. For more information, see Filtering on page 41..

8. In the **Compare and merge** dialog, click **Merge the selected roles**.
9. (Optional) Verify the actions to run and deselect the check box in front of any actions that should not be run.
10. Click **Next**.
11. Click **Close**.

Related topics

- My locations' memberships on page 375
- My locations' entitlements on page 377
- My responsibilities (page description) on page 1002
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090

Displaying my locations' statistics

You can see statistics of locations for which you are responsible.

To display a location's statistics

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Locations**.
3. On the **Locations** page, click the location whose statistics you want to display.
4. On the overview page, click **Statistics**.

   This opens the **Statistics for <location name>** dialog and shows the location's statistics.
5. (Optional) To obtain more information about a chart, click the chart or its header.

Related topics

- Discovering your statistics on the home page on page 787
- Statistics on page 787
- Locations (page description) on page 1089
- Location overview page (page description) on page 1090

My system entitlements

System entitlements map the objects that control access to target system resources in the target systems. A user account obtains the required permissions for accessing target system resources through its memberships in system entitlements.

You can carry out various actions on the system entitlements that you manage and obtain information about them.

You could manage the following system entitlements:

- Active Directory groups
- SAP groups
- SharePoint groups
- PAM groups

Detailed information about this topic

- Displaying my system entitlements on page 396
- Displaying my system entitlements' overviews on page 397
- Displaying and editing my system entitlements main data on page 397
- Deleting my Active Directory groups on page 399
- My system entitlements' memberships on page 399
- My system entitlement's child groups on page 403
- My system entitlements' attestations on page 405
- My system entitlements' product owners on page 413
- My system entitlements' history on page 415
- Displaying role memberships of my system entitlements' members on page 418

Displaying my system entitlements

You can see all the system entitlements for which you are responsible.

To display system entitlements

1. On the **My Responsibilities** page, click **System entitlements**.

   This opens the **System Entitlements** page (see System entitlements (page description) on page 1020) and displays all the system entitlements for which you are responsible.

- My responsibilities (page description) on page 1002
- System entitlements (page description) on page 1020

Displaying my system entitlements' overviews

You can see all the relevant information about system entitlements that you are responsible for in the summarized form of an overview. The information is represented by shapes in a HyperView.

To display a system entitlement's overview

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose overview you want to display.
4. On the overview page, click **Overview**.

   This opens the **Overview - <system entitlement name>** page (see Overview – System entitlement (page description) on page 1022).

Related topics

- My responsibilities (page description) on page 1002
- System entitlements (page description) on page 1020
- System entitlement overview page (page description) on page 1020
- Overview – System entitlement (page description) on page 1022

Displaying and editing my system entitlements main data

You can edit the main data of the system entitlements for which you are responsible.

To display and edit a system entitlement's main data

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlements whose main data you want to display/edit.
4. On the overview page, click **Main data**.
5. On the **Main data - <system entitlement name>**, make your changes in the respective fields (see Main data – System entitlement (page description) on page 1023).
6. Click **Save**.

To edit the group scope and group type of an Active Directory group

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the Active Directory that you want to edit.
4. On the overview page, click **Main data**.
5. On the **Main data - <Active Directory group name>**, click **Request modification**.
6. In the **Modify Active Directory group** dialog, make your changes in the respective fields:
    - **Group scope**: Select the scope that specifies the range of the group's usage within the domain or forest. The group's scope specifies where the group is allowed to issue permissions. You can specify one of the following group scopes:
        - **Global group**: Global groups can be used to provide cross-domain authorizations. Members of a global group are only user accounts, computers, and groups belonging to the global group's domain.
        - **Local**: Local groups are used when authorizations are issued within the same domain. Members of a domain local group can be user accounts, computers, or groups in any domain.
        - **Universal**: Universal groups can be used to provide cross-domain authorizations available. Universal group members can be user accounts and groups from all domains in one domain structure.
    - **Group type**: Specify whether this is an Active Directory security group or an Active Directory distribution group.
7. Click **OK**.
8. On the **My Shopping Cart** page, click **Submit**.

    TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

    The Active Directory group changes after the modifications to the Active Directory group have been granted approval.

Related topics

- Requesting products on page 78
- My responsibilities (page description) on page 1002
- System entitlements (page description) on page 1020
- System entitlement overview page (page description) on page 1020
- Main data – System entitlement (page description) on page 1023
- My shopping cart (page description) on page 861

Deleting my Active Directory groups

You cannot directly delete Active Directory groups for which you are responsible. You can request deletion of the Active Directory groups and await approval of the request.

To delete Active Directory groups

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the Active Directory group that you want to delete.
4. On the overview page, click **Main data**.
5. On the **Main data - <Active Directory group name>**, click **Request deletion**.
6. In the dialog, confirm the prompt with **Yes**.
7. On the **My Shopping Cart** page, click **Submit**.

   TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

   The Active Directory group is deleted after it has been granted approval.

Related topics

- Requesting products on page 78
- My responsibilities (page description) on page 1002
- System entitlements (page description) on page 1020
- System entitlement overview page (page description) on page 1020
- Main data – System entitlement (page description) on page 1023
- My shopping cart (page description) on page 861

My system entitlements' memberships

You can assign identities to system entitlements for which you are responsible. You can see these identities, assign further identities to the system entitlements and remove identities from the system entitlements.

You can assign identities to business roles for which you are responsible. You can see these identities, assign further identities to the business roles and remove identities from the business roles.

You can assign identities to system roles for which you are responsible. You can see these identities, assign further identities to the system roles and remove identities from the system roles.

You can assign identities to departments for which you are responsible. You can see these identities, assign further identities to the departments and remove identities from the departments.

You can assign identities to cost centers for which you are responsible. You can see these identities, assign further identities to the cost centers and remove identities from the cost centers.

You can assign identities to locations for which you are responsible. You can see these identities, assign further identities to the locations and remove identities from the locations.

You can assign identities to application roles for which you are responsible. You can see these identities, assign further identities to the application roles and remove identities from the application roles.

You can assign identities to resources for which you are responsible. You can see these identities, assign further identities to the resources and remove identities from the resources.

You can assign identities to multi requestable/unsubscribable resources for which you are responsible. You can see these identities, assign further identities to the multi requestable/unsubscribable resources and remove identities from the multi requestable/unsubscribable resources.

You can assign identities to software application for which you are responsible. You can see these identities, assign further identities to the software applications and remove identities from the software applications.

Detailed information about this topic

- Displaying memberships in my system entitlements on page 401
- Assigning identities to my system entitlements on page 402
- Removing identities from my system entitlements on page 402
- Displaying my business roles' memberships on page 263
- Assigning identities to my business roles on page 264
- Removing identities from my business roles on page 264
- Displaying memberships in my system roles on page 422
- Assigning identities to my system roles on page 422
- Removing identities from my system roles on page 423
- Displaying memberships in my departments on page 217
- Assigning identities to my departments on page 217
- Removing identities from my departments on page 218
- Displaying memberships in my cost centers on page 310
- Assigning my identities to cost centers on page 310
- Removing identities from my cost centers on page 311

- Displaying memberships in my locations on page 375
- Assigning identities to my locations on page 376
- Removing identities from my locations on page 376
- Displaying memberships in my application roles on page 240
- Assigning identities to my application roles on page 241
- Removing identities from my application roles on page 241
- Displaying memberships in my resources on page 353
- Assigning identities to my resources on page 353
- Removing identities from my resources on page 354
- Displaying my multi requestable/unsubscribable resources' memberships on page 341
- Assigning identities to my multi requestable/unsubscribable resources on page 342
- Removing identities from my multi requestable/unsubscribable resources on page 343
- Displaying memberships in my software applications on page 364
- Assigning identities to my software applications on page 364
- Removing identities from my software applications on page 365

Displaying memberships in my system entitlements

You can see identities that are assigned system entitlements for which you are responsible.

To display identities that are assigned a system entitlement

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose memberships you want to display.
4. On the overview page, click **Memberships**.

   This opens the **Memberships - <system entitlement name>** page (see Memberships – System entitlement (page description) on page 1025).

Related topics

- My responsibilities (page description) on page 1002
- System entitlements (page description) on page 1020
- System entitlement overview page (page description) on page 1020
- Memberships – System entitlement (page description) on page 1025

Assigning identities to my system entitlements

You can assign identities to system entitlements for which you are responsible. You do this through requests.

To assign an identity to a system entitlement

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement you want to assign an identity to.
4. On the overview page, click **Memberships**.
5. On the **Memberships - <system entitlement name>** page, click **Request memberships**.
6. In the **Request memberships** dialog, in the list, click the identity you want to assign to the system entitlement.
7. Click **Add to cart**.
8. On the **My Shopping Cart** page, click **Submit**.

   TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

   Once the request has been granted approval, the identity is assigned to the system entitlement.

Related topics

- Requesting products on page 78
- My responsibilities (page description) on page 1002
- System entitlements (page description) on page 1020
- System entitlement overview page (page description) on page 1020
- Memberships – System entitlement (page description) on page 1025
- My shopping cart (page description) on page 861

Removing identities from my system entitlements

You can remove identities from system entitlements for which you are responsible.

To remove an identity from a system entitlement

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.

3. On the **System Entitlements** page, click the system entitlement you want to remove an identity from.
4. On the overview page, click **Memberships**.
5. On the **Memberships - <system entitlement name>** page, select the check box next to the system entitlements that you want to remove.
6. Click **Delete memberships**.

   This cancels the system entitlement's assignment.

Related topics

- My responsibilities (page description) on page 1002
- System entitlements (page description) on page 1020
- System entitlement overview page (page description) on page 1020
- Memberships – System entitlement (page description) on page 1025

My system entitlement's child groups

You can order more groups under certain group types or order these under other groups:

- Active Directory groups
- LDAP groups
- Notes groups
- Custom target systems groups

Detailed information about this topic

- Display my system entitlements' child groups on page 403
- Assigning child groups to my system entitlements on page 404
- To remove child groups from my system entitlements on page 404

Display my system entitlements' child groups

You can see all groups that are child groups of the system entitlements for which you are responsible.

To display the child groups of a system entitlement

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose child groups you want to display.

4. On the overview page, click **Child groups**.

   This opens the **Child groups - <system entitlement name>** page (see Child groups – System entitlement (page description) on page 1026).

Related topics

- My responsibilities (page description) on page 1002
- System entitlements (page description) on page 1020
- System entitlement overview page (page description) on page 1020
- Child groups – System entitlement (page description) on page 1026

Assigning child groups to my system entitlements

You can assign child groups to system entitlements for which you are responsible.

To assign a child group to a system entitlement

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement you want to assign a child group to.
4. On the overview page, click **Child groups**.
5. On the **Child groups - <system entitlement name>**, click **New child group**.
6. In the **Add members group** dialog, click **Assign**.
7. In the **Child group** dialog, in the list, click the group you want to add to the system entitlement.
8. In the **Add members group** dialog, click **Save**.

Related topics

- My responsibilities (page description) on page 1002
- System entitlements (page description) on page 1020
- System entitlement overview page (page description) on page 1020
- Child groups – System entitlement (page description) on page 1026

To remove child groups from my system entitlements

You can remove the child groups of the system entitlements for which you are responsible.

To remove a child group from a system entitlement

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose child groups you want to remove.
4. On the overview page, click **Child groups**.
5. On the **Child groups - <system entitlement name>** page, in the list, select the check box in the row of the child group that you want to remove.
6. Click **Remove selected**.

Related topics

- My responsibilities (page description) on page 1002
- System entitlements (page description) on page 1020
- System entitlement overview page (page description) on page 1020
- Child groups – System entitlement (page description) on page 1026

My system entitlements' attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying my system entitlements' attestation cases on page 406
- Displaying attestors of my system entitlements' pending attestation cases on page 407
- Approving and denying my system entitlements' attestation cases on page 408
- Sending reminders about my system entitlements' pending attestation cases on page 409
- My system entitlements' attestors on page 411

Displaying my system entitlements' attestation cases

You can see attestation cases that involve system entitlements for which you are responsible.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose attestation cases you want to display.
4. On the overview page, click **Attestation**.

   This opens the **Attestation - <system entitlement name>** page (see Attestation – System entitlement (page description) on page 1026).
5. (Optional) Click on a tab to display the respective attestation cases.
6. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click **show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview in shapes of the attestation.
7. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
8. (Optional) To show previous attestation cases for the selected object, perform the following actions:

a. In the list, click the attestation case.

b. In the details pane, click the **History** tab.

This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- System entitlements (page description) on page 1020
- System entitlement overview page (page description) on page 1020
- Attestation – System entitlement (page description) on page 1026

Displaying attestors of my system entitlements' pending attestation cases

You can see identities that still have pending attestation cases from system entitlements for which you are responsible.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <system entitlement name>** page, click on a tab to display the corresponding attestation cases
6. In the list, click the attestation case that has attestors you want to show.
7. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose attestation cases you want to display.
4. On the overview page, click **Attestation**.

5. (Optional) On the **Attestations – <system entitlement name>** page, click on a tab to display the corresponding attestation cases
6. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- My responsibilities (page description) on page 1002
- System entitlements (page description) on page 1020
- System entitlement overview page (page description) on page 1020
- Attestation – System entitlement (page description) on page 1026

Approving and denying my system entitlements' attestation cases

You can grant or deny approval to attestation cases of system entitlements for which you are responsible.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose attestation cases you want to decide approval on.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <system entitlement name>** page, click on a tab to display the corresponding attestation cases
6. Click **Approve**.
7. On the **Pending Attestations - <system entitlement name>** page, perform one of the following actions:
   - Click (**Approve**) next to the attestation case you want to approve.
   - Click (**Deny**) next to the attestation case you want to deny.

   TIP: To grant or deny approval for all the attestation cases displayed, click (**Approve all**) or (**Deny all**).
8. Click **Next**.
9. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:

- For approved attestation case:
  - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.
  - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
- For denied attestation cases:
  - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
  - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
- To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

> TIP: By giving reasons, your approvals are more transparent and support the audit trail.

> NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.

10. Click **Save**.
11. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- System entitlements (page description) on page 1020
- System entitlement overview page (page description) on page 1020
- Attestation – System entitlement (page description) on page 1026

Sending reminders about my system entitlements' pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).
- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <system entitlement name>** page, click on a tab to display the corresponding attestation cases.
6. In the list, click the attestation case that has attestors you want to remind.
7. In the details pane, click **Actions** > **Send a reminder mail**.
8. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
9. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
10. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <system entitlement name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Send reminder**.
7. In the **Send a reminder mail** dialog, enter the message for the attestor.
8. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose attestation cases you want to display.

4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <system entitlement name>** page, click on a tab to display the corresponding attestation cases.
6. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
7. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
8. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155
- My responsibilities (page description) on page 1002
- System entitlements (page description) on page 1020
- System entitlement overview page (page description) on page 1020
- Attestation – System entitlement (page description) on page 1026

My system entitlements' attestors

Identities that can approve attestation cases of system entitlements are assigned as attestors through application roles.

Detailed information about this topic

- Displaying my system entitlements' attestors on page 411
- Specifying attestors for my system entitlements on page 412

Displaying my system entitlements' attestors

You can display which identities can attest system entitlements for which you are responsible.

To display attestors of a system entitlement

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose attestor you want to display.
4. On the overview page, click **Attestors**.

   This opens the **Attestors - <system entitlement name>** page (see Attestors – System entitlement (page description) on page 1028). In the details pane, under **Assigned**, all the identities to which the assigned application role is assigned are displayed. These identities can approve system entitlement attestation cases.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- System entitlements (page description) on page 1020
- System entitlement overview page (page description) on page 1020
- Attestors – System entitlement (page description) on page 1028

Specifying attestors for my system entitlements

You can specify identities that can approve the attestation cases of system entitlements for which you are responsible.

To specify attestors for a system entitlement

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose attestor you want to specify.
4. On the overview page, click **Attestors**.
5. On the **Attestors - <system entitlement name>** page, perform one of the following actions:
    a. Next to **Attestor**, click **Assign**/**Change**.
    b. In the **Attestors** dialog, click an application role in the list whose members can approve the system entitlement's attestation cases.
6. (Optional) To assign additional identities to the application role so that those identities can approve the system entitlement attestation case, click the appropriate identities in the list.
7. Click **Save**.

To create a new attestor role for a system entitlement and assign it.

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose attestor you want to specify.
4. On the overview page, click **Attestors**.
5. On the **Attestors - <system entitlement name>** page, click **Add new**.
6. In the **Create new attestor application role** dialog, enter additional information about the new application role:
    - **Application role**: Enter a name for the new application role.
    - **Description**: (Optional) Enter a description for the new application role.

7. Click **Save**.
8. On the **Attestors - <name of system entitlement>** page, in the list, click the identities that can approve the system entitlement's attestation cases. This assigns the identities to the application role.
9. Click **Save**.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- System entitlements (page description) on page 1020
- System entitlement overview page (page description) on page 1020
- Attestors – System entitlement (page description) on page 1028

My system entitlements' product owners

Identities responsible for system entitlements are assigned as owners through application roles.

Detailed information about this topic

- Displaying my system entitlements' product owners on page 413
- Specifying product owners for my system entitlements on page 414

Displaying my system entitlements' product owners

You can display identities that are responsible for system entitlements for which you are also responsible.

To display the owners of a system entitlement

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose owners you want to display.
4. On the overview page click **Owners**.

   This opens the **Owners - <system entitlement name>** page (see Owners – System entitlement (page description) on page 1029). In the details pane, under **Assigned**, all the identities to which the assigned application role is assigned are displayed. These identities are responsible for the system entitlement.

Related topics

- My responsibilities (page description) on page 1002
- System entitlements (page description) on page 1020
- System entitlement overview page (page description) on page 1020
- Owners – System entitlement (page description) on page 1029

Specifying product owners for my system entitlements

You can specify which identities are responsible for system entitlements for which you are also responsible.

You can specify which identities are responsible for system entitlements.

To specify owners for a system entitlement

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose product owner you want to specify.
4. On the overview page click **Owners**.
5. On the **Owners - <system entitlement name>** page, perform one of the following actions:
    a. Next to **Product owner**, click **Assign/Change**.
    b. In the **Product owner** dialog, in the list, click an application role whose members are responsible for the system entitlement.
6. (Optional) To assign the application role to additional identities so that those identities are responsible for system entitlement, click the appropriate identities in the list.
7. Click **Save**.

To create and assign a new owner role for a system entitlement

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose owners you want to specify.
4. On the overview page click **Owners**.
5. On the **Owners - <system entitlement name>** page, click **Add new**.
6. In the **Create new owner role** dialog, enter additional information about the new application role:

- **Application role**: Enter a name for the new application role.
- **Description**: (Optional) Enter a description for the new application role.

7. Click **Save**.
8. On the **Owners - <system entitlement name>** page, in the list, click the identities that will be responsible for the system entitlement. This assigns the identities to the application role.
9. Click **Save**.

To create and assign a new owner role with the same members as the currently selected owner role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose owners you want to specify.
4. On the overview page click **Owners**.
5. On the **Owners - <system entitlement name>** page, click **Move ownership**.
6. In the **Move ownership to new owner role** dialog, select the check box next to **Move all owners**.
7. Click **Save**.

Related topics

- My responsibilities (page description) on page 1002
- System entitlements (page description) on page 1020
- System entitlement overview page (page description) on page 1020
- Owners – System entitlement (page description) on page 1029

My system entitlements' history

The Web Portal gives you the option of displaying the historical data of system entitlements for which you are responsible.

To do this, you have the following options:

Table 33: Historical data

View	Description
Events	This shows you all the events that affect the system entitlement, either on a timeline or in a table (see Displaying my system entitlements' history on page 416).

View	Description
Status overview	This shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between (see Displaying the status my system entitlements' overview on page 417).
Status comparison	You can select a date and display all the changes made from then until now. This also shows you what the value of the property was at the selected point in time and what the value is now (see Comparing statuses of my system entitlements on page 417).

Displaying my system entitlements' history

You can see all the events affecting system entitlements that you are responsible for, either on a timeline or in a table.

To display the history

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose history you want to display.
4. On the overview page, click **History**.

   This opens the **History - <system entitlement name>** page (see History – System entitlement (page description) on page 1030).

   TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

   To zoom in or out, turn the mouse wheel.
5. (Optional) To filter the timeline of events, click **Filter by** and then one of the following:
   - **User**: Searches for events or actions associated with the identity name given. Identities with entitlements and ownerships create changes, such as adding or removing properties. You can see these actions on the timeline.
   - **Change type**: Only show events on the timeline with the selected change type.
   - **Date**: Only show events on the timeline that took place in the given period.
   - **Properties**: Only show events on the timeline with the selected properties.
   - **Display**: Only show events on the timeline that match the search.
   - **Object**: Only show events on the timeline about the selected object.
6. (Optional) To switch to the table view, click **Switch to table view**.

7. (Optional) To show more details about an event, perform one of the following actions:
    - Click on the event in the timeline.
    - In the table view, click the event and you will see the details in the details pane.

Related topics

- My responsibilities (page description) on page 1002
- System entitlements (page description) on page 1020
- System entitlement overview page (page description) on page 1020
- History – System entitlement (page description) on page 1030

Displaying the status my system entitlements' overview

You can see all the changes effecting system entitlements for which you are responsible. You can also display how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

To display the status overview

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose status overview you want to display.
4. On the overview page, click **History**.

    This opens the **History - <system entitlement name>** page (see History – System entitlement (page description) on page 1030).
5. Click the **Status overview** tab.

Related topics

- My responsibilities (page description) on page 1002
- System entitlements (page description) on page 1020
- System entitlement overview page (page description) on page 1020
- History – System entitlement (page description) on page 1030

Comparing statuses of my system entitlements

You can compare the current status of a system entitlement that you are responsible for to its status at another time.

To compare statuses

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose status you want to compare.
4. On the overview page, click **History**.
5. On the **History** page, click the **Status comparison** tab.
6. In the date field, select the date and time from which you want to start the comparison.
7. (Optional) To display the properties that have not changed since creation,deselect the box next to **Display changed values only**.

To compare the current status with the status at the time of a specific event

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose status you want to compare.
4. On the overview page, click **History**.
5. On the **History** page, perform one of the following actions:
   - On the timeline, click the event and then **Compare**.
   - In the table view, click the event in the list and then in the details pane, click **Compare**.
6. (Optional) To display the properties that have not changed since creation, deselect the check box next to **Display changed values only**.

Related topics

- My responsibilities (page description) on page 1002
- System entitlements (page description) on page 1020
- System entitlement overview page (page description) on page 1020
- History – System entitlement (page description) on page 1030

Displaying role memberships of my system entitlements' members

You can display the roles and organizations belonging to identities that are assigned system entitlements for which you are responsible. Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of a system entitlement

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose members you want to know more about.
4. On the overview page, click **Usage**.

   This opens the **Usage - <system entitlement name>** page (see Usage – System entitlement (page description) on page 1032).
5. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
6. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
7. (Optional) To see the legend, click **More information**.

Related topics

- My responsibilities (page description) on page 1002
- System entitlements (page description) on page 1020
- System entitlement overview page (page description) on page 1020
- Usage – System entitlement (page description) on page 1032

My system roles

System roles combine company resources that must always be assigned to identities together into a single package. Different types of company resources can be grouped into one system role, such as Active Directory groups, software, and resources. System roles can be assigned to user accounts, requested, or inherited through hierarchical roles. Employees and workdesks inherit company resources assigned to the system roles.

You can perform a variety of actions regarding system roles that you manage and gather information about them.

Detailed information about this topic

- Displaying my system roles on page 420
- Creating your own system roles on page 420
- Displaying my system roles' overviews on page 421
- Displaying and editing my system roles' main data on page 421
- My system roles' memberships on page 422
- My system roles' entitlements on page 424

- Compliance: My system roles on page 426
- My system roles' attestations on page 429
- Displaying my system roles' risk indexes on page 435
- My system roles' history on page 436
- Displaying role memberships of my system roles' members on page 439

Displaying my system roles

You can see all the system roles for which you are responsible.

To display system roles

1. On the **My Responsibilities** page, click **System Roles**.

   This opens the **System Roles** page (see System roles (page description) on page 1048) and displays all the system roles for which you are responsible.

- My responsibilities (page description) on page 1002
- System roles (page description) on page 1048

Creating your own system roles

You can create new system roles for which you are responsible.

To create a new system role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System roles** page, click **New system role**.
4. On the **New system role** page, enter the system role's main data in the respective fields (see New system role (page description) on page 1049).
5. Click **Save**.

Related topics

- My responsibilities (page description) on page 1002
- System roles (page description) on page 1048
- New system role (page description) on page 1049

Displaying my system roles' overviews

You can see all the relevant information about system roles that you are responsible for in the summarized form of an overview. The information is represented by shapes in a HyperView.

To display a system role's overview

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose overview you want to display.
4. On the overview page, click **Overview**.

   This opens the **Overview - <system role name>** page (see Overview – System role (page description) on page 1052).

Related topics

- My responsibilities (page description) on page 1002
- System roles (page description) on page 1048
- System role overview page (page description) on page 1050
- Overview – System role (page description) on page 1052

Displaying and editing my system roles' main data

You can edit the main data of the system roles for which you are responsible.

To display and edit a system role's main data

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose main data you want to display.
4. On the overview page, click **Main data**.
5. On the **Main data - <system role name>**, make your changes in the respective fields (see Main data – System role (page description) on page 1052).
6. Click **Save**.

Related topics

- My responsibilities (page description) on page 1002
- System roles (page description) on page 1048

- System role overview page (page description) on page 1050
- Main data – System role (page description) on page 1052

My system roles' memberships

You can assign identities to system roles for which you are responsible. You can see these identities, assign further identities to the system roles and remove identities from the system roles.

Detailed information about this topic

- Displaying memberships in my system roles on page 422
- Assigning identities to my system roles on page 422
- Removing identities from my system roles on page 423

Displaying memberships in my system roles

You can see identities that are assigned system roles for which you are responsible.

To display identities that are assigned a system role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose memberships you want to display.
4. On the overview page, click **Memberships**.

   This opens the **Memberships - <system role name>** page (see Memberships – System role (page description) on page 1055).

Related topics

- My responsibilities (page description) on page 1002
- System roles (page description) on page 1048
- System role overview page (page description) on page 1050
- Memberships – System role (page description) on page 1055

Assigning identities to my system roles

You can assign identities to system roles for which you are responsible. You do this through requests.

To assign an identity to a system role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role you want to assign an identity to.
4. On the overview page, click **Memberships**.
5. On the **Memberships - <system role name>** page, click **Request memberships**.
6. In the **Request memberships** dialog, in the list, click the identity you want to assign to the system role.
7. Click **Add to cart**.
8. On the **My Shopping Cart** page, click **Submit**.

   TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

   Once the request has been granted approval, the identity is assigned to the system role.

Related topics

- Requesting products on page 78
- My responsibilities on page 211
- System roles (page description) on page 1048
- System role overview page (page description) on page 1050
- Memberships – System role (page description) on page 1055
- My shopping cart (page description) on page 861

Removing identities from my system roles

You can remove identities from system roles for which you are responsible.

To remove an identity from a system role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role you want to remove an identity from.
4. On the overview page, click **Memberships**.
5. On the **Memberships - <system role name>** page, select the check box next to the system role that you want to remove.

6. Click **Delete memberships**.

   This cancels the system role's assignment.

Related topics

- My responsibilities (page description) on page 1002
- System roles (page description) on page 1048
- System role overview page (page description) on page 1050
- Memberships – System role (page description) on page 1055

My system roles' entitlements

Identities can be assigned entitlements to different objects, such as, groups, accounts, roles, or applications. Assigning identities to system roles avoids you having to assign entitlements separately to each identity. All a system role's entitlements are automatically assigned to all the identities assigned to the system role.

Detailed information about this topic

- Displaying my system roles' entitlements on page 424
- Adding my system roles' entitlements on page 425
- Deleting my system roles' entitlements on page 426

Displaying my system roles' entitlements

You can see entitlements that are assigned system roles for which you are responsible. You can also display the reason why system roles have certain entitlements (entitlement origin).

To display a system role's entitlements

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose entitlements you want to display.
4. On the overview page, click **Entitlements**.

   This opens the **Entitlements - <system role name>** page (see Entitlements – System role (page description) on page 1054).
5. (Optional) To display more information about the origin of an entitlement, perform the following actions:

a. In the list, click the entitlement that you want to know more about.

b. In the details pane, on the **Detective** tab, click ▶ (**Expand**) next to **Analysis for**.

This displays more information about the entitlement's assignment.

Related topics

- My responsibilities (page description) on page 1002
- System roles (page description) on page 1048
- System role overview page (page description) on page 1050
- Entitlements – System role (page description) on page 1054

Adding my system roles' entitlements

You can add entitlements to system roles for which you are responsible. You do this through requests.

To assign an entitlement to a system role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role to which you want to add an entitlement.
4. On the overview page, click **Entitlements**.
5. On the **Entitlements - <system role name>** page, click **Add new**.
6. In the **Add a new entitlement** dialog, in the **Entitlement type** menu, select which type of entitlement you want to add.
7. Click **Assign**.
8. In the **Entitlement** dialog, in the list, click the entitlement that you want to add to the business role.
9. In the **Add a new entitlement** dialog, click **Request**.
10. On the **My Shopping Cart** page, click **Submit**.

    TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

    After the request has been granted approval, the entitlement is added to the system role.

Related topics

- Requesting products
- My responsibilities (page description) on page 1002

- System roles (page description) on page 1048
- System role overview page (page description) on page 1050
- Entitlements – System role (page description) on page 1054
- My shopping cart (page description) on page 861

Deleting my system roles' entitlements

You can delete entitlements that are assigned system roles for which you are responsible.

To delete an entitlement of a system role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose entitlements you want to delete.
4. On the overview page, click **Entitlements**.
5. On the **Entitlements - <system role name>** page, in the list, select the check box in the row of the entitlement you want to delete.
6. Click **Delete**.

Related topics

- My responsibilities (page description) on page 1002
- System roles (page description) on page 1048
- System role overview page (page description) on page 1050
- Entitlements – System role (page description) on page 1054

Compliance: My system roles

Companies have different requirements that they need for regulating internal and external identities' access to company resources. On the one hand, rule checks are used for locating rule violations and on the other hand, to prevent them. By using these rules, you can demonstrate compliance with legislated regulations such as the Sarbanes-Oxley Act (SOX). The following demands are made on compliance:

- Compliance rules define what an employee is entitled to do or not do. For example, an identity may not have both entitlements A and B at the same time.
- Company policies are very flexible, and can be defined for any company resources you are managing with Manager. For example, a policy might only allow identities from a certain department to own a certain entitlement.
- Each item that an identity access can be given a risk value. A risk index can be calculated for identities, accounts, organization, roles, and for the groups of

resources available for request. You can then use the risk indexes to help prioritize your compliance activities.

Some rules are preventative. For example, a request will not be processed if it violates the rules, unless exception approval is explicitly granted and an approver allows it. Compliance rules (if appropriate) and company policies are run on a regular schedule and violations appear in the identity’s Web Portal to be dealt with there. Company policies can contribute to mitigation control by reducing risk. For example, if risks are posed by identities running processes outside the One Identity Manager solution and causing violations. Reports and dashboards give you further insights into your state of compliance. For more information, see What statistics are available? on page 792.

Detailed information about this topic

- Displaying my system roles' rule violations on page 427
- Displaying my system roles' policy violations on page 427
- Displaying rule violations of my system roles' members on page 428
- Displaying risk indexes and entitlements of my system roles' members on page 429

Displaying my system roles' rule violations

You can see the rule violations of system roles for which you are responsible.

To display rule violations

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose rule violations you want to display.
4. On the overview page, click **Compliance**.

   This opens the **Compliance - <system role name>** page (see Compliance – System role (page description) on page 1056).

Related topics

- My responsibilities (page description) on page 1002
- System roles (page description) on page 1048
- System role overview page (page description) on page 1050
- Compliance – System role (page description) on page 1056

Displaying my system roles' policy violations

You can see the policy violations of system roles for which you are responsible.

To display policy violations

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose policy violations you want to display.
4. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <system role name>** page (see Compliance reports – system role (page description) on page 1062).
5. In the **View** menu, select **Policy violations**.

Related topics

- My responsibilities (page description) on page 1002
- System roles (page description) on page 1048
- System role overview page (page description) on page 1050
- Compliance reports – system role (page description) on page 1062

Displaying rule violations of my system roles' members

You can see the rule violations of identities that are assigned system roles for which you are responsible.

To display rule violations of a system role's members

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose rule violations you want to display.
4. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <system role name>** page (see Compliance reports – system role (page description) on page 1062).
5. In the **View** menu, select **Compliance rule violations**.

Related topics

- My responsibilities (page description) on page 1002
- System roles (page description) on page 1048
- System role overview page (page description) on page 1050
- Compliance reports – system role (page description) on page 1062

Displaying risk indexes and entitlements of my system roles' members

For every system role that you are responsible for, you can see all the identities that have these system roles as primary or secondary assignments. You can also display the number of permissions assigned and the risk index.

To display members of a system role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose members you want to display.
4. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <system role name>** page (see Compliance reports – system role (page description) on page 1062).
5. In the **View** menu, select **Identities: Risk indexes and entitlements**.
6. (Optional) To display more information about an identity, perform the following actions:
   a. In the list, click an identity.
   b. In the dialog, click **Overview**.

Related topics

- My responsibilities (page description) on page 1002
- System roles (page description) on page 1048
- System role overview page (page description) on page 1050
- Compliance reports – system role (page description) on page 1062

My system roles' attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying my system roles' attestation cases on page 430
- Displaying attestors of my system roles' pending attestation cases on page 431
- Approving and denying my system roles' attestation cases on page 432
- Sending reminders about my system roles' pending attestation cases on page 433

Displaying my system roles' attestation cases

You can see attestation cases that involve system roles for which you are responsible.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose attestation cases you want to display.
4. On the overview page, click **Attestation**.

   This opens the **Attestation - <system role name>** page (see Attestation – System role (page description) on page 1056).
5. (Optional) Click on a tab to display the respective attestation cases.
6. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click **show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview in shapes of the attestation.
7. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.

8. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- System roles (page description) on page 1048
- System role overview page (page description) on page 1050
- Attestation – System role (page description) on page 1056

Displaying attestors of my system roles' pending attestation cases

You can see identities that still have pending attestation cases from system roles for which you are responsible.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <system role name>** page, click on a tab to display the corresponding attestation cases
6. In the list, click the attestation case that has attestors you want to show.
7. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose attestation cases you want to display.
4. On the overview page, click **Attestation**.

5. (Optional) On the **Attestations – <system role name>** page, click on a tab to display the corresponding attestation cases
6. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- My responsibilities (page description) on page 1002
- System roles (page description) on page 1048
- System role overview page (page description) on page 1050
- Attestation – System role (page description) on page 1056

Approving and denying my system roles' attestation cases

You can grant or deny approval to attestation cases of system roles for which you are responsible.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose attestation cases you want to decide approval on.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <system role name>** page, click on a tab to display the corresponding attestation cases
6. Click **Approve**.
7. On the **Pending Attestations - <system role name>** page, perform one of the following actions:
   - Click (**Approve**) next to the attestation case you want to approve.
   - Click (**Deny**) next to the attestation case you want to deny.

   TIP: To grant or deny approval for all the attestation cases displayed, click (**Approve all**) or (**Deny all**).
8. Click **Next**.
9. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:

- For approved attestation case:
  - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.
  - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
- For denied attestation cases:
  - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
  - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
- To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

TIP: By giving reasons, your approvals are more transparent and support the audit trail.

NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.

10. Click **Save**.
11. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- System roles (page description) on page 1048
- System role overview page (page description) on page 1050
- Attestation – System role (page description) on page 1056

Sending reminders about my system roles' pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).
- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <system role name>** page, click on a tab to display the corresponding attestation cases.
6. In the list, click the attestation case that has attestors you want to remind.
7. In the details pane, click **Actions** > **Send a reminder mail**.
8. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
9. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
10. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <system role name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Send reminder**.
7. In the **Send a reminder mail** dialog, enter the message for the attestor.
8. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose attestation cases you want to display.

4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <system role name>** page, click on a tab to display the corresponding attestation cases.
6. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
7. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
8. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155
- My responsibilities (page description) on page 1002
- System roles (page description) on page 1048
- System role overview page (page description) on page 1050
- Attestation – System role (page description) on page 1056

Displaying my system roles' risk indexes

You can see risk indexes of system roles for which you are responsible.

> NOTE: For more detailed information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

To display a system role's risk index

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose risk index you want to display.
4. On the overview page, click **Risk**.

   This opens the **Risk - <system role name>** page (see Risk – System role (page description) on page 1058).
5. (Optional) To show which attributes and assignments contribute to the calculated risk index, click **View risk functions**.

Related topics

- Risk assessment on page 203
- My responsibilities (page description) on page 1002
- System roles (page description) on page 1048

- System role overview page (page description) on page 1050
- Risk – System role (page description) on page 1058

My system roles' history

The Web Portal gives you the option of displaying the historical data of system roles for which you are responsible.

To do this, you have the following options:

Table 34: Historical data

View	Description
Events	This shows you all the events that affect the system role, either on a timeline or in a table (see Displaying my system roles' history on page 436).
Status overview	This shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between (see Displaying the status overview of my system roles on page 437).
Status comparison	You can select a date and display all the changes made from then until now. This also shows you what the value of the property was at the selected point in time and what the value is now (see Comparing statuses of my system roles on page 438).

Displaying my system roles' history

You can see all the events affecting system roles that you are responsible for, either on a timeline or in a table.

To display the history

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose history you want to display.
4. On the overview page, click **History**.

   This opens the **History - <system role name>** page (see History – System role (page description) on page 1059).

   TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

| To zoom in or out, turn the mouse wheel.

5. (Optional) To filter the timeline of events, click **Filter by** and then one of the following:
   - **User**: Searches for events or actions associated with the identity name given. Identities with entitlements and ownerships create changes, such as adding or removing properties. You can see these actions on the timeline.
   - **Change type**: Only show events on the timeline with the selected change type.
   - **Date**: Only show events on the timeline that took place in the given period.
   - **Properties**: Only show events on the timeline with the selected properties.
   - **Display**: Only show events on the timeline that match the search.
   - **Object**: Only show events on the timeline about the selected object.
6. (Optional) To switch to the table view, click **Switch to table view**.
7. (Optional) To show more details about an event, perform one of the following actions:
   - Click on the event in the timeline.
   - In the table view, click the event and you will see the details in the details pane.

Related topics

- My responsibilities (page description) on page 1002
- System roles (page description) on page 1048
- System role overview page (page description) on page 1050
- History – System role (page description) on page 1059

Displaying the status overview of my system roles

You can see all the changes effecting system roles for which you are responsible. You can also display how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

To display the status overview

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose status overview you want to display.
4. On the overview page, click **History**.

This opens the **History - <system role name>** page (see History – System role (page description) on page 1059).

5. Click the **Status overview** tab.

Related topics

- My responsibilities (page description) on page 1002
- System roles (page description) on page 1048
- System role overview page (page description) on page 1050
- History – System role (page description) on page 1059

Comparing statuses of my system roles

You can compare the current status of a system role that you are responsible for to its status at another time.

To compare statuses

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose status you want to compare.
4. On the overview page, click **History**.
5. On the **History** page, click the **Status comparison** tab.
6. In the date field, select the date and time from which you want to start the comparison.
7. (Optional) To display the properties that have not changed since creation,deselect the box next to **Display changed values only**.

To compare the current status with the status at the time of a specific event

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose status you want to compare.
4. On the overview page, click **History**.
5. On the **History** page, perform one of the following actions:
    - On the timeline, click the event and then **Compare**.
    - In the table view, click the event in the list and then in the details pane, click **Compare**.
6. (Optional) To display the properties that have not changed since creation, deselect the check box next to **Display changed values only**.

Related topics

- My responsibilities (page description) on page 1002
- System roles (page description) on page 1048
- System role overview page (page description) on page 1050
- History – System role (page description) on page 1059

Displaying role memberships of my system roles' members

You can display the roles and organizations belonging to identities that are assigned system roles for which you are responsible. Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of a system role

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose members you want to know more about.
4. On the overview page, click **Usage**.

   This opens the **Usage - <system role name>** page (see Usage – System role (page description) on page 1061).
5. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
6. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
7. (Optional) To see the legend, click **More information**.

Related topics

- My responsibilities (page description) on page 1002
- System roles (page description) on page 1048
- System role overview page (page description) on page 1050
- Usage – System role (page description) on page 1061

My assignment resources

Use assignment resources to request hierarchical roles, such as departments or business roles and assign them to identities, devices, and workdesks. This means, for example, you can limit assignment resources to a certain business roles, which makes it unnecessary to select the business role additionally when you request an assignment resource. It is automatically a part of the assignment request.

For detailed information about assignment resources, see the *One Identity Manager Business Roles Administration Guide and One Identity Manager IT Shop Administration Guide*.

You can perform a variety of actions on the application roles that you manage and gather information about them.

Detailed information about this topic

- Displaying my assignment resources on page 440
- Displaying my assignment resource overviews on page 440
- Displaying and editing my assignment resource main data on page 441
- My assignment resource attestations on page 442

Displaying my assignment resources

You can see all the assignment resources for which you are responsible.

To display assignment resources

1. On the **My Responsibilities** page, click **Assignment resources**.

   This opens the **Assignment resources** page (see Assignment resources (page description) on page 1123) and displays all the assignment resources for which you are responsible.

- My responsibilities (page description) on page 1002
- Assignment resources (page description) on page 1123

Displaying my assignment resource overviews

You can see all the relevant information about assignment resources that you are responsible for in the summarized form of an overview. The information is represented by shapes in a HyperView.

To display an assignment resource's overview

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Assignment resources**.
3. On the **Assignment Resources** page, click the assignment resource whose overview you want to display.
4. On the overview page, click **Overview**.

   This opens the **Overview - <assignment resource name>** page (see Overview – Assignment resource (page description) on page 1124).

Related topics

- My responsibilities (page description) on page 1002
- Assignment resources (page description) on page 1123
- Assignment resource overview page (page description) on page 1123
- Overview – Assignment resource (page description) on page 1124

Displaying and editing my assignment resource main data

You can edit the main data of the assignment resources for which you are responsible.

To display and edit an assignment resource's main data

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Assignment resources**.
3. On the **Assignment Resources** page, click the assignment resource whose main data you want to display/edit.
4. On the overview page, click **Main data**.
5. On the **Main data - <assignment resource name>**, make your changes in the respective fields (see Main data – Assignment resource (page description) on page 1124).
6. Click **Save**.

Related topics

- My responsibilities (page description) on page 1002
- Assignment resources (page description) on page 1123
- Assignment resource overview page (page description) on page 1123
- Main data – Assignment resource (page description) on page 1124

My assignment resource attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying my assignment resource pending attestation cases on page 442
- Displaying attestors of my assignment resource pending attestation cases on page 443
- Approving and denying my assignment resource attestation cases on page 444
- Sending reminders about my assignment resource pending attestation cases on page 446

Displaying my assignment resource pending attestation cases

You can see attestation cases that involve assignment resources for which you are responsible.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Assignment resources**.
3. On the **Assignment Resources** page, click the assignment resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.

This opens the **Attestation - <assignment resource name>** page (see Attestation - Assignment resource (page description) on page 1126).

5. (Optional) Click on a tab to display the respective attestation cases.
6. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click **show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview in shapes of the attestation.
7. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
8. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- Assignment resources (page description) on page 1123
- Assignment resource overview page (page description) on page 1123
- Attestation - Assignment resource (page description) on page 1126

Displaying attestors of my assignment resource pending attestation cases

You can see identities that still have pending attestation cases from assignment resources for which you are responsible.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Assignment resources**.

3. On the **Assignment Resources** page, click the assignment resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <assignment resource name>** page, click on a tab to display the corresponding attestation cases.
6. In the list, click the attestation case that has attestors you want to show.
7. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Assignment resources**.
3. On the **Assignment Resources** page, click the assignment resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <assignment resource name>** page, click on a tab to display the corresponding attestation cases.
6. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- My responsibilities (page description) on page 1002
- Assignment resources (page description) on page 1123
- Assignment resource overview page (page description) on page 1123
- Attestation - Assignment resource (page description) on page 1126

Approving and denying my assignment resource attestation cases

You can grant or deny approval to attestation cases of assignment resources for which you are responsible.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Assignment resources**.

3. On the **Assignment Resources** page, click the assignment resource whose attestation cases you want to decide approval on.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <assignment resource name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Approve**.
7. On the **Attestation - <assignment resource>** page, perform one of the following actions:
   - Click (**Approve**) next to the attestation case you want to approve.
   - Click (**Deny**) next to the attestation case you want to deny.

   TIP: To grant or deny approval for all the attestation cases displayed, click (**Approve all**) or (**Deny all**).
8. Click **Next**.
9. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:
   - For approved attestation case:
     - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
   - For denied attestation cases:
     - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
   - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

   TIP: By giving reasons, your approvals are more transparent and support the audit trail.

   NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.
10. Click **Save**.
11. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestation on page 150
- My responsibilities (page description) on page 1002
- Assignment resources (page description) on page 1123
- Assignment resource overview page (page description) on page 1123
- Attestation - Assignment resource (page description) on page 1126

Sending reminders about my assignment resource pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).
- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Assignment resources**.
3. On the **Assignment Resources** page, click the assignment resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <assignment resource name>** page, click on a tab to display the corresponding attestation cases.
6. In the list, click the attestation case that has attestors you want to remind.
7. In the details pane, click **Actions** > **Send a reminder mail**.
8. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
9. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
10. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Assignment resources**.

3. On the **Assignment Resources** page, click the assignment resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <assignment resource name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Send reminder**.
7. In the **Send a reminder mail** dialog, enter the message for the attestor.
8. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **My Responsibilities**.
2. On the **My Responsibilities** page, click **Assignment resources**.
3. On the **Assignment Resources** page, click the assignment resource whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <assignment resource name>** page, click on a tab to display the corresponding attestation cases.
6. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
7. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
8. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155
- My responsibilities (page description) on page 1002
- Assignment resources (page description) on page 1123
- Assignment resource overview page (page description) on page 1123
- Attestation - Assignment resource (page description) on page 1126

Delegating tasks

You can temporarily delegate role memberships and responsibilities (and associated entitlements and duties) to other identities.
For example, if you go on vacation, you can hand over responsibility for a department and the associated tasks to a deputy.

Role memberships and responsibilities can also be delegated to you.

NOTE: In the Web Portal, a delegation is treated like a request.

Detailed information about this topic

- Displaying delegations on page 448
- Creating delegations on page 448
- Canceling delegations on page 449
- Deleting delegations on page 450
- My identities' delegations on page 293

Displaying delegations

You can see delegations created by you or by others for you.

To display delegations

1. In the menu bar, click **Responsibilities** > **Delegation**.
2. On the **Delegation** page, click **Delegation**.

   This opens the **Delegation** page (see Delegation (page description) on page 1155).
3. (Optional) To show more details about a delegation, perform one of the following actions:
   a. In the list, click the delegation whose details you want to show.
   b. In the details pane, click **Details**.

Related topics

- Deleting my identities' delegations on page 293
- Displaying identity delegations on page 637
- Delegating tasks (page description) on page 1155
- Delegation (page description) on page 1155

Creating delegations

You can delegate role memberships and responsibilities to other identities.

NOTE: You cannot edit a delegation afterward. If you want to make a change to the delegation, you must delete the delegation and create a new one (see Deleting delegations on page 450).

To add a delegation

1. In the menu bar, click **Responsibilities** > **Delegation**.
2. On the **Delegation** page, click **Delegation**.

3. On the **Delegations** page, click **New delegation**.
4. In the **Delegation of role memberships and responsibilities** dialog, select the identity to which you want to delegate in the **Recipient** field.

   TIP: For a more detailed search for an identity, click **Assign** and select the appropriate identity in the **Recipient** dialog.
5. Click **Next**.
6. In the **Select roles** step, in the list, check the box in front of the role membership/responsibility you want to delegate.
7. Click **Next**.
8. In the **Add additional information** set, configure the following settings:
   - **Valid from**: Specify from when the role/responsibility will be delegated.
   - **Valid until**: Specify until when the role/responsibility will be delegated.
   - **Notify me if the recipient of the delegation makes a decision**: (Optional) Select the check box if you want to be notified when the recipient makes an approval decision about a delegated role/responsibility.
   - **The recipient can delegate this role**: (Optional) Select the check box to specify that the recipient can delegate their delegated role/responsibility on to another identity.
   - **Reason**: (Optional) In the dialog, enter a reason for the delegation.
   - **Priority**: (Optional) In the menu, select a priority for the delegation.
9. Click **Save**.
10. In the **Results** step, click **Close**.

Related topics

- Adding delegations for my identities on page 294
- Adding delegations for identities on page 638
- Delegating tasks (page description) on page 1155
- Delegation (page description) on page 1155

Canceling delegations

You can cancel delegations that you have already set up.

NOTE: You can only cancel delegations as long they have the **Request** or **Approved** status. You can delete delegations with the **Assigned** status (see Deleting delegations on page 450.

To cancel a delegation

1. In the menu bar, click **Responsibilities** > **Delegation**.
2. On the **Delegation** page, click **Delegation**.
3. On the **Delegation** page, click the delegation in the list that you want to cancel.
4. In the details pane, click **Cancel request**.
5. Confirm the prompt with **Yes** in the dialog.

Related topics

- Canceling my identities' delegations on page 295
- Canceling identity delegations on page 639
- Delegating tasks (page description) on page 1155
- Delegation (page description) on page 1155

Deleting delegations

You can delete delegations that you created. That is, responsibilities that you have delegated to others become your responsibility again.

NOTE: You can only delete delegations as long as they have the **Assigned** status. You can cancel delegations that have the **Request** or **Approved** status (see Canceling delegations on page 449.

To delete a delegation

1. In the menu bar, click **Responsibilities** > **Delegation**.
2. On the **Delegation** page, click **Delegation**.
3. On the **Delegation**, click the delegation in the list that you want to delete.
4. In the details pane, click (**Delete**).
5. Confirm the prompt with **Yes** in the dialog.

To delete multiple delegations

1. In the menu bar, click **Responsibilities** > **Delegation**.
2. On the **Delegation** page, click **Delegation**.
3. On the **Delegation** page, click (**Select**) next to the delegations you want to delete.

   TIP: To select all the delegations shown, click (**Select all**).
4. Click **Actions** > **Delete delegation**.
5. Confirm the prompt with **Yes** in the dialog.

To delete all delegations

1. In the menu bar, click **Responsibilities** > **Delegation**.
2. On the **Delegation** page, click **Delegation**.
3. On the **Delegation** page, click **Actions** > **Delete all my delegations**.
4. Confirm the prompt with **Yes** in the dialog.

Related topics

- Deleting my identities' delegations on page 295
- Deleting identities' delegations on page 640
- Delegating tasks (page description) on page 1155
- Delegation (page description) on page 1155

Displaying delegation history

You can display past delegations created by you or by others for you.

To show delegation history

1. In the menu bar, click **Responsibilities** > **Delegation**.
2. On the **Delegation** page, click **Delegation history**.

   This opens the **Delegation History** page (see Delegation history (page description) on page 1157).
3. (Optional) To limit delegations to display to a specific time period, make the following settings:
   - **Valid from**: All delegations that are valid as from this time on or from a time point within this period are taken into account.
   - **Valid until**: All delegations that are valid up to this time or up to a time point within this period are taken into account.
4. (Optional) To display only delegations about a specific identity, perform the following actions:
   a. Click **Advanced search**.
   b. Click **Assign** next to the **Delegator** field.
   c. In the **Employee** dialog, click the identity that issued the delegation.
5. (Optional) To display only delegations issued to a specific identity, take the following actions:
   a. Click **Advanced search**.
   b. Click **Assign** next to **Delegation recipient**.

    c. In the **Employee** dialog, click the identity to whom the delegation was issued.
6. (Optional) To display delegations that are not in effect, take the following actions:
    a. Click **Advanced search**.
    b. Select the **Show never assigned delegations** check box.
7. Click **Search**.
8. (Optional) To display details of a delegation, click it in the list.

    For each delegation, you can obtain more information about the delegation in the details pane on the **Information**, **Workflow**, **Compliance**, and **Permissions** tabs.

Examples

You want to display all delegations that are valid as of January 1, 2019:

1. Clear all the date fields except for the first one next to **Valid from**.
2. In the field next to **Valid from**, select the date **01/01/2019**.
3. Click **Search**.

You want to display all delegations that are valid as of January 1, 2019 until February 1, 2019:

1. Clear the all date fields apart from the one next to **Valid from** and the first **Valid until**.
2. In the field next to **Valid from**, select the date **01/01/2019**.
3. In the field next to **Valid until**, select the date **02/01/2019**.
4. Click **Search**.

You want to show all delegations with a valid from date between 01/01/2019 and 01/03/2019:

1. Clear all the date fields except for the first and second ones next to **Valid from**.
2. In the first field next to **Valid from**, select the date **01/01/2019**.
3. In the second field next to **Valid from**, select the date **01/03/2019**.
4. Click **Search**.

Related topics

- Delegating tasks (page description) on page 1155
- Delegation history (page description) on page 1157

Ownerships

You can assign business objects to owners or assume ownership of them.

Detailed information about this topic

- Assigning product owners to system entitlements on page 453
- Assigning owners to devices on page 454
- Claiming ownership of Active Directory groups on page 455

Assigning product owners to system entitlements

You can assign a product owner to system entitlements that do not have one.

To assign a product owner to a system entitlement

1. In the menu bar, click **Responsibilities** > **Ownerships**.
2. On the **Ownerships** page, click **Assign Owner**.
3. On the **Assign Ownership** page, click **System entitlement**.
4. In the **Assign an owner to a system entitlement** dialog, click **Assign** next to **Device**.
5. In the **System entitlement** dialog, click the system entitlement to which you want to assign a product owner.
6. In the **Assign an owner to a system entitlement** dialog, click **Next**.
7. In the **Specify the new owner** step, perform one of the following actions:
   - To allow product owners to be determined automatically, click **Select one of the calculated possible owners** and then select the identity in the menu.
   - To set a specific identity as the product owner, click **Select other owner** and then click **Assign**. Now click the identity you want to specify as the product owner.
8. Click **Next**.
9. In the **Results** step, click **Close**.

   In the context of an attestation, the selected product owner can confirm that this assignment is correct (see Pending attestations on page 163).

Related topics

- Assigning owners to devices on page 454
- Claiming ownership of Active Directory groups on page 455
- Ownerships (page description) on page 1159
- Assigning owners (page description) on page 1159

Assigning owners to devices

You can assign an owner to devices that do not have one.

To assign an owner to a device

1. In the menu bar, click **Responsibilities** > **Ownerships**.
2. On the **Ownerships** page, click **Assign Owner**.
3. On the **Assign Ownership** page, click **Device**.
4. In the **Assign an owner to a device** dialog, click **Assign** next to **System entitlementDevice**.
5. In the **Device** dialog, click the device to which you want to assign an owner.
6. In the **Assign an owner to a device** dialog, click **Next**.
7. In the **Specify the new owner** step, perform one of the following actions:
    - To allow owners to be determined automatically, click **Select one of the calculated possible owners** and then select the identity in the menu.
    - To set a specific identity as the owner, click **Select other owner** and then click **Assign**. Now click the identity you want to specify as the owner.
8. Click **Next**.
9. In the **Results** step, click **Close**.

    In the context of an attestation, the selected owner can confirm that this assignment is correct (see Pending attestations on page 163).

Related topics

- Assigning product owners to system entitlements on page 453
- Claiming ownership of Active Directory groups on page 455
- Ownerships (page description) on page 1159
- Assigning owners (page description) on page 1159

Claiming ownership of Active Directory groups

You can claim ownership of Active Directory groups if they do not have an owner.

If you claim ownership for a group, you are accountable for the interests of that group. For example, you decide about memberships within your group.

To claim ownership of a group

1. In the menu bar, click **Responsibilities** > **Ownerships**.
2. On the **Ownerships** page, click **Claim Ownership**.
3. On the **Claim Ownership** page, click **Assign**.
4. In the **Select a group** dialog box, click the Active Directory group for which you want to claim ownership.
5. On the **Claim Ownership** page, click **Claim Ownership**.

Related topics

- Assigning product owners to system entitlements on page 453
- Assigning owners to devices on page 454

Auditing

Auditing describes how an aspect of a company is assessed. Quality assurance is also plays an important part in auditing. An audit is a systematic, independent, and documented examination, which assesses quality-related actions and evaluates them based on the planned requirements and targets. To successfully complete an audit there must be certain features available and specific requirements must be fulfilled.

Detailed information about this topic

- Auditing departments on page 456
- Auditing application roles on page 468
- Auditing devices on page 478
- Auditing business roles on page 482
- Auditing identities on page 494
- Auditing cost centers on page 506
- Auditing multi-request resources on page 518
- Auditing multi requestable/unsubscribable resources on page 523

Auditing departments

You can gather various information about departments.

Detailed information about this topic

Displaying all departments

You can see all the departments.

To display departments

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Departments**.

   This opens the **Auditing - Departments** page (see Auditing – Departments (page description) on page 1161) and displays all the departments.
3. (Optional) To display only departments for which a specific identity is responsible, perform the following actions:
   a. Next to **Select an identity** click **Assign**.
   b. In the **Select an identity** dialog, click the identity.

TIP: To undo the selection, click Change, and then, in the **Select an identity** dialog, click **Remove assignment**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Departments (page description) on page 1161

Displaying department overviews

You can see all relevant information about departments summarized in an overview. The information is represented by shapes in a HyperView.

To display a department's overview

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Departments**.
3. On the **Auditing - Departments** page, click the department whose overview you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Overview**.

   This opens the **Overview - <department name>** page (see Overview – Department (page description) on page 1163).

Related topics

- Auditing (page description) on page 1160
- Auditing – Departments (page description) on page 1161
- Auditing - Roles and permissions: department (page description) on page 1161
- Overview – Department (page description) on page 1163

Displaying department main data

You can see departments' main data.

To display a department's main data

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Departments**.
3. On the **Auditing - Departments** page, click the department whose main data you want to display.
4. In the details pane, click **Show details**.

5. On the overview page, click **Main data**.
6. This opens the **Main data - <department name>** page displays the main data (see Main data – Department (page description) on page 1163).

Related topics

- Auditing (page description) on page 1160
- Auditing – Departments (page description) on page 1161
- Auditing - Roles and permissions: department (page description) on page 1161
- Main data – Department (page description) on page 1163

Displaying department memberships

You can see identities that have departments assigned to them.

To display identities that are assigned a department

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Departments**.
3. On the **Auditing - Departments** page, click the department whose memberships you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Memberships**.

   This opens the **Memberships - <department name>** page (see Memberships – Department (page description) on page 1164).

Related topics

- My responsibilities (page description) on page 1002
- Departments (page description) on page 1063
- Department overview page (page description) on page 1064
- Memberships – Department (page description) on page 1067

Displaying department entitlements

You can see entitlements assigned to departments. You can also display the reason why departments have certain entitlements (entitlement origin).

To display a department's entitlements

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Departments**.
3. On the **Auditing - Departments** page, click the department whose entitlements you want to display.
4. On the overview page, click **Entitlements**.

   This opens the **Entitlements - <department name>** page (see Entitlements – Department (page description) on page 1165).
5. (Optional) To display more information about the origin of an entitlement, perform the following actions:
   a. In the list, click the entitlement that you want to know more about.
   b. In the details pane, on the **Detective** tab, click ▶ (**Expand**) next to **Analysis for**.

      This displays more information about the entitlement's assignment.

Related topics

- Auditing (page description) on page 1160
- Auditing – Departments (page description) on page 1161
- Auditing - Roles and permissions: department (page description) on page 1161
- Entitlements – Department (page description) on page 1165

Department attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying department attestation cases on page 460
- Displaying attestors of department pending attestation cases on page 461

Displaying department attestation cases

You can see the departments' attestation cases.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Departments**.
3. On the **Auditing - Departments** page, click the department whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.

   This opens the **Attestation - <department name>** page (see Attestation – Department (page description) on page 1165).
6. (Optional) Click on a tab to display the respective attestation cases.
7. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview of the attestation.
8. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
9. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Auditing (page description) on page 1160
- Auditing – Departments (page description) on page 1161
- Auditing - Roles and permissions: department (page description) on page 1161
- Attestation – Department (page description) on page 1165

Displaying attestors of department pending attestation cases

You can see identities that still have to approve department attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Departments**.
3. On the **Auditing - Departments** page, click the department whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <department name>** page, click on a tab to display the corresponding attestation cases
7. In the list, click the attestation case that has attestors you want to show.
8. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Departments**.
3. On the **Auditing - Departments** page, click the department whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <department name>** page, click on a tab to display the corresponding attestation cases
7. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Auditing (page description) on page 1160
- Auditing – Departments (page description) on page 1161
- Auditing - Roles and permissions: department (page description) on page 1161
- Attestation – Department (page description) on page 1165

Department compliance

Companies have different requirements that they need for regulating internal and external identities' access to company resources. On the one hand, rule checks are used for locating rule violations and on the other hand, to prevent them. By using these rules, you can demonstrate compliance with legislated regulations such as the Sarbanes-Oxley Act (SOX). The following demands are made on compliance:

- Compliance rules define what an employee is entitled to do or not do. For example, an identity may not have both entitlements A and B at the same time.
- Company policies are very flexible, and can be defined for any company resources you are managing with Manager. For example, a policy might only allow identities from a certain department to own a certain entitlement.
- Each item that an identity access can be given a risk value. A risk index can be calculated for identities, accounts, organization, roles, and for the groups of resources available for request. You can then use the risk indexes to help prioritize your compliance activities.

Some rules are preventative. For example, a request will not be processed if it violates the rules, unless exception approval is explicitly granted and an approver allows it. Compliance rules (if appropriate) and company policies are run on a regular schedule and violations appear in the identity's Web Portal to be dealt with there. Company policies can contribute to mitigation control by reducing risk. For example, if risks are posed by identities running processes outside the One Identity Manager solution and causing violations. Reports and dashboards give you further insights into your state of compliance. For more information, see What statistics are available? on page 792.

Detailed information about this topic

- Displaying department rule violations on page 462

Displaying department rule violations

You can see department rule violations.

To display rule violations

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Departments**.
3. On the **Auditing - Departments** page, click the department whose rule violations you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Compliance**.

   This opens the **Compliance - <department name>** page (see Compliance – Department (page description) on page 1166).

Related topics

- Auditing (page description) on page 1160
- Auditing – Departments (page description) on page 1161
- Auditing - Roles and permissions: department (page description) on page 1161
- Compliance – Department (page description) on page 1166

Displaying department risk indexes

You can see department risk indexes.

NOTE: For more detailed information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

To display a department's risk index

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Departments**.
3. On the **Auditing - Departments** page, click the department whose risk index you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Risk**.

   This opens the **Risk - <department name>** page (see Risk – Department (page description) on page 1167).
6. (Optional) To show which attributes and assignments contribute to the calculated risk index, click **View risk functions**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Departments (page description) on page 1161

- Auditing - Roles and permissions: department (page description) on page 1161
- Risk – Department (page description) on page 1167

Department history

The Web Portal offers you the option to display departments' historical data.

To do this, you have the following options:

Table 35: Historical data

View	Description
Events	This shows you all the events that affect the department, either on a timeline or in a table (see Displaying my department history on page 231).
Status overview	This shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between (see Displaying the status overview of my departments on page 232).
Status comparison	You can select a date and display all the changes made from then until now. This also shows you what the value of the property was at the selected point in time and what the value is now (see Comparing statuses of my departments on page 232).

Displaying department history

You can select to display all events involving departments on a timeline or in a table.

To display the history

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Departments**.
3. On the **Auditing - Departments** page, click the department whose history you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **History**.

   This opens the **History - <department name>** page (see History – Department (page description) on page 1168).

   > TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

| To zoom in or out, turn the mouse wheel.

6. (Optional) To filter the timeline of events, click **Filter by** and then one of the following:
   - **User**: Searches for events or actions associated with the identity name given. Identities with entitlements and ownerships create changes, such as adding or removing properties. You can see these actions on the timeline.
   - **Change type**: Only show events on the timeline with the selected change type.
   - **Date**: Only show events on the timeline that took place in the given period.
   - **Properties**: Only show events on the timeline with the selected properties.
   - **Display**: Only show events on the timeline that match the search.
   - **Object**: Only show events on the timeline about the selected object.
7. (Optional) To switch to the table view, click **Switch to table view**.
8. (Optional) To show more details about an event, perform one of the following actions:
   - Click on the event in the timeline.
   - In the table view, click the event and you will see the details in the details pane.

Related topics

- Auditing (page description) on page 1160
- Auditing – Departments (page description) on page 1161
- Auditing - Roles and permissions: department (page description) on page 1161
- History – Department (page description) on page 1168

Displaying the status overview of departments

You can see all the changes that affect departments. You can also display how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

To display the status overview

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Departments**.
3. On the **Auditing - Departments** page, click the department whose status overview you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **History**.

This opens the **History - <department name>** page (see History – Department (page description) on page 1168).

6. Click the **Status overview** tab.

Related topics

- Auditing (page description) on page 1160
- Auditing – Departments (page description) on page 1161
- Auditing - Roles and permissions: department (page description) on page 1161
- History – Department (page description) on page 1168

Comparing statuses of departments

You can compare the current state of an department with its state at another time.

To compare states

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Departments**.
3. On the **Auditing - Departments** page, click the department whose state you want to compare.
4. In the details pane, click **Show details**.
5. On the overview page, click **History**.
6. On the **History - <department name>** page, click the **Status comparison** tab.
7. In the date field, select the date and time from which you want to start the comparison.
8. (Optional) To display the properties that have not changed since being created, deselect the box next to **Display changed values only**.

To compare the current status with the status at the time of a specific event

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Departments**.
3. On the **Auditing - Departments** page, click the department whose state you want to compare.
4. On the overview page, click **History**.
5. On the **History - <department name>** page, perform one of the following actions:
   - On the timeline, click the event and then **Compare**.
   - In the table view, click the event in the list and then in the details pane, click **Compare**.
6. (Optional) To display the properties that have not changed since being created, deselect the box next to **Display changed values only**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Departments (page description) on page 1161
- Auditing - Roles and permissions: department (page description) on page 1161
- History – Department (page description) on page 1168

Displaying role memberships of department members

You can see which roles and organizations belong to identities that are assigned departments. . Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of a department

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Departments**.
3. On the **Auditing - Departments** page, click the department whose members you want to know more about.
4. In the details pane, click **Show details**.
5. On the overview page, click **Usage**.

   This opens the **Usage - <department name>** page (see Usage – Department (page description) on page 1170).
6. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
7. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
8. (Optional) To see the legend, click **More information**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Departments (page description) on page 1161
- Auditing - Roles and permissions: department (page description) on page 1161
- Usage – Department (page description) on page 1170

Auditing application roles

Use application roles to assign entitlement profiles to identities that match their tasks and functions. One Identity Manager already supplies a number of default application roles.

You can gather various information about application roles.

Detailed information about this topic

- Displaying all application roles on page 468
- Displaying application role overviews on page 469
- Displaying application role main data on page 469
- Displaying memberships in application roles on page 470
- Displaying application role entitlements on page 470
- Application role attestations on page 471
- Application role history on page 474
- Displaying role memberships of application role members on page 477

Displaying all application roles

You can see all the application roles.

To display application roles

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Application roles**.

   This opens the **Auditing - Application Roles** page (see Auditing – Application roles (page description) on page 1171) and displays all the application roles.
3. (Optional) To display only application roles for which a specific identity is responsible, perform the following actions:
   a. Next to **Select an identity** click **Assign**.
   b. In the **Select an identity** dialog, click the identity.

      TIP: To undo the selection, click Change, and then, in the **Select an identity** dialog, click **Remove assignment**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Application roles (page description) on page 1171

Displaying application role overviews

You can see all relevant information about application roles summarized in an overview. The information is represented by shapes in a HyperView.

To display an application role's overview

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Application roles**.
3. On the **Auditing - Application roles** page, click the application role whose overview you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Overview**.

   This opens the **Overview - <application role name>** page (see Overview – Application role (page description) on page 1173).

Related topics

- Auditing (page description) on page 1160
- Auditing – Application roles (page description) on page 1171
- Auditing - Roles and entitlements: application role (page description) on page 1171
- Overview – Application role (page description) on page 1173

Displaying application role main data

You can see application roles' main data.

To display an application role's main data

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Application roles**.
3. On the **Auditing - Application roles** page, click the application role whose main data you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Main data**.
6. This opens the **Main data - <application role name>** page displays the main data (see Main data - Application role (page description) on page 1173).

Related topics

- Auditing (page description) on page 1160
- Auditing – Application roles (page description) on page 1171

- Auditing - Roles and entitlements: application role (page description) on page 1171
- Main data - Application role (page description) on page 1173

Displaying memberships in application roles

You can see identities that have application roles assigned to them.

To display identities that are assigned an application role

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Application roles**.
3. On the **Auditing - Application roles** page, click the application role whose memberships you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Memberships**.

   This opens the **Memberships - <application role name>** page (see Memberships – Application role (page description) on page 1174).

Related topics

- Auditing (page description) on page 1160
- Auditing – Application roles (page description) on page 1171
- Auditing - Roles and entitlements: application role (page description) on page 1171
- Memberships – Application role (page description) on page 1174

Displaying application role entitlements

You can see entitlements assigned to application roles. You can also display the reason why application roles have certain entitlements (entitlement origin).

To display an application role's entitlements

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Application roles**.
3. On the **Auditing - Application roles** page, click the application role whose entitlements you want to display.
4. On the overview page, click **Entitlements**.

   This opens the **Entitlements - <application role name>** page (see Entitlements – Application role (page description) on page 1174).
5. (Optional) To display more information about the origin of an entitlement, perform the following actions:

a. In the list, click the entitlement that you want to know more about.

b. In the details pane, on the **Detective** tab, click ▶ (**Expand**) next to **Analysis for**.

   This displays more information about the entitlement's assignment.

Related topics

- Auditing (page description) on page 1160
- Auditing – Application roles (page description) on page 1171
- Auditing - Roles and entitlements: application role (page description) on page 1171
- Entitlements – Application role (page description) on page 1174

Application role attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying application role pending attestation cases on page 471
- Displaying attestors of application role pending attestation cases on page 473

Displaying application role pending attestation cases

You can see the application roles' attestation cases.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Application roles**.
3. On the **Auditing - Application roles** page, click the application role whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.

   This opens the **Attestation - <application role name>** page (see Attestation – Application role (page description) on page 1175).
6. (Optional) Click on a tab to display the respective attestation cases.
7. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview of the attestation.
8. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
9. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Auditing (page description) on page 1160
- Auditing – Application roles (page description) on page 1171
- Auditing - Roles and entitlements: application role (page description) on page 1171
- Attestation – Application role (page description) on page 1175

Displaying attestors of application role pending attestation cases

You can see identities that still have to approve application role attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Application roles**.
3. On the **Auditing - Application roles** page, click the application role whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <application role name>** page, click on a tab to display the corresponding attestation cases.
7. In the list, click the attestation case that has attestors you want to show.
8. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Application roles**.
3. On the **Auditing - Application roles** page, click the application role whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <application role name>** page, click on a tab to display the corresponding attestation cases.
7. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Auditing (page description) on page 1160
- Auditing – Application roles (page description) on page 1171
- Auditing - Roles and entitlements: application role (page description) on page 1171
- Attestation – Application role (page description) on page 1175

Application role history

The Web Portal offers you the option to display application roles' historical data.

To do this, you have the following options:

Table 36: Historical data

View	Description
Events	This shows you all the events that affect the application role, either on a timeline or in a table (see Displaying my application roles' history on page 252).
Status overview	This shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between (see Displaying the status overview of my application roles on page 253).
Status comparison	You can select a date and display all the changes made from then until now. This also shows you what the value of the property was at the selected point in time and what the value is now (see Comparing statuses of my application roles on page 254).

Displaying application role history

You can select to display all events involving application roles on a timeline or in a table.

To display the history

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Application roles**.
3. On the **Auditing - Application roles** page, click the application role whose history you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **History**.

   This opens the **History - <application role name>** page (see History – Application role (page description) on page 1177).

   > TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.
   >
   > To zoom in or out, turn the mouse wheel.

6. (Optional) To filter the timeline of events, click **Filter by** and then one of the following:

- **User**: Searches for events or actions associated with the identity name given. Identities with entitlements and ownerships create changes, such as adding or removing properties. You can see these actions on the timeline.
- **Change type**: Only show events on the timeline with the selected change type.
- **Date**: Only show events on the timeline that took place in the given period.
- **Properties**: Only show events on the timeline with the selected properties.
- **Display**: Only show events on the timeline that match the search.
- **Object**: Only show events on the timeline about the selected object.

7. (Optional) To switch to the table view, click **Switch to table view**.
8. (Optional) To show more details about an event, perform one of the following actions:
   - Click on the event in the timeline.
   - In the table view, click the event and you will see the details in the details pane.

Related topics

- Auditing (page description) on page 1160
- Auditing – Application roles (page description) on page 1171
- Auditing - Roles and entitlements: application role (page description) on page 1171
- History – Application role (page description) on page 1177

Displaying the status overview of application roles

You can see all the changes that affect application roles. You can also display how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

To display the status overview

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Application roles**.
3. On the **Auditing - Application roles** page, click the application role whose status overview you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **History**.

   This opens the **History - <application role name>** page (see History – Application role (page description) on page 1177).
6. Click the **Status overview** tab.

Related topics

- Auditing (page description) on page 1160
- Auditing – Application roles (page description) on page 1171
- Auditing - Roles and entitlements: application role (page description) on page 1171
- History – Application role (page description) on page 1177

Comparing statuses of application roles

You can compare the current state of an application role with its state at another time.

To compare states

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Application roles**.
3. On the **Auditing - Application roles** page, click the application role whose state you want to compare.
4. In the details pane, click **Show details**.
5. On the overview page, click **History**.
6. On the **History - <application role name>** page, click the **Status comparison** tab.
7. In the date field, select the date and time from which you want to start the comparison.
8. (Optional) To display the properties that have not changed since being created, deselect the box next to **Display changed values only**.

To compare the current status with the status at the time of a specific event

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Application roles**.
3. On the **Auditing - Application roles** page, click the application role whose state you want to compare.
4. On the overview page, click **History**.
5. On the **History - <application role name>** page, perform one of the following actions:
   - On the timeline, click the event and then **Compare**.
   - In the table view, click the event in the list and then in the details pane, click **Compare**.
6. (Optional) To display the properties that have not changed since being created, deselect the box next to **Display changed values only**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Application roles (page description) on page 1171
- Auditing - Roles and entitlements: application role (page description) on page 1171
- History – Application role (page description) on page 1177

Displaying role memberships of application role members

. You can see which roles and organizations belong to identities that are assigned application roles. Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of an application role

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Application roles**.
3. On the **Auditing - Application Roles** page, click the application role whose members you want to know more about.
4. In the details pane, click **Show details**.
5. On the overview page, click **Usage**.

   This opens the **Usage - <application role name>** page (see Usage – Application role (page description) on page 1179).
6. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
7. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
8. (Optional) To see the legend, click **More information**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Application roles (page description) on page 1171
- Auditing - Roles and entitlements: application role (page description) on page 1171
- Usage – Application role (page description) on page 1179

Auditing devices

You can gather various information about devices.

Detailed information about this topic

- Displaying devices on page 478
- Displaying device overviews on page 478
- Displaying device main data on page 479
- Device attestations on page 480

Displaying devices

You can see all the devices.

To display devices

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Devices**.

   This opens the **Auditing - Devices** page (see Auditing – Device (page description) on page 1179) and displays all the devices.
3. (Optional) To display only devices for which a specific identity is responsible, perform the following actions:
   a. Next to **Select an identity** click **Assign**.
   b. In the **Select an identity** dialog, click the identity.

      TIP: To undo the selection, click Change, and then, in the **Select an identity** dialog, click **Remove assignment**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Device (page description) on page 1179

Displaying device overviews

You can see all relevant information about devices summarized in an overview. The information is represented by shapes in a HyperView.

To display a device's overview

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Devices**.
3. On the **Auditing - Device** page, click the device whose overview you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Overview**.

   This opens the **Overview - <device name>** page (see Overview – Device (page description) on page 1181).

Related topics

- Auditing (page description) on page 1160
- Auditing – Device (page description) on page 1179
- Auditing - Roles and entitlements: device (page description) on page 1180
- Overview – Device (page description) on page 1181

Displaying device main data

You can see devices' main data.

To display a device's main data

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Devices**.
3. On the **Auditing - Device** page, click the device whose main data you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Main data**.
6. This opens the **Main data - <device name>** page displays the main data (see Main data – Device (page description) on page 1181).

Related topics

- Auditing (page description) on page 1160
- Auditing – Device (page description) on page 1179
- Auditing - Roles and entitlements: device (page description) on page 1180
- Main data – Device (page description) on page 1181

Device attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying device attestation cases on page 480
- Displaying attestors of pending attestation cases for devices on page 481

Displaying device attestation cases

You can see the devices' attestation cases.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Devices**.
3. On the **Auditing - Device** page, click the device whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.

   This opens the **Attestation - <device name>** page (see Attestations – Device (page description) on page 1184).
6. (Optional) Click on a tab to display the respective attestation cases.

7. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview of the attestation.
8. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
9. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Auditing (page description) on page 1160
- Auditing – Device (page description) on page 1179
- Auditing - Roles and entitlements: device (page description) on page 1180
- Attestations – Device (page description) on page 1184

Displaying attestors of pending attestation cases for devices

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Devices**.
3. In the details pane, click **Show details**.
4. On the overview page, click **Attestation**.
5. In the list, click the attestation case that has attestors you want to show.
6. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Devices**.
3. In the details pane, click **Show details**.
4. On the overview page, click **Attestation**.
5. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Auditing (page description) on page 1160
- Auditing – Device (page description) on page 1179
- Auditing - Roles and entitlements: device (page description) on page 1180
- Attestations – Device (page description) on page 1184

Auditing business roles

You can gather various information about business roles.

Detailed information about this topic

- Displaying all business roles on page 482
- Displaying business role overviews on page 483
- Displaying business role main data on page 484
- Displaying memberships in business roles on page 484
- Displaying business role entitlements on page 485
- Business role attestations on page 485
- Business role compliance on page 488
- Displaying business role risk indexes on page 489
- Business role history on page 490
- Displaying role memberships of business role members on page 493

Displaying all business roles

You can see all the business roles.

To display business roles

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Business Roles**.

   This opens the **Auditing - Business Roles** page (see Auditing – Business roles (page description) on page 1185) and displays all the business roles.
3. (Optional) To display only business roles for which a specific identity is responsible, perform the following actions:
   a. Next to **Select an identity** click **Assign**.
   b. In the **Select an identity** dialog, click the identity.

      TIP: To undo the selection, click Change, and then, in the **Select an identity** dialog, click **Remove assignment**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Business roles (page description) on page 1185

Displaying business role overviews

You can see all relevant information about business roles summarized in an overview. The information is represented by shapes in a HyperView.

To display a business role's overview

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Business Roles**.
3. On the **Auditing - Business roles** page, click the business role whose overview you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Overview**.

   This opens the **Overview - <business role name>** page (see Overview – Business role (page description) on page 1187).

Related topics

- Auditing (page description) on page 1160
- Auditing – Business roles (page description) on page 1185
- Auditing - Roles and entitlements: business role (page description) on page 1186
- Overview – Business role (page description) on page 1187

Displaying business role main data

You can see business roles' main data.

To display a business role's main data

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Business Roles**.
3. On the **Auditing - Business roles** page, click the business role whose main data you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Main data**.
6. This opens the **Main data - <business role name>** page displays the main data (see Main data – Business role (page description) on page 1188).

Related topics

- Auditing (page description) on page 1160
- Auditing – Business roles (page description) on page 1185
- Auditing - Roles and entitlements: business role (page description) on page 1186
- Main data – Business role (page description) on page 1188

Displaying memberships in business roles

You can see identities that have business roles assigned to them.

To display identities that are assigned a business role

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Business Roles**.
3. On the **Auditing - Business roles** page, click the business role whose memberships you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Memberships**.

   This opens the **Memberships - <business role name>** page (see Memberships – Business role (page description) on page 1189).

Related topics

- Auditing (page description) on page 1160
- Auditing – Business roles (page description) on page 1185

- Auditing - Roles and entitlements: business role (page description) on page 1186
- Memberships – Business role (page description) on page 1189

Displaying business role entitlements

You can see entitlements assigned to business roles. You can also display the reason why business roles have certain entitlements (entitlement origin).

To display a business role's entitlements

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Business Roles**.
3. On the **Auditing - Business roles** page, click the business role whose entitlements you want to display.
4. On the overview page, click **Entitlements**.

   This opens the **Entitlements - <business role name>** page (see Entitlements – Business role (page description) on page 1189).
5. (Optional) To display more information about the origin of an entitlement, perform the following actions:
   a. In the list, click the entitlement that you want to know more about.
   b. In the details pane, on the **Detective** tab, click ▶ (**Expand**) next to **Analysis for**.

      This displays more information about the entitlement's assignment.

Related topics

- Auditing (page description) on page 1160
- Auditing – Business roles (page description) on page 1185
- Auditing - Roles and entitlements: business role (page description) on page 1186
- Entitlements – Business role (page description) on page 1189

Business role attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom.

Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying business role attestation cases on page 486
- Displaying attestors of business role pending attestation cases on page 487

Displaying business role attestation cases

You can see the business roles' attestation cases.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Business Roles**.
3. On the **Auditing - Business roles** page, click the business role whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.

   This opens the **Attestation - <business role name>** page (see Attestation – Business role (page description) on page 1190).
6. (Optional) Click on a tab to display the respective attestation cases.
7. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview of the attestation.

8. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
    a. In the list, click the attestation case.
    b. In the details pane, click the **Workflow** tab.
9. (Optional) To show previous attestation cases for the selected object, perform the following actions:
    a. In the list, click an attestation case.
    b. In the details pane, click the **History** tab.

       This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Auditing (page description) on page 1160
- Auditing – Business roles (page description) on page 1185
- Auditing - Roles and entitlements: business role (page description) on page 1186
- Attestation – Business role (page description) on page 1190

Displaying attestors of business role pending attestation cases

You can see identities that still have to approve business role attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Business Roles**.
3. On the **Auditing - Business roles** page, click the business role whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <business role name>** page, click on a tab to display the corresponding attestation cases
7. In the list, click the attestation case that has attestors you want to show.
8. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Business Roles**.
3. On the **Auditing - Business roles** page, click the business role whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <business role name>** page, click on a tab to display the corresponding attestation cases
7. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Auditing (page description) on page 1160
- Auditing – Business roles (page description) on page 1185
- Auditing - Roles and entitlements: business role (page description) on page 1186
- Attestation – Business role (page description) on page 1190

Business role compliance

Companies have different requirements that they need for regulating internal and external identities' access to company resources. On the one hand, rule checks are used for locating rule violations and on the other hand, to prevent them. By using these rules, you can demonstrate compliance with legislated regulations such as the Sarbanes-Oxley Act (SOX). The following demands are made on compliance:

- Compliance rules define what an employee is entitled to do or not do. For example, an identity may not have both entitlements A and B at the same time.
- Company policies are very flexible, and can be defined for any company resources you are managing with Manager. For example, a policy might only allow identities from a certain department to own a certain entitlement.
- Each item that an identity access can be given a risk value. A risk index can be calculated for identities, accounts, organization, roles, and for the groups of resources available for request. You can then use the risk indexes to help prioritize your compliance activities.

Some rules are preventative. For example, a request will not be processed if it violates the rules, unless exception approval is explicitly granted and an approver allows it. Compliance rules (if appropriate) and company policies are run on a regular schedule and violations appear in the identity's Web Portal to be dealt with there. Company policies can contribute to mitigation control by reducing risk. For example, if risks are posed by identities running processes outside the One Identity Manager solution and causing violations. Reports and dashboards give you further insights into your state of compliance. For more information, see What statistics are available? on page 792.

Detailed information about this topic

- Displaying business role rule violations on page 489

Displaying business role rule violations

You can see business role rule violations.

To display rule violations

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Business Roles**.
3. On the **Auditing - Business roles** page, click the business role whose rule violations you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Compliance**.

   This opens the **Compliance - <business role name>** page (see Compliance – Business role (page description) on page 1191).

Related topics

- Auditing (page description) on page 1160
- Auditing – Business roles (page description) on page 1185
- Auditing - Roles and entitlements: business role (page description) on page 1186
- Compliance – Business role (page description) on page 1191

Displaying business role risk indexes

You can see business role risk indexes.

> NOTE: For more detailed information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

To display a business role's risk index

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Business Roles**.
3. On the **Auditing - Business roles** page, click the business role whose risk index you want to display.

4. In the details pane, click **Show details**.
5. On the overview page, click **Risk**.

   This opens the **Risk - <business role name>** page (see Risk – Business role (page description) on page 1192).
6. (Optional) To show which attributes and assignments contribute to the calculated risk index, click **View risk functions**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Business roles (page description) on page 1185
- Auditing - Roles and entitlements: business role (page description) on page 1186
- Risk – Business role (page description) on page 1192

Business role history

The Web Portal offers you the option to display business roles' historical data.

To do this, you have the following options:

Table 37: Historical data

View	Description
Events	This shows you all the events that affect the business role, either on a timeline or in a table (see Displaying my business roles' history on page 277).
Status overview	This shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between (see Displaying the status overview of my business roles on page 278).
Status comparison	You can select a date and display all the changes made from then until now. This also shows you what the value of the property was at the selected point in time and what the value is now (see Comparing statuses of my business roles on page 279).

Displaying business role history

You can select to display all events involving business roles on a timeline or in a table.

To display the history

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Business Roles**.
3. On the **Auditing - Business roles** page, click the business role whose history you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **History**.

   This opens the **History - <business role name>** page (see History – Business role (page description) on page 1193).

   > TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.
   >
   > To zoom in or out, turn the mouse wheel.
6. (Optional) To filter the timeline of events, click **Filter by** and then one of the following:
   - **User**: Searches for events or actions associated with the identity name given. Identities with entitlements and ownerships create changes, such as adding or removing properties. You can see these actions on the timeline.
   - **Change type**: Only show events on the timeline with the selected change type.
   - **Date**: Only show events on the timeline that took place in the given period.
   - **Properties**: Only show events on the timeline with the selected properties.
   - **Display**: Only show events on the timeline that match the search.
   - **Object**: Only show events on the timeline about the selected object.
7. (Optional) To switch to the table view, click **Switch to table view**.
8. (Optional) To show more details about an event, perform one of the following actions:
   - Click on the event in the timeline.
   - In the table view, click the event and you will see the details in the details pane.

Related topics

- Auditing (page description) on page 1160
- Auditing – Business roles (page description) on page 1185
- Auditing - Roles and entitlements: business role (page description) on page 1186
- History – Business role (page description) on page 1193

Displaying the status overview of business roles

You can see all the changes that affect business roles. You can also display how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

To display the status overview

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Business Roles**.
3. On the **Auditing - Business roles** page, click the business role whose status overview you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **History**.

   This opens the **History - <business role name>** page (see History – Business role (page description) on page 1193).
6. Click the **Status overview** tab.

Related topics

- Auditing (page description) on page 1160
- Auditing – Business roles (page description) on page 1185
- Auditing - Roles and entitlements: business role (page description) on page 1186
- History – Business role (page description) on page 1193

Comparing statuses of business roles

You can compare the current state of an business role with its state at another time.

To compare states

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Business Roles**.
3. On the **Auditing - Business roles** page, click the business role whose state you want to compare.
4. In the details pane, click **Show details**.
5. On the overview page, click **History**.
6. On the **History - <business role name>** page, click the **Status comparison** tab.
7. In the date field, select the date and time from which you want to start the comparison.

8. (Optional) To display the properties that have not changed since being created, deselect the box next to **Display changed values only**.

To compare the current status with the status at the time of a specific event

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Business Roles**.
3. On the **Auditing - Business roles** page, click the business role whose state you want to compare.
4. On the overview page, click **History**.
5. On the **History - <business role name>** page, perform one of the following actions:
   - On the timeline, click the event and then **Compare**.
   - In the table view, click the event in the list and then in the details pane, click **Compare**.
6. (Optional) To display the properties that have not changed since being created, deselect the box next to **Display changed values only**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Business roles (page description) on page 1185
- Auditing - Roles and entitlements: business role (page description) on page 1186
- History – Business role (page description) on page 1193

Displaying role memberships of business role members

You can see which roles and organizations belong to identities that are assigned business roles. . Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of a business role

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Business Roles**.
3. On the **Auditing - Business roles** page, click the business role whose members you want to know more about.
4. In the details pane, click **Show details**.
5. On the overview page, click **Usage**.

This opens the **Usage - <business role name>** page (see Usage – Business role (page description) on page 1195).

6. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
7. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
8. (Optional) To see the legend, click **More information**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Business roles (page description) on page 1185
- Auditing - Roles and entitlements: business role (page description) on page 1186
- Usage – Business role (page description) on page 1195

Auditing identities

You can gather various information about identities.

Detailed information about this topic

- Displaying all identities on page 494
- Displaying identity overviews on page 495
- Displaying identity main data on page 495
- Displaying identity requests on page 496
- Displaying identity approvals on page 497
- Displaying identity entitlements on page 498
- Displaying identity responsibilities on page 498
- Identity attestations on page 499
- Identity compliance on page 501
- Displaying identity risk indexes on page 503
- Identity history on page 503

Displaying all identities

You can see all the identities.

To display identities

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Identities**.

   This opens the **Auditing - Identity Details** page (see Auditing – Identity details (page description) on page 1195) and displays all the identities.

Related topics

- Auditing (page description) on page 1160
- Auditing – Identity details (page description) on page 1195

Displaying identity overviews

You can see all relevant information about identities summarized in an overview. For example, this information includes identities, requests, rule violations, user accounts, subidentities, assigned permissions, and memberships. The information is represented by shapes in a HyperView.

To display an identity's overview

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Identities**.
3. On the **Auditing - Identity Details** page, click the identity whose overview you want to display.
4. On the overview page, click **Overview**.

   This opens the **Overview - <identity's name>** page (see Overview – Identity (page description) on page 1198).

Related topics

- Auditing (page description) on page 1160
- Auditing – Identity details (page description) on page 1195
- Auditing – Identity (page description) on page 1196
- Overview – Identity (page description) on page 1198

Displaying identity main data

You can see identities' main data.

To display an identity's main data

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Identities**.
3. On the **Auditing - Identity Details** page, click the identity whose main data you want to display.
4. On the overview page, click **Main data**.
5. This opens the **Main data - <identity name>** page displays the main data (see Main data – Identity (page description) on page 1198).

Related topics

- Auditing (page description) on page 1160
- Auditing – Identity details (page description) on page 1195
- Auditing – Identity (page description) on page 1196
- Main data – Identity (page description) on page 1198

Displaying identity requests

You can display requests made by identities. All requests that identities have made themselves or that have been made for them (for example, by a manager) are displayed.

To display requests of an identity

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Identities**.
3. On the **Auditing - Identity Details** page, click the identity whose requests you want to display.
4. On the overview page, click **Requests**.

   This opens the**Requests- <name of identity>** page (see Requests - Identities ((page description)) on page 1199).
5. (Optional) Click **Advanced Search** to control which requests are displayed (see Requests - Identities ((page description)) on page 1199). For example, you can display only pending (not yet assigned) requests.

Related topics

- Displaying request history on page 126
- Auditing (page description) on page 1160
- Auditing – Identity details (page description) on page 1195
- Auditing – Identity (page description) on page 1196
- Requests - Identities ((page description)) on page 1199

Displaying identity approvals

You can display the following approval-related information for identities:

- All approval processes for product requests that the identity was involved in and their approval decisions.
- All rule violations dealt with by the identity
- All approval processes for attestation that the identity was involved in and their approval decisions.
- All policy violations dealt with by the selected identity

To display an identity's approvals

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Identities**.
3. On the **Auditing - Identity Details** page, click the identity whose approvals you want to display.
4. On the overview page, click **Approvals**.

   This opens the **Approvals - <identity name>** page and shows all the approval processes for product requests that the identity was involved in and their approval decisions (see Approvals – Identity (page description) on page 1202).
5. (Optional) To control which requests are displayed, click **Advanced search** (see Approvals – Identity (page description) on page 1202). For example, you can display only pending (not yet assigned) requests.
6. (Optional) Perform one of the following actions:
   - To display all rule violations that have been handled by the identity, click the **Exception approvals** tab.
   - To display all attestation approval processes in which the identity was involved and their decisions, click the **Attestation** tab.
   - To display all policy violations edited by the selected identity, click the **Policy Violations** tab.

Related topics

- Displaying approvals on page 130
- Auditing (page description) on page 1160
- Auditing – Identity details (page description) on page 1195
- Auditing – Identity (page description) on page 1196
- Approvals – Identity (page description) on page 1202

Displaying identity entitlements

You can see entitlements assigned to identities. You can also display the reason why identities have certain entitlements (entitlement origin).

To display an identity's entitlements

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Identities**.
3. On the **Auditing - Identity Details** page, click the identity whose entitlements you want to display.
4. On the overview page, click **Entitlements**.

   This opens the **Entitlements - <identity's name>** page (see Entitlements – Identity (page description) on page 1206).
5. (Optional) To display more information about the origin of an entitlement, perform the following actions:
   a. In the list, click the entitlement that you want to know more about.
   b. In the details pane, on the **Detective** tab, click ▶ (**Expand**) next to **Analysis for**.

      This displays more information about the entitlement's assignment.

Related topics

- Auditing (page description) on page 1160
- Auditing – Identity details (page description) on page 1195
- Auditing – Identity (page description) on page 1196
- Entitlements – Identity (page description) on page 1206

Displaying identity responsibilities

You can display all the objects for which the identities are responsibility.

To display an identity's responsibilities

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Identities**.
3. On the **Auditing - Identity Details** page, click the identity whose responsibilities you want to display.
4. On the overview page, click **Responsibilities**.

   This **Auditing - <name of identity>** page (see Responsibilities - Identity (page description) on page 1207).

5. In the **Object type** drop-down, select which of the identity's objects you want to display (for example, departments).
6. (Optional) To display an object's details, perform the following actions:
   a. In the list, click on the object.
   b. In the details pane, click **Show details**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Identity details (page description) on page 1195
- Auditing – Identity (page description) on page 1196
- Responsibilities - Identity (page description) on page 1207

Identity attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

Displaying attestation cases of identities

You can see the identities' attestation cases.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Identities**.
3. On the **Auditing - Identity Details** page, click the identity whose attestation cases you want to display.
4. On the overview page, click **Attestation**.

   This opens the **Attestation - <identity's name>** page (see Attestations – Identity (page description) on page 1207).
5. (Optional) Click on a tab to display the respective attestation cases.
6. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview of the attestation.
7. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
8. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Attestation on page 150
- Auditing (page description) on page 1160
- Auditing – Identity details (page description) on page 1195
- Auditing – Identity (page description) on page 1196
- Attestations – Identity (page description) on page 1207

Displaying attestors of identity pending attestation cases

You can see identities that still have to approve identities attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Identities**.
3. On the **Auditing - Identity Details** page, click the identity whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <identity's name>** page, click on a tab to display the corresponding attestation cases.
6. In the list, click the attestation case that has attestors you want to show.
7. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Identities**.
3. On the **Auditing - Identity Details** page, click the identity whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <identity's name>** page, click on a tab to display the corresponding attestation cases.
6. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestation on page 150
- Auditing (page description) on page 1160
- Auditing – Identity details (page description) on page 1195
- Auditing – Identity (page description) on page 1196
- Attestations – Identity (page description) on page 1207

Identity compliance

Companies have different requirements that they need for regulating internal and external identities' access to company resources. On the one hand, rule checks are used for locating rule violations and on the other hand, to prevent them. By using these rules, you can demonstrate compliance with legislated regulations such as the Sarbanes-Oxley Act (SOX). The following demands are made on compliance:

- Compliance rules define what an employee is entitled to do or not do. For example, an identity may not have both entitlements A and B at the same time.
- Company policies are very flexible, and can be defined for any company resources you are managing with Manager. For example, a policy might only allow identities from a certain department to own a certain entitlement.
- Each item that an identity access can be given a risk value. A risk index can be calculated for identities, accounts, organization, roles, and for the groups of resources available for request. You can then use the risk indexes to help prioritize your compliance activities.

Some rules are preventative. For example, a request will not be processed if it violates the rules, unless exception approval is explicitly granted and an approver allows it. Compliance rules (if appropriate) and company policies are run on a regular schedule and violations appear in the identity's Web Portal to be dealt with there. Company policies can contribute to mitigation control by reducing risk. For example, if risks are posed by identities running processes outside the One Identity Manager solution and causing violations. Reports and dashboards give you further insights into your state of compliance. For more information, see What statistics are available? on page 792.

Detailed information about this topic

- Displaying identities' rule violations on page 502

Displaying identities' rule violations

You can display the rule violations of identities.

To display an identity's rule violations

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Identities**.
3. On the **Auditing - Identity Details** page, click the identity whose rule violations you want to display.
4. On the **Auditing - identity's name>** page, click **Rule Violations**.

   This opens the **Rule Violations - <identity's name>** page (see Rule violations – Identity (page description) on page 1208).

Related topics

- Managing rule violations on page 194
- Viewing compliance rules and violations on page 206
- Displaying rule violations of identities with critical SAP functions on page 209
- Auditing (page description) on page 1160
- Auditing – Identity details (page description) on page 1195

- Auditing – Identity (page description) on page 1196
- Rule violations – Identity (page description) on page 1208

Displaying identity risk indexes

You can see identities risk indexes.

NOTE: For more detailed information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

To display an identity's risk index

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Identities**.
3. On the **Auditing - Identity Details** page, click the identity whose risk index you want to display.
4. On the overview page, click **Risk**.

   This opens the **Risk - <identity's name>** page (see Risk – Identity (page description) on page 1210).
5. (Optional) To show which attributes and assignments contribute to the calculated risk index, click **View risk functions**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Identity details (page description) on page 1195
- Auditing – Identity (page description) on page 1196
- Risk – Identity (page description) on page 1210

Identity history

The Web Portal offers you the option to display identities' historical data.

To do this, you have the following options:

Table 38: Historical data

View	Description
Events	This shows you all the events that affect the identity, either on a timeline or in a table (see Displaying my identity history on page 303).
Status overview	This shows you an overview of all assignments. It also shows

View	Description
	how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between (see Displaying the status overview of my identities on page 304).
Status comparison	You can select a date and display all the changes made from then until now. This also shows you what the value of the property was at the selected point in time and what the value is now (see Comparing statuses of my identities on page 305).

Displaying identity history

You can select to display all events involving identities on a timeline or in a table.

To display the history

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Identities**.
3. On the **Auditing - Identity Details** page, click the identity whose history you want to display.
4. On the overview page, click **History**.

   This opens the **History - <identity's name>** page (see History – Identity (page description) on page 1211).

   TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

   To zoom in or out, turn the mouse wheel.
5. (Optional) To filter the timeline of events, click **Filter by** and then one of the following:
   - **User**: Searches for events or actions associated with the identity name given. Identities with entitlements and ownerships create changes, such as adding or removing properties. You can see these actions on the timeline.
   - **Change type**: Only show events on the timeline with the selected change type.
   - **Date**: Only show events on the timeline that took place in the given period.
   - **Properties**: Only show events on the timeline with the selected properties.
   - **Display**: Only show events on the timeline that match the search.
   - **Object**: Only show events on the timeline about the selected object.
6. (Optional) To switch to the table view, click **Switch to table view**.
7. (Optional) To show more details about an event, perform one of the following actions:

- Click on the event in the timeline.
- In the table view, click the event and you will see the details in the details pane.

Related topics

- Auditing (page description) on page 1160
- Auditing – Identity details (page description) on page 1195
- Auditing – Identity (page description) on page 1196
- History – Identity (page description) on page 1211

Displaying the status overview of identities

You can see all the changes that affect identities. You can also display how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

To display the status overview

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Identities**.
3. On the **Auditing - Identity Details** page, click the identity whose status overview you want to display.
4. On the overview page, click **History**.

   This opens the **History - <identity's name>** page (see History – Identity (page description) on page 1211).
5. Click the **Status overview** tab.

Related topics

- Auditing (page description) on page 1160
- Auditing – Identity details (page description) on page 1195
- Auditing – Identity (page description) on page 1196
- History – Identity (page description) on page 1211

Comparing statuses of identities

You can compare the current state of an identity with its state at another time.

To compare states

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Identities**.
3. On the **Auditing - Identity Details** page, click the identity whose state you want to compare.
4. On the overview page, click **History**.
5. On the **History - <identity name>** page, click the **Status comparison** tab.
6. In the date field, select the date and time from which you want to start the comparison.
7. (Optional) To display the properties that have not changed since being created, deselect the box next to **Display changed values only**.

To compare the current status with the status at the time of a specific event

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Identities**.
3. On the **Auditing - Identity Details** page, click the identity whose history you want to display.
4. On the overview page, click **History**.
5. On the **History - <identity name>** page, perform one of the following actions:
    - On the timeline, click the event and then **Compare**.
    - In the table view, click the event in the list and then in the details pane, click **Compare**.
6. (Optional) To display the properties that have not changed since being created, deselect the box next to **Display changed values only**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Identity details (page description) on page 1195
- Auditing – Identity (page description) on page 1196
- History – Identity (page description) on page 1211

Auditing cost centers

You can gather various information about cost centers.

Detailed information about this topic

- Displaying all cost centers on page 507
- Displaying cost center overviews on page 507
- Displaying cost center main data on page 508
- Displaying memberships in cost centers on page 509
- Displaying cost center entitlements on page 509
- Cost center attestations on page 510
- Cost center compliance on page 513
- Displaying cost center risk indexes on page 514
- Cost center history on page 514
- Displaying role memberships of cost center members on page 518

Displaying all cost centers

You can see all the cost centers.

To display cost centers

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Cost centers**.

   This opens the **Auditing - Cost Centers** page (see Auditing – Cost center (page description) on page 1213) and displays all the cost centers.
3. (Optional) To display only cost centers for which a specific identity is responsible, perform the following actions:
   a. Next to **Select an identity** click **Assign**.
   b. In the **Select an identity** dialog, click the identity.

      TIP: To undo the selection, click Change, and then, in the **Select an identity** dialog, click **Remove assignment**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Cost center (page description) on page 1213

Displaying cost center overviews

You can see all relevant information about cost centers summarized in an overview. The information is represented by shapes in a HyperView.

To display a cost center's overview

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Cost centers**.
3. On the **Auditing - Cost centers** page, click the cost center whose overview you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Overview**.

   This opens the **Overview - <cost center name>** page (see Overview – Cost center (page description) on page 1215).

Related topics

- Auditing (page description) on page 1160
- Auditing – Cost center (page description) on page 1213
- Auditing - Roles and entitlements: cost center (page description) on page 1214
- Overview – Cost center (page description) on page 1215

Displaying cost center main data

You can see cost centers' main data.

To display a cost center's main data

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Cost centers**.
3. On the **Auditing - Cost centers** page, click the cost center whose main data you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Main data**.
6. This opens the **Main data - <cost center name>** page displays the main data (see Main data – Cost center (page description) on page 1216).

Related topics

- Auditing (page description) on page 1160
- Auditing – Cost center (page description) on page 1213
- Auditing - Roles and entitlements: cost center (page description) on page 1214
- Main data – Cost center (page description) on page 1216

Displaying memberships in cost centers

You can see identities that have cost centers assigned to them.

To display identities that are assigned a cost center

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Cost centers**.
3. On the **Auditing - Cost centers** page, click the cost center whose memberships you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Memberships**.

   This opens the **Memberships - <cost center name>** page (see Memberships – Cost center (page description) on page 1216).

Related topics

- Auditing (page description) on page 1160
- Auditing – Cost center (page description) on page 1213
- Auditing - Roles and entitlements: cost center (page description) on page 1214
- Memberships – Cost center (page description) on page 1216

Displaying cost center entitlements

You can see entitlements assigned to cost centers. You can also display the reason why cost centers have certain entitlements (entitlement origin).

To display a cost center's entitlements

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Cost centers**.
3. On the **Auditing - Cost centers** page, click the cost center whose entitlements you want to display.
4. On the overview page, click **Entitlements**.

   This opens the **Entitlements - <cost center name>** page (see Entitlements – Cost center (page description) on page 1217).
5. (Optional) To display more information about the origin of an entitlement, perform the following actions:
   a. In the list, click the entitlement that you want to know more about.
   b. In the details pane, on the **Detective** tab, click ▶ (**Expand**) next to

Analysis for.

This displays more information about the entitlement's assignment.

Related topics

- Auditing (page description) on page 1160
- Auditing – Cost center (page description) on page 1213
- Auditing - Roles and entitlements: cost center (page description) on page 1214
- Entitlements – Cost center (page description) on page 1217

Cost center attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying cost center attestation cases on page 510
- Displaying attestors of cost center pending attestation cases on page 512

Displaying cost center attestation cases

You can see the cost centers' attestation cases.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Cost centers**.
3. On the **Auditing - Cost centers** page, click the cost center whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.

   This opens the **Attestation - <cost center name>** page (see Attestation – Cost center (page description) on page 1218).
6. (Optional) Click on a tab to display the respective attestation cases.
7. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview of the attestation.
8. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
9. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Auditing (page description) on page 1160
- Auditing – Cost center (page description) on page 1213
- Auditing - Roles and entitlements: cost center (page description) on page 1214
- Attestation – Cost center (page description) on page 1218

Displaying attestors of cost center pending attestation cases

You can see identities that still have to approve cost center attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Cost centers**.
3. On the **Auditing - Cost centers** page, click the cost center whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <cost center name>** page, click on a tab to display the corresponding attestation cases.
7. In the list, click the attestation case that has attestors you want to show.
8. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Cost centers**.
3. On the **Auditing - Cost centers** page, click the cost center whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <cost center name>** page, click on a tab to display the corresponding attestation cases.
7. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Auditing (page description) on page 1160
- Auditing – Cost center (page description) on page 1213
- Auditing - Roles and entitlements: cost center (page description) on page 1214
- Attestation – Cost center (page description) on page 1218

Cost center compliance

Companies have different requirements that they need for regulating internal and external identities' access to company resources. On the one hand, rule checks are used for locating rule violations and on the other hand, to prevent them. By using these rules, you can demonstrate compliance with legislated regulations such as the Sarbanes-Oxley Act (SOX). The following demands are made on compliance:

- Compliance rules define what an employee is entitled to do or not do. For example, an identity may not have both entitlements A and B at the same time.
- Company policies are very flexible, and can be defined for any company resources you are managing with Manager. For example, a policy might only allow identities from a certain department to own a certain entitlement.
- Each item that an identity access can be given a risk value. A risk index can be calculated for identities, accounts, organization, roles, and for the groups of resources available for request. You can then use the risk indexes to help prioritize your compliance activities.

Some rules are preventative. For example, a request will not be processed if it violates the rules, unless exception approval is explicitly granted and an approver allows it. Compliance rules (if appropriate) and company policies are run on a regular schedule and violations appear in the identity’s Web Portal to be dealt with there. Company policies can contribute to mitigation control by reducing risk. For example, if risks are posed by identities running processes outside the One Identity Manager solution and causing violations. Reports and dashboards give you further insights into your state of compliance. For more information, see What statistics are available? on page 792.

Detailed information about this topic

- Displaying cost center rule violations on page 513

Displaying cost center rule violations

You can see cost center rule violations.

To display rule violations

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Cost centers**.
3. On the **Auditing - Cost centers** page, click the cost center whose rule violations you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Compliance**.

   This opens the **Compliance - <cost center name>** page (see Compliance – Cost center (page description) on page 1219).

Related topics

- Auditing (page description) on page 1160
- Auditing – Cost center (page description) on page 1213
- Auditing - Roles and entitlements: cost center (page description) on page 1214
- Compliance – Cost center (page description) on page 1219

Displaying cost center risk indexes

You can see cost center risk indexes.

NOTE: For more detailed information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

To display a cost center's risk index

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Cost centers**.
3. On the **Auditing - Cost centers** page, click the cost center whose risk index you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Risk**.

   This opens the **Risk - <cost center name>** page (see Risk – Cost center (page description) on page 1220).
6. (Optional) To show which attributes and assignments contribute to the calculated risk index, click **View risk functions**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Cost center (page description) on page 1213
- Auditing - Roles and entitlements: cost center (page description) on page 1214
- Risk – Cost center (page description) on page 1220

Cost center history

The Web Portal offers you the option to display cost centers' historical data.

To do this, you have the following options:

Table 39: Historical data

View	Description
Events	This shows you all the events that affect the cost center, either on a timeline or in a table (see Displaying my cost center history on page 324).
Status overview	This shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between (see Displaying the status overview of my cost centers on page 325).
Status comparison	You can select a date and display all the changes made from then until now. This also shows you what the value of the property was at the selected point in time and what the value is now (see Comparing statuses of my cost centers on page 326).

Displaying cost center history

You can select to display all events involving cost centers on a timeline or in a table.

To display the history

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Cost centers**.
3. On the **Auditing - Cost centers** page, click the cost center whose history you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **History**.

   This opens the **History - <cost center name>** page (see History – Cost center (page description) on page 1220).

   TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

   To zoom in or out, turn the mouse wheel.
6. (Optional) To filter the timeline of events, click **Filter by** and then one of the following:
   - **User**: Searches for events or actions associated with the identity name given. Identities with entitlements and ownerships create changes, such as adding or removing properties. You can see these actions on the timeline.
   - **Change type**: Only show events on the timeline with the selected change type.
   - **Date**: Only show events on the timeline that took place in the given period.

- **Properties**: Only show events on the timeline with the selected properties.
- **Display**: Only show events on the timeline that match the search.
- **Object**: Only show events on the timeline about the selected object.

7. (Optional) To switch to the table view, click **Switch to table view**.
8. (Optional) To show more details about an event, perform one of the following actions:
   - Click on the event in the timeline.
   - In the table view, click the event and you will see the details in the details pane.

Related topics

- Auditing (page description) on page 1160
- Auditing – Cost center (page description) on page 1213
- Auditing - Roles and entitlements: cost center (page description) on page 1214
- History – Cost center (page description) on page 1220

Displaying the status overview of cost centers

You can see all the changes that affect cost centers. You can also display how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

To display the status overview

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Cost centers**.
3. On the **Auditing - Cost centers** page, click the cost center whose status overview you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **History**.

   This opens the **History - <cost center name>** page (see History – Cost center (page description) on page 1220).
6. Click the **Status overview** tab.

Related topics

- Auditing (page description) on page 1160
- Auditing – Cost center (page description) on page 1213
- Auditing - Roles and entitlements: cost center (page description) on page 1214
- History – Cost center (page description) on page 1220

Comparing statuses of cost centers

You can compare the current state of an cost center with its state at another time.

To compare states

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Cost centers**.
3. On the **Auditing - Cost centers** page, click the cost center whose state you want to compare.
4. In the details pane, click **Show details**.
5. On the overview page, click **History**.
6. On the **History - <cost center name>** page, click the **Status comparison** tab.
7. In the date field, select the date and time from which you want to start the comparison.
8. (Optional) To display the properties that have not changed since being created, deselect the box next to **Display changed values only**.

To compare the current status with the status at the time of a specific event

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Cost centers**.
3. On the **Auditing - Cost centers** page, click the cost center whose state you want to compare.
4. On the overview page, click **History**.
5. On the **History - <cost center name>** page, perform one of the following actions:
   - On the timeline, click the event and then **Compare**.
   - In the table view, click the event in the list and then in the details pane, click **Compare**.
6. (Optional) To display the properties that have not changed since being created, deselect the box next to **Display changed values only**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Cost center (page description) on page 1213
- Auditing - Roles and entitlements: cost center (page description) on page 1214
- History – Cost center (page description) on page 1220

Displaying role memberships of cost center members

You can see which roles and organizations belong to identities that are assigned cost centers. Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of a cost center

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Cost centers**.
3. On the **Auditing - Cost Centers** page, click the cost center whose members you want to know more about.
4. In the details pane, click **Show details**.
5. On the overview page, click **Usage**.

   This opens the **Usage - <cost center name>** page (see Usage – Cost center (page description) on page 1222).
6. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
7. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
8. (Optional) To see the legend, click **More information**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Cost center (page description) on page 1213
- Auditing - Roles and entitlements: cost center (page description) on page 1214
- Usage – Cost center (page description) on page 1222

Auditing multi-request resources

Multi-request resources are resources that an identity can request multiple times. Requests are automatically unsubscribed after approval. The resources are not explicitly assigned to the identity. Examples are consumables, such as pens or printer paper.

You can gather various information about multi-request resources.

Detailed information about this topic

- Displaying multi-request resources on page 519
- Displaying multi-request resource overviews on page 519
- Displaying multi-request resource main data on page 520
- Multi-request resource attestations on page 520

Displaying multi-request resources

You can see all the multi-request resources.

To display multi-request resources

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Multiple requestable resources**.

   This opens the **Auditing - Multi-request Resources** page (see Auditing – Multi-request resources (page description) on page 1223) and displays all the multi-request resources.
3. (Optional) To display only multi-request resources for which a specific identity is responsible, perform the following actions:
   a. Next to **Select an identity** click **Assign**.
   b. In the **Select an identity** dialog, click the identity.

      TIP: To undo the selection, click Change, and then, in the **Select an identity** dialog, click **Remove assignment**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Multi-request resources (page description) on page 1223

Displaying multi-request resource overviews

You can see all relevant information about multi-request resources summarized in an overview. The information is represented by shapes in a HyperView.

To display a multi-request resource's overview

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Multiple requestable resources**.
3. On the **Auditing - Multi-request resources** page, click the multi-request resource whose overview you want to display.

4. In the details pane, click **Show details**.
5. On the overview page, click **Overview**.

   This opens the **Overview - <multi-request resource name>** page (see Overview – Multi-request resource (page description) on page 1225).

Related topics

- Auditing (page description) on page 1160
- Auditing – Multi-request resources (page description) on page 1223
- Auditing - Roles and entitlements: multi-request resource (page description) on page 1224
- Overview – Multi-request resource (page description) on page 1225

Displaying multi-request resource main data

You can see multi-request resources' main data

To display a multi-request resource's main data

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Multiple requestable resources**.
3. On the **Auditing - Multi-request resources** page, click the multi-request resource whose main data you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Main data**.
6. This opens the **Main data - <multi-request resource name>** page displays the main data (see Main data – Multi-request resource (page description) on page 1225).

Related topics

- Auditing (page description) on page 1160
- Auditing – Multi-request resources (page description) on page 1223
- Auditing - Roles and entitlements: multi-request resource (page description) on page 1224
- Main data – Multi-request resource (page description) on page 1225

Multi-request resource attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception

approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying multi-request resource attestation cases on page 521
- Displaying attestors of multi-request resource pending attestation cases on page 522

Displaying multi-request resource attestation cases

You can see the multi-request resource attestation cases

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Multiple requestable resources**.
3. On the **Auditing - Multi-request resources** page, click the multi-request resource whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.

   This opens the **Attestation - <multi-request resource name>** page (see Attestation – Multi-request resource (page description) on page 1226).
6. (Optional) Click on a tab to display the respective attestation cases.
7. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.

d. (Optional) Click **View current state of the object**

This opens an overview of the attestation.

8. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
9. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click the **History** tab.

   This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Auditing (page description) on page 1160
- Auditing – Multi-request resources (page description) on page 1223
- Auditing - Roles and entitlements: multi-request resource (page description) on page 1224
- Attestation – Multi-request resource (page description) on page 1226

Displaying attestors of multi-request resource pending attestation cases

You can see identities that still have to approve multi-request resource attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Multiple requestable resources**.
3. On the **Auditing - Multi-request resources** page, click the multi-request resource whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <multi-request resource name>** page, click on a tab to display the corresponding attestation cases.
7. In the list, click the attestation case that has attestors you want to show.
8. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Multiple requestable resources**.
3. On the **Auditing - Multi-request resources** page, click the multi-request resource whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <multi-request resource name>** page, click on a tab to display the corresponding attestation cases.
7. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Auditing (page description) on page 1160
- Auditing – Multi-request resources (page description) on page 1223
- Auditing - Roles and entitlements: multi-request resource (page description) on page 1224
- Attestation – Multi-request resource (page description) on page 1226

Auditing multi requestable/unsubscribable resources

Multi requestable/unsubscribable resources are resources that an identity can request multiple times, but that must be explicitly returned when they are no longer needed. The resources are assigned to identities after approval has been granted and they remain assigned until the request is canceled.

You can gather various information about multi requestable/unsubscribable resources.

Detailed information about this topic

- Displaying all multi requestable/unsubscribable resources on page 524
- Displaying multi requestable/unsubscribable resource overviews on page 524
- Displaying multi requestable/unsubscribable resource main data on page 525
- Displaying memberships in multi requestable/unsubscribable resources on page 526
- Multi requestable/unsubscribable resource attestations on page 526

Displaying all multi requestable/unsubscribable resources

You can see all the multi requestable/unsubscribable resources.

To display multi requestable/unsubscribable resources

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Multi requestable/unsubscribable resources**.

   This opens the **Auditing - Multi requestable/unsubscribable Resources** page (see Auditing – Multi requestable/unsubscribable resources (page description) on page 1227) and displays all the multi requestable/unsubscribable resources.
3. (Optional) To display only multi requestable/unsubscribable resources for which a specific identity is responsible, perform the following actions:
   a. Next to **Select an identity** click **Assign**.
   b. In the **Select an identity** dialog, click the identity.

      TIP: To undo the selection, click Change, and then, in the **Select an identity** dialog, click **Remove assignment**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Multi requestable/unsubscribable resources (page description) on page 1227

Displaying multi requestable/unsubscribable resource overviews

You can see all relevant information about multi requestable/unsubscribable resources summarized in an overview. The information is represented by shapes in a HyperView.

To display a multi requestable/unsubscribable resource's overview

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Multi requestable/unsubscribable resources**.
3. On the **Auditing - Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose overview you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Overview**.

   This opens the **Overview - <multi requestable/unsubscribable resource name>** page (see Overview – Multi requestable/unsubscribable resource (page description) on page 1229).

Related topics

- Auditing (page description) on page 1160
- Auditing – Multi requestable/unsubscribable resources (page description) on page 1227
- Auditing - Roles and entitlements: multi requestable/unsubscribable resource (page description) on page 1228
- Overview – Multi requestable/unsubscribable resource (page description) on page 1229

Displaying multi requestable/unsubscribable resource main data

You can see multi requestable/unsubscribable resources' main data.

To display a multi requestable/unsubscribable resource's main data

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Multi requestable/unsubscribable resources**.
3. On the **Auditing - Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose main data you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Main data**.
6. This opens the **Main data - <multi requestable/unsubscribable resource name>** page displays the main data (see Main data – Multi requestable/unsubscribable resource (page description) on page 1229).

Related topics

- Auditing (page description) on page 1160
- Auditing – Multi requestable/unsubscribable resources (page description) on page 1227
- Auditing - Roles and entitlements: multi requestable/unsubscribable resource (page description) on page 1228
- Main data – Multi requestable/unsubscribable resource (page description) on page 1229

Displaying memberships in multi requestable/unsubscribable resources

You can see identities that have multi requestable/unsubscribable resources assigned to them.

To display identities that are assigned a multi requestable/unsubscribable resource

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Multi requestable/unsubscribable resources**.
3. On the **Auditing - Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose memberships you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Memberships**.

   This opens the **Memberships - <multi requestable/unsubscribable resource name>** page (see Memberships – Multi requestable/unsubscribable resource (page description) on page 1230).

Related topics

- Auditing (page description) on page 1160
- Auditing – Multi requestable/unsubscribable resources (page description) on page 1227
- Auditing - Roles and entitlements: multi requestable/unsubscribable resource (page description) on page 1228
- Memberships – Multi requestable/unsubscribable resource (page description) on page 1230

Multi requestable/unsubscribable resource attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor

responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying multi requestable/unsubscribable resource attestation cases on page 527
- Displaying attestors of multi requestable/unsubscribable resource pending attestation cases on page 528

Displaying multi requestable/unsubscribable resource attestation cases

You can see the multi requestable/unsubscribable resource attestation cases

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Multi requestable/unsubscribable resources**.
3. On the **Auditing - Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.

   This opens the **Attestation - <multi requestable/unsubscribable resource name>** page (see Attestation – Multi requestable/unsubscribable resource (page description) on page 1231).
6. (Optional) Click on a tab to display the respective attestation cases.
7. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview of the attestation.

8. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
    a. In the list, click the attestation case.
    b. In the details pane, click the **Workflow** tab.
9. (Optional) To show previous attestation cases for the selected object, perform the following actions:
    a. In the list, click an attestation case.
    b. In the details pane, click the **History** tab.

       This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Auditing (page description) on page 1160
- Auditing – Multi requestable/unsubscribable resources (page description) on page 1227
- Auditing - Roles and entitlements: multi requestable/unsubscribable resource (page description) on page 1228
- Attestation – Multi requestable/unsubscribable resource (page description) on page 1231

Displaying attestors of multi requestable/unsubscribable resource pending attestation cases

You can see identities that still have to approve multi requestable/unsubscribable resource attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Multi requestable/unsubscribable resources**.
3. On the **Auditing - Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <multi requestable/unsubscribable resource name>** page, click on a tab to display the corresponding attestation cases.
7. In the list, click the attestation case that has attestors you want to show.
8. In the details pane, click **Actions** > **Send a reminder mail**.

The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Multi requestable/unsubscribable resources**.
3. On the **Auditing - Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <multi requestable/unsubscribable resource name>** page, click on a tab to display the corresponding attestation cases.
7. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Auditing (page description) on page 1160
- Auditing – Multi requestable/unsubscribable resources (page description) on page 1227
- Auditing - Roles and entitlements: multi requestable/unsubscribable resource (page description) on page 1228
- Attestation – Multi requestable/unsubscribable resource (page description) on page 1231

Auditing resources

In One Identity Manager, resources are divided into IT resources and non-IT resources. Non-IT resources are used to establish the working efficiency of identities, such as cell phones, desks, company cars or keys. Resources are assigned to identities directly or by allocation in hierarchical roles. Resources can also be requested.

Resources can own an identity (workstation, device) once only. They can be requested just once. The resources are assigned to identities after approval has been granted and they remain assigned until the request is unsubscribed. You can request them again a later point. Examples are telephone or company car.

You can gather various information about resources.

Detailed information about this topic

- Displaying all resources on page 530
- Displaying resource overviews on page 530
- Displaying resource main data on page 531
- Displaying memberships in resources on page 531
- Resource attestations on page 532
- Displaying role memberships resource members on page 535

Displaying all resources

You can see all the resources.

To display resources

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Resources**.

   This opens the **Auditing - Resources** page (see Auditing - Resources (page description) on page 1232) and displays all the resources.
3. (Optional) To display only resources for which a specific identity is responsible, perform the following actions:
   a. Next to **Select an identity** click **Assign**.
   b. In the **Select an identity** dialog, click the identity.

      TIP: To undo the selection, click Change, and then, in the **Select an identity** dialog, click **Remove assignment**.

Related topics

- Auditing (page description) on page 1160
- Auditing - Resources (page description) on page 1232

Displaying resource overviews

You can see all relevant information about resources summarized in an overview. The information is represented by shapes in a HyperView.

To display a resource's overview

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Resources**.

3. On the **Auditing - Resources** page, click the resource whose overview you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Overview**.

   This opens the **Overview - <resource name>** page (see Overview – Resource (page description) on page 1118).

Related topics

- Auditing (page description) on page 1160
- Auditing - Resources (page description) on page 1232
- Auditing - Roles and permissions: resource (page description) on page 1233
- Overview – Resource (page description) on page 1234

Displaying resource main data

You can see resources' main data.

To display a resource's main data

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Resources**.
3. On the **Auditing - Resources** page, click the resource whose main data you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Main data**.
6. This opens the **Main data - <resource name>** page displays the main data (see Main data – Resource (page description) on page 1234).

Related topics

- Auditing (page description) on page 1160
- Auditing - Resources (page description) on page 1232
- Auditing - Roles and permissions: resource (page description) on page 1233
- Main data – Resource (page description) on page 1234

Displaying memberships in resources

You can see identities that have resources assigned to them.

To display identities that are assigned a resource

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Resources**.
3. On the **Auditing - Resources** page, click the resource whose memberships you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Memberships**.

   This opens the **Memberships - <resource name>** page (see Memberships – Resource (page description) on page 1235).

Related topics

- Auditing (page description) on page 1160
- Auditing - Resources (page description) on page 1232
- Auditing - Roles and permissions: resource (page description) on page 1233
- Memberships – Resource (page description) on page 1235

Resource attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying resource attestation cases on page 533
- Displaying attestors of resource pending attestation cases on page 534

Displaying resource attestation cases

You can see the resources' attestation cases.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Resources**.
3. On the **Auditing - Resources** page, click the resource whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.

   This opens the **Attestation - <resource name>** page (see Attestation - Resource (page description) on page 1236).
6. (Optional) Click on a tab to display the respective attestation cases.
7. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview of the attestation.
8. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
9. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Auditing (page description) on page 1160
- Auditing - Resources (page description) on page 1232

- Auditing - Roles and permissions: resource (page description) on page 1233
- Attestation - Resource (page description) on page 1236

Displaying attestors of resource pending attestation cases

You can see identities that still have to approve resource attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Resources**.
3. On the **Auditing - Resources** page, click the resource whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <resource name>** page, click on a tab to display the corresponding attestation cases.
7. In the list, click the attestation case that has attestors you want to show.
8. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Resources**.
3. On the **Auditing - Resources** page, click the resource whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <resource name>** page, click on a tab to display the corresponding attestation cases.
7. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Auditing (page description) on page 1160
- Auditing - Resources (page description) on page 1232
- Auditing - Roles and permissions: resource (page description) on page 1233
- Attestation - Resource (page description) on page 1236

Displaying role memberships resource members

. You can see which roles and organizations belong to identities that are assigned resources. Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of a resource

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Resources**.
3. On the **Auditing - Resources** page, click the resource whose members you want to know more about.
4. In the details pane, click **Show details**.
5. On the overview page, click **Usage**.

   This opens the **Usage - <resource name>** page (see Usage – Resource (page description) on page 1237).
6. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
7. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
8. (Optional) To see the legend, click **More information**.

Related topics

- Auditing (page description) on page 1160
- Auditing - Resources (page description) on page 1232
- Auditing - Roles and permissions: resource (page description) on page 1233
- Usage – Resource (page description) on page 1237

Auditing software

Software applications can be assigned directly or indirectly to identities. Indirect assignment is carried out by allocating identities and software applications in company structures, like departments, cost centers, locations, or business roles. Examples of software application that can be assigned are: internet, address management, email or text editing software.

You can gather various information about software applications.

Detailed information about this topic

- Displaying all software applications on page 536
- Displaying software application overviews on page 536
- Displaying software application main data on page 537
- Displaying memberships in software applications on page 537
- Software application attestations on page 538
- Displaying role memberships of software application members on page 541

Displaying all software applications

You can see all the software applications.

To display software applications

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Software**.

   This opens the **Auditing - Software** page (see Auditing – Software (page description) on page 1238) and displays all the software applications.
3. (Optional) To display only software for which a specific identity is responsible, perform the following actions:
   a. Next to **Select an identity** click **Assign**.
   b. In the **Select an identity** dialog, click the identity.

      TIP: To undo the selection, click Change, and then, in the **Select an identity** dialog, click **Remove assignment**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Software (page description) on page 1238

Displaying software application overviews

You can see all relevant information about software applications summarized in an overview. The information is represented by shapes in a HyperView.

To display a software application's overview

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Software**.

3. On the **Auditing - Software** page, click the software application whose overview you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Overview**.

   This opens the **Overview - <software application name>** page (see Overview - Software (page description) on page 1239).

Related topics

- Auditing (page description) on page 1160
- Auditing – Software (page description) on page 1238
- Auditing - Roles and permissions: Software (page description) on page 1238
- Overview - Software (page description) on page 1239

Displaying software application main data

You can see software applications' main data.

To display a software application's main data

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Software**.
3. On the **Auditing - Software** page, click the software application whose main data you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Main data**.
6. This opens the **Main data - <software application name>** page displays the main data (see Main data - Software (page description) on page 1240).

Related topics

- Auditing (page description) on page 1160
- Auditing – Software (page description) on page 1238
- Auditing - Roles and permissions: Software (page description) on page 1238
- Main data - Software (page description) on page 1240

Displaying memberships in software applications

You can see identities that have software applications assigned to them.

To display identities that are assigned a software application

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Software**.
3. On the **Auditing - Software** page, click the software application whose memberships you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Memberships**.

   This opens the **Memberships - <software application name>** page (see Memberships – Software (page description) on page 1241).

Related topics

- Auditing (page description) on page 1160
- Auditing – Software (page description) on page 1238
- Auditing - Roles and permissions: Software (page description) on page 1238
- Memberships – Software (page description) on page 1241

Software application attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying software application attestation cases on page 539
- Displaying attestors of software application pending attestation cases on page 540

Displaying software application attestation cases

You can see the software applications' attestation cases.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Software**.
3. On the **Auditing - Software** page, click the software application whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.

   This opens the **Attestation - <software application name>** page (see Attestation – Software (page description) on page 1241).
6. (Optional) Click on a tab to display the respective attestation cases.
7. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview of the attestation.
8. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
9. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Auditing (page description) on page 1160
- Auditing – Software (page description) on page 1238

- Auditing - Roles and permissions: Software (page description) on page 1238
- Attestation – Software (page description) on page 1241

Displaying attestors of software application pending attestation cases

You can see identities that still have to approve software attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Software**.
3. On the **Auditing - Software** page, click the software application whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <software application name>** page, click on a tab to display the corresponding attestation cases.
7. In the list, click the attestation case that has attestors you want to show.
8. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Software**.
3. On the **Auditing - Software** page, click the software application whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <software application name>** page, click on a tab to display the corresponding attestation cases.
7. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Auditing (page description) on page 1160
- Auditing – Software (page description) on page 1238

- Auditing - Roles and permissions: Software (page description) on page 1238
- Attestation – Software (page description) on page 1241

Displaying role memberships of software application members

. You can see which roles and organizations belong to identities that are assigned software. Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of a software application

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Software**.
3. On the **Auditing - Software** page, click the software application whose members you want to know more about.
4. In the details pane, click **Show details**.
5. On the overview page, click **Usage**.

   This opens the **Usage - <software application name>** page (see Usage – Software (page description) on page 1243).
6. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
7. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
8. (Optional) To see the legend, click **More information**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Software (page description) on page 1238
- Auditing - Roles and permissions: Software (page description) on page 1238
- Usage – Software (page description) on page 1243

Auditing locations

You can gather various information about locations.

Detailed information about this topic

Displaying all locations

You can see all the locations.

To display locations

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Locations**.

   This opens the **Auditing - Locations** page (see Auditing – Locations (page description) on page 1243) and displays all the locations.
3. (Optional) To display only locations for which a specific identity is responsible, perform the following actions:
   a. Next to **Select an identity** click **Assign**.
   b. In the **Select an identity** dialog, click the identity.

      TIP: To undo the selection, click Change, and then, in the **Select an identity** dialog, click **Remove assignment**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Locations (page description) on page 1243

Displaying location overviews

You can see all relevant information about locations summarized in an overview. The information is represented by shapes in a HyperView.

To display a location's overview

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Locations**.
3. On the **Auditing - Location** page, click the location whose overview you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Overview**.

   This opens the **Overview - <location name>** page (see Overview - Location (page description) on page 1245).

Related topics

- Auditing (page description) on page 1160
- Auditing – Locations (page description) on page 1243
- Auditing - Roles and permissions: location (page description) on page 1244
- Overview - Location (page description) on page 1245

Displaying location main data

You can see locations' main data.

To display a location's main data

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Locations**.
3. On the **Auditing - Location** page, click the location whose main data you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Main data**.
6. This opens the **Main data - <location name>** page displays the main data (see Main data - Location (page description) on page 1245).

Related topics

- Auditing (page description) on page 1160
- Auditing – Locations (page description) on page 1243
- Auditing - Roles and permissions: location (page description) on page 1244
- Main data - Location (page description) on page 1245

Displaying memberships in locations

You can see identities that have locations assigned to them.

To display identities that are assigned a location

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Locations**.
3. On the **Auditing - Location** page, click the location whose memberships you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Memberships**.

   This opens the **Memberships - <location name>** page (see Memberships – Location (page description) on page 1246).

Related topics

- Auditing (page description) on page 1160
- Auditing – Locations (page description) on page 1243
- Auditing - Roles and permissions: location (page description) on page 1244
- Memberships – Location (page description) on page 1246

Displaying location entitlements

You can see entitlements assigned to locations. You can also display the reason why locations have certain entitlements (entitlement origin).

To display a location's entitlements

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Locations**.
3. On the **Auditing - Location** page, click the location whose entitlements you want to display.
4. On the overview page, click **Entitlements**.

   This opens the **Entitlements - <location name>** page (see Entitlements – Location (page description) on page 1247).
5. (Optional) To display more information about the origin of an entitlement, perform the following actions:
   a. In the list, click the entitlement that you want to know more about.
   b. In the details pane, on the **Detective** tab, click ▶ (**Expand**) next to

Analysis for.

This displays more information about the entitlement's assignment.

Related topics

- Auditing (page description) on page 1160
- Auditing – Locations (page description) on page 1243
- Auditing - Roles and permissions: location (page description) on page 1244
- Entitlements – Location (page description) on page 1247

Location attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying location attestation cases on page 545
- Displaying attestors of location pending attestation cases on page 546

Displaying location attestation cases

You can see the locations' attestation cases.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Locations**.
3. On the **Auditing - Location** page, click the location whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.

   This opens the **Attestation - <location name>** page (see Auditing– Location (page description) on page 1248).
6. (Optional) Click on a tab to display the respective attestation cases.
7. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview of the attestation.
8. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
9. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Auditing (page description) on page 1160
- Auditing – Locations (page description) on page 1243
- Auditing - Roles and permissions: location (page description) on page 1244
- Auditing– Location (page description) on page 1248

Displaying attestors of location pending attestation cases

You can see identities that still have to approve location attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Locations**.
3. On the **Auditing - Location** page, click the location whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <location name>** page, click on a tab to display the corresponding attestation cases.
7. In the list, click the attestation case that has attestors you want to show.
8. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Locations**.
3. On the **Auditing - Location** page, click the location whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <location name>** page, click on a tab to display the corresponding attestation cases.
7. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Auditing (page description) on page 1160
- Auditing – Locations (page description) on page 1243
- Auditing - Roles and permissions: location (page description) on page 1244
- Auditing– Location (page description) on page 1248

Location compliance

Companies have different requirements that they need for regulating internal and external identities' access to company resources. On the one hand, rule checks are used for locating rule violations and on the other hand, to prevent them. By using these rules, you can demonstrate compliance with legislated regulations such as the Sarbanes-Oxley Act (SOX). The following demands are made on compliance:

- Compliance rules define what an employee is entitled to do or not do. For example, an identity may not have both entitlements A and B at the same time.
- Company policies are very flexible, and can be defined for any company resources you are managing with Manager. For example, a policy might only allow identities from a certain department to own a certain entitlement.
- Each item that an identity access can be given a risk value. A risk index can be calculated for identities, accounts, organization, roles, and for the groups of resources available for request. You can then use the risk indexes to help prioritize your compliance activities.

Some rules are preventative. For example, a request will not be processed if it violates the rules, unless exception approval is explicitly granted and an approver allows it. Compliance rules (if appropriate) and company policies are run on a regular schedule and violations appear in the identity's Web Portal to be dealt with there. Company policies can contribute to mitigation control by reducing risk. For example, if risks are posed by identities running processes outside the One Identity Manager solution and causing violations. Reports and dashboards give you further insights into your state of compliance. For more information, see What statistics are available? on page 792.

Detailed information about this topic

- Displaying location rule violations on page 548

Displaying location rule violations

You can see location rule violations.

To display rule violations

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Locations**.
3. On the **Auditing - Location** page, click the location whose rule violations you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Compliance**.

   This opens the **Compliance - <location name>** page (see Compliance – Location (page description) on page 1249).

Related topics

- Auditing (page description) on page 1160
- Auditing – Locations (page description) on page 1243

- Auditing - Roles and permissions: location (page description) on page 1244
- Compliance – Location (page description) on page 1249

Displaying location risk indexes

You can see location risk indexes.

NOTE: For more detailed information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

To display a cost center's risk index

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Locations**.
3. On the **Auditing - Location** page, click the location whose risk index you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Risk**.

   This opens the **Risk - <location name>** page (see Risk – Location (page description) on page 1250).
6. (Optional) To show which attributes and assignments contribute to the calculated risk index, click **View risk functions**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Locations (page description) on page 1243
- Auditing - Roles and permissions: location (page description) on page 1244
- Risk – Location (page description) on page 1250

Location history

The Web Portal offers you the option to display locations' historical data.

To do this, you have the following options:

Table 40: Historical data

View	Description
Events	This shows you all the events that affect the location, either on a timeline or in a table (see Displaying my locations' history on page 389).

View	Description
Status overview	This shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between (see Displaying the status overview of my locations on page 390).
Status comparison	You can select a date and display all the changes made from then until now. This also shows you what the value of the property was at the selected point in time and what the value is now (see Comparing statuses of my locations on page 391).

Displaying location history

You can select to display all events involving locations on a timeline or in a table.

To display the history

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Locations**.
3. On the **Auditing - Location** page, click the location whose history you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **History**.

   This opens the **History - <location name>** page (see History – Location (page description) on page 1250).

   > TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.
   >
   > To zoom in or out, turn the mouse wheel.
6. (Optional) To filter the timeline of events, click **Filter by** and then one of the following:
   - **User**: Searches for events or actions associated with the identity name given. Identities with entitlements and ownerships create changes, such as adding or removing properties. You can see these actions on the timeline.
   - **Change type**: Only show events on the timeline with the selected change type.
   - **Date**: Only show events on the timeline that took place in the given period.
   - **Properties**: Only show events on the timeline with the selected properties.
   - **Display**: Only show events on the timeline that match the search.
   - **Object**: Only show events on the timeline about the selected object.
7. (Optional) To switch to the table view, click **Switch to table view**.

8. (Optional) To show more details about an event, perform one of the following actions:
   - Click on the event in the timeline.
   - In the table view, click the event and you will see the details in the details pane.

Related topics

- Auditing (page description) on page 1160
- Auditing – Locations (page description) on page 1243
- Auditing - Roles and permissions: location (page description) on page 1244
- History – Location (page description) on page 1250

Displaying the status overview of locations

You can see all the changes that affect locations. You can also display how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

To display the status overview

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Locations**.
3. On the **Auditing - Location** page, click the location whose status overview you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **History**.

   This opens the **History - <location name>** page (see History – Location (page description) on page 1250).
6. Click the **Status overview** tab.

Related topics

- Auditing (page description) on page 1160
- Auditing – Locations (page description) on page 1243
- Auditing - Roles and permissions: location (page description) on page 1244
- History – Location (page description) on page 1250

Comparing statuses of locations

You can compare the current state of an location with its state at another time.

To compare states

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Locations**.
3. On the **Auditing - Location** page, click the location whose state you want to compare.
4. In the details pane, click **Show details**.
5. On the overview page, click **History**.
6. On the **History - <location name>** page, click the **Status comparison** tab.
7. In the date field, select the date and time from which you want to start the comparison.
8. (Optional) To display the properties that have not changed since being created, deselect the box next to **Display changed values only**.

To compare the current status with the status at the time of a specific event

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Locations**.
3. On the **Auditing - Location** page, click the location whose state you want to compare.
4. On the overview page, click **History**.
5. On the **History - <location name>** page, perform one of the following actions:
    - On the timeline, click the event and then **Compare**.
    - In the table view, click the event in the list and then in the details pane, click **Compare**.
6. (Optional) To display the properties that have not changed since being created, deselect the box next to **Display changed values only**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Locations (page description) on page 1243
- Auditing - Roles and permissions: location (page description) on page 1244
- History – Location (page description) on page 1250

Displaying role memberships of location members

. You can see which roles and organizations belong to identities that are assigned locations. Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of a location

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Locations**.
3. On the **Auditing - Locations** page, click the location whose members you want to know more about.
4. In the details pane, click **Show details**.
5. On the overview page, click **Usage**.

   This opens the **Usage - <location name>** page (see Usage – Location (page description) on page 1252).
6. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
7. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
8. (Optional) To see the legend, click **More information**.

Related topics

- Auditing (page description) on page 1160
- Auditing – Locations (page description) on page 1243
- Auditing - Roles and permissions: location (page description) on page 1244
- Usage – Location (page description) on page 1252

Auditing system roles

You can gather various information about system roles.

Detailed information about this topic

- Displaying all system roles on page 554
- Displaying system role overviews on page 554
- Displaying system role main data on page 555
- Displaying memberships in system roles on page 555
- Displaying system role entitlements on page 556
- System role attestations on page 556
- System role compliance on page 559
- Displaying system role risk indexes on page 560
- System role history on page 561
- Displaying role memberships of system role members on page 564

Displaying all system roles

You can see all the system roles.

To display system roles

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **System roles**.

   This opens the **Auditing - System Roles** page (see Auditing – System roles (page description) on page 1253) and displays all the system roles.
3. (Optional) To display only system roles for which a specific identity is responsible, perform the following actions:
   a. Next to **Select an identity** click **Assign**.
   b. In the **Select an identity** dialog, click the identity.

      TIP: To undo the selection, click Change, and then, in the **Select an identity** dialog, click **Remove assignment**.

Related topics

- Auditing (page description) on page 1160
- Auditing – System roles (page description) on page 1253

Displaying system role overviews

You can see all relevant information about system roles summarized in an overview. The information is represented by shapes in a HyperView.

To display a system role's overview

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **System roles**.
3. On the **Auditing - System roles** page, click the system role whose overview you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Overview**.

   This opens the **Overview - <system role name>** page (see Overview – System role (page description) on page 1255).

Related topics

- Auditing (page description) on page 1160
- Auditing – System roles (page description) on page 1253

- Auditing - Roles and permissions: system role (page description) on page 1254
- Overview – System role (page description) on page 1255

Displaying system role main data

You can see system roles' main data.

To display a system role's main data

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **System roles**.
3. On the **Auditing - System roles** page, click the system role whose main data you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Main data**.
6. This opens the **Main data - <system role name>** page displays the main data (see Main data – System role (page description) on page 1255).

Related topics

- Auditing (page description) on page 1160
- Auditing – System roles (page description) on page 1253
- Auditing - Roles and permissions: system role (page description) on page 1254
- Main data – System role (page description) on page 1255

Displaying memberships in system roles

You can see identities that have system roles assigned to them.

To display identities that are assigned a system role

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **System roles**.
3. On the **Auditing - System roles** page, click the system role whose memberships you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Memberships**.

   This opens the **Memberships - <system role name>** page (see Memberships – System role (page description) on page 1256).

Related topics

- Auditing (page description) on page 1160
- Auditing – System roles (page description) on page 1253
- Auditing - Roles and permissions: system role (page description) on page 1254
- Memberships – System role (page description) on page 1256

Displaying system role entitlements

You can see entitlements assigned to system roles. You can also display the reason why system roles have certain entitlements (entitlement origin).

To display a system role's entitlements

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **System roles**.
3. On the **Auditing - System roles** page, click the system role whose entitlements you want to display.
4. On the overview page, click **Entitlements**.

   This opens the **Entitlements - <system role name>** page (see Entitlements – System role (page description) on page 1257).
5. (Optional) To display more information about the origin of an entitlement, perform the following actions:
   a. In the list, click the entitlement that you want to know more about.
   b. In the details pane, on the **Detective** tab, click ▶ (**Expand**) next to **Analysis for**.

      This displays more information about the entitlement's assignment.

Related topics

- Auditing (page description) on page 1160
- Auditing – System roles (page description) on page 1253
- Auditing - Roles and permissions: system role (page description) on page 1254
- Entitlements – System role (page description) on page 1257

System role attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying system role attestation cases on page 557
- Displaying attestors of system role pending attestation cases on page 558

Displaying system role attestation cases

You can see the system roles' attestation cases.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **System roles**.
3. On the **Auditing - System roles** page, click the system role whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.

   This opens the **Attestation - <system role name>** page (see Attestation – System role (page description) on page 1258).
6. (Optional) Click on a tab to display the respective attestation cases.
7. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.

d. (Optional) Click **View current state of the object**

   This opens an overview of the attestation.

8. (Optional) To display all the identities that can approve the attestation case, perform the following actions:

   a. In the list, click the attestation case.

   b. In the details pane, click the **Workflow** tab.

9. (Optional) To show previous attestation cases for the selected object, perform the following actions:

   a. In the list, click an attestation case.

   b. In the details pane, click the **History** tab.

   This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Auditing (page description) on page 1160
- Auditing – System roles (page description) on page 1253
- Auditing - Roles and permissions: system role (page description) on page 1254
- Main data – System role (page description) on page 1255

Displaying attestors of system role pending attestation cases

You can see identities that still have to approve system role attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **System roles**.
3. On the **Auditing - System roles** page, click the system role whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <system role name>** page, click on a tab to display the corresponding attestation cases
7. In the list, click the attestation case that has attestors you want to show.
8. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **System roles**.
3. On the **Auditing - System roles** page, click the system role whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <system role name>** page, click on a tab to display the corresponding attestation cases
7. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Auditing (page description) on page 1160
- Auditing – System roles (page description) on page 1253
- Auditing - Roles and permissions: system role (page description) on page 1254
- Main data – System role (page description) on page 1255

System role compliance

Companies have different requirements that they need for regulating internal and external identities' access to company resources. On the one hand, rule checks are used for locating rule violations and on the other hand, to prevent them. By using these rules, you can demonstrate compliance with legislated regulations such as the Sarbanes-Oxley Act (SOX). The following demands are made on compliance:

- Compliance rules define what an employee is entitled to do or not do. For example, an identity may not have both entitlements A and B at the same time.
- Company policies are very flexible, and can be defined for any company resources you are managing with Manager. For example, a policy might only allow identities from a certain department to own a certain entitlement.
- Each item that an identity access can be given a risk value. A risk index can be calculated for identities, accounts, organization, roles, and for the groups of resources available for request. You can then use the risk indexes to help prioritize your compliance activities.

Some rules are preventative. For example, a request will not be processed if it violates the rules, unless exception approval is explicitly granted and an approver allows it. Compliance rules (if appropriate) and company policies are run on a regular schedule and violations appear in the identity’s Web Portal to be dealt with there. Company policies can contribute to mitigation control by reducing risk. For example, if risks are posed by identities running processes outside the One Identity Manager solution and causing violations. Reports and dashboards give you further insights into your state of compliance. For more information, see What statistics are available? on page 792.

Detailed information about this topic

- Displaying system role rule violations on page 560

Displaying system role rule violations

You can see system role rule violations.

To display rule violations

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **System roles**.
3. On the **Auditing - System roles** page, click the system role whose rule violations you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Compliance**.

   This opens the **Compliance - <system role name>** page (see Compliance – System role (page description) on page 1259).

Related topics

- Auditing (page description) on page 1160
- Auditing – System roles (page description) on page 1253
- Auditing - Roles and permissions: system role (page description) on page 1254
- Compliance – System role (page description) on page 1259

Displaying system role risk indexes

You can see system role risk indexes.

NOTE: For more detailed information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

To display a system role's risk index

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **System roles**.
3. On the **Auditing - System roles** page, click the system role whose risk index you want to display.

4. In the details pane, click **Show details**.
5. On the overview page, click **Risk**.

   This opens the **Risk - <system role name>** page (see Risk – System role (page description) on page 1260).
6. (Optional) To show which attributes and assignments contribute to the calculated risk index, click **View risk functions**.

Related topics

- Auditing (page description) on page 1160
- Auditing – System roles (page description) on page 1253
- Auditing - Roles and permissions: system role (page description) on page 1254
- Risk – System role (page description) on page 1260

System role history

The Web Portal offers you the option to display system roles' historical data.

To do this, you have the following options:

Table 41: Historical data

View	Description
Events	This shows you all the events that affect the system role, either on a timeline or in a table (see Displaying my system roles' history on page 436).
Status overview	This shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between (see Displaying the status overview of my system roles on page 437).
Status comparison	You can select a date and display all the changes made from then until now. This also shows you what the value of the property was at the selected point in time and what the value is now (see Comparing statuses of my system roles on page 438).

Displaying system role history

You can select to display all events involving system roles on a timeline or in a table.

To display the history

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **System roles**.
3. On the **Auditing - System roles** page, click the system role whose history you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **History**.

   This opens the **History - <system role name>** page (see History – System role (page description) on page 1260).

   TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

   To zoom in or out, turn the mouse wheel.
6. (Optional) To filter the timeline of events, click **Filter by** and then one of the following:
   - **User**: Searches for events or actions associated with the identity name given. Identities with entitlements and ownerships create changes, such as adding or removing properties. You can see these actions on the timeline.
   - **Change type**: Only show events on the timeline with the selected change type.
   - **Date**: Only show events on the timeline that took place in the given period.
   - **Properties**: Only show events on the timeline with the selected properties.
   - **Display**: Only show events on the timeline that match the search.
   - **Object**: Only show events on the timeline about the selected object.
7. (Optional) To switch to the table view, click **Switch to table view**.
8. (Optional) To show more details about an event, perform one of the following actions:
   - Click on the event in the timeline.
   - In the table view, click the event and you will see the details in the details pane.

Related topics

- Auditing (page description) on page 1160
- Auditing – System roles (page description) on page 1253
- Auditing - Roles and permissions: system role (page description) on page 1254
- History – System role (page description) on page 1260

Displaying the status overview of system roles

You can see all the changes that affect system roles. You can also display how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

To display the status overview

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **System roles**.
3. On the **Auditing - System Roles** page, click the system role whose status overview you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **History**.

   This opens the **History - <system role name>** page (see History – System role (page description) on page 1260).
6. Click the **Status overview** tab.

Related topics

- Auditing (page description) on page 1160
- Auditing – System roles (page description) on page 1253
- Auditing - Roles and permissions: system role (page description) on page 1254
- History – System role (page description) on page 1260

Comparing statuses of system roles

You can compare the current state of an system role with its state at another time.

To compare states

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **System roles**.
3. On the **Auditing - System roles** page, click the system role whose state you want to compare.
4. In the details pane, click **Show details**.
5. On the overview page, click **History**.
6. On the **History - <system role name>** page, click the **Status comparison** tab.
7. In the date field, select the date and time from which you want to start the comparison.

8. (Optional) To display the properties that have not changed since being created, deselect the box next to **Display changed values only**.

To compare the current status with the status at the time of a specific event

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **System roles**.
3. On the **Auditing - System roles** page, click the system role whose state you want to compare.
4. On the overview page, click **History**.
5. On the **History - <system role name>** page, perform one of the following actions:
   - On the timeline, click the event and then **Compare**.
   - In the table view, click the event in the list and then in the details pane, click **Compare**.
6. (Optional) To display the properties that have not changed since being created, deselect the box next to **Display changed values only**.

Related topics

- Auditing (page description) on page 1160
- Auditing – System roles (page description) on page 1253
- Auditing - Roles and permissions: system role (page description) on page 1254
- History – System role (page description) on page 1260

Displaying role memberships of system role members

You can see which roles and organizations belong to identities that are assigned system roles. . Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of a system role

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **System roles**.
3. On the **Auditing - System Roles** page, click the system role whose members you want to know more about.
4. In the details pane, click **Show details**.
5. On the overview page, click **Usage**.

This opens the **Usage - <system role name>** page (see Usage – System role (page description) on page 1262).

6. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
7. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
8. (Optional) To see the legend, click **More information**.

Related topics

- Auditing (page description) on page 1160
- Auditing – System roles (page description) on page 1253
- Auditing - Roles and permissions: system role (page description) on page 1254
- Usage – System role (page description) on page 1262

Auditing system entitlements

NOTE: Auditing of system entitlements is the same for each target system type and is summarized for all target system types in this chapter.

System entitlements map the objects that control access to target system resources in the target systems. A user account obtains the required permissions for accessing target system resources through its memberships in system entitlements.

You can gather various information about system entitlements.

Detailed information about this topic

- Displaying all system entitlements on page 565
- Displaying system entitlement overviews on page 566
- Displaying system entitlement main data on page 566
- Displaying memberships in system entitlements on page 567
- Displaying system entitlement child groups on page 567
- System entitlement attestations on page 568
- System entitlement history on page 570
- Displaying role memberships of system entitlement members on page 573

Displaying all system entitlements

You can see all the system entitlements.

To display system entitlements

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click the appropriate target system.

   This opens the **Auditing - <target system>** page and displays all associated system entitlements.
3. (Optional) To display only system entitlements for which a specific identity is responsible, perform the following actions:
   a. Next to **Select an identity** click **Assign**.
   b. In the **Select an identity** dialog, click the identity.

      TIP: To undo the selection, click Change, and then, in the **Select an identity** dialog, click **Remove assignment**.

Related topics

- Auditing (page description) on page 1160

Displaying system entitlement overviews

You can see all relevant information about system entitlements summarized in an overview. The information is represented by shapes in a HyperView.

To display a system entitlement's overview

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click the appropriate target system.
3. On the **Auditing - <target system>** page, click the system entitlement whose overview you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Overview**.

   This opens the **Overview - <system entitlement name>** page.

Related topics

- Auditing (page description) on page 1160

Displaying system entitlement main data

You can see system entitlements' main data.

To display a system entitlement's main data

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click the appropriate target system.
3. On the **Auditing - <target system>** page, click the system entitlement whose main data you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Main data**.
6. This opens the **Main data - <identity name>** page displays the main data.

Related topics

- Auditing (page description) on page 1160

Displaying memberships in system entitlements

You can see identities that have system entitlements assigned to them.

To display identities that are assigned a system entitlement

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click the appropriate target system.
3. On the **Auditing - <target system>** page, click the system entitlement whose memberships you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Memberships**.

   This opens the **Memberships - <system entitlement name>** page.

Related topics

- Auditing (page description) on page 1160

Displaying system entitlement child groups

You can display child groups of system entitlements.

To display the child groups of a system entitlement

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click the appropriate target system.

3. On the **Auditing - <target system>** page, click the system entitlement whose child groups you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Child groups**.

   This opens the **Child groups - <system entitlement name>** page.

Related topics

- Auditing (page description) on page 1160

System entitlement attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying attestation cases of system entitlements on page 568
- Displaying attestors of system entitlement pending attestation cases on page 569

Displaying attestation cases of system entitlements

You can see the system entitlements' attestation cases.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click the appropriate target system.
3. On the **Auditing - <target system>** page, click the system entitlement whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.

   This opens the **Attestation - <system entitlement name>** page.
6. (Optional) Click on a tab to display the respective attestation cases.
7. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview of the attestation.
8. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
9. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Auditing (page description) on page 1160

Displaying attestors of system entitlement pending attestation cases

You can see identities that still have to approve system entitlement attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click the appropriate target system.
3. On the **Auditing - <target system>** page, click the system entitlement whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <system entitlement name>** page, click on a tab to display the corresponding attestation cases
7. In the list, click the attestation case that has attestors you want to show.
8. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click the appropriate target system.
3. On the **Auditing - <target system>** page, click the system entitlement whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <system entitlement name>** page, click on a tab to display the corresponding attestation cases
7. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Auditing (page description) on page 1160

System entitlement history

The Web Portal offers you the option to display system entitlements' historical data.

To do this, you have the following options:

Table 42: Historical data

View	Description
Events	This shows you all the events that affect the system entitlement, either on a timeline or in a table (see Displaying my system entitlements' history on page 416).
Status overview	This shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between (see Displaying the status my system entitlements' overview on page 417).
Status comparison	You can select a date and display all the changes made from then until now. This also shows you what the value of the property was at the selected point in time and what the value is now (see Comparing statuses of my system entitlements on page 417).

Displaying system entitlement history

You can select to display all events involving system entitlements on a timeline or in a table.

To display the history

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click the appropriate target system.
3. On the **Auditing - <target system>** page, click the system entitlement whose history you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **History**.

   This opens the **History - <system entitlement name>** page.

   TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

   To zoom in or out, turn the mouse wheel.
6. (Optional) To filter the timeline of events, click **Filter by** and then one of the following:
   - **User**: Searches for events or actions associated with the identity name given. Identities with entitlements and ownerships create changes, such as adding or removing properties. You can see these actions on the timeline.
   - **Change type**: Only show events on the timeline with the selected change type.
   - **Date**: Only show events on the timeline that took place in the given period.

- **Properties**: Only show events on the timeline with the selected properties.
- **Display**: Only show events on the timeline that match the search.
- **Object**: Only show events on the timeline about the selected object.
7. (Optional) To switch to the table view, click **Switch to table view**.
8. (Optional) To show more details about an event, perform one of the following actions:
   - Click on the event in the timeline.
   - In the table view, click the event and you will see the details in the details pane.

Related topics

- Auditing (page description) on page 1160

Displaying the status overview of system entitlements

You can see all the changes that affect system entitlements. You can also display how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

To display the status overview

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click the appropriate target system.
3. On the **Auditing - <target system>** page, click the system entitlement whose status overview you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **History**.

   This opens the **History - <system entitlement name>** page.
6. Click the **Status overview** tab.

Related topics

- Auditing (page description) on page 1160

Comparing statuses of system entitlements

You can compare the current state of a system entitlement with its state at another time.

To compare states

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click the appropriate target system.
3. On the **Auditing - <target system>** page, click the system entitlement whose state you want to compare.
4. In the details pane, click **Show details**.
5. On the overview page, click **History**.
6. On the **History - <system entitlement name>** page, click the **Status comparison** tab.
7. In the date field, select the date and time from which you want to start the comparison.
8. (Optional) To display the properties that have not changed since being created, deselect the box next to **Display changed values only**.

To compare the current status with the status at the time of a specific event

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click the appropriate target system.
3. On the **Auditing - <target system>** page, click the system entitlement whose state you want to compare.
4. On the overview page, click **History**.
5. On the **History - <system entitlement name>** page, perform one of the following actions:
   - On the timeline, click the event and then **Compare**.
   - In the table view, click the event in the list and then in the details pane, click **Compare**.
6. (Optional) To display the properties that have not changed since being created, deselect the box next to **Display changed values only**.

Related topics

- Auditing (page description) on page 1160

Displaying role memberships of system entitlement members

You can see which roles and organizations belong to identities that are assigned system entitlements. . Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of a system entitlement

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click the appropriate target system.
3. On the **Auditing - <target system>** page, click the system entitlement whose members you want to know more about.
4. In the details pane, click **Show details**.
5. On the overview page, click **Usage**.

   This opens the **Usage - <system entitlement name>** page (see).
6. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
7. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
8. (Optional) To see the legend, click **More information**.

Related topics

- Auditing (page description) on page 1160

Auditing assignment resources

Use assignment resources to request hierarchical roles, such as departments or business roles and assign them to identities, devices, and workdesks. For example, you can limit assignment resources to a certain business roles, which makes it unnecessary to select the business role additionally when you request an assignment resource. It is automatically a part of the assignment request.

You can gather various information about assignment resources.

Detailed information about this topic

- Displaying all assignment resources on page 574
- Displaying assignment resource overviews on page 575
- Displaying assignment resource main data on page 576
- Assignment resource attestations on page 576

Displaying all assignment resources

You can see all the assignment resources.

To display assignment resources

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Assignment resources**.

   This opens the **Auditing - Assignment Resources** page (see Auditing - Assignment resource (page description) on page 1263) and displays all the resources.
3. (Optional) To display only assignment resources for which a specific identity is responsible, perform the following actions:
   a. Next to **Select an identity** click **Assign**.
   b. In the **Select an identity** dialog, click the identity.

      TIP: To undo the selection, click Change, and then, in the **Select an identity** dialog, click **Remove assignment**.

Related topics

- Auditing (page description) on page 1160
- Auditing - Assignment resource (page description) on page 1263

Displaying assignment resource overviews

You can see all relevant information about assignment resources summarized in an overview. The information is represented by shapes in a HyperView.

To display an assignment resource's overview

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Assignment resources**.
3. On the **Auditing - Assignment resources** page, click the assignment resource whose overview you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Overview**.

   This opens the **Overview - <assignment resource name>** page (see Overview – Assignment resource (page description) on page 1265).

Related topics

- Auditing (page description) on page 1160
- Auditing - Assignment resource (page description) on page 1263
- Auditing - Roles and entitlements: assignment resource (page description) on page 1264
- Overview – Assignment resource (page description) on page 1265

Displaying assignment resource main data

You can see assignment resources' main data.

To display an assignment resource's main data

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Assignment resources**.
3. On the **Auditing - Assignment resources** page, click the assignment resource whose main data you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Main data**.
6. This opens the **Main data - <assignment resource name>** page displays the main data (see Main data – Assignment resource (page description) on page 1265).

Related topics

- Auditing (page description) on page 1160
- Auditing - Assignment resource (page description) on page 1263
- Auditing - Roles and entitlements: assignment resource (page description) on page 1264
- Main data – Assignment resource (page description) on page 1265

Assignment resource attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying assignment resource attestation cases on page 577
- Displaying attestors of assignment resource pending attestation cases on page 578

Displaying assignment resource attestation cases

You can see the assignment resources' attestation cases.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Assignment resources**.
3. On the **Auditing - Assignment resources** page, click the assignment resource whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.

   This opens the **Attestation - <assignment resource name>** page (see Attestation - Assignment resource (page description) on page 1266).
6. (Optional) Click on a tab to display the respective attestation cases.
7. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview of the attestation.
8. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
9. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click an attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Auditing (page description) on page 1160
- Auditing - Assignment resource (page description) on page 1263
- Auditing - Roles and entitlements: assignment resource (page description) on page 1264
- Attestation - Assignment resource (page description) on page 1266

Displaying attestors of assignment resource pending attestation cases

You can see identities that still have to approve assignment resource attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Assignment resources**.
3. On the **Auditing - Assignment resources** page, click the assignment resource whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <assignment resource name>** page, click on a tab to display the corresponding attestation cases.
7. In the list, click the attestation case that has attestors you want to show.
8. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Auditing**.
2. On the **Auditing** page, click **Assignment resources**.
3. On the **Auditing - Assignment resources** page, click the assignment resource whose attestation cases you want to display.
4. In the details pane, click **Show details**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <assignment resource name>** page, click on a tab to display the corresponding attestation cases.
7. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Auditing (page description) on page 1160
- Auditing - Assignment resource (page description) on page 1263
- Auditing - Roles and entitlements: assignment resource (page description) on page 1264
- Attestation - Assignment resource (page description) on page 1266

Governance administration

In **Governance Administration**, which you reach through **Responsibilities**, you can edit business roles or system entitlements as a target system administrator. You can make the following changes, for example:

- Add a new owner role to an Active Directory group and assign a new product owner.
- Edit an Active Directory group's requestability.
- Modify entitlement properties.

Detailed information about this topic

- Managing departments on page 579
- Managing business roles on page 606
- Managing identities on page 630
- Managing cost centers on page 651
- Managing multi-request resources on page 677
- Managing multi requestable/unsubscribable resources on page 685
- Managing resources on page 696
- Managing locations on page 707
- System entitlements on page 733
- System entitlements on page 733
- Managing assignment resources on page 775

Managing departments

You can perform a variety of actions on departments and gather information about them.

Detailed information about this topic

- Displaying all departments on page 580
- Restoring deleted departments on page 580
- Displaying department overviews on page 582
- Displaying and editing department main data on page 582
- Department memberships on page 583
- Department entitlements on page 585
- Compliance: Departments on page 588
- Department attestations on page 591
- Displaying department risk indexes on page 598
- Department history on page 598
- Displaying role memberships of department members on page 602
- Copying/splitting departments on page 603
- Comparing and merging departments on page 604

Displaying all departments

You can see all the departments.

To display departments

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
    a. Click **Organization**.
    b. On the **Organization** page, click **Departments** in the **Type** drop-down.

   This opens the **Organization** page (see Organization (page description) on page 1388) and displays all the departments.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388

Restoring deleted departments

You can restore deleted departments. For example, a department can be deleted if two roles are merged during comparison (see Comparing and merging departments on page 604).

To restore a deleted department

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Organization** page, click **Restore a deleted role**.
4. In the **Restore a deleted role** dialog, in the date field next to **Find roles deleted from**, enter a date and time before the department was deleted.
5. Next to the department you want to restore, select the check box.
6. Click **Next**.
7. (Optional) To prevent certain actions from being performed, clear the check box next to the corresponding action.
8. Click **Next**.
9. Click **Close**.

To restore a deleted child department

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Organization** page, click the department that was originally parent to the deleted department.
4. In the details pane, click **Edit**.
5. On the overview page, click **Restore**.
6. In the **Restore a deleted role** dialog, in the date field next to **Find roles deleted from**, enter a date and time before the department was deleted.
7. In the list next to the department you want to restore, select the check box.
8. Click **Next**.
9. (Optional) To prevent certain actions from being performed, clear the check box next to the corresponding action.
10. Click **Next**.
11. Click **Close**.

Related topics

- Comparing and merging departments on page 604
- Governance administration (page description) on page 1347

- Organization (page description) on page 1388
- Department (page description) on page 1389

Displaying department overviews

You can see all relevant information about departments summarized in an overview. The information is represented by shapes in a HyperView.

To display a department's overview

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Organization** page, click the department whose overview you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Overview**.

   This opens the **Overview - <department name>** page (see Overview – Department (page description) on page 1391).

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Department (page description) on page 1389
- Overview – Department (page description) on page 1391

Displaying and editing department main data

You can see and edit departments' main data.

To show and edit a department's main data

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Organization** page, click the department whose main data you want to display/edit.

4. In the details pane, click **Edit**.
5. On the overview page, click **Main data**.
6. On the **Main data - <department name>**, make your changes in the respective fields (see Main data – Department (page description) on page 1391).
7. Click **Save**.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Department (page description) on page 1389
- Main data – Department (page description) on page 1391

Department memberships

You can assign identities to departments for which you are responsible. You can see these identities, assign further identities to the departments and remove identities from the departments.

Detailed information about this topic

- Displaying department memberships on page 583
- Assigning identities to departments on page 584
- Removing identities from departments on page 584

Displaying department memberships

You can see identities that have departments assigned to them.

To display identities that are assigned a department

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department whose memberships you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Memberships**.

   This opens the **Memberships - <department name>** page (see Memberships – Department (page description) on page 1392).

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Department (page description) on page 1389
- Memberships – Department (page description) on page 1392

Assigning identities to departments

You can assign departments to identities. You do this through requests.

To assign a department to an identity

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department you want to assign to an identity.
4. In the details pane, click **Edit**.
5. On the overview page, click **Memberships**.
6. On the **Memberships - <department name>** page, click **Request memberships**.
7. In the **Request memberships** dialog, in the list, click the identity you want to assign to the department.
8. Click **Add to cart**.
9. On the **My Shopping Cart** page, click **Submit**.

   TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

   Once the request has been granted approval, the identity is assigned to the department.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Department (page description) on page 1389
- Memberships – Department (page description) on page 1392

Removing identities from departments

You can remove identities from departments.

To remove an identity from a department

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department you want to remove an identity from.
4. In the details pane, click **Edit**.
5. On the overview page, click **Memberships**.
6. On the **Memberships - <department name>** page, select the check box next to the department that you want to remove.
7. Click **Delete memberships**.

   This cancels the department's assignment.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Department (page description) on page 1389
- Memberships – Department (page description) on page 1392

Department entitlements

Identities can be assigned entitlements to different objects, such as, groups, accounts, roles, or applications. By assigning entitlements to system roles you avoid having to assign entitlements separately to each identity because all the identities are automatically assigned to the departments.

Detailed information about this topic

- Displaying department entitlements on page 585
- Adding department entitlements on page 586
- Deleting department entitlements on page 587

Displaying department entitlements

You can see entitlements assigned to departments. You can also display the reason why departments have certain entitlements (entitlement origin).

To display a department's entitlements

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department whose entitlements you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Entitlements**.

   This opens the **Entitlements - <department name>** page (see Entitlements – Department (page description) on page 1393).
6. (Optional) To display more information about the origin of an entitlement, perform the following actions:
   a. In the list, click the entitlement that you want to know more about.
   b. In the details pane, on the **Detective** tab, click ▶ (**Expand**) next to **Analysis for**.

      This displays more information about the entitlement's assignment.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Department (page description) on page 1389
- Entitlements – Department (page description) on page 1393

Adding department entitlements

You can add entitlements to departments. You do this through requests.

To assign an entitlement to a department

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department to which you want to add an entitlement.
4. In the details pane, click **Edit**.
5. On the overview page, click **Entitlements**.

6. On the **Entitlements - <department name>** page, click **Add new**.
7. In the **Add a new entitlement** dialog, in the **Entitlement type** menu, select which type of entitlement you want to add.
8. Click **Assign**.
9. In the **Entitlement** dialog, in the list, click the entitlement that you want to add to the business role.
10. In the **Add a new entitlement** dialog, click **Request**.
11. On the **My Shopping Cart** page, click **Submit**.

    TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

    After the request has been granted approval, the entitlement is added to the department.

Related topics

- Requesting products on page 78
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Department (page description) on page 1389
- Entitlements – Department (page description) on page 1393
- My shopping cart (page description) on page 861

Deleting department entitlements

You can delete entitlements assigned to departments.

To delete an entitlement of a department

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
    a. Click **Organization**.
    b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department whose entitlements you want to delete.
4. In the details pane, click **Edit**.
5. On the overview page, click **Entitlements**.
6. On the **Entitlements - <department name>** page, in the list, select the check box in the row of the entitlement you want to delete.
7. Click **Delete**.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Department (page description) on page 1389
- Entitlements – Department (page description) on page 1393

Compliance: Departments

Companies have different requirements that they need for regulating internal and external identities' access to company resources. On the one hand, rule checks are used for locating rule violations and on the other hand, to prevent them. By using these rules, you can demonstrate compliance with legislated regulations such as the Sarbanes-Oxley Act (SOX). The following demands are made on compliance:

- Compliance rules define what an employee is entitled to do or not do. For example, an identity may not have both entitlements A and B at the same time.
- Company policies are very flexible, and can be defined for any company resources you are managing with Manager. For example, a policy might only allow identities from a certain department to own a certain entitlement.
- Each item that an identity access can be given a risk value. A risk index can be calculated for identities, accounts, organization, roles, and for the groups of resources available for request. You can then use the risk indexes to help prioritize your compliance activities.

Some rules are preventative. For example, a request will not be processed if it violates the rules, unless exception approval is explicitly granted and an approver allows it. Compliance rules (if appropriate) and company policies are run on a regular schedule and violations appear in the identity's Web Portal to be dealt with there. Company policies can contribute to mitigation control by reducing risk. For example, if risks are posed by identities running processes outside the One Identity Manager solution and causing violations. Reports and dashboards give you further insights into your state of compliance. For more information, see What statistics are available? on page 792.

Detailed information about this topic

- Displaying department rule violations on page 588
- Displaying department policy violations on page 589
- Displaying rule violations of department members on page 590
- Displaying risk indexes and entitlements of department members on page 590

Displaying department rule violations

You can see department rule violations.

To display rule violations

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department whose rule violations you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compliance**.

   This opens the **Compliance - <department name>** page (see Compliance – Department (page description) on page 1394).

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Department (page description) on page 1389
- Compliance – Department (page description) on page 1394

Displaying department policy violations

You can see department policy violations.

To display policy violations

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department whose policy violations you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <department name>** page (see Compliance reports – Department (page description) on page 1400).
6. In the **View** menu, select **Policy violations**.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Department (page description) on page 1389
- Compliance reports – Department (page description) on page 1400

Displaying rule violations of department members

You can see the rule violations of identities that are assigned specific departments.

To display rule violations of a department's members

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
    a. Click **Organization**.
    b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department whose rule violations you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compliance reports**.

    This opens the **Compliance reports - <department name>** page (see Compliance reports – Department (page description) on page 1400).
6. In the **View** menu, select **Compliance rule violations**.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Department (page description) on page 1389
- Compliance reports – Department (page description) on page 1400

Displaying risk indexes and entitlements of department members

For every department, you can see all the identities that have this department as primary or secondary assignment. You can also display the number of entitlements assigned and the risk index.

To display members of a department

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department whose members you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <department name>** page (see Compliance reports – Department (page description) on page 1400).
6. In the **View** menu, select **Identities: Risk indexes and entitlements**.
7. (Optional) To display more information about an identity, perform the following actions:
   a. In the list, click an identity.
   b. In the dialog, click **Overview**.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Department (page description) on page 1389
- Compliance reports – Department (page description) on page 1400

Department attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying department attestation cases on page 592
- Displaying attestors of department pending attestation cases on page 593
- Approving and denying department attestation cases on page 594
- Sending reminders about department pending attestation cases on page 596

Displaying department attestation cases

You can see attestation cases related to departments.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.

   This opens the **Attestation - <department name>** page (see Attestation – Department (page description) on page 1395).
6. (Optional) Click on a tab to display the respective attestation cases.
7. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview of the attestation.
8. (Optional) To display all the identities that can approve the attestation case, perform the following actions:

a. In the list, click the attestation case.

b. In the details pane, click the **Workflow** tab.

9. (Optional) To show previous attestation cases for the selected object, perform the following actions:

   a. In the list, click the attestation case.

   b. In the details pane, click the **History** tab.

   This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Department (page description) on page 1389
- Attestation – Department (page description) on page 1395

Displaying attestors of department pending attestation cases

You can see identities that still have to approve department attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:

   a. Click **Organization**.

   b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <department name>** page, click on a tab to display the corresponding attestation cases
7. In the list, click the attestation case that has attestors you want to show.
8. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <department name>** page, click on a tab to display the corresponding attestation cases
7. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Department (page description) on page 1389
- Attestation – Department (page description) on page 1395

Approving and denying department attestation cases

You can grant or deny approval to attestation cases of departments.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department whose attestation cases you want to decide approval on.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <department name>** page, click on a tab to display the corresponding attestation cases

7. Click **Approve**.
8. On the **Attestation - <department name>** page, perform one of the following actions:
   - Click (**Approve**) next to the attestation case you want to approve.
   - Click (**Deny**) next to the attestation case you want to deny.

   TIP: To grant or deny approval for all the attestation cases displayed, click (**Approve all**) or (**Deny all**).
9. Click **Next**.
10. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:
    - For approved attestation case:
      - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.
      - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
    - For denied attestation cases:
      - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
      - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
    - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

    TIP: By giving reasons, your approvals are more transparent and support the audit trail.

    NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.
11. Click **Save**.
12. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestation on page 150
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388

- Department (page description) on page 1389
- Attestation – Department (page description) on page 1395

Sending reminders about department pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).
- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <department name>** page, click on a tab to display the corresponding attestation cases
7. In the list, click the attestation case that has attestors you want to remind.
8. In the details pane, click **Actions** > **Send a reminder mail**.
9. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
10. Select the email program that you want to use.

    This opens an email template with the attestor's email address.
11. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:

    a. Click **Organization**.
    b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <department name>** page, click on a tab to display the corresponding attestation cases
7. Click **Send reminder**.
8. In the **Send a reminder mail** dialog, enter the message for the attestor.
9. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
    a. Click **Organization**.
    b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <department name>** page, click on a tab to display the corresponding attestation cases
7. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
8. Select the email program that you want to use.

    This opens an email template with the attestor's email address.
9. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155
- Sending attestation reminders on page 155
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Department (page description) on page 1389
- Attestation – Department (page description) on page 1395

Displaying department risk indexes

You can see department risk indexes.

NOTE: For more detailed information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

To display a department's risk index

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department whose risk index you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Risk**.

   This opens the **Risk - <department name>** page (see Risk – Department (page description) on page 1072).
6. (Optional) To show which attributes and assignments contribute to the calculated risk index, click **View risk functions**.

Related topics

- Risk assessment on page 203
- Risk assessment on page 203
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Department (page description) on page 1389
- Overview – Department (page description) on page 1391

Department history

The Web Portal gives you the option of displaying the historical data of departments for which you are responsible.

To do this, you have the following options:

Table 43: Historical data

View	Description
Events	This shows you all the events that affect the department, either

View	Description
	on a timeline or in a table (see Displaying department history on page 599).
Status overview	This shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between (see Displaying the status overview of departments on page 600).
Status comparison	You can select a date and display all the changes made from then until now. This also shows you what the value of the property was at the selected point in time and what the value is now (see Comparing statuses of departments on page 601).

Displaying department history

You can select to display all events involving departments on a timeline or in a table.

To display the history

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department whose history you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **History**.

   This opens the **History - <department name>** page (see History – Department (page description) on page 1398).

   TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

   To zoom in or out, turn the mouse wheel.
6. (Optional) To filter the timeline of events, click **Filter by** and then one of the following:
   - **User**: Searches for events or actions associated with the identity name given. Identities with entitlements and ownerships create changes, such as adding or removing properties. You can see these actions on the timeline.
   - **Change type**: Only show events on the timeline with the selected change type.
   - **Date**: Only show events on the timeline that took place in the given period.

- **Properties**: Only show events on the timeline with the selected properties.
- **Display**: Only show events on the timeline that match the search.
- **Object**: Only show events on the timeline about the selected object.

7. (Optional) To switch to the table view, click **Switch to table view**.
8. (Optional) To show more details about an event, perform one of the following actions:
   - Click on the event in the timeline.
   - In the table view, click the event and you will see the details in the details pane.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Department (page description) on page 1389
- History – Department (page description) on page 1398

Displaying the status overview of departments

You can see all the changes that affect departments. You can also display how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

To display the status overview

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department whose status overview you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **History**.

   This opens the **History - <department name>** page (see History – Department (page description) on page 1398).
6. Click the **Status overview** tab.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Department (page description) on page 1389
- History – Department (page description) on page 1398

Comparing statuses of departments

You can compare the current status of a department that you are responsible for to its status at another time.

To compare statuses

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
    a. Click **Organization**.
    b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department whose status you want to compare.
4. In the details pane, click **Edit**.
5. On the overview page, click **History**.
6. On the **History** page, click the **Status comparison** tab.
7. In the date field, select the date and time from which you want to start the comparison.
8. (Optional) To display the properties that have not changed since creation,deselect the box next to **Display changed values only**.

To compare the current status with the status at the time of a specific event

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
    a. Click **Organization**.
    b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department whose status you want to compare.
4. In the details pane, click **Edit**.
5. On the overview page, click **History**.
6. On the **History** page, perform one of the following actions:
    - On the timeline, click the event and then **Compare**.
    - In the table view, click the event in the list and then in the details pane, click **Compare**.

7. (Optional) To display the properties that have not changed since being created, deselect the box next to **Display changed values only**.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Department (page description) on page 1389
- History – Department (page description) on page 1398

Displaying role memberships of department members

You can see which roles and organizations belong to identities that are assigned departments. . Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of a department

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
    a. Click **Organization**.
    b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department whose members you want to know more about.
4. In the details pane, click **Edit**.
5. On the overview page, click **Usage**.

    This opens the **Usage - <department name>** page (see Usage – Department (page description) on page 1400).
6. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
7. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
8. (Optional) To see the legend, click **More information**.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388

- Department (page description) on page 1389
- Usage – Department (page description) on page 1400

Copying/splitting departments

You can copy or move memberships and entitlements from departments to new roles (departments, business roles, cost centers, locations).

Any combination of role types is allowed.

To copy a department or move memberships and entitlements

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page click the department you want to copy or whose memberships and entitlements you want to move.
4. In the details pane, click **Edit**.
5. On the overview page, click **Split**.
6. In the **Split a role** dialog, in the **Type of the new role** menu, select a type for the new role.
7. Depending on which role type you have selected, enter the corresponding main data of the new role (see Main data – Department (page description) on page 1066, Main data – Business role (page description) on page 1037, Main data – Cost center (page description) on page 1080, or Main data - Location (page description) on page 1092).
8. Click **Next**.
9. Perform the following actions:
   - To neither copy nor move a entitlement/membership to a new role, click **Actions** > **Keep this assignment** next to the corresponding entitlement/membership. Later, the entitlement/membership is only available in the source role.
   - To copy a entitlement/membership to a new role, click **Actions** > **Keep and copy to new role** next to the corresponding entitlement/membership. The entitlement/membership is later included in the source role as well as the target role.
   - To move a entitlement/membership to a new role, click **Actions** > **Move to new role** next to the corresponding entitlement/membership. The entitlement/membership is later removed from the source role and is only included in the target role.
10. Click **Next**.

11. (Optional) Verify the actions to run and deselect the check box in front of any actions that should not be run.
12. Click **Next**.
13. Click **Close**.

Related topics

- Department memberships on page 583
- Department entitlements on page 585
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Department (page description) on page 1389

Comparing and merging departments

You can compare the properties of departments with the properties of other business roles, departments, cost centers, or locations and then select the properties you require and merge them.

To compare and merge a department

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
    a. Click **Organization**.
    b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Departments** page, click the department you want to compare and merge.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compare and merge**.
6. In the **Compare and merge** dialog, in the **Object type** menu, select the business role, department, cost center, or location to compare and merge with your department.
7. Click **Assign**.
8. In the **Comparison role** dialog, select the business role/department/cost center/location to compare.

    The assigned memberships and entitlements of both objects are listed with the following information:

Table 44: Overview of the assignments

Column	Description
Object	Shows the name of the assigned entitlement/membership that occurs in one of the selected objects being compared.
Type	Type of the entitlement/membership.
<Name of the source object>	Shows the entitlement/membership's assignment type. The following assignment types are available: • Direct • Inherited • Requested • Dynamic • Not assigned For more detailed information about assigning company resources, see the *One Identity Manager Identity Management Base Module Administration Guide*.
<Name of the compare object>	
Comparison	Show you where the entitlement/membership occurs.

> TIP: To arrange the list of assignments better, use the filters available some of the columns. For more information, see Filtering on page 41..

9. In the **Compare and merge** dialog, click **Merge the selected roles**.
10. (Optional) Verify the actions to run and deselect the check box in front of any actions that should not be run.
11. Click **Next**.
12. Click **Close**.

Related topics

- Department memberships on page 583
- Department entitlements on page 585
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Department (page description) on page 1389

Displaying department statistics

You can see department statistics. For example, you can see all the identities of a department that have not yet made a request.

To display a department's statistics

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Departments** in the **Type** drop-down.
3. On the **Organization** page, click the department whose statistics you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Statistics**.

   This opens the **Statistics for <department name>** dialog and shows the department's statistics.
6. (Optional) To obtain more information about a chart, click the chart or its header.

Related topics

- Discovering your statistics on the home page on page 787
- Statistics on page 787
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Department (page description) on page 1389

Managing business roles

You can perform a variety of actions on business roles and gather information about them.

Detailed information about this topic

- Displaying all business roles on page 607
- Restoring deleted business roles on page 607
- Displaying business role overviews on page 608
- Displaying and editing business role main data on page 609
- Business role memberships on page 609
- Business role entitlements on page 611
- Compliance: Business roles on page 614
- Business role attestations on page 617
- Displaying business role risk indexes on page 623
- Business role history on page 624

- Displaying role memberships of business role members on page 627
- Copying/splitting business roles on page 628
- Comparing and merging business roles on page 629

Displaying all business roles

You can see all the business roles.

To display business roles

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.

   This opens the **Business Roles** page (see Business roles (page description) on page 1347) and displays all the business roles.

Related topics

- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347

Restoring deleted business roles

You can restore deleted business roles. For example, a business role can be deleted if two roles are merged during comparison (see Comparing and merging business roles on page 629).

To restore a deleted business role

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click **Restore a deleted role**.
4. In the **Restore a deleted role** dialog, in the date field next to **Find roles deleted from**, enter a date and time before the business role was deleted.
5. Next to the business role you want to restore, select the check box.
6. Click **Next**.
7. (Optional) To prevent certain actions from being performed, clear the check box next to the corresponding action.
8. Click **Next**.
9. Click **Close**.

To restore a deleted child business role

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role that was originally parent to the deleted business role.
4. In the details pane, click **Edit**.
5. On the overview page, click **Restore**.
6. In the **Restore a deleted role** dialog, in the date field next to **Find roles deleted from**, enter a date and time before the business role was deleted.
7. In the list next to the business role you want to restore, select the check box.
8. Click **Next**.
9. (Optional) To prevent certain actions from being performed, clear the check box next to the corresponding action.
10. Click **Next**.
11. Click **Close**.

Related topics

- Comparing and merging business roles on page 629
- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348

Displaying business role overviews

You can see all relevant information about business roles summarized in an overview. The information is represented by shapes in a HyperView.

To display a business role's overview

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose overview you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Overview**.

   This opens the **Overview - <business role name>** page (see Overview – Business role (page description) on page 1350).

Related topics

- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348
- Overview – Business role (page description) on page 1350

Displaying and editing business role main data

You can see and edit the system roles' main data.

To show and edit a business role's main data

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose main data you want to display/edit.
4. In the details pane, click **Edit**.
5. On the overview page, click **Main data**.
6. On the **Main data - <business role name>**, make your changes in the respective fields (see Main data – Business role (page description) on page 1351).
7. Click **Save**.

Related topics

- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348
- Main data – Business role (page description) on page 1351

Business role memberships

Business roles can be assigned identities. You can see these identities, assign further identities to the business roles and remove identities from the business roles.

Detailed information about this topic

- Displaying business role memberships on page 610
- Assigning identities to business roles on page 610
- Removing business roles from identities on page 611

Displaying business role memberships

You can see identities that have business roles assigned to them.

To display identities that are assigned a business role

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose memberships you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Memberships**.

   This opens the **Memberships - <business role name>** page (see Memberships – Business role (page description) on page 1352).

Related topics

- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348
- Memberships – Business role (page description) on page 1352

Assigning identities to business roles

You can assign business roles to identities. You do this through requests.

To assign a business role to an identity

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business roles** page, click the business role you want to assign to an identity.
4. In the details pane, click **Edit**.
5. On the overview page, click **Memberships**.
6. On the **Memberships - <business role name>** page, click **Request memberships**.
7. In the **Request memberships** dialog, in the list, click the identity you want to assign to the business role.
8. Click **Add to cart**.
9. On the **My Shopping Cart** page, click **Submit**.

   TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on

page 80.

Once the request has been granted approval, the identity is assigned to the business role.

Related topics

- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348
- Memberships – Business role (page description) on page 1352

Removing business roles from identities

You can remove identities from business roles.

To remove an identity from a business role

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business roles** page, click the business role you want to remove an identity from.
4. In the details pane, click **Edit**.
5. On the overview page, click **Memberships**.
6. On the **Memberships - <business role name>** page, select the check box next to the business role that you want to remove.
7. Click **Delete memberships**.

   This cancels the business role's assignment.

Related topics

- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348
- Memberships – Business role (page description) on page 1352

Business role entitlements

Identities can be assigned entitlements to different objects, such as, groups, accounts, roles, or applications. Assigning identities to business roles avoids you having to assign entitlements separately to each identity. All a business role's entitlements are automatically assigned to all the identities assigned to the business role.

Detailed information about this topic

- Displaying business role entitlements on page 612
- Adding business role entitlements on page 612
- Deleting business role entitlements on page 613

Displaying business role entitlements

You can see entitlements assigned to business roles. You can also display the reason why business roles have certain entitlements (entitlement origin).

To display a business role's entitlements

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose entitlements you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Entitlements**.

   This opens the **Entitlements - <business role name>** page (see Entitlements – Business role (page description) on page 1353).
6. (Optional) To display more information about the origin of an entitlement, perform the following actions:
   a. In the list, click the entitlement that you want to know more about.
   b. In the details pane, on the **Detective** tab, click ▶ (**Expand**) next to **Analysis for**.

      This displays more information about the entitlement's assignment.

Related topics

- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348
- Entitlements – Business role (page description) on page 1353

Adding business role entitlements

You can add entitlements to business roles. You do this through requests.

To assign an entitlement to a business role

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role to which you want to add an entitlement.
4. In the details pane, click **Edit**.
5. On the overview page, click **Entitlements**.
6. On the **Entitlements - <business role name>** page, click **Add new**.
7. In the **Add a new entitlement** dialog, in the **Entitlement type** menu, select which type of entitlement you want to add.
8. Click **Assign**.
9. In the **Entitlement** dialog, in the list, click the entitlement that you want to add to the business role.
10. In the **Add a new entitlement** dialog, click **Request**.
11. On the **My Shopping Cart** page, click **Submit**.

    TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

    After the request has been granted approval, the entitlement is added to the business role.

Related topics

- Requesting products on page 78
- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348
- Entitlements – Business role (page description) on page 1353
- My shopping cart (page description) on page 861

Deleting business role entitlements

You can delete entitlements assigned to business roles.

To delete an entitlement of a business role

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose entitlements you want to delete.

4. In the details pane, click **Edit**.
5. On the overview page, click **Entitlements**.
6. On the **Entitlements - <business role name>** page, in the list, select the check box in the row of the entitlement you want to delete.
7. Click **Delete**.

Related topics

- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348
- Entitlements – Business role (page description) on page 1353

Compliance: Business roles

Companies have different requirements that they need for regulating internal and external identities' access to company resources. On the one hand, rule checks are used for locating rule violations and on the other hand, to prevent them. By using these rules, you can demonstrate compliance with legislated regulations such as the Sarbanes-Oxley Act (SOX). The following demands are made on compliance:

- Compliance rules define what an employee is entitled to do or not do. For example, an identity may not have both entitlements A and B at the same time.
- Company policies are very flexible, and can be defined for any company resources you are managing with Manager. For example, a policy might only allow identities from a certain department to own a certain entitlement.
- Each item that an identity access can be given a risk value. A risk index can be calculated for identities, accounts, organization, roles, and for the groups of resources available for request. You can then use the risk indexes to help prioritize your compliance activities.

Some rules are preventative. For example, a request will not be processed if it violates the rules, unless exception approval is explicitly granted and an approver allows it. Compliance rules (if appropriate) and company policies are run on a regular schedule and violations appear in the identity’s Web Portal to be dealt with there. Company policies can contribute to mitigation control by reducing risk. For example, if risks are posed by identities running processes outside the One Identity Manager solution and causing violations. Reports and dashboards give you further insights into your state of compliance. For more information, see What statistics are available? on page 792.

Detailed information about this topic

- Displaying business role rule violations on page 615
- Displaying business role policy violations on page 615

- Displaying rule violations of business role members on page 616
- Displaying risk indexes and entitlements of business role members on page 616

Displaying business role rule violations

You can see business role rule violations.

To display rule violations

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose rule violations you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compliance**.

   This opens the **Compliance - <business role name>** page (see Compliance – Business role (page description) on page 1354).

Related topics

- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348
- Compliance – Business role (page description) on page 1354

Displaying business role policy violations

You can see business role policy violations.

To display policy violations

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose policy violations you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <business role name>** page (see Compliance reports – Business role (page description) on page 1360).
6. In the **View** menu, select **Policy violations**.

Related topics

- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348
- Compliance reports – Business role (page description) on page 1360

Displaying rule violations of business role members

You can see the rule violations of identities that are assigned specific business roles.

To display rule violations of a business role's members

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose rule violations you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <business role name>** page (see Compliance reports – Business role (page description) on page 1360).
6. In the **View** menu, select **Compliance rule violations**.

Related topics

- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348
- Compliance reports – Business role (page description) on page 1360

Displaying risk indexes and entitlements of business role members

For every business role, you can see all the identities that have this business role as primary or secondary assignment. You can also display the number of entitlements assigned and the risk index.

To display members of a business role

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.

3. On the **Business Roles** page, click the business role whose members you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <business role name>** page (see Compliance reports – Business role (page description) on page 1360).
6. In the **View** menu, select **Identities: Risk indexes and entitlements**.
7. (Optional) To display more information about an identity, perform the following actions:
   a. In the list, click an identity.
   b. In the dialog, click **Overview**.

Related topics

- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348
- Compliance reports – Business role (page description) on page 1360

Business role attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying business role attestation cases on page 618
- Displaying attestors of business role pending attestation cases on page 619
- Approving and denying business role attestation cases on page 620
- Sending reminders about business role pending attestation cases on page 621

Displaying business role attestation cases

You can see attestation cases related to business roles.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.

   This opens the **Attestation - <business role name>** page (see Attestation – Business role (page description) on page 1355).
6. (Optional) Click on a tab to display the respective attestation cases.
7. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview of the attestation.
8. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
9. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **History** tab.

This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348
- Attestation – Business role (page description) on page 1355

Displaying attestors of business role pending attestation cases

You can see identities that still have to approve business role attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <business role name>** page, click on a tab to display the corresponding attestation cases
7. In the list, click the attestation case that has attestors you want to show.
8. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <business role name>** page, click on a tab to display the corresponding attestation cases
7. Click **View approvers for pending cases**.

The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348
- Attestation – Business role (page description) on page 1355

Approving and denying business role attestation cases

You can grant or deny approval to attestation cases of business roles.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose attestation cases you want to decide approval on.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <business role name>** page, click on a tab to display the corresponding attestation cases
7. Click **Approve**.
8. On the **Pending Attestations - <business role name>** page, perform one of the following actions:
   - Click ☑ (**Approve**) next to the attestation case you want to approve.
   - Click ☒ (**Deny**) next to the attestation case you want to deny.

   TIP: To grant or deny approval for all the attestation cases displayed, click (**Approve all**) or (**Deny all**).
9. Click **Next**.
10. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:
    - For approved attestation case:
      - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.

- To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
- For denied attestation cases:
  - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
  - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
- To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

TIP: By giving reasons, your approvals are more transparent and support the audit trail.

NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.

11. Click **Save**.
12. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestation on page 150
- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348
- Attestation – Business role (page description) on page 1355

Sending reminders about business role pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).

- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <business role name>** page, click on a tab to display the corresponding attestation cases
7. In the list, click the attestation case that has attestors you want to remind.
8. In the details pane, click **Actions** > **Send a reminder mail**.
9. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
10. Select the email program that you want to use.

    This opens an email template with the attestor's email address.
11. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <business role name>** page, click on a tab to display the corresponding attestation cases
7. Click **Send reminder**.
8. In the **Send a reminder mail** dialog, enter the message for the attestor.
9. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.

6. (Optional) On the **Attestations – <business role name>** page, click on a tab to display the corresponding attestation cases
7. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
8. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
9. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155
- Sending attestation reminders on page 155
- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348
- Attestation – Business role (page description) on page 1355

Displaying business role risk indexes

You can see business role risk indexes.

NOTE: For more detailed information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

To display a business role's risk index

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose risk index you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Risk**.

   This opens the **Risk - <business role name>** page (see Risk – Business role (page description) on page 1043).
6. (Optional) To show which attributes and assignments contribute to the calculated risk index, click **View risk functions**.

Related topics

- Risk assessment on page 203

- Risk assessment on page 203
- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348
- Overview – Business role (page description) on page 1350

Business role history

The Web Portal gives you the option of displaying the historical data of business roles for which you are responsible.

To do this, you have the following options:

Table 45: Historical data

View	Description
Events	This shows you all the events that affect the business role, either on a timeline or in a table (see Displaying business role history on page 624).
Status overview	This shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between (see Displaying the status overview of business roles on page 625).
Status comparison	You can select a date and display all the changes made from then until now. This also shows you what the value of the property was at the selected point in time and what the value is now (see Comparing statuses of business roles on page 626).

Displaying business role history

You can select to display all events involving business roles on a timeline or in a table.

To display the history

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose history you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **History**.

This opens the **History - <business role name>** page (see History – Business role (page description) on page 1357).

> TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.
>
> To zoom in or out, turn the mouse wheel.

6. (Optional) To filter the timeline of events, click **Filter by** and then one of the following:
   - **User**: Searches for events or actions associated with the identity name given. Identities with entitlements and ownerships create changes, such as adding or removing properties. You can see these actions on the timeline.
   - **Change type**: Only show events on the timeline with the selected change type.
   - **Date**: Only show events on the timeline that took place in the given period.
   - **Properties**: Only show events on the timeline with the selected properties.
   - **Display**: Only show events on the timeline that match the search.
   - **Object**: Only show events on the timeline about the selected object.
7. (Optional) To switch to the table view, click **Switch to table view**.
8. (Optional) To show more details about an event, perform one of the following actions:
   - Click on the event in the timeline.
   - In the table view, click the event and you will see the details in the details pane.

Related topics

- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348
- History – Business role (page description) on page 1357

Displaying the status overview of business roles

You can see all the changes that affect business roles. You can also display how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

To display the status overview

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.

3. On the **Business Roles** page, click the business role whose status overview you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **History**.

   This opens the **History - <business role name>** page (see History – Business role (page description) on page 1357).
6. Click the **Status overview** tab.

Related topics

- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348
- History – Business role (page description) on page 1357

Comparing statuses of business roles

You can compare the current status of a business role that you are responsible for to its status at another time.

To compare statuses

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose status you want to compare.
4. In the details pane, click **Edit**.
5. On the overview page, click **History**.
6. On the **History** page, click the **Status comparison** tab.
7. In the date field, select the date and time from which you want to start the comparison.
8. (Optional) To display the properties that have not changed since creation,deselect the box next to **Display changed values only**.

To compare the current status with the status at the time of a specific event

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose status you want to compare.
4. In the details pane, click **Edit**.
5. On the overview page, click **History**.

6. On the **History** page, perform one of the following actions:
   - On the timeline, click the event and then **Compare**.
   - In the table view, click the event in the list and then in the details pane, click **Compare**.
7. (Optional) To display the properties that have not changed since being created, deselect the box next to **Display changed values only**.

Related topics

- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348
- History – Business role (page description) on page 1357

Displaying role memberships of business role members

You can see which roles and organizations belong to identities that are assigned business roles. . Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of a business role

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role whose members you want to know more about.
4. In the details pane, click **Edit**.
5. On the overview page, click **Usage**.

   This opens the **Usage - <business role name>** page (see Usage – Business role (page description) on page 1359).
6. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
7. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
8. (Optional) To see the legend, click **More information**.

Related topics

- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348
- Usage – Business role (page description) on page 1359

Copying/splitting business roles

You can copy or move memberships and entitlements from business roles to new roles (departments, business roles, cost centers, locations).

Any combination of role types is allowed.

To copy a business role or move memberships and entitlements

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business Roles** page, click the business role you want to copy or whose memberships and entitlements you want to move.
4. In the details pane, click **Edit**.
5. On the overview page, click **Split**.
6. In the **Split a role** dialog, in the **Type of the new role** menu, select a type for the new role.
7. Depending on which role type you have selected, enter the corresponding main data of the new role (see Main data – Department (page description) on page 1066, Main data – Business role (page description) on page 1037, Main data – Cost center (page description) on page 1080, or Main data - Location (page description) on page 1092).
8. Click **Next**.
9. Perform the following actions:
    - To neither copy nor move a entitlement/membership to a new role, click **Actions** > **Keep this assignment** next to the corresponding entitlement/membership. Later, the entitlement/membership is only available in the source role.
    - To copy a entitlement/membership to a new role, click **Actions** > **Keep and copy to new role** next to the corresponding entitlement/membership. The entitlement/membership is later included in the source role as well as the target role.
    - To move a entitlement/membership to a new role, click **Actions** > **Move to new role** next to the corresponding entitlement/membership. The entitlement/membership is later removed from the source role and is only included in the target role.
10. Click **Next**.

11. (Optional) Verify the actions to run and deselect the check box in front of any actions that should not be run.
12. Click **Next**.
13. Click **Close**.

Related topics

- Business role memberships on page 609
- Business role entitlements on page 611
- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348

Comparing and merging business roles

You can compare the properties of business roles with the properties of other business roles, departments, cost centers, or locations and then select the properties you require and merge them.

To compare and merge a business role

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Business Roles**.
3. On the **Business roles** page, click the business role that you want to compare and merge.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compare and merge**.
6. In the **Compare and merge** dialog, in the **Object type** menu, select the business role, department, cost center, or location to compare and merge with your business role.
7. Click **Assign**.
8. In the **Comparison role** dialog, select the business role/department/cost center/location to compare.

   The assigned memberships and entitlements of both objects are listed with the following information:

   Table 46: Overview of the assignments

Column	Description
Object	Shows the name of the assigned entitlement/membership

Column	Description
	that occurs in one of the selected objects being compared.
Type	Type of the entitlement/membership.
<Name of the source object>	Shows the entitlement/membership's assignment type. The following assignment types are available: • Direct • Inherited • Requested • Dynamic • Not assigned For more detailed information about assigning company resources, see the *One Identity Manager Identity Management Base Module Administration Guide*.
<Name of the compare object>	
Comparison	Show you where the entitlement/membership occurs.

TIP: To arrange the list of assignments better, use the filters available some of the columns. For more information, see Filtering on page 41..

9. In the **Compare and merge** dialog, click **Merge the selected roles**.
10. (Optional) Verify the actions to run and deselect the check box in front of any actions that should not be run.
11. Click **Next**.
12. Click **Close**.

Related topics

- Business role memberships on page 609
- Business role entitlements on page 611
- Governance administration (page description) on page 1347
- Business roles (page description) on page 1347
- Business role (page description) on page 1348

Managing identities

You can perform a variety of actions on identities and gather information about them.

Detailed information about this topic

Displaying all identities

You can see all the identities.

To display identities

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.

   This opens the **Identities** page (see Identities (page description) on page 1361) and displays all the identities.

Related topics

- Governance administration (page description) on page 1347
- Identities (page description) on page 1361

Adding identities

You can add new identities. This function is mainly designed for adding external identities. For example, subcontractors who are not entered in the human resources department. Data from new identities is either transferred completely to the database or existing data is updated and/or augmented. This depends on the system configuration and the import setting from closed systems.

To add a new identity

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click **Add a new identity**.
4. On the **Add a new identity** page, enter the identity's main data in the respective fields (see Adding a new identity (page description) on page 1362).
5. Click **Save**.

   When saving, the system checks whether the combination of first and last name already exists.
6. Depending on the result of checking the name combination, perform one of the following actions:
   - If this combination of names does not yet exist, confirm the prompt with **Yes**.
   - If this combination of names already exists and you want to edit/update the existing identity:
     1. On the **Other identities with similar properties** page, in the list, click the identity that you want to edit/update.
     2. Click **Update identity data**.
     3. Confirm the prompt with **Yes** in the dialog.

        This edits/updates the identity data.
   - If identical combinations already exists and you still want add a new identity:
     1. On the **Other identities with similar properties** page, click **Add a new identity**.
     2. Confirm the prompt with **Yes** in the dialog.

        This adds new identity data.

Related topics

- Governance administration (page description) on page 1347
- Identities (page description) on page 1361
- Adding a new identity (page description) on page 1362

Displaying identity overviews

You can see all relevant information about identities summarized in an overview. For example, this information includes identities, requests, rule violations, user accounts, subidentities, assigned permissions, and memberships. The information is represented by shapes in a HyperView.

To display an identity's overview

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity whose overview you want to display.
4. On the overview page, click **Overview**.

   This opens the **Overview - <identity's name>** page (see Overview – Identity (page description) on page 1365).

Related topics

- Governance administration (page description) on page 1347
- Identities (page description) on page 1361
- Identity (page description) on page 1363
- Overview – Identity (page description) on page 1365

Displaying and editing identity main data

You can see and edit identities' main data.

To show and edit an identity's main data

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity whose main data you want to display/edit.
4. On the overview page, click **Main data**.
5. On the **Main data - <identity's name>**, make your changes in the respective fields (see Main data – Identity (page description) on page 1365).
6. Click **Save**.

Related topics

- Governance administration (page description) on page 1347
- Identities (page description) on page 1361
- Identity (page description) on page 1363
- Main data – Identity (page description) on page 1365

Assigning other managers to identities

You can assign identities to other managers.

To assign an identity to a new manager

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity that you want to assign to a new manager.
4. On the overview page, click **Main data**.
5. On the **Main data - <identity's name>**, click **Assign to new manager**.
6. On the **Assign New Manager** page, next to **New manager**, click **Assign**/**Change**.
7. In the **New manager** dialog box, click the manager you want to assign to the identity.
8. On the **Assign to new manager** page, in the **Effective date** field, set a date and time from which the new manager takes effect.
9. If the identity for whom you have selected the new manager, already has approved requests or entitlements, these are deleted automatically on this date. If you want the identity to retain these requests or entitlements when transferring to the new manager, deselect the check boxes next to the respective requests or entitlements.
10. Click **Submit**.
11. In the dialog, confirm the prompt with **Yes**.

    NOTE: Your request to change managers is presented to the approver responsible for approval on the **Pending Requests** page (see Approving new managers' pending requests on page 115).

Related topics

- Approving new managers' pending requests on page 115
- Governance administration (page description) on page 1347
- Identities (page description) on page 1361
- Identity (page description) on page 1363
- Main data – Identity (page description) on page 1365
- Assigning to new manager (page description) on page 1367

Creating reports about identities

You can create reports using identities' data.

To create a report about an identity

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity for which you want to create a report.

4. On the overview page, click **Main data**.
5. On the **Main data - <identity's name>**, click **Generate report**.
6. In the dialog, select one or both of the check boxes.
    - **Generate report including history**: A history with all changes to the identity is attached to the report.
    - **Include data for sub identities in the report**: The report additionally includes data for all the identity's sub identities.
7. Click **Generate report**.

Related topics

- Governance administration (page description) on page 1347
- Identities (page description) on page 1361
- Identity (page description) on page 1363
- Main data – Identity (page description) on page 1365

Displaying identity requests

You can display requests made by identities. All requests that identities have made themselves or that have been made for them (for example, by a manager) are displayed.

To display requests of an identity

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity whose requests you want to display.
4. On the overview page, click **Requests**.

    This opens the**Requests- <name of identity>** page (see Requests - Identities ((page description)) on page 1368).
5. (Optional) Click **Advanced Search** to control which requests are displayed (see Requests - Identities ((page description)) on page 1368). For example, you can display only pending (not yet assigned) requests.

Related topics

- Displaying request history on page 126
- Governance administration (page description) on page 1347
- Identities (page description) on page 1361
- Identity (page description) on page 1363
- Requests - Identities ((page description)) on page 1368

Identity entitlements

Identities under the scope of your responsibility can own different entitlements. You can see these entitlements and delete them.

Detailed information about this topic

- Displaying identity entitlements on page 636
- Deleting identity entitlements on page 636

Displaying identity entitlements

You can see entitlements assigned to identities. You can also display the reason why identities have certain entitlements (entitlement origin).

To display an identity's entitlements

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity whose entitlements you want to display.
4. On the overview page, click **Entitlements**.

   This opens the **Entitlements - <identity's name>** page (see Entitlements – Identity (page description) on page 1370).
5. (Optional) To display more information about the origin of an entitlement, perform the following actions:
   1. In the list, click the entitlement that you want to know more about.
   2. In the details pane, on the **Detective** tab, click ▶ (**Expand**) next to **Analysis for**.

      This displays more information about the entitlement's assignment.

Related topics

- Governance administration (page description) on page 1347
- Identities (page description) on page 1361
- Identity (page description) on page 1363
- Entitlements – Identity (page description) on page 1370

Deleting identity entitlements

You can delete entitlements assigned to identities.

To delete an entitlement of an identity

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity whose delegation you want to delete.
4. On the overview page, click **Entitlements**.
5. On the **Entitlements - <identity>** page, in the list, select the check box in the row of the entitlement you want to delete.
6. Click **Delete memberships**.

Related topics

- Governance administration (page description) on page 1347
- Identities (page description) on page 1361
- Identity (page description) on page 1363
- Entitlements – Identity (page description) on page 1370

Identity delegations

Responsibilities or roles of identities can be temporarily delegated to other identities. For example, the responsibility for a department can be given to another identity.

Detailed information about this topic

- Displaying identity delegations on page 637
- Adding delegations for identities on page 638
- Canceling identity delegations on page 639
- Deleting identities' delegations on page 640

Displaying identity delegations

You can see the identities' delegations.

To display delegations

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity whose delegations you want to display.
4. On the overview page, click **Delegations**.

   This opens the **Delegations - <identity's name>** page (see Delegations – Identity (page description) on page 1371).

5. (Optional) To show more details about a delegation, perform one of the following actions:
    a. In the list, click the delegation whose details you want to show.
    b. In the details pane, click **Details**.

Related topics

- Displaying delegations on page 448
- Governance administration (page description) on page 1347
- Identities (page description) on page 1361
- Identity (page description) on page 1363
- Delegations – Identity (page description) on page 1371

Adding delegations for identities

You can delegate role memberships and responsibilities to other identities. For example, you can give one identity's responsibility for a department to another identity.

> NOTE: You cannot edit a delegation afterward. If you want to make a change to the delegation, you must delete the delegation and create a new one (see Deleting identities' delegations on page 640).

To add a delegation

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity who should become the delegate.
4. On the overview page, click **Delegations**.
5. On the **Delegations - <identity's name>**, click **New delegation**.
6. In the **Delegation of role memberships and responsibilities** dialog, select the identity to which you want to delegate in the **Recipient** field.

    > TIP: For a more detailed search for an identity, click **Assign** and select the appropriate identity in the **Recipient** dialog.
7. Click **Next**.
8. In the **Select roles** step, in the list, check the box in front of the role membership/responsibility you want to delegate.
9. Click **Next**.
10. In the **Add additional information** set, configure the following settings:
    - **Valid from**: Specify from when the role/responsibility will be delegated.
    - **Valid until**: Specify until when the role/responsibility will be delegated.

- **Notify me if the recipient of the delegation makes a decision**: (Optional) Select the check box if you want to be notified when the recipient makes an approval decision about a delegated role/responsibility.
- **The recipient can delegate this role**: (Optional) Select the check box to specify that the recipient can delegate their delegated role/responsibility on to another identity.
- **Reason**: (Optional) In the dialog, enter a reason for the delegation.
- **Priority**: (Optional) In the menu, select a priority for the delegation.

11. Click **Save**.
12. In the **Results** step, click **Close**.

Related topics

- Creating delegations on page 448
- Governance administration (page description) on page 1347
- Identities (page description) on page 1361
- Identity (page description) on page 1363
- Delegations – Identity (page description) on page 1371

Canceling identity delegations

You can cancel existing delegations of identities.

NOTE: You can only cancel delegations as long they have the **Request** or **Approved** status. You can delete delegations with the **Assigned** status (see Deleting identities' delegations on page 640).

To cancel a delegation

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity whose delegation you want to cancel.
4. On the overview page, click **Delegations**.
5. On the **Delegations - <identity's name>** page, click the delegation in the list that you want to cancel.
6. In the details pane, click **Cancel request**.
7. Confirm the prompt with **Yes** in the dialog.

Related topics

- Canceling delegations on page 449
- Governance administration (page description) on page 1347

- Identities (page description) on page 1361
- Identity (page description) on page 1363
- Delegations – Identity (page description) on page 1371

Deleting identities' delegations

You can delete the identities' delegations.

NOTE: You can only delete delegations as long as they have the **Assigned** status. You can cancel delegations that have the **Request** or **Approved** status (see Canceling identity delegations on page 639).

To delete a delegation

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity whose delegation you want to delete.
4. On the overview page, click **Delegations**.
5. On the **Delegations - <identity's name>**, click the delegation in the list that you want to delete.
6. In the details pane, click (**Delete**).
7. Confirm the prompt with **Yes** in the dialog.

To delete multiple delegations

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity whose delegations you want to delete.
4. On the overview page, click **Delegations**.
5. On the **Delegations - <identity's name>** page, click (**Select**) next to the delegations you want to delete.

   TIP: To select all the delegations shown, click (**Select all**).
6. Click **Actions** > **Delete delegation**.
7. Confirm the prompt with **Yes** in the dialog.

To delete all delegations

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity whose delegations you want to delete.
4. On the overview page, click **Delegations**.

5. On the **Delegations - <identity's name>** page, click **Actions** > **Delete all delegations**.
6. Confirm the prompt with **Yes** in the dialog.

Related topics

- Deleting delegations on page 450
- Governance administration (page description) on page 1347
- Identities (page description) on page 1361
- Identity (page description) on page 1363
- Delegations – Identity (page description) on page 1371

Identity attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying identity attestation cases on page 641
- Displaying attestors of identity pending attestation cases on page 642
- Approving and denying identity attestation cases on page 643
- Sending reminders about identity pending attestation cases on page 645

Displaying identity attestation cases

You can see attestation cases related to identities.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity whose attestation cases you want to display.
4. On the overview page, click **Attestation**.

   This opens the **Attestation - <identity's name>** page (see Attestation – Identity (page description) on page 1373).
5. (Optional) Click on a tab to display the respective attestation cases.
6. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview of the attestation.
7. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
8. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Governance administration (page description) on page 1347
- Identities (page description) on page 1361
- Identity (page description) on page 1363
- Attestation – Identity (page description) on page 1373

Displaying attestors of identity pending attestation cases

You can see identities that still have to approve identities attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <identity's name>** page, click on a tab to display the corresponding attestation cases.
6. In the list, click the attestation case that has attestors you want to show.
7. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <identity's name>** page, click on a tab to display the corresponding attestation cases.
6. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- Governance administration (page description) on page 1347
- Identities (page description) on page 1361
- Identity (page description) on page 1363
- Attestation – Identity (page description) on page 1373

Approving and denying identity attestation cases

You can grant or deny approval to attestation cases of identities.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity whose attestation cases you want decide approval on.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <identity's name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Approve**.
7. On the **Pending Attestations - <identity's name>** page, perform one of the following actions:
   - Click (**Approve**) next to the attestation case you want to approve.
   - Click (**Deny**) next to the attestation case you want to deny.

   TIP: To grant or deny approval for all the attestation cases displayed, click (**Approve all**) or (**Deny all**).
8. Click **Next**.
9. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:
   - For approved attestation case:
     - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
   - For denied attestation cases:
     - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
     - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
   - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

   TIP: By giving reasons, your approvals are more transparent and support the audit trail.

   NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.
10. Click **Save**.
11. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:

- Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
- Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestation on page 150
- Governance administration (page description) on page 1347
- Identities (page description) on page 1361
- Identity (page description) on page 1363
- Attestation – Identity (page description) on page 1373

Sending reminders about identity pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).
- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <identity's name>** page, click on a tab to display the corresponding attestation cases.
6. In the list, click the attestation case that has attestors you want to remind.
7. In the details pane, click **Actions** > **Send a reminder mail**.
8. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
9. Select the email program that you want to use.

This opens an email template with the attestor's email address.

10. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <identity's name>** page, click on a tab to display the corresponding attestation cases.
6. Click **Send reminder**.
7. In the **Send a reminder mail** dialog, enter the message for the attestor.
8. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <identity's name>** page, click on a tab to display the corresponding attestation cases.
6. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
7. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
8. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155
- Sending attestation reminders on page 155
- Governance administration (page description) on page 1347
- Identities (page description) on page 1361
- Identity (page description) on page 1363
- Attestation – Identity (page description) on page 1373

Displaying identity risk indexes

You can see identities risk indexes.

NOTE: For more detailed information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

To display an identity's risk index

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity whose risk index you want to display.
4. On the overview page, click **Risk**.

   This opens the **Risk - <identity's name>** page (see Risk – Identity (page description) on page 1017).
5. (Optional) To show which attributes and assignments contribute to the calculated risk index, click **View risk functions**.

Related topics

- Risk assessment on page 203
- Risk assessment on page 203
- Governance administration (page description) on page 1347
- Identities (page description) on page 1361
- Identity (page description) on page 1363
- Overview – Identity (page description) on page 1365

Identity history

The Web Portal gives you the option of displaying the historical data of identities for which you are responsible.

To do this, you have the following options:

Table 47: Historical data

View	Description
Events	This shows you all the events that affect the identity, either on a timeline or in a table (see Displaying identity history on page 648).
Status overview	This shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between (see Displaying the status overview of identities on page 649).

View	Description
Status comparison	You can select a date and display all the changes made from then until now. This also shows you what the value of the property was at the selected point in time and what the value is now (see Comparing statuses of identities on page 649).

Displaying identity history

You can select to display all events involving identities on a timeline or in a table.

To display the history

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity whose history you want to display.
4. On the overview page, click **History**.

   This opens the **History - <identity's name>** page (see History – Identity (page description) on page 1375).

   TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

   To zoom in or out, turn the mouse wheel.
5. (Optional) To filter the timeline of events, click **Filter by** and then one of the following:
   - **User**: Searches for events or actions associated with the identity name given. Identities with entitlements and ownerships create changes, such as adding or removing properties. You can see these actions on the timeline.
   - **Change type**: Only show events on the timeline with the selected change type.
   - **Date**: Only show events on the timeline that took place in the given period.
   - **Properties**: Only show events on the timeline with the selected properties.
   - **Display**: Only show events on the timeline that match the search.
   - **Object**: Only show events on the timeline about the selected object.
6. (Optional) To switch to the table view, click **Switch to table view**.
7. (Optional) To show more details about an event, perform one of the following actions:
   - Click on the event in the timeline.
   - In the table view, click the event and you will see the details in the details pane.

Related topics

- Governance administration (page description) on page 1347
- Identities (page description) on page 1361
- Identity (page description) on page 1363
- History – Identity (page description) on page 1375

Displaying the status overview of identities

You can see all the changes that affect identities. You can also display how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

To display the status overview

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity whose status overview you want to display.
4. On the overview page, click **History**.

   This opens the **History - <identity's name>** page (see History – Identity (page description) on page 1375).
5. Click the **Status overview** tab.

Related topics

- Governance administration (page description) on page 1347
- Identities (page description) on page 1361
- Identity (page description) on page 1363
- History – Identity (page description) on page 1375

Comparing statuses of identities

You can compare the current status of an identity that you are responsible for to its status at another time.

To compare statuses

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity whose status you want to compare.
4. On the overview page, click **History**.

5. On the **History** page, click the **Status comparison** tab.
6. In the date field, select the date and time from which you want to start the comparison.
7. (Optional) To display the properties that have not changed since creation,deselect the box next to **Display changed values only**.

To compare the current status with the status at the time of a specific event

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity whose status you want to compare.
4. On the overview page, click **History**.
5. On the **History** page, perform one of the following actions:
   - On the timeline, click the event and then **Compare**.
   - In the table view, click the event in the list and then in the details pane, click **Compare**.
6. (Optional) To display the properties that have not changed since being created, deselect the box next to **Display changed values only**.

Related topics

- Governance administration (page description) on page 1347
- Identities (page description) on page 1361
- Identity (page description) on page 1363
- History – Identity (page description) on page 1375

Creating passcodes for identities

If identities have forgotten their password for logging into the Web Portal and the passwords cannot be reset with the question and answer feature, you can create passcodes for them. With this passcode, identities can log on to the Password Reset Portal once and for a limited time.

To create a passcode for an identity

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Identities**.
3. On the **Identities** page, click the identity for which you want to create the passcode.
4. On the overview page, click **Passcode**.

   The generated passcode, its validity period, and a URL that the identity uses to login in to thePassword Reset Portal, are displayed in a dialog.
5. Note or copy the code and have it sent to the identity with the validity period.

Related topics

- Governance administration (page description) on page 1347
- Identities (page description) on page 1361
- Identity (page description) on page 1363

Managing cost centers

You can perform a variety of actions on cost centers and gather information about them.

Detailed information about this topic

- Displaying all cost centers on page 651
- Restoring deleted cost centers on page 652
- Displaying cost center overviews on page 653
- Displaying and editing cost center main data on page 653
- Cost center memberships on page 654
- Cost center entitlements on page 656
- Compliance: Cost centers on page 659
- Cost center attestations on page 662
- Displaying cost center risk indexes on page 669
- Cost center history on page 669
- Displaying role memberships of cost center members on page 673
- Copying/splitting cost centers on page 674
- Comparing and merging cost centers on page 675

Displaying all cost centers

You can see all the cost centers.

To display cost centers

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.

   This opens the **Organization** page (see Organization (page description) on page 1388) and displays all the cost centers.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388

Restoring deleted cost centers

You can restore deleted cost centers. For example, a cost center can be deleted if two roles are merged during comparison (see Comparing and merging cost centers on page 675).

To restore a deleted cost center

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Organization** page, click **Restore a deleted role**.
4. In the **Restore a deleted role** dialog, in the date field next to **Find roles deleted from**, enter a date and time before the cost center was deleted.
5. Next to the cost center you want to restore, select the check box.
6. Click **Next**.
7. (Optional) To prevent certain actions from being performed, clear the check box next to the corresponding action.
8. Click **Next**.
9. Click **Close**.

To restore a deleted child cost center

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Organization** page, click the cost center that was originally parent to the deleted cost center.
4. In the details pane, click **Edit**.
5. On the overview page, click **Restore**.
6. In the **Restore a deleted role** dialog, in the date field next to **Find roles deleted from**, enter a date and time before the cost center was deleted.
7. In the list next to the cost center you want to restore, select the check box.
8. Click **Next**.

9. (Optional) To prevent certain actions from being performed, clear the check box next to the corresponding action.
10. Click **Next**.
11. Click **Close**.

Related topics

- Comparing and merging cost centers on page 675
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Cost center (page description) on page 1402

Displaying cost center overviews

You can see all relevant information about cost centers summarized in an overview. The information is represented by shapes in a HyperView.

To display a cost center's overview

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Organization** page, click the cost center whose overview you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Overview**.

   This opens the **Overview - <cost center name>** page (see Overview – Cost center (page description) on page 1404).

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Cost center (page description) on page 1402
- Overview – Cost center (page description) on page 1404

Displaying and editing cost center main data

You can see and edit cost centers' main data.

To show and edit a cost center's main data

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Organization** page, click the cost center whose main data you want to display/edit.
4. In the details pane, click **Edit**.
5. On the overview page, click **Main data**.
6. On the **Main data - <cost center>**, make your changes in the respective fields (see Main data – Cost center (page description) on page 1404).
7. Click **Save**.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Cost center (page description) on page 1402
- Main data – Cost center (page description) on page 1404

Cost center memberships

You can assign identities to cost centers for which you are responsible. You can see these identities, assign further identities to the cost centers and remove identities from the cost centers.

Detailed information about this topic

- Displaying cost center memberships on page 654
- Assigning identities to cost centers on page 655
- Removing identities from cost centers on page 656

Displaying cost center memberships

You can see identities that have cost centers assigned to them.

To display identities that are assigned a cost center

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:

a. Click **Organization**.

b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.

3. On the **Cost Centers** page, click the cost center whose memberships you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Memberships**.

   This opens the **Memberships - <cost center name>** page (see Memberships – Cost center (page description) on page 1405).

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Cost center (page description) on page 1402
- Memberships – Cost center (page description) on page 1405

Assigning identities to cost centers

You can assign cost centers to identities. You do this through requests.

To assign a cost center to an identity

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:

   a. Click **Organization**.

   b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.

3. On the **Cost Centers** page, click the cost center you want to assign to an identity.
4. In the details pane, click **Edit**.
5. On the overview page, click **Memberships**.
6. On the **Memberships - <cost center name>** page, click **Request memberships**.
7. In the **Request memberships** dialog, in the list, click the identity you want to assign to the cost center.
8. Click **Add to cart**.
9. On the **My Shopping Cart** page, click **Submit**.

   TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

   Once the request has been granted approval, the identity is assigned to the cost center.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Cost center (page description) on page 1402
- Memberships – Cost center (page description) on page 1405

Removing identities from cost centers

You can remove identities from cost centers.

To remove an identity from a cost center

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Cost Centers** page, click the cost center you want to remove an identity from.
4. In the details pane, click **Edit**.
5. On the overview page, click **Memberships**.
6. On the **Memberships - <cost center name>** page, select the check box next to the cost center that you want to remove.
7. Click **Delete memberships**.

   This cancels the cost center's assignment.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Cost center (page description) on page 1402
- Memberships – Cost center (page description) on page 1405

Cost center entitlements

Identities can be assigned entitlements to different objects, such as, groups, accounts, roles, or applications. By assigning entitlements to cost centers you avoid having to assign entitlements separately to each identity because all the identities are automatically assigned to the cost centers.

Detailed information about this topic

- Displaying cost center entitlements on page 657
- Adding cost center entitlements on page 657
- Deleting cost center entitlements on page 658

Displaying cost center entitlements

You can see entitlements assigned to cost centers. You can also display the reason why cost centers have certain entitlements (entitlement origin).

To display a cost center's entitlements

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Cost Centers** page, click the cost center whose entitlements you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Entitlements**.

   This opens the **Entitlements - <cost center name>** page (see Entitlements – Cost center (page description) on page 1406).
6. (Optional) To display more information about the origin of an entitlement, perform the following actions:
   a. In the list, click the entitlement that you want to know more about.
   b. In the details pane, on the **Detective** tab, click ▶ (**Expand**) next to **Analysis for**.

      This displays more information about the entitlement's assignment.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Cost center (page description) on page 1402
- Entitlements – Cost center (page description) on page 1406

Adding cost center entitlements

You can add entitlements to cost centers. You do this through requests.

To assign an entitlement to a cost center

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
    a. Click **Organization**.
    b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Cost Centers** page, click the cost center to which you want to add an entitlement.
4. In the details pane, click **Edit**.
5. On the overview page, click **Entitlements**.
6. On the **Entitlements - <cost center name>** page, click **Add new**.
7. In the **Add a new entitlement** dialog, in the **Entitlement type** menu, select which type of entitlement you want to add.
8. Click **Assign**.
9. In the **Entitlement** dialog, in the list, click the entitlement that you want to add to the business role.
10. In the **Add a new entitlement** dialog, click **Request**.
11. On the **My Shopping Cart** page, click **Submit**.

    TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

    After the request has been granted approval, the entitlement is added to the cost center.

Related topics

- Requesting products on page 78
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Cost center (page description) on page 1402
- Entitlements – Cost center (page description) on page 1406
- My shopping cart (page description) on page 861

Deleting cost center entitlements

You can delete entitlements assigned to cost centers.

To delete an entitlement of a cost center

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:

a. Click **Organization**.

b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.

3. On the **Cost Centers** page, click the cost center whose entitlements you want to delete.
4. In the details pane, click **Edit**.
5. On the overview page, click **Entitlements**.
6. On the **Entitlements - <cost center name>** page, in the list, select the check box in the row of the entitlement you want to delete.
7. Click **Delete**.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Cost center (page description) on page 1402
- Entitlements – Cost center (page description) on page 1406

Compliance: Cost centers

Companies have different requirements that they need for regulating internal and external identities' access to company resources. On the one hand, rule checks are used for locating rule violations and on the other hand, to prevent them. By using these rules, you can demonstrate compliance with legislated regulations such as the Sarbanes-Oxley Act (SOX). The following demands are made on compliance:

- Compliance rules define what an employee is entitled to do or not do. For example, an identity may not have both entitlements A and B at the same time.
- Company policies are very flexible, and can be defined for any company resources you are managing with Manager. For example, a policy might only allow identities from a certain department to own a certain entitlement.
- Each item that an identity access can be given a risk value. A risk index can be calculated for identities, accounts, organization, roles, and for the groups of resources available for request. You can then use the risk indexes to help prioritize your compliance activities.

Some rules are preventative. For example, a request will not be processed if it violates the rules, unless exception approval is explicitly granted and an approver allows it. Compliance rules (if appropriate) and company policies are run on a regular schedule and violations appear in the identity’s Web Portal to be dealt with there. Company policies can contribute to mitigation control by reducing risk. For example, if risks are posed by identities running processes outside the One Identity Manager solution and causing violations. Reports and dashboards give you further insights into your state of compliance. For more information, see What statistics are available? on page 792.

Detailed information about this topic

- Displaying cost center rule violations on page 660
- Displaying cost center policy violations on page 660
- Displaying rule violations of cost center members on page 661
- Displaying risk indexes and entitlements of cost center members on page 662

Displaying cost center rule violations

You can see cost center rule violations.

To display rule violations

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Cost Centers** page, click the cost center whose rule violations you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compliance**.

   This opens the **Compliance - <cost center name>** page (see Compliance – Cost center (page description) on page 1407).

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Cost center (page description) on page 1402
- Compliance – Cost center (page description) on page 1407

Displaying cost center policy violations

You can see cost center policy violations.

To display policy violations

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.

3. On the **Cost Centers** page, click the cost center whose policy violations you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <cost center name>** page (see Compliance reports – Cost center (page description) on page 1413).
6. In the **View** menu, select **Policy violations**.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Cost center (page description) on page 1402
- Compliance reports – Cost center (page description) on page 1413

Displaying rule violations of cost center members

You can see the rule violations of identities that are assigned specific cost centers.

To display rule violations of a cost center's members

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Cost Centers** page, click the cost center whose rule violations you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <cost center name>** page (see Compliance reports – Cost center (page description) on page 1413).
6. In the **View** menu, select **Compliance rule violations**.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Cost center (page description) on page 1402
- Compliance reports – Cost center (page description) on page 1413

Displaying risk indexes and entitlements of cost center members

For every cost center, you can see all the identities that have this cost center as primary or secondary assignment. You can also display the number of entitlements assigned and the risk index.

To display members of a cost center

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Cost Centers** page, click the cost center whose members you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <cost center name>** page (see Compliance reports – Cost center (page description) on page 1413).
6. In the **View** menu, select **Identities: Risk indexes and entitlements**.
7. (Optional) To display more information about an identity, perform the following actions:
   a. In the list, click an identity.
   b. In the dialog, click **Overview**.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Cost center (page description) on page 1402
- Compliance reports – Cost center (page description) on page 1413

Cost center attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying cost center attestation cases on page 663
- Displaying attestors of cost center pending attestation cases on page 664
- Approving and denying cost center attestation cases on page 665
- Sending reminders about cost center pending attestation cases on page 667

Displaying cost center attestation cases

You can see attestation cases related to cost centers.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
    a. Click **Organization**.
    b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Cost Centers** page, click the cost center whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.

    This opens the **Attestation - <cost center name>** page (see Attestation – Cost center (page description) on page 1408).
6. (Optional) Click on a tab to display the respective attestation cases.
7. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
    a. In the list, click the attestation case.
    b. In the details pane, click **Show details**.

c. In the **Attested object** dialog, select an object in the **Object** menu.

   This shows information about the object.

d. (Optional) Click **View current state of the object**

   This opens an overview of the attestation.

8. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
9. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Cost center (page description) on page 1402
- Attestation – Cost center (page description) on page 1408

Displaying attestors of cost center pending attestation cases

You can see identities that still have to approve cost center attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Cost Centers** page, click the cost center whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <cost center role name>** page, click on a tab to display the corresponding attestation cases.
7. In the list, click the attestation case that has attestors you want to show.

8. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Cost Centers** page, click the cost center whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <cost center name>** page, click on a tab to display the corresponding attestation cases.
7. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Cost center (page description) on page 1402
- Attestation – Cost center (page description) on page 1408

Approving and denying cost center attestation cases

You can grant or deny approval to attestation cases of cost centers.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Cost Centers** page, click the cost center whose attestation cases you want to decide approval on.
4. In the details pane, click **Edit**.

5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <cost center name>** page, click on a tab to display the corresponding attestation cases.
7. Click **Approve**.
8. On the **Attestation - <cost center name>** page, perform one of the following actions:
   - Click ☑ (**Approve**) next to the attestation case you want to approve.
   - Click ☒ (**Deny**) next to the attestation case you want to deny.

   TIP: To grant or deny approval for all the attestation cases displayed, click (**Approve all**) or (**Deny all**).
9. Click **Next**.
10. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:
    - For approved attestation case:
      - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.
      - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
    - For denied attestation cases:
      - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
      - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
    - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

    TIP: By giving reasons, your approvals are more transparent and support the audit trail.

    NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.
11. Click **Save**.
12. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestation on page 150
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Cost center (page description) on page 1402
- Attestation – Cost center (page description) on page 1408

Sending reminders about cost center pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).
- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
    a. Click **Organization**.
    b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Cost Centers** page, click the cost center whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <cost center name>** page, click on a tab to display the corresponding attestation cases.
7. In the list, click the attestation case that has attestors you want to remind.
8. In the details pane, click **Actions** > **Send a reminder mail**.
9. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
10. Select the email program that you want to use.

This opens an email template with the attestor's email address.

11. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Cost Centers** page, click the cost center whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <cost center name>** page, click on a tab to display the corresponding attestation cases.
7. Click **Send reminder**.
8. In the **Send a reminder mail** dialog, enter the message for the attestor.
9. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Cost Centers** page, click the cost center whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <cost center name>** page, click on a tab to display the corresponding attestation cases.
7. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
8. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
9. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155
- Sending attestation reminders on page 155
- Governance administration (page description) on page 1347

- Organization (page description) on page 1388
- Cost center (page description) on page 1402
- Attestation – Cost center (page description) on page 1408

Displaying cost center risk indexes

You can see cost center risk indexes.

NOTE: For more detailed information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

To display a cost center's risk index

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Cost Centers** page, click the cost center whose risk index you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Risk**.

   This opens the **Risk - <cost center name>** page (see Risk – Cost center (page description) on page 1086).
6. (Optional) To show which attributes and assignments contribute to the calculated risk index, click **View risk functions**.

Related topics

- Risk assessment on page 203
- Risk assessment on page 203
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Cost center (page description) on page 1402
- Overview – Cost center (page description) on page 1404

Cost center history

The Web Portal gives you the option of displaying the historical data of cost centers for which you are responsible.

To do this, you have the following options:

Table 48: Historical data

View	Description
Events	This shows you all the events that affect the cost center, either on a timeline or in a table (see Displaying cost center history on page 670).
Status overview	This shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between (see Displaying the status overview of cost centers on page 671).
Status comparison	You can select a date and display all the changes made from then until now. This also shows you what the value of the property was at the selected point in time and what the value is now (see Comparing statuses of cost centers on page 672).

Displaying cost center history

You can select to display all events involving cost centers on a timeline or in a table.

To display the history

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
    a. Click **Organization**.
    b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Cost Centers** page, click the cost center whose history you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **History**.

    This opens the **History - <cost center name>** page (see History – Cost center (page description) on page 1411).

    TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

    To zoom in or out, turn the mouse wheel.
6. (Optional) To filter the timeline of events, click **Filter by** and then one of the following:
    - **User**: Searches for events or actions associated with the identity name given. Identities with entitlements and ownerships create changes, such as adding or removing properties. You can see these actions on the timeline.

- **Change type**: Only show events on the timeline with the selected change type.
- **Date**: Only show events on the timeline that took place in the given period.
- **Properties**: Only show events on the timeline with the selected properties.
- **Display**: Only show events on the timeline that match the search.
- **Object**: Only show events on the timeline about the selected object.

7. (Optional) To switch to the table view, click **Switch to table view**.
8. (Optional) To show more details about an event, perform one of the following actions:
   - Click on the event in the timeline.
   - In the table view, click the event and you will see the details in the details pane.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Cost center (page description) on page 1402
- History – Cost center (page description) on page 1411

Displaying the status overview of cost centers

You can see all the changes that affect cost centers. You can also display how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

To display the status overview

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Cost Centers** page, click the cost center whose status overview you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **History**.

   This opens the **History - <cost center name>** page (see History – Cost center (page description) on page 1411).
6. Click the **Status overview** tab.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Cost center (page description) on page 1402
- History – Cost center (page description) on page 1411

Comparing statuses of cost centers

You can compare the current status of a cost center that you are responsible for to its status at another time.

To compare statuses

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
    a. Click **Organization**.
    b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Cost Centers** page, click the cost center whose status you want to compare.
4. In the details pane, click **Edit**.
5. On the overview page, click **History**.
6. On the **History** page, click the **Status comparison** tab.
7. In the date field, select the date and time from which you want to start the comparison.
8. (Optional) To display the properties that have not changed since creation,deselect the box next to **Display changed values only**.

To compare the current status with the status at the time of a specific event

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
    a. Click **Organization**.
    b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Cost Centers** page, click the cost center whose status you want to compare.
4. In the details pane, click **Edit**.
5. On the overview page, click **History**.
6. On the **History** page, perform one of the following actions:
    - On the timeline, click the event and then **Compare**.
    - In the table view, click the event in the list and then in the details pane, click **Compare**.

7. (Optional) To display the properties that have not changed since being created, deselect the box next to **Display changed values only**.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Cost center (page description) on page 1402
- History – Cost center (page description) on page 1411

Displaying role memberships of cost center members

You can see which roles and organizations belong to identities that are assigned cost centers. Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of a cost center

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Cost Centers** page, click the cost center whose members you want to know more about.
4. In the details pane, click **Edit**.
5. On the overview page, click **Usage**.

   This opens the **Usage - <cost center name>** page (see Usage – Cost center (page description) on page 1413).
6. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
7. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
8. (Optional) To see the legend, click **More information**.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388

- Cost center (page description) on page 1402
- Usage – Cost center (page description) on page 1413

Copying/splitting cost centers

You can copy or move memberships and entitlements from cost centers to new roles (departments, business roles, cost centers, locations).

Any combination of role types is allowed.

To copy a cost center or move memberships and entitlements

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Cost Centers** page, click the cost center you want to copy or whose memberships and entitlements you want to move.
4. In the details pane, click **Edit**.
5. On the overview page, click **Split**.
6. In the **Split a role** dialog, in the **Type of the new role** menu, select a type for the new role.
7. Depending on which role type you have selected, enter the corresponding main data of the new role (see Main data – Department (page description) on page 1066, Main data – Business role (page description) on page 1037, Main data – Cost center (page description) on page 1080, or Main data - Location (page description) on page 1092).
8. Click **Next**.
9. Perform the following actions:
   - To neither copy nor move a entitlement/membership to a new role, click **Actions** > **Keep this assignment** next to the corresponding entitlement/membership. Later, the entitlement/membership is only available in the source role.
   - To copy a entitlement/membership to a new role, click **Actions** > **Keep and copy to new role** next to the corresponding entitlement/membership. The entitlement/membership is later included in the source role as well as the target role.
   - To move a entitlement/membership to a new role, click **Actions** > **Move to new role** next to the corresponding entitlement/membership. The entitlement/membership is later removed from the source role and is only included in the target role.
10. Click **Next**.

11. (Optional) Verify the actions to run and deselect the check box in front of any actions that should not be run.
12. Click **Next**.
13. Click **Close**.

Related topics

- Cost center memberships on page 654
- Cost center entitlements on page 656
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Cost center (page description) on page 1402

Comparing and merging cost centers

You can compare the properties of cost centers with the properties of other business roles, departments, cost centers, or locations and then select the properties you require and merge them.

To compare and merge a cost center

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Cost Centers** page, click the cost center you want to compare and merge.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compare and merge**.
6. In the **Compare and merge** dialog, in the **Object type** menu, select the business role, department, cost center, or location to compare and merge with your cost center.
7. Click **Assign**.
8. In the **Comparison role** dialog, select the business role/department/cost center/location to compare.

   The assigned memberships and entitlements of both objects are listed with the following information:

Table 49: Overview of the assignments

<table>
<tr><th>Column</th><th>Description</th></tr>
<tr><td>Object</td><td>Shows the name of the assigned entitlement/membership that occurs in one of the selected objects being compared.</td></tr>
<tr><td>Type</td><td>Type of the entitlement/membership.</td></tr>
<tr><td><Name of the source object></td><td rowspan="2">Shows the entitlement/membership's assignment type. The following assignment types are available:
Direct
Inherited
Requested
Dynamic
Not assigned
For more detailed information about assigning company resources, see the One Identity Manager Identity Management Base Module Administration Guide.</td></tr>
<tr><td><Name of the compare object></td></tr>
<tr><td>Comparison</td><td>Show you where the entitlement/membership occurs.</td></tr>
</table>

TIP: To arrange the list of assignments better, use the filters available some of the columns. For more information, see Filtering on page 41..

9. In the **Compare and merge** dialog, click **Merge the selected roles**.
10. (Optional) Verify the actions to run and deselect the check box in front of any actions that should not be run.
11. Click **Next**.
12. Click **Close**.

Related topics

- Cost center memberships on page 654
- Cost center entitlements on page 656
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Cost center (page description) on page 1402

Displaying cost center statistics

You can see cost center statistics.

To display a cost center's statistics

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Cost centers** in the **Type** drop-down.
3. On the **Organization** page, click the cost center whose statistics you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Statistics**.

   This opens the **Statistics for <cost center name>** dialog and shows the cost center's statistics.
6. (Optional) To obtain more information about a chart, click the chart or its header.

Related topics

- Discovering your statistics on the home page on page 787
- Statistics on page 787
- Organization (page description) on page 1388
- Cost center (page description) on page 1402

Managing multi-request resources

You can perform a variety of actions on multi-request resources and gather information about them.

Detailed information about this topic

- Displaying multi-request resources on page 677
- Displaying multi-request resource overviews on page 678
- Displaying and editing multi-request resources main data on page 678
- Multi-request resource attestations on page 679

Displaying multi-request resources

You can see all the multi-request resources.

To display multi-request resources

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Multi-request resources**.

   This opens the **Multi-request Resources** page (see Multi-request resources (page description) on page 1377) and displays all the multi-request resources.

Related topics

- Governance administration (page description) on page 1347
- Multi-request resources (page description) on page 1377

Displaying multi-request resource overviews

You can see all relevant information about multi-request resources summarized in an overview. The information is represented by shapes in a HyperView.

To display a multi-request resource's overview

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Multi-request resources**.
3. On the **Multi-request Resources** page, click the multi-request resource whose overview you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Overview**.

   This opens the **Overview - <multi-request resource name>** page (see Overview – Multi-request resource (page description) on page 1378).

Related topics

- Governance administration (page description) on page 1347
- Multi-request resources (page description) on page 1377
- Multi-request resource (page description) on page 1378
- Overview – Multi-request resource (page description) on page 1378

Displaying and editing multi-request resources main data

You can see and edit multi-request resources' main data.

To show and edit a multi-request resource's main data

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Multi-request resources**.
3. On the **Multi-request Resources** page, click the multi-request resource whose main data you want to show/edit.
4. In the details pane, click **Edit**.
5. On the overview page, click **Main data**.
6. On the **Main data - <multi-request resource name>**, make your changes in the respective fields (see Main data – Multi-request resource (page description) on page 1379).
7. Click **Save**.

Related topics

- Governance administration (page description) on page 1347
- Multi-request resources (page description) on page 1377
- Multi-request resource (page description) on page 1378
- Main data – Multi-request resource (page description) on page 1379

Multi-request resource attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying multi-request resource attestation cases on page 680
- Displaying attestors of multi-request resource pending attestation cases on page 681
- Approving and denying multi-request resource attestation cases on page 682
- Sending reminders about multi-request resource pending attestation cases on page 683

Displaying multi-request resource attestation cases

You can see attestation cases related to multi-request resources.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Multi-request resources**.
3. On the **Multi-request Resources** page, click the multi-request resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.

   This opens the **Attestation - <multi-request resource name>** page (see Attestation – Multi-request resource (page description) on page 1380).
6. (Optional) Click on a tab to display the respective attestation cases.
7. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview of the attestation.
8. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
9. (Optional) To show previous attestation cases for the selected object, perform the following actions:

a. In the list, click the attestation case.

b. In the details pane, click the **History** tab.

This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Governance administration (page description) on page 1347
- Multi-request resources (page description) on page 1377
- Multi-request resource (page description) on page 1378
- Attestation – Multi-request resource (page description) on page 1380

Displaying attestors of multi-request resource pending attestation cases

You can see identities that still have to approve multi-request resource attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Multi-request resources**.
3. On the **Multi-request Resources** page, click the multi-request resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <multi-request resource name>** page, click on a tab to display the corresponding attestation cases.
7. In the list, click the attestation case that has attestors you want to show.
8. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Multi-request resources**.
3. On the **Multi-request Resources** page, click the multi-request resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.

6. (Optional) On the **Attestations – <multi-request resource name>** page, click on a tab to display the corresponding attestation cases.
7. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- Governance administration (page description) on page 1347
- Multi-request resources (page description) on page 1377
- Multi-request resource (page description) on page 1378
- Attestation – Multi-request resource (page description) on page 1380

Approving and denying multi-request resource attestation cases

You can grant or deny approval to attestation cases of multi-request resources.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Multi-request resources**.
3. On the **Multi-request Resources** page, click the multi-request resource whose attestation cases you want to decide approval on.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <multi-request resource name>** page, click on a tab to display the corresponding attestation cases.
7. Click **Approve**.
8. On the **Attestation - <multi-request resource name>** page, perform one of the following actions:
   - Click ☑ (**Approve**) next to the attestation case you want to approve.
   - Click ☒ (**Deny**) next to the attestation case you want to deny.

   TIP: To grant or deny approval for all the attestation cases displayed, click ☑ (**Approve all**) or ☒ (**Deny all**).
9. Click **Next**.
10. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:

- For approved attestation case:
  - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.
  - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
- For denied attestation cases:
  - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
  - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
- To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

> TIP: By giving reasons, your approvals are more transparent and support the audit trail.

> NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.

11. Click **Save**.
12. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestation on page 150
- Governance administration (page description) on page 1347
- Multi-request resources (page description) on page 1377
- Multi-request resource (page description) on page 1378
- Attestation – Multi-request resource (page description) on page 1380

Sending reminders about multi-request resource pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).
- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Multi-request resources**.
3. On the **Multi-request Resources** page, click the multi-request resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <multi-request resource name>** page, click on a tab to display the corresponding attestation cases.
7. In the list, click the attestation case that has attestors you want to remind.
8. In the details pane, click **Actions** > **Send a reminder mail**.
9. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
10. Select the email program that you want to use.

    This opens an email template with the attestor's email address.
11. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Multi-request resources**.
3. On the **Multi-request Resources** page, click the multi-request resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <multi-request resource name>** page, click on a tab to display the corresponding attestation cases.
7. Click **Send reminder**.
8. In the **Send a reminder mail** dialog, enter the message for the attestor.
9. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Multi-request resources**.

3. On the **Multi-request Resources** page, click the multi-request resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <multi-request resource name>** page, click on a tab to display the corresponding attestation cases.
7. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
8. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
9. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155
- Sending attestation reminders on page 155
- Governance administration (page description) on page 1347
- Multi-request resources (page description) on page 1377
- Multi-request resource (page description) on page 1378
- Attestation – Multi-request resource (page description) on page 1380

Managing multi requestable/unsubscribable resources

You can perform a variety of actions on multi requestable/unsubscribable resources and gather information about them.

Detailed information about this topic

- Displaying all multi requestable/unsubscribable resources on page 686
- Displaying multi requestable/unsubscribable resource overviews on page 686
- Displaying and editing multi requestable/unsubscribable resource main data on page 687
- Multi requestable/unsubscribable resource memberships on page 687
- Multi requestable/unsubscribable resource attestations on page 690

Displaying all multi requestable/unsubscribable resources

You can see all the multi requestable/unsubscribable resources.

To display multi requestable/unsubscribable resources

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Multi requestable/unsubscribable resources**.

   This opens the **Multi requestable/unsubscribable Resources** page (see Multi requestable/unsubscribable resources (page description) on page 1381) and displays all the multi requestable/unsubscribable resources.

Related topics

- Governance administration (page description) on page 1347
- Multi requestable/unsubscribable resources (page description) on page 1381

Displaying multi requestable/unsubscribable resource overviews

You can see all relevant information about multi requestable/unsubscribable resources summarized in an overview. The information is represented by shapes in a HyperView.

To display a multi requestable/unsubscribable resource's overview

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Multi requestable/unsubscribable resources**.
3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose overview you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Overview**.

   This opens the **Overview - <multi requestable/unsubscribable resource name>** page (see Overview – Multi requestable/unsubscribable resource (page description) on page 1383).

Related topics

- Governance administration (page description) on page 1347
- Multi requestable/unsubscribable resources (page description) on page 1381

- Multi requestable/unsubscribable resource (page description) on page 1382
- Overview – Multi requestable/unsubscribable resource (page description) on page 1383

Displaying and editing multi requestable/unsubscribable resource main data

You can see and edit multi requestable/unsubscribable resources' main data.

To show and edit a multi requestable/unsubscribable resource's main data

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Multi requestable/unsubscribable resources**.
3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose main data you want to show/edit.
4. In the details pane, click **Edit**.
5. On the overview page, click **Main data**.
6. On the **Main data - <multi requestable/unsubscribable resource name>**, make your changes in the respective fields (see Main data – Multi requestable/unsubscribable resource (page description) on page 1384).
7. Click **Save**.

Related topics

- Governance administration (page description) on page 1347
- Multi requestable/unsubscribable resources (page description) on page 1381
- Multi requestable/unsubscribable resource (page description) on page 1382
- Main data – Multi requestable/unsubscribable resource (page description) on page 1384

Multi requestable/unsubscribable resource memberships

Multi requestable/unsubscribable resources can be assigned identities. You can see these identities, assign further identities to the multi requestable/unsubscribable resources and remove identities from the multi requestable/unsubscribable resources.

Detailed information about this topic

- Displaying multi requestable/unsubscribable resource memberships on page 688
- Assigning identities to multi requestable/unsubscribable resources on page 688
- Removing multi requestable/unsubscribable resources from identities on page 689

Displaying multi requestable/unsubscribable resource memberships

You can see identities that have multi requestable/unsubscribable resources assigned to them.

To display identities that are assigned a multi requestable/unsubscribable resource

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Multi requestable/unsubscribable resources**.
3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose memberships you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Memberships**.

   This opens the **Memberships - <multi requestable/unsubscribable resource name>** page (see Memberships – Multi requestable/unsubscribable resource (page description) on page 1385).

Related topics

- Governance administration (page description) on page 1347
- Multi requestable/unsubscribable resources (page description) on page 1381
- Multi requestable/unsubscribable resource (page description) on page 1382
- Memberships – Multi requestable/unsubscribable resource (page description) on page 1385

Assigning identities to multi requestable/unsubscribable resources

You can assign identities to multi requestable/unsubscribable resources. You do this through requests.

To assign a multi requestable/unsubscribable resource to an identity

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Multi requestable/unsubscribable resources**.
3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resources you want to assign an identity to.
4. In the details pane, click **Edit**.
5. On the overview page, click **Memberships**.
6. On the **Memberships - <multi requestable/unsubscribable resource name>** page, click **Request memberships**.
7. In the **Request memberships** dialog, in the list, click the identity you want to assign to the multi requestable/unsubscribable resource.
8. Click **Add to cart**.
9. On the **My Shopping Cart** page, click **Submit**.

   TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

   Once the request has been granted approval, the identity is assigned to the multi requestable/unsubscribable resource.

Related topics

- Governance administration (page description) on page 1347
- Multi requestable/unsubscribable resources (page description) on page 1381
- Multi requestable/unsubscribable resource (page description) on page 1382
- Memberships – Multi requestable/unsubscribable resource (page description) on page 1385

Removing multi requestable/unsubscribable resources from identities

You can remove identities from multi requestable/unsubscribable resources

To remove an identity from a multi requestable/unsubscribable resource

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Multi requestable/unsubscribable resources**.
3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resources you want to remove an identity from.
4. In the details pane, click **Edit**.

5. On the overview page, click **Memberships**.
6. On the **Memberships - <multi requestable/unsubscribable resource name>** page, select the check box next to the multi requestable/unsubscribable resource that you want to remove.
7. Click **Delete memberships**.

   This cancels the multi requestable/unsubscribable resource's assignment.

Related topics

- Governance administration (page description) on page 1347
- Multi requestable/unsubscribable resources (page description) on page 1381
- Multi requestable/unsubscribable resource (page description) on page 1382
- Memberships – Multi requestable/unsubscribable resource (page description) on page 1385

Multi requestable/unsubscribable resource attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying multi requestable/unsubscribable resource attestation cases on page 691
- Displaying attestors of multi requestable/unsubscribable resource pending attestation cases on page 692

- Approving and denying multi requestable/unsubscribable resource attestation cases on page 693
- Sending reminders about multi requestable/unsubscribable resource pending attestation cases on page 695

Displaying multi requestable/unsubscribable resource attestation cases

You can see attestation cases related to multi requestable/unsubscribable resources. In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Multi requestable/unsubscribable resources**.
3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.

   This opens the **Attestation - <multi requestable/unsubscribable resource name>** page (see Attestation – Multi requestable/unsubscribable resource (page description) on page 1386).
6. (Optional) Click on a tab to display the respective attestation cases.
7. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview of the attestation.
8. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
9. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **History** tab.

This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Governance administration (page description) on page 1347
- Multi requestable/unsubscribable resources (page description) on page 1381
- Multi requestable/unsubscribable resource (page description) on page 1382
- Attestation – Multi requestable/unsubscribable resource (page description) on page 1386

Displaying attestors of multi requestable/unsubscribable resource pending attestation cases

You can see identities that still have to approve multi requestable/unsubscribable resource attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Multi requestable/unsubscribable resources**.
3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <multi requestable/unsubscribable resource name>** page, click on a tab to display the corresponding attestation cases.
7. In the list, click the attestation case that has attestors you want to show.
8. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Multi requestable/unsubscribable resources**.
3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.

6. (Optional) On the **Attestations – <multi requestable/unsubscribable resource name>** page, click on a tab to display the corresponding attestation cases.
7. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- Governance administration (page description) on page 1347
- Multi requestable/unsubscribable resources (page description) on page 1381
- Multi requestable/unsubscribable resource (page description) on page 1382
- Attestation – Multi requestable/unsubscribable resource (page description) on page 1386

Approving and denying multi requestable/unsubscribable resource attestation cases

You can grant or deny approval to attestation cases of multi requestable/unsubscribable resources.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Multi requestable/unsubscribable resources**.
3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose attestation cases you want to decide approval on.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <multi requestable/unsubscribable resource name>** page, click on a tab to display the corresponding attestation cases.
7. Click **Approve**.
8. On the **Attestation - <multi requestable/unsubscribable resource name>** page, perform one of the following actions:
   - Click ☑ (**Approve**) next to the attestation case you want to approve.
   - Click ☒ (**Deny**) next to the attestation case you want to deny.

TIP: To grant or deny approval for all the attestation cases displayed, click (**Approve all**) or (**Deny all**).

9. Click **Next**.
10. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:
    - For approved attestation case:
        - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.
        - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
    - For denied attestation cases:
        - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
        - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
    - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

    TIP: By giving reasons, your approvals are more transparent and support the audit trail.

    NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.
11. Click **Save**.
12. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestation on page 150
- Governance administration (page description) on page 1347
- Multi requestable/unsubscribable resources (page description) on page 1381
- Multi requestable/unsubscribable resource (page description) on page 1382
- Attestation – Multi requestable/unsubscribable resource (page description) on page 1386

Sending reminders about multi requestable/unsubscribable resource pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).
- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Multi requestable/unsubscribable resources**.
3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <multi requestable/unsubscribable resource name>** page, click on a tab to display the corresponding attestation cases.
7. In the list, click the attestation case that has attestors you want to remind.
8. In the details pane, click **Actions** > **Send a reminder mail**.
9. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
10. Select the email program that you want to use.

    This opens an email template with the attestor's email address.
11. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Multi requestable/unsubscribable resources**.
3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.

5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <multi requestable/unsubscribable resource name>** page, click on a tab to display the corresponding attestation cases.
7. Click **Send reminder**.
8. In the **Send a reminder mail** dialog, enter the message for the attestor.
9. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Multi requestable/unsubscribable resources**.
3. On the **Multi requestable/unsubscribable Resources** page, click the multi requestable/unsubscribable resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <multi requestable/unsubscribable resource name>** page, click on a tab to display the corresponding attestation cases.
7. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
8. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
9. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155
- Sending attestation reminders on page 155
- Governance administration (page description) on page 1347
- Multi requestable/unsubscribable resources (page description) on page 1381
- Multi requestable/unsubscribable resource (page description) on page 1382
- Attestation – Multi requestable/unsubscribable resource (page description) on page 1386

Managing resources

You can perform a variety of actions on resources and gather information about them.

Detailed information about this topic

- Displaying all resources on page 697
- Displaying resource overviews on page 697
- Displaying and editing resource main data on page 698
- Resources' memberships on page 698
- Resource attestations on page 700
- Displaying role memberships resource members on page 706

Displaying all resources

You can see all the resources.

To display resources

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Resources**.

   This opens the **Resources** page (see Resources (page description) on page 1427) and displays all the resources.

Related topics

- Governance administration (page description) on page 1347
- Resources (page description) on page 1427

Displaying resource overviews

You can see all relevant information about resources summarized in an overview. The information is represented by shapes in a HyperView.

To display a resource's overview

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Resources**.
3. On the **Resources** page, click the resource whose overview you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Overview**.

   This opens the **Overview - <resource name>** page (see Overview – Resource (page description) on page 1429).

Related topics

- Governance administration (page description) on page 1347
- Resources (page description) on page 1427
- Resource (page description) on page 1427
- Overview – Resource (page description) on page 1429

Displaying and editing resource main data

You can see and edit resources' main data.

To show and edit a resource's main data

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Resources**.
3. On the **Resources** page, click the resource whose main data you want to show/edit.
4. In the details pane, click **Edit**.
5. On the overview page, click **Main data**.
6. On the **Main data - <resource name>**, make your changes in the respective fields (see Main data – Resource (page description) on page 1429).
7. Click **Save**.

Related topics

- Governance administration (page description) on page 1347
- Resources (page description) on page 1427
- Resource (page description) on page 1427
- Main data – Resource (page description) on page 1429

Resources' memberships

Resources can be assigned identities. You can see these identities, assign further identities to the resources and remove identities from the resources.

Detailed information about this topic

- Displaying resource memberships on page 699
- Assigning identities to resources on page 699
- Removing resources from identities on page 700

Displaying resource memberships

You can see identities that have resources assigned to them.

To display identities that are assigned a resource

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Resources**.
3. On the **Resources** page, click the resource whose memberships you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Memberships**.

   This opens the **Memberships - <resource name>** page (see Memberships – Resource (page description) on page 1430).

Related topics

- Governance administration (page description) on page 1347
- Resources (page description) on page 1427
- Resource (page description) on page 1427
- Memberships – Resource (page description) on page 1430

Assigning identities to resources

You can assign resources to identities. You do this through requests.

To assign a resource to an identity

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Resources**.
3. On the **Resources** page, click the resource you want to assign an identity to.
4. In the details pane, click **Edit**.
5. On the overview page, click **Memberships**.
6. On the **Memberships - <resource name>** page, click **Request memberships**.
7. In the **Request memberships** dialog, in the list, click the identity you want to assign to the resource.
8. Click **Add to cart**.
9. On the **My Shopping Cart** page, click **Submit**.

   TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

   Once the request has been granted approval, the identity is assigned to the resource.

Related topics

- Governance administration (page description) on page 1347
- Resources (page description) on page 1427
- Resource (page description) on page 1427
- Memberships – Resource (page description) on page 1430

Removing resources from identities

You can remove identities from resources.

To remove an identity from a resource

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Resources**.
3. On the **Resources** page, click the resource you want to remove an identity from.
4. In the details pane, click **Edit**.
5. On the overview page, click **Memberships**.
6. On the **Memberships - <resource name>** page, select the check box next to the resource that you want to remove.
7. Click **Delete memberships**.

   This cancels the resource's assignment.

Related topics

- Governance administration (page description) on page 1347
- Resources (page description) on page 1427
- Resource (page description) on page 1427
- Memberships – Resource (page description) on page 1430

Resource attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor

responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying resource attestation cases on page 701
- Displaying attestors of resource pending attestation cases on page 702
- Approving and denying resource attestation cases on page 703
- Sending reminders about resource pending attestation cases on page 704

Displaying resource attestation cases

You can see attestation cases related to resources.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Resources**.
3. On the **Resources** page, click the resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.

   This opens the **Attestation - <resource name>** page (see Attestation - Resource (page description) on page 1431).
6. (Optional) Click on a tab to display the respective attestation cases.
7. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   1. In the list, click the attestation case.
   2. In the details pane, click **Show details**.
   3. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   4. (Optional) Click **View current state of the object**

      This opens an overview of the attestation.

8. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
9. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Governance administration (page description) on page 1347
- Resources (page description) on page 1427
- Resource (page description) on page 1427
- Attestation - Resource (page description) on page 1431

Displaying attestors of resource pending attestation cases

You can see identities that still have to approve resource attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Resources**.
3. On the **Resources** page, click the resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <resource name>** page, click on a tab to display the corresponding attestation cases.
7. In the list, click the attestation case that has attestors you want to show.
8. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Resources**.

3. On the **Resources** page, click the resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <resource name>** page, click on a tab to display the corresponding attestation cases.
7. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- Governance administration (page description) on page 1347
- Resources (page description) on page 1427
- Resource (page description) on page 1427
- Attestation - Resource (page description) on page 1431

Approving and denying resource attestation cases

You can grant or deny approval to attestation cases of resources.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Resources**.
3. On the **Resources** page, click the resource whose attestation cases you want to decide approval on.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <resource name>** page, click on a tab to display the corresponding attestation cases.
7. Click **Approve**.
8. On the **Attestation - <resource name>** page, perform one of the following actions:
   - Click (**Approve**) next to the attestation case you want to approve.
   - Click (**Deny**) next to the attestation case you want to deny.

   TIP: To grant or deny approval for all the attestation cases displayed, click (**Approve all**) or (**Deny all**).
9. Click **Next**.

10. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:
    - For approved attestation case:
        - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.
        - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
    - For denied attestation cases:
        - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
        - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
    - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

    TIP: By giving reasons, your approvals are more transparent and support the audit trail.

    NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.
11. Click **Save**.
12. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestors for attestation cases on page 151
- Governance administration (page description) on page 1347
- Resources (page description) on page 1427
- Resource (page description) on page 1427
- Attestation - Resource (page description) on page 1431

Sending reminders about resource pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).
- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Resources**.
3. On the **Resources** page, click the resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <resource name>** page, click on a tab to display the corresponding attestation cases.
7. In the list, click the attestation case that has attestors you want to remind.
8. In the details pane, click **Actions** > **Send a reminder mail**.
9. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
10. Select the email program that you want to use.

    This opens an email template with the attestor's email address.
11. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Resources**.
3. On the **Resources** page, click the resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <resource name>** page, click on a tab to display the corresponding attestation cases.
7. Click **Send reminder**.
8. In the **Send a reminder mail** dialog, enter the message for the attestor.
9. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Resources**.

3. On the **Resources** page, click the resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <resource name>** page, click on a tab to display the corresponding attestation cases.
7. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
8. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
9. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155
- Sending attestation reminders on page 155
- Governance administration (page description) on page 1347
- Resources (page description) on page 1427
- Resource (page description) on page 1427
- Attestation - Resource (page description) on page 1431

Displaying role memberships resource members

. You can see which roles and organizations belong to identities that are assigned resources. Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of a resource

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Resources**.
3. On the **Resources** page, click the resource whose members you want to know more about.
4. In the details pane, click **Edit**.
5. On the overview page, click **Usage**.

   This opens the **Usage - <resource name>** page (see Usage – Resource (page description) on page 1433).

6. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
7. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
8. (Optional) To see the legend, click **More information**.

Related topics

- Governance administration (page description) on page 1347
- Resources (page description) on page 1427
- Resource (page description) on page 1427
- Usage – Resource (page description) on page 1433

Managing locations

You can perform a variety of actions on locations and gather information about them.

Detailed information about this topic

- Displaying all locations on page 707
- Restoring deleted locations on page 708
- Displaying location overviews on page 709
- Displaying and editing location main data on page 710
- Location memberships on page 710
- Location entitlements on page 713
- Compliance: Locations on page 715
- Location attestations on page 719
- Displaying location risk indexes on page 725
- Location history on page 726
- Displaying role memberships of location members on page 729
- Copying/splitting locations on page 730
- Comparing and merging locations on page 731

Displaying all locations

You can see all the locations.

To display locations

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Locations** in the **Type** drop-down.

   This opens the **Organization** page (see Organization (page description) on page 1388) and displays all the locations.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388

Restoring deleted locations

You can restore deleted locations. For example, a location can be deleted if two roles are merged during comparison (see Comparing and merging locations on page 731).

To restore a deleted location

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Organization** page, click **Restore a deleted role**.
4. In the **Restore a deleted role** dialog, in the date field next to **Find roles deleted from**, enter a date and time before the location was deleted.
5. Next to the location you want to restore, select the check box.
6. Click **Next**.
7. (Optional) To prevent certain actions from being performed, clear the check box next to the corresponding action.
8. Click **Next**.
9. Click **Close**.

To restore a deleted child location

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Locations** in the **Type** drop-down.

3. On the **Organization** page, click the location that was originally parent to the deleted location.
4. In the details pane, click **Edit**.
5. On the overview page, click **Restore**.
6. In the **Restore a deleted role** dialog, in the date field next to **Find roles deleted from**, enter a date and time before the location was deleted.
7. In the list next to the location you want to restore, select the check box.
8. Click **Next**.
9. (Optional) To prevent certain actions from being performed, clear the check box next to the corresponding action.
10. Click **Next**.
11. Click **Close**.

Related topics

- Comparing and merging locations on page 731
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414

Displaying location overviews

You can see all relevant information about locations summarized in an overview. The information is represented by shapes in a HyperView.

To display a location's overview

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
    a. Click **Organization**.
    b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Organization** page, click the location whose overview you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Overview**.

    This opens the **Overview - <location name>** page (see Overview - Location (page description) on page 1417).

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414
- Overview - Location (page description) on page 1417

Displaying and editing location main data

You can see and edit locations' main data.

To show and edit a location's main data

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Organization** page, click the location whose main data you want to display/edit.
4. In the details pane, click **Edit**.
5. On the overview page, click **Main data**.
6. On the **Main data - <location name>**, make your changes in the respective fields (see Main data - Location (page description) on page 1417).
7. Click **Save**.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414
- Main data - Location (page description) on page 1417

Location memberships

You can assign identities to locations for which you are responsible. You can see these identities, assign further identities to the locations and remove identities from the locations.

Detailed information about this topic

- Displaying location memberships on page 711
- Assigning identities to locations on page 711
- Removing identities from locations on page 712

Displaying location memberships

You can see identities that have locations assigned to them.

To display identities that are assigned a location

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location whose memberships you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Memberships**.

   This opens the **Memberships - <location name>** page (see Memberships – Location (page description) on page 1418).

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414
- Memberships – Location (page description) on page 1418

Assigning identities to locations

You can assign locations to identities. You do this through requests.

To assign an application role to an identity

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location you want to assign an identity to.
4. In the details pane, click **Edit**.

5. On the overview page, click **Memberships**.
6. On the **Memberships - <location name>** page, click **Request memberships**.
7. In the **Request memberships** dialog, in the list, click the identity you want to assign to the location.
8. Click **Add to cart**.
9. On the **My Shopping Cart** page, click **Submit**.

   TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

   Once the request has been granted approval, the identity is assigned to the location.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414
- Memberships – Location (page description) on page 1418

Removing identities from locations

You can remove identities from locations.

To remove an identity from a location

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location you want to remove an identity from.
4. In the details pane, click **Edit**.
5. On the overview page, click **Memberships**.
6. On the **Memberships - <location name>** page, select the check box next to the location that you want to remove.
7. Click **Delete memberships**.

   This cancels the location's assignment.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388

- Location (page description) on page 1414
- Memberships – Location (page description) on page 1418

Location entitlements

Identities can be assigned entitlements to different objects, such as, groups, accounts, roles, or applications. By assigning entitlements to locations you avoid having to assign entitlements separately to each identity because all the identities are automatically assigned to the locations.

Detailed information about this topic

- Displaying location entitlements on page 713
- Adding location entitlements on page 714
- Deleting entitlements from locations on page 715

Displaying location entitlements

You can see entitlements assigned to locations. You can also display the reason why locations have certain entitlements (entitlement origin).

To display a location's entitlements

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location whose entitlements you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Entitlements**.

   This opens the **Entitlements - <location name>** page (see Entitlements – Location (page description) on page 1419).
6. (Optional) To display more information about the origin of an entitlement, perform the following actions:
   a. In the list, click the entitlement that you want to know more about.
   b. In the details pane, on the **Detective** tab, click ▶ (**Expand**) next to **Analysis for**.

   This displays more information about the entitlement's assignment.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414
- Entitlements – Location (page description) on page 1419

Adding location entitlements

You can add entitlements to locations. You do this through requests.

To assign an entitlement to a location

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location to which you want to add an entitlement.
4. In the details pane, click **Edit**.
5. On the overview page, click **Entitlements**.
6. On the **Entitlements - <location name>** page, click **Add new**.
7. In the **Add a new entitlement** dialog, in the **Entitlement type** menu, select which type of entitlement you want to add.
8. Click **Assign**.
9. In the **Entitlement** dialog, in the list, click the entitlement that you want to add to the business role.
10. In the **Add a new entitlement** dialog, click **Request**.
11. On the **My Shopping Cart** page, click **Submit**.

    TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

    After the request has been granted approval, the entitlement is added to the location.

Related topics

- Requesting products on page 78
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414

- Entitlements – Location (page description) on page 1419
- My shopping cart (page description) on page 861

Deleting entitlements from locations

You can delete entitlements assigned to locations.

To delete an entitlement of a location

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location whose entitlements you want to delete.
4. In the details pane, click **Edit**.
5. On the overview page, click **Entitlements**.
6. On the **Entitlements - <location name>** page, in the list, select the check box in the row of the entitlement you want to delete.
7. Click **Delete**.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414
- Entitlements – Location (page description) on page 1419

Compliance: Locations

Companies have different requirements that they need for regulating internal and external identities' access to company resources. On the one hand, rule checks are used for locating rule violations and on the other hand, to prevent them. By using these rules, you can demonstrate compliance with legislated regulations such as the Sarbanes-Oxley Act (SOX). The following demands are made on compliance:

- Compliance rules define what an employee is entitled to do or not do. For example, an identity may not have both entitlements A and B at the same time.
- Company policies are very flexible, and can be defined for any company resources you are managing with Manager. For example, a policy might only allow identities from a certain department to own a certain entitlement.
- Each item that an identity access can be given a risk value. A risk index can be calculated for identities, accounts, organization, roles, and for the groups of

resources available for request. You can then use the risk indexes to help prioritize your compliance activities.

Some rules are preventative. For example, a request will not be processed if it violates the rules, unless exception approval is explicitly granted and an approver allows it. Compliance rules (if appropriate) and company policies are run on a regular schedule and violations appear in the identity's Web Portal to be dealt with there. Company policies can contribute to mitigation control by reducing risk. For example, if risks are posed by identities running processes outside the One Identity Manager solution and causing violations. Reports and dashboards give you further insights into your state of compliance. For more information, see What statistics are available? on page 792.

Detailed information about this topic

- Displaying location rule violations on page 716
- Displaying location policy violations on page 717
- Displaying rule violations of location members on page 717
- Displaying risk indexes and entitlements of location members on page 718

Displaying location rule violations

You can see location rule violations.

To display rule violations

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location whose rule violations you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compliance**.

   This opens the **Compliance - <location name>** page (see Compliance – Location (page description) on page 1420).

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414
- Compliance – Location (page description) on page 1420

Displaying location policy violations

You can see location policy violations.

To display policy violations

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location whose policy violations you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <location name>** page (see Compliance reports - Location (page description) on page 1426).
6. In the **View** menu, select **Policy violations**.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414
- Compliance reports - Location (page description) on page 1426

Displaying rule violations of location members

You can see the rule violations of identities that are assigned specific locations.

To display rule violations of a location's members

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location whose rule violations you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <location name>** page (see Compliance reports - Location (page description) on page 1426).
6. In the **View** menu, select **Compliance rule violations**.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414
- Compliance reports - Location (page description) on page 1426

Displaying risk indexes and entitlements of location members

For every location, you can see all the identities that have this location as primary or secondary assignment. You can also display the number of entitlements assigned and the risk index.

To display members of a location

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location whose members you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <location name>** page (see Compliance reports - Location (page description) on page 1426).
6. In the **View** menu, select **Identities: Risk indexes and entitlements**.
7. (Optional) To display more information about an identity, perform the following actions:
   a. In the list, click an identity.
   b. In the dialog, click **Overview**.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414
- Compliance reports - Location (page description) on page 1426

Location attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying location attestation cases on page 719
- Displaying attestors of location pending attestation cases on page 720
- Approving and denying location attestation cases on page 721
- Sending reminders about location pending attestation cases on page 723

Displaying location attestation cases

You can see attestation cases related to locations.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.

This opens the **Attestation - <location name>** page (see Attestation – Location (page description) on page 1421).

6. (Optional) Click on a tab to display the respective attestation cases.
7. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
    a. In the list, click the attestation case.
    b. In the details pane, click **Show details**.
    c. In the **Attested object** dialog, select an object in the **Object** menu.

       This shows information about the object.
    d. (Optional) Click **View current state of the object**

       This opens an overview of the attestation.
8. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
    a. In the list, click the attestation case.
    b. In the details pane, click the **Workflow** tab.
9. (Optional) To show previous attestation cases for the selected object, perform the following actions:
    a. In the list, click the attestation case.
    b. In the details pane, click the **History** tab.

       This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414
- Attestation – Location (page description) on page 1421

Displaying attestors of location pending attestation cases

You can see identities that still have to approve location attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
    a. Click **Organization**.
    b. On the **Organization** page, click **Locations** in the **Type** drop-down.

3. On the **Locations** page, click the location whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <location name>** page, click on a tab to display the corresponding attestation cases.
7. In the list, click the attestation case that has attestors you want to show.
8. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <location name>** page, click on a tab to display the corresponding attestation cases.
7. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414
- Attestation – Location (page description) on page 1421

Approving and denying location attestation cases

You can grant or deny approval to attestation cases of locations.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location whose attestation cases you want to decide approval on.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <location name>** page, click on a tab to display the corresponding attestation cases.
7. Click **Approve**.
8. On the **Attestation - <location name>** page, perform one of the following actions:
   - Click ☑ (**Approve**) next to the attestation case you want to approve.
   - Click ☒ (**Deny**) next to the attestation case you want to deny.

   TIP: To grant or deny approval for all the attestation cases displayed, click (**Approve all**) or (**Deny all**).
9. Click **Next**.
10. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:
    - For approved attestation case:
      - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.
      - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
    - For denied attestation cases:
      - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
      - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
    - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

    TIP: By giving reasons, your approvals are more transparent and support the audit trail.

    NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.
11. Click **Save**.

12. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestation on page 150
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414
- Attestation – Location (page description) on page 1421

Sending reminders about location pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).
- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
    a. Click **Organization**.
    b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <location name>** page, click on a tab to display the corresponding attestation cases.

7. In the list, click the attestation case that has attestors you want to remind.
8. In the details pane, click **Actions** > **Send a reminder mail**.
9. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
10. Select the email program that you want to use.

    This opens an email template with the attestor's email address.
11. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
    a. Click **Organization**.
    b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <location name>** page, click on a tab to display the corresponding attestation cases.
7. Click **Send reminder**.
8. In the **Send a reminder mail** dialog, enter the message for the attestor.
9. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
    a. Click **Organization**.
    b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <location name>** page, click on a tab to display the corresponding attestation cases.
7. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
8. Select the email program that you want to use.

    This opens an email template with the attestor's email address.
9. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155
- Sending attestation reminders on page 155
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414
- Attestation – Location (page description) on page 1421

Displaying location risk indexes

You can see location risk indexes.

NOTE: For more detailed information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

To display a cost center's risk index

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
    a. Click **Organization**.
    b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location whose risk index you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Risk**.

    This opens the **Risk - <location name>** page (see Risk – Location (page description) on page 1098).
6. (Optional) To show which attributes and assignments contribute to the calculated risk index, click **View risk functions**.

Related topics

- Risk assessment on page 203
- Risk assessment on page 203
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414
- Overview - Location (page description) on page 1417

Location history

The Web Portal gives you the option of displaying the historical data of locations for which you are responsible.

To do this, you have the following options:

Table 50: Historical data

View	Description
Events	This shows you all the events that affect the location, either on a timeline or in a table (see Displaying location history on page 726).
Status overview	This shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between (see Displaying the status overview of locations on page 727).
Status comparison	You can select a date and display all the changes made from then until now. This also shows you what the value of the property was at the selected point in time and what the value is now (see Comparing statuses of locations on page 728).

Displaying location history

You can select to display all events involving locations on a timeline or in a table.

To display the history

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
    a. Click **Organization**.
    b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location whose history you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **History**.

    This opens the **History - <location name>** page (see History – Location (page description) on page 1423).

    TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

    To zoom in or out, turn the mouse wheel.

6. (Optional) To filter the timeline of events, click **Filter by** and then one of the following:
   - **User**: Searches for events or actions associated with the identity name given. Identities with entitlements and ownerships create changes, such as adding or removing properties. You can see these actions on the timeline.
   - **Change type**: Only show events on the timeline with the selected change type.
   - **Date**: Only show events on the timeline that took place in the given period.
   - **Properties**: Only show events on the timeline with the selected properties.
   - **Display**: Only show events on the timeline that match the search.
   - **Object**: Only show events on the timeline about the selected object.
7. (Optional) To switch to the table view, click **Switch to table view**.
8. (Optional) To show more details about an event, perform one of the following actions:
   - Click on the event in the timeline.
   - In the table view, click the event and you will see the details in the details pane.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414
- History – Location (page description) on page 1423

Displaying the status overview of locations

You can see all the changes that affect locations. You can also display how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

To display the status overview

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location whose status overview you want to display.
4. In the details pane, click **Edit**.

5. On the overview page, click **History**.

   This opens the **History - <location name>** page (see History – Location (page description) on page 1423).
6. Click the **Status overview** tab.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414
- History – Location (page description) on page 1423

Comparing statuses of locations

You can compare the current status of a location that you are responsible for to its status at another time.

To compare statuses

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location whose status you want to compare.
4. In the details pane, click **Edit**.
5. On the overview page, click **History**.
6. On the **History** page, click the **Status comparison** tab.
7. In the date field, select the date and time from which you want to start the comparison.
8. (Optional) To display the properties that have not changed since creation,deselect the box next to **Display changed values only**.

To compare the current status with the status at the time of a specific event

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location whose status you want to compare.
4. In the details pane, click **Edit**.
5. On the overview page, click **History**.

6. On the **History** page, perform one of the following actions:
   - On the timeline, click the event and then **Compare**.
   - In the table view, click the event in the list and then in the details pane, click **Compare**.
7. (Optional) To display the properties that have not changed since being created, deselect the box next to **Display changed values only**.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414
- History – Location (page description) on page 1423

Displaying role memberships of location members

. You can see which roles and organizations belong to identities that are assigned locations. Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of a location

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location whose members you want to know more about.
4. In the details pane, click **Edit**.
5. On the overview page, click **Usage**.

   This opens the **Usage - <location name>** page (see Usage – Location (page description) on page 1425).
6. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
7. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
8. (Optional) To see the legend, click **More information**.

Related topics

- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414
- Usage – Location (page description) on page 1425

Copying/splitting locations

You can copy or move memberships and entitlements from location to new roles (departments, business roles, cost centers, locations).

Any combination of role types is allowed.

To copy a location or move memberships and entitlements

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
    a. Click **Organization**.
    b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location you want to copy or whose memberships and entitlements you want to move.
4. In the details pane, click **Edit**.
5. On the overview page, click **Split**.
6. In the **Split a role** dialog, in the **Type of the new role** menu, select a type for the new role.
7. Depending on which role type you have selected, enter the corresponding main data of the new role (see Main data – Department (page description) on page 1066, Main data – Business role (page description) on page 1037, Main data – Cost center (page description) on page 1080, or Main data - Location (page description) on page 1092).
8. Click **Next**.
9. Perform the following actions:
    - To neither copy nor move a entitlement/membership to a new role, click **Actions** > **Keep this assignment** next to the corresponding entitlement/membership. Later, the entitlement/membership is only available in the source role.
    - To copy a entitlement/membership to a new role, click **Actions** > **Keep and copy to new role** next to the corresponding entitlement/membership. The entitlement/membership is later included in the source role as well as the target role.

- To move a entitlement/membership to a new role, click **Actions** > **Move to new role** next to the corresponding entitlement/membership. The entitlement/membership is later removed from the source role and is only included in the target role.

10. Click **Next**.
11. (Optional) Verify the actions to run and deselect the check box in front of any actions that should not be run.
12. Click **Next**.
13. Click **Close**.

Related topics

- Location memberships on page 710
- Location entitlements on page 713
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414

Comparing and merging locations

You can compare the properties of locations with the properties of other business roles, departments, cost centers, or locations and then select the properties you require and merge them.

To compare and merge a location

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Locations** page, click the location you want to compare and merge.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compare and merge**.
6. In the **Compare and merge** dialog, in the **Object type** menu, select the business role, department, cost center, or location to compare and merge with your location.
7. Click **Assign**.
8. In the **Comparison role** dialog, select the business role/department/cost center/location to compare.

   The assigned memberships and entitlements of both objects are listed with the following information:

Table 51: Overview of the assignments

Column	Description
Object	Shows the name of the assigned entitlement/membership that occurs in one of the selected objects being compared.
Type	Type of the entitlement/membership.
<Name of the source object>	Shows the entitlement/membership's assignment type. The following assignment types are available: • Direct • Inherited • Requested • Dynamic • Not assigned For more detailed information about assigning company resources, see the *One Identity Manager Identity Management Base Module Administration Guide*.
<Name of the compare object>	
Comparison	Show you where the entitlement/membership occurs.

TIP: To arrange the list of assignments better, use the filters available some of the columns. For more information, see Filtering on page 41..

9. In the **Compare and merge** dialog, click **Merge the selected roles**.
10. (Optional) Verify the actions to run and deselect the check box in front of any actions that should not be run.
11. Click **Next**.
12. Click **Close**.

Related topics

- Location memberships on page 710
- Location entitlements on page 713
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414

Displaying location statistics

You can see location statistics.

To display a location's statistics

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, perform the following actions:
   a. Click **Organization**.
   b. On the **Organization** page, click **Locations** in the **Type** drop-down.
3. On the **Organization** page, click the location whose statistics you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Statistics**.

   This opens the **Statistics for <location name>** dialog and shows the location's statistics.
6. (Optional) To obtain more information about a chart, click the chart or its header.

Related topics

- Discovering your statistics on the home page on page 787
- Statistics on page 787
- Governance administration (page description) on page 1347
- Organization (page description) on page 1388
- Location (page description) on page 1414

System entitlements

System entitlements map the objects that control access to target system resources in the target systems. A user account obtains the required permissions for accessing target system resources through its memberships in system entitlements.

You can perform a variety of actions on system entitlements and gather information about them.

Detailed information about this topic

- Displaying all system entitlements on page 734
- Displaying system entitlement overviews on page 734
- Displaying and editing system entitlements main data on page 734
- System entitlement memberships on page 737
- System entitlement attestations on page 741
- System entitlement product owners on page 748
- System entitlement history on page 750
- Displaying role memberships of system entitlement members on page 754

Displaying all system entitlements

You can see all the system entitlements.

To display system entitlements

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.

   This opens the **System Entitlements** page (see System entitlements (page description) on page 1433) and displays all the system entitlements.

Related topics

- Governance administration (page description) on page 1347
- System entitlements (page description) on page 1433

Displaying system entitlement overviews

You can see all relevant information about system entitlements summarized in an overview. The information is represented by shapes in a HyperView.

To display a system entitlement's overview

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose overview you want to display.
4. On the overview page, click **Overview**.

   This opens the **Overview - <system entitlement name>** page (see Overview – System entitlement (page description) on page 1436).

Related topics

- Governance administration (page description) on page 1347
- System entitlements (page description) on page 1433
- System entitlement (page description) on page 1434
- Overview – System entitlement (page description) on page 1436

Displaying and editing system entitlements main data

You can see and edit system entitlements' main data.

To show and edit a system entitlement's main data

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose main data you want to display/edit.
4. On the overview page, click **Main data**.
5. On the **Main data - <system entitlement name>**, make your changes in the respective fields (see Main data – System entitlement (page description) on page 1436).
6. Click **Save**.

To edit the group scope and group type of an Active Directory group

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the Active Directory that you want to edit.
4. On the overview page, click **Main data**.
5. On the **Main data - <Active Directory group name>**, click **Request modification**.
6. In the **Modify Active Directory group** dialog, make your changes in the respective fields:
   - **Group scope**: Select the scope that specifies the range of the group's usage within the domain or forest. The group's scope specifies where the group is allowed to issue permissions. You can specify one of the following group scopes:
     - **Global group**: Global groups can be used to provide cross-domain authorizations. Members of a global group are only user accounts, computers, and groups belonging to the global group’s domain.
     - **Local**: Local groups are used when authorizations are issued within the same domain. Members of a domain local group can be user accounts, computers, or groups in any domain.
     - **Universal**: Universal groups can be used to provide cross-domain authorizations available. Universal group members can be user accounts and groups from all domains in one domain structure.
   - **Group type**: Specify whether this is an Active Directory security group or an Active Directory distribution group.
7. Click **OK**.
8. On the **My Shopping Cart** page, click **Submit**.

   TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

The Active Directory group changes after the modifications to the Active Directory group have been granted approval.

Related topics

- Requesting products on page 78
- Governance administration (page description) on page 1347
- System entitlements (page description) on page 1433
- System entitlement (page description) on page 1434
- Main data – System entitlement (page description) on page 1436
- My shopping cart (page description) on page 861

Deleting Active Directory groups

You cannot delete Active Directory groups directly. You can request deletion of the Active Directory groups and await approval of the request.

To delete Active Directory groups

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the Active Directory group that you want to delete.
4. On the overview page, click **Main data**.
5. On the **Main data - <Active Directory group name>**, click **Request deletion**.
6. In the dialog, confirm the prompt with **Yes**.
7. On the **My Shopping Cart** page, click **Submit**.

   TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

   The Active Directory group is deleted after it has been granted approval.

Related topics

- Requesting products on page 78
- Governance administration (page description) on page 1347
- System entitlements (page description) on page 1433
- System entitlement (page description) on page 1434
- Main data – System entitlement (page description) on page 1436
- My shopping cart (page description) on page 861

System entitlement memberships

System entitlements can be assigned identities. You can see these identities, assign further identities to the system entitlements and remove identities from the system entitlements.

Detailed information about this topic

- Displaying system entitlement memberships on page 737
- Assigning identity system entitlements on page 737
- Removing system entitlements from identities on page 738

Displaying system entitlement memberships

You can see identities that have system entitlements assigned to them.

To display identities that are assigned a system entitlement

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose memberships you want to display.
4. On the overview page, click **Memberships**.

   This opens the **Memberships - <system entitlement name>** page (see Memberships – System entitlement (page description) on page 1438).

Related topics

- Governance administration (page description) on page 1347
- System entitlements (page description) on page 1433
- System entitlement (page description) on page 1434
- Memberships – System entitlement (page description) on page 1438

Assigning identity system entitlements

You can assign system entitlements to identities. You do this through requests.

To assign a system entitlement to an identity

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement you want to assign to an identity.

4. On the overview page, click **Memberships**.
5. On the **Memberships - <system entitlement name>** page, click **Request memberships**.
6. In the **Request memberships** dialog, in the list, click the identity you want to assign to the system entitlement.
7. Click **Add to cart**.
8. On the **My Shopping Cart** page, click **Submit**.

   TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

   Once the request has been granted approval, the identity is assigned to the system entitlement.

Related topics

- Governance administration (page description) on page 1347
- System entitlements (page description) on page 1433
- System entitlement (page description) on page 1434
- Memberships – System entitlement (page description) on page 1438

Removing system entitlements from identities

You can remove identities from system entitlements.

To remove an identity from a system entitlement

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement you want to remove an identity from.
4. On the overview page, click **Memberships**.
5. On the **Memberships - <system entitlement name>** page, select the check box next to the system entitlements that you want to remove.
6. Click **Delete memberships**.

   This cancels the system entitlement's assignment.

Related topics

- Governance administration (page description) on page 1347
- System entitlements (page description) on page 1433
- System entitlement (page description) on page 1434
- Memberships – System entitlement (page description) on page 1438

System entitlements' child groups

You can order more groups under certain group types or order these under other groups:

- Active Directory groups
- LDAP groups
- Notes groups
- Custom target systems groups

Detailed information about this topic

- Displaying system entitlements' child groups on page 739
- Assigning child groups to system entitlements on page 739
- Removing system entitlements' child groups on page 740

Displaying system entitlements' child groups

You can see child groups of system entitlements.

To display the child groups of a system entitlement

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose child groups you want to display.
4. On the overview page, click **Child groups**.

   This opens the **Child groups - <system entitlement name>** page (see Child groups – System entitlement (page description) on page 1026).

Related topics

- Governance administration (page description) on page 1347
- System entitlements (page description) on page 1433
- System entitlement (page description) on page 1434
- Child groups – System entitlement (page description) on page 1439

Assigning child groups to system entitlements

You can assign child groups to system entitlements

To assign a child group to a system entitlement

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement you want to assign a child group to.
4. On the overview page, click **Child groups**.
5. On the **Child groups - <system entitlement name>**, click **New child group**.
6. In the **Add members group** dialog, click **Assign**.
7. In the **Child group** dialog, in the list, click the group you want to add to the system entitlement.
8. In the **Add members group** dialog, click **Save**.

Related topics

- Governance administration (page description) on page 1347
- System entitlements (page description) on page 1433
- System entitlement (page description) on page 1434
- Child groups – System entitlement (page description) on page 1439

Removing system entitlements' child groups

You can remove child groups of system entitlements.

To remove a child group from a system entitlement

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose child groups you want to remove.
4. On the overview page, click **Child groups**.
5. On the **Child groups - <system entitlement name>** page, in the list, select the check box in the row of the child group that you want to remove.
6. Click **Remove selected**.

Related topics

- Governance administration (page description) on page 1347
- System entitlements (page description) on page 1433
- System entitlement (page description) on page 1434
- Child groups – System entitlement (page description) on page 1439

System entitlement attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying system entitlement attestation cases on page 741
- Displaying attestors of system entitlement pending attestation cases on page 742
- Approving and denying system entitlement attestation cases on page 743
- Sending reminders about system entitlement pending attestation cases on page 745

Displaying system entitlement attestation cases

You can see attestation cases related to system entitlements.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose attestation cases you want to display.
4. On the overview page, click **Attestation**.

   This opens the **Attestation - <system entitlement name>** page (see Attestation – System entitlement (page description) on page 1440).
5. (Optional) Click on a tab to display the respective attestation cases.

6. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview of the attestation.
7. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
8. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Governance administration (page description) on page 1347
- System entitlements (page description) on page 1433
- System entitlement (page description) on page 1434
- Attestation – System entitlement (page description) on page 1440

Displaying attestors of system entitlement pending attestation cases

You can see identities that still have to approve system entitlement attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <system entitlement name>** page, click on a tab to display the corresponding attestation cases

6. In the list, click the attestation case that has attestors you want to show.
7. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <system entitlement name>** page, click on a tab to display the corresponding attestation cases
6. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- Governance administration (page description) on page 1347
- System entitlements (page description) on page 1433
- System entitlement (page description) on page 1434
- Attestation – System entitlement (page description) on page 1440

Approving and denying system entitlement attestation cases

You can grant or deny approval to attestation cases of system entitlements.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose attestation cases you want to decide approval on.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <system entitlement name>** page, click on a tab to display the corresponding attestation cases
6. Click **Approve**.

7. On the **Pending Attestations - <system entitlement name>** page, perform one of the following actions:
    - Click ☑ (**Approve**) next to the attestation case you want to approve.
    - Click ☒ (**Deny**) next to the attestation case you want to deny.

    TIP: To grant or deny approval for all the attestation cases displayed, click (**Approve all**) or (**Deny all**).
8. Click **Next**.
9. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:
    - For approved attestation case:
        - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.
        - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
    - For denied attestation cases:
        - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
        - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
    - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

    TIP: By giving reasons, your approvals are more transparent and support the audit trail.

    NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.
10. Click **Save**.
11. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestation on page 150
- Governance administration (page description) on page 1347
- System entitlements (page description) on page 1433
- System entitlement (page description) on page 1434
- Attestation – System entitlement (page description) on page 1440

Sending reminders about system entitlement pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).
- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <system entitlement name>** page, click on a tab to display the corresponding attestation cases
6. In the list, click the attestation case that has attestors you want to remind.
7. In the details pane, click **Actions** > **Send a reminder mail**.
8. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
9. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
10. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <system entitlement name>** page, click on a tab to display the corresponding attestation cases
6. Click **Send reminder**.
7. In the **Send a reminder mail** dialog, enter the message for the attestor.
8. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose attestation cases you want to display.
4. On the overview page, click **Attestation**.
5. (Optional) On the **Attestations – <system entitlement name>** page, click on a tab to display the corresponding attestation cases
6. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
7. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
8. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155
- Sending attestation reminders on page 155
- Governance administration (page description) on page 1347
- System entitlements (page description) on page 1433
- System entitlement (page description) on page 1434
- Attestation – System entitlement (page description) on page 1440

System entitlements' attestors

Identities that can approve attestation cases of system entitlements are assigned as attestors through application roles.

Detailed information about this topic

- Displaying system entitlement attestors on page 746
- Specifying attestors of system entitlements on page 747

Displaying system entitlement attestors

You can display which identities can attest system entitlements.

To display attestors of a system entitlement

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.

3. On the **System Entitlements** page, click the system entitlement whose attestor you want to display.
4. On the overview page, click **Attestors**.

   This opens the **Attestors - <system entitlement name>** page (see Attestors – System entitlement (page description) on page 1442). In the details pane, under **Assigned**, all the identities to which the assigned application role is assigned are displayed. These identities can approve system entitlement attestation cases.

Related topics

- Attestation on page 150
- Governance administration (page description) on page 1347
- System entitlements (page description) on page 1433
- System entitlement (page description) on page 1434
- Attestors – System entitlement (page description) on page 1442

Specifying attestors of system entitlements

You can specify identities that can approve system entitlement attestation cases.

To specify attestors for a system entitlement

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose attestor you want to specify.
4. On the overview page, click **Attestors**.
5. On the **Attestors - <system entitlement name>** page, perform one of the following actions:
   a. Next to **Attestor**, click **Assign/Change**.
   b. In the **Attestors** dialog, click an application role in the list whose members can approve the system entitlement's attestation cases.
6. (Optional) To assign additional identities to the application role so that those identities can approve the system entitlement attestation case, click the appropriate identities in the list.
7. Click **Save**.

To create a new attestor role for a system entitlement and assign it.

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose attestor you want to specify.

4. On the overview page, click **Attestors**.
5. On the **Attestors - <system entitlement name>** page, click **Add new**.
6. In the **Create new attestor application role** dialog, enter additional information about the new application role:
    - **Application role**: Enter a name for the new application role.
    - **Description**: (Optional) Enter a description for the new application role.
7. Click **Save**.
8. On the **Attestors - <name of system entitlement>** page, in the list, click the identities that can approve the system entitlement's attestation cases. This assigns the identities to the application role.
9. Click **Save**.

Related topics

- Governance administration (page description) on page 1347
- System entitlements (page description) on page 1433
- System entitlement (page description) on page 1434
- Attestors – System entitlement (page description) on page 1442

System entitlement product owners

Identities responsible for system entitlements are assigned as owners through application roles.

Detailed information about this topic

- Displaying product owners of system entitlements on page 748
- Specifying product owners for system entitlements on page 749

Displaying product owners of system entitlements

You can display identities that are responsible for system entitlements .

To display the owners of a system entitlement

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose owners you want to display.
4. On the overview page click **Owners**.

This opens the **Owners - <system entitlement name>** page (see Owners – System entitlement (page description) on page 1442). In the details pane, under **Assigned**, all the identities to which the assigned application role is assigned are displayed. These identities are responsible for the system entitlement.

Related topics

- Governance administration (page description) on page 1347
- System entitlements (page description) on page 1433
- System entitlement (page description) on page 1434
- Owners – System entitlement (page description) on page 1442

Specifying product owners for system entitlements

You can specify which identities are responsible for system entitlements for which you are also responsible.

You can specify which identities are responsible for system entitlements.

To specify owners for a system entitlement

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose product owner you want to specify.
4. On the overview page click **Owners**.
5. On the **Owners - <system entitlement name>** page, perform one of the following actions:
    a. Next to **Product owner**, click **Assign/Change**.
    b. In the **Product owner** dialog, in the list, click an application role whose members are responsible for the system entitlement.
6. (Optional) To assign the application role to additional identities so that those identities are responsible for system entitlement, click the appropriate identities in the list.
7. Click **Save**.

To create and assign a new owner role for a system entitlement

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose owners you want to specify.
4. On the overview page click **Owners**.
5. On the **Owners - <system entitlement name>** page, click **Add new**.

6. In the **Create new owner role** dialog, enter additional information about the new application role:
   - **Application role**: Enter a name for the new application role.
   - **Description**: (Optional) Enter a description for the new application role.
7. Click **Save**.
8. On the **Owners - <system entitlement name>** page, in the list, click the identities that will be responsible for the system entitlement. This assigns the identities to the application role.
9. Click **Save**.

To create and assign a new owner role with the same members as the currently selected owner role

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose owners you want to specify.
4. On the overview page click **Owners**.
5. On the **Owners - <system entitlement name>** page, click **Move ownership**.
6. In the **Move ownership to new owner role** dialog, select the check box next to **Move all owners.**
7. Click **Save**.

Related topics

- Governance administration (page description) on page 1347
- System entitlements (page description) on page 1433
- System entitlement (page description) on page 1434
- Owners – System entitlement (page description) on page 1442

System entitlement history

The Web Portal gives you the option of displaying the historical data of system entitlements for which you are responsible.

To do this, you have the following options:

Table 52: Historical data

View	Description
Events	This shows you all the events that affect the system entitlement, either on a timeline or in a table (see Displaying system entitle-

View	Description
	ment history on page 751).
Status overview	This shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between (see Displaying the status overview of system entitlements on page 752).
Status comparison	You can select a date and display all the changes made from then until now. This also shows you what the value of the property was at the selected point in time and what the value is now (see Comparing statuses of system entitlements on page 753).

Displaying system entitlement history

You can select to display all events involving system entitlements on a timeline or in a table.

To display the history

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose history you want to display.
4. On the overview page, click **History**.

   This opens the **History - <system entitlement name>** page (see History – System entitlement (page description) on page 1444).

   TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

   To zoom in or out, turn the mouse wheel.
5. (Optional) To filter the timeline of events, click **Filter by** and then one of the following:
   - **User**: Searches for events or actions associated with the identity name given. Identities with entitlements and ownerships create changes, such as adding or removing properties. You can see these actions on the timeline.
   - **Change type**: Only show events on the timeline with the selected change type.
   - **Date**: Only show events on the timeline that took place in the given period.
   - **Properties**: Only show events on the timeline with the selected properties.
   - **Display**: Only show events on the timeline that match the search.
   - **Object**: Only show events on the timeline about the selected object.

6. (Optional) To switch to the table view, click **Switch to table view**.
7. (Optional) To show more details about an event, perform one of the following actions:
    - Click on the event in the timeline.
    - In the table view, click the event and you will see the details in the details pane.

Related topics

- Governance administration (page description) on page 1347
- System entitlements (page description) on page 1433
- System entitlement (page description) on page 1434
- History – System entitlement (page description) on page 1444

Displaying the status overview of system entitlements

You can see all the changes that affect system entitlements. You can also display how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

To display the status overview

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose status overview you want to display.
4. On the overview page, click **History**.

    This opens the **History - <system entitlement name>** page (see History – System entitlement (page description) on page 1444).
5. Click the **Status overview** tab.

Related topics

- Governance administration (page description) on page 1347
- System entitlements (page description) on page 1433
- System entitlement (page description) on page 1434
- History – System entitlement (page description) on page 1444

Comparing statuses of system entitlements

You can compare the current status of a system entitlement that you are responsible for to its status at another time.

To compare statuses

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose status you want to compare.
4. On the overview page, click **History**.
5. On the **History** page, click the **Status comparison** tab.
6. In the date field, select the date and time from which you want to start the comparison.
7. (Optional) To display the properties that have not changed since creation,deselect the box next to **Display changed values only**.

To compare the current status with the status at the time of a specific event

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose status you want to compare.
4. On the overview page, click **History**.
5. On the **History** page, perform one of the following actions:
    - On the timeline, click the event and then **Compare**.
    - In the table view, click the event in the list and then in the details pane, click **Compare**.
6. (Optional) To display the properties that have not changed since being created, deselect the box next to **Display changed values only**.

Related topics

- Governance administration (page description) on page 1347
- System entitlements (page description) on page 1433
- System entitlement (page description) on page 1434
- History – System entitlement (page description) on page 1444

Displaying role memberships of system entitlement members

You can see which roles and organizations belong to identities that are assigned system entitlements. . Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of a system entitlement

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System entitlements**.
3. On the **System Entitlements** page, click the system entitlement whose members you want to know more about.
4. On the overview page, click **Usage**.

   This opens the **Usage - <system entitlement name>** page (see Usage – System entitlement (page description) on page 1446).
5. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
6. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
7. (Optional) To see the legend, click **More information**.

Related topics

- Governance administration (page description) on page 1347
- System entitlements (page description) on page 1433
- System entitlement (page description) on page 1434
- Usage – System entitlement (page description) on page 1446

Managing system roles

You can perform a variety of actions on system roles and gather information about them.

Detailed information about this topic

- Displaying all system roles on page 755
- Displaying system role overviews on page 755
- Displaying and editing system role main data on page 756
- System role memberships on page 756

- System role entitlements on page 758
- Compliance: System roles on page 761
- System role attestations on page 764
- Displaying system role risk indexes on page 770
- System role history on page 771
- Displaying role memberships of system role members on page 774

Displaying all system roles

You can see all the system roles.

To display system roles

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.

   This opens the **System Roles** page (see System roles (page description) on page 1446) and displays all the system roles.

Related topics

- Governance administration (page description) on page 1347
- System roles (page description) on page 1446

Displaying system role overviews

You can see all relevant information about system roles summarized in an overview. The information is represented by shapes in a HyperView.

To display a system role's overview

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose overview you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Overview**.

   This opens the **Overview - <system role name>** page (see Overview – System role (page description) on page 1449).

Related topics

- Governance administration (page description) on page 1347
- System roles (page description) on page 1446
- System role (page description) on page 1446
- Overview – System role (page description) on page 1449

Displaying and editing system role main data

You can see and edit the business roles' main data.

To show and edit a system role's main data

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose main data you want to display/edit.
4. In the details pane, click **Edit**.
5. On the overview page, click **Main data**.
6. On the **Main data - <system role name>**, make your changes in the respective fields (see Main data – System role (page description) on page 1449).
7. Click **Save**.

Related topics

- Governance administration (page description) on page 1347
- System roles (page description) on page 1446
- System role (page description) on page 1446
- Main data – System role (page description) on page 1449

System role memberships

System roles can be assigned identities. You can see these identities, assign further identities to the system roles and remove identities from the system roles.

Detailed information about this topic

- Displaying system role memberships on page 757
- Assigning identities to system roles on page 757
- Removing identities from my system roles on page 758

Displaying system role memberships

You can see identities that have system roles assigned to them.

To display identities that are assigned a system role

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose memberships you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Memberships**.

   This opens the **Memberships - <system role name>** page (see Memberships – System role (page description) on page 1450).

Related topics

- Governance administration (page description) on page 1347
- System roles (page description) on page 1446
- System role (page description) on page 1446
- Memberships – System role (page description) on page 1450

Assigning identities to system roles

You can assign system roles to identities. You do this through requests.

To assign a system role to an identity

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.
3. On the **System Roles** page, click the system role you want to assign to an identity.
4. In the details pane, click **Edit**.
5. On the overview page, click **Memberships**.
6. On the **Memberships - <system role name>** page, click **Request memberships**.
7. In the **Request memberships** dialog, in the list, click the identity you want to assign to the system role.
8. Click **Add to cart**.
9. On the **My Shopping Cart** page, click **Submit**.

   TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

Once the request has been granted approval, the identity is assigned to the system role.

Related topics

- Governance administration (page description) on page 1347
- System roles (page description) on page 1446
- System role (page description) on page 1446
- Memberships – System role (page description) on page 1450

Removing identities from my system roles

You can remove identities from system roles.

To remove an identity from a system role

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.
3. On the **System Roles** page, click the system role you want to remove an identity from.
4. In the details pane, click **Edit**.
5. On the overview page, click **Memberships**.
6. On the **Memberships - <system role name>** page, select the check box next to the system role that you want to remove.
7. Click **Delete memberships**.

   This cancels the system role's assignment.

Related topics

- Governance administration (page description) on page 1347
- System roles (page description) on page 1446
- System role (page description) on page 1446
- Memberships – System role (page description) on page 1450

System role entitlements

Identities can be assigned entitlements to different objects, such as, groups, accounts, roles, or applications. Assigning identities to system roles avoids you having to assign entitlements separately to each identity. All a system role's entitlements are automatically assigned to all the identities assigned to the system role.

Detailed information about this topic

- Displaying system role entitlements on page 759
- Adding system role entitlements on page 759
- Deleting system role entitlements on page 760

Displaying system role entitlements

You can see entitlements assigned to system roles. You can also display the reason why system roles have certain entitlements (entitlement origin).

To display a system role's entitlements

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose entitlements you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Entitlements**.

   This opens the **Entitlements - <system role name>** page (see Entitlements – System role (page description) on page 1451).
6. (Optional) To display more information about the origin of an entitlement, perform the following actions:
   a. In the list, click the entitlement that you want to know more about.
   b. In the details pane, on the **Detective** tab, click ▶ (**Expand**) next to **Analysis for**.

      This displays more information about the entitlement's assignment.

Related topics

- Governance administration (page description) on page 1347
- System roles (page description) on page 1446
- System role (page description) on page 1446
- Entitlements – System role (page description) on page 1451

Adding system role entitlements

You can add entitlements to system roles. You do this through requests.

To assign an entitlement to a system role

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.
3. On the **System Roles** page, click the system role to which you want to add an entitlement.
4. In the details pane, click **Edit**.
5. On the overview page, click **Entitlements**.
6. On the **Entitlements - <system role name>** page, click **Add new**.
7. In the **Add a new entitlement** dialog, in the **Entitlement type** menu, select which type of entitlement you want to add.
8. Click **Assign**.
9. In the **Entitlement** dialog, in the list, click the entitlement that you want to add to the business role.
10. In the **Add a new entitlement** dialog, click **Request**.
11. On the **My Shopping Cart** page, click **Submit**.

    TIP: You can also add more products to your shopping cart and configure various settings. For more information, see Managing products in the shopping cart on page 80.

    After the request has been granted approval, the entitlement is added to the system role.

Related topics

- Requesting products on page 78
- Governance administration (page description) on page 1347
- System roles (page description) on page 1446
- System role (page description) on page 1446
- Entitlements – System role (page description) on page 1451
- My shopping cart (page description) on page 861

Deleting system role entitlements

You can delete entitlements assigned to system roles.

To delete an entitlement of a system role

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose entitlements you want to delete.

4. In the details pane, click **Edit**.
5. On the overview page, click **Entitlements**.
6. On the **Entitlements - <system role name>** page, in the list, select the check box in the row of the entitlement you want to delete.
7. Click **Delete**.

Related topics

- Governance administration (page description) on page 1347
- System roles (page description) on page 1446
- System role (page description) on page 1446
- Entitlements – System role (page description) on page 1451

Compliance: System roles

Companies have different requirements that they need for regulating internal and external identities' access to company resources. On the one hand, rule checks are used for locating rule violations and on the other hand, to prevent them. By using these rules, you can demonstrate compliance with legislated regulations such as the Sarbanes-Oxley Act (SOX). The following demands are made on compliance:

- Compliance rules define what an employee is entitled to do or not do. For example, an identity may not have both entitlements A and B at the same time.
- Company policies are very flexible, and can be defined for any company resources you are managing with Manager. For example, a policy might only allow identities from a certain department to own a certain entitlement.
- Each item that an identity access can be given a risk value. A risk index can be calculated for identities, accounts, organization, roles, and for the groups of resources available for request. You can then use the risk indexes to help prioritize your compliance activities.

Some rules are preventative. For example, a request will not be processed if it violates the rules, unless exception approval is explicitly granted and an approver allows it. Compliance rules (if appropriate) and company policies are run on a regular schedule and violations appear in the identity’s Web Portal to be dealt with there. Company policies can contribute to mitigation control by reducing risk. For example, if risks are posed by identities running processes outside the One Identity Manager solution and causing violations. Reports and dashboards give you further insights into your state of compliance. For more information, see What statistics are available? on page 792.

Detailed information about this topic

- Displaying system role rule violations on page 762
- Displaying system role policy violations on page 762

- Displaying rule violations of system role members on page 763
- Displaying risk indexes and entitlements of system role members on page 763

Displaying system role rule violations

You can see system role rule violations.

To display rule violations

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose rule violations you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compliance**.

   This opens the **Compliance - <system role name>** page (see Compliance – System role (page description) on page 1452).

Related topics

- Governance administration (page description) on page 1347
- System roles (page description) on page 1446
- System role (page description) on page 1446
- Compliance – System role (page description) on page 1452

Displaying system role policy violations

You can see system role policy violations.

To display policy violations

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose policy violations you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <system role name>** page (see Compliance reports – system role (page description) on page 1458).
6. In the **View** menu, select **Policy violations**.

Related topics

- Governance administration (page description) on page 1347
- System roles (page description) on page 1446
- System role (page description) on page 1446
- Compliance reports – system role (page description) on page 1458

Displaying rule violations of system role members

You can see the rule violations of identities that are assigned specific system roles.

To display rule violations of a system role's members

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose rule violations you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <system role name>** page (see Compliance reports – system role (page description) on page 1458).
6. In the **View** menu, select **Compliance rule violations**.

Related topics

- Governance administration (page description) on page 1347
- System roles (page description) on page 1446
- System role (page description) on page 1446
- Compliance reports – system role (page description) on page 1458

Displaying risk indexes and entitlements of system role members

For every system role, you can see all the identities that have this system role as primary or secondary assignment. You can also display the number of entitlements assigned and the risk index.

To display members of a system role

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.

3. On the **System Roles** page, click the system role whose members you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Compliance reports**.

   This opens the **Compliance reports - <system role name>** page (see Compliance reports – system role (page description) on page 1458).
6. In the **View** menu, select **Identities: Risk indexes and entitlements**.
7. (Optional) To display more information about an identity, perform the following actions:
   a. In the list, click an identity.
   b. In the dialog, click **Overview**.

Related topics

- Governance administration (page description) on page 1347
- System roles (page description) on page 1446
- System role (page description) on page 1446
- Compliance reports – system role (page description) on page 1458

System role attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying system role attestation cases on page 765
- Displaying attestors of system role pending attestation cases on page 766
- Approving and denying system role attestation cases on page 767
- Sending reminders about system role pending attestation cases on page 768

Displaying system role attestation cases

You can see attestation cases related to system roles.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.

   This opens the **Attestation - <system role name>** page (see Attestation – System role (page description) on page 1453).
6. (Optional) Click on a tab to display the respective attestation cases.
7. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview of the attestation.
8. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
9. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **History** tab.

This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Governance administration (page description) on page 1347
- System roles (page description) on page 1446
- System role (page description) on page 1446
- Attestation – System role (page description) on page 1453

Displaying attestors of system role pending attestation cases

You can see identities that still have to approve system role attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <system role name>** page, click on a tab to display the corresponding attestation cases
7. In the list, click the attestation case that has attestors you want to show.
8. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <system role name>** page, click on a tab to display the corresponding attestation cases
7. Click **View approvers for pending cases**.

The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- Governance administration (page description) on page 1347
- System roles (page description) on page 1446
- System role (page description) on page 1446
- Attestation – System role (page description) on page 1453

Approving and denying system role attestation cases

You can grant or deny approval to attestation cases of system roles.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose attestation cases you want to decide approval on.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <system role name>** page, click on a tab to display the corresponding attestation cases
7. Click **Approve**.
8. On the **Pending Attestations - <system role name>** page, perform one of the following actions:
    - Click ☑ (**Approve**) next to the attestation case you want to approve.
    - Click ☒ (**Deny**) next to the attestation case you want to deny.

    TIP: To grant or deny approval for all the attestation cases displayed, click ☑ (**Approve all**) or ☒ (**Deny all**).
9. Click **Next**.
10. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:
    - For approved attestation case:
        - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.

        - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
    - For denied attestation cases:
        - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
        - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
    - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

    TIP: By giving reasons, your approvals are more transparent and support the audit trail.

    NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.

11. Click **Save**.
12. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestation on page 150
- Governance administration (page description) on page 1347
- System roles (page description) on page 1446
- System role (page description) on page 1446
- Attestation – System role (page description) on page 1453

Sending reminders about system role pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).

- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <system role name>** page, click on a tab to display the corresponding attestation cases
7. In the list, click the attestation case that has attestors you want to remind.
8. In the details pane, click **Actions** > **Send a reminder mail**.
9. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
10. Select the email program that you want to use.

    This opens an email template with the attestor's email address.
11. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <system role name>** page, click on a tab to display the corresponding attestation cases
7. Click **Send reminder**.
8. In the **Send a reminder mail** dialog, enter the message for the attestor.
9. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.

6. (Optional) On the **Attestations – <system role name>** page, click on a tab to display the corresponding attestation cases
7. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
8. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
9. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155
- Sending attestation reminders on page 155
- Governance administration (page description) on page 1347
- System roles (page description) on page 1446
- System role (page description) on page 1446
- Attestation – System role (page description) on page 1453

Displaying system role risk indexes

You can see system role risk indexes.

NOTE: For more detailed information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

To display a system role's risk index

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose risk index you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Risk**.

   This opens the **Risk - <system role name>** page (see Risk – System role (page description) on page 1058).
6. (Optional) To show which attributes and assignments contribute to the calculated risk index, click **View risk functions**.

Related topics

- Risk assessment on page 203

- Risk assessment on page 203
- Governance administration (page description) on page 1347
- System roles (page description) on page 1446
- System role (page description) on page 1446
- Overview – System role (page description) on page 1449

System role history

The Web Portal gives you the option of displaying the historical data of system roles for which you are responsible.

To do this, you have the following options:

Table 53: Historical data

View	Description
Events	This shows you all the events that affect the system role, either on a timeline or in a table (see Displaying system role history on page 771).
Status overview	This shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between (see Displaying the status overview of system roles on page 772).
Status comparison	You can select a date and display all the changes made from then until now. This also shows you what the value of the property was at the selected point in time and what the value is now (see Comparing statuses of system roles on page 773).

Displaying system role history

You can select to display all events involving system roles on a timeline or in a table.

To display the history

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose history you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **History**.

This opens the **History - <system role name>** page (see History – System role (page description) on page 1455).

TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

To zoom in or out, turn the mouse wheel.

6. (Optional) To filter the timeline of events, click **Filter by** and then one of the following:
   - **User**: Searches for events or actions associated with the identity name given. Identities with entitlements and ownerships create changes, such as adding or removing properties. You can see these actions on the timeline.
   - **Change type**: Only show events on the timeline with the selected change type.
   - **Date**: Only show events on the timeline that took place in the given period.
   - **Properties**: Only show events on the timeline with the selected properties.
   - **Display**: Only show events on the timeline that match the search.
   - **Object**: Only show events on the timeline about the selected object.
7. (Optional) To switch to the table view, click **Switch to table view**.
8. (Optional) To show more details about an event, perform one of the following actions:
   - Click on the event in the timeline.
   - In the table view, click the event and you will see the details in the details pane.

Related topics

- Governance administration (page description) on page 1347
- System roles (page description) on page 1446
- System role (page description) on page 1446
- History – System role (page description) on page 1455

Displaying the status overview of system roles

You can see all the changes that affect system roles. You can also display how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

To display the status overview

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.

3. On the **System Roles** page, click the system role whose status overview you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **History**.

   This opens the **History - <system role name>** page (see History – System role (page description) on page 1455).
6. Click the **Status overview** tab.

Related topics

- Governance administration (page description) on page 1347
- System roles (page description) on page 1446
- System role (page description) on page 1446
- History – System role (page description) on page 1455

Comparing statuses of system roles

You can compare the current status of a system role that you are responsible for to its status at another time.

To compare statuses

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose status you want to compare.
4. In the details pane, click **Edit**.
5. On the overview page, click **History**.
6. On the **History** page, click the **Status comparison** tab.
7. In the date field, select the date and time from which you want to start the comparison.
8. (Optional) To display the properties that have not changed since creation,deselect the box next to **Display changed values only**.

To compare the current status with the status at the time of a specific event

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose status you want to compare.
4. In the details pane, click **Edit**.
5. On the overview page, click **History**.

6. On the **History** page, perform one of the following actions:
   - On the timeline, click the event and then **Compare**.
   - In the table view, click the event in the list and then in the details pane, click **Compare**.
7. (Optional) To display the properties that have not changed since being created, deselect the box next to **Display changed values only**.

Related topics

- Governance administration (page description) on page 1347
- System roles (page description) on page 1446
- System role (page description) on page 1446
- History – System role (page description) on page 1455

Displaying role memberships of system role members

You can see which roles and organizations belong to identities that are assigned system roles. . Information is displayed as a hierarchical chart, so you can drill in and see the role inheritance.

MOBILE: This function is not available in the mobile interface.

To display roles and organizations of members of a system role

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **System Roles**.
3. On the **System Roles** page, click the system role whose members you want to know more about.
4. In the details pane, click **Edit**.
5. On the overview page, click **Usage**.

   This opens the **Usage - <system role name>** page (see Usage – System role (page description) on page 1457).
6. In the **Role classes** menu, select the main category of roles and organizations that you want to display.
7. (Optional) To find out which members are assigned to a particular object, click (**More information**) in the specified object.
8. (Optional) To see the legend, click **More information**.

Related topics

- Governance administration (page description) on page 1347
- System roles (page description) on page 1446
- System role (page description) on page 1446
- Usage – System role (page description) on page 1457

Managing assignment resources

Use assignment resources to request hierarchical roles, such as departments or business roles and assign them to identities, devices, and workdesks. For example, you can limit assignment resources to a certain business roles, which makes it unnecessary to select the business role additionally when you request an assignment resource. It is automatically a part of the assignment request.

You can perform a variety of actions on assignments resources and gather information about them.

Detailed information about this topic

- Displaying all assignment resources on page 775
- Displaying assignment resource overviews on page 776
- Displaying and editing assignment resource main data on page 776
- Assignment resource attestations on page 777

Displaying all assignment resources

You can see all the assignment resources.

To display assignment resources

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Assignment resources**.

   This opens the **Assignment Resources** page (see Assignment resources (page description) on page 1459) and displays all the resources.

Related topics

- Governance administration (page description) on page 1347
- Assignment resources (page description) on page 1459

Displaying assignment resource overviews

You can see all relevant information about assignment resources summarized in an overview. The information is represented by shapes in a HyperView.

To display an assignment resource's overview

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Assignment resources**.
3. On the **Assignment Resources** page, click the assignment resource whose overview you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Overview**.

   This opens the **Overview - <assignment resource name>** page (see Overview – Assignment resource (page description) on page 1460).

Related topics

- Governance administration (page description) on page 1347
- Assignment resources (page description) on page 1459
- Assignment resource (page description) on page 1460
- Overview – Assignment resource (page description) on page 1460

Displaying and editing assignment resource main data

You can see and edit assignment resources' main data.

To show and edit an assignment resource's main data

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Assignment resources**.
3. On the **Assignment Resources** page, click the assignment resource whose main data you want to show/edit.
4. In the details pane, click **Edit**.
5. On the overview page, click **Main data**.
6. On the **Main data - <assignment resource name>**, make your changes in the respective fields (see Main data – Assignment resource (page description) on page 1461).
7. Click **Save**.

Related topics

- Governance administration (page description) on page 1347
- Assignment resources (page description) on page 1459
- Assignment resource (page description) on page 1460
- Main data – Assignment resource (page description) on page 1461

Assignment resource attestations

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

Detailed information about this topic

- Displaying assignment resource attestation cases on page 777
- Displaying attestors of assignment resource pending attestation cases on page 779
- Approving and denying assignment resource attestation cases on page 780
- Sending reminders about assignment resource pending attestation cases on page 781

Displaying assignment resource attestation cases

You can see attestation cases related to assignment resources.

In addition, you can obtain more information about the attestation cases.

To display attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Assignment resources**.
3. On the **Assignment Resources** page, click the assignment resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.

   This opens the **Attestation - <assignment resource name>** page (see Attestation - Assignment resource (page description) on page 1462).
6. (Optional) Click on a tab to display the respective attestation cases.
7. (Optional) To display objects involved in an attestation case in detail, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click **Show details**.
   c. In the **Attested object** dialog, select an object in the **Object** menu.

      This shows information about the object.
   d. (Optional) Click **View current state of the object**

      This opens an overview of the attestation.
8. (Optional) To display all the identities that can approve the attestation case, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **Workflow** tab.
9. (Optional) To show previous attestation cases for the selected object, perform the following actions:
   a. In the list, click the attestation case.
   b. In the details pane, click the **History** tab.

      This displays a list of the attestation cases that have already taken place for the selected object. You can get more information about each attestation case.

Related topics

- Governance administration (page description) on page 1347
- Assignment resources (page description) on page 1459
- Assignment resource (page description) on page 1460
- Attestation - Assignment resource (page description) on page 1462

Displaying attestors of assignment resource pending attestation cases

You can see identities that still have to approve assignment resource attestation cases.

To show attestors of an attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Assignment resources**.
3. On the **Assignment Resources** page, click the assignment resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <assignment resource name>** page, click on a tab to display the corresponding attestation cases.
7. In the list, click the attestation case that has attestors you want to show.
8. In the details pane, click **Actions** > **Send a reminder mail**.

   The **Send a reminder mail** dialog lists all the identities that can approve this attestation case. You can now send these identities a reminder.

To show attestors of all attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Assignment resources**.
3. On the **Assignment Resources** page, click the assignment resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <assignment resource name>** page, click on a tab to display the corresponding attestation cases.
7. Click **View approvers for pending cases**.

   The **Send a reminder mail** dialog shows all the identities that still have attestation cases to approve. You can now send these identities a reminder.

Related topics

- Attestors for attestation cases on page 151
- Governance administration (page description) on page 1347
- Assignment resources (page description) on page 1459
- Assignment resource (page description) on page 1460
- Attestation - Assignment resource (page description) on page 1462

Approving and denying assignment resource attestation cases

You can grant or deny approval to attestation cases of assignment resources.

To approve an attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Assignment resources**.
3. On the **Assignment Resources** page, click the assignment resource whose attestation cases you want to decide approval on.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <assignment resource name>** page, click on a tab to display the corresponding attestation cases.
7. Click **Approve**.
8. On the **Attestation - <assignment resource>** page, perform one of the following actions:
    - Click (**Approve**) next to the attestation case you want to approve.
    - Click (**Deny**) next to the attestation case you want to deny.

    TIP: To grant or deny approval for all the attestation cases displayed, click (**Approve all**) or (**Deny all**).
9. Click **Next**.
10. (Optional) On the **Pending Attestations – Approvals** page, perform one of the following actions:
    - For approved attestation case:
        - To provide a reason for all approved attestation cases, enter the reason in the **Reason for approvals** field.
        - To use a predefined standard reason for all approved attestation cases, select the reason in the **Standard reason** list.
    - For denied attestation cases:
        - To provide a reason for all denied attestation cases, enter the reason in the **Reason for approvals** field.
        - To use a predefined standard reason for all denied attestation cases, select the reason in the **Standard reason** list.
    - To provide an individual reason for an approval decision, click **Enter a reason** and enter your reason.

    TIP: By giving reasons, your approvals are more transparent and support the audit trail.

NOTE: For more detailed information about standard reasons, see the One Identity Manager IT Shop Administration Guide.

11. Click **Save**.
12. (Optional) If the approval requires multi-factor authentication, you are prompted to enter a security code. It may take a few minutes before the prompt appears. Perform one of the following actions:
    - Click **Login with the Starling 2FA app** and follow the app instructions on your mobile phone.
    - Click **Send SMS** or **Phone call**, enter the security code, and click **Next**.

Related topics

- Attestation on page 150
- Governance administration (page description) on page 1347
- Assignment resources (page description) on page 1459
- Assignment resource (page description) on page 1460
- Attestation - Assignment resource (page description) on page 1462

Sending reminders about assignment resource pending attestation cases

If attestors have not yet processed an attestation case, you can send a reminder email to them to remind them about approving it.

The following options are available for sending reminders:

- You can select a specific attestation case that shows its attestors and then send a reminder about this attestation case to one specific attestor (see Option 1).
- You can send a reminder to all attestors of pending attestation cases that are shown on the current tab. This allows you to quickly notify all attestors that still need to make an approval decision (see Option 2).
- You can show all the attestors that still need to make approval decisions about attestation cases and then send a reminder to one specific attestor (see Option 3).

To send a reminder to attestors of a selected attestation case

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Assignment resources**.
3. On the **Assignment Resources** page, click the assignment resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.

6. (Optional) On the **Attestations – <assignment resource name>** page, click on a tab to display the corresponding attestation cases.
7. In the list, click the attestation case that has attestors you want to remind.
8. In the details pane, click **Actions** > **Send a reminder mail**.
9. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
10. Select the email program that you want to use.

    This opens an email template with the attestor's email address.
11. Edit the email and send it to the attestor.

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Assignment resources**.
3. On the **Assignment Resources** page, click the assignment resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <assignment resource name>** page, click on a tab to display the corresponding attestation cases.
7. Click **Send reminder**.
8. In the **Send a reminder mail** dialog, enter the message for the attestor.
9. Click **OK**.

To send a reminder a specific attestor about pending attestation cases

1. In the menu bar, click **Responsibilities** > **Governance Administration**.
2. On the **Governance Administration** page, click **Assignment resources**.
3. On the **Assignment Resources** page, click the assignment resource whose attestation cases you want to display.
4. In the details pane, click **Edit**.
5. On the overview page, click **Attestation**.
6. (Optional) On the **Attestations – <assignment resource name>** page, click on a tab to display the corresponding attestation cases.
7. In the **Send a reminder mail** dialog, next to the identity you want to notify, click **Send a mail**.
8. Select the email program that you want to use.

   This opens an email template with the attestor's email address.
9. Edit the email and send it to the attestor.

Related topics

- Sending attestation reminders on page 155

- Sending attestation reminders on page 155
- Governance administration (page description) on page 1347
- Assignment resources (page description) on page 1459
- Assignment resource (page description) on page 1460
- Attestation - Assignment resource (page description) on page 1462

7

Applications

You may be able to access other applications, as configured by your system administrator. This provides you with a shortcut to other web applications deemed of value by your company.

NOTE: If you are a system administrator, and would like to add applications, see the One Identity Manager Web Designer Reference Guide.

To access other web applications from the Web Portal

- Open **Applications** and select the required web application.

  The application may appear within the Web Portal, or in a separate window, depending on how the system administrator configured it.

Calls

In the **Calls** menu, you can add new calls or view all calls in the call history.

Detailed information about this topic

- Adding new calls on page 785
- Call history on page 785

Adding new calls

When you add new calls, you report problem cases with different causes. For example, a call can be added for an employee who reports a problem or for products for which conditions of contact were specified. Even a device or workdesk associated with the problematic device, can play a part when adding a call.

To add a new call

1. Open **New Call**.
2. Enter a detailed description of the problem and select the affected product.
3. Set the severity of the problem in **Severity** and select a cost center using **Assign**.
4. Select an additional identity using **Assign** and click **Save**.

Call history

In the **Call History** view, you can see all placed calls.

NOTE: Use the check boxes at the top of the section to limit the calls shown.

To view a specific call

1. Open **Call history** and select a call from the list.

   In the details pane, there is more information about the call. You can subsequently change **Severity**, **Description** and **Product** entries on the **Main Data** tab.
2. View the staff involved, status, and measures taken on the **History** tab.
3. View attachments on the **Attachments** tab.
4. Click **Save**.

Removing attachments

In the **Call History** menu, you can remove single files that have been added as attachments to a call.

To remove a file from a call's attachments

1. Open **Call history** and select a call from the list.
2. In the details pane, select the **Attachments** tab and click 🗑 next to the file.
3. Confirm the message with **Yes**.

   This removes the file from the **Attachments** tab.

Discovering your statistics on the home page

Statistics are graphical summaries of the information pertaining to you. You can open your statistics on the home page taking your permissions into account.

NOTE: In earlier versions of the Web Portal, these statistics are located under **Access Governance**.

More statistics about managed organizations, system entitlements, business roles and system roles are available for managers in **My Responsibilities**.

The data on the home page is updated daily. You can customize the data you see on the dashboard by selecting the objects you want to include, and which statistics you want to show for each object. Checking your dashboard regularly can help you understand any issues that need addressing. For more information, see What statistics are available? on page 792.

Detailed information about this topic

Statistics

Graphical representation of data is depicted by diagrams. Heatmaps also provide data in graphical form. For more information, see Heatmap on page 790.

Table 54: Icons used in diagrams

Icon	Meaning
⚠	The value in this statistic is in the balance. It is neither critical nor compliant. You should keep an eye on this value or statistic.

Icon	Meaning
	This value has not changed. The date of last change is shown.
	This icon verifies that the value in this statistic compliant. The arrow icon displayed in combination with this icon is also green and provides more detailed information about changes to the value.
	This icon indicates that the value in this statistic is in the critical range. The arrow icon displayed in combination with this icon also means critical and provides more detailed information about changes to the value.
	This arrow icon shows an increasing value since the last change and is colored green. The value is still in a compliant range. The difference since the last change is shown.
	This arrow icon shows a decreasing value since the last change and is colored green. The value is still in a compliant range. Moving the mouse over the icon shows the difference since the last change.
	This arrow icon shows an increasing value since the last change and is colored red. The value is in the non-compliant range and more critical than before. The difference since the last change is shown.
	This arrow icon shows a decreasing value since the last change and is colored red. The value is in the non-compliant range but better than before. Moving the mouse over the icon shows the difference since the last change.

Detailed information about this topic

- Viewing statistics on page 788
- Hiding statistics on page 789
- Viewing source data on page 789
- Apply filter on page 789

Viewing statistics

The use of HyperViews, heatmaps, and statistics differs between the desktop view and the mobile view. For more information, see Heatmaps and statistics in the mobile view on page 52.

To open a statistics view

1. Select the home page .

   Roles and organizations are displayed on the home page.
2. Click the role or organization you want to see in more detail.

Depending on your selection, you are shown statistics either in form of a table or a heatmap. There are also, however, roles, or organizations, which take you to a page with source data.

Hiding statistics

You can hide statistic, which are not relevant. These you can show again at any time over your **Personal Dashboard Settings** in the **Settings**. For more information, see Personal dashboard settings on page 58.

To hide statistics

1. Select the home page using .

   Roles and organizations are displayed on the home page.
2. Click the role or organization you want to see in more detail.
3. Click the selected role's view.
4. Disable one or more statistics in the list that you do not want to see anymore.
5. Close the dialog.

   This hides the selected statistics.

Viewing source data

You can only view source data for certain roles and organizations. You can view a heatmap or statistics, with graphical representation, through certain roles or organizations.

To view source data from a role or organization

1. Select the home page.

   Roles and organizations are displayed on the home page. These roles or organizations are divided into their associated subgroups.
2. Click the role or organization you want to view in more detail, for example, departments without managers.

   This displays a view with the corresponding data.

Apply filter

You can filter the information displayed on your dashboard to suit you own requirements.

To customize the information displayed on a statistics view

- Apply a filter to the statistic view.

  This opens a dialog for the selected filter. For more information, see Filtering on page 41.

  NOTE: The filter function is not available for all statistics.

Heatmap

The heatmap in the Web Portal presents roles and organizations as colored squares. They are intended to help you quickly visualize particularly prominent values within a large amount of data and to comprehend them at a glance. The size of the rectangles corresponds to the relative size of the role or organization. The more identities you have in a company's structure, for example, the larger the rectangle in the view.

NOTE: An overview of the company structures you manage is displayed on the home page.

The rectangle colors correspond to a selectable, linked-in data value, and range from red to green, where red stands for a value tending to require more attention. Red indicates, for example, a lot of compliance rule violations or identities with high risk indexes. Yellow indicates for an average, which can also mean that there has been no changes to this company structure since the last analysis. The heatmap not only provides a clear overview of the current data, but also provides another useful function by making a historical comparison to previous data.

You can see the following risky results or properties in a heatmap.

- Policy violations
- Average number of permissions per identity
- Highest identity risk index
- Average identity risk index
- Rule violations
- Highest resource risk index by host

NOTE: Hyper Views, heatmaps, and statistics have different behavior in the desktop view as opposed to the mobile view. For more information, see Heatmaps and statistics in the mobile view on page 52.

Detailed information about this topic

- Viewing data on page 791
- Viewing changes for a specific period on page 791
- Limiting the amount of data on page 791
- Displaying object details on page 791

Viewing data

Without having set any preferences, the color map is displayed as a data value when you open it, for example, for the number of compliance rules.

To view data from a role or organization

1. Select the home page.
2. If available, click the role or organization in the form of a heatmap that you would like to view more closely.

   NOTE: In the first field, you can set the size of the square. Available settings are **Dynamic size** and **Unisize**.
3. Limit your selection by selecting one or more objects with **Change**.
4. Confirm your selection by clicking **Close**.

   You selection is displayed to the left of **Change**.

Viewing changes for a specific period

In a heatmap you can view data within a specific time period.

To view data for a specific time period

- Select the required entry from the second field, for example "Month-to-date changes".

  The data is displayed in the heatmap according to your selection.

Limiting the amount of data

You can limit the amount of data displayed in the heatmap by using the slide rule.

To limit the size of the data

- Click one of the slide rules in the scale at the bottom of the view to limit the data size.

  NOTE: You may be shown up to 500 data sets graphically.

Displaying object details

To get more information, you can call up object details about an rectangle in a heatmap.

To obtain more information about individual roles or organizations

1. Click the rectangle in the view after you have configured your settings and the Web Portal has adjusted the view accordingly.

   Another shape is displayed for the rectangle with additional information.

   NOTE: To display additional information about the role or organization you are interested in, hover the mouse over the corresponding rectangle. This information is not so comprehensive and is there to provide initial orientation within the heatmap.

2. Perform one of the following tasks:

   a. Click one of the items to obtain more information.

   b. Select more information through **View object details**.

   A view with detailed information, spread over several tabs, is displayed for the square you click.

What statistics are available?

The statistics and heatmaps you see in the Web Portal depend on your roles and permissions. Only statistics relevant to you are available on the home page.

Statistics can be customized to display the objects and statistics that interest you. You can also sort and filter statistical information or export it as a report. For more information, see Discovering your statistics on the home page on page 787.

Detailed information about this topic

- Displaying high risk objects on page 792
- Compliance on page 793
- Risk on page 794
- Policies on page 795
- Organization on page 795
- IT Shop on page 796
- Attestations on page 797
- Target systems on page 797

Displaying high risk objects

You can display an overview of the objects with the highest risk factor in Web Portal. This can help you prioritize when managing your business resources. Company resources have risk values, which provide the risk index when combined with risk index functions.

To display the high risk object overview

1. In the menu bar, click **Compliance** > **Governance Administration**.
2. On the **Governance Administration** page, click **High Risk Overview**.

   This opens the **High Risk Overview** page (see High risk overview (page description) on page 992).
3. (Optional) Click a section header to display the corresponding objects.
4. (Optional) To display all high risk objects, select the check box next to **Show all high risk objects**.

Related topics

- Governance administration (page description) on page 988
- High risk overview (page description) on page 992

Compliance

NOTE: This function is only available if the module Compliance Rules Module is installed.

The Manager can be used to define rules for maintaining and monitoring regulatory requirements and automatically deal with rule violations. Rules are used for locating rule violations and to prevent them.

Statistics are available on the following topics.

Table 55: Overview of statistics on compliance rules

Statistics	Description
Pending rule violations	Show all types of rule violations.
Compliance violations	Shows compliance violations This statistic is available for different company structures. • Department • Location • Cost center • Business role
Compliance violations according to rules	Shows compliance rule violations for each rule.
New rule violations	Show new rule violations. This statistic is also available for new rule violations in recent months.

Statistics	Description
Overdue rule violations	Shows overdue rule violations.
Assignments that contribute to violations	Show assignments that contributed to violations.
Last approvals granted (rule violations)	Show the last granted approvals that contributed to rule violations.
Cost centers with increased violations	Show the cost centers that stand out due to a high rate of violations. This statistic is also available for other company structures. • Departments • Locations
Last approvals (rule violations)	Show the last approvals that contributed to rule violations.

For more information, see Compliance – Governance Administration on page 202.

Risk

There are various statistics available to you for risk assessment. The following statistics are available for this topic.

Table 56: Risk assessment statistics

Statistics	Description
Number of active employees with a risk index of more than 0.5	Displays the number of active identities with a risk index more than the critical value.
Highest person risk index by department	Displays the highest risk index of all identities by department. This statistic is also available for other company structures. • Location • Cost center • Business role
Average person risk index by department	Displays the average risk index of identities by department. This statistic is also available for other company structures. • Location

Statistics	Description
	• Cost center • Business role
Employees by risk index	Displays all identities that can be assigned to the same risk index.

Policies

Other, different statistics are available for company policies.

Table 57: Company policy statistics

Statistics	Description
Pending Policy Violations	Shows pending policy violations.
Overdue policy violations	Shows overdue policy violations.
Policy violations by department	Shows policy violations by department. This statistic is available for different company structures. • Location • Cost center • Business role
New policy violations	Shows new policy violations. This statistic is also available for new policy violations within the last month.
Policy violations (actual)	Shows current policy violations. This statistic is also available for new policy violations within the last seven days.
Policy violation approval rates	Shows the approval rate for policy violations.
Last approvals (policy violations)	Show the last approvals, which contributed to policy violations.
Last approvals granted (policy violations)	Show the last granted approvals, which contributed to policy violations.

Organization

The following statistics are displayed for departments that you manage.

- Information about identity accounts
- Information about identities
- Rule violations
- Information about pending requests
- The top roles and entitlements

For more information, see My departments on page 213.

IT Shop

The IT Shop is the tool that identities use to make requests. These statistics help you to answer the following questions.

- Which products are the most popular, both by product owner and by shop
- How fast requests are processed
- Request frequency over time

Table 58: Statistics about IT shop structures

Statistics	Description
Pending requests	Displays all pending requests.
Open requests by service category	Displays all pending requests by service category. This statistic contains other criteria. • By next approver • By recipient
Last approvals granted (Shop)	Shows the last approvals granted for requests.
New requests	Shows new requests.
Number of requestable products	Shows the number of products that can be requested.
Denied requests by service category	Shows denied requests by service category.
Average request processing time by shop	Show the average processing time of a request by shop.
Top 10 requested products by shop	Shows the top 10 requested products by shop. This statistic is also available for the top 10 requested products by product owner.
Request frequency (12 months)	Shows the frequency of requests within the last 12 months.

Statistics	Description
	This statistic is also available for the frequency of requests within the last 12 months by owner.

For more information, see My departments on page 213.

Attestations

There are a number of statistics available to you for attestation cases. The following statistics are available.

Table 59: Attestation case statistics

Statistics	Description
Pending attestation cases	Displays all open attestation cases. This statistic contains other criteria. • By policy • By next approver • By framework
Attestation approval rates	Shows the approval rate for attestation.
Decided attestation approvals within/over the limit	Shows attestation approvals decisions within/over the limit. This statistic is also available for pending attestation cases within/over the limit.
Attestation status by type	Show attestation status by type.
Attestations	Shows all attestations.
Last approvals (attestation)	Shows the most recent attestation approval decisions. This statistic is also available for attestations that have been granted approval.
Overdue attestations	Displays overdue attestations.

Target systems

There are a number of statistics available to you for target systems. The following statistics are available.

Table 60: Target system statistics

Statistics	Description
Pending attestation by system entitlements	Displays pending attestation by system entitlements.
Number of user accounts with a risk index of more than {0}	Displays the number of user accounts with a risk index more than specified value. This statistic is also available for the number of entitlements with a risk index more than specified value.
User accounts having risk higher {0} by domain	Displays user accounts with a risk index more than specified value by domain. This statistic contains other criteria. • Entitlements having risk higher that a specified value by domain. • Entitlements having risk higher that a specified value by department.
Employees without user accounts	Displays identities without user accounts.
Entitlements without requests	Displays entitlements without a request. This statistic contains other criteria. • Active Directory • Oracle E-Business Suite • LDAP • SAP R/3 • SharePoint
Groups with / without user account assignments	Displays groups with or without user account assignments. This statistic contains other criteria. • Active Directory • LDAP • SAP R/3 • SharePoint • Notes • Groups, roles, and profiles with/without user account assignments SAP R/3
Inactive identities with enabled user	Displays inactive identities that have an enabled

Statistics	Description
accounts	user account.
Locked user accounts of enabled employees	Displays locked user accounts of active identities.

Appendix: Attestation conditions and approval policies from attestation procedures

When attestation policies are created or edited (see Setting up attestation policies on page 179 or Editing attestation policies on page 180), you specify attestation conditions and approval policies:

- Attestation procedures specify which objects to attest. They define the properties of the attestation objects to attest.
- There are different attestation conditions for each attestation procedure that you use to specify which objects to attest.
- Attestors for each attestation case are determined by approval policies.

In the following chapter, you will find more information about the various attestation procedures and associated approval policies and attestation conditions.

Attesting primary departments

Primary identity memberships in departments are attested using the **Primary department attestation** attestation procedure.

Condition	Description
All departments	Attests primary memberships in all departments.
Specific departments	Select the departments with primary memberships to attest. Use and to switch between hierarchical and list view. Multi-select is possible.
Specific child departments	Select the departments with primary memberships to attest. In addition, primary memberships of all child departments under this department are attested.

Condition	Description
	Use and to switch between hierarchical and list view. Multi-select is possible.
Departments with defined risk index	Use the ruler to specify a risk index range. Attests primary memberships in departments with a risk index in the chosen range.
Departments with matching name	Enter part of a name of departments with primary memberships to attest. All departments that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Attesting primary business roles

Primary identity memberships in business roles are attested using the **Primary business role attestation** attestation procedure.

Condition	Description
All business roles	Attests primary memberships in all business roles.
Specific business roles	Select the business roles with primary memberships to attest. Use and to switch between hierarchical and list view. Multi-select is possible.
Specific child business roles	Select the business roles with primary memberships to attest. In addition, primary memberships of all child business roles under this business role are attested. Use and to switch between hierarchical and list view. Multi-select is possible.
Business roles with specific role classes	Select the role classes. Attests primary membership in business roles with this role class.
Business roles with defined risk index	Use the ruler to specify a risk index range. Attests primary memberships in business roles with a risk index in the chosen range.
Business roles with matching name	Enter part of a name of business roles with primary memberships to attest. All business roles that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Attesting primary cost centers

Primary identity memberships in cost centers are attested using the **Primary cost center attestation** attestation procedure.

Condition	Description
All cost centers	Attests primary memberships in all cost centers.
Specific cost centers	Select the cost centers with primary memberships to attest. Use and to switch between hierarchical and list view. Multi-select is possible.
Specific child cost centers	Select the cost centers with primary memberships to attest. In addition, primary memberships of all child cost centers under this cost center are attested. Use and to switch between hierarchical and list view. Multi-select is possible.
Cost centers with defined risk index	Use the ruler to specify a risk index range. Attests primary memberships in cost centers with a risk index in the chosen range.
Cost centers with matching name	Enter part of a name of cost centers with primary memberships to attest. All cost centers that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Attesting primary locations

Primary identity memberships in locations are attested using the **Primary location attestation** attestation procedure.

Condition	Description
All locations	Attests primary memberships in all locations.
Specific locations	Select the locations with primary memberships to attest. Use and to switch between hierarchical and list view. Multi-select is possible.
Specific child locations	Select the locations with primary memberships to attest. In addition, primary memberships of all child locations under this location are attested.

Condition	Description
	Use and to switch between hierarchical and list view. Multi-select is possible.
Locations with defined risk index	Use the ruler to specify a risk index range. Attests primary memberships in locations with a risk index in the chosen range.
Locations with matching name	Enter part of a name of locations with primary memberships to attest. All locations that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Attesting secondary departments

Secondary identity memberships in departments are attested using the **Secondary department attestation** attestation procedure.

Condition	Description
All departments	Attests secondary memberships in all departments.
Specific departments	Select the departments with secondary memberships to attest. Use and to switch between hierarchical and list view. Multi-select is possible.
Specific child departments	Select the departments with secondary memberships to attest. In addition, secondary memberships of all child departments under this department are attested. Use and to switch between hierarchical and list view. Multi-select is possible.
Departments with defined risk index	Use the ruler to specify a risk index range. Attests secondary memberships in departments with a risk index in the chosen range.
Departments with matching name	Enter part of a name of departments with secondary memberships to attest. All departments that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Attesting secondary cost centers

Secondary identity memberships in cost centers are attested using the **Secondary cost center attestation** attestation procedure.

Condition	Description
All cost centers	Attests secondary memberships in all cost centers.
Specific cost centers	Select the cost centers with secondary memberships to attest. Use and to switch between hierarchical and list view. Multi-select is possible.
Specific child cost centers	Select the cost centers with secondary memberships to attest. In addition, secondary memberships of all child cost centers under this cost center are attested. Use and to switch between hierarchical and list view. Multi-select is possible.
Cost centers with defined risk index	Use the ruler to specify a risk index range. Attests secondary memberships in cost centers with a risk index in the chosen range.
Cost centers with matching name	Enter part of a name of cost centers with secondary memberships to attest. All cost centers that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Attesting secondary locations

Secondary identity memberships in locations are attested using the **Secondary location attestation** attestation procedure.

Condition	Description
All locations	Attests secondary memberships in all locations.
Specific locations	Select the locations with secondary memberships to attest. Use and to switch between hierarchical and list view. Multi-select is possible.
Specific child locations	Select the locations with secondary memberships to attest. In addition, secondary memberships of all child locations under this location are attested. Use and to switch between hierarchical and list view. Multi-select is

Condition	Description
	possible.
Locations with defined risk index	Use the ruler to specify a risk index range. Attests secondary memberships in locations with a risk index in the chosen range.
Locations with matching name	Enter part of a name of locations with secondary memberships to attest. All locations that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Attesting PAM asset groups

PAM asset groups are attested using the **PAM asset group attestation** attestation procedure.

Condition	Description
All PAM asset groups	Attests all PAM assets groups.
Specific PAM asset groups	Select the PAM asset groups to attest.
PAM asset groups on specific systems	Select the PAM appliances with PAM asset groups to attest.
PAM asset groups with matching name	Enter part of a name of PAM asset groups with access to attest. All PAM asset groups that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Attesting PAM asset accounts

PAM asset accounts are attested using the **PAM asset account attestation** attestation procedure.

Condition	Description
All PAM asset accounts	Attests all PAM asset accounts.

Condition	Description
Specific PAN asset accounts	Select the PAM asset accounts to attest.
PAM asset accounts on specific systems	Select the PAM appliances with PAM asset accounts to attest.
PAM asset accounts with matching name	Enter part of a name of PAM asset accounts with access to attest. All PAM asset accounts that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Attesting PAM assets

PAM assets are attested using the **PAM asset attestation** attestation procedure.

Condition	Description
All PAM assets	Attests all PAM assets.
Specific PAM assets	Select the PAM assets to attest.
PAM assets on specific systems	Select the PAM appliances with PAM asset to attest.
PAM assets with matching name	Enter part of a name of PAM assets with access to attest. All PAM assets that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Attesting PAM user groups

PAM user groups are attested using the **PAM user group attestation** attestation procedure.

Condition	Description
All PAM user groups	Attests all PAM user groups.

Condition	Description
Specific PAM user groups	Select the PAM user groups to attest.
PAM user groups with matching name	Enter part of a name of PAM user groups with access to attest. All PAM user groups that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Attesting PAM user accounts

PAM user accounts are attested using the **PAM user account attestation** attestation procedure.

Condition	Description
All PAM user accounts	Attests all PAM user accounts.
Specific permissions	Select the permissions. Attests PAM user accounts with these permissions.
Specific PAM user accounts	Select the PAM user accounts to attest.
PAM user accounts in specific user groups	Select the user groups. Attests PAM user accounts that belong to these user groups.
PAM user groups on specific systems	Select the PAM appliances with PAM user groups to attest.
PAM user accounts mapped to specific employees	Select the identities. Attests PAM user accounts that are assigned these identities.
PAM user accounts with matching name	Enter part of a name of PAM user accounts with access to attest. All PAM user accounts that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Attesting PAM account groups

PAM account groups are attested using the **PAM account group attestation** attestation procedure.

Condition	Description
All PAM account groups	Attests all PAM account groups.
Specific PAM account groups	Select the PAM account groups to attest.
PAM user accounts on specific systems PAM account groups on specific systems	Select the PAM appliances with PAM user accounts to attest. Select the PAM appliances with PAM account groups to attest.
PAM account groups with matching name	Enter part of a name of PAM account groups with access to attest. All PAM account groups that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Attesting PAM directory accounts

PAM directory accounts are attested using the **PAM directory account attestation** attestation procedure.

Condition	Description
All PAM directory accounts	Attests all PAM directory accounts.
Specific PAM directory accounts	Select the PAM directory accounts to attest.
PAM directory accounts on specific direct-	Select the directories. Attests directory accounts that are found in this directory.

Condition	Description
ories	
PAM directory accounts with matching name	Enter part of a name of PAM directory accounts with access to attest. All PAM directory accounts that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Attesting PAM accesses

PAM access are attested using the **PAM access attestation** attestation procedure.

Condition	Description
All PAM accesses	Attests all PAM access.
Specific PAN asset accounts	Select the PAM asset accounts with access to attest.
Specific PAM assets	Select the PAM assets with access to attest.
Specific PAM user accounts	Select the PAM user accounts with access to attest.
Specific PAM directory accounts	Select the PAM directory accounts with access to attest.
Specific PAM directories	Select PAM directories. Attests access to these PAM directories.
Specific access type	Select access types. Attests access that uses one of these access types.
PAM user accounts mapped to specific employees	Select the identities. Attests access through PAM user accounts with these identities assigned to them.
PAM user accounts with defined risk index	Use the ruler to specify a risk index range. Attests access through PAM user accounts with a risk index in the chosen range.
PAM user	Enter part of a name of PAM user accounts with access to attest. All PAM

Condition	Description
accounts with matching name	user accounts that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Attesting departments

Department properties are attested using the **Department attestation** attestation procedure.

For this attestation procedure you can use the following attestation conditions:

Condition	Description
All departments	Attests all departments.
Specific departments	Select the departments to attest. Use and to switch between hierarchical and list view. Multi-select is possible.
Departments with defined risk index	Use the ruler to specify a risk index range. Attests departments with a risk index in the chosen range.
Departments with matching name	Enter part of a name of departments with access to attest. All departments that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

For this attestation procedure, you can use the following attestation policies:

Approval policies	Description
Attestation by selected approvers	Click **Assign/Change** in the **Attestors** field and then select the identities that can make approval decisions about attestation cases.
Attestation of departments by manager	Department managers can make approval decisions through attestation cases.

Application role attestation

Application role properties are attested using the **Application role attestation** attestation procedure.

For this attestation procedure you can use the following attestation conditions:

Condition	Description
All application roles	Attests all application roles.
Specific application roles	Select the application roles to attest. Use and to switch between hierarchical and list view. Multi-select is possible.
Application roles with defined risk index	Use the ruler to specify a risk index range. Attests application roles with a risk index in the chosen range.
Application roles with matching name	Enter part of a name of application roles with access to attest. All application roles that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

For this attestation procedure, you can use the following attestation policies:

Approval policies	Description
Attestation by selected approvers	Click **Assign/Change** in the **Attestors** field and then select the identities that can make approval decisions about attestation cases.

Business role attestation

Business role properties are attested using the **Business role attestation** attestation procedure.

For this attestation procedure you can use the following attestation conditions:

Condition	Description
All business roles	Attests all business roles.
Specific business roles	Select the business roles to attest. Use and to switch between hierarchical and list view. Multi-select is possible.
Business roles with specific role classes	Select the role classes. Attests business roles with these role classes.
Business roles with defined risk index	Use the ruler to specify a risk index range. Attests business roles with a risk index in the chosen range.
Business roles with matching name	Enter part of a name of business roles with access to attest. All business roles that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

For this attestation procedure, you can use the following attestation policies:

Approval policies	Description
Attestation by selected approvers	Click **Assign/Change** in the **Attestors** field and then select the identities that can make approval decisions about attestation cases.
Attestation of business roles by manager	Business role managers can make approval decisions through attestation cases.
Certification of business roles	Business role managers can make approval decisions through attestation cases.

Attesting system roles

Cost center properties are attested using the **Cost center attestation** attestation procedure.

For this attestation procedure you can use the following attestation conditions:

Condition	Description
All cost centers	Attests all cost centers.
Specific cost centers	Select the cost centers to attest. Use and to switch between hierarchical and list view. Multi-select is possible.
Cost centers with defined risk index	Use the ruler to specify a risk index range. Attests cost centers with a risk index in the chosen range.
Cost centers with matching name	Enter part of a name of cost centers with access to attest. All cost centers that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

For this attestation procedure, you can use the following attestation policies:

Approval policies	Description
Attestation by selected approvers	Click **Assign/Change** in the **Attestors** field and then select the identities that can make approval decisions about attestation cases.
Attestation of cost centers by manager	Cost center managers can make approval decisions through attestation cases.

Attesting locations

Location properties are attested using the **Location attestation** attestation procedure.

For this attestation procedure you can use the following attestation conditions:

Condition	Description
All locations	Attests all locations.
Specific locations	Select the locations to attest. Use and to switch between hierarchical and list view. Multi-select is possible.
Locations with defined risk index	Use the ruler to specify a risk index range. Attests locations with a risk index in the chosen range.
Locations with matching name	Enter part of a name of locations with access to attest. All locations that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

For this attestation procedure, you can use the following attestation policies:

Approval policies	Description
Attestation by selected approvers	Click **Assign/Change** in the **Attestors** field and then select the identities that can make approval decisions about attestation cases.
Attestation of locations by manager	Location managers can make approval decisions through attestation cases.

Attesting system roles

System role properties are attested using the **System role attestation** attestation procedure.

For this attestation procedure you can use the following attestation conditions:

Condition	Description
All system roles	Attests all system roles.
Specific system	Select the system roles to attest.

Condition	Description
roles	Use and to switch between hierarchical and list view. Multi-select is possible.
System roles by applications	Select the applications (Application Governance). Attests system roles that are assigned to these applications.
System roles with defined risk index	Use the ruler to specify a risk index range. Attests system roles with a risk index in the chosen range.
System roles with matching name	Enter part of a name of system roles with access to attest. All system roles that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

For this attestation procedure, you can use the following attestation policies:

Approval policies	Description
Attestation by selected approvers	Click **Assign**/**Change** in the **Attestors** field and then select the identities that can make approval decisions about attestation cases.
Attestation of system roles by manager	System role managers can make approval decisions through attestation cases.

Attesting memberships in system entitlements

User account memberships in system entitlements are attested using the **System entitlements membership attestation** attestation procedure.

For this attestation procedure you can use the following attestation conditions:

Condition	Description
All system entitlements	Attests memberships in all system entitlements.
Specific employees	Select the identities. Attests this identity's memberships (or their associated user accounts) in system entitlements.
Specific employees with subidentities.	Select the identities. Attests this identity's memberships (or their associated user accounts) in system entitlements. In addition, it attests sub identities' memberships (or their associated user accounts) that the select identities are assigned to.
Specific	Select the system entitlements. Attests memberships in these system

Condition	Description
system entitlements	entitlements.
Membership by attestation state	Select an attestation status Attests memberships in system entitlements that match this attestation status. • **Denied memberships**: Attests memberships that have been denied. • **All Memberships**: Attests all memberships. • **New memberships**: Attests memberships that have never been attested.
New or not attested for x days	Specify a number of days. Attests memberships in system entitlements that have not been attested for the defined number of days.
No dynamic groups from Active Roles	Attests memberships in all system entitlements. Dynamic groups are ignored in the process.
System entitlements with specific owners	Select the identities. Attests memberships in system entitlements that are managed by these identities.
System entitlements in a target system container	Select the target system containers. Attests memberships in system entitlements found in these target system containers.
System entitlements in target systems	Select the target systems. Attests memberships in system entitlements assigned to these target systems.
System entitlements with defined risk index	Use the ruler to specify a risk index range. Attests memberships in system entitlements with a risk index in the chosen range.
System entitlements with owners in depart-ments	Select the departments. Attests memberships in system entitlements that are managed by the identities in these departments.
System entitlements with any	Attests user account memberships in system entitlements that only have one owner.

Condition	Description
owner	
System entitlements with matching name	Enter part of a name of system entitlements with user account memberships to attest. All system entitlements that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.
System entitlements by applications	Select the applications. Attests user account memberships in system entitlements that are assigned to these applications.
System entitlements by assignment origin	Select how user account memberships in system entitlements must be assigned to enable attestation: • **Directly assigned**: Attests memberships that were assigned directly. • **By request**: Attests memberships in system entitlements that were requested. • **By dynamic roles**: Attests memberships in system entitlements that were assigned through dynamic roles. • **Through roles**: Attests memberships in system entitlements that were assigned through roles. • **Through system roles**: Attests memberships in system entitlements that were assigned through system roles.

For this attestation procedure, you can use the following attestation policies:

Approval policies	Description
Attestation by selected approvers	Click **Assign/Change** in the **Attestors** field and then select the identities that can make approval decisions about attestation cases.
Attestation by selected approvers with automatic removal of assignments	Click **Assign/Change** in the **Attestors** field and then select the identities that can make approval decisions about attestation cases. Memberships are deleted if attestation is denied and the configuration fits.
Attestation by entitlement owner with automatic removal of assignments	Product owners of system entitlements can be approved through attestation cases. Memberships are deleted if attestation is denied and the configuration fits.
Attestation by employee manager and product owner (with peer group analysis)	The following identities can be approved through attestation cases: • Identity managers who are assigned the system entitlements

Approval policies	Description
	• Product owners of system entitlements after a peer group analysis (see Attestation by peer group analysis on page 186)
Attestation of group memberships by product owner with automatic removal of memberships	Product owners of system entitlements can be approved through attestation cases. Memberships are deleted if attestation is denied and the configuration fits.

Attesting memberships in application roles

Memberships in application roles are attested using the **Application role membership attestation** attestation procedure.

For this attestation procedure you can use the following attestation conditions:

Condition	Description
All roles	Attests memberships in all applications roles.
Application roles with matching name	Enter part of a name of application roles with primary memberships to attest. All application roles that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.
Attesting by attestation status	Select an attestation status Attests memberships in application roles that match this attestation status. You can select the follow status: • **Denied memberships**: Attests memberships that have been denied. • **All Memberships**: Attests all memberships. • **New memberships**: Attests memberships that have never been attested.
Specific employees	Select the identities. Attests identity memberships in application roles.
Specific employees with subidentities.	Select the identities. Attests identity memberships in application roles. In addition, this identity's subidentities memberships in application roles are attested.
Specific roles	Select the application roles. Attests memberships in these application roles.

Condition	Description
	Use and to switch between hierarchical and list view. Multi-select is possible.
New or not attested for x days	Specify a number of days. Attests memberships in application roles that have not been attested for the defined number of days.
Roles by assignment type	Select how memberships in application roles must be assigned to enable attestation: • **Directly assigned**: Attests memberships that were assigned directly. • **By request**: Attests memberships that were requested. • **By delegation**: Attests memberships that were delegated.

For this attestation procedure, you can use the following attestation policies:

Approval policies	Description
Attestation by selected approvers with automatic removal of assignments	Click **Assign/Change** in the **Attestors** field and then select the identities that can make approval decisions about attestation cases. Memberships are deleted if attestation is denied and the configuration fits.

Attestation of memberships in business roles

Memberships in business roles are attested using the **Business role membership attestation** attestation procedure.

For this attestation procedure you can use the following attestation conditions:

Condition	Description
All roles	Attests memberships in all business roles.
Business roles with matching name	Enter part of a name of business roles with memberships to attest. All business roles that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.
Attesting by attestation status	Select an attestation status Attests memberships in business roles that match this attestation status. You can select the follow status:

Condition	Description
	• **Denied memberships**: Attests memberships that have been denied. • **All Memberships**: Attests all memberships. • **New memberships**: Attests memberships that have never been attested.
Specific employees	Select the identities. Attests identity memberships in business roles.
Specific employees with subidentities.	Select the identities. Attests identity memberships in business roles. In addition, this identity's subidentities memberships in business roles are attested.
Specific roles	Select the business roles. Attests memberships in these business roles. Use and to switch between hierarchical and list view. Multi-select is possible.
New or not attested for x days	Specify a number of days. Attests memberships in business roles that have not been attested for the defined number of days.
Roles with specific owners	Select the identities. Attests memberships in business roles of identities who are owners of these business roles.
Roles with specific role classes	Select the role classes. Attests membership in business roles of this role class.
Roles with defined risk index	Use the ruler to specify a risk index range. Attests memberships in business roles with a risk index in the chosen range.
Roles with any owner	Attests all memberships in business roles that have an owner.
Roles with owners in depart-ments	Select the departments. Attests all business roles that have an owner in the selected department.
Roles by assign-ment type	Select how memberships in business roles must be assigned to enable attestation: • **Directly assigned**: Attests memberships that were assigned directly. • **By request**: Attests memberships that were requested. • **By delegation**: Attests memberships that were delegated. • **By dynamic role**: Attests memberships that were attested through dynamic roles.

For this attestation procedure, you can use the following attestation policies:

Approval policies	Description
Attestation by selected approvers with automatic removal of assignments	Click **Assign/Change** in the **Attestors** field and then select the identities that can make approval decisions about attestation cases. Memberships are deleted if attestation is denied and the configuration fits.

Attesting assignment of memberships in system roles

Memberships in system roles are attested using the **System role membership attestation** attestation procedure.

For this attestation procedure you can use the following attestation conditions:

Condition	Description
All roles	Attests memberships in all system roles.
System roles with matching name	Enter part of a name of system roles with memberships to attest. All system roles that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.
Attesting by attestation status	Select an attestation status Attests memberships in system roles that match this attestation status. You can select the follow status: • **Denied memberships**: Attests memberships that have been denied. • **All Memberships**: Attests all memberships. • **New memberships**: Attests memberships that have never been attested.
Specific roles	Select the system roles. Attests memberships in these system roles. Use and to switch between hierarchical and list view. Multi-select is possible.
New or not attested for x days	Specify a number of days. Attests memberships in system roles that have not been attested for the defined number of days.
Roles with specific owners	Select the identities. Attests memberships in system roles of identities who are owners of these system roles.

Condition	Description
Roles with defined risk index	Use the ruler to specify a risk index range. Attests memberships in system roles with a risk index in the chosen range.
Roles with any owner	Attests all memberships in system roles that have an owner.
Roles with owners in departments	Select the departments. Attests all system roles that have an owner in the selected department.
System roles by applications	Select the applications (Application Governance). Attests memberships in system roles assigned to these applications.
Roles by assignment type	Select how memberships in system roles must be assigned to enable attestation: • **Directly assigned**: Attests memberships that were assigned directly. • **By request**: Attests memberships that were requested. • **Inherited**: Attests inherited memberships.

For this attestation procedure, you can use the following attestation policies:

Approval policies	Description
Attestation by selected approvers with automatic removal of assignments	Click **Assign/Change** in the **Attestors** field and then select the identities that can make approval decisions about attestation cases. Memberships are deleted if attestation is denied and the configuration fits.

Attesting device owners

Owners of devices are attested by using the **Device ownership attestation** attestation procedure.

Condition	Description
All devices	Attests owners of all the devices.

Attesting system entitlement owners

Owners of system entitlements are attested by using the **System entitlement ownership attestation** attestation procedure.

Condition	Description
All system entitlements	Attests owners of all system entitlements.
System entitlements by applications	Select the applications. Attests system entitlements owners to which the applications are assigned.

Attesting system entitlement owners (initial)

Initial assignments of product owners to system entitlements are attested using the **System entitlement ownership attestation (initial)** attestation procedure (this means that the system entitlements did not have an product owner beforehand).

For this attestation procedure you can use the following attestation conditions:

Condition	Description
All system entitlements without owner	Attests initial assignments of owners to system entitlements that do not have product owners.
No dynamic groups from Active Roles	Attests initial assignment of product owners to system entitlements. Dynamic groups are ignored in the process.

For this attestation procedure, you can use the following attestation policies:

Approval policies	Description
Attestation of ownership by proposed new owner	The proposed new product owners can make approval decisions about attestation cases.

Attesting user accounts

User accounts are attested using the **User account attestation** attestation procedure.

For this attestation procedure you can use the following attestation conditions:

Condition	Description
All user accounts	Attests all user accounts.
All privileged user accounts	Attests all privileged user accounts.
User accounts in the target system	Select the target systems. Attests user accounts assigned to these target systems.
User accounts of specific employees	Select the identities. Attests user accounts assigned to these identities.
Specific user accounts	Select the user accounts to attest. Use and to switch between hierarchical and list view. Multi-select is possible.
User accounts with defined risk index	Use the ruler to specify a risk index range. Attests user accounts with a risk index in the chosen range.
User accounts with matching name	Enter part of a name of user accounts with access to attest. All user accounts that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.
User accounts with employees in departments	Select the departments. Attests user accounts with identities assigned to these departments. Use and to switch between hierarchical and list view. Multi-select is possible.
User accounts of employees in child departments	Select the departments. Attests user accounts with identities assigned to these or their child departments. Use and to switch between hierarchical and list view. Multi-select is possible.
User accounts of employees with matching names	Enter part of a name of the identities with user accounts to attest. All identities that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.
New or not attested for x days	Specify a number of days. Attests user accounts that have not been attested for the defined number of days.
All user accounts not assigned to an identity	Only attests user accounts not assigned to an identity (so-called orphaned user accounts).
Linked user accounts	Attests only user accounts that are assigned these identities.
Target system type	Select the target systems types. Attests user accounts in target system of this target system type.

For this attestation procedure, you can use the following attestation policies:

Approval policies	Description
Attestation by selected approvers	Click **Assign**/**Change** in the **Attestors** field and then select the identities that can make approval decisions about attestation cases.
Attestation by target system manager	Target system managers can be approved through attestation cases.

Attesting system entitlements

System entitlements are attested using the **System entitlement attestation** attestation procedure.

For this attestation procedure you can use the following attestation conditions:

Condition	Description
All system entitlements	Attests all system entitlements.
Specific system entitlements	Select the system entitlements to attest. Use and to switch between hierarchical and list view. Multi-select is possible.
No dynamic groups from Active Roles	Attests all system entitlements. Dynamic groups are ignored in the process.
System entitlements with defined risk index	Use the ruler to specify a risk index range. Attests system entitlements with a risk index in the chosen range.
System entitlements with matching name	Enter part of a name of system entitlements with access to attest. All system entitlements that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.
System entitle-ments by applic-ations	Select the applications. Attests system entitlements that are assigned to these applications.

For this attestation procedure, you can use the following attestation policies:

Approval policies	Description
Attestation of system entitlements by product owner (OA)	Product owners of system entitlements can be approved through attestation cases.

Approval policies	Description
Attestation by target system manager	Target system managers can be approved through attestation cases.

Attesting assignment of system entitlement to departments

System entitlements assignments to departments are attested using the **Attestation of system entitlement assignments to departments** attestation procedure.

Condition	Description
All departments	Attests assignments of system entitlements to all departments.
All system entitle-ments	Attests assignments of all system entitlements to departments.
Attesting by attestation status	Select an attestation status Attests assignments of system entitlements, matching this attestation status, to departments. You can select the follow status: • **Denied memberships**: Attests assignments that have been denied. • **All Memberships:** Attests all assignments. • **New memberships**: Attests assignments that have never been attested.
Specific departments	Select the departments with system entitlements to attest. Use and to switch between hierarchical and list view. Multi-select is possible.
Specific system entitlements	Select the with system entitlements with assignments to departments to attest.
Departments with defined risk index	Use the ruler to specify a risk index range. Attests system entitlement assignments to departments with a risk index in the chosen range.
Departments with matching name	Enter part of a name of departments with system entitlement assignments to attest. All departments that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.
New or not attested for x	Specify a number of days. Attests system entitlement assignments to departments that have not been attested for the defined number of

Condition	Description
days	days.
System entitle-ments with defined risk index	Use the ruler to specify a risk index range. Attests assignments of system entitlements, with a risk index in the chosen range, to departments.
System entitle-ments with matching name	Enter part of a name of system entitlements with assignments to departments to attest. All system entitlements that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Attesting assignment of system entitlement to business roles

System entitlements assignments to business roles are attested using the **Attestation of system entitlement assignments to business roles** attestation procedure.

Condition	Description
All business roles	Attests assignments of system entitlements to all business roles.
All system entitle-ments	Attests assignments of all system entitlements to business roles.
Attesting by attestation status	Select an attestation status Attests assignments of system entitlements, matching this attestation status, to business roles. You can select the follow status: • **Denied memberships**: Attests assignments that have been denied. • **All Memberships:** Attests all assignments. • **New memberships**: Attests assignments that have never been attested.
Specific business roles	Select the business roles with system entitlements to attest. Use and to switch between hierarchical and list view. Multi-select is possible.
Specific system entitlements	Select the with system entitlements with assignments to business roles to attest.
Business roles with specific role classes	Select the role classes. Attests system entitlement assignments to business roles with these role classes.

Condition	Description
Business roles with defined risk index	Use the ruler to specify a risk index range. Attests system entitlement assignments to business roles with a risk index in the chosen range.
Business roles with matching name	Enter part of a name of business roles with system entitlement assignments to attest. All business roles that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.
New or not attested for x days	Specify a number of days. Attests system entitlement assignments to business roles that have not been attested for the defined number of days.
System entitle-ments with defined risk index	Use the ruler to specify a risk index range. Attests assignments of system entitlements, with a risk index in the chosen range, to business roles.
System entitle-ments with matching name	Enter part of a name of system entitlement with assignments to business roles to attest. All system entitlements that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Attestation of system entitlement assignments to cost centers

System entitlements assignments to cost centers are attested using the **Attestation of system entitlement assignments to cost centers** attestation procedure.

Condition	Description
All cost centers	Attests assignments of system entitlements to all cost centers.
All system entitle-ments	Attests assignments of all system entitlements to cost centers.
Attesting by attestation status	Select an attestation status Attests assignments of system entitlements, matching this attestation status, to cost centers. You can select the follow status: • **Denied memberships**: Attests assignments that have been denied. • **All Memberships:** Attests all assignments. • **New memberships**: Attests assignments that have never

Condition	Description
	been attested.
Specific cost centers	Select the cost centers with system entitlements to attest. Use and to switch between hierarchical and list view. Multi-select is possible.
Specific system entitlements	Select the with system entitlements with assignments to cost centers to attest.
Cost centers with defined risk index	Use the ruler to specify a risk index range. Attests system entitlement assignments to cost centers with a risk index in the chosen range.
Cost centers with matching name	Enter part of a name of cost centers with system entitlement assignments to attest. All cost centers that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.
New or not attested for x days	Specify a number of days. Attests system entitlement assignments to cost centers that have not been attested for the defined number of days.
System entitlements with defined risk index	Use the ruler to specify a risk index range. Attests assignments of system entitlements, with a risk index in the chosen range, to cost centers.
System entitlements with matching name	Enter part of a name of system entitlement with assignments to cost centers to attest. All system entitlements that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Attestation of system entitlement assignments to locations

System entitlements assignments to locations are attested using the **Attestation of system entitlement assignments to locations** attestation procedure.

Condition	Description
All locations	Attests assignments of system entitlements to all locations.
All system entitlements	Attests assignments of all system entitlements to locations.
Attesting by	Select an attestation status Attests assignments of system

Condition	Description
attestation status	entitlements, matching this attestation status, to locations. You can select the follow status: • **Denied memberships**: Attests assignments that have been denied. • **All Memberships:** Attests all assignments. • **New memberships**: Attests assignments that have never been attested.
Specific locations	Select the locations with system entitlements to attest. Use and to switch between hierarchical and list view. Multi-select is possible.
Specific system entitlements	Select the with system entitlements with assignments to locations to attest.
Locations with defined risk index	Use the ruler to specify a risk index range. Attests system entitlement assignments to locations with a risk index in the chosen range.
Locations with matching name	Enter part of a name of locations with system entitlement assignments to attest. All locations that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.
New or not attested for x days	Specify a number of days. Attests system entitlement assignments to locations that have not been attested for the defined number of days.
System entitle-ments with defined risk index	Use the ruler to specify a risk index range. Attests assignments of system entitlements, with a risk index in the chosen range, to locations.
System entitle-ments with matching name	Enter part of a name of system entitlement with assignments to locations to attest. All system entitlements that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Attesting assignment of system role assignment to departments

System role assignments to departments are attested with the "Attestation of system role assignments to departments" attestation procedure.

Condition	Description
All departments	Assignments of system roles to all departments
All system roles	Attests assignments of all system roles to departments.
Attesting by attestation status	Select an attestation status Attests assignments of system roles, matching this attestation status, to departments. You can select the follow status: • **Denied memberships**: Attests assignments that have been denied. • **All Memberships:** Attests all assignments. • **New memberships**: Attests assignments that have never been attested.
Specific departments	Select the departments with system roles to attest. Use and to switch between hierarchical and list view. Multi-select is possible.
Specific system roles	Select the with system roles with assignments to departments to attest.
Departments with defined risk index	Use the ruler to specify a risk index range. Attests system role assignments to departments with a risk index in the chosen range.
Departments with matching name	Enter part of a name of departments with system role assignments to attest. All departments that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.
New or not attested for x days	Specify a number of days. Attests system role assignments to departments that have not been attested for the defined number of days.
System roles with defined risk index	Use the ruler to specify a risk index range. Attests assignments of system roles, with a risk index in the chosen range, to departments.
System roles with matching name	Enter part of a name of system role with departments assignments to attest. All system roles that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Attesting assignment of system roles to business roles

System role assignments to business roles are attested with the "Attestation of system role assignments to business roles" attestation procedure.

Condition	Description
All business roles	Attests assignments of system roles to all business roles.
All system roles	Attests assignments of all system roles to business roles.
Attesting by attestation status	Select an attestation status Attests assignments of system roles, matching this attestation status, to business roles. You can select the follow status: • **Denied memberships**: Attests assignments that have been denied. • **All Memberships:** Attests all assignments. • **New memberships**: Attests assignments that have never been attested.
Specific business roles	Select the business roles with system roles to attest. Use and to switch between hierarchical and list view. Multi-select is possible.
Specific system roles	Select the with system roles with assignments to business roles to attest.
Business roles with specific role classes	Select the role classes. Attests system roles assignments to business roles with these role classes.
Business roles with defined risk index	Use the ruler to specify a risk index range. Attests system role assignments to business roles with a risk index in the chosen range.
Business roles with matching name	Enter part of a name of business roles with system role assignments to attest. All business roles that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.
New or not attested for x days	Specify a number of days. Attests system role assignments to business roles that have not been attested for the defined number of days.
System roles with defined risk index	Use the ruler to specify a risk index range. Attests assignments of system roles, with a risk index in the chosen range, to business

Condition	Description
	roles.
System roles with matching name	Enter part of a name of system role with business roles assignments to attest. All system roles that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Cost center system role assignment attestation

System role assignments to cost centers are attested with the "Attestation of system role assignments to cost centers" attestation procedure.

Condition	Description
All cost centers	Attests assignments of system roles to all cost centers.
All system roles	Attests assignments of all system roles to cost centers.
Attesting by attestation status	Select an attestation status Attests assignments of system roles, matching this attestation status, to cost centers. You can select the follow status: • **Denied memberships**: Attests assignments that have been denied. • **All Memberships:** Attests all assignments. • **New memberships**: Attests assignments that have never been attested.
Specific cost centers	Select the cost centers with system roles to attest. Use and to switch between hierarchical and list view. Multi-select is possible.
Specific system roles	Select the with system roles with assignments to cost centers to attest.
Cost centers with defined risk index	Use the ruler to specify a risk index range. Attests system role assignments to cost centers with a risk index in the chosen range.
Cost centers with matching name	Enter part of a name of cost centers with system role assignments to attest. All cost centers that have this pattern in their name are included.

Condition	Description
	Example: **Per** finds "Person", "Personal", "Perfection" and so on.
New or not attested for x days	Specify a number of days. Attests system role assignments to cost centers that have not been attested for the defined number of days.
System roles with defined risk index	Use the ruler to specify a risk index range. Attests assignments of system roles, with a risk index in the chosen range, to cost centers.
System roles with matching name	Enter part of a name of system role with cost center assignments to attest. All system roles that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Attesting assignment of system entitlements to locations

System role assignments to locations are attested with the "Attestation of system role assignments to locations" attestation procedure.

Condition	Description
All locations	Attests assignments of system roles to all locations.
All system roles	Attests assignments of all system roles to locations.
Attesting by attestation status	Select an attestation status Attests assignments of system roles, matching this attestation status, to locations. You can select the follow status: • **Denied memberships**: Attests assignments that have been denied. • **All Memberships:** Attests all assignments. • **New memberships**: Attests assignments that have never been attested.
Specific locations	Select the locations with system roles to attest. Use and to switch between hierarchical and list view. Multi-select is possible.
Specific system roles	Select the with system roles with assignments to locations to attest.

Condition	Description
Locations with defined risk index	Use the ruler to specify a risk index range. Attests system role assignments to locations with a risk index in the chosen range.
Locations with matching name	Enter part of a name of locations with system role assignments to attest. All locations that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.
New or not attested for x days	Specify a number of days. Attests system role assignments to locations that have not been attested for the defined number of days.
System roles with defined risk index	Use the ruler to specify a risk index range. Attests assignments of system roles, with a risk index in the chosen range, to locations.
System roles with matching name	Enter part of a name of system role with location assignments to attest. All system roles that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Attesting assignments to system roles

Assignments to system roles are attested using the **System role membership attestation** attestation procedure.

Condition	Description
All system roles	Attests assignments to all system roles.
Attesting by attestation status	Select an attestation status Attests assignments to system roles, matching this attestation status. You can select the follow status: • **Denied memberships**: Attests assignments that have been denied. • **All Memberships:** Attests all assignments. • **New memberships**: Attests assignments that have never been attested.
Specific system roles	Select the with system roles with assignments to attest.
New or not	Specify a number of days. Attests assignments to system roles that have

Condition	Description
attested for x days	not been attested for the defined number of days.
System roles by applications	Select the applications. Attests assignments to system roles assigned to these applications.
System roles with defined risk index	Use the ruler to specify a risk index range. Attests assignments to system roles with a risk index in the chosen range.
System roles with matching name	Enter part of a name of system role with assignments to attest. All system roles that have this pattern in their name are included. Example: **Per** finds "Person", "Personal", "Perfection" and so on.

Appendix: Page and menu descriptions

In this chapter you will find descriptions of pages and menus available in the Web Portal. The structure of the chapters follows the structure in the Web Portal.

Information (Menu description)

Use the various menu items in the menu (**Information**) to perform the following actions:

- Display pending requests
- Display request inquiries
- Display pending attestations
- Display attestation inquiries
- Display pending rule violations
- Display pending policy violations
- Display your cases

The following tables provide you with an overview of the menu items and actions that can be run from here.

Table 61: Menu items

Menu	Menu item	Description
Information		
	Pending requests	Here you can display and approve pending requests (see Approving and denying requests on page 110).
	Request	Here you can display submitted request inquiries within the scope

Menu	Menu item	Description
	inquiries	of an approval workflow (see Answering inquiries about requests on page 132).
	Pending attestations	Here you can display and approve attestation cases (see Pending attestations on page 163).
	Attestation inquiries	Here you can display submitted attestation inquiries within the scope of an approval workflow (see Attestation inquiries on page 174).
	Pending rule violations	Here you can display and approve pending rule violations (see Managing rule violations on page 194).
	Pending Policy Violations	Here you can display and approve pending policy violations (see Managing policy violations on page 198).
	My Processes	Here you can display processes that you initiated and are currently being processed.

My Processes (page description)

To open the **My Processes** page go to **(Information)** > **My Processes**.

On the **My Processes** page, you can display processes that you initiated and are currently being processed.

The following table gives an overview of the content of the **My Processes** page.

Table 62: Columns

Property	Description
Status	Shows the process status.
Process displays	Shows you which process is being run.
Created on	Shows you when the process was created/initiated.
Modified on	Shows you when the process was last changed.

My requests (Menu description)

Use the various menu items in the menu (**My Requests**) to perform the following actions:

- Request products from different service categories
- Manage your shopping cart
- Renew products
- Unsubscribe products

The following tables provide you with an overview of the menu items and actions that can be run here.

Table 63: Menu items

Menu	Menu item	Description
My requests		
	Request	Here you can request products from different service categories (see Requesting products on page 78).
	Shopping cart	You select the following actions: • Display and edit your shopping cart (see Managing products in the shopping cart on page 80) • Display and edit your Saved for Later list (see Saved for Later list on page 100)
	Renew or unsubscribe	You select the following actions: • Renew products (see Renewing products with limit validity periods on page 128) • Unsubscribe products (see Unsubscribing products on page 129) • Cancel active requests (see Canceling requests on page 127)

Profile (Menu description)

Use the (**Profile**) menu items to view and edit your own profile data, show the address book, or log out of the Web Portal. The following tables provide you with an overview of the menu items and actions that can be run here.

Table 64: Menu items

Menu	Menu item	Description
Profile		
	My Profile	Here you can manage various information about your user profile.

Menu	Menu item	Description
	Address book	You select the following actions: • Display all your company's identities (see Displaying the address book on page 36). • Display more information about identities (see Displaying the address book on page 36).
	Log Off	Use this to menu item log off from Web Portal (see Logging off on page 32).

My profile (page description)

To open the **My Profile** page go to (**<profile>**) > **My Profile**.

On the **My Profile** page, you can manage various information about your user profile.

To do this, click on one of the tiles:

Table 65: Tiles

Tiles	Description
Overview	Opens the **Overview - Identity** page (see Overview – Identity (page description) on page 840). This provides you with all the information at a glance. For more information, click on the links inside one of the shapes.
Contact data	Opens the **Contact Data** page (see Contact data (page description) on page 840). Here you can: • Display and edit your personal data (see Changing my contact data on page 55) • Generate reports (see Creating reports about my identities on page 290)
Password	Opens the **Password Questions** page (see Password questions (page description) on page 842). Here you can manage your password questions (see Managing password questions on page 52).
Attestation	Opens the **Attestation – Identity** page (see My attestation status (page description) on page 888). You select the following actions:

Tiles	Description
	• Display pending attestation cases that you are involved in (see Displaying your attestation cases on page 162) • Grant or deny approval to attestation cases that you are involved in (see Granting or denying my attestation cases on page 162) • Send reminder emails to attestors (see Sending reminders for your own attestation cases on page 155)
Entitlements	Opens the **Entitlements – Identity** page (see Entitlements – Identity (page description) on page 843). Here you see the entitlements assigned to you.
Delegations	Opens the **Delegations – Identity** page (see Delegation (page description) on page 1155). You select the following actions: • Display all active delegations that you are involved in • Delegate your role memberships and responsibilities to other identities (see Adding delegations for my identities on page 294) • Delete delegations (see Deleting my identities' delegations on page 295) • Cancel delegations (see Deleting my identities' delegations on page 295)

Overview – Identity (page description)

To open the **Overview - Identity** page go to **(Profile)** > **My Profile** > **Overview**.

On the **Overview - Identity** page, you can view all the relevant information in your profile summarized in an overview.

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Contact data (page description)

To open the **Contact Data** page go to **(profile)** > **My Profile** > **Contact data**.

On the **Contact Data** page, you can:

- Display and change your contact and profile data (see Changing my contact data on page 55)
- Edit your Active Directory user accounts (see Editing Active Directory user accounts on page 56)

- Change the language in the Web Portal (see Switching languages on page 57)
- Change display and format values in the Web Portal (see Switching languages on page 57)
- Generate reports (see Creating reports about my identities on page 290)

The following tables give you an overview of the various features and content on the **Contact Data** page.

Table 66: Controls

Control	Description
Generate report	Opens a dialog. Use this button to generate a report about your data (see Creating reports about my identities on page 290).
Save	Use this button to save the changes to the data.

You can change the following data.

Table 67: Contact data

Property	Description
Last name	Shows your last name.
First name	Shows your first name.
Default email address	Your default email address
Gender	In the menu, select your gender.
Manager	Shows your manager.
Primary cost center	Shows you which cost center you are primarily assigned to.
Primary department	Shows you which department you are primarily assigned to.
Primary location	Shows you which location you are primarily assigned to.
Room	Enter the room that you work in.
Street	Enter the street where you work.
Zip code	Enter the zip code of your place of work.
City	Enter the city where you work.
Country	Click **Assign/Change** and then select the country you work in.

Property	Description
Language	Click **Assign**/**Change** and then click the language in which you want to display the Web Portal.
Language for value formatting	Click **Assign**/**Change** and then click the language for date and number formats. For example, German dates are displayed in the format DD.MM.JJJJ (24.12.2020) and in English format MM/DD/JJJJ (12/24/2020).
Phone	Enter your phone number.
Mobile phone	Enter your mobile phone number.
Fax	Enter your fax number.
Image	Click **Change** and then select an image to use as your profile picture from your medium.

Password questions (page description)

To open the **Password Questions** page go to **(profile)** > **My Profile** > **Password**.

On the **Password Questions** page, you can:

- Create password questions (see Managing password questions on page 52)
- Edit password questions (see Managing password questions on page 52)
- Delete password questions (see Managing password questions on page 52)
- Unlock password questions (see Managing password questions on page 52)

The following tables give you an overview of the various features and content on the **Request Questions** page.

Table 68: Controls

Control	Description
Edit	Opens a dialog. Use this button to edit or delete a password question (see Managing password questions on page 52).
Unlock	Use this button to unlock a password question (see Managing password questions on page 52).
New question	Use this button to add a new password question (see Managing password questions on page 52).
Save	Use this button to save the changes to the password question.

Entitlements – Identity (page description)

To open the **Entitlements – Identity** page go to (**Profile**) > **My Profile** > **Entitlements**.

On the **Entitlements – Identity** page, you can display all entitlements assigned to you summarized in an overview.

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Address book

Open the **Address Book** page through the (**profile**) > **Address Book** menu item (see Displaying the address book on page 36).

On the**Adress Book** page, you can:

- Display all your company's identities (see Displaying the address book on page 36)
- Display more information about identities (see Displaying the address book on page 36)

The following tables give you an overview of the different functions and content on the **Address Book** page.

Table 69: Controls in the details pane of an identity

Control	Description
Overview	You can use this button to display more information about the identity.

Table 70: Columns

Column	Description
Display	Displays the full name and in brackets, the user name of the employee.
Primary location	Shows the identity's primary location.
Primary department	Shows the department that the identity is primarily assigned to.

Help (Menu description)

Use the various menu items in the menu (**Help**) to perform the following actions:

- Open One Identity help resources
- General information about the Web Portal
- Change the user interface language
- Change the user interface time zone

The following tables provide you with an overview of the menu items and actions that can be run here.

Table 71: Menu items

Menu	Menu item	Description
Help		
	Help	Opens the Web Portal's context-sensitive help.
	Support	Opens the One Identity's support page. There you will find a number of solution methods for different issues.
	Community	Opens One Identity's community page, where you can exchange solutions with other users in a forum.
	Connection	Here you can display detailed information about the logged-in user, authorization groups, and program functions.
	Info	Here you can display, among other things, information about the currently installed version of your Web Portal and legal notices of the product.
	Language	Here you can change the Web Portal's display language (see also Switching languages on page 57).
	Time zones	Here you can change the Web Portal's time zone.

Request (Menu description)

You can use items on the **Request** menu to perform various actions and collect information about requests. The following tables provide you with an overview of the menu items and actions that can be run here.

Table 72: Menu items

Menu	Menu item	Description
Request		
	My requests	

Menu	Menu item	Description
	New Request	Here you can add products that you want to request into your shopping cart (see Adding products to the shopping cart on page 78).
	Request history	You select the following actions: • Display products that you have requested or other identities have requested for you (see Displaying request history on page 126) • Resubmit requests (see Resubmitting requests on page 126) • Cancel requests (see Canceling requests on page 127) • Revoke approval delegations (see Withdrawing delegations from pending requests on page 119) • Release requests for approval (see Revoking hold status of pending requests on page 125) • Withdraw additional approval (see Removing additional approvers of pending requests on page 118) • Recall last question asked (see Deleting inquiries about pending requests on page 124)
	Editing requests	You select the following actions: • Extend the validity period of products (see Renewing products with limit validity periods on page 128) • Unsubscribe products (see Unsubscribing products on page 129) • Cancel active requests (see Canceling requests on page 127) • Escalate request approvals
	Maintain-ing templates	Here you can perform the following actions for your own or system-wide request templates: • Show request templates (see Displaying request templates on page 104) • Create request templates (see Creating request templates on page 105) • Share request templates with other identities (see Publishing request templates on page 106) • Edit request templates (see Editing request templates on page 106) • Delete request templates (see Deleting request

Menu	Menu item		Description
			templates on page 109)
		Shopping cart	You select the following actions: • Display your shopping cart (see Displaying the shopping cart on page 81) • Manage your shopping cart (Managing products in the shopping cart on page 80) • Display your saved for later list (see Displaying Saved for Later list on page 101) • Manage your saved for later list (see Saved for Later list on page 100)
	My actions		
		Pending requests	You select the following actions: • Display all requests that you can approve (see Displaying pending requests on page 110) • Grant or deny requests (see Approving and denying requests on page 110) • Make inquiries about requests if the information is insufficient to make an approval decision (see Sending inquiries about pending requests on page 123) • Add other approvers that can approve requests (see Appointing additional approvers to pending requests on page 117) • Reroute request approvals to other identities (see Rerouting approvals of pending requests on page 117) • Delegate request approvals to other identities (see Delegating approvals of pending requests to other identities on page 118) • Pass request approvals to the fallback approver or the chief approval team (see Escalating approvals of pending requests on page 120) • Change the priority of requests (see Changing priority of pending requests on page 121) • Confirm terms of use of products requested for you (see Confirming terms of use on page 121) • Add more products to existing requests (see Adding more products to pending requests on page 122) • Cancel requests (see Canceling pending requests on

Menu	Menu item		Description
			page 123) • Revoke requests' hold status (see Revoking hold status of pending requests on page 125)
		Approval history	You select the following actions: • Display all approvals of product requests that you, or the identities that report to you, decided upon (see Displaying approvals on page 130) • Cancel requests (see Canceling requests on page 127) • Revoke approval delegations (see Withdrawing delegations from pending requests on page 119) • Release requests for approval (see Revoking hold status of pending requests on page 125) • Withdraw additional approval (see Removing additional approvers of pending requests on page 118)
		Request inquiries	You select the following actions: • Display questions that you were asked about certain requests (see Displaying request inquiries on page 131) • Answer questions that you were asked about certain requests (see Answering inquiries about requests on page 132)
	Auditing		
		Request	Here you can see all the requests. You can also filter them so that only products requested for a specific identity are displayed (see Displaying all requests on page 133).
		Approval	Here you can see all the approvals. You can also filter them so that only requests relating to a specific identity are displayed (see Displaying all approvals on page 134).
	Escalation		You select the following actions: • Display all escalated requests that you can approve (see Displaying escalated requests on page 135) • Grant or deny requests (see Approving and denying escalated requests on page 136) • Make inquiries about requests if the information is insufficient to make an approval decision (see Submitting inquiries about escalated requests on page 147)

Menu	Menu item	Description
		• Add other approvers that can approve requests (see Appointing additional approvers to escalated requests on page 142) • Reroute request approvals to other identities (see Rerouting escalated requests' approvals on page 142) • Delegate request approvals to other identities (see Delegating approvals of escalated requests to other identities on page 143) • Change the priority of requests (see Changing priority of pending requests on page 121) • Add more products to existing requests (see Adding more products to escalated requests on page 145) • Cancel requests (see Canceling escalated requests on page 146) • Revoke requests' hold status (see Revoking hold status of escalated requests on page 148)

My requests (page description)

Open the **Pending Request** page, by navigating through to **Request** > **My Requests**.

On the **My Requests** page you can perform various actions regarding your requests. To do this, click on one of the tiles:

Table 73: Tiles

Tiles	Description
New Request	Here you can add products that you want to request into your shopping cart (see Adding products to the shopping cart on page 78).
Request history	You select the following actions: • Display products that you have requested or other identities have requested for you (see Displaying request history on page 126) • Resubmit requests (see Resubmitting requests on page 126) • Cancel requests (see Canceling requests on page 127) • Revoke approval delegations (see Withdrawing delegations from pending requests on page 119) • Release requests for approval (see Revoking hold status of pending requests on page 125) • Withdraw additional approval (see Removing additional approvers

Tiles	Description
	of pending requests on page 118) • Recall last question asked (see Deleting inquiries about pending requests on page 124)
Editing requests	You select the following actions: • Extend the validity period of products (see Renewing products with limit validity periods on page 128) • Unsubscribe products (see Unsubscribing products on page 129) • Cancel active requests (see Canceling requests on page 127) • Escalate request approvals
Maintain-ing templates	Here you can perform the following actions for your own or system-wide request templates: • Show request templates (see Displaying request templates on page 104) • Create request templates (see Creating request templates on page 105) • Share request templates with other identities (see Publishing request templates on page 106) • Edit request templates (see Editing request templates on page 106) • Delete request templates (see Deleting request templates on page 109)
Shopping cart	You select the following actions: • Display your shopping cart (see Displaying the shopping cart on page 81) • Manage your shopping cart (Managing products in the shopping cart on page 80) • Display your saved for later list (see Displaying Saved for Later list on page 101) • Manage your saved for later list (see Saved for Later list on page 100)

Request (page description)

To open the **Request** page go to **Request** > **My Requests** > **Start a new request**.

On the **Request** page, you can add products that you want to request to your shopping cart (see Adding products to the shopping cart on page 78).

There are products in the list that are marked with an icon. The meanings of these icons are explained in the table below with relevance to the product.

Table 74: Request status

Icon	State
	The product was requested and is already assigned. You cannot make another request at the moment.
	The product was already requested or it is not currently available. It cannot be requested at the moment.
	A pending request already exists for this product. You cannot repeat the request at the moment.
	The product was already assigned to the user. NOTE: The product assignments can be inherited, for example. It is not possible to make another request for this product. If the request is repeated, the status changes to **This product has already been requested**.

The following tables give you an overview of the various features and content on the **Request** page.

Table 75: Controls

Control	Description
Recipient	Shows you the identity for whom you are selecting products. Use the **Change** button to select for which identities you want to request the products (see Requesting for other identities or subidentities on page 93).
Find a service item	Use this search to help you find the products you want to request.
Service items in the category	Shows you to which service category the displayed products belong. If the service category contains subcategories, click in the list and select the appropriate subcategory.
Change service category	Use this button to select another service category.
Include child categories	Use this check box to group together main and subcategories of the selected service category in a list.
Add to cart	This opens the **My Shopping Cart** page (see My shopping cart (page description) on page 861). Use this button to add all the products you have selected using the (**Add to cart**) check box next to the product to the shopping cart (see Adding products to the shopping cart on page 78).
Actions > Check requests for this recipient	This opens the **Requests for <identity>** page (see Requests for identities (page description) on page 851).

Control	Description
	Use this action to check which products the selected recipient already owns. This prevents you from requesting products that the recipient already has.
Actions > Select a request template	Use this action to request products from a request template (see Requesting from templates on page 90).
Actions > Select a reference user	Use this action to request products that a specific identity already has (see Requesting products through reference users on page 91).
Actions > Show products other identities requested	This opens the **Products other identities requested** page (see Products other identities requested (page description) on page 852). Use this action to display and request products that other identities in the system have already requested (see Requesting products through peer groups on page 92).

Table 76: Columns

Column	Description
Add to cart	Select the check box next to the product you want to add to the shopping cart. Then, using the **Add to cart** button, add these products to the shopping cart (see Adding products to the shopping cart on page 78).
Product	Shows you the product's name.
Service category	Shows you to which service category the product belongs.
Request	Use the **Add to cart** button to add the corresponding product to the shopping cart (see Adding products to the shopping cart on page 78).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

TIP: You can see more information about each action in the details pane. In the list, click the corresponding product and expand the details pane by clicking on the gray area.

Requests for identities (page description)

To open the **Requests for <identity>** page go to **Request** > **My Requests** > **Start a new request** > **Actions** > **Select a reference user**.

On the **Requests for <identity>** page, you display and request products that a previously selected identity has already request (see Requesting products through reference users on page 91). This way, you have a quick method of requesting products that are important to you or your identities.

There are products in the list that are marked with an icon. The meanings of these icons are explained in the table below with relevance to the product.

Table 77: Request status

Icon	State
	The product was requested and is already assigned. You cannot make another request at the moment.
	The product was already requested or it is not currently available. It cannot be requested at the moment.
	A pending request already exists for this product. You cannot repeat the request at the moment.
	The product was already assigned to the user. NOTE: The product assignments can be inherited, for example. It is not possible to make another request for this product. If the request is repeated, the status changes to **This product has already been requested**.

The following tables give you an overview of the various features and content on the **Requests for <identity>** page.

Table 78: Controls

Control	Description
Add to cart	Use this button to add to the shopping cart all the products you have selected using the check box next to the product in the **Request** column.
Create template	Use this button to create a request template that you can reuse later to save time (see Creating request templates on page 105).

Table 79: Columns

Column	Description
Request	Select the check box next to the product you want to add to the shopping cart. Then, using the **Add to cart** button, you can add these products to the shopping cart.
Full name	Shows you the product's name.
Description	Shows you the description of the product.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Products other identities requested (page description)

To open the **Products other identities requested** page go to **Request** > **My Requests** > **Start a new request** > **Actions** > **Show products other identities requested**.

On the **Products other identities requested** page, you can display and request products that other identities in the system have already requested (see Requesting products through peer groups on page 92). As a manager, you can also see products from the peer group of an identity that you manage. This way, you have a quick method of requesting products that are important to you or your responsible identities.

TIP: A peer group contains all the identities that have the same manager or the same primary or secondary department as the request recipient.

There are products in the list that are marked with an icon. The meanings of these icons are explained in the table below with relevance to the product.

Table 80: Request status

Icon	State
	The product was requested and is already assigned. You cannot make another request at the moment.
	The product was already requested or it is not currently available. It cannot be requested at the moment.
	A pending request already exists for this product. You cannot repeat the request at the moment.
	The product was already assigned to the user. NOTE: The product assignments can be inherited, for example. It is not possible to make another request for this product. If the request is repeated, the status changes to **This product has already been requested**.

The following tables give you an overview of the various features and content on the **Products other identities requested** page.

Table 81: Controls

Control	Description
Add to cart	Use this button to add all the products you have selected using the (**Add to cart**) check box next to the product to the shopping cart.

Table 82: Columns

Column	Description
Add to cart	Select the check box next to the product you want to add to the shopping cart. Then, using the **Add to cart** button, you can add these products to the shopping cart.
Product	Shows you the product's name.
Number of identities	Shows you how many the peer group identities already own this product.

Column	Description
Distribution in the peer group	Shows you how many peer identities already own this product in percent.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Request history (page description)

To open the **Request History** page go to **Request** > **My Requests** > **Request History** (see Displaying request history on page 126).

On the **Request History** page, you can:

- Display products that you have requested or other identities have requested for you (see Displaying request history on page 126)
- Resubmit requests (see Resubmitting requests on page 126)
- Cancel requests (see Canceling requests on page 127)
- Revoke approval delegations (see Withdrawing delegations from pending requests on page 119)
- Release requests for approval (see Revoking hold status of pending requests on page 125)
- Withdraw additional approval (see Removing additional approvers of pending requests on page 118)
- Recall last question asked (see Deleting inquiries about pending requests on page 124)

The following tables give you an overview of the various features and content on the **Request History** page.

Table 83: Controls

Control	Description
Advanced search	The advanced search allows you to control which product requests are displayed (see Displaying request history on page 126): • **Requests submitted by you for yourself**: Select this check box to display product requests you placed yourself. • **Requests submitted by you for others**: Select this check box to display product requests you placed for other identities. • **Requests submitted by others for you**: Select this check box to display product requests other identities placed for you.

Control	Description
	• **Requests submitted by other users**: Select this check box to display product requests placed by other identities that report to you. • **Filter by request number**: Enter the request number of the request you want to display. • **pending**: Select this check box to display product requests that are not yet approved (status: **Request**). • **Approved**: Select this check box to display product requests that have been granted approval (status: **Assigned**). • **Canceled or denied or unsubscribed**: Select this check box to display product requests that have been canceled, denied, or unsubscribed (state: **Canceled**, **Denied**, **Unsubscribed**). Click **Search** to apply the filter criteria to the request history. Click **Reset** to reset the filter criteria to the default search.

Table 84: Controls in the details pane of a product

Control	Description
Submit again	Use this button to request the product again (see Resubmitting requests on page 126). After you enter a reason, the product will be added to your shopping cart and you can submit the request (see Submitting requests on page 89).
Cancel	Use this button to withdraw the selected product request (see Canceling requests on page 127). The button is only displayed if the product has the status **Request**.
Recall last question	Use this button to recall the question that you asked another identity about the product request (see Deleting inquiries about pending requests on page 124).
Withdrawing delegation	Use this button to withdraw the delegation of the approval (see Withdrawing delegations from pending requests on page 119). To do this, the request approval must have been transferred to another identity beforehand (see Delegating approvals of pending requests to other identities on page 118).
Withdrawing additional approval	If you have appointed an additional approver for this product request (see Appointing additional approvers to pending requests on page 117), use this button to revoke the action. Then you are the only approver of this product request (see Removing additional approvers of pending requests on page 118).
Revoking hold status	Use this button to release the request for approval again so that it can be processed by the approvers (see Revoking hold status of pending requests on page 125).

Table 85: Columns

Column	Description
Product	Shows the name of the product that was requested.
State	Shows the current status of the product request (see Approving and denying requests on page 110). The following status' are possible: • **Assigned**: The product request was successful and the product was successfully assigned. • **Request**: The product request is still awaiting an approval decision (it is still in the request workflow). In the details pane, on the **Workflow** tab, you can see the current position in the workflow. • **Pending**: The product request is waiting for an approval decision from an approver. In the details pane, on the **Workflow** tab, you can see what the approval is waiting for. • **Approved**: The product request was granted approval by the approver and continues along the workflow. In the details pane, on the **Workflow** tab, you can see the current position in the workflow. • **Renewal**: The product has been renewed (see Renewing products with limit validity periods on page 128). • **Unsubscription**: The product is being unsubscribed (see Unsubscribing products on page 129). • **Denied**: The request for this product was denied. The reason for denying may be a policy or rule violation or the manager not verifying the request if it is only temporary. In the details pane, on the **Workflow** tab, you can see when and why the request was denied. . • **Canceled**: The product request was canceled (see Canceling requests on page 127) or the system could not carry out the request (for example, because a identity for verifying it was not given or the validity period expired). In the details pane, on the **Workflow** tab, you can see when and why the request was canceled. • **Unsubscribed**: The product was unsubscribed (see Unsubscribing products on page 129). In the details pane, on the **Workflow** tab, you can see when and why the request was unsubscribed.
Request date	Shows when the product was requested.
Recipient	Shows for whom the product was requested.
Shopping cart	Shows you the request number of the total request with which the product was requested.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each product in the details pane. To do this, click the product in the list:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.

Renewing or unsubscribing (page description)

To open the **Renew or renew** page go to **Request** > **My Requests** > **Edit Requests**.

On the **Renew or Unsubscribe** page, you can:

- Extend the validity period of products (see Renewing products with limit validity periods on page 128)
- Unsubscribe products (see Unsubscribing products on page 129)
- Cancel active requests (see Canceling requests on page 127)
- Escalate request approvals

The following tables give you an overview of the various features and content on the **Renew or Unsubscribe** page.

Table 86: Controls

Control	Description
Requests for	Shows you the identity whose products you are displaying. Use the **Change** button to select whose products you want to display.
Unsubscribe	Use this button to unsubscribe the selected product (see Unsubscribing products on page 129).
Renew	Use this button to renew the validity period of the selected product (see Renewing products with limit validity periods on page 128).

Table 87: Controls in the details pane of a product

Control	Description
Escalate request	Use this button to escalate the product request. If the approver responsible is not available for an extended period or has no access to Web Portal, then the fallback approver or member of the chief approval team can make an approval decision. The button is only displayed if the product can be escalated. For more information, see Escalated requests on page 135.

Control	Description
Show request	Opens the **Request overview** page (see Request overview ((page description)) on page 858). Use this button to display the entire request used to request this product.
Withdraw request	Use this button to withdraw the selected product request (see Canceling requests on page 127). The button is only displayed if the product has the status **Request**.

Table 88: Columns

Column	Description
Valid until	Shows you when product expires.
Product	Shows you the product's name.
State	Shows the current status of the product. The following status' are possible: • **Assigned**: The request was successful and the product was successfully assigned to you. • **Request**: The request is still awaiting an approval decision (it is still in the workflow). In the details pane, on the **Workflow** tab, you can see the current position in the workflow. • **Unsubscription**: The product is being unsubscribed. In the details pane, on the **Workflow** tab, you can see the current position in the workflow.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each product in the details pane. To do this, click the product in the list:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.

Request overview ((page description))

To open the **Request Overview** page go to **Request** > **My Requests** > **Edit Requests** > Details pane > **Show request** (see Displaying and approving entire requests of pending requests on page 112).

The **Request overview** page provides an overview of all the products from a specific request.

The following table gives you an overview of the different functions on the **Request overview** page.

Table 89: Columns

Column	Description
Product	Shows the name of the product that was requested.
State	Shows the current status of the product. The following status' are possible: • **Assigned**: The request was successful and the product was successfully assigned. • **Request**: The request is still awaiting an approval decision (it is still in the workflow). In the details pane, on the **Workflow** tab, you can see the current position in the workflow. • **Pending**: The request is waiting for an approval decision from an approver. In the details pane, on the **Workflow** tab, you can see what the approval is waiting for. • **Approved**: The request was granted approval by the approver and continues along the workflow. In the details pane, on the **Workflow** tab, you can see the current position in the workflow. • **Renew**: The product was just renewed. • **Unsubscription**: The product is being unsubscribed. • **Deny**: The request was denied. In the details pane, on the **Workflow** tab, you can see when and why the request was denied. • **Canceled**: The request was canceled. In the details pane, on the **Workflow** tab, you can see when and why the request was canceled. • **Canceled**: The request was canceled. In the details pane, on the **Workflow** tab, you can see when and why the request was unsubscribed.
Request date	Shows when the product was requested.
Recipient	Shows for whom the product was requested.
Shopping cart	Show the request shopping cart from which the product was requested.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each product in the details pane. To do this, click the product in the list:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.

Shopping Cart Templates (page description)

To open the **Cart Templates** page go to **Request** > **My Requests** > **Maintain Templates** (see Displaying request templates on page 104).

On the **Cart Templates** page you can perform the following actions for your own or system-wide request templates:

- Show request templates (see Displaying request templates on page 104)
- Create request templates (see Creating request templates on page 105)
- Share request templates with other identities (see Publishing request templates on page 106)
- Edit request templates (see Editing request templates on page 106)
- Delete request templates (see Deleting request templates on page 109)

For more information about requesting from an request template, see Requesting from templates on page 90.

The following table gives you an overview of the various features on the **Cart Templates** page.

Table 90: Controls

Control	Description
Expand	Use this button to display the contents of the request template.
Edit	You can use this button to add additional information to the request template (see Adding additional information to request templates on page 107) or share the request template with other identities (see Publishing request templates on page 106).
Delete	You can use this button to delete the request template (see Deleting request templates on page 109) or remove individual products from the template (see Removing products from request templates on page 108).

Table 91: Templates – status

Status	Meaning
	This template has not been approved yet. A decision about publishing it still

Status	Meaning
	pending.
🟡	The template is marked for public use but was not published yet.
🟢	The template has been released for publication and can be used by other identit-ies.

My shopping cart (page description)

To open the **My shopping cart** page go to **Request** > **My requests** > **Shopping cart** (see Displaying the shopping cart on page 81).

When you select products for a request, first they are added to the shopping cart and displayed on the **My Shopping Cart** page. Once you have placed all the products in the shopping cart, you can send the requests. If you want request products at a later date, you can move them from here to the Saved for later list (see Saving products for later on page 100).

To find out how to manage products in the shopping cart, see Managing products in the shopping cart on page 80.

NOTE: In certain circumstances, you may cause a compliance violation when you grant approval to a request, which allocates a specific entitlement to a business role. For example, this might occur if an identity obtains an unauthorized entitlement through this business role. In this case, the compliance violation is displayed in the details pane of the shopping cart.

On the **My Shopping Cart** page, you can:

- Display your shopping cart (see Displaying the shopping cart on page 81)
- Manage your shopping cart (Managing products in the shopping cart on page 80)
- Display your saved for later list (see Displaying Saved for Later list on page 101)
- Manage your saved for later list (see Saved for Later list on page 100)

The following tables give you an overview of the various features and content on the **My Shopping Cart** page.

Table 92: Controls

Control	Description
Actions > Check shopping cart	Use this action to check the requests in the shopping cart (see Checking the shopping cart and removing invalid products on page 87). After checking, you will know whether the request can be carried out.
Actions > Create template from shopping	This opens the **Cart Templates** page. Use this action to create a template from the shopping cart to create

Control	Description
cart	further requests (see Creating request templates on page 105). For example, you can use this template for another recipient (see Requesting from templates on page 90).
Actions > Delete invalid requests	Use this action to remove requests from the shopping cart that have either violate a rule or have insuffient permissions (see Checking the shopping cart and removing invalid products on page 87).
Actions > Delete shopping cart	Use this action to empty the entire shopping cart (see Deleting shopping carts on page 89).
Actions > View Saved for Later list	This opens the **Saved for Later** page (see Saved for Later list (page description) on page 863). Use this action to show your Saved for later list (see Displaying Saved for Later list on page 101).
Actions > Edit details	This opens the Details page (see Details (page description) on page 864). Use this action to edit multiple products in the shopping cart and apply the changes to them all (see Editing multiple products in the shopping cart on page 81).
Edit	Use this action to: • Specify the validity period of all products in the shopping cart (see Setting the validity period of products in your shopping cart on page 83) • Enter a reason for requesting all products (see Giving reasons for requests on page 85)
Submit	Use this button to check the request and submit it (see Submitting requests on page 89).

Table 93: Controls in the details pane of a product

Control	Description
	This symbol shows the current information about the product. In some cases, this icon is available as an action on the product if a request with dependent products cannot be sent.
Delete	Use this button to delete the product from the shopping cart (see Removing products from the shopping cart on page 82).
Save	Use this button to save information that you have edited in the product's details pane.
Actions > Request for multiple identit-	Use this action to duplicate requests in the shopping cart for other identities (see Requesting products in the shopping cart for multiple identities on page 88).

Control	Description
ies	
Actions > Save for later	Use this action to move requests from the shopping car to the Saved for Later list (see Saving products for later on page 100).

Table 94: Columns

Column	Description
Request	Shows you the name of the product you want to request
Recipient	Shows for whom the product is requested.
Status	Shows you if the product can be requested or if there are problems. The status is displayed only after the request has been checked for validity (see Checking the shopping cart and removing invalid products on page 87).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

TIP: You can make further settings for each product in the details pane. To do this, click the product in the list:

Saved for Later list (page description)

To open the **Saved for Later** page go to **Request** > **My Requests** > **Shopping Cart** > **Actions** > **View Saved for Later list** (see Displaying Saved for Later list on page 101)

On the **Saved for Later** list, you can:

- Display all products that you have saved for requesting later (see Displaying Saved for Later list on page 101)
- Move products from the Saved for Later list to the shopping cart to request them (see Requesting products on the Saved for Later list on page 101)
- Remove products from the Saved for Later list (see Removing products from the Saved for Later list on page 102)
- Delete the entire Saved for Later list (see Deleting the Saved for Later list on page 103)

TIP: To find out how to save a product for later, see Saving products for later on page 100.

The following tables give you an overview of the various features and content on the **Saved for Later** page.

Table 95: Controls

Control	Description
Deleting the Saved for Later list	Use this button to delete the entire Saved for Later list (see Deleting the Saved for Later list on page 103).
Delete selected	Use this button to remove all the products from shopping cart you selected using the check box next to the product in the **Select** column (see Removing products from the Saved for Later list on page 102).
Move to shopping cart	Use this button to move to the shopping cart all the products you have selected using the check box next to the product in the **Select** column (see Requesting products on the Saved for Later list on page 101).

Table 96: Controls in the details pane of a product

Control	Description
Delete	Use this button to delete the product from the Saved for Later list (see Removing products from the Saved for Later list on page 102).
Save	Use this button to save additional information about the product in the details pane.
Actions > Move to shopping cart	Use this action to move request from the Saved for Later list to the shopping cart and request them there (see Requesting products on the Saved for Later list on page 101).

Table 97: Columns

Column	Description
Select	Select the check box next to the products you want to move to the shopping cart or delete from the Saved for Later list. Then, using the **Move to shopping cart** or **Delete selected** buttons, you can move these products to the shopping cart or delete them from the Saved for Later list.
Request	Shows you the name of the product you want to request
Recipient	Shows you for whom the product is requested.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

TIP: You can make further settings for each product in the details pane. To do this, click the product in the list:

Details (page description)

To open the **Details** page go to **Request** > **My Requests** > **Shopping Cart** > **Actions** > **Edit details**.

If you have several products in the shopping cart, you can edit them individually on the **Details** page and apply modified properties to several of the same products. This way, you do not have to adjust the same settings separately for each individual product, but can "copy" the changes (see Editing multiple products in the shopping cart on page 81).

The following tables give you an overview of the various features and content on the **Details** page.

Table 98: Controls

Control	Description
Apply to all	Use this button to apply changes made in the field next to it to all other products of the same type (see Editing multiple products in the shopping cart on page 81).
Save	Use this button to save all the changes.

Table 99: Columns

Column	Description
Recipient	Shows you for whom the product is requested.
Settings	Shows you all the data you can change.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

My actions (page description)

To open the **My Actions** page go to **Request** > **My Actions**.

On the **My Actions** page, you can perform various actions for requests in which you are involved as an approver.

To do this, click on one of the tiles:

Table 100: Tiles

Tile	Description
Pending requests	You select the following actions: • Display all requests that you can approve (see Displaying pending requests on page 110) • Grant or deny requests (see Approving and denying requests on page 110) • Make inquiries about requests if the information is insufficient to make an approval decision (see Sending inquiries about pending requests on

Tile	Description
	page 123) • Add other approvers that can approve requests (see Appointing additional approvers to pending requests on page 117) • Reroute request approvals to other identities (see Rerouting approvals of pending requests on page 117) • Delegate request approvals to other identities (see Delegating approvals of pending requests to other identities on page 118) • Pass request approvals to the fallback approver or the chief approval team (see Escalating approvals of pending requests on page 120) • Change the priority of requests (see Changing priority of pending requests on page 121) • Confirm terms of use of products requested for you (see Confirming terms of use on page 121) • Add more products to existing requests (see Adding more products to pending requests on page 122) • Cancel requests (see Canceling pending requests on page 123) • Revoke requests' hold status (see Revoking hold status of pending requests on page 125)
Approval history	You select the following actions: • Display all approvals of product requests that you, or the identities that report to you, decided upon (see Displaying approvals on page 130) • Cancel requests (see Canceling requests on page 127) • Revoke approval delegations (see Withdrawing delegations from pending requests on page 119) • Release requests for approval (see Revoking hold status of pending requests on page 125) • Withdraw additional approval (see Removing additional approvers of pending requests on page 118)
Request inquiries	You select the following actions: • Display questions that you were asked about certain requests (see Displaying request inquiries on page 131) • Answer questions that you were asked about certain requests (see Answering inquiries about requests on page 132)

Pending attestations (page description)

Open the **Pending Request** page, by navigating through to **Request** > **My actions** > **Pending requests**.

Many requests go through a manual approval process in order to ensure the correct assignment of products. For more information about requests, see Pending requests on page 109.

On the **Pending Attestations** page, you can:

- Display all requests that you can approve (see Displaying pending requests on page 110)
- Grant or deny requests (see Approving and denying requests on page 110)
- Make inquiries about requests if the information is insufficient to make an approval decision (see Sending inquiries about pending requests on page 123)
- Add other approvers that can approve requests (see Appointing additional approvers to pending requests on page 117)
- Reroute request approvals to other identities (see Rerouting approvals of pending requests on page 117)
- Delegate request approvals to other identities (see Delegating approvals of pending requests to other identities on page 118)
- Pass request approvals to the fallback approver or the chief approval team (see Escalating approvals of pending requests on page 120)
- Change the priority of requests (see Changing priority of pending requests on page 121)
- Confirm terms of use of products requested for you (see Confirming terms of use on page 121)
- Add more products to existing requests (see Adding more products to pending requests on page 122)
- Cancel requests (see Canceling pending requests on page 123)
- Revoke requests' hold status (see Revoking hold status of pending requests on page 125)

The following tables give you an overview of the different functions and content on the **Attestations** page.

Table 101: Controls

Control	Description
Approve	Use this button to approve the product request (see Approving and denying requests on page 110).
Deny	Use this button to deny the product request (see Approving and denying requests on page 110).
Approve all	Use this button to approve the all the product requests shown (see Approving and denying requests on page 110).
Deny all	Use this button to deny the all the product requests shown (see Approving and denying requests on page 110).

Control	Description
Next	Opens the **Pending Requests – Approvals** (see Pending requests – Approvals on page 871). Use this button to show an overview of all approvals made that you still make adjustments to and then save. As long as you have not made an approval decision (by using the appropriate button), this button is disabled.

Table 102: Controls in the details pane of a product

Control	Description
Withdraw request	Use this button to approve the product request (see Canceling pending requests on page 123.
Revoking hold status	Use this button to release the request for approval again so that it can be processed by the approvers (see Revoking hold status of pending requests on page 125).
Withdrawing additional approval	If you have appointed an additional approver for this product request (see Appointing additional approvers to pending requests on page 117), use this button to revoke the action. Then you are the only approver of this product request (see Removing additional approvers of pending requests on page 118).
Recall last question	Use this button to recall the question that you asked another identity about the product request (see Deleting inquiries about pending requests on page 124).
Display the identity's entitlements	Use this button to specify which modifications to make to the effective date of change (see Approving new managers' pending requests on page 115).
more > Send inquiry	Use this function to send an inquiry to an identity about the product request (see Sending inquiries about pending requests on page 123).
more > Show entire request	Use this action to show the entire request that was used to request this product (see Displaying and approving entire requests of pending requests on page 112).
more > Reroute approval	Use this action to let another approval level make the approval decision about a product. For example, if approval is required by a manager in a one-off case (see Rerouting approvals of pending requests on page 117).
more > Add approver	Use this action to add an additional approver to share the approval decision about the request (see Appointing additional approvers to pending requests on page 117). You can revoke this action in the approval history (see Removing additional approvers of pending requests on page 118).

Control	Description
more > Delegate approval	Use this action to delegate the approval decision about the request to another identity (see Delegating approvals of pending requests to other identities on page 118)(see Delegating approvals of escalated requests to other identities on page 143).
more > Reject approval	Use this action to reject the product request (see Rejecting request approval on page 120). The approval decision is returned to the original approver.
more > Escalate approval	Use this action to escalate the approval of this product request such that a fallback approver or member of the chief approval team can make the approval decision for this request (see Escalating approvals of pending requests on page 120).
more > Change priority	Use this action to change the priority of the product request (see Changing priority of pending requests on page 121).

Table 103: Columns

Column	Description
Product	Shows the name of the product that was requested.
State	Shows the current status of the product.
Request date	Shows when the product was requested.
Recipient	Shows for whom the product was requested.
Priority	Shows the priority for this product request.
Approval	Use these two buttons to make an approval decision about the product request. TIP: If you have made all your approval decisions, click **Next** to open an overview page and save all the approvals.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each product in the details pane. To do this, click the product in the list:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.

Requests overview (page description)

To open the **Request overview** page go to **Request** > **My Actions** > **Pending Requests** > Details pane > **more** > **Show entire request**.

The **Request overview** page provides an overview of all the products from a specific request and you can approve all the pending product requests (see Displaying and approving entire requests of pending requests on page 112).

The following tables give you an overview of the different functions and content on the **Request overview** page.

Table 104: Controls

Control	Description
Add items to this request	Opens the **Request** page (see Request (page description) on page 849). Use this button to add more products to the corresponding request (see Adding more products to pending requests on page 122).
Approve all	Opens the **Pending Requests – Approvals** (see Pending requests – Approvals on page 871). Use this button to approve all pending product requests in this request (see Displaying and approving entire requests of pending requests on page 112.

Table 105: Controls in the details pane of a product

Control	Description
Cancel	Use this button to cancel the product request (see Canceling pending requests on page 123).

Table 106: Columns

Column	Description
Product	Shows the name of the product that was requested.
State	Shows the current status of the product. The following status' are possible: • **Assigned**: The request was successful and the product was successfully assigned. • **Request**: The request is still awaiting an approval decision (it is still in the workflow). In the details pane, on the **Workflow** tab, you can see the current position in the workflow. • **Pending**: The request is waiting for an approval decision from an approver. In the details pane, on the **Workflow** tab, you can see what

Column	Description
	the approval is waiting for. • **Approved**: The request was granted approval by the approver and continues along the workflow. In the details pane, on the **Workflow** tab, you can see the current position in the workflow. • **Renew**: The product was just renewed. • **Unsubscription**: The product is being unsubscribed. • **Deny**: The request was denied. In the details pane, on the **Workflow** tab, you can see when and why the request was denied. • **Canceled**: The request was canceled. In the details pane, on the **Workflow** tab, you can see when and why the request was canceled. • **Unsubscribed**: The request was unsubscribed. In the details pane, on the **Workflow** tab, you can see when and why the request was unsubscribed.
Request date	Shows when the product was requested.
Recipient	Shows for whom the product was requested.
Shopping cart	Shows the request shopping cart from which the product was requested.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each product in the details pane. To do this, click the product in the list:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.

Pending requests – Approvals

To open the **Pending Requests – Approvals** page go to **Request** > **My Actions** > **Pending Requests** > Make approval decision > **Next**.

After you have made your approval decisions on the **Pending Requests** page, you can save the approval on the **Pending Requests – Approvals** page so that they take effect (see Approving and denying requests on page 110). You can also enter reason for the approval decisions here.

The following tables give you an overview of the different functions and content on the **Pending Requests – Approvals** page.

Table 107: Controls

Control	Description
Reason for approvals	Here you can enter a reason for all approved product requests.
Standard reason	Here you can select one of the standard reasons saved in the system for all approved product requests.
Reason for denials	Here you can enter a reason for all denied product requests.
Standard reason	Here you can select one of the standard reasons saved in the system for all denied product requests.
Save	Use this button to save all the settings and approval decisions.
Back	Use this button to switch to the previous page. For example, to approve other product requests.

Table 108: Columns

Column	Description
Product	Shows the name of the product that was requested.
Recipient	Shows for whom the product was requested.
Valid from	Here you can specify from when the product is valid (see Changing priority of pending requests on page 121).
Valid until	Here you can specify until when the product is valid (see Changing priority of pending requests on page 121).
Reason	Here you can enter a reason for the decision. To do this, click on the link and, in the dialog, enter a reason or select one of the standard reasons.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Approval history (page description)

To open the **Approval history** page go to **Request** > **My actions** > **Pending requests** (see Displaying approvals on page 130).

On the **Approval History** page, you can:

- Display all approvals of product requests that you, or the identities that report to you, decided upon (see Displaying approvals on page 130)
- Cancel requests (see Canceling requests on page 127)

- Revoke approval delegations (see Withdrawing delegations from pending requests on page 119)
- Release requests for approval (see Revoking hold status of pending requests on page 125)
- Withdraw additional approval (see Removing additional approvers of pending requests on page 118)

If you only want to display approvals for a specific time period, use the filter function in the **Request date** column.

The following tables give you an overview of the various features and content on the **Approval History** page.

Table 109: Controls

Control	Description
Advanced search	The advanced search allows you to control which approvals are displayed: • **Approved by**: Click **Assign** and select the identity whose approvals you want to display. • **Filter by request number**: Enter the request number of the request you want to display. TIP: To find out the request number of a request, open the request history (see Displaying request history on page 126) and take the request number from the **Shopping Cart** column in the row of the corresponding product. • **Pending**: Select this check box to display product requests that you have made an approval decision about but have not yet been approved (status: **Request**). • **Approved**: Select this check box to display product requests that have been granted approval (status: **Assigned**). • **Canceled or denied or unsubscribed**: Select this check box to display product requests that have been canceled, denied, or unsubscribed (state: **Canceled**, **Denied**, **Unsubscribed**). Click **Search** to apply the filter criteria to the request history. Click **Reset** to reset the filter criteria to the default search.

Table 110: Controls in the details pane of a product

Control	Description
Withdraw request	Use this button to withdraw the product request Canceling requests on page 127.
Withdrawing delegation	Use this button to withdraw the delegation of the approval (see Withdrawing delegations from pending requests on page 119). To do

Control	Description
	this, the request approval must have been transferred to another identity beforehand (see Delegating approvals of pending requests to other identities on page 118).
Withdrawing additional approval	If you have appointed an additional approver for this product request (see Appointing additional approvers to pending requests on page 117), use this button to revoke the action. Then you are the only approver of this product request (see Removing additional approvers of pending requests on page 118).
Revoking hold status	Use this button to release the request for approval again so that it can be processed by the approvers (see Revoking hold status of pending requests on page 125).
Revoke last decision	Use this option to undo the last approval decision you made about this request.

Table 111: Columns

Column	Description
Product	Shows the name of the product that was requested.
State	Shows the current status of the product. The following status' are possible: • **Assigned**: The product request was successful and the product was successfully assigned. • **Request**: The product request is still awaiting an approval decision (it is still in the request workflow). In the details pane, on the **Workflow** tab, you can see the current position in the workflow. • **Pending**: The product request is waiting for an approval decision from an approver. In the details pane, on the **Workflow** tab, you can see what the approval is waiting for. • **Approved**: The product request was granted approval by the approver and continues along the workflow. In the details pane, on the **Workflow** tab, you can see the current position in the workflow. • **Renewal**: The product has been renewed (see Renewing products with limit validity periods on page 128). • **Unsubscription**: The product is being unsubscribed (see Unsubscribing products on page 129). • **Denied**: The request for this product was denied. The reason for denying may be a policy or rule violation or the manager not verifying the request if it is only temporary. In the details pane, on the **Workflow** tab, you can see when and why the request was denied. • **Canceled**: The product request was canceled or the system could not

Column	Description
	carry out the request (for example, because a identity for verifying it was not given or the validity period expired). In the details pane, on the **Workflow** tab, you can see when and why the request was canceled. • **Unsubscribed**: The product was unsubscribed (see Unsubscribing products on page 129). In the details pane, on the **Workflow** tab, you can see when and why the request was unsubscribed.
Request date	Shows when the product was requested.
Recipient	Shows for whom the product was requested.
Shopping cart	Shows you the request number of the total request with which the product was requested.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each product in the details pane. To do this, click the product in the list:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.

Request inquiries (page description)

To open the **Request Inquiries** page go to **Request** > **My Actions** > **Request Inquiries** (see Displaying request inquiries on page 131).

On the **Request Inquiries** page, you can:

- Display questions that you were asked about certain requests (see Displaying request inquiries on page 131)
- Answer questions that you were asked about certain requests (see Answering inquiries about requests on page 132)

The following tables give you an overview of the various features and content on the **Request Inquiries** page.

Table 112: Controls in the details pane of a product

Control	Description
Respond	Use this button to respond to the inquiry (see Answering inquiries about requests on page 132).

Table 113: Columns

Column	Description
Product	Shows the name of the product that was requested.
State	Shows the current status of the product.
Request date	Shows when the product was requested.
Recipient	Shows for whom the product was requested.
Shopping cart	Shows you the request number of the total request with which the product was requested.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each product in the details pane. To do this, click the product in the list:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.

Auditing (page description)

To open the **Auditing** page go to **Request** > **Auditing**.

On the **Auditing** page, you can:

- Display all requests in the system (see Displaying all requests on page 133)
- Display all approvals in the system (see Displaying all approvals on page 134)

To do this, click on one of the tiles:

Table 114: Tiles

Tiles	Description
Request	Here you can see all the requests. You can also filter them so that only products requested for a specific identity are displayed (see Displaying all requests on page 133).
Approval	Here you can see all the approvals. You can also filter them so that only requests relating to a specific identity are displayed (see Displaying all approvals on page 134).

Auditing – Requests (page description)

To open the **Auditing - Requests** page go to **Request** > **Auditing** > **Request**.

On the **Auditing - Requests** page, you can show all requests (see Displaying all requests on page 133).

If you only want to display requests for a specific identity, use the Advanced search. If you only want to display requests for a specific time period, use the filter function in the **Request date** column.

The following tables give you an overview of the various features and content on the **Auditing – Requests** page.

Table 115: Controls

Control	Description

Advanced search	The advanced search allows you to control which product requests are displayed:
	• **Select identity**: Click **Assign** and select the identity whose requests you want to display. You can then use the following options to control which product requests are displayed:
	  ◦ **Requests submitted by the selected identity for itself**: Select this check box to display product requests placed by the selected identity for themselves.
	  ◦ **Requests submitted by the selected identity for others**: Select this check box to display product requests placed by the selected identity for other identities.
	  ◦ **Requests submitted by others for the selected identity**: Select this check box to display product requests placed by other identities for the selected identity.
	  ◦ **Submitted requests in the selected identity's organization**: Select this check box to display product requests placed in the selected identity's scope of responsibility.
	• **Filter by request number**: Enter the request number of the request you want to display.
	• **Pending**: Select this check box to display product requests that are not yet approved (status: **Request**).
	• **Approved**: Select this check box to display product requests that have been granted approval (status: **Assigned**).
	• **Canceled or denied or unsubscribed**: Select this check box to display product requests that have been canceled, denied, or unsubscribed.

Control	Description
	Click **Search** to apply the filter criteria. Click **Reset** to reset the filter criteria to the default search.

Table 116: Controls in the details pane of a product

Control	Description
Show details	Use this button to show the details of the entire request used to request this product.

Table 117: Columns

Column	Description
Product	Shows the name of the product that was requested.
State	Shows the current status of the product. The following status' are possible: • **Assigned**: The product request was successful and the product was successfully assigned. • **Request**: The product request is still awaiting an approval decision (it is still in the request workflow). In the details pane, on the **Workflow** tab, you can see the current position in the workflow. • **Pending**: The product request is waiting for an approval decision from an approver. In the details pane, on the **Workflow** tab, you can see what the approval is waiting for. • **Approved**: The product request was granted approval by the approver and continues along the workflow. In the details pane, on the **Workflow** tab, you can see the current position in the workflow. • **Renewal**: The product has been renewed (see Renewing products with limit validity periods on page 128). • **Unsubscription**: The product is being unsubscribed (see Unsubscribing products on page 129). • **Denied**: The request for this product was denied. The reason for denying may be a policy or rule violation or the manager not verifying the request if it is only temporary. In the details pane, on the **Workflow** tab, you can see when and why the request was denied. . • **Canceled**: The product request was canceled or the system could not carry out the request (for example, because a identity for verifying it was not given or the validity period expired). In the details pane, on the **Workflow** tab, you can see when and why the request was canceled. • **Unsubscribed**: The product was unsubscribed (see Unsubscribing products on page 129). In the details pane, on the **Workflow** tab, you

Column	Description
	can see when and why the request was unsubscribed.
Request date	Shows when the product was requested. TIP: If you only want to display products that were requested within a certain time period, click (**Filtering: Request date**) next to the column header and select the appropriate options.
Recipient	Shows for whom the product was requested.
Shopping cart	Shows you the request number of the total request with which the product was requested.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each product in the details pane. To do this, click the product in the list:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.

Auditing - Approvals (page description)

To open the **Auditing - Approvals** page go to **Request** > **Auditing** > **Approval**.

On the **Auditing - Approvals** page, you can show all the request approvals (see Displaying all approvals on page 134).

If you only want to display approvals for a specific identity, use the Advanced search. If you only want to display requests for a specific time period, use the filter function in the **Request date** column.

The following tables give you an overview of the various features and content on the **Auditing – Approvals** page.

Table 118: Controls

Control	Description
Advanced search	The advanced search allows you to control which approvals are displayed: • **Select approver**: Click **Assign** and select the identity whose approvals you want to display. • **Filter by request number**: Enter the request number of the

Control	Description
	request you want to display. TIP: To find out the request number of a request, open the request history (see Displaying request history on page 126) and take the request number from the **Shopping Cart** column in the row of the corresponding product. • **Pending**: Select this check box to display product requests that are not yet approved (status: **Request**). • **Approved**: Select this check box to display product requests that have been granted approval (status: **Assigned**). • **Canceled or denied or unsubscribed**: Select this check box to display product requests that have been canceled, denied, or unsubscribed (state: **Canceled**, **Denied**, **Unsubscribed**). Click **Search** to apply the filter criteria to the request history. Click **Reset** to reset the filter criteria to the default search.

Table 119: Controls in the details pane of a product

Control	Description
Show details	Use this button to show the details of the entire request used to request this product.

Table 120: Columns

Column	Description
Product	Shows the name of the product that was requested.
State	Shows the current status of the product. The following status' are possible: • **Assigned** – The product request was successful and the product was successfully assigned. • **Request** – The product request is still awaiting an approval decision (it is still in the request workflow). In the details pane, on the **Workflow** tab, you can see the current position in the workflow. • **Pending** – The product request is waiting for an approval decision from an approver. In the details pane, on the **Workflow** tab, you can see what the approval is waiting for. • **Approved** – The product request was granted approval by the approver and continues along the workflow. In the details pane, on the **Workflow** tab, you can see the current position in the workflow. • **Renewal** – The product has been renewed (see Renewing products with limit validity periods on page 128).

Column	Description
	• **Unsubscription** – The product is being unsubscribed (see Unsubscribing products on page 129). • **Denied** – The request for this product was denied. The reason for denying may be a policy or rule violation or the manager not verifying the request if it is only temporary. In the details pane, on the **Workflow** tab, you can see when and why the request was denied. . • **Canceled** – The product request was canceled or the system could not carry out the request (for example, because a identity for verifying it was not given or the validity period expired). In the details pane, on the **Workflow** tab, you can see when and why the request was canceled. • **Unsubscribed** – The product was unsubscribed (see Unsubscribing products on page 129). In the details pane, on the **Workflow** tab, you can see when and why the request was unsubscribed.
Request date	Shows when the product was requested.
Recipient	Shows for whom the product was requested.
Shopping cart	Shows you the request number of the total request with which the product was requested.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each product in the details pane. To do this, click the product in the list:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.

IT Shop escalation (page description)

NOTE: You only see the **IT Shop escalation** page if you are a fallback approver or member of the chief approval team.

Open the **IT Shop Escalation Approval** page by navigating through **Request** > **Escalation**.

If the are requests pending and the approver responsible is not available for an extended period or has no access to Web Portal, then the fallback approver or member of the chief approval team must make an approval decision. For more detailed information about the chief approval team, see the *One Identity Manager IT Shop Administration Guide*.

On the **IT Shop Escalation Approvals** page, you can:

- Display all escalated requests that you can approve (see Displaying escalated requests on page 135)
- Grant or deny requests (see Approving and denying escalated requests on page 136)
- Make inquiries about requests if the information is insufficient to make an approval decision (see Submitting inquiries about escalated requests on page 147)
- Add other approvers that can approve requests (see Appointing additional approvers to escalated requests on page 142)
- Reroute request approvals to other identities (see Rerouting escalated requests' approvals on page 142)
- Delegate request approvals to other identities (see Delegating approvals of escalated requests to other identities on page 143)
- Change the priority of requests (see Changing priority of pending requests on page 121)
- Add more products to existing requests (see Adding more products to escalated requests on page 145)
- Cancel requests (see Canceling escalated requests on page 146)
- Revoke requests' hold status (see Revoking hold status of escalated requests on page 148)

NOTE: To show requests, you must enter at least one filter option.

The following tables give you an overview of the different functions and content on the **Devices** page.IT Shop

Table 121: Controls

Control	Description
Approve	Use this button to approve the product request (see Approving and denying escalated requests on page 136).
Deny	Use this button to deny the product request (see Approving and denying escalated requests on page 136).
Approve all	Use this button to approve the all the product requests shown (see Approving and denying escalated requests on page 136).
Deny all	Use this button to deny the all the product requests shown (see Approving and denying escalated requests on page 136).
Next	Opens the **IT Shop escalation – Approvals** (see IT Shop escalation - Approvals on page 886). Use this button to show an overview of all approvals made that you still make adjustments to and then save. As long as you have not made an approval decision (by using the appropriate button), this button is disabled.

Table 122: Controls in the details pane of a product

Control	Description
Withdraw request	Use this button to approve the product request (see Canceling escalated requests on page 146).
Revoking hold status	Use this button to release the request for approval again so that it can be processed by the approvers (see Revoking hold status of escalated requests on page 148).
Withdrawing additional approval	If you have appointed an additional approver for this product request (see Appointing additional approvers to escalated requests on page 142), use this button to revoke the action. Then you are the only approver of this product request (see Removing additional approvers from escalated requests on page 143).
Recall last question	Use this button to recall the question that you asked another identity about the product request (see Submitting inquiries about escalated requests on page 147).
Display the identity's entitlements	Use this button to specify which modifications to make to the effective date of change (see Approving new manager's escalated assignments on page 140).
more > Send inquiry	Use this function to send an inquiry to an identity about the product request (see Submitting inquiries about escalated requests on page 147).
more > Show entire request	Use this action to show the entire request that was used to request this product (see Displaying and approving entire requests of escalated requests on page 138).
more > Reroute approval	Use this action to let another approval level make the approval decision about a product. For example, if approval is required by a manager in a one-off case (see Rerouting escalated requests' approvals on page 142).
more > Add approver	Use this action to add an additional approver to share the approval decision about the request (see Appointing additional approvers to escalated requests on page 142). You can revoke this action in the approval history (see Removing additional approvers from escalated requests on page 143).
more > Delegate approval	Use this action to delegate the approval decision about the request to another identity (see Delegating approvals of escalated requests to other identities on page 143).
more > Change priority	Use this action to change the priority of the product request (see Changing priority of escalated requests on page 144).

Table 123: Columns

Column	Description
Product	Shows the name of the product that was requested.
State	Shows the current status of the product.
Request date	Shows when the product was requested.
Recipient	Shows for whom the product was requested.
Priority	Shows the priority for this product request.
Approval	Use these two buttons to make an approval decision about the product request. TIP: If you have made all your approval decisions, click **Next** to open an overview page and save all the approvals.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each product in the details pane. To do this, click the product in the list:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.

Requests overview (page description)

To open the **Request overview** page go to **Request** > **Escalation** > Details pane > **more** > **Show entire request**.

The **Request overview** page provides an overview of all the products from a specific request and you can approve all the pending product requests (see Displaying and approving entire requests of escalated requests on page 138).

The following tables give you an overview of the different functions and content on the **Request overview** page.

Table 124: Controls

Control	Description
Add items to this request	Opens the **Request** page (see Request (page description) on page 849). Use this button to add more products to the corresponding request (see Adding more products to escalated requests on page 145).

Control	Description
Approve all	Opens the **IT Shop escalation – Approvals** (see IT Shop escalation - Approvals on page 886). Use this button to approve all pending product requests in this request Displaying and approving entire requests of pending requests on page 112).

Table 125: Controls in the details pane of a product

Control	Description
Cancel	Use this button to cancel the product request (see Canceling escalated requests on page 146).

Table 126: Columns

Column	Description
Product	Shows the name of the product that was requested.
State	Shows the current status of the product. The following status' are possible: • **Assigned**: The request was successful and the product was successfully assigned. • **Request**: The request is still awaiting an approval decision (it is still in the workflow). In the details pane, on the **Workflow** tab, you can see the current position in the workflow. • **Pending**: The request is waiting for an approval decision from an approver. In the details pane, on the **Workflow** tab, you can see what the approval is waiting for. • **Approved**: The request was granted approval by the approver and continues along the workflow. In the details pane, on the **Workflow** tab, you can see the current position in the workflow. • **Renew**: The product was just renewed. • **Unsubscription**: The product is being unsubscribed. • **Deny**: The request was denied. In the details pane, on the **Workflow** tab, you can see when and why the request was denied. • **Canceled**: The request was canceled. In the details pane, on the **Workflow** tab, you can see when and why the request was canceled. • **Unsubscribed**: The request was unsubscribed. In the details pane, on the **Workflow** tab, you can see when and why the request was unsubscribed.
Request date	Shows when the product was requested.

Column	Description
Recipient	Shows for whom the product was requested.
Shopping cart	Shows the request shopping cart from which the product was requested.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each product in the details pane. To do this, click the product in the list:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.

IT Shop escalation - Approvals

To open the **IT Shop escalation – Approvals** page go to **Request** > **Escalation** > Make approval decision > **Next**.

After you have made your approval decisions on the **IT Shop Escalation Approvals** page, you can save the approval on the **IT Shop Escalation – Approvals** page so that they take effect (see Approving and denying escalated requests on page 136). You can also enter reason for the approval decisions here.

The following tables give you an overview of the different functions and content on the **IT Shop Escalation – Approvals** page.

Table 127: Controls

Control	Description
Reason for approvals	Here you can enter a reason for all approved product requests.
Standard reason	Here you can select one of the standard reasons saved in the system for all approved product requests.
Reason for denials	Here you can enter a reason for all denied product requests.
Standard reason	Here you can select one of the standard reasons saved in the system for all denied product requests.
Save	Use this button to save all the settings and approval decisions.
Back	Use this button to switch to the previous page. For example, to approve other product requests.

Table 128: Columns

Column	Description
Product	Shows the name of the product that was requested.
Recipient	Shows for whom the product was requested.
Valid from	Here you can specify from when the product is valid (see Changing priority of escalated requests on page 144).
Valid until	Here you can specify until when the product is valid (see Changing priority of escalated requests on page 144).
Reason	Here you can enter a reason for the decision. To do this, click on the link and, in the dialog, enter a reason or select one of the standard reasons.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation (Menu description)

You can use attestation to test the balance between security and compliance within your company. Managers or others responsible for compliance can use the One Identity Manager attestation functionality to certify correctness of permissions, requests, or exception approvals either scheduled or on demand. Recertification is the term generally used to describe regular certification of permissions. One Identity Manager uses the same workflows for recertification and attestation.

There are attestation policies defined in One Identity Manager for carrying out attestations. Attestation policies specify which objects are attested when, how often, and by whom. Once an attestation is performed, One Identity Manager creates attestation cases that contain all the necessary information about the attestation objects and the attestor responsible. The attestor checks the attestation objects. They verify the correctness of the data and initiate any changes that need to be made if the data conflicts with internal rules.

Attestation cases record the entire attestation sequence. Each attestation step in an attestation case can be audit-proof reconstructed. Attestations are run regularly using scheduled tasks. You can also trigger single attestations manually.

Attestation is complete when the attestation case has been granted or denied approval. You specify how to deal with granted or denied attestations on a company basis.

You can use items on the **Attestation** menu to perform various actions and collect information. The following tables provide you with an overview of the menu items and actions that can be run here.

Table 129: Menu items

Menu	Menu item		Description
Attestation			
	My attestation status		You can select the following actions: • Display attestation cases that affect you (see Displaying your attestation cases on page 162) • Display attestors for pending attestation cases (see Displaying attestors of my attestation cases on page 151) • Send reminders to approvers (see Sending reminders for your own attestation cases on page 155)
	My actions		
		Pending attestations	Make approval decisions about pending attestations.
		Attestation history	View all the approvals that you made about attestations.
		Attestation inquiries	Display and answer attestation inquiries submitted within the scope of an approval workflow.
	Auditing		Display all attestations.
	Governance administration		
		Attestation runs	Display an attestation prediction and an overview of pending attestation cases.
		Attestation policy settings	Display or create attestation policies.
	Escalation		Make decisions about escalating attestations.

My attestation status (page description)

To open the **My Attestation Status** page go to **Attestation** > **My Attestation Status**.

On the **Attestation Status** page, you can:

- Display attestation cases that affect you (see Displaying your attestation cases on page 162)
- Display attestors for pending attestation cases (see Displaying attestors of my attestation cases on page 151)
- Send reminders to approvers (see Sending reminders for your own attestation cases on page 155)

The attestation cases are divided into different sections on the following tabs to provide a clearer overview:

- **Memberships**: Shows you all attestation cases that relate to memberships in objects.
- **User accounts**: Shows you all attestation cases that relate to user accounts.
- **Group memberships**: Shows all the attestation cases that relate to memberships in groups.
- **Object** attestation: Shows you all attestation cases that relate to the attestation of specific objects.
- **All attestation cases**: Shows all the attestation cases.

The following tables give you an overview of the various features and content on the **My Attestation Status** page.

Table 130: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of my attestation cases on page 151) and send them reminder mails (see Sending reminders for your own attestation cases on page 155).
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders for your own attestation cases on page 155).
Approve	Opens the **Pending Attestations – Identity** page (see Pending attestations – Identity (page description) on page 923). Use this button to gran or deny approval to pending attestation cases that affect you (see Granting or denying my attestation cases on page 162).

Table 131: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of my attestation cases on page 151). Then you can send them reminder mails (see Sending reminders for your own attestation cases on page

Control	Description
	155).
Show details	You can use this button to display details about all the objects that are included in this attestation case (see Displaying your attestation cases on page 162).

Table 132: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Denied**: The attestation case has been denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each instance in the details pane. To do this, click the appropriate instance in the list.

- **Information**: Displays general information about the attestations case.
- **Workflow**: Shows the chronological lifecycle of the attestation case.
- **Attestation policy**: Shows further information about the attestation policy used.
- **History**: Shows the object's attestation history.

My actions (page description)

To open the **My Actions** page go to **Attestation** > **My Actions**.

On the **My Actions** page, you can perform various actions for attestation cases in which you are involved as an approver.

To do this, click on one of the tiles:

Table 133: Tiles

Tiles	Description
Pending attestations	You select the following actions: • Display pending attestation cases (see Displaying pending attestation cases on page 163) • Make approval decisions about attestation cases (see Pending attestations on page 163)
Attestation history	You can display all approvals of attestation cases that you, or the identities that report to you, decided upon.
Attestation inquiries	Here you can perform the following actions in response to questions you have been asked about specific attestation cases: • Show inquiries (see Displaying attestation case inquiries on page 175) • Answer inquiries (see Answering attestation case inquiries on page 175)

Pending attestations (page description)

To open the **Pending Attestations** page go to **Attestation** > **My Actions** > **Pending Attestations**.

On the **Pending Attestations** page, you can select object types for which pending attestation cases exist and then approve or deny them.

Use the **Switch to policy view** button to display all existing attestation cases grouped by the associated attestation policy and then make your approval decisions about the attestation cases (see Pending attestations – Attestation policies (page description) on page 892).

To make it easier to follow, the objects to be attested are grouped and accessible over tiles. Click one of the following tiles and then select the object to be attested:

- One Identity Manager application roles
- Departments
- System roles
- Locations
- Business roles
- PAM assets

- PAM user accounts
- Identities
- Cost centers
- User accounts
- System entitlements

Pending attestations – Attestation policies (page description)

To open the **Pending Attestations - Attestation Policies** page go to **Attestation** > **My Actions** > **Pending Attestations** > **Switch to policy view**.

On the **Pending Attestations - Attestation Policies** page, you can display all existing attestation cases grouped by the corresponding attestation policy. If you click on an entry in the list, you can then approve the corresponding attestation cases (see Granting or denying attestation cases on page 164).

The following table gives you an overview of the different controls on the **Pending Attestations – Attestation policies** page.

Table 134: Columns

Column	Description
Attestation policy	Shows you the name of the attestation policy for which there are pending attestation cases.
Attestation Cases	Shows you how many pending attestation cases there are for this attestation policy and whether they are overdue.
Review	Shows you how many attestation cases of the current attestation runs have already been approved.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Pending attestations – Attestation policy (page description) role

To open the **Pending Attestations – Attestation Policy** page go to **Attestation** > **My Actions** > **Pending Attestations** > **Switch to policy view** > select an attestation policy.

On the **Pending Attestations – Attestation Policy** page, you can:

- Display pending attestation cases (see Displaying pending attestation cases on page 163)
- Display attestors for pending attestation cases (see Displaying attestors of pending attestation cases on page 152)

- Display object details to attest (see Displaying pending attestation cases on page 163)
- Generate reports about objects to attest
- Send reminders to approvers (see Sending reminders about pending attestation cases on page 156)
- Grant or deny attestation cases (see Granting or denying attestation cases on page 164)
- Make inquiries about attestation cases if the information is insufficient to make an approval decision (see Submitting inquiries about pending attestation cases on page 171)
- Reroute attestation case approvals to other identities (see Rerouting approvals of pending attestation cases on page 166)
- Add other approvers that can approve attestation cases (see Appointing additional approvers to pending attestation cases on page 167)
- Delegate attestation case approvals to other identities (see Delegating approvals of pending attestation cases to other identities on page 169)
- Revoke attestation cases' hold status (see Revoking the hold status of pending attestation cases on page 172)

The following tables give you an overview of the different functions and content on the **Pending Attestations – attestation policy** page.

Table 135: Controls

Control	Description
Approve	Use this button to grant the attestation approval (see Granting or denying attestation cases on page 164).
Deny	Use this button to deny the attestation approval (see Granting or denying attestation cases on page 164).
Approve all	Use this button to grant all attestations approval (see Granting or denying attestation cases on page 164).
Deny all	Use this button to deny all attestations approval (see Granting or denying attestation cases on page 164).
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of pending attestation cases on page 152) and send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about pending attestation cases on page 156).
Next	Opens the **Pending Attestations – Approvals** (see Pending attestations – approvals (page description) on page 957).

Control	Description
	Use this button to display an overview of all approvals made and set further options (see Granting or denying attestation cases on page 164). As long as you have not made a decision (with the help of the previous buttons) this button is disabled.

Table 136: Controls in the attestation case's details pane

Control	Description
Actions > Go to attested object	Use this action to switch to an overview of the object to be attested (see Displaying pending attestation cases on page 163).
Actions > Send inquiry	Use this action to send an inquiry to an identity about the attestation case (see Submitting inquiries about pending attestation cases on page 171).
Actions > Reroute approval	Use this action to let another approval level make the approval decision about the attestation case. For example, if approval is required by a manager in a one-off case (see Rerouting approvals of pending attestation cases on page 166).
Actions > Add approver	Use this action to add an additional approver to share the approval decision about the attestation case (see Appointing additional approvers to pending attestation cases on page 167).
Actions > Delegate approval	Use this action to delegate the approval decision about the attestation case to another identity (see Delegating approvals of pending attestation cases to other identities on page 169). You can revoke this action in the attestation history (see Withdrawing delegations from pending attestation case approvals on page 169).
Actions > Reject approval	Use this action to reject the approval decision about an attestation case (see Rejecting approval of attestation cases on page 170). The approval decision is returned to the original approver.
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of pending attestation cases on page 152). Then you can send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Withdrawing additional approval	If you have appointed an additional approver for this attestation case (see Appointing additional approvers to pending attestation cases on page 167), use this button to revoke the action. Then you are the only approver of this attestation case again (see Removing additional approvers from pending attestation cases on page 168).
Revoking hold status	Use this button to release the attestation case for approval again so that it can be processed by the approvers (see Revoking the hold status of pending attestation cases on page 172).

Control	Description
Report	Use this button to generate a report about the object to attest.
Show details	You can use this function to display details about all the objects that are included in this attestation case (see Displaying pending attestation cases on page 163).

Table 137: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. It is possible that some of the attestation cases have existed for a while and have been approved several times. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.
Approval	Use these two buttons to make an approval decision about the attestation case. TIP: If you have made all your approval decisions, click **Next** to open an overview page and save all the approvals.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each instance in the details pane. To do this, click the appropriate instance in the list.

- **Information**: Displays general information about the attestations case.
- **Workflow**: Shows the chronological lifecycle of the attestation case.
- **Attestation policy**: Shows further information about the attestation policy used.
- **History**: Shows the object's attestation history.

Pending attestations: One Identity Manager application roles (page description)

To open the **Pending Attestations: One Identity Manager application roles** page go to **Attestation** > **My Actions** > **Pending Attestations** > **One Identity Manager application roles**.

On the **Pending Attestations: One Identity Manager application roles** page, you can show all the One Identity Manager application roles with pending attestation cases that you can approve. If you click on an application role, a new page opens where you can make approval decisions about the attestation cases and run other tasks (see Pending attestations – Application role (page description) on page 896).

The following table gives you an overview of the different controls on the **Pending Attestations: One Identity Manager application roles** page.

Table 138: Controls

Control	Description
Tree view	Use this button to switch to the tree/hierarchical view.
List view	Use this button to switch to the detailed list view. TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Pending attestations – Application role (page description)

To open the **Pending Attestations – Application role** page go to **Attestation** > **My Actions** > **Pending Attestations** > **One Identity Manager application roles** > select application role.

On the **Pending Attestations – Application role** page, you can:

- Display pending attestation cases (see Displaying pending attestation cases on page 163)
- Display attestors for pending attestation cases (see Displaying attestors of pending attestation cases on page 152)
- Display object details to attest (see Displaying pending attestation cases on page 163)
- Generate reports about objects to attest

- Send reminders to approvers (see Sending reminders about pending attestation cases on page 156)
- Grant or deny attestation cases (see Granting or denying attestation cases on page 164)
- Make inquiries about attestation cases if the information is insufficient to make an approval decision (see Submitting inquiries about pending attestation cases on page 171)
- Reroute attestation case approvals to other identities (see Rerouting approvals of pending attestation cases on page 166)
- Add other approvers that can approve attestation cases (see Appointing additional approvers to pending attestation cases on page 167)
- Delegate attestation case approvals to other identities (see Delegating approvals of pending attestation cases to other identities on page 169)
- Revoke attestation cases' hold status (see Revoking the hold status of pending attestation cases on page 172)

The following tables give you an overview of the different functions and content on the **Pending Attestations – Application role** page.

Table 139: Controls

Control	Description
Approve	Use this button to grant the attestation approval (see Granting or denying attestation cases on page 164).
Deny	Use this button to deny the attestation approval (see Granting or denying attestation cases on page 164).
Approve all	Use this button to grant all attestations approval (see Granting or denying attestation cases on page 164).
Deny all	Use this button to deny all attestations approval (see Granting or denying attestation cases on page 164).
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of pending attestation cases on page 152) and send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about pending attestation cases on page 156).
Next	Opens the **Pending Attestations – Approvals** (see Pending attestations – approvals (page description) on page 957). Use this button to display an overview of all approvals made and set further options (see Granting or denying attestation cases on page 164). As long as you have not made a decision (with the help of the previous buttons) this button is disabled.

Table 140: Controls in the attestation case's details pane

Control	Description
Actions > Go to attested object	Use this action to switch to an overview of the object to be attested (see Displaying pending attestation cases on page 163).
Actions > Send inquiry	Use this action to send an inquiry to an identity about the attestation case (see Submitting inquiries about pending attestation cases on page 171).
Actions > Reroute approval	Use this action to let another approval level make the approval decision about the attestation case. For example, if approval is required by a manager in a one-off case (see Rerouting approvals of pending attestation cases on page 166).
Actions > Add approver	Use this action to add an additional approver to share the approval decision about the attestation case (see Appointing additional approvers to pending attestation cases on page 167).
Actions > Delegate approval	Use this action to delegate the approval decision about the attestation case to another identity (see Delegating approvals of pending attestation cases to other identities on page 169). You can revoke this action in the attestation history (see Withdrawing delegations from pending attestation case approvals on page 169).
Actions > Reject approval	Use this action to reject the approval decision about an attestation case (see Rejecting approval of attestation cases on page 170). The approval decision is returned to the original approver.
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of pending attestation cases on page 152). Then you can send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Withdrawing additional approval	If you have appointed an additional approver for this attestation case (see Appointing additional approvers to pending attestation cases on page 167), use this button to revoke the action. Then you are the only approver of this attestation case again (see Removing additional approvers from pending attestation cases on page 168).
Revoking hold status	Use this button to release the attestation case for approval again so that it can be processed by the approvers (see Revoking the hold status of pending attestation cases on page 172).
Report	Use this button to generate a report about the object to attest.
Show details	You can use this function to display details about all the objects that are included in this attestation case (see Displaying pending attestation cases on page 163).

Table 141: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. It is possible that some of the attestation cases have existed for a while and have been approved several times. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.
Approval	Use these two buttons to make an approval decision about the attestation case. TIP: If you have made all your approval decisions, click **Next** to open an overview page and save all the approvals.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each instance in the details pane. To do this, click the appropriate instance in the list.

- **Information**: Displays general information about the attestations case.
- **Workflow**: Shows the chronological lifecycle of the attestation case.
- **Attestation policy**: Shows further information about the attestation policy used.
- **History**: Shows the object's attestation history.

Pending attestations: Departments (page description)

To open the **Pending Attestations: Departments** page go to **Attestation** > **My Actions** > **Pending Attestations** > **Departments**.

On the **Pending Attestations: Departments** page, you can show all the departments with pending attestation cases that you can approve. If you click on a department, a new page opens where you can make approval decisions about the attestation cases and run other tasks (see Pending attestations – Department (page description) on page 900).

The following table gives you an overview of the different controls on the **Pending Attestations: Departments** page.

Table 142: Controls

Control	Description
Tree view	Use this button to switch to the tree/hierarchical view.
List view	Use this button to switch to the detailed list view. TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Pending attestations – Department (page description)

To open the **Pending Attestations – Department** page go to **Attestation** > **My Actions** > **Pending Attestations** > **Departments** > select a department.

On the **Pending Attestations – Department** page, you can:

- Display pending attestation cases (see Displaying pending attestation cases on page 163)
- Display attestors for pending attestation cases (see Displaying attestors of pending attestation cases on page 152)
- Display object details to attest (see Displaying pending attestation cases on page 163)
- Generate reports about objects to attest
- Send reminders to approvers (see Sending reminders about pending attestation cases on page 156)
- Grant or deny attestation cases (see Granting or denying attestation cases on page 164)
- Make inquiries about attestation cases if the information is insufficient to make an approval decision (see Submitting inquiries about pending attestation cases on page 171)
- Reroute attestation case approvals to other identities (see Rerouting approvals of pending attestation cases on page 166)

- Add other approvers that can approve attestation cases (see Appointing additional approvers to pending attestation cases on page 167)
- Delegate attestation case approvals to other identities (see Delegating approvals of pending attestation cases to other identities on page 169)
- Revoke attestation cases' hold status (see Revoking the hold status of pending attestation cases on page 172)

The following tables give you an overview of the different functions and content on the **Pending Attestations – Department** page.

Table 143: Controls

Control	Description
Approve	Use this button to grant the attestation approval (see Granting or denying attestation cases on page 164).
Deny	Use this button to deny the attestation approval (see Granting or denying attestation cases on page 164).
Approve all	Use this button to grant all attestations approval (see Granting or denying attestation cases on page 164).
Deny all	Use this button to deny all attestations approval (see Granting or denying attestation cases on page 164).
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of pending attestation cases on page 152) and send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about pending attestation cases on page 156).
Next	Opens the **Pending Attestations – Approvals** (see Pending attestations – approvals (page description) on page 957). Use this button to display an overview of all approvals made and set further options (see Granting or denying attestation cases on page 164). As long as you have not made a decision (with the help of the previous buttons) this button is disabled.

Table 144: Controls in the attestation case's details pane

Control	Description
Actions > Go to attested object	Use this action to switch to an overview of the object to be attested (see Displaying pending attestation cases on page 163).
Actions > Send inquiry	Use this action to send an inquiry to an identity about the attestation case (see Submitting inquiries about pending attestation cases on page 171).

Control	Description
Actions > Reroute approval	Use this action to let another approval level make the approval decision about the attestation case. For example, if approval is required by a manager in a one-off case (see Rerouting approvals of pending attestation cases on page 166).
Actions > Add approver	Use this action to add an additional approver to share the approval decision about the attestation case (see Appointing additional approvers to pending attestation cases on page 167).
Actions > Delegate approval	Use this action to delegate the approval decision about the attestation case to another identity (see Delegating approvals of pending attestation cases to other identities on page 169). You can revoke this action in the attestation history (see Withdrawing delegations from pending attestation case approvals on page 169).
Actions > Reject approval	Use this action to reject the approval decision about an attestation case (see Rejecting approval of attestation cases on page 170). The approval decision is returned to the original approver.
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of pending attestation cases on page 152). Then you can send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Withdrawing additional approval	If you have appointed an additional approver for this attestation case (see Appointing additional approvers to pending attestation cases on page 167), use this button to revoke the action. Then you are the only approver of this attestation case again (see Removing additional approvers from pending attestation cases on page 168).
Revoking hold status	Use this button to release the attestation case for approval again so that it can be processed by the approvers (see Revoking the hold status of pending attestation cases on page 172).
Report	Use this button to generate a report about the object to attest.
Show details	You can use this function to display details about all the objects that are included in this attestation case (see Displaying pending attestation cases on page 163).

Table 145: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.

Column	Description
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. It is possible that some of the attestation cases have existed for a while and have been approved several times. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.
Approval	Use these two buttons to make an approval decision about the attestation case. TIP: If you have made all your approval decisions, click **Next** to open an overview page and save all the approvals.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each instance in the details pane. To do this, click the appropriate instance in the list.

- **Information**: Displays general information about the attestations case.
- **Workflow**: Shows the chronological lifecycle of the attestation case.
- **Attestation policy**: Shows further information about the attestation policy used.
- **History**: Shows the object's attestation history.

Pending attestations: System roles (page description)

To open the **Pending Attestations: System roles** page go to **Attestation** > **My Actions** > **Pending Attestations** > **System roles**.

On the **Pending Attestations: System roles** page, you can show all the system roles with pending attestation cases that you can approve. If you click on a system role, a new page opens where you can make approval decisions about the attestation cases and run other tasks (see Pending attestations – System role (page description) on page 904).

The following table gives you an overview of the different controls on the **Pending Attestations: System roles** page.

Table 146: Controls

Control	Description
Tree view	Use this button to switch to the tree/hierarchical view.
List view	Use this button to switch to the detailed list view. TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Pending attestations – System role (page description)

To open the **Pending Attestations – System role** page go to **Attestation** > **My Actions** > **Pending Attestations** > **System roles** > select a system role.

On the **Pending Attestations – System role** page, you can:

- Display pending attestation cases (see Displaying pending attestation cases on page 163)
- Display attestors for pending attestation cases (see Displaying attestors of pending attestation cases on page 152)
- Display object details to attest (see Displaying pending attestation cases on page 163)
- Generate reports about objects to attest
- Send reminders to approvers (see Sending reminders about pending attestation cases on page 156)
- Grant or deny attestation cases (see Granting or denying attestation cases on page 164)
- Make inquiries about attestation cases if the information is insufficient to make an approval decision (see Submitting inquiries about pending attestation cases on page 171)
- Reroute attestation case approvals to other identities (see Rerouting approvals of pending attestation cases on page 166)
- Add other approvers that can approve attestation cases (see Appointing additional approvers to pending attestation cases on page 167)
- Delegate attestation case approvals to other identities (see Delegating approvals of pending attestation cases to other identities on page 169)
- Revoke attestation cases' hold status (see Revoking the hold status of pending attestation cases on page 172)

The following tables give you an overview of the different functions and content on the **Pending Attestations – System role** page.

Table 147: Controls

Control	Description
Approve	Use this button to grant the attestation approval (see Granting or denying attestation cases on page 164).
Deny	Use this button to deny the attestation approval (see Granting or denying attestation cases on page 164).
Approve all	Use this button to grant all attestations approval (see Granting or denying attestation cases on page 164).
Deny all	Use this button to deny all attestations approval (see Granting or denying attestation cases on page 164).
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of pending attestation cases on page 152) and send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about pending attestation cases on page 156).
Next	Opens the **Pending Attestations – Approvals** (see Pending attestations – approvals (page description) on page 957). Use this button to display an overview of all approvals made and set further options (see Granting or denying attestation cases on page 164). As long as you have not made a decision (with the help of the previous buttons) this button is disabled.

Table 148: Controls in the attestation case's details pane

Control	Description
Actions > Go to attested object	Use this action to switch to an overview of the object to be attested (see Displaying pending attestation cases on page 163).
Actions > Send inquiry	Use this action to send an inquiry to an identity about the attestation case (see Submitting inquiries about pending attestation cases on page 171).
Actions > Reroute approval	Use this action to let another approval level make the approval decision about the attestation case. For example, if approval is required by a manager in a one-off case (see Rerouting approvals of pending attestation cases on page 166).
Actions > Add approver	Use this action to add an additional approver to share the approval decision about the attestation case (see Appointing additional approvers to pending attestation cases on page 167).
Actions > Delegate	Use this action to delegate the approval decision about the attestation

Control	Description
approval	case to another identity (see Delegating approvals of pending attestation cases to other identities on page 169). You can revoke this action in the attestation history (see Withdrawing delegations from pending attestation case approvals on page 169).
Actions > Reject approval	Use this action to reject the approval decision about an attestation case (see Rejecting approval of attestation cases on page 170). The approval decision is returned to the original approver.
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of pending attestation cases on page 152). Then you can send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Withdrawing additional approval	If you have appointed an additional approver for this attestation case (see Appointing additional approvers to pending attestation cases on page 167), use this button to revoke the action. Then you are the only approver of this attestation case again (see Removing additional approvers from pending attestation cases on page 168).
Revoking hold status	Use this button to release the attestation case for approval again so that it can be processed by the approvers (see Revoking the hold status of pending attestation cases on page 172).
Report	Use this button to generate a report about the object to attest.
Show details	You can use this function to display details about all the objects that are included in this attestation case (see Displaying pending attestation cases on page 163).

Table 149: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the

Column	Description
	Workflow tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. It is possible that some of the attestation cases have existed for a while and have been approved several times. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.
Approval	Use these two buttons to make an approval decision about the attestation case. TIP: If you have made all your approval decisions, click **Next** to open an overview page and save all the approvals.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each instance in the details pane. To do this, click the appropriate instance in the list.

- **Information**: Displays general information about the attestations case.
- **Workflow**: Shows the chronological lifecycle of the attestation case.
- **Attestation policy**: Shows further information about the attestation policy used.
- **History**: Shows the object's attestation history.

Pending attestations: Locations (page description)

To open the **Pending Attestations: Locations** page go to **Attestation** > **My Actions** > **Pending Attestations** > **Locations** .

On the **Pending Attestations: Locations** page, you can show all the locations with pending attestation cases that you can approve. If you click on a location, a new page opens where you can make approval decisions about the attestation cases and run other tasks (see Pending attestations – Location (page description) on page 908).

The following table gives you an overview of the different controls on the **Pending Attestations: Locations** page.

Table 150: Controls

Control	Description
Tree view	Use this button to switch to the tree/hierarchical view.
List view	Use this button to switch to the detailed list view.

Control	Description
	TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Pending attestations – Location (page description)

To open the **Pending attestations – Location** page go to **Attestation** > **My Actions** > **Pending Attestations** > **Locations** > select a location.

On the **Pending Attestations – Location** page, you can:

- Display pending attestation cases (see Displaying pending attestation cases on page 163)
- Display attestors for pending attestation cases (see Displaying attestors of pending attestation cases on page 152)
- Display object details to attest (see Displaying pending attestation cases on page 163)
- Generate reports about objects to attest
- Send reminders to approvers (see Sending reminders about pending attestation cases on page 156)
- Grant or deny attestation cases (see Granting or denying attestation cases on page 164)
- Make inquiries about attestation cases if the information is insufficient to make an approval decision (see Submitting inquiries about pending attestation cases on page 171)
- Reroute attestation case approvals to other identities (see Rerouting approvals of pending attestation cases on page 166)
- Add other approvers that can approve attestation cases (see Appointing additional approvers to pending attestation cases on page 167)
- Delegate attestation case approvals to other identities (see Delegating approvals of pending attestation cases to other identities on page 169)
- Revoke attestation cases' hold status (see Revoking the hold status of pending attestation cases on page 172)

The following tables give you an overview of the different functions and content on the **Pending Attestations – Location** page.

Table 151: Controls

Control	Description
Approve	Use this button to grant the attestation approval (see Granting or denying attestation cases on page 164).
Deny	Use this button to deny the attestation approval (see Granting or denying attestation cases on page 164).

Control	Description
Approve all	Use this button to grant all attestations approval (see Granting or denying attestation cases on page 164).
Deny all	Use this button to deny all attestations approval (see Granting or denying attestation cases on page 164).
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of pending attestation cases on page 152) and send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about pending attestation cases on page 156).
Next	Opens the **Pending Attestations – Approvals** (see Pending attestations – approvals (page description) on page 957). Use this button to display an overview of all approvals made and set further options (see Granting or denying attestation cases on page 164). As long as you have not made a decision (with the help of the previous buttons) this button is disabled.

Table 152: Controls in the attestation case's details pane

Control	Description
Actions > Go to attested object	Use this action to switch to an overview of the object to be attested (see Displaying pending attestation cases on page 163).
Actions > Send inquiry	Use this action to send an inquiry to an identity about the attestation case (see Submitting inquiries about pending attestation cases on page 171).
Actions > Reroute approval	Use this action to let another approval level make the approval decision about the attestation case. For example, if approval is required by a manager in a one-off case (see Rerouting approvals of pending attestation cases on page 166).
Actions > Add approver	Use this action to add an additional approver to share the approval decision about the attestation case (see Appointing additional approvers to pending attestation cases on page 167).
Actions > Delegate approval	Use this action to delegate the approval decision about the attestation case to another identity (see Delegating approvals of pending attestation cases to other identities on page 169). You can revoke this action in the attestation history (see Withdrawing delegations from pending attestation case approvals on page 169).
Actions > Reject approval	Use this action to reject the approval decision about an attestation case (see Rejecting approval of attestation cases on page 170). The approval decision is returned to the original approver.

Control	Description
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of pending attestation cases on page 152). Then you can send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Withdrawing additional approval	If you have appointed an additional approver for this attestation case (see Appointing additional approvers to pending attestation cases on page 167), use this button to revoke the action. Then you are the only approver of this attestation case again (see Removing additional approvers from pending attestation cases on page 168).
Revoking hold status	Use this button to release the attestation case for approval again so that it can be processed by the approvers (see Revoking the hold status of pending attestation cases on page 172).
Report	Use this button to generate a report about the object to attest.
Show details	You can use this function to display details about all the objects that are included in this attestation case (see Displaying pending attestation cases on page 163).

Table 153: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. It is possible that some of the attestation cases have existed for a while and have been approved several times. New cases have not been granted approval yet but might have been denied approval before.

Column	Description
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.
Approval	Use these two buttons to make an approval decision about the attestation case. TIP: If you have made all your approval decisions, click **Next** to open an overview page and save all the approvals.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each instance in the details pane. To do this, click the appropriate instance in the list.

- **Information**: Displays general information about the attestations case.
- **Workflow**: Shows the chronological lifecycle of the attestation case.
- **Attestation policy**: Shows further information about the attestation policy used.
- **History**: Shows the object's attestation history.

Pending attestations: Business roles (page description)

To open the **Pending Attestations: Business roles** page go to **Attestation** > **My Actions** > **Pending Attestations** > **Business roles**.

On the **Pending Attestations: Business Roles** page, you can show all the business roles with pending attestation cases that you can approve. If you click on a business role, a new page opens where you can make approval decisions about the attestation cases and run other tasks (see Pending attestations – Business role (page description) on page 911).

The following table gives you an overview of the different controls on the **Pending Attestations: Business roles** page.

Table 154: Controls

Control	Description
Tree view	Use this button to switch to the tree/hierarchical view.
List view	Use this button to switch to the detailed list view. TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Pending attestations – Business role (page description)

To open the **Pending Attestations – Business role** page go to **Attestation** > **My Actions** > **Pending Attestations** > **Business roles** > select a business role.

On the **Pending Attestations – Business role** page, you can:

- Display pending attestation cases (see Displaying pending attestation cases on page 163)
- Display attestors for pending attestation cases (see Displaying attestors of pending attestation cases on page 152)
- Display object details to attest (see Displaying pending attestation cases on page 163)
- Generate reports about objects to attest
- Send reminders to approvers (see Sending reminders about pending attestation cases on page 156)
- Grant or deny attestation cases (see Granting or denying attestation cases on page 164)
- Make inquiries about attestation cases if the information is insufficient to make an approval decision (see Submitting inquiries about pending attestation cases on page 171)
- Reroute attestation case approvals to other identities (see Rerouting approvals of pending attestation cases on page 166)
- Add other approvers that can approve attestation cases (see Appointing additional approvers to pending attestation cases on page 167)
- Delegate attestation case approvals to other identities (see Delegating approvals of pending attestation cases to other identities on page 169)
- Revoke attestation cases' hold status (see Revoking the hold status of pending attestation cases on page 172)

The following tables give you an overview of the different functions and content on the **Pending Attestations – Business role** page.

Table 155: Controls

Control	Description
Approve	Use this button to grant the attestation approval (see Granting or denying attestation cases on page 164).
Deny	Use this button to deny the attestation approval (see Granting or denying attestation cases on page 164).
Approve all	Use this button to grant all attestations approval (see Granting or denying attestation cases on page 164).
Deny all	Use this button to deny all attestations approval (see Granting or denying attestation cases on page 164).
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of pending attestation cases on page 152) and send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Send reminder	You can use this button to send reminder mails to all identities that

Control	Description
	still have attestation cases to approve on the current tab (see Sending reminders about pending attestation cases on page 156).
Next	Opens the **Pending Attestations – Approvals** (see Pending attestations – approvals (page description) on page 957). Use this button to display an overview of all approvals made and set further options (see Granting or denying attestation cases on page 164). As long as you have not made a decision (with the help of the previous buttons) this button is disabled.

Table 156: Controls in the attestation case's details pane

Control	Description
Actions > Go to attested object	Use this action to switch to an overview of the object to be attested (see Displaying pending attestation cases on page 163).
Actions > Send inquiry	Use this action to send an inquiry to an identity about the attestation case (see Submitting inquiries about pending attestation cases on page 171).
Actions > Reroute approval	Use this action to let another approval level make the approval decision about the attestation case. For example, if approval is required by a manager in a one-off case (see Rerouting approvals of pending attestation cases on page 166).
Actions > Add approver	Use this action to add an additional approver to share the approval decision about the attestation case (see Appointing additional approvers to pending attestation cases on page 167).
Actions > Delegate approval	Use this action to delegate the approval decision about the attestation case to another identity (see Delegating approvals of pending attestation cases to other identities on page 169). You can revoke this action in the attestation history (see Withdrawing delegations from pending attestation case approvals on page 169).
Actions > Reject approval	Use this action to reject the approval decision about an attestation case (see Rejecting approval of attestation cases on page 170). The approval decision is returned to the original approver.
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of pending attestation cases on page 152). Then you can send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Withdrawing additional approval	If you have appointed an additional approver for this attestation case (see Appointing additional approvers to pending attestation cases on page 167), use this button to revoke the action. Then you are the only approver of this attestation case again (see Removing additional

Control	Description
	approvers from pending attestation cases on page 168).
Revoking hold status	Use this button to release the attestation case for approval again so that it can be processed by the approvers (see Revoking the hold status of pending attestation cases on page 172).
Report	Use this button to generate a report about the object to attest.
Show details	You can use this function to display details about all the objects that are included in this attestation case (see Displaying pending attestation cases on page 163).

Table 157: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. It is possible that some of the attestation cases have existed for a while and have been approved several times. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.
Approval	Use these two buttons to make an approval decision about the attestation case. TIP: If you have made all your approval decisions, click **Next** to open an overview page and save all the approvals.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each instance in the details pane. To do this, click the appropriate instance in the list.

- **Information**: Displays general information about the attestations case.
- **Workflow**: Shows the chronological lifecycle of the attestation case.
- **Attestation policy**: Shows further information about the attestation policy used.
- **History**: Shows the object's attestation history.

Pending attestations: PAM assets (page description)

To open the **Pending Attestations: PAM assets** page go to **Attestation** > **My Actions** > **Pending Attestations** > **PAM assets**.

On the **Pending Attestations: PAM assets** page, you can show all the PAM assets with pending attestation cases that you can approve. If you click on a PAM asset, a new page opens where you can make approval decisions about the attestation cases and run other tasks (see Pending attestations – PAM asset (page description) on page 915).

The following table gives you an overview of the different controls on the **Pending Attestations: PAM assets** page.

Table 158: Controls

Control	Description
Tree view	Use this button to switch to the tree/hierarchical view.
List view	Use this button to switch to the detailed list view. TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Pending attestations – PAM asset (page description)

To open the **Pending Attestations – PAM asset** page go to **Attestation** > **My Actions** > **Pending Attestations** > **PAM assets** > select a PAM asset.

On the **Pending Attestations – PAM user account** page, you can:

- Display pending attestation cases (see Displaying pending attestation cases on page 163)
- Display attestors for pending attestation cases (see Displaying attestors of pending attestation cases on page 152)
- Display object details to attest (see Displaying pending attestation cases on page 163)
- Generate reports about objects to attest

- Send reminders to approvers (see Sending reminders about pending attestation cases on page 156)
- Grant or deny attestation cases (see Granting or denying attestation cases on page 164)
- Make inquiries about attestation cases if the information is insufficient to make an approval decision (see Submitting inquiries about pending attestation cases on page 171)
- Reroute attestation case approvals to other identities (see Rerouting approvals of pending attestation cases on page 166)
- Add other approvers that can approve attestation cases (see Appointing additional approvers to pending attestation cases on page 167)
- Delegate attestation case approvals to other identities (see Delegating approvals of pending attestation cases to other identities on page 169)
- Revoke attestation cases' hold status (see Revoking the hold status of pending attestation cases on page 172)

The following tables give you an overview of the different functions and content on the **Pending Attestations – PAM asset** page.

Table 159: Controls

Control	Description
Approve	Use this button to grant the attestation approval (see Granting or denying attestation cases on page 164).
Deny	Use this button to deny the attestation approval (see Granting or denying attestation cases on page 164).
Approve all	Use this button to grant all attestations approval (see Granting or denying attestation cases on page 164).
Deny all	Use this button to deny all attestations approval (see Granting or denying attestation cases on page 164).
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of pending attestation cases on page 152) and send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about pending attestation cases on page 156).
Next	Opens the **Pending Attestations – Approvals** (see Pending attestations – approvals (page description) on page 957). Use this button to display an overview of all approvals made and set further options (see Granting or denying attestation cases on page 164). As long as you have not made a decision (with the help of the previous buttons) this button is disabled.

Table 160: Controls in the attestation case's details pane

Control	Description
Actions > Go to attested object	Use this action to switch to an overview of the object to be attested (see Displaying pending attestation cases on page 163).
Actions > Send inquiry	Use this action to send an inquiry to an identity about the attestation case (see Submitting inquiries about pending attestation cases on page 171).
Actions > Reroute approval	Use this action to let another approval level make the approval decision about the attestation case. For example, if approval is required by a manager in a one-off case (see Rerouting approvals of pending attestation cases on page 166).
Actions > Add approver	Use this action to add an additional approver to share the approval decision about the attestation case (see Appointing additional approvers to pending attestation cases on page 167).
Actions > Delegate approval	Use this action to delegate the approval decision about the attestation case to another identity (see Delegating approvals of pending attestation cases to other identities on page 169). You can revoke this action in the attestation history (see Withdrawing delegations from pending attestation case approvals on page 169).
Actions > Reject approval	Use this action to reject the approval decision about an attestation case (see Rejecting approval of attestation cases on page 170). The approval decision is returned to the original approver.
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of pending attestation cases on page 152). Then you can send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Withdrawing additional approval	If you have appointed an additional approver for this attestation case (see Appointing additional approvers to pending attestation cases on page 167), use this button to revoke the action. Then you are the only approver of this attestation case again (see Removing additional approvers from pending attestation cases on page 168).
Revoking hold status	Use this button to release the attestation case for approval again so that it can be processed by the approvers (see Revoking the hold status of pending attestation cases on page 172).
Report	Use this button to generate a report about the object to attest.
Show details	You can use this function to display details about all the objects that are included in this attestation case (see Displaying pending attestation cases on page 163).

Table 161: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. It is possible that some of the attestation cases have existed for a while and have been approved several times. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.
Approval	Use these two buttons to make an approval decision about the attestation case. TIP: If you have made all your approval decisions, click **Next** to open an overview page and save all the approvals.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each instance in the details pane. To do this, click the appropriate instance in the list.

- **Information**: Displays general information about the attestations case.
- **Workflow**: Shows the chronological lifecycle of the attestation case.
- **Attestation policy**: Shows further information about the attestation policy used.
- **History**: Shows the object's attestation history.

Pending attestations: PAM user accounts (page description)

To open the **Pending Attestations: PAM user accounts** page go to **Attestation** > **My Actions** > **Pending Attestations** > **PAM user accounts**.

On the **Pending Attestations: PAM user accounts** page, you can show all the PAM user accounts with pending attestation cases that you can approve. If you click on a PAM user account, a new page opens where you can make approval decisions about the attestation cases and run other tasks (see Pending attestations – PAM user account (page description) on page 919).

The following table gives you an overview of the different controls on the **Pending Attestations: PAM user accounts** page.

Table 162: Controls

Control	Description
Tree view	Use this button to switch to the tree/hierarchical view.
List view	Use this button to switch to the detailed list view. TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Pending attestations – PAM user account (page description)

To open the **Pending Attestations – PAM user account** page go to **Attestation** > **My Actions** > **Pending Attestations** > **PAM user accounts** > select a PAM user account.

On the **Pending Attestations – PAM user account** page, you can:

- Display pending attestation cases (see Displaying pending attestation cases on page 163)
- Display attestors for pending attestation cases (see Displaying attestors of pending attestation cases on page 152)
- Display object details to attest (see Displaying pending attestation cases on page 163)
- Generate reports about objects to attest
- Send reminders to approvers (see Sending reminders about pending attestation cases on page 156)
- Grant or deny attestation cases (see Granting or denying attestation cases on page 164)
- Make inquiries about attestation cases if the information is insufficient to make an approval decision (see Submitting inquiries about pending attestation cases on page 171)

- Reroute attestation case approvals to other identities (see Rerouting approvals of pending attestation cases on page 166)
- Add other approvers that can approve attestation cases (see Appointing additional approvers to pending attestation cases on page 167)
- Delegate attestation case approvals to other identities (see Delegating approvals of pending attestation cases to other identities on page 169)
- Revoke attestation cases' hold status (see Revoking the hold status of pending attestation cases on page 172)

The following tables give you an overview of the different functions and content on the **Pending Attestations – PAM user account** page.

Table 163: Controls

Control	Description
Approve	Use this button to grant the attestation approval (see Granting or denying attestation cases on page 164).
Deny	Use this button to deny the attestation approval (see Granting or denying attestation cases on page 164).
Approve all	Use this button to grant all attestations approval (see Granting or denying attestation cases on page 164).
Deny all	Use this button to deny all attestations approval (see Granting or denying attestation cases on page 164).
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of pending attestation cases on page 152) and send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about pending attestation cases on page 156).
Next	Opens the **Pending Attestations – Approvals** (see Pending attestations – approvals (page description) on page 957). Use this button to display an overview of all approvals made and set further options (see Granting or denying attestation cases on page 164). As long as you have not made a decision (with the help of the previous buttons) this button is disabled.

Table 164: Controls in the attestation case's details pane

Control	Description
Actions > Go to attested object	Use this action to switch to an overview of the object to be attested (see Displaying pending attestation cases on page 163).

Control	Description
Actions > Send inquiry	Use this action to send an inquiry to an identity about the attestation case (see Submitting inquiries about pending attestation cases on page 171).
Actions > Reroute approval	Use this action to let another approval level make the approval decision about the attestation case. For example, if approval is required by a manager in a one-off case (see Rerouting approvals of pending attestation cases on page 166).
Actions > Add approver	Use this action to add an additional approver to share the approval decision about the attestation case (see Appointing additional approvers to pending attestation cases on page 167).
Actions > Delegate approval	Use this action to delegate the approval decision about the attestation case to another identity (see Delegating approvals of pending attestation cases to other identities on page 169). You can revoke this action in the attestation history (see Withdrawing delegations from pending attestation case approvals on page 169).
Actions > Reject approval	Use this action to reject the approval decision about an attestation case (see Rejecting approval of attestation cases on page 170). The approval decision is returned to the original approver.
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of pending attestation cases on page 152). Then you can send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Withdrawing additional approval	If you have appointed an additional approver for this attestation case (see Appointing additional approvers to pending attestation cases on page 167), use this button to revoke the action. Then you are the only approver of this attestation case again (see Removing additional approvers from pending attestation cases on page 168).
Revoking hold status	Use this button to release the attestation case for approval again so that it can be processed by the approvers (see Revoking the hold status of pending attestation cases on page 172).
Report	Use this button to generate a report about the object to attest.
Show details	You can use this function to display details about all the objects that are included in this attestation case (see Displaying pending attestation cases on page 163).

Table 165: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.

Column	Description
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. It is possible that some of the attestation cases have existed for a while and have been approved several times. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.
Approval	Use these two buttons to make an approval decision about the attestation case. TIP: If you have made all your approval decisions, click **Next** to open an overview page and save all the approvals.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each instance in the details pane. To do this, click the appropriate instance in the list.

- **Information**: Displays general information about the attestations case.
- **Workflow**: Shows the chronological lifecycle of the attestation case.
- **Attestation policy**: Shows further information about the attestation policy used.
- **History**: Shows the object's attestation history.

Pending attestations: Employees (page description)

To open the **Pending Attestations: Employees** page go to **Attestation** > **My Actions** > **Pending Attestations** > **Employees**.

On the **Pending Attestations: Employees** page, you can show all the identities with pending attestation cases that you can approve. If you click on a identity, a new page opens where you can make approval decisions about the attestation cases and run other tasks (see Pending attestations – Identity (page description) on page 923).

The following table gives you an overview of the different controls on the **Pending Attestations: Employees** page.

Table 166: Controls

Control	Description
Tree view	Use this button to switch to the tree/hierarchical view.
List view	Use this button to switch to the detailed list view. TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Pending attestations – Identity (page description)

To open the **Pending attestations – Identity** page go to **Attestation** > **My Actions** > **Pending Attestations** > **Employees** > Select an identity.

On the **Pending Attestations – Identity** page, you can:

- Display pending attestation cases (see Displaying pending attestation cases on page 163)
- Display attestors for pending attestation cases (see Displaying attestors of pending attestation cases on page 152)
- Display object details to attest (see Displaying pending attestation cases on page 163)
- Generate reports about objects to attest
- Send reminders to approvers (see Sending reminders about pending attestation cases on page 156)
- Grant or deny attestation cases (see Granting or denying attestation cases on page 164)
- Make inquiries about attestation cases if the information is insufficient to make an approval decision (see Submitting inquiries about pending attestation cases on page 171)
- Reroute attestation case approvals to other identities (see Rerouting approvals of pending attestation cases on page 166)
- Add other approvers that can approve attestation cases (see Appointing additional approvers to pending attestation cases on page 167)
- Delegate attestation case approvals to other identities (see Delegating approvals of pending attestation cases to other identities on page 169)
- Revoke attestation cases' hold status (see Revoking the hold status of pending attestation cases on page 172)

The following tables give you an overview of the various features and content on the **Pending Attestations – Identity** page.

Table 167: Controls

Control	Description
Approve	Use this button to grant the attestation approval (see Granting or denying attestation cases on page 164).
Deny	Use this button to deny the attestation approval (see Granting or denying attestation cases on page 164).
Approve all	Use this button to grant all attestations approval (see Granting or denying attestation cases on page 164).
Deny all	Use this button to deny all attestations approval (see Granting or denying attestation cases on page 164).
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of pending attestation cases on page 152) and send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about pending attestation cases on page 156).
Next	Opens the **Pending Attestations – Approvals** (see Pending attest-ations – approvals (page description) on page 957). Use this button to display an overview of all approvals made and set further options (see Granting or denying attestation cases on page 164). As long as you have not made a decision (with the help of the previous buttons) this button is disabled.

Table 168: Controls in the attestation case's details pane

Control	Description
Actions > Go to attested object	Use this action to switch to an overview of the object to be attested (see Displaying pending attestation cases on page 163).
Actions > Send inquiry	Use this action to send an inquiry to an identity about the attestation case (see Submitting inquiries about pending attestation cases on page 171).
Actions > Reroute approval	Use this action to let another approval level make the approval decision about the attestation case. For example, if approval is required by a manager in a one-off case (see Rerouting approvals of pending attestation cases on page 166).
Actions > Add approver	Use this action to add an additional approver to share the approval decision about the attestation case (see Appointing additional approvers to pending attestation cases on page 167).
Actions > Delegate	Use this action to delegate the approval decision about the attestation

Control	Description
approval	case to another identity (see Delegating approvals of pending attestation cases to other identities on page 169). You can revoke this action in the attestation history (see Withdrawing delegations from pending attestation case approvals on page 169).
Actions > Reject approval	Use this action to reject the approval decision about an attestation case (see Rejecting approval of attestation cases on page 170). The approval decision is returned to the original approver.
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of pending attestation cases on page 152). Then you can send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Withdrawing additional approval	If you have appointed an additional approver for this attestation case (see Appointing additional approvers to pending attestation cases on page 167), use this button to revoke the action. Then you are the only approver of this attestation case again (see Removing additional approvers from pending attestation cases on page 168).
Revoking hold status	Use this button to release the attestation case for approval again so that it can be processed by the approvers (see Revoking the hold status of pending attestation cases on page 172).
Report	Use this button to generate a report about the object to attest.
Show details	You can use this function to display details about all the objects that are included in this attestation case (see Displaying pending attestation cases on page 163).

Table 169: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the

Column	Description
	Workflow tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. It is possible that some of the attestation cases have existed for a while and have been approved several times. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.
Approval	Use these two buttons to make an approval decision about the attestation case. TIP: If you have made all your approval decisions, click **Next** to open an overview page and save all the approvals.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each instance in the details pane. To do this, click the appropriate instance in the list.

- **Information**: Displays general information about the attestations case.
- **Workflow**: Shows the chronological lifecycle of the attestation case.
- **Attestation policy**: Shows further information about the attestation policy used.
- **History**: Shows the object's attestation history.

Pending attestations: Cost centers (page description)

To open the **Pending Attestations: Cost centers** page go to **Attestation** > **My Actions** > **Pending Attestations** > **Cost centers**.

On the **Pending Attestations: Cost centers** page, you can show all the cost centers with pending attestation cases that you can approve. If you click on a cost centers, a new page opens where you can make approval decisions about the attestation cases and run other tasks (see Pending attestations – Cost center (page description) on page 927).

The following table gives you an overview of the different controls on the **Pending Attestations: Cost centers** page.

Table 170: Controls

Control	Description
Tree view	Use this button to switch to the tree/hierarchical view.
List view	Use this button to switch to the detailed list view.

Control	Description
	TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Pending attestations – Cost center (page description)

To open the **Pending Attestations – Cost center** page go to **Attestation** > **My Actions** > **Pending Attestations** > **Cost centers** > select a cost center.

On the **Pending Attestations – Cost center** page, you can:

- Display pending attestation cases (see Displaying pending attestation cases on page 163)
- Display attestors for pending attestation cases (see Displaying attestors of pending attestation cases on page 152)
- Display object details to attest (see Displaying pending attestation cases on page 163)
- Generate reports about objects to attest
- Send reminders to approvers (see Sending reminders about pending attestation cases on page 156)
- Grant or deny attestation cases (see Granting or denying attestation cases on page 164)
- Make inquiries about attestation cases if the information is insufficient to make an approval decision (see Submitting inquiries about pending attestation cases on page 171)
- Reroute attestation case approvals to other identities (see Rerouting approvals of pending attestation cases on page 166)
- Add other approvers that can approve attestation cases (see Appointing additional approvers to pending attestation cases on page 167)
- Delegate attestation case approvals to other identities (see Delegating approvals of pending attestation cases to other identities on page 169)
- Revoke attestation cases' hold status (see Revoking the hold status of pending attestation cases on page 172)

The following tables give you an overview of the different functions and content on the **Pending Attestations – Cost center** page.

Table 171: Controls

Control	Description
Approve	Use this button to grant the attestation approval (see Granting or denying attestation cases on page 164).
Deny	Use this button to deny the attestation approval (see Granting or denying attestation cases on page 164).

Control	Description
Approve all	Use this button to grant all attestations approval (see Granting or denying attestation cases on page 164).
Deny all	Use this button to deny all attestations approval (see Granting or denying attestation cases on page 164).
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of pending attestation cases on page 152) and send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about pending attestation cases on page 156).
Next	Opens the **Pending Attestations – Approvals** (see Pending attestations – approvals (page description) on page 957). Use this button to display an overview of all approvals made and set further options (see Granting or denying attestation cases on page 164). As long as you have not made a decision (with the help of the previous buttons) this button is disabled.

Table 172: Controls in the attestation case's details pane

Control	Description
Actions > Go to attested object	Use this action to switch to an overview of the object to be attested (see Displaying pending attestation cases on page 163).
Actions > Send inquiry	Use this action to send an inquiry to an identity about the attestation case (see Submitting inquiries about pending attestation cases on page 171).
Actions > Reroute approval	Use this action to let another approval level make the approval decision about the attestation case. For example, if approval is required by a manager in a one-off case (see Rerouting approvals of pending attestation cases on page 166).
Actions > Add approver	Use this action to add an additional approver to share the approval decision about the attestation case (see Appointing additional approvers to pending attestation cases on page 167).
Actions > Delegate approval	Use this action to delegate the approval decision about the attestation case to another identity (see Delegating approvals of pending attestation cases to other identities on page 169). You can revoke this action in the attestation history (see Withdrawing delegations from pending attestation case approvals on page 169).
Actions > Reject approval	Use this action to reject the approval decision about an attestation case (see Rejecting approval of attestation cases on page 170). The approval decision is returned to the original approver.

Control	Description
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of pending attestation cases on page 152). Then you can send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Withdrawing additional approval	If you have appointed an additional approver for this attestation case (see Appointing additional approvers to pending attestation cases on page 167), use this button to revoke the action. Then you are the only approver of this attestation case again (see Removing additional approvers from pending attestation cases on page 168).
Revoking hold status	Use this button to release the attestation case for approval again so that it can be processed by the approvers (see Revoking the hold status of pending attestation cases on page 172).
Report	Use this button to generate a report about the object to attest.
Show details	You can use this function to display details about all the objects that are included in this attestation case (see Displaying pending attestation cases on page 163).

Table 173: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. It is possible that some of the attestation cases have existed for a while and have been approved several times. New cases have not been granted approval yet but might have been denied approval before.

Column	Description
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.
Approval	Use these two buttons to make an approval decision about the attestation case. TIP: If you have made all your approval decisions, click **Next** to open an overview page and save all the approvals.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each instance in the details pane. To do this, click the appropriate instance in the list.

- **Information**: Displays general information about the attestations case.
- **Workflow**: Shows the chronological lifecycle of the attestation case.
- **Attestation policy**: Shows further information about the attestation policy used.
- **History**: Shows the object's attestation history.

Pending attestations: User accounts (page description)

To open the **Pending Attestations: User accounts** page go to **Attestation** > **My Actions** > **Pending Attestations** > **User accounts**.

On the **Pending Attestations: User accounts** page, you can show all the user accounts with pending attestation cases that you can approve. If you click on a user account, a new page opens where you can make approval decisions about the attestation cases and run other tasks (see Pending attestations – User account (page description) on page 930).

The following table gives you an overview of the different controls on the **Pending Attestations: User accounts** page.

Table 174: Controls

Control	Description
Tree view	Use this button to switch to the tree/hierarchical view.
List view	Use this button to switch to the detailed list view. TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Pending attestations – User account (page description)

To open the **Pending Attestations – User account** page go to **Attestation** > **My Actions** > **Pending Attestations** > **User accounts** > select a user account.

On the **Pending Attestations – User account** page, you can:

- Display pending attestation cases (see Displaying pending attestation cases on page 163)
- Display attestors for pending attestation cases (see Displaying attestors of pending attestation cases on page 152)
- Display object details to attest (see Displaying pending attestation cases on page 163)
- Generate reports about objects to attest
- Send reminders to approvers (see Sending reminders about pending attestation cases on page 156)
- Grant or deny attestation cases (see Granting or denying attestation cases on page 164)
- Make inquiries about attestation cases if the information is insufficient to make an approval decision (see Submitting inquiries about pending attestation cases on page 171)
- Reroute attestation case approvals to other identities (see Rerouting approvals of pending attestation cases on page 166)
- Add other approvers that can approve attestation cases (see Appointing additional approvers to pending attestation cases on page 167)
- Delegate attestation case approvals to other identities (see Delegating approvals of pending attestation cases to other identities on page 169)
- Revoke attestation cases' hold status (see Revoking the hold status of pending attestation cases on page 172)

The following tables give you an overview of the different functions and content on the **Pending Attestations – user account** page.

Table 175: Controls

Control	Description
Approve	Use this button to grant the attestation approval (see Granting or denying attestation cases on page 164).
Deny	Use this button to deny the attestation approval (see Granting or denying attestation cases on page 164).
Approve all	Use this button to grant all attestations approval (see Granting or denying attestation cases on page 164).
Deny all	Use this button to deny all attestations approval (see Granting or denying attestation cases on page 164).
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of pending attestation cases on page 152) and send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Send reminder	You can use this button to send reminder mails to all identities that

Control	Description
	still have attestation cases to approve on the current tab (see Sending reminders about pending attestation cases on page 156).
Next	Opens the **Pending Attestations – Approvals** (see Pending attestations – approvals (page description) on page 957). Use this button to display an overview of all approvals made and set further options (see Granting or denying attestation cases on page 164). As long as you have not made a decision (with the help of the previous buttons) this button is disabled.

Table 176: Controls in the attestation case's details pane

Control	Description
Actions > Go to attested object	Use this action to switch to an overview of the object to be attested (see Displaying pending attestation cases on page 163).
Actions > Send inquiry	Use this action to send an inquiry to an identity about the attestation case (see Submitting inquiries about pending attestation cases on page 171).
Actions > Reroute approval	Use this action to let another approval level make the approval decision about the attestation case. For example, if approval is required by a manager in a one-off case (see Rerouting approvals of pending attestation cases on page 166).
Actions > Add approver	Use this action to add an additional approver to share the approval decision about the attestation case (see Appointing additional approvers to pending attestation cases on page 167).
Actions > Delegate approval	Use this action to delegate the approval decision about the attestation case to another identity (see Delegating approvals of pending attestation cases to other identities on page 169). You can revoke this action in the attestation history (see Withdrawing delegations from pending attestation case approvals on page 169).
Actions > Reject approval	Use this action to reject the approval decision about an attestation case (see Rejecting approval of attestation cases on page 170). The approval decision is returned to the original approver.
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of pending attestation cases on page 152). Then you can send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Withdrawing additional approval	If you have appointed an additional approver for this attestation case (see Appointing additional approvers to pending attestation cases on page 167), use this button to revoke the action. Then you are the only approver of this attestation case again (see Removing additional

Control	Description
	approvers from pending attestation cases on page 168).
Revoking hold status	Use this button to release the attestation case for approval again so that it can be processed by the approvers (see Revoking the hold status of pending attestation cases on page 172).
Report	Use this button to generate a report about the object to attest.
Show details	You can use this function to display details about all the objects that are included in this attestation case (see Displaying pending attestation cases on page 163).

Table 177: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. It is possible that some of the attestation cases have existed for a while and have been approved several times. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.
Approval	Use these two buttons to make an approval decision about the attestation case. TIP: If you have made all your approval decisions, click **Next** to open an overview page and save all the approvals.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each instance in the details pane. To do this, click the appropriate instance in the list.

- **Information**: Displays general information about the attestations case.
- **Workflow**: Shows the chronological lifecycle of the attestation case.
- **Attestation policy**: Shows further information about the attestation policy used.
- **History**: Shows the object's attestation history.

Pending attestations: System entitlements (page description)

To open the **Pending Attestations: System entitlements** page go to **Attestation** > **My Actions** > **Pending Attestations** > **System entitlements**.

On the **Pending Attestations: System entitlements** page, you can show all the system entitlements with pending attestation cases that you can approve. If you click on a system entitlement, a new page opens where you can make approval decisions about the attestation cases and run other tasks (see Pending attestations – System entitlement (page description) on page 934).

The following table gives an overview of the different controls on the **Pending Attestations: System entitlements** page.

Table 178: Controls

Control	Description
Tree view	Use this button to switch to the tree/hierarchical view.
List view	Use this button to switch to the detailed list view. TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Pending attestations – System entitlement (page description)

To open the **Pending Attestations – System entitlement** page go to **Attestation** > **My Actions** > **Pending Attestations** > **System entitlements** > select a system entitlement.

On the **Pending Attestations – System entitlement** page, you can:

- Display pending attestation cases (see Displaying pending attestation cases on page 163)
- Display attestors for pending attestation cases (see Displaying attestors of pending attestation cases on page 152)

- Display object details to attest (see Displaying pending attestation cases on page 163)
- Generate reports about objects to attest
- Send reminders to approvers (see Sending reminders about pending attestation cases on page 156)
- Grant or deny attestation cases (see Granting or denying attestation cases on page 164)
- Make inquiries about attestation cases if the information is insufficient to make an approval decision (see Submitting inquiries about pending attestation cases on page 171)
- Reroute attestation case approvals to other identities (see Rerouting approvals of pending attestation cases on page 166)
- Add other approvers that can approve attestation cases (see Appointing additional approvers to pending attestation cases on page 167)
- Delegate attestation case approvals to other identities (see Delegating approvals of pending attestation cases to other identities on page 169)
- Revoke attestation cases' hold status (see Revoking the hold status of pending attestation cases on page 172)

The following tables give you an overview of the different functions and content on the **Pending Attestations – System entitlement** page.

Table 179: Controls

Control	Description
Approve	Use this button to grant the attestation approval (see Granting or denying attestation cases on page 164).
Deny	Use this button to deny the attestation approval (see Granting or denying attestation cases on page 164).
Approve all	Use this button to grant all attestations approval (see Granting or denying attestation cases on page 164).
Deny all	Use this button to deny all attestations approval (see Granting or denying attestation cases on page 164).
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of pending attestation cases on page 152) and send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about pending attestation cases on page 156).
Next	Opens the **Pending Attestations – Approvals** (see Pending attestations – approvals (page description) on page 957).

Control	Description
	Use this button to display an overview of all approvals made and set further options (see Granting or denying attestation cases on page 164). As long as you have not made a decision (with the help of the previous buttons) this button is disabled.

Table 180: Controls in the attestation case's details pane

Control	Description
Actions > Go to attested object	Use this action to switch to an overview of the object to be attested (see Displaying pending attestation cases on page 163).
Actions > Send inquiry	Use this action to send an inquiry to an identity about the attestation case (see Submitting inquiries about pending attestation cases on page 171).
Actions > Reroute approval	Use this action to let another approval level make the approval decision about the attestation case. For example, if approval is required by a manager in a one-off case (see Rerouting approvals of pending attestation cases on page 166).
Actions > Add approver	Use this action to add an additional approver to share the approval decision about the attestation case (see Appointing additional approvers to pending attestation cases on page 167).
Actions > Delegate approval	Use this action to delegate the approval decision about the attestation case to another identity (see Delegating approvals of pending attestation cases to other identities on page 169). You can revoke this action in the attestation history (see Withdrawing delegations from pending attestation case approvals on page 169).
Actions > Reject approval	Use this action to reject the approval decision about an attestation case (see Rejecting approval of attestation cases on page 170). The approval decision is returned to the original approver.
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of pending attestation cases on page 152). Then you can send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Withdrawing additional approval	If you have appointed an additional approver for this attestation case (see Appointing additional approvers to pending attestation cases on page 167), use this button to revoke the action. Then you are the only approver of this attestation case again (see Removing additional approvers from pending attestation cases on page 168).
Revoking hold status	Use this button to release the attestation case for approval again so that it can be processed by the approvers (see Revoking the hold status of pending attestation cases on page 172).

Control	Description
Report	Use this button to generate a report about the object to attest.
Show details	You can use this function to display details about all the objects that are included in this attestation case (see Displaying pending attestation cases on page 163).

Table 181: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. It is possible that some of the attestation cases have existed for a while and have been approved several times. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.
Approval	Use these two buttons to make an approval decision about the attestation case. TIP: If you have made all your approval decisions, click **Next** to open an overview page and save all the approvals.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each instance in the details pane. To do this, click the appropriate instance in the list.

- **Information**: Displays general information about the attestations case.
- **Workflow**: Shows the chronological lifecycle of the attestation case.
- **Attestation policy**: Shows further information about the attestation policy used.
- **History**: Shows the object's attestation history.

Pending attestations: Resources (page description)

To open the **Pending Attestations: Resources** page go to **Attestation** > **My Actions** > **Pending Attestations** > **Resources**.

On the **Pending Attestations: Resources** page, you can show all the resources with pending attestation cases that you can approve. If you click on a resource, a new page opens where you can make approval decisions about the attestation cases and run other tasks (see Pending attestations – Resource (page description) on page 938).

The following table gives you an overview of the different controls on the **Pending Attestations: Resources** page.

Table 182: Controls

Control	Description
Tree view	Use this button to switch to the tree/hierarchical view.
List view	Use this button to switch to the detailed list view. TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Pending attestations – Resource (page description)

To open the **Pending attestations – Resource** page go to **Attestation** > **My Actions** > **Pending Attestations** > **Resources** > Select a resource.

On the **Pending Attestations – Resource** page, you can:

- Display pending attestation cases (see Displaying pending attestation cases on page 163)
- Display attestors for pending attestation cases (see Displaying attestors of pending attestation cases on page 152)
- Display object details to attest (see Displaying pending attestation cases on page 163)
- Generate reports about objects to attest
- Send reminders to approvers (see Sending reminders about pending attestation cases on page 156)
- Grant or deny attestation cases (see Granting or denying attestation cases on page 164)

- Make inquiries about attestation cases if the information is insufficient to make an approval decision (see Submitting inquiries about pending attestation cases on page 171)
- Reroute attestation case approvals to other identities (see Rerouting approvals of pending attestation cases on page 166)
- Add other approvers that can approve attestation cases (see Appointing additional approvers to pending attestation cases on page 167)
- Delegate attestation case approvals to other identities (see Delegating approvals of pending attestation cases to other identities on page 169)
- Revoke attestation cases' hold status (see Revoking the hold status of pending attestation cases on page 172)

The following tables give you an overview of the different functions and content on the **Pending Attestations – Resource** page.

Table 183: Controls

Control	Description
Approve	Use this button to grant the attestation approval (see Granting or denying attestation cases on page 164).
Deny	Use this button to deny the attestation approval (see Granting or denying attestation cases on page 164).
Approve all	Use this button to grant all attestations approval (see Granting or denying attestation cases on page 164).
Deny all	Use this button to deny all attestations approval (see Granting or denying attestation cases on page 164).
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of pending attestation cases on page 152) and send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about pending attestation cases on page 156).
Next	Opens the **Pending Attestations – Approvals** (see Pending attestations – approvals (page description) on page 957). Use this button to display an overview of all approvals made and set further options (see Granting or denying attestation cases on page 164). As long as you have not made a decision (with the help of the previous buttons) this button is disabled.

Table 184: Controls in the attestation case's details pane

Control	Description
Actions > Go to attested object	Use this action to switch to an overview of the object to be attested (see Displaying pending attestation cases on page 163).
Actions > Send inquiry	Use this action to send an inquiry to an identity about the attestation case (see Submitting inquiries about pending attestation cases on page 171).
Actions > Reroute approval	Use this action to let another approval level make the approval decision about the attestation case. For example, if approval is required by a manager in a one-off case (see Rerouting approvals of pending attestation cases on page 166).
Actions > Add approver	Use this action to add an additional approver to share the approval decision about the attestation case (see Appointing additional approvers to pending attestation cases on page 167).
Actions > Delegate approval	Use this action to delegate the approval decision about the attestation case to another identity (see Delegating approvals of pending attestation cases to other identities on page 169). You can revoke this action in the attestation history (see Withdrawing delegations from pending attestation case approvals on page 169).
Actions > Reject approval	Use this action to reject the approval decision about an attestation case (see Rejecting approval of attestation cases on page 170). The approval decision is returned to the original approver.
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of pending attestation cases on page 152). Then you can send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Withdrawing additional approval	If you have appointed an additional approver for this attestation case (see Appointing additional approvers to pending attestation cases on page 167), use this button to revoke the action. Then you are the only approver of this attestation case again (see Removing additional approvers from pending attestation cases on page 168).
Revoking hold status	Use this button to release the attestation case for approval again so that it can be processed by the approvers (see Revoking the hold status of pending attestation cases on page 172).
Report	Use this button to generate a report about the object to attest.
Show details	You can use this function to display details about all the objects that are included in this attestation case (see Displaying pending attestation cases on page 163).

Table 185: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. It is possible that some of the attestation cases have existed for a while and have been approved several times. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.
Approval	Use these two buttons to make an approval decision about the attestation case. TIP: If you have made all your approval decisions, click **Next** to open an overview page and save all the approvals.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each instance in the details pane. To do this, click the appropriate instance in the list.

- **Information**: Displays general information about the attestations case.
- **Workflow**: Shows the chronological lifecycle of the attestation case.
- **Attestation policy**: Shows further information about the attestation policy used.
- **History**: Shows the object's attestation history.

Pending attestations: Assignment resources (page description)

To open the **Pending Attestations: Assignment resources** page go to **Attestation** > **My Actions** > **Pending Attestations** > **Assignment resources**.

On the **Pending Attestations: Assignment resources** page, you can show all the assignment resources with pending attestation cases that you can approve. If you click on an assignment resource, a new page opens where you can make approval decisions about the attestation cases and run other tasks (see Pending attestations – Assignment resource (page description) on page 942).

The following table gives you an overview of the different controls on the **Pending Attestations: Assignment resources** page.

Table 186: Controls

Control	Description
Tree view	Use this button to switch to the tree/hierarchical view.
List view	Use this button to switch to the detailed list view. TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Pending attestations – Assignment resource (page description)

To open the **Pending attestations – Assignment resource** page go to **Attestation** > **My Actions** > **Pending Attestations** > **Assignment resources** > Select an assignment resource.

On the **Pending Attestations – Assignment resource** page, you can:

- Display pending attestation cases (see Displaying pending attestation cases on page 163)
- Display attestors for pending attestation cases (see Displaying attestors of pending attestation cases on page 152)
- Display object details to attest (see Displaying pending attestation cases on page 163)
- Generate reports about objects to attest
- Send reminders to approvers (see Sending reminders about pending attestation cases on page 156)
- Grant or deny attestation cases (see Granting or denying attestation cases on page 164)
- Make inquiries about attestation cases if the information is insufficient to make an approval decision (see Submitting inquiries about pending attestation cases on page 171)

- Reroute attestation case approvals to other identities (see Rerouting approvals of pending attestation cases on page 166)
- Add other approvers that can approve attestation cases (see Appointing additional approvers to pending attestation cases on page 167)
- Delegate attestation case approvals to other identities (see Delegating approvals of pending attestation cases to other identities on page 169)
- Revoke attestation cases' hold status (see Revoking the hold status of pending attestation cases on page 172)

The following tables give you an overview of the different functions and content on the **Pending Attestations – Assignment resource** page.

Table 187: Controls

Control	Description
Approve	Use this button to grant the attestation approval (see Granting or denying attestation cases on page 164).
Deny	Use this button to deny the attestation approval (see Granting or denying attestation cases on page 164).
Approve all	Use this button to grant all attestations approval (see Granting or denying attestation cases on page 164).
Deny all	Use this button to deny all attestations approval (see Granting or denying attestation cases on page 164).
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of pending attestation cases on page 152) and send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about pending attestation cases on page 156).
Next	Opens the **Pending Attestations – Approvals** (see Pending attestations – approvals (page description) on page 957). Use this button to display an overview of all approvals made and set further options (see Granting or denying attestation cases on page 164). As long as you have not made a decision (with the help of the previous buttons) this button is disabled.

Table 188: Controls in the attestation case's details pane

Control	Description
Actions > Go to attested object	Use this action to switch to an overview of the object to be attested (see Displaying pending attestation cases on page 163).

Control	Description
Actions > Send inquiry	Use this action to send an inquiry to an identity about the attestation case (see Submitting inquiries about pending attestation cases on page 171).
Actions > Reroute approval	Use this action to let another approval level make the approval decision about the attestation case. For example, if approval is required by a manager in a one-off case (see Rerouting approvals of pending attestation cases on page 166).
Actions > Add approver	Use this action to add an additional approver to share the approval decision about the attestation case (see Appointing additional approvers to pending attestation cases on page 167).
Actions > Delegate approval	Use this action to delegate the approval decision about the attestation case to another identity (see Delegating approvals of pending attestation cases to other identities on page 169). You can revoke this action in the attestation history (see Withdrawing delegations from pending attestation case approvals on page 169).
Actions > Reject approval	Use this action to reject the approval decision about an attestation case (see Rejecting approval of attestation cases on page 170). The approval decision is returned to the original approver.
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of pending attestation cases on page 152). Then you can send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Withdrawing additional approval	If you have appointed an additional approver for this attestation case (see Appointing additional approvers to pending attestation cases on page 167), use this button to revoke the action. Then you are the only approver of this attestation case again (see Removing additional approvers from pending attestation cases on page 168).
Revoking hold status	Use this button to release the attestation case for approval again so that it can be processed by the approvers (see Revoking the hold status of pending attestation cases on page 172).
Report	Use this button to generate a report about the object to attest.
Show details	You can use this function to display details about all the objects that are included in this attestation case (see Displaying pending attestation cases on page 163).

Table 189: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.

Column	Description
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. It is possible that some of the attestation cases have existed for a while and have been approved several times. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.
Approval	Use these two buttons to make an approval decision about the attestation case. TIP: If you have made all your approval decisions, click **Next** to open an overview page and save all the approvals.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each instance in the details pane. To do this, click the appropriate instance in the list.

- **Information**: Displays general information about the attestations case.
- **Workflow**: Shows the chronological lifecycle of the attestation case.
- **Attestation policy**: Shows further information about the attestation policy used.
- **History**: Shows the object's attestation history.

Pending attestation: Multi-request resources (page description)

To open the **Pending Attestations: Multi-request resources** page go to **Attestation** > **My Actions** > **Pending Attestations** > **Multi-request resources**.

On the **Pending Attestations: Multi-request resources** page, you can show all the multi-request resources with pending attestation cases that you can approve. If you click on a multi-request resource, a new page opens where you can make approval decisions about the attestation cases and run other tasks (see Pending attestation – Multi-request resource (page description) on page 946).

The following table gives you an overview of the different controls on the **Pending Attestations: Multi-request resources** page.

Table 190: Controls

Control	Description
Tree view	Use this button to switch to the tree/hierarchical view.
List view	Use this button to switch to the detailed list view. TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Pending attestation – Multi-request resource (page description)

To open the **Pending attestations – Multi-request resource** page go to **Attestation** > **My Actions** > **Pending Attestations** > **Multi-request resources** > Select a multi-request resource.

On the **Pending Attestations – Multi-request resource** page, you can:

- Display pending attestation cases (see Displaying pending attestation cases on page 163)
- Display attestors for pending attestation cases (see Displaying attestors of pending attestation cases on page 152)
- Display object details to attest (see Displaying pending attestation cases on page 163)
- Generate reports about objects to attest
- Send reminders to approvers (see Sending reminders about pending attestation cases on page 156)
- Grant or deny attestation cases (see Granting or denying attestation cases on page 164)
- Make inquiries about attestation cases if the information is insufficient to make an approval decision (see Submitting inquiries about pending attestation cases on page 171)
- Reroute attestation case approvals to other identities (see Rerouting approvals of pending attestation cases on page 166)
- Add other approvers that can approve attestation cases (see Appointing additional approvers to pending attestation cases on page 167)
- Delegate attestation case approvals to other identities (see Delegating approvals of pending attestation cases to other identities on page 169)

- Revoke attestation cases' hold status (see Revoking the hold status of pending attestation cases on page 172)

The following tables give you an overview of the different functions and content on the **Pending Attestations – Multi-request resource** page.

Table 191: Controls

Control	Description
Approve	Use this button to grant the attestation approval (see Granting or denying attestation cases on page 164).
Deny	Use this button to deny the attestation approval (see Granting or denying attestation cases on page 164).
Approve all	Use this button to grant all attestations approval (see Granting or denying attestation cases on page 164).
Deny all	Use this button to deny all attestations approval (see Granting or denying attestation cases on page 164).
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of pending attestation cases on page 152) and send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about pending attestation cases on page 156).
Next	Opens the **Pending Attestations – Approvals** (see Pending attestations – approvals (page description) on page 957). Use this button to display an overview of all approvals made and set further options (see Granting or denying attestation cases on page 164). As long as you have not made a decision (with the help of the previous buttons) this button is disabled.

Table 192: Controls in the attestation case's details pane

Control	Description
Actions > Go to attested object	Use this action to switch to an overview of the object to be attested (see Displaying pending attestation cases on page 163).
Actions > Send inquiry	Use this action to send an inquiry to an identity about the attestation case (see Submitting inquiries about pending attestation cases on page 171).
Actions > Reroute approval	Use this action to let another approval level make the approval decision about the attestation case. For example, if approval is required by a manager in a one-off case (see Rerouting approvals of pending attestation cases on page 166).

Control	Description
Actions > Add approver	Use this action to add an additional approver to share the approval decision about the attestation case (see Appointing additional approvers to pending attestation cases on page 167).
Actions > Delegate approval	Use this action to delegate the approval decision about the attestation case to another identity (see Delegating approvals of pending attestation cases to other identities on page 169). You can revoke this action in the attestation history (see Withdrawing delegations from pending attestation case approvals on page 169).
Actions > Reject approval	Use this action to reject the approval decision about an attestation case (see Rejecting approval of attestation cases on page 170). The approval decision is returned to the original approver.
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of pending attestation cases on page 152). Then you can send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Withdrawing additional approval	If you have appointed an additional approver for this attestation case (see Appointing additional approvers to pending attestation cases on page 167), use this button to revoke the action. Then you are the only approver of this attestation case again (see Removing additional approvers from pending attestation cases on page 168).
Revoking hold status	Use this button to release the attestation case for approval again so that it can be processed by the approvers (see Revoking the hold status of pending attestation cases on page 172).
Report	Use this button to generate a report about the object to attest.
Show details	You can use this function to display details about all the objects that are included in this attestation case (see Displaying pending attestation cases on page 163).

Table 193: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved.

Column	Description
	• **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. It is possible that some of the attestation cases have existed for a while and have been approved several times. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.
Approval	Use these two buttons to make an approval decision about the attestation case. TIP: If you have made all your approval decisions, click **Next** to open an overview page and save all the approvals.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each instance in the details pane. To do this, click the appropriate instance in the list.

- **Information**: Displays general information about the attestations case.
- **Workflow**: Shows the chronological lifecycle of the attestation case.
- **Attestation policy**: Shows further information about the attestation policy used.
- **History**: Shows the object's attestation history.

Pending attestations: Software (page description)

To open the **Pending Attestations: Software** page go to **Attestation** > **My Actions** > **Pending Attestations** > **Software**.

On the **Pending Attestations: Software** page, you can show all the software applications with pending attestation cases that you can approve. If you click on a software application, a new page opens where you can make approval decisions about the attestation cases and run other tasks (see Pending attestations – Software (page description) on page 950).

The following table gives you an overview of the different controls on the **Pending Attestations: Software** page.

Table 194: Controls

Control	Description
Tree view	Use this button to switch to the tree/hierarchical view.
List view	Use this button to switch to the detailed list view. TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Pending attestations – Software (page description)

To open the **Pending attestations – Software** page go to **Attestation** > **My Actions** > **Pending Attestations** > **Software** > Select a software application.

On the **Pending Attestations – Software** page, you can:

- Display pending attestation cases (see Displaying pending attestation cases on page 163)
- Display attestors for pending attestation cases (see Displaying attestors of pending attestation cases on page 152)
- Display object details to attest (see Displaying pending attestation cases on page 163)
- Generate reports about objects to attest
- Send reminders to approvers (see Sending reminders about pending attestation cases on page 156)
- Grant or deny attestation cases (see Granting or denying attestation cases on page 164)
- Make inquiries about attestation cases if the information is insufficient to make an approval decision (see Submitting inquiries about pending attestation cases on page 171)
- Reroute attestation case approvals to other identities (see Rerouting approvals of pending attestation cases on page 166)
- Add other approvers that can approve attestation cases (see Appointing additional approvers to pending attestation cases on page 167)
- Delegate attestation case approvals to other identities (see Delegating approvals of pending attestation cases to other identities on page 169)
- Revoke attestation cases' hold status (see Revoking the hold status of pending attestation cases on page 172)

The following tables give you an overview of the different functions and content on the **Pending Attestations – Software** page.

Table 195: Controls

Control	Description
Approve	Use this button to grant the attestation approval (see Granting or denying attestation cases on page 164).
Deny	Use this button to deny the attestation approval (see Granting or denying attestation cases on page 164).
Approve all	Use this button to grant all attestations approval (see Granting or denying attestation cases on page 164).
Deny all	Use this button to deny all attestations approval (see Granting or denying attestation cases on page 164).
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of pending attestation cases on page 152) and send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about pending attestation cases on page 156).
Next	Opens the **Pending Attestations – Approvals** (see Pending attestations – approvals (page description) on page 957). Use this button to display an overview of all approvals made and set further options (see Granting or denying attestation cases on page 164). As long as you have not made a decision (with the help of the previous buttons) this button is disabled.

Table 196: Controls in the attestation case's details pane

Control	Description
Actions > Go to attested object	Use this action to switch to an overview of the object to be attested (see Displaying pending attestation cases on page 163).
Actions > Send inquiry	Use this action to send an inquiry to an identity about the attestation case (see Submitting inquiries about pending attestation cases on page 171).
Actions > Reroute approval	Use this action to let another approval level make the approval decision about the attestation case. For example, if approval is required by a manager in a one-off case (see Rerouting approvals of pending attestation cases on page 166).
Actions > Add approver	Use this action to add an additional approver to share the approval decision about the attestation case (see Appointing additional approvers to pending attestation cases on page 167).
Actions > Delegate	Use this action to delegate the approval decision about the attestation

Control	Description
approval	case to another identity (see Delegating approvals of pending attestation cases to other identities on page 169). You can revoke this action in the attestation history (see Withdrawing delegations from pending attestation case approvals on page 169).
Actions > Reject approval	Use this action to reject the approval decision about an attestation case (see Rejecting approval of attestation cases on page 170). The approval decision is returned to the original approver.
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of pending attestation cases on page 152). Then you can send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Withdrawing additional approval	If you have appointed an additional approver for this attestation case (see Appointing additional approvers to pending attestation cases on page 167), use this button to revoke the action. Then you are the only approver of this attestation case again (see Removing additional approvers from pending attestation cases on page 168).
Revoking hold status	Use this button to release the attestation case for approval again so that it can be processed by the approvers (see Revoking the hold status of pending attestation cases on page 172).
Report	Use this button to generate a report about the object to attest.
Show details	You can use this function to display details about all the objects that are included in this attestation case (see Displaying pending attestation cases on page 163).

Table 197: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the

Column	Description
	Workflow tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. It is possible that some of the attestation cases have existed for a while and have been approved several times. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.
Approval	Use these two buttons to make an approval decision about the attestation case. TIP: If you have made all your approval decisions, click **Next** to open an overview page and save all the approvals.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each instance in the details pane. To do this, click the appropriate instance in the list.

- **Information**: Displays general information about the attestations case.
- **Workflow**: Shows the chronological lifecycle of the attestation case.
- **Attestation policy**: Shows further information about the attestation policy used.
- **History**: Shows the object's attestation history.

Pending attestations: Multi requestable/unsubscribable resources (page description)

To open the **Pending Attestations: Multi requestable/unsubscribable resources** page go to **Attestation** > **My Actions** > **Pending Attestations** > **Multi requestable/unsubscribable resources**.

On the **Pending Attestations: Multi requestable/unsubscribable resources** page, you can show all the multi requestable/unsubscribable resources with pending attestation cases that you can approve. If you click on a multi requestable/unsubscribable resource, a new page opens where you can make approval decisions about the attestation cases and run other tasks (see Pending attestations – Multi requestable/unsubscribable resource (page description) on page 954).

The following table gives you an overview of the different controls on the **Pending Attestations: Multi requestable/unsubscribable resources** page.

Table 198: Controls

Control	Description
Tree view	Use this button to switch to the tree/hierarchical view.
List view	Use this button to switch to the detailed list view. TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Pending attestations – Multi requestable/unsubscribable resource (page description)

To open the **Pending attestations – Multi requestable/unsubscribable resource** page go to **Attestation** > **My Actions** > **Pending Attestations** > **Multi requestable/unsubscribable resources** > Select a multi requestable/unsubscribable resource.

On the **Pending Attestations – Multi requestable/unsubscribable resource** page, you can:

- Display pending attestation cases (see Displaying pending attestation cases on page 163)
- Display attestors for pending attestation cases (see Displaying attestors of pending attestation cases on page 152)
- Display object details to attest (see Displaying pending attestation cases on page 163)
- Generate reports about objects to attest
- Send reminders to approvers (see Sending reminders about pending attestation cases on page 156)
- Grant or deny attestation cases (see Granting or denying attestation cases on page 164)
- Make inquiries about attestation cases if the information is insufficient to make an approval decision (see Submitting inquiries about pending attestation cases on page 171)
- Reroute attestation case approvals to other identities (see Rerouting approvals of pending attestation cases on page 166)
- Add other approvers that can approve attestation cases (see Appointing additional approvers to pending attestation cases on page 167)
- Delegate attestation case approvals to other identities (see Delegating approvals of pending attestation cases to other identities on page 169)
- Revoke attestation cases' hold status (see Revoking the hold status of pending attestation cases on page 172)

The following tables give you an overview of the different functions and content on the **Pending Attestations – Multi requestable/unsubscribable resource** page.

Table 199: Controls

Control	Description
Approve	Use this button to grant the attestation approval (see Granting or denying attestation cases on page 164).
Deny	Use this button to deny the attestation approval (see Granting or denying attestation cases on page 164).
Approve all	Use this button to grant all attestations approval (see Granting or denying attestation cases on page 164).
Deny all	Use this button to deny all attestations approval (see Granting or denying attestation cases on page 164).
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of pending attestation cases on page 152) and send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about pending attestation cases on page 156).
Next	Opens the **Pending Attestations – Approvals** (see Pending attestations – approvals (page description) on page 957). Use this button to display an overview of all approvals made and set further options (see Granting or denying attestation cases on page 164). As long as you have not made a decision (with the help of the previous buttons) this button is disabled.

Table 200: Controls in the attestation case's details pane

Control	Description
Actions > Go to attested object	Use this action to switch to an overview of the object to be attested (see Displaying pending attestation cases on page 163).
Actions > Send inquiry	Use this action to send an inquiry to an identity about the attestation case (see Submitting inquiries about pending attestation cases on page 171).
Actions > Reroute approval	Use this action to let another approval level make the approval decision about the attestation case. For example, if approval is required by a manager in a one-off case (see Rerouting approvals of pending attestation cases on page 166).
Actions > Add approver	Use this action to add an additional approver to share the approval decision about the attestation case (see Appointing additional approvers to pending attestation cases on page 167).
Actions > Delegate	Use this action to delegate the approval decision about the attestation

Control	Description
approval	case to another identity (see Delegating approvals of pending attestation cases to other identities on page 169). You can revoke this action in the attestation history (see Withdrawing delegations from pending attestation case approvals on page 169).
Actions > Reject approval	Use this action to reject the approval decision about an attestation case (see Rejecting approval of attestation cases on page 170). The approval decision is returned to the original approver.
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of pending attestation cases on page 152). Then you can send them reminder mails (see Sending reminders about pending attestation cases on page 156).
Withdrawing additional approval	If you have appointed an additional approver for this attestation case (see Appointing additional approvers to pending attestation cases on page 167), use this button to revoke the action. Then you are the only approver of this attestation case again (see Removing additional approvers from pending attestation cases on page 168).
Revoking hold status	Use this button to release the attestation case for approval again so that it can be processed by the approvers (see Revoking the hold status of pending attestation cases on page 172).
Report	Use this button to generate a report about the object to attest.
Show details	You can use this function to display details about all the objects that are included in this attestation case (see Displaying pending attestation cases on page 163).

Table 201: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the

Column	Description
	Workflow tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. It is possible that some of the attestation cases have existed for a while and have been approved several times. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.
Approval	Use these two buttons to make an approval decision about the attestation case. TIP: If you have made all your approval decisions, click **Next** to open an overview page and save all the approvals.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each instance in the details pane. To do this, click the appropriate instance in the list.

- **Information**: Displays general information about the attestations case.
- **Workflow**: Shows the chronological lifecycle of the attestation case.
- **Attestation policy**: Shows further information about the attestation policy used.
- **History**: Shows the object's attestation history.

Pending attestations – approvals (page description)

To open the **Pending Attestations – Approvals** page go to **Attestation** > **My Actions** > **Pending Attestations** > Make decision > **Next**.

After you have made your approval decisions on the **Pending Attestations** page, you can save the approval decisions on the **Pending Attestations – Approvals** page so that they take effect. You can also enter reason for the approval decisions here.

The following tables give you an overview of the various features and content on the **Pending Attestations – Approvals** page.

Table 202: Controls

Control	Description
Reason for approvals	Enter a reason for all approved attestations here.
Standard reason	Here you can select one of the standard reasons saved in the system

Control	Description
	for all approved attestations.
Reason for denials	Enter a reason for all denied attestations here.
Standard reason	Here you can select one of the standard reasons saved in the system for all denied attestations.
Save	Use this button to save all the settings and approval decisions.
Back	Use this button to switch to the previous page. For example, to approve other attestations.

Table 203: Columns

Column	Description
Display name	Shows you the name of the object to be attested.
Attestation policy	Shows the name of the attestation policy in use.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.
Reason	Here you can enter a reason for the decision. To do this, click on the button and, in the dialog, enter a reason or select one of the standard reasons.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation history (page description)

To open the **Attestation History** page go to **Attestation** > **My actions** > **Attestation History**.

On the **Attestation History** page, you can display all the attestation approval decisions that you or identities for which you are responsible have made (see Displaying attestation history on page 173).

The following tables give you an overview of the various features and content on the **Attestation History** page.

Table 204: Controls

Control	Description
Attestation	The check boxes allow you to control which approvals are displayed:

Control	Description
Status	• **Approved**: Select this check box to display attestation cases that have been granted approval. • **Pending**: Select this check box to display attestation cases that you have made an approval decision about but have not yet been approved. • **Not approved**: Select this check box to display attestation cases that have been denied.
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of pending attestation cases through the attestation history on page 153) and send them reminder mails.

Table 205: Controls in the attestation case's details pane

Control	Description
Actions > Go to attested object	Use this action to switch to an overview of the object to be attested (see Displaying attestation history on page 173).
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of pending attestation cases through the attestation history on page 153). Then you can send them reminder mails.
Show details	You can use this button to display details about all the objects that are included in this attestation case (see Displaying attestation history on page 173).
Report	Use this button to generate a report about the object to attest.

Table 206: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Approved**: The attestation case was approved. • **Pending**: The attestation case is not closed yet and must still be approved. • **Denied**: The attestation case was denied. In the details pane, on the

Column	Description
	Workflow tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each instance in the details pane. To do this, click the appropriate instance in the list.

- **Information**: Displays general information about the attestations case.
- **Workflow**: Shows the chronological lifecycle of the attestation case.
- **Attestation policy**: Shows further information about the attestation policy used.
- **History**: Shows the object's attestation history.

Attestation inquiries (page description)

To open the **Attestation Inquiries** page go to **Attestation** > **My actions** > **Attestation Inquiries**.

On the **Attestation Inquiries** page, you can perform the following actions in response to questions you have been asked about specific attestation cases:

- Show inquiries (see Displaying attestation case inquiries on page 175)
- Answer inquiries (see Answering attestation case inquiries on page 175)

The following tables give you an overview of the various features and content on the **Attestation Inquiries** page.

Table 207: Controls in the attestation case's details pane

Control	Description
Respond	Use this button to respond to the inquiry (see Answering attestation case inquiries on page 175).

Table 208: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.

Column	Description
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each instance in the details pane. To do this, click the appropriate instance in the list.

- **Information**: Displays general information about the attestations case.
- **Workflow**: Shows the chronological lifecycle of the attestation case.
- **Attestation policy**: Shows further information about the attestation policy used.
- **History**: Shows the object's attestation history.

Auditing (page description)

To open the **Auditing** page go to **Attestation** > **Auditing**.

On the **Auditing** page, you can display all the attestation cases in the system.

The following tables give you an overview of the various features and content on the **Auditing** page.

Table 209: Controls

Control	Description
Attestors	Click **Assign** and select the identity whose attestation cases you want to display.
Attestation state	The check boxes allow you to control which approvals are displayed: • **Approved**: Select this check box to display attestation cases that have been granted approval. • **Pending**: Select this check box to display attestation cases that have not yet been approved. • **Not approved**: Select this check box to display attestation cases that have been denied.

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of pending auditing attestation cases on page 153) and send them reminder mails.

Table 210: Controls in the attestation case's details pane

Control	Description
Actions > Go to attested object	Use this action to switch to an overview of the object to be attested.
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of pending auditing attestation cases on page 153). send them reminder mails.
Viewing details	Use this button to show the details of the entire request used to request this product.
Report	Use this button to generate a report about the object to attest.

Table 211: Columns

Column	Description
Display name	Shows you the name of the object included in the attestation case.
Attestation policy	Shows you the name of the attestation policy in use.
State	Shows you the current status of the attestation case. The following status' are possible: • **Approved**: The attestation case was approved. • **Pending**: The attestation case is not closed yet and must still be approved. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows you whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows you by when the attestation case must be completed.
Risk index	Shows you the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each instance in the details pane. To do this, click the appropriate instance in the list.

- **Information**: Displays general information about the attestations case.
- **Workflow**: Shows the chronological lifecycle of the attestation case.
- **Attestation policy**: Shows further information about the attestation policy used.
- **History**: Shows the object's attestation history.

Governance administration (page description)

Open **Governance Administration** page go to **Attestation** > **Governance Administration**.

Attestations start with attestation policies. You use these policies to specify which objects are designated for attestation and when and how often they are run.

Managers or others responsible for compliance can use attestation policies to run the following tasks.

- Authorize access
- Setting up permissions

On the **Governance Administration** page you can perform various actions to do with attestation policies and attestation runs.

To do this, click on one of the tiles:

Table 212: Tiles

Tiles	Description
Attestation runs	You select the following actions: • Display attestations runs whose progress is shown as a prediction • Renew attestation runs • Send approver reminders
Attestation policy settings	You select the following actions: • Displaying attestation policies • Setting up attestation policies • Copying attestation policies

Tiles	Description
	• Editing attestation policies • Deleting attestation policies

Attestation runs (page description)

To open the **Attestation runs** page go to **Attestation** > **Governance Administration** > **Attestation runs**.

On the **Attestation Runs** page, you can:

- Display attestations runs whose progress is shown as a prediction
- Renew attestation runs
- Send approver reminders

The following tables give you an overview of the different functions and content on the **Attestation runs** page.

Table 213: Controls

Control	Description
Min Category	You can use the options to select the attestation runs you want to display: • **Good**: Displays attestation runs that are rated as good. • **Mediocre**: Displays attestation runs that are rated as mediocre. • **Bad**: Displays attestation runs that are rated as bad.
Reminder attestors of all visible runs	Use this button to send reminder emails to all identities that still have attestation cases to approve in the attestation runs displayed.

Table 214: Controls in the attestation policy's details pane

Control	Description
Extending an attestation run	Use this button to renew the attestation run.
Send reminder	Use this button to send reminder emails to all identities that still have attestation cases to approve in the selected attestation runs.
Attestors > Send reminder	Use this button to send reminder emails to individual identities that still have attestation cases to approve in the selected attestation runs.

Table 215: Columns

Column	Description
Attestation policy	Shows the name of the attestation policy used int he attestation run.
Run started	Show when the attestation run started.
Due date	Shows when the attestation case must be completed.
Progress so far	Show the progress of completed attestation cases in this attestation run. The color of the bar refers to the percentage of the attestation run's progress. • Red: Progress under 70% • Orange: Progress between 70% and 90% • Green: Progress over 90%

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

TIP: On the following tabs, you can show other useful information about each attestation run in the pane. To do this, click the appropriate instance in the list.

- **Details**: Shows general information about attestation runs, details of associated attestation cases and an attestation prediction.
- **Attestors**: Show the attestors for the selected attestation runs along with the number of pending and closed attestation cases. You can select attestors and send a reminder email.

Managing attestation policy (page description)

To open the **Attestation Policy Settings** page go to **Attestation** > **Governance Administration** > **Attestation Policy Settings**.

On the **Attestation Policy Settings** page, you can:

- Display attestation policies
- Set up attestation policies
- Copy attestation policies
- Edit attestation policies
- Delete attestation policies

The following tables give you an overview of the various features and content on the **Attestation Policy Settings** page.

Table 216: Controls

Control	Description
Edit	Opens the **Edit attestation policy** page (see Editing attestation policies (page description) on page 969). Use this button to edit the attestation policy. For example, you can: • Set up a schedule after the attestation case is generated • Disable the attestation policy • Select an identity to be responsible for granting or denying approval of attestation cases • Enable or disable automatic closing of obsolete attestation cases by the system • Create/edit condition for ascertaining which objects to attest
Copy	Use this button to copy the attestation policy.
Delete	Use this button to delete the attestation policy.
Show disabled policies	Use this button to display disabled attestation policies. For example, you can display a disabled attestation policy to edit and re-enable it.
New attestation policy	Use this button to create a new attestation policy. This opens the **Create New Attestation Policy** page.

Table 217: Columns

Column	Description
Attestation policy	Shows you the name of the attestation policy.
Attestation procedure	Shows you the name of the attestation procedure used by the attestation policy.
Compliance frameworks	Shows you the name of the compliance frameworks used by the attestation policy. Compliance frameworks are used for classifying attestation policies, compliance rules, and company policies according to regulatory requirements. This could be internal requirements or auditing requirements.
Calculation schedule	Shows you how often an attestation run is started with this attestation policy. Each attestation run creates a new attestation case respectively.
Owner	Shows you the name of the identity that created the attestation policy.
Actions	Using the buttons (see the previous table) you can edit, copy, or delete the attestation policy.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Creating new attestation policies (page description)

To open the **Create New Attestation Policy** page go to **Attestation** > **Governance Administration** > **Attestation Policy Settings** > **New attestation policy**.

On the **Create New Attestation Policy** page you can create a new attestation policy.

The following tables give you an overview of the various features and content on the **Attestation Policy Settings** page.

Table 218: Controls

Control	Description
Create	Use this button to save the attestation policy with your settings.
Cancel	Use this button to cancel creation of the new attestation policy.

You can specify the following main data.

Table 219: Attestation policy main data

Property	Description
Disabled	Specify whether the attestation policy is disabled or not. Attestation cases cannot be added to disabled attestation policies and, therefore, no attestation is done. Completed attestation cases can be deleted once the attestation policy is disabled.
Attestation policy	Enter a name for the attestation policy.
Description	Enter a description of the attestation policy.
Attestation procedure	Click **Assign/Change** and specify which objects will be attested with this attestation policy. NOTE: The selection of the attestation procedure is crucial. The selected attestation procedure determines, amongst other things, the available options when conditions are added. The available options are modified to match the attestation procedure.
Approval policies	Specify who can approve the attestations. Depending on which attestation procedure you selected, different approval policies are available.
Attestors	Click **Assign/Change** and then select the identities that can make approval decisions about attestation cases. NOTE: This field is only shown if you have selected an attestation

Property	Description
	policy in the **Attestation policy** menu that demands attestation by an approver (for example, **Attestation by selected approvers**).
Calculation schedule	Specify how often an attestation run is started with this attestation policy. Each attestation run creates a new attestation case respectively.
Time required (days)	Specify how many days attestors have to make an approval decision about the attestation cases governed by this policy. If you do not want to specify a time, enter **0**.
Owner	Select the identity that is responsible for this attestation policy. This identity can view and edit the attestation policy.
Risk index	Use the slider to define the attestation policy's risk index. This value specifies the risk for the company if attestation for this attestation policy is denied.
Compliance frameworks	Click **Assign**/**Change** and add a compliance framework to use. Compliance frameworks are used for classifying attestation policies, compliance rules, and company policies according to regulatory requirements. For example, internal requirements or auditing requirements.
Close obsolete tasks automatically	Specify whether attestation cases pending for this attestation policy are automatically closed if new attestation cases are created (for example, when there is a new attestation run of this attestation policy). If an attestation run with this attestation policy is started and the option is set, new attestation cases are created according to the condition. All pending, obsolete attestation cases for newly determined attestation objects of this attestation policy are stopped. Attestation cases for attestation objects that are not recalculated, remain intact.
Approval by multi-factor authentication	Specify whether approvals about attestation cases governed by this attestation policy require multifactor authentication (for example Starling 2FA).

In the **Object selection**, you use conditions to specify which objects are to be attested. The following table gives you an overview of the various features in the **Object selection** view.

Table 220: Controls in the object selection

Control	Description
All conditions must be fulfilled:	Enable this option to have new attestation cases created for all objects that meet each of the conditions the next time the attestation policy is

Control	Description
	run. If one of the objects to attest does not fulfill a condition, this object is not attested. In addition, use of this option generates a intersecting set of all the individual conditions of the selected objects.
At least one condition must be fulfilled:	Enable this option so that new attestation cases are created for all objects that meet at least one of the conditions the next time the attestation policy is run. Use of this option generates a superset of all the individual conditions of the selected objects.
Add condition	Use this button to create a new condition. Conditions specify which objects to attest. For more information about the different conditions, see Appendix: Attestation conditions and approval policies from attestation procedures on page 800.
Number of objects matching in total	Click the displayed number to preview all objects that to attest.
Edit condition	Use this button to edit an existing condition.
Delete condition	Use this button to delete and an existing condition.
Refresh	Use this button to update the total number of matching objects.

Editing attestation policies (page description)

To open the **Edit attestation policy** page go to **Attestation** > **Governance Administration** > **Attestation Policy Settings** > (**Edit attestation policy**).

On the **Edit attestation policy** page, you can:

- Set up a schedule after the attestation case is generated
- Disable the attestation policy
- Select an identity to be responsible for granting or denying approval of attestation cases
- Enable or disable automatic closing of obsolete attestation cases by the system
- Create/edit condition for ascertaining which objects to attest

The following tables give you an overview of the various features and content on the **Edit attestation policy** page.

Table 221: Controls

Control	Description
Save	Use this button to save the attestation policy with the changes you have made.

Control	Description
Delete	Use this button to delete the attestation policy.
Cancel	Use this button to discard the changes to the attestation policy.

You can change the following main data.

Table 222: Attestation policy main data

Property	Description
Disabled	Specify whether the attestation policy is disabled or not. Attestation cases cannot be added to disabled attestation policies and, therefore, no attestation is done. Completed attestation cases can be deleted once the attestation policy is disabled.
Attestation policy	Enter a name for the attestation policy.
Description	Enter a description of the attestation policy.
Attestation procedure	Click **Assign**/**Change** and specify which objects will be attested with this attestation policy. NOTE: The selection of the attestation procedure is crucial. The selected attestation procedure determines, amongst other things, the available options when conditions are added. The available options are modified to match the attestation procedure.
Approval policies	Specify who can approve the attestations. Depending on which attestation procedure you selected, different approval policies are available.
Attestors	Click **Assign**/**Change** and then select the identities that can make approval decisions about attestation cases. NOTE: This field is only shown if you have selected an attestation policy in the **Attestation policy** menu that demands attestation by an approver (for example, **Attestation by selected approvers**).
Calculation schedule	Specify how often an attestation run is started with this attestation policy. Each attestation run creates a new attestation case respectively.
Time required (days)	Specify how many days attestors have to make an approval decision about the attestation cases governed by this policy. If you do not want to specify a time, enter **0**.
Owner	Select the identity that is responsible for this attestation policy. This identity can view and edit the attestation policy.
Risk index	Use the slider to define the attestation policy's risk index. This value specifies the risk for the company if attestation for this attestation

Property	Description
	policy is denied.
Compliance frameworks	Click **Assign/Change** and add a compliance framework to use. Compliance frameworks are used for classifying attestation policies, compliance rules, and company policies according to regulatory requirements. For example, internal requirements or auditing requirements.
Close obsolete tasks automatically	Specify whether attestation cases pending for this attestation policy are automatically closed if new attestation cases are created (for example, when there is a new attestation run of this attestation policy). If an attestation run with this attestation policy is started and the option is set, new attestation cases are created according to the condition. All pending, obsolete attestation cases for newly determined attestation objects of this attestation policy are stopped. Attestation cases for attestation objects that are not recalculated, remain intact.
Approval by multi-factor authentication	Specify whether approvals about attestation cases governed by this attestation policy require multifactor authentication (for example Starling 2FA).

In the **Object selection**, you use conditions to specify which objects are to be attested. The following table gives you an overview of the various features in the **Object selection** view.

Table 223: Controls in the object selection

Control	Description
Adding conditions	Use this button to create a new condition. Conditions specify which objects to attest. For more information about the different conditions, see Appendix: Attestation conditions and approval policies from attestation procedures on page 800.
Number of objects matching in total	Click the displayed number to preview all objects that to attest.
Editing conditions	Use this button to edit an existing condition.
Deleting conditions	Use this button to delete and an existing condition.
Refresh	Use this button to update the total number of matching objects.

Attestation escalation approval (page description)

To open the **Attestation Escalation Approval** page go to **Attestation** > **Escalation**.

If the are attestations pending and the approver responsible is not available for an extended period or has no access to Web Portal, the fallback approver or member of the chief approval team must make an approval decision. For more information about the chief approval team, see the One Identity Manager Attestation Administration Guide.

On the **Attestation Escalation Approval**, you can display attestation cases grouped by attestation policy and then, on the **Attestation Escalation Approval - <attestation policy>** page, approve the attestation cases (see Attestation escalation – Attestation policy (page description) on page 972).

The following table gives you an overview of the various features on the **Attestation Escalation Approval** page.

Table 224: Columns

Column	Description
Attestation policy	Shows you the name of the attestation policy for which there are pending attestation cases.
Attestation Cases	Shows you how many pending attestation cases there are for this attestation policy and whether they are overdue.
Review	Shows you the progress of completed attestation cases in this attestation run. The color of the bar refers to the percentage of the attestation run's progress. • Red: Progress under 70% • Orange: Progress between 70% and 90% • Green: Progress over 90%

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation escalation – Attestation policy (page description)

To open the **Attestation Escalation Approval – Attestation policy** page go to **Attestation** > **Escalation** > select attestation policy.

On the **Attestation Escalation Approval – Attestation policy** page, you can:

- Display escalated attestation cases (see Displaying escalated attestation cases on page 187)
- Display attestors for escalated attestation cases (see Displaying attestors of escalated attestation cases on page 154)
- Display object details to attest (see Displaying escalated attestation cases on page 187)
- Generate reports about objects to attest
- Send reminders to approvers (see Sending reminders about escalated attestation cases on page 159)
- Grant or deny attestation cases (see Granting or denying escalated attestation cases on page 187)
- Make inquiries about attestation cases if the information is insufficient to make an approval decision (see Submitting inquiries about escalated attestation cases on page 191)
- Reroute attestation case approvals to other identities (see Rerouting approvals of escalated attestation cases on page 188)
- Add other approvers that can approve attestation cases (see Appointing additional approvers to escalated attestation cases on page 189)
- Delegate attestation case approvals to other identities (see Delegating approvals of escalated attestation cases to other identities on page 190)
- Revoke attestation cases' hold status (see Revoking the hold status of escalated attestation cases on page 192)

The following tables give you an overview of the various features and content on the **Attestations Escalation Approval – attestation policy** page.

Table 225: Controls

Control	Description
Approve	Use this button to grant the attestation approval (see Granting or denying escalated attestation cases on page 187).
Deny	Use this button to deny the attestation approval (see Granting or denying escalated attestation cases on page 187).
Approve all	Use this button to grant all attestations approval (see Granting or denying escalated attestation cases on page 187).
Deny all	Use this button to deny all attestations approval (see Granting or denying escalated attestation cases on page 187).
View attestors for pending attestation cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of escalated attestation cases on page 154) and send them reminder mails (see Sending reminders about escalated attestation cases on page 159).

Control	Description
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about escalated attestation cases on page 159).
Next	This opens the **Attestation Escalation Approval – Approvals**. Use this button to display an overview of all approvals made and set further options (see Granting or denying escalated attestation cases on page 187). As long as you have not made a decision (with the help of the previous buttons) this button is disabled.

Table 226: Controls in the attestation case's details pane

Control	Description
Actions > Go to attested object	Use this action to switch to an overview of the object to be attested (see Displaying escalated attestation cases on page 187).
Actions > Send inquiry	Use this action to send an inquiry to an identity about the attestation case (see Submitting inquiries about escalated attestation cases on page 191).
Actions > Reroute approval	Use this action to let another approval level make the approval decision about the attestation case. For example, if approval is required by a manager in a one-off case (see Rerouting approvals of escalated attestation cases on page 188).
Actions > Add approver	Use this action to add an additional approver to share the approval decision about the attestation case (see Appointing additional approvers to escalated attestation cases on page 189).
Actions > Delegate approval	Use this action to delegate the approval decision about the attestation case to another identity (see Delegating approvals of escalated attestation cases to other identities on page 190). You can revoke this action in the attestation history (see Withdrawing delegations from escalated attestation case approvals on page 190).
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of escalated attestation cases on page 154). Then you can send them reminder mails (see Sending reminders about escalated attestation cases on page 159).
Withdraw additional approval	If you have appointed an additional approver for this attestation case (see Appointing additional approvers to escalated attestation cases on page 189), use this button to revoke the action. Then you are the only approver of this attestation case again (see Removing additional approvers from escalated attestation cases on page 189).
Revoking hold status	Use this button to release the attestation case for approval again so that it can be processed by the approvers (see Revoking the hold

Control	Description
	status of escalated attestation cases on page 192).
Report	Use this button to generate a report about the object to attest.
Show details	You can use this button to display details about all the objects that are included in this attestation case (see Displaying escalated attestation cases on page 187).

Table 227: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. It is possible that some of the attestation cases have existed for a while and have been approved several times. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.
Approval	Use these two buttons to make an approval decision about the attestation (see Granting or denying escalated attestation cases on page 187). TIP: If you have made all your approval decisions, click **Next** to open an overview page and save all the approvals.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each instance in the details pane. To do this, click the appropriate instance in the list.

- **Information**: Displays general information about the attestations case.
- **Workflow**: Shows the chronological lifecycle of the attestation case.
- **Attestation policy**: Shows further information about the attestation policy used.
- **History**: Shows the object's attestation history.

Attestation escalation – Approvals (page description)

To open the **Attestation Escalation Approval – Approvals** page go to **Attestation** > **Escalation** > Click an attestation policy > Make approval decision > **Next**.

After you have made your approval decisions on the **Attestation Escalation Approvals** page, you can save the approval decisions on the **Pending Attestation Approval – Approvals** page so that they take effect. You can also enter reason for the approval decisions here. For more information, see Granting or denying escalated attestation cases on page 187.

The following tables give you an overview of the various features and content on the **Attestation Escalation Approval – Approvals** page.

Table 228: Controls

Control	Description
Reason for approvals	Enter a reason for all approved attestations here.
Standard reason	Here you can select one of the standard reasons saved in the system for all approved attestations.
Reason for denials	Enter a reason for all denied attestations here.
Standard reason	Here you can select one of the standard reasons saved in the system for all denied attestations.
Save	Use this button to save all the settings and approval decisions.
Back	Use this button to switch to the previous page. For example, to approve other attestations.

Table 229: Columns

Column	Description
Display name	Shows you the name of the object to be attested.
Attestation policy	Shows the name of the attestation policy in use.

Column	Description
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.
Reason	Here you can enter a reason for the decision. To do this, click on the button and, in the dialog, enter a reason or select one of the standard reasons.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Compliance (Menu description)

Companies have different requirements that they need for regulating internal and external identities' access to company resources. On the one hand, rule checks are used for locating rule violations and on the other hand, to prevent them. By using these rules, you can demonstrate compliance with legislated regulations such as the Sarbanes-Oxley Act (SOX). The following demands are made on compliance:

- Compliance rules define what an employee is entitled to do or not do. For example, an identity may not have both entitlements A and B at the same time.
- Company policies are very flexible, and can be defined for any company resources you are managing with Manager. For example, a policy might only allow identities from a certain department to own a certain entitlement.
- Each item that an identity access can be given a risk value. A risk index can be calculated for identities, accounts, organization, roles, and for the groups of resources available for request. You can then use the risk indexes to help prioritize your compliance activities.

Some rules are preventative. For example, a request will not be processed if it violates the rules, unless exception approval is explicitly granted and an approver allows it. Compliance rules (if appropriate) and company policies are run on a regular schedule and violations appear in the identity’s Web Portal to be dealt with there. Company policies can contribute to mitigation control by reducing risk. For example, if risks are posed by identities running processes outside the One Identity Manager solution and causing violations. Reports and dashboards give you further insights into your state of compliance. For more information, see What statistics are available? on page 792.

You can use items on the **Compliance** menu to perform various actions and collect information. The following tables provide you with an overview of the menu items and actions that can be run here.

Table 230: Menu items

Menu	Menu item	Description
Compliance		

Menu	Menu item		Description
	My actions		
		Pending Rule Violations	Here you can make approval decisions about pending rule violations.
		Rule Violation History	Here you can display all the approvals that you made about rule violations.
		Pending Policy Violations	Here you can make approval decisions about pending policy violations.
		Policy Violation History	Here you can display all the approvals that you made about policy violations.
	Auditing		
		Rule Violations	Here you can display all rule violations.
		Policy Violations	Here you can display all policy violations.
	Governance administration		
		Risk assessment	Here you can display and edit all risk index functions.
		Compliance frameworks	Here you can display all compliance frameworks.
		High-risk overview	Here you can display objects (for example, identities) with increased risk index.
		Rule violations	Here you can display all the compliance rules and corresponding rule violations.
		Policy violations	Here you can display all the company policies and corresponding policy violations.
		Rule analysis	Here you can display all compliance rules with SAP functions and the user accounts that violate these rules.
		Function analysis	Here you can display rule violations of identities assigned to critical SAP functions.

My actions (page description)

To open the **My Actions** page go to **Compliance** > **My Actions**.

On the **My Actions** page, you can perform various actions regarding compliance.

To do this, click on one of the tiles:

Table 231: Tiles

Tiles	Description
Pending rule violations	You select the following actions: • Show rule violations that have not been approved yet (see Displaying approvable rule violations on page 195) • Grant or deny rule exceptions (see Approving and denying rule violations on page 195) • Resolve rule violations (see Resolving rule violations on page 197)
Rule Violation History	Here you can view all the rule violations you have approved or denied in the past (see Displaying rule violation history on page 198).
Pending Policy Violations	You select the following actions: • Show policy violations that have not been approved yet (see Displaying approvable policy violations on page 199) • Permit or reject policy exceptions (see Approving and denying policy violations on page 199)
Policy Violation History	Here you can view all the policy violations you have approved or denied in the past.

Pending rule violations (page description)

To open the **Pending Rule Violations** page go to **Compliance** > **My Actions** > **Pending Rule Violations**.

On the **Pending Rule Violations** page, you can:

- Show rule violations that have not been approved yet (see Displaying approvable rule violations on page 195)
- Grant or deny rule exceptions (see Approving and denying rule violations on page 195)
- Resolve rule violations (see Resolving rule violations on page 197)

TIP If you are an auditor or an approver, you can obtain more information about exception approvals from **Auditing** menu.

The following tables give you an overview of the various features and content on the **Pending Rule Violations** page.

Table 232: Controls

Control	Description
Approve	Use this button to grant the rule violation approval (see Approving and denying rule violations on page 195).
Deny	Use this button to deny the rule violation approval (see Approving and denying rule violations on page 195).
Next	Opens the **Exception approvals** page (see Exception approvals (page description) on page 981). Use this button to display an overview of all approvals made and set further options. As long as you have not made a decision (with the help of the previous buttons) this button is disabled.

Table 233: Controls in the details pane of a rule violation

Control	Description
Valid until	You can use this option to define until when this approval decision is valid (see Approving and denying rule violations on page 195).
Resolve	Use this button to resolve the rule violation. When resolving the rule violation, you have the option of removing individual entitlements (see Resolving rule violations on page 197).

Table 234: Columns

Column	Description
Employee	Shows you the name of the identity that violated the rule.
Rule violation	Shows you the name of the violated rule.
Approval state	Shows you what status the rule violation currently has. The following status' are possible: • **Approval decision pending**: The rule violation has yet to be decided. • **Exception granted**: The exception was approved. In the details pane, on the **Rule violation** tab, you can see why the exception was granted approval. • **Exception denied**: The exception was denied. In the details pane, on the **Rule violation** tab, you can see why the exception was denied approval.

Column	Description
Risk index (reduced)	Shows you the risk index reduced by the mitigating control.
Approval	Use these two buttons to make an approval decision about the attestation case. TIP: If you have made all your approval decisions, click **Next** to open an overview page and save all the approvals.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

TIP: On the following tabs, you can show other useful information about each rule violation in the pane. To do this, click the corresponding entry in the list.

- **Rule violation**: Shows you general information about the rule violation.
- **Rule**: Show general information about rule that was violated.

Exception approvals (page description)

To open the **Exception approvals** page go to **Compliance** > **My Actions** > **Pending Rule Violations** > Make approval decision > **Next**.

After you have made your approval decisions on the **Pending Rule Violations** page, you can save the approval decisions on the **Exception Approvals** page so that they take effect (see Approving and denying rule violations on page 195). You can also enter reason for the approval decisions here.

The following tables give you an overview of the various features and content on the **Exception approvals** page.

Table 235: Controls

Control	Description
Reason for approvals	Here you can enter a reason for all approved rule violations.
Standard reason	Here you can select one of the standard reasons saved in the system for all approved rule violations.
Reason for denials	Here you can enter a reason for all denied rule violations.
Standard reason	Here you can select one of the standard reasons saved in the system for all denied rule violations.
Save	Use this button to save all the settings and approval decisions.
Back	Use this button to switch to the previous page. For example, to approve other rule violations.

Table 236: Columns

Column	Description
Employee	Shows you the name of the identity that violated the rule.
Rule violation	Shows you the name of the rule that violates the identity.
Reason	Here you can enter a reason for the decision. To do this, click on the button and, in the dialog, enter a reason or select one of the standard reasons.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Rule Violation History (page description)

To open the **Rule Violation History** page go to **Compliance** > **My Actions** > **Rule Violation History**.

On the **Rule Violation History** page, you can view all the rule violations you have approved or denied in the past (see Displaying rule violation history on page 198).

The following table gives you an overview of the various features on the **Rule Violation History** page.

Table 237: Columns

Column	Description
Employee	Shows you the name of the identity that violated the rule.
Rule violation	Shows you the name of the violated rule.
Approval state	Shows you whether the exception was approved or denied. The following status' are possible: • **Exception granted**: The exception was approved. In the details pane, on the **Rule violation** tab, you can see why the exception was granted approval. • **Exception denied**: The exception was denied. In the details pane, on the **Rule violation** tab, you can see why the exception was denied approval.
Risk index (reduced)	Shows you the risk index reduced by the mitigating control.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

TIP: On the following tabs, you can show other useful information about each rule violation in the pane. To do this, click the corresponding entry in the list.

- **Rule violation**: Shows you general information about the rule violation.
- **Rule**: Shows you general information about the rule that was violated.

Pending policy violations (page description)

To open the **Pending Policy Violations** page go to **Compliance** > **My Actions** > **Pending Policy Violations**.

On the **Pending Policy Violations** page, you can:

- Show policy violations that have not been approved yet (see Displaying approvable policy violations on page 199)
- Permit or reject policy exceptions (see Approving and denying policy violations on page 199)

TIP If you are an auditor or an approver, you can obtain more information about exception approvals from **Auditing** menu.

The following tables give you an overview of the various features and content on the **Pending Policy Violations** page.

Table 238: Controls

Control	Description
Approve	Use this button to grant exception approval (see Approving and denying rule violations on page 195).
Deny	Use this button to deny exception approval (see Approving and denying rule violations on page 195).
Next	Opens the **Exception approvals** page (see Exception approvals (page description) on page 984). Use this button to display an overview of all approvals made and set further options. As long as you have not made a decision (with the help of the previous buttons) this button is disabled.

Table 239: Columns

Column	Description
Violating object	Shows you the name of the object that violates the policy. TIP: In the details pane, on the **Object** tab, you can see additional information about the object.
Policy	Shows you the name of the violated policy.

Column	Description
Status	Shows you the current status of the policy violation. The following status' are possible: • **Approval decision pending**: The policy violation has yet to be decided. • **Exception granted**: The exception was approved. In the details pane, on the **Policy violation** tab, you can see why the exception was granted approval. • **Exception denied**: The exception was denied. In the details pane, on the **Policy violation** tab, you can see why the exception was denied approval.
Approval	Use these two buttons to make an approval decision about the policy violation. TIP: If you have made all your approval decisions, click **Next** to open an overview page and save all the approvals.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

TIP: On the following tabs in the details pane, you can view other useful information about each rule violation. To do this, click the corresponding entry in the list.

- **Policy violation**: Shows you general information about the policy violation.
- **Object**: Shows you general information about object that was violated the policy.
- **Policy**: Shows you general information about policy that was violated.

Exception approvals (page description)

To open the **Exception approvals** page go to **Compliance** > **My Actions** > **Pending Policy Violations** > Make approval decision > **Next**.

After you have made your approval decisions on the **Pending Policy Violations** page, you can save the approval decisions on the **Exception Approvals** page so that they take effect (see Approving and denying policy violations on page 199). You can also enter reason for the approval decisions here.

The following tables give you an overview of the various features and content on the **Exception approvals** page.

Table 240: Controls

Control	Description
Reason for approvals	Here you can enter a reason for all approved policy violations.
Standard reason	Here you can select one of the standard reasons saved in the system

Control	Description
	for all approved policy violations.
Reason for denials	Here you can enter a reason for all denied policy violations.
Standard reason	Here you can select one of the standard reasons saved in the system for all denied policy violations.
Save	Use this button to save all the settings and approval decisions.
Back	Use this button to switch to the previous page. For example, to approve other policy violations.

Table 241: Columns

Column	Description
Violating object	Shows you the name of the object that violates the policy.
Policy	Shows you the name of the policy that violates the object.
Reason	Here you can enter a reason for the decision. To do this, click on the button and, in the dialog, enter a reason or select one of the standard reasons.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Policy violations (page description)

To open the **Policy Violations** page go to **Compliance** > **My Actions** > **Policy Violations**.

On the **Policy Violations** page, you can view all the policy violations you have approved or denied in the past (see Displaying policy violation history on page 200).

The following table gives you an overview of the various features on the **Policy Violations** page.

Table 242: Columns

Column	Description
Violating object	Shows you which object violated the policy.
Policy	Shows you the name of the violated policy.
State	Shows you whether the exception was approved or denied. The following status' are possible:

Column	Description
	• **Exception granted**: The exception was approved. In the details pane, on the **Policy violation** tab, you can see why the exception was granted approval. • **Exception denied**: The exception was denied. In the details pane, on the **Policy violation** tab, you can see why the exception was denied approval.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

TIP: On the following tabs in the details pane, you can view other useful information about each rule violation. To do this, click the corresponding entry in the list.

- **Policy violation**: Shows you general information about the policy violation.
- **Object**: Shows you general information about object that was violated the policy.
- **Policy**: Shows you general information about policy that was violated.

Auditing (page description)

To open the **Auditing** page go to **Compliance** > **Auditing**.

On the **Auditing** page, you can display all the approval decisions about rule and policy violations in the system.

To do this, click on one of the tiles:

Table 243: Tiles

Tiles	Description
Rule violations	Here you can display all rule violations.
Policy violations	Here you can display all policy violations.

Auditing - rule violations (page description)

To open the **Auditing – Rule Violations** page go to **Compliance** > **Auditing** > **Rule Violations**.

On the **Auditing – Rule Violations** page you can view all rule violations in the system (see Displaying all rule violations on page 201).

The following tables give you an overview of the various features and content on the **Auditing – Rule Violations** page.

Table 244: Controls

Control	Description
Select approver	Click **Assign** and select the identity whose approvals you want to display.

Table 245: Columns

Column	Description
Employee	Shows you the name of the identity that violated the rule.
Rule violation	Shows you the name of the violated rule.
Approval state	Shows you what status the rule violation currently has. The following status' are possible: • **Approval decision pending**: The rule violation has yet to be decided. • **Exception granted**: The exception was approved. In the details pane, on the **Rule violation** tab, you can see why the exception was granted approval. • **Exception denied**: The exception was denied. In the details pane, on the **Rule violation** tab, you can see why the exception was denied approval.
Risk index (reduced)	Shows you the risk index reduced by the mitigating control.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

TIP: On the following tabs, you can show other useful information about each rule violation in the pane. To do this, click the corresponding entry in the list.

- **Rule violation**: Shows you general information about the rule violation.
- **Rule**: Show general information about rule that was violated.

Auditing – Policy violations (page description)

To open the **Auditing – Policy Violations** page go to **Compliance** > **Auditing** > **Policy Violations**.

On the **Auditing - Policy Violations** page, you can display all policy violations in the system (see Displaying all policy violations on page 202).

The following tables give you an overview of the various features and content on the **Auditing – Policy Violations** page.

Table 246: Controls

Control	Description
Select approver	Click **Assign** and select the identity whose approvals you want to display.

Table 247: Columns

Column	Description
Employee	Shows you the name of the identity that violated the policy.
Policy	Shows you the name of the violated policy.
State	Shows you the current status of the policy violation. The following status' are possible: • **Approval decision pending**: The policy violation has yet to be decided. • **Exception granted**: The exception was approved. In the details pane, on the **Policy violation** tab, you can see why the exception was granted approval. • **Exception denied**: The exception was denied. In the details pane, on the **Policy violation** tab, you can see why the exception was denied approval.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

TIP: On the following tabs in the details pane, you can view other useful information about each rule violation. To do this, click the corresponding entry in the list.

- **Policy violation**: Shows you general information about the policy violation.
- **Object**: Shows you general information about object that was violated the policy.
- **Policy**: Shows you general information about policy that was violated.

Governance administration (page description)

To open the **Governance Administration** page go to **Attestation** > **Governance Administration**.

On the **Governance Administration** page, you can manage compliance rules and company policies and related functions.

To do this, click on one of the tiles:

Table 248: Tiles

Tiles	Description
Risk assessment	Here you can perform the following actions for the risk index functions that contribute to the calculation of risk indexes: • Show risk index functions (see Displaying risk index functions on page 203) • Edit risk index functions (see Editing risk index functions on page 204) • Enable risk index functions (see Enabling/disabling risk index functions on page 205) • Disable risk index functions (see Enabling/disabling risk index functions on page 205)
Compli-ance framework	Here you can display all compliance frameworks (see Displaying compliance frameworks on page 205).
High-risk overview	Here you can see an overview of the objects with the highest risk factor (see Displaying high risk objects on page 792).
Rule violations	Here you get an overview of compliance rules and the corresponding rule violations and generate detailed reports on them (see Viewing compliance rules and violations on page 206).
Policy violations	Here you get an overview of company policies and the corresponding policy violations, and generate detailed reports about them (see Displaying company policies and violations on page 207).
Rule analysis	Here you can display all compliance rules with SAP functions and the user accounts that violate them (see Displaying compliance rules with SAP functions on page 208). You can investigate the rule violation to determine the reason for it and take action if necessary.
Function analysis	Here you can display all rule violations of identities assigned to critical SAP functions (see Displaying rule violations of identities with critical SAP functions on page 209).

Risk assessment (page description)

To open the **Risk Assessment** page go to **Compliance** > **Governance Administration** > **Risk Assessment**.

Everyone with IT system authorization in a company represents a security risk for that company. For example, a person with permission to edit financial data in SAP carries a higher risk than an employee with permission to edit their own personal data. To quantify the risk, you can enter a risk value for every company resource in One Identity Manager. A risk index is calculated from this value for every person who is assigned this company resource, directly, or indirectly. Company resources include target system entitlements (for example, Active Directory groups or SAP profiles), system roles, subscribable reports, software, and resources. In this way, all the people that represent a particular risk to the company can be found.

In the context of Identity Audit, compliance rules can also be given a risk index. With each rule violation, the security risk of all identities that violate the rule may increase. Therefore, these risk indexes are also included in the identities' risk calculation. You can define appropriate countermeasures through mitigating controls, and store them with the compliance rules.

Other factors can influence the calculation of identities' risk indexes. These include: the type of resource assignment (approved request or direct assignment), attestations, exception approvals for rule violations, identity's responsibilities, and defined weightings. Furthermore, the risk index can be calculated for all business roles, organizations, and system roles that have company resources assigned to them. The user account risk index is calculated based on the system entitlements assigned.

For more information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

On the **Risk Assessment** page, you can perform the following actions for the risk index calculation rules that contribute to the calculation of these indexes:

- Show risk index functions (see Displaying risk index functions on page 203)
- Edit risk index functions (see Editing risk index functions on page 204)
- Enable risk index functions (see Enabling/disabling risk index functions on page 205)
- Disable risk index functions (see Enabling/disabling risk index functions on page 205)

The following table gives you an overview of the various features on the **Risk Assessment** page.

Table 249: Columns

Column	Description
Object type	Shows you which objects are affected by the risk index function.
Name	Shows you the risk index function's name.
Calculation type	Shows you the calculation type used for risk assessment. The following calculation types are possible: • **Maximum (weighted)**: The highest value from all relevant risk indexes is determined, weighted and used as the basis for further calculation. • **Maximum (normalized)**: The highest value from all relevant risk indexes is calculated, weighted with the normalized weighting factor and taken as basis for the next calculation. • **Increment**: The risk index of table column (target) is incremented by a fixed value. You can see this value in the **Weighting/Change value** column.

Column	Description
	- **Decrement**: The risk index of the table column (target) is decreased by a fixed value. You can see this value in the **Weighting/Change value** column. - **Average (normalized)**: The average of all relevant risk indexes is calculated with the normalized weighting factor and taken as basis for the next calculation. - **Average (weighted)**: The average of all relevant risk indexes is calculated, weighted, and taken as basis for the next calculation. - **Reduction**: Used when calculating the reduced risk index for compliance rules, SAP functions, company policies, and attestation policies. You cannot add custom functions with this calculation type!
Weighting/change value	Shows, depending on the type of calculation, the value used to weigh the determined risk index in the final calculation or the value used to alter the risk index respectively.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Compliance frameworks (page description)

To open the **Compliance Frameworks** page go to **Compliance** > **Governance Administration** > **Compliance Frameworks**.

Compliance frameworks are used for classifying attestation policies, compliance rules, and company policies according to regulatory requirements.

On the **Compliance Frameworks** page, you can display all the compliance frameworks (see Displaying compliance frameworks on page 205).

The following table gives you an overview of the various features on the **Compliance Frameworks** page.

Table 250: Columns

Column	Description
Name	Shows you the compliance framework's name.
Description	Shows you a description of the compliance framework.
Manager/supervisor	Shows you who is responsible for the compliance framework.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Compliance framework details (page description)

To open the **Compliance Frameworks** page go to **Compliance** > **Governance Administration** > **Compliance Frameworks** > click list entry.

On the **Compliance Frameworks** page, you will see a overview of a specific compliance framework displayed as a HyperView (after you select it on the **Compliance Frameworks** page) and you can create a report listing the compliance framework's rule violation (see Displaying compliance frameworks on page 205).

The following table gives you an overview of the various features on the **Compliance Frameworks** page.

Table 251: Controls

Control	Description
Rule overview report	Use this button to generate a report about the compliance framework's rule violations.

High risk overview (page description)

To open the **High Risk Overview** page go to **Compliance** > **Governance Administration** > **High Risk Overview**.

On the **High Risk Overview** page, you can get overview of the objects with the highest risk factor (see Displaying high risk objects on page 792). This can help you prioritize when managing your business resources. Company resources have risk values, which provide the risk index when combined with risk index functions.

The following tables give you an overview of the various features and content on the **High Risk Overview** page.

Table 252: Controls

Control	Description
Show all high risk objects	Select this check box if you want to show all the high risk objects (instead of just the top 10) (see Displaying high risk objects on page 792).

Table 253: Columns

Column	Description
High Risk Objects	
Display name	Shows you the object's display name.
Object type	Shows you the type of object.

Column	Description
Risk index	Show the object's risk index.
High Risk Employees	
Full name	Shows the identity's name.
Primary department	Shows you to which department the identity is primarily assigned.
Risk index (calculated)	Shows you the identity's calculated risk index.
High Risk Business roles	
Business role	Shows the business role's name.
Role class	Shows the business role's role class.
Risk index (calculated)	Shows you the business role's calculated risk index.
High Risk System roles	
System role	Shows the system role's internal name.
Display name	Shows the system role's display name.
System role manager	Shows you the name of the identity responsible for the system role.
Risk index (calculated)	Shows you the system role's calculated risk index.
High Risk System entitlements	
Display	Shows the system entitlement's display name.
Group type	Shows the system entitlement's group type.
Risk index	Shows the system entitlement's risk index.
High Risk User accounts	
Login name	Shows you the user name of the user account used to log in.
Name	Shows you the user account's display name.
Employee	Shows you the name of the identity to which the user account is primarily assigned.
Container	Shows you in which container the user account is located.
Risk index (calculated)	Shows you the calculated user account's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Rule violations (page description)

To open the **Rule Violations** page go to **Compliance** > **Governance Administration** > **Rule Violations**.

On the **Rule Violations** page, you get an overview of compliance rules and the corresponding rule violations and generate detailed reports on them (see Viewing compliance rules and violations on page 206). This information can help to determine gaps in your security or compliance policies and to develop attestation policies or mitigating controls. Mitigation comprises processes existing outside the One Identity Manager solution and that reduce the risk of violation.

The following tables give you an overview of the various features and content on the **Rule Violations** page.

Table 254: Controls

Control	Description
By framework	Enable this option to display all compliance rules associated with compliance frameworks for which you are responsible.
By department	Enable this option to display all compliance rules violated by identities belonging to departments for which you are responsible.
By rule	Enable this option to display all compliance rules for which you are responsible.
By approval role	Enable this option to display all compliance rules for which you are allowed to grant exceptions.
All compliance rules	Enable this option to display all compliance rules.

Table 255: Controls in the detail pane of a compliance rule

Control	Description
Show details	This opens the **<rule>** page (see Rule details (page description) on page 995). Use this button to display more details about the compliance rule as a HyperView (see Viewing compliance rules and violations on page 206).
Report	Use this button to generate a report listing the rule violations (see Viewing compliance rules and violations on page 206). The report contains a risk assessment for you to use for prioritizing violations and on which to base subsequent planning. The risk assessment takes into account many risk factors that arise from violations and represents the risk as a value between 0 (no risk) and 1 (high risk).

Table 256: Columns

Column	Description
Rule name	Shows you the compliance rule's name.
Risk index	Shows the severity of the rule violation (meaning the calculated risk index). The higher this value is, the higher the risk that this rule violation poses.
Risk index (reduced)	Shows the risk index taking mitigating controls into account. A rule's risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.
Rule violations (new)	Shows you how often the compliance rule has been violated recently.
Rule violations (all)	Shows you how often the compliance rule is violated.
Rule group	Shows you the rule group to which the compliance rule belongs based on its content.
Compliance framework	Shows you the compliance framework to which the compliance rule belongs.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

TIP: You can see more information about each compliance rule in the details pane. To do this, click the corresponding entry in the list.

Rule details (page description)

To open the **<rule name>** details page go to **Compliance** > **Governance Administration** > **Rule Violations** > click an entry in the list.

On the **<rule name>** details page, you will see a overview of a specific company policy displayed as a HyperView (after you select Show Details on the **Rule violations** page) and you can create a report listing the rule violations.

The following table gives you an overview of the various features on the **<rule name>** details pane.

Table 257: Controls

Control	Description
Report	Use this button to generate a report listing the rule violations.

Control	Description
	The report contains a risk assessment for you to use for prioritizing violations and on which to base subsequent planning. The risk assessment takes into account many risk factors that arise from violations and represents the risk as a value between 0 (no risk) and 1 (high risk).

Policy violations (page description)

To open the **Policy Violations** page go to **Compliance** > **Governance Administration** > **Policy Violations**.

On the **Policy Violations** page, you get an overview of company policies and the corresponding policy violations, and generate detailed reports about them (see Displaying company policies and violations on page 207). This information can help to determine gaps in your security or compliance policies and to develop attestation policies or mitigating controls. Mitigation comprises processes existing outside the One Identity Manager solution and that reduce the risk of violation.

The following tables give you an overview of the various features and content on the **Policy Violations** page.

Table 258: Controls

Control	Description
For framework owners	Enable this option to display all company policies associated with compliance frameworks for which you are responsible.
For policy owners	Enable this option to display all company policies for which you are responsible.
For exception approvers	Enable this option to display all company policies for which you are allowed to grant exceptions.
All policies	Enable this option to display all company policies.

Table 259: Controls in the company policy's details pane

Control	Description
Show details	This opens the **<policy> (Policy)** page (see Policy details (page description) on page 997). Use this button to display more details about the company policy as a HyperView (see Displaying company policies and violations on page 207).
Report	Use this button to generate a report listing the policy violations (see Displaying company policies and violations on page 207).

Control	Description
	The report contains a risk assessment for you to use for prioritizing violations and on which to base subsequent planning. The risk assessment takes into account many risk factors that arise from violations and represents the risk as a value between 0 (no risk) and 1 (high risk).

Table 260: Columns

Column	Description
Policy	Shows you the name of the company policy.
Risk index	Shows the severity of the policy violation (meaning the calculated risk index). The higher this value is, the higher the risk that this policy violation poses.
Risk index (reduced)	Shows the risk index taking mitigating controls into account. The risk of a policy violation can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of a policy violation. For more information, see Compliance – Governance Administration on page 202.
Policy violations (new)	Shows you how often the company policy has been violated recently.
Policy violations (all)	Shows you how often the company policy is violated.
Policy group	Shows you the policy group to which the company policy belongs, based on its content.
Compliance framework	Shows you the compliance framework to which the company policy belongs.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

TIP: You can see more information about each company policy in the details pane. To do this, click the corresponding entry in the list.

Policy details (page description)

To open the **<policy name>** details page go to **Compliance** > **Governance Administration** > **Policy Violations** > click an entry in the list.

On the **<policy name>** details page, you will see a overview of a specific company policy displayed as a HyperView (after you select Show Details on the **Policy violations** page) and you can create a report listing the policy violations.

The following table gives you an overview of the various features on the **<policy name>** details pane.

Table 261: Controls

Control	Description
Report	Use this button to generate a report listing the policy violations. The report contains a risk assessment for you to use for prioritizing violations and on which to base subsequent planning. The risk assessment takes into account many risk factors that arise from violations and represents the risk as a value between 0 (no risk) and 1 (high risk).

Rule analysis (page description)

To open the **Rule Analysis** page go to **Compliance** > **Governance Administration** > **Rule Analysis**.

Identities who have access to certain critical SAP functions, may violate compliance rules and can pose a significant security threat. On the **Rule Analysis** page, you can display all compliance rules with the SAP functions and user accounts that violate them (see Displaying compliance rules with SAP functions on page 208). You can investigate the rule violation to determine the reason for it and take action if necessary.

If you click a compliance rule in the list, a new page opens (see Rule Analysis – Rule (page description) on page 999) displaying the user accounts and identities violate that rule (see Displaying compliance rules with SAP functions on page 208).

The following table gives you an overview of the various features on the **Rule Analysis** page.

Table 262: Columns

Column	Description
Rule	Shows you the compliance rule's name.
Description	Shows you the compliance rule's description.
Significance	Shows you how high the risk is if this compliance rule is violated.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Rule Analysis – Rule (page description)

To open the **Rule Analysis – Rule** page go to **Compliance** > **Governance Administration** > **Rule Analysis** > Click a rule.

On the **Rule Analysis - Rule** page you can examine a rule violation selected on the **Rule Analysis** page (see Rule analysis (page description) on page 998) to find the reason for it and take any necessary measures (see Displaying compliance rules with SAP functions on page 208).

The following table gives you an overview of the various features on the **Rule Analysis – Rule** page.

Table 263: Columns

Column	Description
User account	Shows you the name of the SAP user account that violates the compliance rule.
Employee	Shows you the name of the identity that violates the compliance rule.
Analyze rule violation	Click **By role** to display details of the rule violation roles and profiles. Click **By ability** to display details of SAP functions and transactions.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Rule violations by user (page description)

To open the **Rule Violations** page go to **Compliance** > **Governance Administration** > **Critical Function Analysis**.

On the **Rule Violations by User** page, you can display all rule violations of identities associated with critical SAP functions (see Displaying rule violations of identities with critical SAP functions on page 209).

Clicking an identity in the list opens a new page (see Rule violations for an identity (page description) on page 1000) that displays critical SAP functions and rule violations of the corresponding identity (see Displaying rule violations of identities with critical SAP functions on page 209).

The following table gives you an overview of the various features on the **Rule Violations by User** page.

Table 264: Columns

Column	Description
Full name	Shows you the name of the identity that violates the compliance rule.
Central SAP user account	Shows you the name of the central SAP user account that the identity uses.
Primary department	Shows you the primary department of identity that violates the compliance rule.
Functional area	Shows you the functional area of the identity that violates the compliance rule.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Rule violations for an identity (page description)

To open the **Rule Violations for <identity>** page go to **Compliance** > **Governance Administration** > **Critical Function Analysis** > click an identity.

On the **Rule Violations for <identity>** page, you can investigate an identity to determine the reason for a rule violation and take action if necessary (see Displaying rule violations of identities with critical SAP functions on page 209).

Here you can find out which of the identity's SAP functions was involved in the violation and the rules that caused the violation.

The following table gives you an overview of the various features on the **Rule Violations for <identity>** page.

Table 265: Columns

Column	Description
SAP functions from ...	
Function definition	Shows you the identity's SAP function name.
Description	Shows you the identity's SAP function description.
Significance	Shows you how high the risk of this SAP function is.
Rule violations by ...	
Rule number	Shows you the rule number of the compliance rule that the identity violates.
Rule	Shows you the name of the compliance rule that the identity violates.
Description	Shows you the description of the compliance rule that the identity

Column	Description
	violates.
Significance	Shows you how high the risk of this rule violation is.
Functions	Shows you the identity's SAP function name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Responsibilities (Menu description)

You can use items on the **Responsibilities** menu to perform various actions and collect information about responsibilities. The following tables provide you with an overview of the menu items and actions that can be run here.

Table 266: Menu items

Menu	Menu item		Description
Ownerships			
	My responsibilities		Here you can manage objects that you are responsible for within your company.
	Delegation		
		Delegation	Here you can delegate responsibilities to other identities.
		Delegation history	Here you can display your past delegations made.
	Ownerships		
		Assigning owners	Here you can assign owners to objects.
		Claim ownership	Here you can request responsibility for a group.
	Auditing		Here you can display all objects in the system and their details.
	Governance administration		Here you can manage all objects in the system.

My responsibilities (page description)

To open the **My Responsibilities** page go to **Responsibilities** > **My Responsibilities**.

On the **My Responsibilities** page, you can manage the objects that you are responsible for within your company.

To do this, click on one of the tiles:

- Identities
- System entitlements
- Business roles
- System roles
- Departments
- Cost centers
- Locations
- One Identity Manager application roles
- Resources
- Assignment resources
- Multi-request resources
- Software
- Multi requestable/unsubscribable resources
- Devices

Identities (page description)

To open the **Identities** page go to **Responsibilities** > **My Responsibilities** > **Identities**.

On the **Identities** page, you can:

- View all the identities that you manage (see Displaying my identities on page 286)
- Add new identities (see Adding your own identities on page 287)
- Show your identities' rule violations (see Displaying my identities' rule violations on page 288)

If you click an identity in the list, a new page opens (see Identity overview page (page description) on page 1006), which contains more information and configuration options for the identity.

The following tables give you an overview of the different functions and content on the **Identities** page.

Table 267: Controls

Control	Description
Show only direct reports	Select the check box if you to show only identities that report directly to you. To show all the identities that you manage (indirectly too), do not select the check box.
Rule violations	Opens the **Rule violations by direct reports** page (see Rule violations of directly subordinated identities (page description) on page 1003). Use this button to show all the rule violations of all identities that report to you (see Displaying my identities' rule violations on page 288).
Add a new identity	Opens the **Add a New Identity** page (see Adding a new identity (page description) on page 1004). Use this button to add a new identity to the system (see Adding your own identities on page 287).

Table 268: Columns

Column	Description
Display	Shows the identity's name.
Primary department	Shows the department that the identity is primarily assigned to.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Rule violations of directly subordinated identities (page description)

To open the **Rule violations of directly subordinated identities** page go to **Responsibilities** > **My Responsibilities** > **Identities** > **Rule Violations**.

On the **Rule Violations of Directly Subordinate Identities** page you can view all rule violations of identities that report directly to you (see Displaying my identities' rule violations on page 288).

The following table gives an overview of the various content of the **Rule violations of directly subordinated identities** page.

Table 269: Columns

Column	Description
Employee	Shows you the name of the identity causing the rule violation.
Rule	Shows you the name of the compliance rule that the identity violates.

Column	Description
violation	
Checked	Shows whether the rule violation was tested.
Exception is approved	Shows you whether an exception was approved for the rule violation.
Risk index (calculated)	Shows the severity of the rule violation (meaning the calculated risk index). The higher this value is, the higher the risk that this rule violation poses.
Risk index (reduced)	Shows the risk index taking mitigating controls into account. A rule’s risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.
Approval date	Shows you when an approval decision about the rule violation was made.
Reason	Shows you the reason for the rule violation decision.

Adding a new identity (page description)

To open the **Add a New Identity** page go to **Responsibilities** > **My Responsibilities** > **Identities** > **Add a new identity**.

On the **Add a New Identity** page, you can create a new identity for which you are responsible. Do this by entering the new identity's main data (see Adding your own identities on page 287).

Enter the following main data.

Table 270: Identities main data

Property	Description
Personal data	
Last name	Enter the identity's last name.
First name	Enter the identity's first name.
Date of birth	Enter the identity's date of birth. Click the (**Calendar**) to do this and use the date picker to select the date of birth.
Personnel number	Enter the identity's personnel number.
Gender	In the menu, select the identity's gender.

Property	Description
Central user account	Enter the name of the identity's central user account.
Default email address	Enter the identity's default email address.
Organizational information	
Primary cost center	Click **Assign**/**Change** and select the identity's primary cost center.
Primary department	Click **Assign**/**Change** and select the identity's primary department.
External	Select the check box if this is an external identity.
Employee type	In the menu, select what type of identity this is. For example, an identity of this company or a trainee.
Entry date	Enter the date the identity started at the company. Click the (**Calendar**) and use the date picker to select the starting date.
Leaving date	Enter the date that the identity leaves the company. Click the (**Calendar**) to do this and use the date picker to select the leaving date.
Manager	Shows the identity's manager. TIP: If necessary, you can transfer the identity's manager at a later date (see Assigning other managers to my identities on page 289).
Temporarily disable until	Select the check box to activate the identity at a later date then click the (**Calendar**) and use the date picker to select the date to activate the identity.
Locational information	
Primary location	Click **Assign**/**Change** and select the identity's primary location.
Building	Enter the building where the identity works.
Floor	Enter which floor the identity works on.
Room	Enter the room the identity works in.
Street	Enter the road where the identity works.
Zip code	Enter the zip code of the identity's work location.
City	Enter the city where the identity works.

Identity overview page (page description)

To open an identity's overview page go to **Responsibilities** > **My Responsibilities** > **Identities** and click an identity.

On the identity's overview page, you can perform various actions on the identity you selected beforehand.

To do this, click on one of the tiles:

Table 271: Tiles

Tile	Description
Overview	Opens the **Overview - Identity** page (see Overview – Identity (page description) on page 1007). Here you can see all the relevant information about departments summarized in an overview. (see Displaying my identities' overviews on page 288). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data – Identity** page (see Main data – Identity (page description) on page 1008). Here you can see and edit the identity's main data (see Displaying and editing my identities' main data on page 289).
Permissions	Opens the **Entitlements – Identity** page (see Entitlements – Identity (page description) on page 1013). You select the following actions: • Display entitlements assigned to the identity (see Displaying my identities' entitlements on page 291) • Remove the identity's entitlements (see Deleting my identities' entitlements on page 292)
My Requests	Opens the **Requests – Identity** page (see Requests - Identity ((page description)) on page 1010). Here you can see all the products that this identity has requested or were requested for them (see Displaying my identity requests on page 291).
Delegations	Opens the **Delegations – Identity** page (see Delegations – Identity (page description) on page 1013). You select the following actions: • Display all delegations that the identity is involved in (see Deleting my identities' delegations on page 293) • Delegate the identity's role memberships and responsibilities to other identities (see Adding delegations for my identities on page 294)

Tile	Description
	• Cancel delegations (see Canceling my identities' delegations on page 295) • Delete delegations (see Deleting my identities' delegations on page 295)
Attestation	Opens the **Attestation – Identity** page (see Attestations – Identity (page description) on page 1015). You select the following actions: • Display all attestation cases linked to this identity (see Displaying attestation cases of my identities on page 297) • Display details of the objects being attested (see Displaying attestation cases of my identities on page 297) • Make approval decisions about pending attestation cases (see Approving and denying my identities' attestation cases on page 299) • Display attestations of pending attestation cases (see Displaying attestors of my identities' pending attestation cases on page 298) • Send reminders to approvers (see Sending reminders about my identities' pending attestation cases on page 301)
Risk	Opens the **Risk – Identity** page (see Risk – Identity (page description) on page 1017). Here you can see the identity's risk index (see Displaying my identities' risk indexes on page 302). For more information about risk assessment, see the Risk assessment on page 203.
History	Opens the **History – Identity** page (see History – Identity (page description) on page 1017). Here you can see all the changes made to the identity (see My identities' history on page 303).
Passcode	Here you can create a passcode for the identity if it has forgotten its Web Portal login password and cannot reset it using the question-and-answer function (see Creating passcodes for my identities on page 306).

Overview – Identity (page description)

To open the **Overview – Identity** page go to **Responsibilities** > **My Responsibilities** > **Identities** > select identity> **Overview**.

On the **Overview - Identity** page, you can see all the information relevant to the identity summarized in an overview (see Displaying my identities' overviews on page 288).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Identity (page description)

To open the **Main data – Identity** page go to **Responsibilities** > **My Responsibilities** > **Identity** > select identity > **Main data**.

On the **Main data – Identity** page, you can:

- Display the identity's main data (see Displaying and editing my identities' main data on page 289)
- Edit the identity's main data (see Displaying and editing my identities' main data on page 289)
- Transfer the identity to another manager (see Assigning other managers to my identities on page 289)
- Create a report about the identity's data (see Creating reports about my identities on page 290)

The following tables give you an overview of the different functions and content on the **Main data – Identity** page.

Table 272: Controls

Control	Description
Assign to new manager	Opens the **Assign to New Manager** page (see Assigning to new manager (page description) on page 1010). Use this button to transfer the identity's responsibilities from themself to another manager (see Assigning other managers to my identities on page 289).
Generate report	Use this button to generate a report about the identity's data (see Creating reports about my identities on page 290).
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 273: Identities main data

Property	Description
Personal data	
Last name	Enter the identity's last name.
First name	Enter the identity's first name.
Date of birth	Enter the identity's date of birth. Click the (**Calendar**) to do this and use the date picker to select the date of birth.
Personnel number	Enter the identity's personnel number.

Property	Description
Gender	In the menu, select the identity's gender.
Central user account	Enter the name of the identity's central user account.
Default email address	Enter the identity's default email address.
Organizational information	
Primary cost center	Click **Assign**/**Change** and select the identity's primary cost center.
Primary department	Click **Assign**/**Change** and select the identity's primary department.
External	Select the check box if this is an external identity.
Employee type	In the menu, select what type of identity this is. For example, an identity of this company or a trainee.
Entry date	Enter the date the identity started at the company. Click the (**Calendar**) and use the date picker to select the starting date.
Leaving date	Enter the date that the identity leaves the company. Click the (**Calendar**) to do this and use the date picker to select the leaving date.
Manager	Shows the identity's manager. TIP: If necessary, you can transfer the identity's manager at a later date (see Assigning other managers to my identities on page 289).
Temporarily disable until	Select the check box to activate the identity at a later date then click the (**Calendar**) and use the date picker to select the date to activate the identity.
Locational information	
Primary location	Click **Assign**/**Change** and select the identity's primary location.
Building	Enter the building where the identity works.
Floor	Enter which floor the identity works on.
Room	Enter the room the identity works in.
Street	Enter the road where the identity works.
Zip code	Enter the zip code of the identity's work location.
City	Enter the city where the identity works.

Assigning to new manager (page description)

To open the **Assign to new manager** page go to **Responsibilities** > **My responsibilities** > **Identities** > click an identity > **Main data** > **Assign to new manager**.

On the **Assign to New Manager** page, you can assign a new manager to an identity and specify which changes to make on the day the manager takes effect (see Assigning other managers to my identities on page 289).

NOTE: By default, if the identity to which you want to assign a new manager already has approved requests or entitlements, these will be deleted on the deadline by default. If you want the identity to retain these requests or entitlements when transferring to the new manager, disable the check box in the column **Delete on the effective date** or **Cancel on the effective date**.

The following tables give you an overview of the various features and content on the **Assign to New Manager** page.

Table 274: Controls

Control	Description
New manager	Click **Assign/Change** and then select the identity's new manager.
Effective date	Enter the date on which the new manager will take over responsibility for the identity. Click **Calendar** to do this and use the date picker to select the date.
Back	Opens the **Main data – Identity** page (see Main data – Identity (page description) on page 1008).
Submit	Use this button to save your settings. The manager will be assigned to the identity on the specified date.

Table 275: Columns

Column	Description
Description	Shows you which change is to be made on the effective date.
Object type	Shows you what type of object it is that will be changed on the effective date.
Object	Shows you the name of the object that will be changed on the effective date.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Requests - Identity ((page description))

To open the **Requests – Identity** page go to **Responsibilities** > **My Responsibilities** > **Identities** > select identity > **Requests**.

On the **Requests - Identity** page you can view all the requests an identity has requested itself or that have been requested for them (see Displaying my identity requests on page 291).

The following tables give you an overview of the various features and content on the **Requests – Identity** page.

Table 276: Controls

Control	Description
Advanced search	The advanced search allows you to control which product requests are displayed: • **Requests submitted by the selected identity for itself**: Select this check box to display product requests placed by the selected identity for themselves. • **Requests submitted by the selected identity for others**: Select this check box to display product requests placed by the selected identity for other identities. • **Requests submitted by others for the selected identity**: Select this check box to display product requests placed by other identities for the selected identity. • **Submitted requests in the selected identity's organization**: Select this check box to display product requests placed in the selected identity's scope of responsibility. • **Filter by request number**: Enter the request number of the request you want to display. • **pending**: Select this check box to display product requests that are not yet approved (status: **Request**). • **Approved**: Select this check box to display product requests that have been granted approval (status: **Assigned**). • **Canceled or denied or unsubscribed**: Select this check box to display product requests that have been canceled, denied, or unsubscribed. Click **Search** to apply the filter criteria to the request history. Click **Reset** to reset the filter criteria to the default search.

Table 277: Columns

Column	Description
Product	Shows the name of the product that was requested.
State	Shows the current status of the product. The following status' are possible:

Column	Description
	• **Assigned**: The product request was successful and the product was successfully assigned. • **Request**: The product request is still awaiting an approval decision (it is still in the request workflow). In the details pane, on the **Workflow** tab, you can see the current position in the workflow. • **Pending**: The product request is waiting for an approval decision from an approver. In the details pane, on the **Workflow** tab, you can see what the approval is waiting for. • **Approved**: The product request was granted approval by the approver and continues along the workflow. In the details pane, on the **Workflow** tab, you can see the current position in the workflow. • **Renewal**: The product has been renewed (see Renewing products with limit validity periods on page 128). • **Unsubscription**: The product is in the process of being unsubscribed (see Unsubscribing products on page 129). • **Denied**: The request for this product was denied. The reason for denying may be a policy or rule violation or the manager not verifying the request if it is only temporary. In the details pane, on the **Workflow** tab, you can see when and why the request was denied. . • **Canceled**: The product request was canceled or the system could not carry out the request (for example, because a identity for verifying it was not given or the validity period expired). In the details pane, on the **Workflow** tab, you can see when and why the request was canceled. • **Unsubscribed**: The product was unsubscribed (see Unsubscribing products on page 129). In the details pane, on the **Workflow** tab, you can see when and why the request was unsubscribed.
Request date	Shows when the product was requested. TIP: If you only want to display products that were requested within a certain time period, click **Filtering: Request date** next to the column header and select the appropriate options.
Recipient	Shows for whom the product was requested.
Shopping cart	Shows you the request number of the total request with which the product was requested.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each product in the details pane. To do this, click the product in the list:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.

Entitlements – Identity (page description)

To open the **Entitlements – Identity** page go to **Responsibilities** > **My Responsibilities** > **Identities** > select identity > **Entitlements**.

On the **Entitlements – Identity** page, you can:

- Display entitlements assigned to the identity (see Displaying my identities' entitlements on page 291)
- Remove the identity's entitlements (see Deleting my identities' entitlements on page 292)

TIP: Entitlements form the basis for membership in an object (for example in a department).

The following tables give you an overview of the various features and content on the **Entitlements – Identity** page.

Table 278: Controls

Control	Description
Deleting memberships	Use this button to delete selected entitlements (such as, membership in groups) (see Deleting my identities' entitlements on page 292). To do this, select the check box in front of the entitlement and click the button.

Table 279: Columns

Column	Description
Entitlement	Shows the entitlement's name.
Object type	Shows the entitlement type (for example, if it is a system role)
Origin	Shows how the entitlement was assigned. For example, the entitlement might have been assigned through a dynamic role.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Delegations – Identity (page description)

To open the **Delegations – Identity** page go to **Responsibilities** > **My Responsibilities** > **Identities** > select identity > **Delegations**.

On the **Delegations – Identity** page, you can:

- Display all delegations that the identity is involved in (see Deleting my identities' delegations on page 293)
- Delegate the identity's role memberships and responsibilities to other identities (see Adding delegations for my identities on page 294)
- Cancel delegations (see Canceling my identities' delegations on page 295)
- Delete delegations (see Deleting my identities' delegations on page 295)

The following tables give you an overview of the various features and content on the **Delegations – Identity** page.

Table 280: Controls

Control	Description
Actions > Delete all delegations	Use this action to delete all existing delegations that the identity has triggered (see Deleting my identities' delegations on page 295). NOTE: You cannot delete responsibilities that you have delegated to the identity here. Delete this delegation instead as described in Deleting delegations on page 450.
Actions > Delete delegation	Use this action to delete delegations that you have previously selected using the ☑ **Select** button (see Deleting my identities' delegations on page 295).
Actions > Select all	Use this action to select all the delegations and then delete them (see Deleting my identities' delegations on page 295).
Adding new delegations	Use this button to add a new delegation (see Adding delegations for my identities on page 294).

Table 281: Controls in the details pane of a delegation

Control	Description
Withdraw request	Use this button to cancel the selected delegation (see Canceling my identities' delegations on page 295).
Details	You can use this function to view details of all objects involved in the delegation (see Deleting my identities' delegations on page 293).

Table 282: Columns

Column	Description
Name	Shows you the name of the object whose responsibility has been delegated.
Delegator	Shows you the name of the identity that created the delegation.
Delegation recipient	Shows you the name of the identity to which the responsibility was delegated.
Assignment	Shows you what type of delegated responsibility it is. For example, if you

Column	Description
Method	delegate responsibility through an identity, the criteria is **Employee manager**.
Delete	Use the buttons to select delegations that you want to delete later using **Actions** > **Delete delegation** (see Deleting my identities' delegations on page 295).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

TIP: You can see more information about each action in the details pane.

Attestations – Identity (page description)

To open the **Attestation – Cost center** page go to **Responsibilities** > **My Responsibilities** > **Identities** > select identity > **Attestation**.

On the **Attestation – Identity** page, you can:

- Display all attestation cases linked to this identity (see Displaying attestation cases of my identities on page 297)
- Display details of the objects being attested (see Displaying attestation cases of my identities on page 297)
- Make approval decisions about pending attestation cases (see Approving and denying my identities' attestation cases on page 299)
- Display attestations of pending attestation cases (see Displaying attestors of my identities' pending attestation cases on page 298)
- Send reminders to approvers (see Sending reminders about my identities' pending attestation cases on page 301)

The following tables give you an overview of the various features and content on the **Attestation – Identity** page.

Table 283: Controls

Control	Description
View approvers for pending cases	Use this button to display identities that are still pending attestation (see Displaying attestors of my identities' pending attestation cases on page 298). Then you can send reminder emails to these identities (see Sending reminders about my identities' pending attestation cases on page 301).
Send reminder	Use this button to send reminder email to all the identities that still have to approve attestation cases on this tab (see Sending reminders about my identities' pending attestation cases on page 301).
Approve	Opens the **Pending Attestations – Identity** page (see Pending attestations – Identity (page description) on page 923).

Control	Description
	Use this button to make approval decisions about attestation cases pending for the identity (see Approving and denying my identities' attestation cases on page 299).

Table 284: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this function to display identities that can approve attestation cases (see Displaying attestors of my identities' pending attestation cases on page 298). Then you can send reminder emails to these identities (see Sending reminders about my identities' pending attestation cases on page 301).
Show details	Use this button to display all the objects involved in the attestation case (see Displaying attestation cases of my identities on page 297).

Table 285: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Risk – Identity (page description)

To open the **Risk – Identity** page go to **Responsibilities** > **My Responsibilities** > **Identities** > select identity> **Risk**.

On the **Risk – Identity** page, you can:

- Display the identity's calculated risk index (see Displaying my identities' risk indexes on page 302)
- Show how the calculated risk index is put together (see Displaying my identities' risk indexes on page 302)

The risk index is calculated from the sum of all attribute-based values and the maximum of all assignment-based values.

The following tables give you an overview of the various features and content on the **Risk – Identity** page.

Table 286: Controls

Control	Description
View risk functions	Use this button to show the attributes and assignments that contribute to the calculated risk index (see Displaying my identities' risk indexes on page 302).

Table 287: Columns

Column	Description
Risk index	Shows which property/assignment affects the risk index.
Risk	• At root level: Shows the summarized risk index of the property/assignment. • At other levels: Shows other details about the properties/assignments.
Weighting/change value	Shows, depending on the type of calculation, the value used to weigh the determined risk index in the final calculation or the value used to alter the risk index respectively.

History – Identity (page description)

To open the **History – Identity** page go to **Responsibilities** > **My Responsibilities** > **Identities** > select identity> **History**.

On the **History – Identity** page, you can see all the identity's changes (see My identities' history on page 303).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect an identity, either on a timeline or in a table (see Displaying my identity history on page 303).

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows an overview of all assignments (see Displaying the status overview of my identities on page 304). It also shows you how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now (see Comparing statuses of my identities on page 305). You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – Identity** page.

Table 288: Controls

Control	Description
Events tab	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user. TIP: To remove the filter again, click ✕ (**Reset filter**) next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form.
Switch to timeline view	Use this button to display the changes as a timeline.
Status comparison tab	
Time and date picker	Select from which point on you want to see the changes.
Display changed values only	Deselect the check box if you also want to see properties that have not changed since they were created.

Table 289: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now (see Comparing statuses of my

Control	Description
	identities on page 305). You can also show what the value of the property was at the selected point in time and what the value is now.

Table 290: Columns

Column	Description
Events tab (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview tab	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison tab	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

System entitlements (page description)

To open the **System Entitlements** page go to **Responsibilities** > **My Responsibilities** > **System Entitlements**.

On the **System entitlements** page, you can see all the system entitlements that you manage (see Displaying my system entitlements on page 396).

If you click a system entitlement in the list, a new page opens (see System entitlement overview page (page description) on page 1020), which contains more information and configuration options for the system entitlement.

The following tables give you an overview of the different functions on the **System Entitlements** page.

Table 291: Columns

Column	Description
Name	Shows the system entitlement's name.
Domain/Client	Shows the domain or client that the system entitlement is assigned to.
Requestable	Shows whether the system entitlement can be requested by identities.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

System entitlement overview page (page description)

To open a system entitlement's overview page go to **Responsibilities** > **My Responsibilities** > **System Entitlements** and click a system entitlement.

On the system entitlement's overview page, you can perform various actions on the system entitlement you selected beforehand.

To do this, click on one of the tiles:

Table 292: Tiles

Tile	Description
Overview	Opens the **Overview - System entitlement** page (see Overview – System entitlement (page description) on page 1022). Here you can see all the relevant information about departments summarized in an overview. (see Displaying my system entitlements' overviews on page 397). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data - System entitlement** page (see Main data – System entitlement (page description) on page 1023).

Tile	Description
	You perform the following actions: • Display and edit the system entitlement's main data (see Displaying and editing my system entitlements main data on page 397) • Delete Active Directory groups (see Deleting my Active Directory groups on page 399)
Memberships	Opens the **Memberships - System entitlement** page (see Memberships – System entitlement (page description) on page 1025). You select the following actions: • Display identities that are assigned this system entitlement (see Displaying memberships in my system entitlements on page 401) • Request this system entitlement for identities (see Assigning identities to my system entitlements on page 402) • Cancel this system entitlement for identities (see Removing identities from my system entitlements on page 402)
Attestation	Opens the **Attestations – System entitlement** page (see Attestation – System entitlement (page description) on page 1026). You select the following actions: • Display all attestation cases linked to this system entitlement (see Displaying my system entitlements' attestation cases on page 406) • Display details of the objects being attested (see Displaying my system entitlements' attestation cases on page 406) • Make approval decisions about pending attestation cases (see Approving and denying my system entitlements' attestation cases on page 408) • Display attestations of pending attestation cases (see Displaying attestors of my system entitlements' pending attestation cases on page 407) • Send reminders to approvers (see Sending reminders about my system entitlements' pending attestation cases on page 409)
Attestors	Opens the **Attestors – System entitlement** page (see Attestors – System entitlement (page description) on page 1028). You select the following actions: • Display all identities that can be approved through the system entitlement's attestation cases (see Displaying my system entitlements' attestors on page 411). • Specify attestors for the system entitlement (see Specifying attestors for my system entitlements on page 412)

Tile	Description
	• Create new application roles for attestors (see Specifying attestors for my system entitlements on page 412)
Child groups	Open the **Child groups – System entitlement** (see Child groups – System entitlement (page description) on page 1026). You select the following actions: • Display all the system entitlement's child groups (see Display my system entitlements' child groups on page 403) • Assign a child group to the system entitlement (see Assigning child groups to my system entitlements on page 404) • Remove child groups from the system entitlement (see To remove child groups from my system entitlements on page 404)
Owner	Opens the **Owners – System entitlement** page (see Owners – System entitlement (page description) on page 1029). You select the following actions: • Show all the identities that are owners of the system entitlement (see Displaying my system entitlements' product owners on page 413) • Specify owners of the system entitlement (see Specifying product owners for my system entitlements on page 414) • Create new application roles for owners (see Specifying product owners for my system entitlements on page 414)
History	Opens the **History – System entitlement** page (see History – System entitlement (page description) on page 1030). Here you can see all the changes made to the system entitlement (see My system entitlements' history on page 415).
Usage	Opens the **Usage – System entitlement** page (see Usage – System entitlement (page description) on page 1032). Here you can see the roles and organizations that belong to the identities to which this system entitlement is assigned (see Displaying role memberships of my system entitlements' members on page 418).

Overview – System entitlement (page description)

To open the **Overview – System entitlement** page go to **Responsibilities** > **My Responsibilities** > **System Entitlements** > select system entitlement > **Overview**.

On the **Overview – System entitlement** page, you can see all the information relevant to the system entitlement summarized in an overview (see Displaying my system entitlements' overviews on page 397).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – System entitlement (page description)

To open the **Main data – System entitlement** page go to **Responsibilities** > **My Responsibilities** > **System Entitlements** > select system entitlement > **Main data**.

On the **Main data – System entitlement** page, you can:

- Display and edit the system entitlement's main data (see Displaying and editing my system entitlements main data on page 397)
- Delete Active Directory groups (see Deleting my Active Directory groups on page 399)

The following tables give you an overview of the different functions and content on the **Main data – System entitlement** page.

Table 293: Controls

Control	Description

Request modification	NOTE: This button is only available for Active Directory groups.
	
	Use this button to request the changes to the following properties of the Active Directory group (see Displaying and editing my system entitlements main data on page 397):
	
	• **Group scope**: Select the scope that specifies the range of the group's usage within the domain or forest. The group's scope specifies where the group is allowed to issue permissions. You can specify one of the following group scopes:
	  ◦ **Global group**: Global groups can be used to provide cross-domain authorizations. Members of a global group are only user accounts, computers, and groups belonging to the global group’s domain.
	  ◦ **Local**: Local groups are used when authorizations are issued within the same domain. Members of a domain local group can be user accounts, computers, or groups in any domain.
	  ◦ **Universal**: Universal groups can be used to provide cross-domain authorizations available. Universal group members can be user accounts and groups from all domains in one domain structure.
	• **Group type**: Specify whether this is an Active Directory security group or an Active Directory distribution group.

Request deletion	NOTE: This button is only available for Active Directory groups. Use this button to request to delete the group (see Deleting my Active Directory groups on page 399).
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 294: System entitlement main data

Property	Description
Name	Enter a full, descriptive name for the system entitlement.
Canonical name	Shows the automatically generated canonical name of the system entitlement.
Distinguished name	Shows the automatically generated distinguished name of the system entitlement.
Display name	Enter a name for displaying the system entitlement in the One Identity Manager tools.
Notes domain	Shows the Note domain name.
Service item	Click **Create a new service item** and create a new service item (a product). If a service item is already assigned, click **Change** and select a service item. You cannot use a system entitlement until a service item has been assigned to it.
Category	Select the category for system entitlement inheritance. User accounts can inherit system entitlements selectively. To do this, system entitlements and user accounts are divided into categories.
Description	Enter a description for the system entitlement.
Risk index	Use the slider to define the risk index. This value is used to assess the risk of assigning system entitlements to user accounts. For more information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.
IT shop	Enable this check box to allow the system entitlement to be requested through the IT Shop. This system entitlement can be requested by your identities through the Web Portal and granted through a defined approval process. The system entitlement can still be assigned directly to identities and hierarchical roles. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Enable the check box to allow the system entitlement to be requested through the IT Shop if required. This system entitlement can be requested by your identities through the Web Portal and granted using a defined approval process. The system entitlement may not be assigned directly to hierarchical roles.
IT shop product is inactive	Select the check box if the system entitlement is not used. Only enabled system entitlements can be assigned in One Identity Manager. If a system entitlement is disabled, assignment of the system entitlement is not permitted. However, existing assignments remain intact.

Memberships – System entitlement (page description)

To open the **Memberships – System entitlement** page go to **Responsibilities** > **My Responsibilities** > **System Entitlements** > select system entitlement > **Memberships**.

On the **Memberships – System entitlement** page, you can:

- Display identities that are assigned this system entitlement (see Displaying memberships in my system entitlements on page 401)
- Request this system entitlement for identities (see Assigning identities to my system entitlements on page 402)
- Cancel this system entitlement for identities (see Removing identities from my system entitlements on page 402)

The following tables give you an overview of the different functions and content on the **Memberships – System entitlement** page.

Table 295: Controls

Control	Description
Request memberships	Use this button to request the system entitlement for identities (see Assigning identities to my system entitlements on page 402).
Deleting memberships	Use this button to delete the system entitlement's assignment for selected identities (see Removing identities from my system entitlements on page 402). Select the check box in front of the identities whose membership in the system entitlement you want to delete and click this button.

Table 296: Columns

Column	Description
Identity	Shows you the name of the identity to which the system entitlement is assigned.
Origin	Shows you whether the system entitlement was assigned to the identity directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity did not receive the membership through a direct assignment (for example, through an assignment request or delegation), the **Request** tab provides more information:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.

- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Child groups – System entitlement (page description)

To open the **Child groups – System entitlement** page go to **Responsibilities** > **My Responsibilities** > **System Entitlements** > click system entitlement > **Child groups**.

On the **Child groups – System entitlement** page, you can:

- Display all the system entitlement's child groups (see Display my system entitlements' child groups on page 403)
- Assign a child group to the system entitlement (see Assigning child groups to my system entitlements on page 404)
- Remove child groups from the system entitlement (see To remove child groups from my system entitlements on page 404)

The following table gives you an overview of the different features and content on the **Child groups – System entitlement** page.

Table 297: Controls

Control	Description
Remove selected	Use this button to remove selected child groups (see To remove child groups from my system entitlements on page 404). Select the check box in front of the group that you want to remove and click this button.
New child group	Use this button to assign a child group to the system entitlement (see Assigning child groups to my system entitlements on page 404).

Attestation – System entitlement (page description)

To open the **Attestation – System entitlement** page go to **Responsibilities** > **My Responsibilities** > **System Entitlements** > select system entitlement > **Attestation**.

On the **Attestation – System entitlement** page, you can:

- Display all attestation cases linked to this system entitlement (see Displaying my system entitlements' attestation cases on page 406)
- Display details of the objects being attested (see Displaying my system entitlements' attestation cases on page 406)
- Make approval decisions about pending attestation cases (see Approving and denying my system entitlements' attestation cases on page 408)

- Display attestations of pending attestation cases (see Displaying attestors of my system entitlements' pending attestation cases on page 407)
- Send reminders to approvers (see Sending reminders about my system entitlements' pending attestation cases on page 409)

The following tables give you an overview of the different functions and content on the **Attestation – System entitlement** page.

Table 298: Controls

Control	Description
View approvers for pending cases	Use this button to display identities that are still pending attestation (see Displaying attestors of my system entitlements' pending attestation cases on page 407). Then you can send reminder emails to these identities (see Sending reminders about my system entitlements' pending attestation cases on page 409).
Send reminder	Use this button to send reminder email to all the identities that still have to approve attestation cases on this tab (see Sending reminders about my system entitlements' pending attestation cases on page 409).
Approve	Opens the **Pending Attestations – System entitlements** page (see Pending attestations – System entitlement (page description) on page 934). Use this button to make approval decisions about attestation cases pending for the system entitlement (see Approving and denying my system entitlements' attestation cases on page 408).

Table 299: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this function to display identities that can approve attestation cases (see Displaying attestors of my system entitlements' pending attestation cases on page 407). Then you can send reminder emails to these identities (see Sending reminders about my system entitlements' pending attestation cases on page 409).
Show details	Use this button to display all the objects involved in the attestation case (see Displaying my system entitlements' attestation cases on page 406).

Table 300: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.

Column	Description
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestors – System entitlement (page description)

To open the **Attestors – System entitlement** page go to **Responsibilities** > **My Responsibilities** > **System Entitlements** > select system entitlement > **Attestors**.

On the **Attestors – System entitlement** page, you can:

- Display all identities that can be approved through the system entitlement's attestation cases (see Displaying my system entitlements' attestors on page 411).
- Specify attestors for the system entitlement (see Specifying attestors for my system entitlements on page 412)
- Create new application roles for attestors (see Specifying attestors for my system entitlements on page 412)

The following tables give you an overview of the various features and content on the **Attestor – System entitlement** page.

Table 301: Controls

Control	Description
Attestors	Click **Assign/Change** and select an application role whose members can approve the system entitlement's attestation cases (see Specify-

Control	Description
	ing attestors for my system entitlements on page 412). To save the changes, click **Save**.
New	Use this button to create a new application role (see Specifying attestors for my system entitlements on page 412). Then you can assign identities to the new application role that can approve the system entitlement's attestation cases. To save the changes, click **Save**.
Save	Use this button to save all the changes you have made.

Table 302: Columns

Column	Description
Name	Shows you the name of the identity that you can assign to the application role.
Primary department	Shows the department that the identity is primarily assigned to.
Identity	Shows you whether this is a main or a sub identity.

Owners – System entitlement (page description)

To open the **Owners – System entitlement** page go to **Responsibilities** > **My Responsibilities** > **System Entitlements** > select system entitlement > **Owners**.

On the **Owners – System entitlement** page, you can:

- Show all the identities that are owners of the system entitlement (see Displaying my system entitlements' product owners on page 413)
- Specify owners of the system entitlement (see Specifying product owners for my system entitlements on page 414)
- Create new application roles for owners (see Specifying product owners for my system entitlements on page 414)

The following tables give you an overview of the different features and content on the **Owners – System entitlement** page.

Table 303: Controls

Control	Description
Product owners	Click **Assign**/**Change** and select an application role whose members will be owners of the system entitlement (see Specifying product owners for my system entitlements on page 414). To save the changes, click **Save**.
New	Use this button to create a new application role (see Specifying

Control	Description
	product owners for my system entitlements on page 414). Then you can assign identities to the new application role to be the owners of the system entitlement. To save the changes, click **Save**.
Move ownership	Use this button to create a new application role and, at the same time, transfer all the currently assigned owners to it (see Specifying product owners for my system entitlements on page 414). To save the changes, click **Save**.
Save	Use this button to save all the changes you have made.

Table 304: Columns

Column	Description
Name	Shows you the name of the identity that you can assign to the application role.
Primary department	Shows the department that the identity is primarily assigned to.
Identity	Shows you whether this is a main or a sub identity.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

History – System entitlement (page description)

Open the **History – System entitlement** page by navigating through **Responsibilities** > **My Responsibilities** > **System Entitlements** > select system entitlement > **History**.

On the **History – System entitlements** page, you can show all the system entitlement's changes (see My system entitlements' history on page 415).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect a system entitlement, either on a timeline or in a table (see Displaying my system entitlements' history on page 416).

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows an overview of all assignments (see Displaying the status my system entitlements' overview on page 417). It also shows you how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

- **Status comparison**: You can select a date and display all the changes made from then until now (see Comparing statuses of my system entitlements on page 417). You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – System entitlement** page.

Table 305: Controls

Control	Description
Events tab	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user. TIP: To remove the filter again, click ✕ (**Reset filter**) next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form.
Switch to timeline view	Use this button to display the changes as a timeline.
Status comparison tab	
Time and date picker	Select from which point on you want to see the changes.
Display changed values only	Deselect the check box if you also want to see properties that have not changed since they were created.

Table 306: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now (see Comparing statuses of my system entitlements on page 417). You can also show what the value of the property was at the selected point in time and what the value is now.

Table 307: Columns

Column	Description
Events tab (table view)	
Change type	Shows the type of change.

Column	Description
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview tab	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison tab	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – System entitlement (page description)

To open the **Usage – System entitlement** page go to **Responsibilities** > **My Responsibilities** > **System Entitlements** > select system entitlement > **Usage**.

On the **Usage – System entitlement** page, you can see the roles and organizations that belong to the identities to which this system entitlement is assigned (see Displaying role memberships of my system entitlements' members on page 418).

The information is displayed as a hierarchical chart, which shows you more about the role inheritance.

The following tables give you an overview of the various features on the **Usage – System entitlement** page.

Table 308: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to see (see Displaying role memberships of my system entitlements' members on page 418).
More information	Use this button to show the legend that explains the content of the overview (see Displaying role memberships of my system entitlements' members on page 418).

Business roles (page description)

To open the **Business Roles** page go to **Responsibilities** > **My Responsibilities** > **Business Roles**.

On the **Business Roles** page, you can:

- View all the business roles that you manage (see Displaying my business roles on page 258)
- Create new business roles (see Creating your own business roles on page 258)
- Restore deleted business roles (see Restoring deleted my business roles on page 259)

If you click a business role in the list, a new page opens (see Business role overview page (page description) on page 1035), which contains more information and configuration options for the business role.

The following tables give you an overview of the different functions and content on the **Business roles** page.

Table 309: Controls

Control	Description
New business roles	Opens the **Create a new business role** page (see Creating new business roles (page description) on page 1034). Use this button to add a new business role to the system (see Creating your own business roles on page 258).
To restore a deleted role	Use this button to restore a deleted business role (see Restoring deleted my business roles on page 259).

Table 310: Columns

Column	Description
Name	Shows the business role's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Creating new business roles (page description)

To open the **Create a new business role** page go to **Responsibilities** > **My Responsibilities** > **Business Roles** > **New business role**.

On the **Create new business role** page, you can create a new business role for which you are responsible. Do this by entering the new business role's main data (see Creating your own business roles on page 258).

Enter the following main data.

Table 311: Business role main data

Property	Description
Business role	Enter a full, descriptive name for the business role.
Short name	Enter a short name for the business role.
Internal name	Enter a company internal name for the business role.
Role class	In the menu, select a role class for the business role. To differentiate between different business roles, define company specific role classes. Role classes are used to specify which company resource assignments are possible through roles in a role class.
Parent business role	Click **Assign**/**Change** and select a business role to be the parent business role for organizing the business role hierarchically. If you want the business role at the root of a business role hierarchy, leave the field empty.
Role type	In the menu, select a role type for the business role. Role types are mainly used to regulate approval policy inheritance.
Role approver	Click **Assign**/**Change** and select an application role. Members of the selected application role can approve requests for members of the business role.
Role approver (IT)	Click **Assign**/**Change** and select an application role. Members of the selected application role can approve requests for members of the business role.
Manager	Click **Assign**/**Change** and select the manager responsible for the business role.
2nd Manager	Click **Assign**/**Change** and select an identity to act as a deputy to the business role's manager.

Property	Description
Employees do not inherit	Select the check box if identities for this business role should be temporarily prevented from inheriting.
Description	Enter a description for the business role.
Comment	Enter a comment for the business role.

Business role overview page (page description)

To open a business role's overview page go to **Responsibilities** > **My Responsibilities** > **Business Roles** and click a business role.

On the business role's overview page, you can perform various actions on the business role you selected beforehand.

To do this, click on one of the tiles:

Table 312: Tiles

Tile	Description
Overview	Opens the **Overview - Business role** page (see Overview – Business role (page description) on page 1037). Here you can see all the relevant information about departments summarized in an overview. (see Displaying my business roles' overviews on page 262). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data - Business role** page (see Main data – Business role (page description) on page 1037). Here you can see and edit the business role's main data (see Displaying and editing my business roles' main data on page 262).
Memberships	Opens the **Memberships - Business role** page (see Memberships – Business role (page description) on page 1039). You select the following actions: • Display identities that are assigned this business role (see Displaying my business roles' memberships on page 263) • Request the business role for identities (see Assigning identities to my business roles on page 264) • Cancel this business role for identities (see Removing identities from my business roles on page 264)
Permissions	Opens the **Entitlements – Business role** page (see Entitlements – Business role (page description) on page 1040).

Tile	Description
	You select the following actions: • Display entitlements assigned to the business role (see Displaying my business roles' entitlements on page 265) • Add new entitlements (see Adding my business roles' entitlements on page 266) • Delete business role entitlements (see Deleting my business roles' entitlements on page 267)
Compliance	Opens the **Compliance – Business role** page (see Compliance – Business role (page description) on page 1041). Here you can see rule violations that were caused by this business role (see Displaying my business roles' rule violations on page 268).
Attestation	Opens the **Attestation – Business role** page (see Attestation – Business role (page description) on page 1041). You select the following actions: • Display all attestation cases linked to this business role (see Displaying my business roles' attestation cases on page 271) • Display details of the objects being attested (see Displaying my business roles' attestation cases on page 271) • Make approval decisions about pending attestation cases (see Approving and denying my business roles' attestation cases on page 273) • Display attestations of pending attestation cases (see Displaying attestors of my business roles' pending attestation cases on page 272) • Send reminders to approvers (see Sending reminders about my business roles' pending attestation cases on page 275)
Risk	Opens the **Risk – Business role** page (see Risk – Business role (page description) on page 1043). Here you can see the business role's risk index (see Displaying my business roles' risk indexes on page 276). For more information about risk assessment, see the Risk assessment on page 203.
History	Opens the **History – Business role** page (see History – Business role (page description) on page 1044). Here you can see all the changes made to the business role and reset the business role to a historical state (see My business roles' history on page 277).
Usage	Opens the **Usage – Business role** page (see Usage – Business role

Tile	Description
	(page description) on page 1046). Here you can see which roles and organizations belong to members of the business role (see Displaying role memberships of my business roles' members on page 281).
Compliance reports	Opens the **Compliance report – Business role** page (see Compliance reports – Business role (page description) on page 1047). You select the following actions: • Display the business role's policy violations (see Displaying my business roles' policy violations on page 269) • Display rule violations of identities that the business role is assigned to (see Displaying rule violations of my business roles' members on page 269) • Display risk indexes and entitlements of identities that the business role is assigned to (see Displaying risk indexes and entitlements of my business roles' members on page 270)
Split	You can copy or move memberships and entitlements from the business role to a new role (department, business role, cost center, location) (see Copying/splitting my business roles on page 282).
Compare and merge	You can copy or move properties of the business role to another role (department, business role, cost center, location) for which you are responsible, compare them and then select the properties you require and merge them (see Comparing and merging my business roles on page 283).
Redo	Here you can restore a deleted business role that was under this business role (see Restoring deleted my business roles on page 259).

Overview – Business role (page description)

To open the **Overview – Business role** page go to **Responsibilities** > **My Responsibilities** > **Business Roles** > select business role > **Overview**.

On the **Overview - Business role** page, you can see all the information relevant to the business role summarized in an overview (see Displaying my business roles' overviews on page 262).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Business role (page description)

To open the **Main data – Business role** page go to **Responsibilities** > **My Responsibilities** > **Business Roles** > select business role > **Main data**.

On the **Main data - Business role** page, you can show and edit the business role's main data (see Displaying and editing my business roles' main data on page 262).

The following tables give you an overview of the different functions and content on the **Main data – Business role** page.

Table 313: Controls

Control	Description
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 314: Business role main data

Property	Description
Business role	Enter a full, descriptive name for the business role.
Short name	Enter a short name for the business role.
Internal name	Enter a company internal name for the business role.
Role class	In the menu, select a role class for the business role. To differentiate between different business roles, define company specific role classes. Role classes are used to specify which company resource assignments are possible through roles in a role class.
Parent business role	Click **Assign**/**Change** and select a business role to be the parent business role for organizing the business role hierarchically. If you want the business role at the root of a business role hierarchy, leave the field empty.
Role type	In the menu, select a role type for the business role. Role types are mainly used to regulate approval policy inheritance.
Role approver	Click **Assign**/**Change** and select an application role. Members of the selected application role can approve requests for members of the business role.
Role approver (IT)	Click **Assign**/**Change** and select an application role. Members of the selected application role can approve requests for members of the business role.
Manager	Click **Assign**/**Change** and select the manager responsible for the business role.
2nd Manager	Click **Assign**/**Change** and select an identity to act as a deputy to the business role's manager.
Employees do not inherit	Select the check box if identities for this business role should be temporarily prevented from inheriting.

Property	Description
Description	Enter a description for the business role.
Comment	Enter a comment for the business role.

Memberships – Business role (page description)

To open the **Memberships – Business role** page go to **Responsibilities** > **My Responsibilities** > **Business Roles** > select business role > **Memberships**.

On the **Memberships - Business role** page, you can:

- Display identities that are assigned this business role (see Displaying my business roles' memberships on page 263)
- Request the business role for identities (see Assigning identities to my business roles on page 264)
- Cancel this business role for identities (see Removing identities from my business roles on page 264)

The following tables give you an overview of the different functions and content on the **Memberships – Business role** page.

Table 315: Controls

Control	Description
Request memberships	Use this button to request the business role for identities (see Assigning identities to my business roles on page 264).
Deleting memberships	Use this button to delete the resource's assignment for selected identities (see Removing identities from my business roles on page 264). Select the check box in front of the identities whose membership in the system entitlement you want to delete and click this button.

Table 316: Columns

Column	Description
Identity	Shows you the name of the identity to which the business role is assigned.
Origin	Shows you whether the business role was assigned to the identity directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity did not receive the membership through a direct assignment (for example, through an assignment request or delegation), the **Request** tab provides more information:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Entitlements – Business role (page description)

To open the **Entitlements – Business role** page go to **Responsibilities** > **My Responsibilities** > **Business Roles** > select business role > **Entitlements**.

On the **Entitlements – Business role** page, you can:

- Display entitlements assigned to the business role (see Displaying my business roles' entitlements on page 265)
- Add new entitlements (see Adding my business roles' entitlements on page 266)
- Delete business role entitlements (see Deleting my business roles' entitlements on page 267)

TIP: Entitlements form the basis for membership in an object (for example in a department).

The following tables give you an overview of the different functions and content on the **Entitlements – Business role** page.

Table 317: Controls

Control	Description
New	Use this button to add a new entitlement to the business role (see Adding my business roles' entitlements on page 266). Identities that this business role is assigned to, automatically obtain membership in the object assigned here.
Remove	Use this button to delete selected entitlements (see Deleting my business roles' entitlements on page 267). To do this, select the check box in front of the entitlement you want to delete and click the button.

Table 318: Columns

Column	Description
Entitlement	Shows the entitlement's name.
Origin	Shows how the entitlement was assigned. For example, the entitlement might have been assigned through a dynamic role.

Column	Description
Entitlement type	Shows the entitlement type (for example, report subscriptions, account definition, resources).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Compliance – Business role (page description)

To open the **Compliance – Business role** page go to **Responsibilities** > **My Responsibilities** > **Business Roles** > select business role > **Compliance**.

On the **Compliance – Business role** page, you can see the rule violations caused by the business role (see Displaying my business roles' rule violations on page 268).

The following table gives an overview of the content of the **Compliance – Business role** page.

Table 319: Columns

Column	Description
Entitlement	Shows the entitlement that caused the rule violation.
Rule	Shows the rule that was violated.
Risk index	Shows the severity of the rule violation (meaning the calculated risk index). The higher this value is, the higher the risk that this rule violation poses.
Risk index (reduced)	Shows the risk index taking mitigating controls into account. A rule’s risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.

TIP: On the following tabs, you can show other useful information about each rule violation in the pane. To do this, click the corresponding entry in the list.

- **Entitlement**: Shows general information about the entitlement.
- **Rule**: Show general information about rule that was violated.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation – Business role (page description)

To open the **Attestation – Business role** page go to **Responsibilities** > **My Responsibilities** > **Business Roles** > select business role > **Attestation**.

On the **Attestation – Business role** page, you can:

- Display all attestation cases linked to this business role (see Displaying my business roles' attestation cases on page 271)
- Display details of the objects being attested (see Displaying my business roles' attestation cases on page 271)
- Make approval decisions about pending attestation cases (see Approving and denying my business roles' attestation cases on page 273)
- Display attestations of pending attestation cases (see Displaying attestors of my business roles' pending attestation cases on page 272)
- Send reminders to approvers (see Sending reminders about my business roles' pending attestation cases on page 275)

The following tables give you an overview of the different functions and content on the **Attestation – Business role** page.

Table 320: Controls

Control	Description
View approvers for pending cases	Use this button to display identities that are still pending attestation (see Displaying attestors of my business roles' pending attestation cases on page 272). Then you can send reminder emails to these identities (see Sending reminders about my business roles' pending attestation cases on page 275).
Send reminder	Use this button to send reminder email to all the identities that still have to approve attestation cases on this tab (see Sending reminders about my business roles' pending attestation cases on page 275).
Approve	Opens the **Pending Attestations – Business roles** (see Pending attestations – Business role (page description) on page 911). Use this button to make approval decisions about attestation cases pending for the business role (see Approving and denying my business roles' attestation cases on page 273).

Table 321: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this function to display identities that can approve attestation cases (see Displaying attestors of my business roles' pending attestation cases on page 272). Then you can send reminder emails to these identities (see Sending reminders about my business roles' pending attestation cases on page 275).
Show details	Use this button to display all the objects involved in the attestation case (see Displaying my business roles' attestation cases on page 271).

Table 322: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Risk – Business role (page description)

To open the **Risk – Business role** page go to **Responsibilities** > **My Responsibilities** > **Business Roles** > select business role > **Risk**.

On the **Risk – Business role** page, you can:

- Display the business role's calculated risk index (see Displaying my business roles' risk indexes on page 276)
- Show how the calculated risk index is put together (see Displaying my business roles' risk indexes on page 276)

The risk index is calculated from the sum of all attribute-based values and the maximum of all assignment-based values.

The following tables give you an overview of the different functions and content on the **Risk – Business role** page.

Table 323: Controls

Control	Description
View risk functions	Use this button to show the attributes and assignments that contribute to the calculated risk index (see Displaying my business roles' risk indexes on page 276).

Table 324: Columns

Column	Description
Risk index	Shows which property/assignment affects the risk index.
Risk	• At root level: Shows the summarized risk index of the property/assignment. • At other levels: Shows other details about the properties/assignments.
Weighting/change value	Shows, depending on the type of calculation, the value used to weigh the determined risk index in the final calculation or the value used to alter the risk index respectively.

History – Business role (page description)

Open the **History – Business role** page by navigating through **Responsibilities** > **My Responsibilities** > **Business Roles** > select business role > **History**.

On the **History – Business role** page, you can show all the business role's changes and reset the business role to a previous state (see My business roles' history on page 277).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect a business role, either on a timeline or in a table (see Displaying my business roles' history on page 277).

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows an overview of all assignments (see Displaying the status overview of my business roles on page 278). It also shows you how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now (see Comparing statuses of my business roles on page 279). You can also show what the value of the property was at the selected point in time and what the value is now. You can roll back the business role to this historical state (see Roll back my business roles to historical state on page 280).

The following tables give you an overview of the different functions and content on the **History – Business role** page.

Table 325: Controls

Control	Description
Events tab	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user. TIP: To remove the filter again, click (**Reset filter**) next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form.
Switch to timeline view	Use this button to display the changes as a timeline.
Status comparison tab	
Time and date picker	Select from which point on you want to see the changes.
Display changed values only	Deselect the check box if you also want to see properties that have not changed since they were created.
Roll back changes	Use this button to roll back the business role to a previous state (see Roll back my business roles to historical state on page 280).

Table 326: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now (see Comparing statuses of my business roles on page 279). You can also show what the value of the property was at the selected point in time and what the value is now.

Table 327: Columns

Column	Description
Events tab (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.

Column	Description
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview tab	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison tab	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Business role (page description)

To open the **Usage – Business role** page go to **Responsibilities** > **My Responsibilities** > **Business Roles** > select business role > **Usage**.

On the **Usage – Business role** page, you can see the roles and organizations that belong to the identities to which this business role is assigned (see Displaying role memberships of my business roles' members on page 281).

The information is displayed as a hierarchical chart, which shows you more about the role inheritance.

The following tables give you an overview of the various features on the **Usage – Business role** page.

Table 328: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to see (see Displaying role memberships of my business roles' members on page 281).
More information	Use this button to show the legend that explains the content of the overview (see Displaying role memberships of my business roles' members on page 281).

Compliance reports – Business role (page description)

Open the **Compliance reports – Business role** page by navigating through **Responsibilities** > **My Responsibilities** > **Business Roles** > select business role > **Compliance reports**.

On the **Compliance Reports - Business role** page you can:

- Display the business role's policy violations (see Displaying my business roles' policy violations on page 269)
- Display rule violations of identities that the business role is assigned to (see Displaying rule violations of my business roles' members on page 269)
- Display risk indexes and entitlements of identities that the business role is assigned to (see Displaying risk indexes and entitlements of my business roles' members on page 270)

The information is divided into three parts:

- **Policy violations**: Displays all the current policy violations caused by the application role.
- **Compliance rule violations**: Shows you the current rule violations of the identities to which the business role is assigned.

  TIP: For more information about resolving rule violations, see Resolving rule violations on page 197.
- **Identities: Risk index and authorizations**: Displays all identities to which the business role is assigned. Additionally, the number of assigned entitlements and the risk index of these identities are displayed.

To display the information, select the item you want from the **View** menu.

The following table gives an overview of the content of the **Compliance reports – Business role** page.

Table 329: Columns

Column	Description
Policy violations	
Violating object	Shows you which object caused the rule violation.

Column	Description
Policy	Shows you the policy that was violated.
Status	Shows you the status of the rule policy.
Compliance rule violations	
Employee	Shows you the identity that caused the rule violation.
Rule violation	Shows you the violated rule.
Approval state	Shows you how or whether approval is granted to the rule violation.
Risk index (reduced)	Shows the risk index taking mitigating controls into account. A rule's risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.
Identities: Risk index and entitlements	
Identities	Shows you the identity to which this business role is assigned.
Risk index (calculated)	Shows you the identity's calculated risk index.
Assigned permissions	Shows you all the entitlements assigned to this identity.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

System roles (page description)

To open the **System Roles** page go to **Responsibilities** > **My Responsibilities** > **System Roles**.

On the **System Roles** page, you can:

- View all the system roles that you manage (see Displaying my system roles on page 420)
- Create new system roles (see Creating your own system roles on page 420)

If you click a system role in the list, a new page opens (see System role overview page (page description) on page 1050), which contains more information and configuration options for the system role.

The following tables give you an overview of the different functions and content on the **System Roles** page.

Table 330: Controls

Control	Description
New system role	Opens the **New system role** page (see New system role (page description) on page 1049). Use this button to add a new system role to the system (see Creating your own system roles on page 420).

Table 331: Columns

Column	Description
Name	Shows the system role's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

New system role (page description)

To open the **New system Roles** page go to **Responsibilities** > **My Responsibilities** > **System Roles** > **New system role**.

On the **New System Role** page, you can create a new system role for which you are responsible. Do this by entering the new system role's main data (see Creating your own system roles on page 420).

Enter the following main data.

Table 332: System role main data

Property	Description
System role	Enter a full, descriptive name for the system role.
Display name	Enter a name for displaying the system role in the One Identity Manager tools.
Internal product name	Enter a company internal name for the system role.
System role type	In the menu, select a role type for the system role. The system role type specifies which type of company resources make up the system role.
Service item	Click **Create a new service item** and create a new service item (a product). If a service item is already assigned, click **Change** and select a service item. You cannot use a system role until a service item has been assigned to

Property	Description
	it.
System role manager	Click **Change** and select the identity responsible for the system role. This identity can edit the system role's main data and be used as an attestor for system role properties. If the system role can be requested in the IT Shop, the manager will automatically be a member of the application role for product owners assigned the service item.
Comment	Enter a comment for the system role.
IT shop	Select the check box if the system role can also be requested through the IT Shop. This system role can be requested by identities through the Web Portal and the request granted by a defined approval process. The system role can still be assigned directly to identities and hierarchical roles. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Select the check box if the system role can only be requested through the IT Shop. This system role can be requested by identities through the Web Portal and the request granted by a defined approval process. The system role may not be assigned directly to hierarchical roles.

System role overview page (page description)

To open a system role's overview page go to **Responsibilities** > **My Responsibilities** > **System Roles** and click a system role.

On the system role's overview page, you can perform various actions on the system role you selected beforehand.

To do this, click on one of the tiles:

Table 333: Tiles

Tile	Description
Overview	Opens the **Overview - System role** page (see Overview – System role (page description) on page 1052). Here you can see all the relevant information about departments summarized in an overview. (see Displaying my system roles' overviews on page 421). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data - System role** page (see Main data – System role (page description) on page 1052). Here you can see and edit the system role's main data (see Displaying and editing my system roles' main data on page 421).

Tile	Description
Memberships	Opens the **Memberships - System role** page (see Memberships – System role (page description) on page 1055). You select the following actions: • Display identities that are assigned this system role (see Displaying memberships in my system roles on page 422) • Request the system role for identities (see Assigning identities to my system roles on page 422) • Cancel this system role for identities (see Removing identities from my system roles on page 423)
Permissions	Opens the **Entitlements – System role** page (see Entitlements – System role (page description) on page 1054). You select the following actions: • Display entitlements assigned to the system role (see Displaying my system roles' entitlements on page 424) • Add new entitlements to the system role (see Adding my system roles' entitlements on page 425) • Delete system role entitlements (see Deleting my system roles' entitlements on page 426)
Compliance	Opens the **Compliance – System role** page (see Compliance – System role (page description) on page 1056). Here you can see rule violations that were caused by this system role (see Displaying my system roles' rule violations on page 427).
Attestation	Opens the **Attestation – System role** page (see Attestation – System role (page description) on page 1056). You select the following actions: • Display all attestation cases linked to this system role (see Displaying my system roles' attestation cases on page 430) • Display details of the objects being attested (see Displaying my system roles' attestation cases on page 430) • Make approval decisions about pending attestation cases (see Approving and denying my system roles' attestation cases on page 432) • Display attestations of pending attestation cases (see Displaying attestors of my system roles' pending attestation cases on page 431) • Send reminders to approvers (see Sending reminders about my system roles' pending attestation cases on page 433)

Tile	Description
Risk	Opens the **Risk – System role** page (see Risk – System role (page description) on page 1058). Here you can see the system role's risk index (see Displaying my system roles' risk indexes on page 435). For more information about risk assessment, see the Risk assessment on page 203.
History	Opens the **History – System role** page (see History – System role (page description) on page 1059). Here you can see all the changes made to the system role (see My system roles' history on page 436).
Usage	Opens the **Usage – System role** page (see Usage – System role (page description) on page 1061). Here you can see which roles and organizations belong to members of the system role (see Displaying role memberships of my system roles' members on page 439).
Compliance reports	Opens the **Compliance report – System role** page (see Compliance reports – system role (page description) on page 1062). You select the following actions: • Display the system role's policy violations (see Displaying my system roles' policy violations on page 427) • Display rule violations of identities that the system role is assigned to (see Displaying rule violations of my system roles' members on page 428) • Display risk indexes and entitlements of identities that the system role is assigned to (see Displaying risk indexes and entitlements of my system roles' members on page 429)

Overview – System role (page description)

To open the **Overview – System role** page go to **Responsibilities** > **My Responsibilities** > **System Roles** > select system role > **Overview**.

On the **Overview - System role** page, you can see all the information relevant to the system role in summarized in an overview (see Displaying my system roles' overviews on page 421).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – System role (page description)

To open the **Main data – System role** page go to **Responsibilities** > **My Responsibilities** > **System Roles** > select system role > **Main data**.

On the **Main data - System role** page, you can show and edit the system role's main data (see Displaying and editing my system roles' main data on page 421).

The following tables give you an overview of the different functions and content on the **Main data – System role** page.

Table 334: Controls

Control	Description
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 335: System role main data

Property	Description
System role	Enter a full, descriptive name for the system role.
Display name	Enter a name for displaying the system role in the One Identity Manager tools.
Internal product name	Enter a company internal name for the system role.
System role type	In the menu, select a role type for the system role. The system role type specifies which type of company resources make up the system role.
Service item	Click **Create a new service item** and create a new service item (a product). If a service item is already assigned, click **Change** and select a service item. You cannot use a system role until a service item has been assigned to it.
System role manager	Click **Change** and select the identity responsible for the system role. This identity can edit the system role's main data and be used as an attestor for system role properties. If the system role can be requested in the IT Shop, the manager will automatically be a member of the application role for product owners assigned the service item.
Comment	Enter a comment for the system role.
IT shop	Select the check box if the system role can also be requested through the IT Shop. This system role can be requested by identities through the Web Portal and the request granted by a defined approval process. The system role can still be assigned directly to identities and hierarchical roles. For detailed information about IT Shop, see the

Property	Description
	One Identity Manager IT Shop Administration Guide.
Only use in IT Shop	Select the check box if the system role can only be requested through the IT Shop. This system role can be requested by identities through the Web Portal and the request granted by a defined approval process. The system role may not be assigned directly to hierarchical roles.

Entitlements – System role (page description)

To open the **Entitlements – System role** page go to **Responsibilities** > **My Responsibilities** > **System Roles** > select system role > **Entitlements**.

On the **Entitlements – System role** page, you can:

- Display entitlements assigned to the system role (see Displaying my system roles' entitlements on page 424)
- Add new entitlements to the system role (see Adding my system roles' entitlements on page 425)
- Delete system role entitlements (see Deleting my system roles' entitlements on page 426)

TIP: Entitlements form the basis for membership in an object (for example in a department).

The following tables give you an overview of the different functions and content on the **Entitlements – System role** page.

Table 336: Controls

Control	Description
New	Use this button to add a new entitlement to the system role (see Adding my system roles' entitlements on page 425). Identities that this system role is assigned to, automatically obtain membership in the object assigned here.
Remove	Use this button to delete selected entitlements . To do this, select the check box in front of the entitlement you want to delete and click the button.

Table 337: Columns

Column	Description
Entitlement	Shows the entitlement's name.
Origin	Shows how the entitlement was assigned. For example, the entitlement might have been assigned through a dynamic role.
Entitlement type	Shows the entitlement type (for example, report subscriptions, account definition, resources).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Memberships – System role (page description)

To open the **Memberships – System role** page go to **Responsibilities** > **My Responsibilities** > **System Roles** > select system role > **Memberships**.

On the **Memberships - System role** page, you can:

- Display identities that are assigned this system role (see Displaying memberships in my system roles on page 422)
- Request the system role for identities (see Assigning identities to my system roles on page 422)
- Cancel this system role for identities (see Removing identities from my system roles on page 423)

The following tables give you an overview of the different functions and content on the **Memberships – System role** page.

Table 338: Controls

Control	Description
Request memberships	Use this button to request the system role for identities (see Assigning identities to my system roles on page 422).
Deleting memberships	Use this button to delete the system role's assignment for selected identities (see Removing identities from my system roles on page 423). Select the check box in front of the identities whose membership in the system role you want to delete and click this button.

Table 339: Columns

Column	Description
Identity	Shows you the name of the identity to which the system role is assigned.
Origin	Shows you whether the system role was assigned to the identity directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity did not receive the membership through a direct assignment (for example, through an assignment request or delegation), the **Request** tab provides more information:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.

- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Compliance – System role (page description)

To open the **Compliance – System role** page go to **Responsibilities** > **My Responsibilities** > **System Roles** > select system role > **Compliance**.

On the **Compliance – System role** page, you can see the rule violations caused by the system role. (see Displaying my system roles' rule violations on page 427).

The following table gives an overview of the content of the **Compliance – System role** page.

Table 340: Columns

Column	Description
Entitlement	Shows the entitlement that caused the rule violation.
Rule	Shows the rule that was violated.
Risk index	Shows the severity of the rule violation (meaning the calculated risk index). The higher this value is, the higher the risk that this rule violation poses.
Risk index (reduced)	Shows the risk index taking mitigating controls into account. A rule’s risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.

TIP: On the following tabs, you can show other useful information about each rule violation in the pane. To do this, click the corresponding entry in the list.

- **Entitlement**: Shows general information about the entitlement.
- **Rule**: Show general information about rule that was violated.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation – System role (page description)

To open the **Attestation – System role** page go to **Responsibilities** > **My Responsibilities** > **System Roles** > select system role > **Attestation**.

On the **Attestation – System role** page, you can:

- Display all attestation cases linked to this system role (see Displaying my system roles' attestation cases on page 430)
- Display details of the objects being attested (see Displaying my system roles' attestation cases on page 430)
- Make approval decisions about pending attestation cases (see Approving and denying my system roles' attestation cases on page 432)
- Display attestations of pending attestation cases (see Displaying attestors of my system roles' pending attestation cases on page 431)
- Send reminders to approvers (see Sending reminders about my system roles' pending attestation cases on page 433)

The following tables give you an overview of the different functions and content on the **Attestation – System role** page.

Table 341: Controls

Control	Description
View approvers for pending cases	Use this button to display identities that are still pending attestation (see Displaying attestors of my system roles' pending attestation cases on page 431). Then you can send reminder emails to these identities (see Sending reminders about my system roles' pending attestation cases on page 433).
Send reminder	Use this button to send reminder email to all the identities that still have to approve attestation cases on this tab (see Sending reminders about my system roles' pending attestation cases on page 433).
Approve	Opens the **Pending Attestations – System roles** (see Pending attestations – System role (page description) on page 904). Use this button to make approval decisions about attestation cases pending for the system role (see Approving and denying my system roles' attestation cases on page 432).

Table 342: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this function to display identities that can approve attestation cases (see Displaying attestors of my system roles' pending attestation cases on page 431). Then you can send reminder emails to these identities (see Sending reminders about my system roles' pending attestation cases on page 433).
Show details	Use this button to display all the objects involved in the attestation case (see Displaying my system roles' attestation cases on page 430).

Table 343: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Risk – System role (page description)

To open the **Risk – System role** page go to **Responsibilities** > **My Responsibilities** > **System Roles** > select system role > **Risk**.

On the **Risk – System role** page, you can:

- Display the system role's calculated risk index (see Displaying my system roles' risk indexes on page 435)
- Show how the calculated risk index is put together (see Displaying my system roles' risk indexes on page 435)

The risk index is calculated from the sum of all attribute-based values and the maximum of all assignment-based values.

The following tables give you an overview of the different functions and content on the **Risk – System role** page.

Table 344: Controls

Control	Description
View risk functions	Use this button to show the attributes and assignments that contribute to the calculated risk index (see Displaying my system roles' risk indexes on page 435).

Table 345: Columns

Column	Description
Risk index	Shows which property/assignment affects the risk index.
Risk	• At root level: Shows the summarized risk index of the property/assignment. • At other levels: Shows other details about the properties/assignments.
Weighting/change value	Shows, depending on the type of calculation, the value used to weigh the determined risk index in the final calculation or the value used to alter the risk index respectively.

History – System role (page description)

Open the **History – System role** page by navigating through **Responsibilities** > **My Responsibilities** > **System Roles** > select system role > **History**.

On the **History – System role** page, you can show all the system role's changes (see My system roles' history on page 436).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect a system role, either on a timeline or in a table (see Displaying my system roles' history on page 436).

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows an overview of all assignments (see Displaying the status overview of my system roles on page 437). It also shows you how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now (see Comparing statuses of my system roles on page 438). You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – System role** page.

Table 346: Controls

Control	Description
Events tab	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user. TIP: To remove the filter again, click ✕ (**Reset filter**) next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form.
Switch to timeline view	Use this button to display the changes as a timeline.
Status comparison tab	
Time and date picker	Select from which point on you want to see the changes.
Display changed values only	Deselect the check box if you also want to see properties that have not changed since they were created.

Table 347: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now (see Comparing statuses of my system roles on page 438). You can also show what the value of the property was at the selected point in time and what the value is now.

Table 348: Columns

Column	Description
Events tab (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview tab	

Column	Description
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison tab	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – System role (page description)

To open the **Usage – System role** page go to **Responsibilities** > **My Responsibilities** > **System Roles** > select system role > **Usage**.

On the **Usage – System role** page, you can see the roles and organizations that belong to the identities to which this system role is assigned (see Displaying role memberships of my system roles' members on page 439).

The information is displayed as a hierarchical chart, which shows you more about the role inheritance.

The following tables give you an overview of the various features on the **Usage – System role** page.

Table 349: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to see (see Displaying role memberships of my system roles' members on page 439).
More information	Use this button to show the legend that explains the content of the overview (see Displaying role memberships of my system roles' members on page 439).

Compliance reports – system role (page description)

Open the **Compliance reports – System role** page by navigating through **Responsibilities** > **My Responsibilities** > **System Roles** > select system role > **Compliance reports**.

On the **Compliance Reports - System role** page you can:

- Display the system role's policy violations (see Displaying my system roles' policy violations on page 427)
- Display rule violations of identities that the system role is assigned to (see Displaying rule violations of my system roles' members on page 428)
- Display risk indexes and entitlements of identities that the system role is assigned to (see Displaying risk indexes and entitlements of my system roles' members on page 429)

The information is divided into three parts:

- **Policy violations**: Shows you all the current policy violations caused by the system role.
- **Compliance rule violations**: Shows you the current rule violations of the identities to which the system role is assigned.

  TIP: For more information about resolving rule violations, see Resolving rule violations on page 197.
- **Identities: Risk index and authorizations**: Displays all identities to which the system role is assigned. Additionally, the number of assigned entitlements and the risk index of these identities are displayed.

To display the information, select the item you want from the **View** menu.

The following table gives an overview of the content of the **Compliance reports – System role** page.

Table 350: Columns

Column	Description
Policy violations	
Violating object	Shows you which object caused the rule violation.
Policy	Shows you the policy that was violated.
Status	Shows you the status of the rule policy.
Compliance rule violations	
Employee	Shows you the identity that caused the rule violation.
Rule violation	Shows you the violated rule.
Approval state	Shows you how or whether approval is granted to the rule violation.

Column	Description
Risk index (reduced)	Shows the risk index taking mitigating controls into account. A rule’s risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.
Identities: Risk index and entitlements	
Identities	Shows you the identity to which this system role is assigned.
Risk index (calculated)	Shows you the identity's calculated risk index.
Assigned permissions	Shows you all the entitlements assigned to this identity.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Departments (page description)

To open the **Departments** page go to **Responsibilities** > **My Responsibilities** > **Departments**.

On the **Departments** page, you can:

- View all the departments that you manage (see Displaying my departments on page 214)
- Restore deleted departments (see Restoring my deleted departments on page 214)

If you click a department in the list, a new page opens (see Department overview page (page description) on page 1064), which contains more information and configuration options for the department.

The following tables give you an overview of the different functions and content on the **Departments** page.

Table 351: Controls

Control	Description
To restore a deleted role	Use this button to restore a deleted department (see Restoring my deleted departments on page 214).

Table 352: Columns

Column	Description
Name	Shows the department's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Department overview page (page description)

To open a department's overview page go to **Responsibilities** > **My Responsibilities** > **Departments** and click a department.

On the department's overview page, you can perform various actions on the department you selected beforehand.

To do this, click on one of the tiles:

Table 353: Tiles

Tile	Description
Overview	Opens the **Overview - Department** page (see Overview – Department (page description) on page 1066) Here you can see all the relevant information about departments summarized in an overview. (see Displaying my department overviews on page 215). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data - Department** page (see Main data – Department (page description) on page 1066). Here you can see and edit the department's main data (see Displaying and editing my department main data on page 216).
Memberships	Opens the **Memberships - Department** page (see Memberships – Department (page description) on page 1067). You select the following actions: • Display identities that are assigned this department (see Displaying memberships in my departments on page 217) • Assign identities to the department (see Assigning identities to my departments on page 217) • Remove identities from the department (see Removing identities from my departments on page 218)
Permissions	Opens the **Entitlements – Department** page (see Entitlements – Department (page description) on page 1069) You select the following actions: • Display entitlements assigned to this department (see Displaying my department entitlements on page 219) • Add new entitlements to the department (see Adding my department entitlements on page 219)

Tile	Description
	• Delete department entitlements (see Deleting my department entitlements on page 220)
Compliance	Opens the **Compliance – Department** page (see Compliance – Department (page description) on page 1069). Here you can see rule violations that were caused by this department (see Displaying my departments' rule violations on page 222).
Attestation	Opens the **Attestations – Department** page (see Attestation – Department (page description) on page 1070). You select the following actions: • Display all attestation cases linked to this department (see Displaying my department attestation cases on page 224) • Display details of the objects being attested (see Displaying my department attestation cases on page 224) • Make approval decisions about pending attestation cases (see Approving and denying my department attestation cases on page 227) • Display attestations of pending attestation cases (see Displaying attestors of my department pending attestation cases on page 226) • Send reminders to approvers (see Sending reminders about my department pending attestation cases on page 228)
Risk	Opens the **Risk – Department** page (see Risk – Department (page description) on page 1072) Here you can see the department's risk index (see Displaying my department risk indexes on page 230). For more information about risk assessment, see the Risk assessment on page 203.
History	Opens the **History – Department** page (see History – Department (page description) on page 1073) Here you can see all the changes made to the department (see My departments' history on page 230).
Usage	Opens the **Usage – Department** page (see Usage – Department (page description) on page 1075) Here you can see which roles and organizations belong to members of the department (see Displaying role memberships of my department members on page 233)
Compliance reports	Opens the **Compliance report – Department** page (see Compliance reports – Department (page description) on page 1075). You select the following actions:

Tile	Description
	• Display the department's policy violations (see Displaying my department policy violations on page 222) • Display rule violations of identities that the department is assigned to (see Displaying rule violations of my department members on page 223) • Display risk indexes and entitlements of identities that the department is assigned to (see Displaying risk indexes and entitlements of my department members on page 223)
Split	You can copy or move memberships and entitlements from the department to a new role (department, business role, cost center, location) (see Copying/splitting my departments on page 234).
Compare and merge	You can copy or move properties of the department to another role (department, business role, cost center, location) for which you are responsible, compare them and then select the properties you require and merge them (see Comparing and merging my departments on page 235).
Redo	Here you can restore a deleted department that was under this department (see Restoring my deleted departments on page 214).
Statistics	Here you can see various statistics about the department (see Displaying my department statistics on page 237).

Overview – Department (page description)

To open the **Overview – Department** page go to **Responsibilities** > **My Responsibilities** > **Departments** > select department > **Overview**.

On the **Overview – Department** page, you can see all the information relevant to the employee summarized in an overview (see Displaying my department overviews on page 215).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Department (page description)

To open the **Main data – Department** page go to **Responsibilities** > **My Responsibilities** > **Departments** > select department > **Main data**.

On the **Main data - Department** page, you can show and edit the department's main data (see Displaying and editing my department main data on page 216).

The following tables give you an overview of the different functions and content on the **Main data – Department** page.

Table 354: Controls

Control	Description
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 355: Department main data

Property	Description
Department	Enter a full, descriptive name for the department.
Short name	Enter a short name for the department.
Object ID	Enter a unique object ID for the department. For example, the object ID is required in SAP systems for assigning identities to departments.
Location	Click **Assign**/**Change** and select the location the cost center is primarily assigned to.
Manager	Click **Assign**/**Change** and select the manager responsible for the department.
2nd Manager	Click **Assign**/**Change** and select an identity to act as a deputy to the department's manager.
Parent department	Click **Assign**/**Change** and select a department to be the parent department for organizing the department hierarchically. If you want the department at the root of a department hierarchy, leave the field empty.
Attestors	Click **Assign**/**Change** and select a cost center. Members of the selected application role can approve attestation cases for the department.
Cost center	Click **Assign**/**Change** and select the location the department is primarily assigned to.
Role approver	Click **Assign**/**Change** and select an application role. Members of the selected application role can approve requests for members of the department.
Role approver (IT)	Click **Assign**/**Change** and select an application role. Members of the selected application role can approve requests for members of the department.
Description	Enter a description for the department.

Memberships – Department (page description)

To open the **Memberships – Department** page go to **Responsibilities** > **My Responsibilities** > **Departments** > select department > **Memberships**.

On the **Memberships - Department** page, you can:

- Display identities that are assigned this department (see Displaying memberships in my departments on page 217)
- Assign identities to the department (see Assigning identities to my departments on page 217)
- Remove identities from the department (see Removing identities from my departments on page 218)

The following tables give you an overview of the different functions and content on the **Memberships – Department** page.

Table 356: Controls

Control	Description
Request memberships	Use this button to request membership in the department for identities (see Assigning identities to my departments on page 217).
Deleting memberships	Use this button to remove selected identities from the department (see Removing identities from my departments on page 218). Select the check boxes in front of the identities you want to remove from the department and click this button.

Table 357: Columns

Column	Description
Identity	Shows you the name of the identity assigned to the department.
Origin	Shows you whether the department of the identity was assigned directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity did not receive the membership through a direct assignment (for example, through an assignment request or delegation), the **Request** tab provides more information:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Entitlements – Department (page description)

To open the **Entitlements – Department** page go to **Responsibilities** > **My Responsibilities** > **Departments** > select department > **Entitlements**.

On the **Entitlements – Department** page, you can:

- Display entitlements assigned to this department (see Displaying my department entitlements on page 219)
- Add new entitlements to the department (see Adding my department entitlements on page 219)
- Delete department entitlements (see Deleting my department entitlements on page 220)

TIP: Entitlements form the basis for membership in an object (for example in a department).

The following tables give you an overview of the different functions and content on the **Entitlements – Department** page.

Table 358: Controls

Control	Description
New	Use this button to add a new entitlement to the department (see Adding my department entitlements on page 219). Identities that this department is assigned to, automatically obtain membership in the object assigned here.
Remove	Use this button to delete selected entitlements . To do this, select the check box in front of the entitlement you want to delete and click the button.

Table 359: Columns

Column	Description
Entitlement	Shows the entitlement's name.
Origin	Shows how the entitlement was assigned. For example, the entitlement might have been assigned through a dynamic role.
Entitlement type	Shows the entitlement type (for example, report subscriptions, account definition, resources).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Compliance – Department (page description)

To open the **Compliance – Department** page go to **Responsibilities** > **My Responsibilities** > **Departments** > select department > **Compliance**.

On the **Compliance – Department** page, you can see the rule violations caused by this department (see Displaying my departments' rule violations on page 222).

The following table gives an overview of the different content on the **Compliance – Department** page.

Table 360: Columns

Column	Description
Entitlement	Shows the entitlement that caused the rule violation.
Rule	Shows the rule that was violated.
Risk index	Shows the severity of the rule violation (meaning the calculated risk index). The higher this value is, the higher the risk that this rule violation poses.
Risk index (reduced)	Shows the risk index taking mitigating controls into account. A rule’s risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.

TIP: On the following tabs, you can show other useful information about each rule violation in the pane. To do this, click the corresponding entry in the list.

- **Entitlement**: Shows general information about the entitlement.
- **Rule**: Show general information about rule that was violated.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation – Department (page description)

To open the **Attestation – Department** page go to **Responsibilities** > **My Responsibilities** > **Departments** > select department > **Attestation**.

On the **Attestation – Department** page, you can:

- Display all attestation cases linked to this department (see Displaying my department attestation cases on page 224)
- Display details of the objects being attested (see Displaying my department attestation cases on page 224)
- Make approval decisions about pending attestation cases (see Approving and denying my department attestation cases on page 227)
- Display attestations of pending attestation cases (see Displaying attestors of my department pending attestation cases on page 226)
- Send reminders to approvers (see Sending reminders about my department pending attestation cases on page 228)

The following tables give you an overview of the different functions and content on the **Attestation – Department** page.

Table 361: Controls

Control	Description
View approvers for pending cases	Use this button to display identities that are still pending attestation (see Displaying attestors of my department pending attestation cases on page 226). Then you can send reminder emails to these identities (see Sending reminders about my department pending attestation cases on page 228).
Send reminder	Use this button to send reminder email to all the identities that still have to approve attestation cases on this tab (see Sending reminders about my department pending attestation cases on page 228).
Approve	Opens the **Pending Attestations – Department** (see Pending attestations – Department (page description) on page 900) Use this button to make approval decisions about attestation cases pending for the department (see Approving and denying my department attestation cases on page 227).

Table 362: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this function to display identities that can approve attestation cases (see Displaying attestors of my department pending attestation cases on page 226). Then you can send reminder emails to these identities (see Sending reminders about my department pending attestation cases on page 228).
Show details	Use this button to display all the objects involved in the attestation case (see Displaying my department attestation cases on page 224).

Table 363: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved.

Column	Description
	• **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Risk – Department (page description)

To open the **Risk – Department** page go to **Responsibilities** > **My Responsibilities** > **Departments** > select department > **Risk**.

On the **Risk – Department** page, you can:

- Display the department's calculated risk index (see Displaying my department risk indexes on page 230)
- Show how the calculated risk index is put together (see Displaying my department risk indexes on page 230)

The risk index is calculated from the sum of all attribute-based values and the maximum of all assignment-based values.

The following tables give you an overview of the different functions and content on the **Risk – Department** page.

Table 364: Controls

Control	Description
View risk functions	Use this button to show the attributes and assignments that contribute to the calculated risk index (see Displaying my department risk indexes on page 230).

Table 365: Columns

Column	Description
Risk index	Shows which property/assignment affects the risk index.
Risk	• At root level: Shows the summarized risk index of the

Column	Description
	property/assignment. • At other levels: Shows other details about the properties/assignments.
Weighting/change value	Shows, depending on the type of calculation, the value used to weigh the determined risk index in the final calculation or the value used to alter the risk index respectively.

History – Department (page description)

Open the **History – Department** page by navigating through **Responsibilities** > **My Responsibilities** > **Departments** > select department > **History**.

On the **History – Department** page, you can show all the department's changes (see My departments' history on page 230).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect a department, either on a timeline or in a table (see Displaying my department history on page 231).

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows an overview of all assignments (see Displaying the status overview of my departments on page 232). It also shows you how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now (see Comparing statuses of my departments on page 232). You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – Department** page.

Table 366: Controls

Control	Description
Events tab	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user. TIP: To remove the filter again, click ✕ (**Reset filter**) next to the corresponding filter.

Control	Description
Switch to table view	Use this button to display the changes in table form.
Switch to timeline view	Use this button to display the changes as a timeline.
Status comparison tab	
Time and date picker	Select from which point on you want to see the changes.
Display changed values only	Deselect the check box if you also want to see properties that have not changed since they were created.

Table 367: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now (see Comparing statuses of my departments on page 232). You can also show what the value of the property was at the selected point in time and what the value is now.

Table 368: Columns

Column	Description
Events tab (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview tab	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is

Column	Description
	currently in use.
Status comparison tab	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Department (page description)

To open the **Usage – Department** page go to **Responsibilities** > **My Responsibilities** > **Departments** > select department > **Usage**.

On the **Usage – Department** page, you can see which roles and organizations that belong to the identities to which this department is assigned (see Displaying role memberships of my department members on page 233).

The information is displayed as a hierarchical chart, which shows you more about the role inheritance.

The following tables give you an overview of the various features on the **Usage – System role** page.

Table 369: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to see (see Displaying role memberships of my department members on page 233).
More information	Use this button to show the legend that explains the content of the overview (see Displaying role memberships of my department members on page 233).

Compliance reports – Department (page description)

Open the **Compliance reports – Department** page by navigating through **Responsibilities** > **My Responsibilities** > **Departments** > select department > **Compliance reports**.

On the **Compliance Reports - Department** page you can:

- Display the department's policy violations (see Displaying my department policy violations on page 222)
- Display rule violations of identities that the department is assigned to (see Displaying rule violations of my department members on page 223)
- Display risk indexes and entitlements of identities that the department is assigned to (see Displaying risk indexes and entitlements of my department members on page 223)

The information is divided into three parts:

- **Policy violations**: Shows you all the current policy violations caused by the department.
- **Compliance rule violations**: Shows you the current rule violations of the identities to which the department is assigned.

  TIP: For more information about resolving rule violations, see Resolving rule violations on page 197.
- **Identities: Risk index and authorizations**: Displays all identities to which the department is assigned. Additionally, the number of assigned entitlements and the risk index of these identities are displayed.

To display the information, select the item you want from the **View** menu.

The following table gives an overview of the content of the **Compliance reports – Department** page.

Table 370: Columns

Column	Description
Policy violations	
Violating object	Shows you which object caused the rule violation.
Policy	Shows you the policy that was violated.
Status	Shows you the status of the rule policy.
Compliance rule violations	
Employee	Shows you the identity that caused the rule violation.
Rule violation	Shows you the violated rule.
Approval state	Shows you how or whether approval is granted to the rule violation.
Risk index (reduced)	Shows the risk index taking mitigating controls into account. A rule's risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance –

Column	Description
	Governance Administration on page 202.
Identities: Risk index and entitlements	
Identities	Shows you the identity to which this department is assigned.
Risk index (calculated)	Shows you the identity's calculated risk index.
Assigned permissions	Shows you all the entitlements assigned to this identity.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Cost centers (page description)

To open the **Cost centers** page go to **Responsibilities** > **My Responsibilities** > **Cost centers**.

On the **Cost centers** page, you can:

- View all the cost centers that you manage (see Displaying my cost centers on page 307)

  Restore deleted cost centers (see Restoring my deleted cost centers on page 307)

If you click a cost center in the list, a new page opens (see Cost center overview page (page description) on page 1078), which contains more information and configuration options for the cost center.

The following tables give you an overview of the different functions and content on the **Cost centers** page.

Table 371: Controls

Control	Description
To restore a deleted role	Use this button to restore a deleted cost center (see Restoring my deleted cost centers on page 307).

Table 372: Columns

Column	Description
Name	Shows the cost center's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Cost center overview page (page description)

To open a cost center's overview page go to **Responsibilities** > **My Responsibilities** > **Cost Centers** and click a cost center.

On the cost center's overview page, you can perform various actions on the cost center you selected beforehand.

To do this, click on one of the tiles:

Table 373: Tiles

Tile	Description
Overview	Opens the **Overview - Cost center** page (see Overview – Cost center (page description) on page 1080). Here you can see all the relevant information about departments summarized in an overview. (see Displaying my cost center overviews on page 308). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data - Cost center** page (see Main data – Cost center (page description) on page 1080). Here you can see and edit the cost center's main data (see Displaying and editing my cost center main data on page 309).
Memberships	Opens the **Memberships - Cost center** page (see Memberships – Cost center (page description) on page 1081). You select the following actions: • Display identities that are assigned this location (see Displaying memberships in my cost centers on page 310) • Assign identities to the location (see Assigning my identities to cost centers on page 310) • Remove identities from the location (see Removing identities from my cost centers on page 311)
Permissions	Opens the **Entitlements – Cost center** page (see Entitlements – Cost center (page description) on page 1082). You select the following actions: • Display entitlements assigned to the cost center (see Displaying my cost center entitlements on page 312) • Add new entitlements to the cost center (see Adding my cost center entitlements on page 313) • Delete cost center entitlements (see Deleting my cost center entitlements on page 314)
Compliance	Opens the **Compliance – Cost center** page (see Compliance – Cost

Tile	Description
	center (page description) on page 1083). Here you can see rule violations that were caused by this cost center (see Displaying my cost center rule violations on page 321).
Attestation	Opens the **Attestation – Cost center** page (see Attestation – Cost center (page description) on page 1084). You select the following actions: • Display all attestation cases linked to this cost center (see Displaying my cost center attestation cases on page 315) • Display details of the objects being attested (see Displaying my cost center attestation cases on page 315) • Make approval decisions about pending attestation cases (see Approving and denying my cost center attestation cases on page 317) • Display attestations of pending attestation cases (see Displaying attestors of my cost center pending attestation cases on page 316) • Send reminders to approvers (see Sending reminders about my cost centers' pending attestation cases on page 318)
Risk	Opens the **Risk – Cost center** page (see Risk – Cost center (page description) on page 1086). Here you can see the cost center's risk index (see Displaying my cost center risk indexes on page 323). For more information about risk assessment, see the Risk assessment on page 203.
History	Opens the **History – Cost center** page (see History – Cost center (page description) on page 1087). Here you can see all the changes made to the cost center (see My cost center history on page 324).
Usage	Opens the **Usage – Cost center** page (see Usage – Cost center (page description) on page 1089). Here you can see which roles and organizations belong to members of the cost center (see Displaying role memberships of my cost center members on page 327).
Compliance reports	Opens the **Compliance report – Cost center** page (see Compliance reports – Cost center (page description) on page 1089). You select the following actions: • Display the cost center's policy violations (see Displaying my cost center policy violations on page 321) • Display rule violations of identities that the cost center is assigned

Tile	Description
	to (see Displaying rule violations of my cost center members on page 322) • Display risk indexes and entitlements of identities that the cost center is assigned to (see Displaying risk indexes and entitlements of my cost center members on page 322)
Split	You can copy or move memberships and entitlements from the cost center to a new role (department, business role, cost center, location) (see Copying/splitting my cost centers on page 328).
Compare and merge	You can copy or move properties of the cost center to another role (department, business role, cost center, location) for which you are responsible, compare them and then select the properties you require and merge them (see Comparing and merging my cost centers on page 329).
Redo	Here you can restore a deleted cost center that was under this cost center (see Restoring my deleted cost centers on page 307).
Statistics	Here you can see various statistics about the cost center (see Displaying my cost center statistics on page 330).

Overview – Cost center (page description)

To open the **Overview – Cost center** page go to **Responsibilities** > **My Responsibilities** > **Cost centers** > select cost center > **Overview**.

On the **Overview – Cost center** page, you can see all the information relevant to the cost center summarized in an overview (see Displaying my cost center overviews on page 308.)

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Cost center (page description)

To open the **Main data – Cost center** page go to **Responsibilities** > **My Responsibilities** > **Cost centers** > select cost center > **Main data**.

On the **Main data - Cost center** page, you can show and edit the cost center's main data (see Displaying and editing my cost center main data on page 309).

The following tables give you an overview of the different functions and content on the **Main data – Cost center** page.

Table 374: Controls

Control	Description
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 375: Cost center main data

Property	Description
Cost center	Enter a full, descriptive name for the cost center.
Short name	Enter a short name for the cost center.
Manager	Click **Assign/Change** and select the manager responsible for the cost center.
2nd Manager	Click **Assign/Change** and select an identity to act as a deputy to the cost center's manager.
Parent cost center	Click **Assign/Change** and select a cost center to be the parent cost center for organizing the cost center hierarchically. If you want the cost center at the root of a cost center hierarchy, leave the field empty.
Attestors	Click **Assign/Change** and select a cost center. Members of the selected application role can approve attestation cases for the cost center.
Department	Click **Assign/Change** and select the department that the cost center is primarily assigned to.
Location	Click **Assign/Change** and select the location the cost center is primarily assigned to.
Role approver	Click **Assign/Change** and select an application role. Members of the selected application role can approve requests for members of the cost center.
Role approver (IT)	Click **Assign/Change** and select an application role. Members of the selected application role can approve requests for members of the cost center.
Description	Enter a description for the cost center.

Memberships – Cost center (page description)

To open the **Memberships – Cost center** page go to **Responsibilities** > **My Responsibilities** > **Cost centers** > select cost center > **Memberships**.

On the **Memberships - Cost center** page, you can:

- Display identities that are assigned this location (see Displaying memberships in my cost centers on page 310)
- Assign identities to the location (see Assigning my identities to cost centers on page 310)
- Remove identities from the location (see Removing identities from my cost centers on page 311)

The following tables give you an overview of the different functions and content on the **Memberships – Cost center** page.

Table 376: Controls

Control	Description
Request memberships	Use this button to request membership in the cost center for identities (see Assigning my identities to cost centers on page 310).
Deleting memberships	Use this button to delete membership in the cost center for selected identities (see Removing identities from my cost centers on page 311). Select the check box in front of the identities whose membership in the cost center you want to delete and click this button.

Table 377: Columns

Column	Description
Identity	Shows you the name of the identity assigned to the cost center.
Origin	Shows you whether the cost center of the identity was assigned directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity did not receive the membership through a direct assignment (for example, through an assignment request or delegation), the **Request** tab provides more information:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Entitlements – Cost center (page description)

To open the **Entitlements – Cost center** page go to **Responsibilities** > **My Responsibilities** > **Cost centers** > select cost center > **Entitlements**.

On the **Entitlements – Cost center** page, you can:

- Display entitlements assigned to the cost center (see Displaying my cost center entitlements on page 312)
- Add new entitlements to the cost center (see Adding my cost center entitlements on page 313)

- Delete cost center entitlements (see Deleting my cost center entitlements on page 314)

TIP: Entitlements form the basis for membership in an object (for example in a department).

The following tables give you an overview of the different functions and content on the **Entitlements – Cost center** page.

Table 378: Controls

Control	Description
New	Use this button to add a new entitlement to the cost center (see Adding my cost center entitlements on page 313). Identities that this cost center is assigned to, automatically obtain membership in the object assigned here.
Remove	Use this button to delete selected entitlements . To do this, select the check box in front of the entitlement you want to delete and click the button.

Table 379: Columns

Column	Description
Entitlement	Shows the entitlement's name.
Origin	Shows how the entitlement was assigned. For example, the entitlement might have been assigned through a dynamic role.
Entitlement type	Shows the entitlement type (for example, report subscriptions, account definition, resources).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Compliance – Cost center (page description)

To open the **Compliance – Cost center** page go to **Responsibilities** > **My Responsibilities** > **Cost centers** > select cost center > **Compliance**.

On the **Compliance – Cost center** page, you can see the rule violations caused by this cost center (see Displaying my cost center rule violations on page 321).

The following table gives an overview of the different content on the **Compliance – Cost center** page.

Table 380: Columns

Column	Description
Entitlement	Shows the entitlement that caused the rule violation.

Column	Description
Rule	Shows the rule that was violated.
Risk index	Shows the severity of the rule violation (meaning the calculated risk index). The higher this value is, the higher the risk that this rule violation poses.
Risk index (reduced)	Shows the risk index taking mitigating controls into account. A rule's risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.

TIP: On the following tabs, you can show other useful information about each rule violation in the pane. To do this, click the corresponding entry in the list.

- **Entitlement**: Shows general information about the entitlement.
- **Rule**: Show general information about rule that was violated.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation – Cost center (page description)

To open the **Attestation – Cost center** page go to **Responsibilities** > **My Responsibilities** > **Cost centers** > select cost center > **Attestation**.

On the **Attestation – Cost center** page, you can:

- Display all attestation cases linked to this cost center (see Displaying my cost center attestation cases on page 315)
- Display details of the objects being attested (see Displaying my cost center attestation cases on page 315)
- Make approval decisions about pending attestation cases (see Approving and denying my cost center attestation cases on page 317)
- Display attestations of pending attestation cases (see Displaying attestors of my cost center pending attestation cases on page 316)
- Send reminders to approvers (see Sending reminders about my cost centers' pending attestation cases on page 318)

The following tables give you an overview of the different functions and content on the **Attestation – Cost center** page.

Table 381: Controls

Control	Description
View approvers	Use this button to display identities that are still pending attestation

Control	Description
for pending cases	(see Displaying attestors of my cost center pending attestation cases on page 316). Then you can send reminder emails to these identities (see Sending reminders about my cost centers' pending attestation cases on page 318).
Send reminder	Use this button to send reminder email to all the identities that still have to approve attestation cases on this tab (see Sending reminders about my cost centers' pending attestation cases on page 318).
Approve	Opens the **Pending Attestations – Cost center** (see Pending attestations – Cost center (page description) on page 927). Use this button to make approval decisions about attestation cases pending for the cost center (see Approving and denying my cost center attestation cases on page 317).

Table 382: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this function to display identities that can approve attestation cases (see Displaying attestors of my cost center pending attestation cases on page 316). Then you can send reminder emails to these identities (see Sending reminders about my cost centers' pending attestation cases on page 318).
Show details	Use this button to display all the objects involved in the attestation case (see Displaying my cost center attestation cases on page 315).

Table 383: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied

Column	Description
	approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Risk – Cost center (page description)

To open the **Risk – Cost center** page go to **Responsibilities** > **My Responsibilities** > **Cost centers** > select cost center > **Risk**.

On the **Risk – Cost center** page, you can:

- Display the cost center's calculated risk index (see Displaying my cost center risk indexes on page 323)
- Show how the calculated risk index is put together (see Displaying my cost center risk indexes on page 323)

The risk index is calculated from the sum of all attribute-based values and the maximum of all assignment-based values.

The following tables give you an overview of the different functions and content on the **Risk – Cost center** page.

Table 384: Controls

Control	Description
View risk functions	Use this button to show the attributes and assignments that contribute to the calculated risk index (see Displaying my cost center risk indexes on page 323).

Table 385: Columns

Column	Description
Risk index	Shows which property/assignment affects the risk index.
Risk	• At root level: Shows the summarized risk index of the property/assignment. • At other levels: Shows other details about the properties/assignments.
Weighting/change value	Shows, depending on the type of calculation, the value used to weigh the determined risk index in the final calculation or the value used to alter the risk index respectively.

History – Cost center (page description)

Open the **History – Cost center** page by navigating through **Responsibilities** > **My Responsibilities** > **Cost centers** > select cost center > **History**.

On the **History – Cost center** page, you can show all the cost center's changes (see My cost center history on page 324).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect a cost center, either on a timeline or in a table (see Displaying my cost center history on page 324).

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows an overview of all assignments (see Displaying the status overview of my cost centers on page 325). It also shows you how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now (see Comparing statuses of my cost centers on page 326). You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – Cost center** page.

Table 386: Controls

Control	Description
Events tab	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user. TIP: To remove the filter again, click ✕ (**Reset filter**) next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form.
Switch to timeline view	Use this button to display the changes as a timeline.
Status comparison tab	
Time and date picker	Select from which point on you want to see the changes.
Display changed values only	Deselect the check box if you also want to see properties that have not changed since they were created.

Table 387: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now (see Comparing statuses of my cost centers on page 326). You can also show what the value of the property was at the selected point in time and what the value is now.

Table 388: Columns

Column	Description
Events tab (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview tab	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison tab	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Cost center (page description)

To open the **Usage – Cost center** page go to **Responsibilities** > **My Responsibilities** > **Cost centers** > select cost center > **Usage**.

On the **Usage – Cost center** page, you can see the roles and organizations that belong to the identities to which this cost center is assigned (see Displaying role memberships of my cost center members on page 327).

The information is displayed as a hierarchical chart, which shows you more about the role inheritance.

The following tables give you an overview of the various features on the **Usage – Cost center** page.

Table 389: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to see (see Displaying role memberships of my cost center members on page 327).
More information	Use this button to show the legend that explains the content of the overview (see Displaying role memberships of my cost center members on page 327).

Compliance reports – Cost center (page description)

Text

Locations (page description)

To open the **Locations** page go to **Responsibilities** > **My Responsibilities** > **Locations**.

On the **Locations** page, you can:

- View all the locations that you manage (see Displaying my locations on page 372)
- Restore deleted locations (see Restoring my deleted locations on page 373)

If you click a location in the list, a new page opens (see Location overview page (page description) on page 1090), which contains more information and configuration options for the location.

The following tables give you an overview of the different functions and content on the **Locations** page.

Table 390: Controls

Control	Description
To restore a deleted role	Use this button to restore a deleted location (see Restoring my deleted locations on page 373).

Table 391: Columns

Column	Description
Name	Shows the location's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Location overview page (page description)

To open a location's overview page go to **Responsibilities** > **My Responsibilities** > **Locations** and click a location.

On the location's overview page, you can perform various actions on the location you selected.

To do this, click on one of the tiles:

Table 392: Tiles

Tile	Description
Overview	Opens the **Overview - Location** page (see Overview - Location (page description) on page 1092). Here you can see all the relevant information about departments summarized in an overview. (see Displaying my locations' overviews on page 374). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data - Location** page (see Main data - Location (page description) on page 1092). Here you can see and edit the location's main data (see Displaying and editing my locations' main data on page 374).
Memberships	Opens the **Memberships – Location** page (see Memberships – Location (page description) on page 1093). You select the following actions: • Display identities assigned to the location (see Displaying memberships in my locations on page 375) • Assign identities to the location (see Assigning identities to my locations on page 376) • Remove identities from the location (see Removing identities from my locations on page 376)
Permissions	Opens the **Entitlements – Location** (see Entitlements – Location (page description) on page 1094). You select the following actions:

Tile	Description
	• Display entitlements assigned to the location (see Displaying my locations' entitlements on page 377) • Add new entitlements to the location (see Adding my locations' entitlements on page 378) • Delete the location's entitlements/memberships (see Deleting my locations' entitlements on page 379)
Compliance	Opens the **Compliance – Location** page (see Compliance – Location (page description) on page 1095). Here you can see rule violations that were caused by this location (see Displaying my locations' rule violations on page 386).
Attestation	Opens the **Attestations – Location** (see Attestation – Location (page description) on page 1096). You select the following actions: • Display all attestation cases linked to this location (see Displaying my locations' attestation cases on page 380) • Display details of the objects being attested (see Displaying my locations' attestation cases on page 380) • Make approval decisions about pending attestation cases (see Approving and denying my locations' attestation cases on page 382) • Display attestations of pending attestation cases (see Displaying attestors of my locations' pending attestation cases on page 381) • Send reminders to approvers (see Sending reminders about my locations' pending attestation cases on page 383)
Risk	Opens the **Risk – Location** page (see Risk – Location (page description) on page 1098). Here you can see the location's risk index (see Displaying my locations' risk indexes on page 388). For more information about risk assessment, see the Risk assessment on page 203.
History	Opens the **History – Location** page (see History – Location (page description) on page 1099). Here you can see all the changes made to the location (see My locations' history on page 389).
Usage	Opens the **Usage – Location** page (see Usage – Location (page description) on page 1101). Here you can see which roles and organizations belong to members of the location (see Displaying role memberships of my locations' members on page 392).

Tile	Description
Compliance reports	Opens the **Compliance report – Location** page (see Compliance reports - Location (page description) on page 1101). You select the following actions: • Display the location's policy violations (see Displaying my locations' policy violations on page 386) • Display rule violations of identities that the locatiois assigned to (see Displaying rule violations of my locations' members on page 387) • Display risk indexes and entitlements of identities that the location is assigned to (see Displaying risk indexes and entitlements of my locations' members on page 387)
Split	You can copy or move memberships and entitlements from the location to a new role (department, business role, cost center, location) (see Copying/splitting my locations on page 392).
Compare and merge	You can copy or move properties of the location to another role (department, business role, cost center, location) for which you are responsible, compare them and then select the properties you require and merge them (see Comparing and merging my locations on page 394).
Redo	Here you can restore a deleted location that was under this location (see Restoring my deleted locations on page 373).
Statistics	Here you can see various statistics about the location (see Displaying my cost center statistics on page 330).

Overview - Location (page description)

To open the **Overview – Location** page go to **Responsibilities** > **My Responsibilities** > **Locations** > select location > **Overview**.

On the **Overview - Location** page, you can see all the information relevant to the location summarized in an overview (see Displaying my locations' overviews on page 374).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data - Location (page description)

To open the **Main data – Location** page go to **Responsibilities** > **My Responsibilities** > **Locations** > select location > **Main data**.

On the **Main data - Location** page, you can show and edit the location's main data (see Displaying and editing my locations' main data on page 374).

The following tables give you an overview of the different functions and content on the **Main data – Location** page.

Table 393: Controls

Control	Description
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 394: Location main data

Property	Description
Location	Enter a full, descriptive name for the location.
Short name	Enter a short name for the location.
Name	Enter an additional description for the location.
Manager	Click **Assign/Change** and select the manager responsible for the location.
2nd Manager	Click **Assign/Change** and select an identity to act as a deputy to the location's manager.
Parent location	Click **Assign/Change** and select a location to be the parent location for organizing the location hierarchically. If you want the location at the root of a location hierarchy, leave the field empty.
Attestors	Click **Assign/Change** and select a cost center. Members of the selected application role can approve attestation cases for the location.
Department	Click **Assign/Change** and select the department the location is primarily assigned to.
Cost center	Click **Assign/Change** and select the cost center the location is primarily assigned to.
Role approver	Click **Assign/Change** and select an application role. Members of the selected application role can approve requests for members of the location.
Role approver (IT)	Click **Assign/Change** and select an application role. Members of the selected application role can approve requests for members of the location.
Description	Enter a description for the location.

Memberships – Location (page description)

To open the **Memberships – Location** page go to **Responsibilities** > **My Responsibilities** > **Locations** > select location > **Memberships**.

On the **Memberships - Location** page, you can:

- Display identities assigned to the location (see Displaying memberships in my locations on page 375)

- Assign identities to the location (see Assigning identities to my locations on page 376)
- Remove identities from the location (see Removing identities from my locations on page 376)

The following tables give you an overview of the different functions and content on the **Memberships – Location** page.

Table 395: Controls

Control	Description
Request memberships	Use this button to request in the location assignment for identities (see Assigning identities to my locations on page 376).
Deleting memberships	You can use this button to delete the assignment to the location for selected identities (see Removing identities from my locations on page 376). Select the check boxes in front of the identities whose locations you want to delete and click this button.

Table 396: Columns

Column	Description
Identity	Shows you the name of the identity assigned to the location.
Origin	Shows you whether the location of the identity was assigned directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity did not receive the membership through a direct assignment (for example, through an assignment request or delegation), the **Request** tab provides more information:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Entitlements – Location (page description)

To open the **Entitlements – Location** page go to **Responsibilities** > **My Responsibilities** > **Locations** > select location > **Entitlements**.

On the **Entitlements – Location** page, you can:

- Display entitlements assigned to the location (see Displaying my locations' entitlements on page 377)
- Add new entitlements to the location (see Adding my locations' entitlements on page 378)
- Delete the location's entitlements/memberships (see Deleting my locations' entitlements on page 379)

TIP: Entitlements form the basis for membership in an object (for example in a department).

The following tables give you an overview of the different functions and content on the **Entitlements – Location** page.

Table 397: Controls

Control	Description
New	Use this button to add a new entitlement to the location (see Adding my locations' entitlements on page 378). Identities that this location is assigned to, automatically obtain membership in the object assigned here.
Remove	Use this button to delete selected entitlements . To do this, select the check box in front of the entitlement you want to delete and click the button.

Table 398: Columns

Column	Description
Entitlement	Shows the entitlement's name.
Origin	Shows how the entitlement was assigned. For example, the entitlement might have been assigned through a dynamic role.
Entitlement type	Shows the entitlement type (for example, report subscriptions, account definition, resources).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Compliance – Location (page description)

To open the **Compliance – Location** page go to **Responsibilities** > **My Responsibilities** > **Locations** > select location > **Compliance**.

On the **Compliance – Location** page, you can see the rule violations caused by the location (see Displaying my locations' rule violations on page 386).

The following table gives an overview of the different content on the **Compliance – Location** page.

Table 399: Columns

Column	Description
Entitlement	Shows the entitlement that caused the rule violation.
Rule	Shows the rule that was violated.
Risk index	Shows the severity of the rule violation (meaning the calculated risk index). The higher this value is, the higher the risk that this rule violation poses.
Risk index (reduced)	Shows the risk index taking mitigating controls into account. A rule's risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.

TIP: On the following tabs, you can show other useful information about each rule violation in the pane. To do this, click the corresponding entry in the list.

- **Entitlement**: Shows general information about the entitlement.
- **Rule**: Show general information about rule that was violated.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation – Location (page description)

To open the **Attestation – Location** page go to **Responsibilities** > **My Responsibilities** > **Locations** > select location > **Attestation**.

On the **Attestation – Location** page, you can:

- Display all attestation cases linked to this location (see Displaying my locations' attestation cases on page 380)
- Display details of the objects being attested (see Displaying my locations' attestation cases on page 380)
- Make approval decisions about pending attestation cases (see Approving and denying my locations' attestation cases on page 382)
- Display attestations of pending attestation cases (see Displaying attestors of my locations' pending attestation cases on page 381)
- Send reminders to approvers (see Sending reminders about my locations' pending attestation cases on page 383)

The following tables give you an overview of the different functions and content on the **Attestation – Location** page.

Table 400: Controls

Control	Description
View approvers for pending cases	Use this button to display identities that are still pending attestation (see Displaying attestors of my locations' pending attestation cases on page 381). Then you can send reminder emails to these identities (see Sending reminders about my locations' pending attestation cases on page 383).
Send reminder	Use this button to send reminder email to all the identities that still have to approve attestation cases on this tab (see Sending reminders about my locations' pending attestation cases on page 383).
Approve	Opens the **Pending Attestations – Locations** (see Pending attestations – Location (page description) on page 908). Use this button to make approval decisions about attestation cases pending for the location (see Approving and denying my locations' attestation cases on page 382).

Table 401: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this function to display identities that can approve attestation cases (see Displaying attestors of my locations' pending attestation cases on page 381). Then you can send reminder emails to these identities (see Sending reminders about my locations' pending attestation cases on page 383).
Show details	Use this button to display all the objects involved in the attestation case (see Displaying my locations' attestation cases on page 380).

Table 402: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval.

Column	Description
	• **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Risk – Location (page description)

To open the **Risk – Location** page go to **Responsibilities** > **My Responsibilities** > **Locations** > select location > **Risk**.

On the **Risk – Location** page, you can:

- Display the location's calculated risk index (see Displaying my locations' risk indexes on page 388)
- Show how the calculated risk index is put together (see Displaying my locations' risk indexes on page 388)

The risk index is calculated from the sum of all attribute-based values and the maximum of all assignment-based values.

The following tables give you an overview of the different functions and content on the **Risk – Location** page.

Table 403: Controls

Control	Description
View risk functions	Use this button to show the attributes and assignments that contribute to the calculated risk index (see Displaying my locations' risk indexes on page 388).

Table 404: Columns

Column	Description
Risk index	Shows which property/assignment affects the risk index.
Risk	• At root level: Shows the summarized risk index of the property/assignment. • At other levels: Shows other details about the properties/assignments.

Column	Description
Weighting/change value	Shows, depending on the type of calculation, the value used to weigh the determined risk index in the final calculation or the value used to alter the risk index respectively.

History – Location (page description)

Open the **History – Location** page by navigating through **Responsibilities** > **My Responsibilities** > **Locations** > select location > **History**.

On the **History – Location** page, you can show all the location's changes (see My locations' history on page 389).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect a location, either on a timeline or in a table (see Displaying my locations' history on page 389).

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows an overview of all assignments (see Displaying the status overview of my locations on page 390). It also shows you how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

- **Status comparison**: You can select a date and display all the changes made from then until now (see Comparing statuses of my locations on page 391). You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – Location** page.

Table 405: Controls

Control	Description
Events tab	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user. TIP: To remove the filter again, click (**Reset filter**) next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form.
Switch to	Use this button to display the changes as a timeline.

Control	Description
timeline view	
Status comparison tab	
Time and date picker	Select from which point on you want to see the changes.
Display changed values only	Deselect the check box if you also want to see properties that have not changed since they were created.

Table 406: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now (see Comparing statuses of my locations on page 391). You can also show what the value of the property was at the selected point in time and what the value is now.

Table 407: Columns

Column	Description
Events tab (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview tab	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison tab	

Column	Description
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Location (page description)

To open the **Usage – Location** page go to **Responsibilities** > **My Responsibilities** > **Locations** > select location > **Usage**.

On the **Usage – Location** page, you can see which roles and organizations that belong to the identities to which this location is assigned (see Displaying role memberships of my locations' members on page 392).

The information is displayed as a hierarchical chart, which shows you more about the role inheritance.

The following tables give you an overview of the various features on the **Usage – Location** page.

Table 408: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to see (see Displaying role memberships of my locations' members on page 392).
More information	Use this button to show the legend that explains the content of the overview (see Displaying role memberships of my locations' members on page 392).

Compliance reports - Location (page description)

Open the **Compliance reports – Location** page by navigating through **Responsibilities** > **My Responsibilities** > **Locations** > select location > **Compliance reports**.

On the **Compliance Reports - Location** page you can:

- Display the location's policy violations (see Displaying my locations' policy violations on page 386)
- Display rule violations of identities that the locatiois assigned to (see Displaying rule violations of my locations' members on page 387)

- Display risk indexes and entitlements of identities that the location is assigned to (see Displaying risk indexes and entitlements of my locations' members on page 387)

The information is divided into three parts:

- **Policy violations**: Shows you all the current policy violations caused by the location.
- **Compliance rule violations**: Shows you the current rule violations of the identities to which the location is assigned.

  TIP: For more information about resolving rule violations, see Resolving rule violations on page 197.
- **Identities: Risk index and authorizations**: Displays all identities to which the location is assigned. Additionally, the number of assigned entitlements and the risk index of these identities are displayed.

To display the information, select the item you want from the **View** menu.

The following table gives an overview of the content of the **Compliance reports – Location** page.

Table 409: Columns

Column	Description
Policy violations	
Violating object	Shows you which object caused the rule violation.
Policy	Shows you the policy that was violated.
Status	Shows you the status of the rule policy.
Compliance rule violations	
Employee	Shows you the identity that caused the rule violation.
Rule violation	Shows you the violated rule.
Approval state	Shows you how or whether approval is granted to the rule violation.
Risk index (reduced)	Shows the risk index taking mitigating controls into account. A rule's risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.
Identities: Risk index and entitlements	
Identities	Shows you the identity to which this location is assigned.

Column	Description
Risk index (calculated)	Shows you the identity's calculated risk index.
Assigned permissions	Shows you all the entitlements assigned to this identity.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Application roles (page description)

To open the **One Identity Manager application roles** page go to **Responsibilities** > **My Responsibilities** > **One Identity Manager application roles**.

Use application roles to quickly and simply assign entitlement profiles to identities that match their tasks and functions. One Identity Manager already supplies a number of default application roles. You can also create custom application roles to suit your own needs.

On the **One Identity Manager applications roles** page, you can:

- View all the application roles that you manage (see Displaying my application roles on page 238)
- Create new application roles (see Creating your own application roles on page 239)

If you click an application role in the list, a new page opens (see Application role overview page (page description) on page 1104), which contains more information and configuration options for the application role.

The following tables give you an overview of the different functions and content on the **One Identity Manager application roles** page.

Table 410: Controls

Control	Description
New application role	Opens the **Create a new application role** page (see Creating new application roles (see (page description)) on page 1104). Use this button to add a new application role to the system (see Creating your own application roles on page 239).

Table 411: Columns

Column	Description
Name	Shows the application role's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Creating new application roles (see (page description))

To open the **Create a new application role** page go to **Responsibilities** > **My Responsibilities** > **One Identity Manager application roles** > **New application role**.

On the **Create new application role** page, you can create a new application role for which you are responsible. Do this by entering the new application role's main data (see Creating your own application roles on page 239).

Enter the following main data.

Table 412: Main data of application roles

Property	Description
Application role	Enter a full, descriptive name for the application role.
Internal name	Enter a company internal name for the application role.
Parent application role	Click **Assign/Change** and select an application role to be the parent application role to organize the application role hierarchically. If you want the application role at the root of an application role hierarchy, leave the field empty.
Manager	Click **Assign/Change** and select the manager responsible for the application role.
2nd Manager	Click **Assign/Change** and select an identity to act as a deputy to the application role's manager.
Description	Enter a description for the application role.
Comment	Enter a comment for the application role.
Full name	Shows the full name of the application role, which is automatically made up of the identifiers of the application role and the parent application role.
Department	Click **Assign/Change** and select a department for the application role.
Location	Click **Assign/Change** and select a location for the application role.
Cost center	Click **Assign/Change** and select a cost center for the application role.

Application role overview page (page description)

To open an application role's overview page go to **Responsibilities** > **My Responsibilities** > **One Identity Manager Application Roles** and click an application role.

On the application role's overview page, you can perform various actions on the application you selected beforehand.

To do this, click on one of the tiles:

Table 413: Tiles

Tile	Description
Overview	Opens the **Overview - Application role** page (see Overview – Application role (page description) on page 1106). Here you can see all the relevant information about departments summarized in an overview. (see Displaying my application roles' overviews on page 238). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data - Application role** page (see Main data - Application role (page description) on page 1106). Here you can see and edit the application role's main data (see Displaying and editing my application roles' main data on page 239).
Memberships	Opens the **Memberships – Application role** page (see Memberships – Application role (page description) on page 1107). You select the following actions: • Display employees that are assigned this application role (see Displaying memberships in my application roles on page 240) • Request the application role for identities (see Assigning identities to my application roles on page 241) • Cancel the application role for identities (see Removing identities from my application roles on page 241)
Permissions	Opens the **Entitlements – Application role** (see Entitlements – Application role (page description) on page 1109). You select the following actions: • Display entitlements assigned to this application role (see Displaying my application roles' entitlements on page 242)
Attestation	Opens the **Attestations – Application role** (see Attestation – Application role (page description) on page 1109). You select the following actions: • Display all attestation cases linked to this application role (see Displaying my application roles' pending attestation cases on page 246) • Display details of the objects being attested (see Displaying my application roles' pending attestation cases on page 246) • Make approval decisions about pending attestation cases (see Approving and denying my application roles' attestation cases on page 248) • Display attestations of pending attestation cases (see Displaying

Tile	Description
	attestors of my application roles' pending attestation cases on page 247) • Send reminders to approvers (see Sending reminders about my application roles' pending attestation cases on page 250)
History	Opens the **History – Application role** page (see History – Application role (page description) on page 1111). Here you can see all the changes made to the application role (see My application roles' history on page 251).
Usage	Opens the **Usage – Application role** page (see Usage – Application role (page description) on page 1113). Here you can see which roles and organizations belong to members of the application role (see Displaying role memberships of my application roles' members on page 255).
Compliance reports	Opens the **Compliance report – Application role** page (see Compliance reports – Application role (page description) on page 1114). You select the following actions: • Display the application role's policy violations (see Displaying my application roles' policy violations on page 244) • Display rule violations of identities that the application role is assigned to (see Displaying rule violations of my application roles' members on page 244) • Display risk indexes and entitlements of identities that the application role is assigned to (see Displaying risk indexes and entitlements of my application roles' members on page 245)

Overview – Application role (page description)

To open the **Overview – Application role** page go to **Responsibilities** > **My Responsibilities** > **One Identity Manager application roles** > select application role > **Overview**.

On the **Overview – Application role** page, you can see all the information relevant to the application role summarized in an overview (see Displaying my application roles' overviews on page 238).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data - Application role (page description)

Open the **Main data – Application role** page by navigating through **Responsibilities** > **My Responsibilities** > **One Identity Manager application roles** > select application role > **Main data**.

On the **Main data - application role** page, you can show and edit the application role's main data (see Displaying and editing my application roles' main data on page 239).

The following tables give you an overview of the different functions and content on the **Main data – One Identity Manager application role** page.

Table 414: Controls

Control	Description
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 415: Main data of application roles

Property	Description
Application role	Enter a full, descriptive name for the application role.
Internal name	Enter a company internal name for the application role.
Parent application role	Click **Assign/Change** and select an application role to be the parent application role to organize the application role hierarchically. If you want the application role at the root of an application role hierarchy, leave the field empty.
Manager	Click **Assign/Change** and select the manager responsible for the application role.
2nd Manager	Click **Assign/Change** and select an identity to act as a deputy to the application role's manager.
Description	Enter a description for the application role.
Comment	Enter a comment for the application role.
Full name	Shows the full name of the application role, which is automatically made up of the identifiers of the application role and the parent application role.
Department	Click **Assign/Change** and select a department for the application role.
Location	Click **Assign/Change** and select a location for the application role.
Cost center	Click **Assign/Change** and select a cost center for the application role.

Memberships – Application role (page description)

To open the **Memberships – Application role** page go to **Responsibilities** > **My Responsibilities** > **One Identity Manager application roles** > select application role > **Memberships**.

On the **Memberships - Application role** page, you can:

- Display employees that are assigned this application role (see Displaying memberships in my application roles on page 240)
- Request the application role for identities (see Assigning identities to my application roles on page 241)
- Cancel the application role for identities (see Removing identities from my application roles on page 241)

The following tables give you an overview of the different functions and content on the **Memberships – Application role** page.

Table 416: Controls

Control	Description
Request memberships	Use this button to request the application role for identities (see Assigning identities to my application roles on page 241).
Deleting memberships	Use this button to delete the application role's assignment for selected identities (see Removing identities from my application roles on page 241). Select the check box in front of the identities whose membership in the application role you want to delete and click this button.

Table 417: Columns

Column	Description
Identity	Shows you the name of the identity to which the application role is assigned.
Origin	Shows you whether the application role was assigned to the identity directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity did not receive the membership through a direct assignment (for example, through an assignment request or delegation), the **Request** tab provides more information:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Entitlements – Application role (page description)

To open the **Entitlements – Application role** page go to **Responsibilities** > **My Responsibilities** > **One Identity Manager application roles** > select application role > **Entitlements**.

On the **Entitlements – Application role** page, you can:

- Display entitlements assigned to this application role (see Displaying my application roles' entitlements on page 242)

TIP: Entitlements form the basis for membership in an object (for example in a department).

The following tables give you an overview of the different functions and content on the **Entitlements – One Identity Manager application roles** page.

Table 418: Columns

Column	Description
Entitlement	Shows the entitlement's name.
Origin	Shows how the entitlement was assigned. For example, the entitlement might have been assigned through a dynamic role.
Entitlement type	Shows the entitlement type (for example, report subscriptions, account definition, resources).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation – Application role (page description)

To open the **Attestation – Application role** page go to **Responsibilities** > **My Responsibilities** > **One Identity Manager application roles** > select application role > **Attestation**.

On the **Attestation – Application role** page, you can:

- Display all attestation cases linked to this application role (see Displaying my application roles' pending attestation cases on page 246)
- Display details of the objects being attested (see Displaying my application roles' pending attestation cases on page 246)
- Make approval decisions about pending attestation cases (see Approving and denying my application roles' attestation cases on page 248)
- Display attestations of pending attestation cases (see Displaying attestors of my application roles' pending attestation cases on page 247)
- Send reminders to approvers (see Sending reminders about my application roles' pending attestation cases on page 250)

The following tables give you an overview of the different functions and content on the **Attestation – <One Identity Manager application role** page.

Table 419: Controls

Control	Description
View approvers for pending cases	Use this button to display identities that are still pending attestation (see Displaying attestors of my application roles' pending attestation cases on page 247). Then you can send reminder emails to these identities (see Sending reminders about my application roles' pending attestation cases on page 250).
Send reminder	Use this button to send reminder email to all the identities that still have to approve attestation cases on this tab (see Sending reminders about my application roles' pending attestation cases on page 250).
Approve	Opens the **Pending Attestations – One Identity Manager Application roles** (see Pending attestations – Application role (page description) on page 896). Use this button to make approval decisions about attestation cases pending for the application role (see Approving and denying my application roles' attestation cases on page 248).

Table 420: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this function to display identities that can approve attestation cases (see Displaying attestors of my application roles' pending attestation cases on page 247). Then you can send reminder emails to these identities (see Sending reminders about my application roles' pending attestation cases on page 250).
Show details	Use this button to display all the objects involved in the attestation case (see Displaying my application roles' pending attestation cases on page 246).

Table 421: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on

Column	Description
	the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

History – Application role (page description)

Open the **History – Application role** page by navigating through **Responsibilities** > **My Responsibilities** > **One Identity Manager application roles** > select application role > **History**.

On the **History – Application role** page, you can show all the application role's changes (see My application roles' history on page 251).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect an application role, either on a timeline or in a table (see Displaying my application roles' history on page 252).

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows an overview of all assignments (see Displaying the status overview of my application roles on page 253). It also shows you how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now (see Comparing statuses of my application roles on page 254). You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – Application role** page.

Table 422: Controls

Control	Description
Events tab	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user. TIP: To remove the filter again, click ✕ (**Reset filter**) next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form.
Switch to timeline view	Use this button to display the changes as a timeline.
Status comparison tab	
Time and date picker	Select from which point on you want to see the changes.
Display changed values only	Deselect the check box if you also want to see properties that have not changed since they were created.

Table 423: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now (see Comparing statuses of my application roles on page 254). You can also show what the value of the property was at the selected point in time and what the value is now.

Table 424: Columns

Column	Description
Events tab (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview tab	

Column	Description
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison tab	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Application role (page description)

Open the **Usage – Application role** page by navigating through **Responsibilities** > **My Responsibilities** > **One Identity Manager application roles** > select application role > **Usage**.

On the **Usage – Application role** page, you can see the roles and organizations that belong to the identities to which this application role is assigned (see Displaying role memberships of my application roles' members on page 255).

The information is displayed as a hierarchical chart, which shows you more about the role inheritance.

The following tables give you an overview of the various features on the **Usage – Application role** page.

Table 425: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to see (see Displaying role memberships of my application roles' members on page 255).
More	Use this button to show the legend that explains the content of the overview

Control	Description
information	(see Displaying role memberships of my application roles' members on page 255).

Compliance reports – Application role (page description)

To open the **Compliance Reports – Application role** page go to **Responsibilities** > **My Responsibilities** > **One Identity Manager application roles** > select application role > **Compliance Reports**.

On the **Compliance Reports - Application role** page you can:

- Display the application role's policy violations (see Displaying my application roles' policy violations on page 244)
- Display rule violations of identities that the application role is assigned to (see Displaying rule violations of my application roles' members on page 244)
- Display risk indexes and entitlements of identities that the application role is assigned to (see Displaying risk indexes and entitlements of my application roles' members on page 245)

The information is divided into three parts:

- **Policy violations**: Shows you all the current policy violations caused by the application role.
- **Compliance rule violations**: Shows you the current rule violations of the identities to which the application role is assigned.

  TIP: For more information about resolving rule violations, see Resolving rule violations on page 197.
- **Identities: Risk index and authorizations**: Displays all identities to which the application role is assigned. Additionally, the number of assigned entitlements and the risk index of these identities are displayed.

To display the information, select the item you want from the **View** menu.

The following table gives an overview of the content of the **Compliance reports – Application role** page.

Table 426: Columns

Column	Description
Policy violations	
Violating object	Shows you which object caused the rule violation.
Policy	Shows you the policy that was violated.
Status	Shows you the status of the rule policy.
Compliance rule violations	

Column	Description
Employee	Shows you the identity that caused the rule violation.
Rule violation	Shows you the violated rule.
Approval state	Shows you how or whether approval is granted to the rule violation.
Risk index (reduced)	Shows the risk index taking mitigating controls into account. A rule's risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.
Identities: Risk index and entitlements	
Identities	Shows you the identity to which this application is assigned.
Risk index (calculated)	Shows you the identity's calculated risk index.
Assigned permissions	Shows you all the entitlements assigned to this identity.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Resources (page description)

To open the **Resources** page go to **Responsibilities** > **My Responsibilities** > **Resources**.

On the **Resources** page, you can:

- View all the resources roles that you manage (see Displaying my resources on page 350)
- Create new resource (see Creating your own resources on page 351)

If you click a resource in the list, a new page opens (see Resource overview page (page description) on page 1117), which contains more information and configuration options for the resource.

The following tables give you an overview of the different functions and content on the **Resources** page.

Table 427: Controls

Control	Description
New resources	Opens the **Create a new resource** page (see New resources (page

Control	Description
	description) on page 1116). Use this button to add a new resource to the system (see Creating your own resources on page 351).

Table 428: Columns

Column	Description
Name	Shows the resource's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

New resources (page description)

To open the **Create a new resource** page go to **Responsibilities** > **My Responsibilities** > **Resources** > **New resource**.

On the **Create a new resource** page you can create a new resource for which you are responsible. Do this by entering the new resource's main data (see Creating your own resources on page 351).

Enter the following main data.

Table 429: Resource main data

Property	Description
Resource	Enter a full, descriptive name for the resource.
Resource type	Select a resource type for the resource. Use resource types to group resources.
Description	Enter a description for the resource.
IT shop	Select the check box if the resource can also be requested through the IT Shop. The resource can be requested by identities through the Web Portal and the request granted by a defined approval process. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Select the check box if the resource can only be requested through the IT Shop. The resource can be requested by identities through the Web Portal and the request granted by a defined approval process. It is not possible to assign the resource directly to roles outside the IT Shop (for example, in Manager).
Service item	Click **Create a new service item** and create a new service item (a product).

Property	Description
	If a service item is already assigned, click **Change** and select a service item. You cannot use an assignment resource until a service item has been assigned to it.
Risk index	Use the ruler to specify a risk index range. This value is used to assess the risk of assigning resources to identities. For more information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

Resource overview page (page description)

To open a resource's overview page go to **Responsibilities** > **My Responsibilities** > **Resources** and click a resource.

On the resource's overview page, you can perform various actions on the resource you selected beforehand.

To do this, click on one of the tiles:

Table 430: Tiles

Tile	Description
Overview	Opens the **Overview - Resource** page (see Overview – Resource (page description) on page 1118). Here you can see all the relevant information about departments summarized in an overview. (see Displaying my resources' overviews on page 351). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data - Resource** page (see Main data – Resource (page description) on page 1118). Here you can see and edit the resource's main data (see Displaying and editing my resources' main data on page 352).
Memberships	Opens the **Memberships – Resource** page (see Memberships – Resource (page description) on page 1119). You select the following actions: • Display identities that are assigned this resource (see Displaying memberships in my resources on page 353) • Request the resource for identities (see Assigning identities to my resources on page 353) • Cancel this resource for identities (see Removing identities from my resources on page 354)

Tile	Description
Attestation	Opens the **Attestations – Resource** (see Attestation - Resource (page description) on page 1121). You select the following actions: • Display all attestation cases linked to this resource (see Displaying my resources' attestation cases on page 355) • Display details of the objects being attested (see Displaying my resources' attestation cases on page 355) • Make approval decisions about pending attestation cases (see Approving and denying my resources' attestation cases on page 357) • Display attestations of pending attestation cases (see Displaying attestors of my resources' pending attestation cases on page 356) • Send reminders to approvers (see Sending reminders about my resources' pending attestation cases on page 359)
Usage	Opens the **Usage – Resource** page (see Usage – Resource (page description) on page 1122). Here you can see which roles and organizations belong to members of the resource (see Displaying role memberships of my resources' members on page 360).

Overview – Resource (page description)

To open the **Overview – Resource** page go to **Responsibilities** > **My Responsibilities** > **Resources** > select resource > **Overview**.

On the **Overview – Resource** page, you can see all the information relevant to the resource summarized in an overview (see Displaying my resources' overviews on page 351).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Resource (page description)

To open the **Main data – Resource** page go to **Responsibilities** > **My Responsibilities** > **Resources** > select resource > **Main data**.

On the **Main data - Resource** page, you can show and edit the resource's main data (see Displaying and editing my resources' main data on page 352).

The following tables give you an overview of the different functions and content on the **Main data – Resource** page.

Table 431: Controls

Control	Description
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 432: Resource main data

Property	Description
Resource	Enter a full, descriptive name for the resource.
Resource type	Select a resource type for the resource. Use resource types to group resources.
Description	Enter a description for the resource.
IT shop	Select the check box if the resource can also be requested through the IT Shop. The resource can be requested by identities through the Web Portal and the request granted by a defined approval process. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Select the check box if the resource can only be requested through the IT Shop. The resource can be requested by identities through the Web Portal and the request granted by a defined approval process. It is not possible to assign the resource directly to roles outside the IT Shop (for example, in Manager).
Service item	Click **Create a new service item** and create a new service item (a product). If a service item is already assigned, click **Change** and select a service item. You cannot use an assignment resource until a service item has been assigned to it.
Risk index	Use the ruler to specify a risk index range. This value is used to assess the risk of assigning resources to identities. For more information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

Memberships – Resource (page description)

To open the **Memberships – Resource** page go to **Responsibilities** > **My Responsibilities** > **Resources** > select resource > **Memberships**.

On the **Memberships - Resource** page, you can:

- Display identities that are assigned this resource (see Displaying memberships in my resources on page 353)
- Request the resource for identities (see Assigning identities to my resources on page 353)
- Cancel this resource for identities (see Removing identities from my resources on page 354)

The following tables give you an overview of the different functions and content on the **Memberships – Resource** page.

Table 433: Controls

Control	Description
Request memberships	Use this button to request the resource for identities (see Assigning identities to my resources on page 353).
Deleting memberships	You can use this button to delete the resource assignment for selected identities (see Removing identities from my resources on page 354). Select the check boxes in front of the identities whose resource assignments you want to delete and click this button.

Table 434: Columns

Column	Description
Identity	Shows you the name of the identity to which the resource is assigned.
Origin	Shows you whether the resource was assigned to the identity directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity did not receive the membership through a direct assignment (for example, through an assignment request or delegation), the **Request** tab provides more information:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation - Resource (page description)

To open the **Attestation – Resource** page go to **Responsibilities** > **My Responsibilities** > **Resources** > select resource > **Attestation**.

On the **Attestation – Resource** page, you can:

- Display all attestation cases linked to this resource (see Displaying my resources' attestation cases on page 355)
- Display details of the objects being attested (see Displaying my resources' attestation cases on page 355)
- Make approval decisions about pending attestation cases (see Approving and denying my resources' attestation cases on page 357)
- Display attestations of pending attestation cases (see Displaying attestors of my resources' pending attestation cases on page 356)
- Send reminders to approvers (see Sending reminders about my resources' pending attestation cases on page 359)

The following tables give you an overview of the different functions and content on the **Attestation – Resource** page.

Table 435: Controls

Control	Description
View approvers for pending cases	Use this button to display identities that are still pending attestation (see Displaying attestors of my resources' pending attestation cases on page 356). Then you can send reminder emails to these identities (see Sending reminders about my resources' pending attestation cases on page 359).
Send reminder	Use this button to send reminder email to all the identities that still have to approve attestation cases on this tab (see Sending reminders about my resources' pending attestation cases on page 359).
Approve	Opens the **Pending Attestations – Resources** (see Pending attestations – Resource (page description) on page 938). Use this button to make approval decisions about attestation cases pending for the resource (see Approving and denying my resources' attestation cases on page 357).

Table 436: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this function to display identities that can approve attestation cases (see Displaying attestors of my resources' pending attestation cases on page 356). Then you can send reminder emails to these identities (see Sending reminders about my resources' pending attestation cases on page 359).

Control	Description
Show details	Use this button to display all the objects involved in the attestation case (see Displaying my resources' attestation cases on page 355).

Table 437: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Resource (page description)

To open the **Usage – Resource** page go to **Responsibilities** > **My Responsibilities** > **Resources** > select resource > **Usage**.

On the **Usage – Resource** page, you can see the roles and organizations that belong to the identities to which this resource is assigned (see Displaying role memberships of my resources' members on page 360).

The information is displayed as a hierarchical chart, which shows you more about the role inheritance.

The following tables give you an overview of the various features on the **Usage – Resources** page.

Table 438: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to see (see Displaying role memberships of my resources' members on page 360).
More information	Use this button to show the legend that explains the content of the overview (see Displaying role memberships of my resources' members on page 360).

Assignment resources (page description)

To open the **Assignment resources** page go to **Responsibilities** > **My Responsibilities** > **Assignment resources**.

On the **Assignment resources** page, you can see all the assignment resources that you manage (see Displaying my assignment resources on page 440).

If you click an assignment resource in the list, a new page opens (see Assignment resource overview page (page description) on page 1123), which contains more information and configuration options for the assignment resource.

The following tables give you an overview of the different functions and content on the **Assignment resources** page.

Table 439: Columns

Column	Description
Name	Shows the assignment resource's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Assignment resource overview page (page description)

To open an assignment resource's overview page go to **Responsibilities** > **My Responsibilities** > **Assignment resources** and click an assignment resource.

On the assignment resource's overview page, you can perform various actions on the assignment resource you selected beforehand.

To do this, click on one of the tiles:

Table 440: Tiles

Tile	Description
Overview	Opens the **Overview - Assignment resource** page (see Overview – Assignment resource (page description) on page 1124).

Tile	Description
	Here you can see all the relevant information about departments summarized in an overview. (see Displaying my assignment resource overviews on page 440). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data - Assignment resource** page (see Main data – Assignment resource (page description) on page 1124). Here you can see and edit the assignment resource's main data (see Displaying and editing my assignment resource main data on page 441).
Attestation	Opens the **Attestation – Assignment resource** page (see Attestation - Assignment resource (page description) on page 1126). You select the following actions: • Display all attestation cases linked to this assignment resource (see Displaying my assignment resource pending attestation cases on page 442) • Display details of the objects being attested (see Displaying my assignment resource pending attestation cases on page 442) • Make approval decisions about pending attestation cases (see Approving and denying my assignment resource attestation cases on page 444) • Display attestations of pending attestation cases (seeDisplaying attestors of my assignment resource pending attestation cases on page 443) • Send reminders to approvers (see Sending reminders about my assignment resource pending attestation cases on page 446)

Overview – Assignment resource (page description)

To open the **Overview – Assignment resource** page go to **Responsibilities** > **My Responsibilities** > **Assignment resources** > select assignment resource > **Overview**.

On the **Overview - Assignment resource** page, you can see all the information relevant to the assignment resource summarized in an overview (see Displaying my assignment resource overviews on page 440).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Assignment resource (page description)

To open the **Main data – Assignment resource** page go to **Responsibilities** > **My Responsibilities** > **Assignment resources** > select assignment resource > **Main data**.

On the **Main data - Assignment resource** page, you can show and edit the assignment resource's main data (see Displaying and editing my assignment resource main data on page 441).

The following tables give you an overview of the different functions and content on the **Main data – Assignment resource** page.

Table 441: Controls

Control	Description
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 442: Assignment resource main data

Property	Description
Assignment resource	Enter a full, descriptive name for the assignment resource.
Resource type	Select the resource type of the assignment resource. Use resource types to group assignment resources.
Description	Enter a full, descriptive name for the assignments resource.
IT shop	Shows whether the assignment resource can be requested through the IT Shop. The assignment resource can be requested by its identities through the Web Portal and distributed using a defined approval process. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*. This option cannot be disabled.
Only use in IT Shop	Shows whether the assignment resource can only be requested through the IT Shop. The assignment resource can be requested by its identities through the Web Portal and distributed using a defined approval process. You cannot assign an assignment resource to hierarchical roles directly. This option cannot be disabled.
Service item	Click **Create a new service item** and create a new service item (a product). If a service item is already assigned, click **Change** and select a service item. You cannot use an assignment resource until a service item has been assigned to it.
Risk index	Use the ruler to specify a risk index range. This value is used to assess the risk of assigning assignment resources to identities. For more information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.
Requested assignments	Select the check box to convert assignments to roles into direct assign-ments if the request recipient is removed from the customer node of the

Property	Description
remain intact.	associated shop. The option can only be edited as long as there is a request has not been assigned with this assignment resource.

Attestation - Assignment resource (page description)

To open the **Attestation – Assignment resource** page go to **Responsibilities** > **My Responsibilities** > **Assignment resources** > select assignment resource > **Attestation**.

On the **Attestation – Assignment resource** page, you can:

- Display all attestation cases linked to this assignment resource (see Displaying my assignment resource pending attestation cases on page 442)
- Display details of the objects being attested (see Displaying my assignment resource pending attestation cases on page 442)
- Make approval decisions about pending attestation cases (see Approving and denying my assignment resource attestation cases on page 444)
- Display attestations of pending attestation cases (seeDisplaying attestors of my assignment resource pending attestation cases on page 443)
- Send reminders to approvers (see Sending reminders about my assignment resource pending attestation cases on page 446)

The following tables give you an overview of the different functions and content on the **Attestation – Assignment resource** page.

Table 443: Controls

Control	Description
View approvers for pending cases	Use this button to display identities that are still pending attestation (see Displaying attestors of my assignment resource pending attestation cases on page 443). Then you can send reminder emails to these identities (see Sending reminders about my assignment resource pending attestation cases on page 446).
Send reminder	Use this button to send reminder email to all the identities that still have to approve attestation cases on this tab (see Sending reminders about my assignment resource pending attestation cases on page 446).
Approve	Opens the **Pending Attestations – Assignment resources** (see Pending attestations – Assignment resource (page description) on page 942). Use this button to make approval decisions about attestation cases pending for the assignment resource (see Displaying attestors of my assignment resource pending attestation cases on page 443).

Table 444: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this function to display identities that can approve attestation cases (see Displaying attestors of my assignment resource pending attestation cases on page 443). Then you can send reminder emails to these identities (see Sending reminders about my assignment resource pending attestation cases on page 446).
Show details	Use this button to display all the objects involved in the attestation case (see Displaying my assignment resource pending attestation cases on page 442).

Table 445: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Multi-request resources (page description)

To open the **Multi-request resources** page go to **Responsibilities** > **My Responsibilities** > **Multi-request resources**.

On the **Multi-request resources** page, you can see all the multi-request resources that you manage (see Displaying my multi-request resources on page 331).

If you click a multi-request resource in the list, a new page opens (see Multi-request resource overview page (page description) on page 1128), which contains more information and configuration options for the multi-request resource.

The following tables give you an overview of the different functions and content on the **Multi-request resources** page.

Table 446: Columns

Column	Description
Name	Shows the multi-request resource's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Multi-request resource overview page (page description)

To open a multi-request resource's overview page go to **Responsibilities** > **My Responsibilities** > **Multi-request resources** and click a multi-request resource.

On the multi-request resource's overview page, you can perform various actions on the multi-request resource you selected beforehand.

To do this, click on one of the tiles:

Table 447: Tiles

Tile	Description
Overview	Opens the **Overview - Multi-request resource** page (see Overview – Multi-request resource (page description) on page 1129). Here you can see all the relevant information about departments summarized in an overview. (see Displaying my multi-request resources' overviews on page 332). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data - Multi-request resource** page (see Main data – Multi-request resource (page description) on page 1129). Here you can see and edit the multi-request resource's main data (see Displaying and editing my multi-request resources' main data on page 332).
Attestation	Opens the **Attestations – Multi-request resource** (see Attestation – Multi-request resource (page description) on page 1130). You select the following actions: • Display all attestation cases linked to this multi-request resource (see Displaying my multi-request resources' attestation cases on page 333)

Tile	Description
	• Display details of the objects being attested (see Displaying my multi-request resources' attestation cases on page 333) • Make approval decisions about pending attestation cases (see Approving and denying my multi-request resources' attestation cases on page 336) • Display attestations of pending attestation cases (see Displaying attestors of my multi-request resources' pending attestation cases on page 335) • Send reminders to approvers (see Sending reminders about my multi-request resources' pending attestation cases on page 337)

Overview – Multi-request resource (page description)

To open the **Overview – Multi-request resource** page go to **Responsibilities** > **My Responsibilities** > **Multi-request resources** > select multi-request resource > **Overview**.

On the **Overview – Multi-request resource** page, you can see all the information relevant to the multi-request resource summarized in an overview (see Displaying my multi-request resources' overviews on page 332).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Multi-request resource (page description)

To open the **Main data – Multi-request resource** page go to **Responsibilities** > **My Responsibilities** > **Multi-request resources** > select multi-request resource > **Main data**.

On the **Main data - Multi-request resource** page, you can show and edit the multi-request resource's main data (see Displaying and editing my multi-request resources' main data on page 332).

The following tables give you an overview of the different functions and content on the **Main data – Multi-request resource** page.

Table 448: Controls

Control	Description
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 449: Multi-request resource main data

Property	Description
Multi-request resource	Enter a full, descriptive name for the multi-request resource.
Resource type	Select the resource type of the multi-request resource. Use resource types to group multi-request resources.
Description	Enter a description for the multi-request resource.
IT Shop	Select the check box if the multi-request resource can also be requested through the IT Shop. This multi-request resource can be requested by your identities using the Web Portal and granted through a defined approval process. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Select the check box if the multi-request resource can only be requested through the IT Shop. This multi-request resource can be requested by your identities using the Web Portal and granted through a defined approval process. It is not possible to assign a multi-request resource directly to roles outside of the IT Shop (for example in the Manager).
Service item	Click **Create a new service item** and create a new service item (a product). If a service item is already assigned, click **Change** and select a service item. You cannot use an multi-request resource until a service item has been assigned to it.
Risk index	Use the ruler to specify a risk index range. This value is used to assess the risk of assigning multi-request resources to identities. For more information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

Attestation – Multi-request resource (page description)

To open the **Attestation – Multi-request resource** page go to **Responsibilities** > **My Responsibilities** > **Multi-request resources** > select multi-request resource > **Attestation**.

On the **Attestation – Multi-request resource** page, you can:

- Display all attestation cases linked to this multi-request resource (see Displaying my multi-request resources' attestation cases on page 333)
- Display details of the objects being attested (see Displaying my multi-request resources' attestation cases on page 333)

- Make approval decisions about pending attestation cases (see Approving and denying my multi-request resources' attestation cases on page 336)
- Display attestations of pending attestation cases (see Displaying attestors of my multi-request resources' pending attestation cases on page 335)
- Send reminders to approvers (see Sending reminders about my multi-request resources' pending attestation cases on page 337)

The following tables give you an overview of the different functions and content on the **Attestation – Multi-request resource** page.

Table 450: Controls

Control	Description
View approvers for pending cases	Use this button to display identities that are still pending attestation (see Displaying attestors of my multi-request resources' pending attestation cases on page 335). Then you can send reminder emails to these identities (see Sending reminders about my multi-request resources' pending attestation cases on page 337).
Send reminder	Use this button to send reminder email to all the identities that still have to approve attestation cases on this tab (see Sending reminders about my multi-request resources' pending attestation cases on page 337).
Approve	Opens the **Pending Attestations – Multi-request resources** (see Pending attestation – Multi-request resource (page description) on page 946). Use this button to make approval decisions about attestation cases pending for the multi-request resource (see Approving and denying my multi-request resources' attestation cases on page 336).

Table 451: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this function to display identities that can approve attestation cases (see Displaying attestors of my multi-request resources' pending attestation cases on page 335). Then you can send reminder emails to these identities (see Sending reminders about my multi-request resources' pending attestation cases on page 337).
Show details	Use this button to display all the objects involved in the attestation case (see Displaying my multi-request resources' attestation cases on page 333).

Table 452: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Software (page description)

To open the **Software** page go to **Responsibilities** > **My Responsibilities** > **Software**.

On the **Software** page, you can:

- View all the software applications that you manage (see Displaying my software applications on page 361)
- Create new software applications (see Adding your own software on page 362)

If you click a software application in the list, a new page opens (see Software application overview page (page description) on page 1134), which contains more information and configuration options for the software application.

The following tables give you an overview of the different functions and content on the **Software** page.

Table 453: Controls

Control	Description
New software	Opens the **New software** page (see New software (page description) on page 1133). Use this button to add a new software to the system (see Adding your own software on page 362).

Table 454: Columns

Column	Description
Name	Shows the software application's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

New software (page description)

To open the **New software** page go to **Responsibilities** > **My Responsibilities** > **System Roles** > **New software**.

On the **New software** page, you can create a new software application for which you are responsible. Do this by entering the new software application's main data (see Adding your own software on page 362).

Enter the following main data.

Table 455: Software application main data

Property	Description
Software name	Enter a full, descriptive name for the software application.
Version	Enter the version of the software application.
Language	Click **Assign**/**Change** and select the software application's language.
Service item	Click **Create a new service item** and create a new service item (a product). If a service item is already assigned, click **Change** and select a service item. You cannot use a software application until a service item has been assigned to it.
Internal product name	Enter a company internal name for the software application.

Property	Description
Website.	Enter the URL of the manufacturer's product website.
Link to documentation	Enter the URL of the documentation website.
Description	Enter a description for the software application.
Comment	Enter a comment for the software application.
IT shop	Select the check box if the software application can be requested through the IT Shop. This software application can be requested by identities using the Web Portal and granted through a defined approval process. The software application can still be assigned directly to identities and hierarchical roles. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Select the check box if the software application can only requested through the IT Shop. This software application can be requested by identities using the Web Portal and granted through a defined approval process. The software may not be assigned directly to hierarchical roles.
Disabled	Select the check box if the software application is not used. Only enabled software applications can be assigned in One Identity Manager. If a software application is disabled, the software cannot be assigned but any existing assignments are upheld.

Software application overview page (page description)

To open a software application's overview page go to **Responsibilities** > **My Responsibilities** > **Software** and click a software application.

On the software's overview page, you can perform various actions on the software you selected beforehand.

To do this, click on one of the tiles:

Table 456: Tiles

Tile	Description
Overview	Opens the **Overview - Software** page (see Overview - Software (page description) on page 1135). Here you can see all the relevant information about departments summarized in an overview. (see Displaying my software applications' overviews on page 362). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data – Software** page (see Main data - Software (page description) on page 1136).

Tile	Description
	Here you can see and edit the software's main data (see Displaying and editing my software applications' main data on page 363).
Memberships	Opens the **Memberships – Software** page (see Memberships – Software (page description) on page 1137). You select the following actions: • Display identities that are assigned this software application (see Displaying memberships in my software applications on page 364) • Request the software application for identities (see Assigning identities to my software applications on page 364) • Cancel the software application for identities (seeRemoving identities from my software applications on page 365)
Attestation	Opens the **Attestations – Software** (see Attestation – Software (page description) on page 1138). You select the following actions: • Display all attestation cases linked to this software application (see Displaying my software applications' attestation cases on page 366) • Display details of the objects being attested (see Displaying my software applications' attestation cases on page 366) • Make approval decisions about pending attestation cases (see Approving and denying my software applications' attestation cases on page 368) • Display attestations of pending attestation cases (see Displaying attestors of my software applications' pending attestation cases on page 367) • Send reminders to approvers (see Sending reminders about my software applications' pending attestation cases on page 370)
Usage	Opens the **Usage – Software** page (see Usage – Software (page description) on page 1140). Here you can see which roles and organizations belong to members of the software application (see Displaying role memberships of my software applications' members on page 371).

Overview - Software (page description)

To open the **Overview – Software** page go to **Responsibilities** > **My Responsibilities** > **Software** > select software > **Overview**.

On the **Overview – Software** page, you can see all the information relevant to the software application summarized in an overview (see Displaying my software applications' overviews on page 362).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data - Software (page description)

To open the **Main data – Software** page go to **Responsibilities** > **My Responsibilities** > **Software** > select software > **Main data**.

On the **Main data - Software** page, you can show and edit the software's main data (see Displaying and editing my software applications' main data on page 363).

The following tables give you an overview of the different functions and content on the **Main data – Software** page.

Table 457: Controls

Control	Description
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 458: Software application main data

Property	Description
Software name	Enter a full, descriptive name for the software application.
Version	Enter the version of the software application.
Language	Click **Assign**/**Change** and select the software application's language.
Service item	Click **Create a new service item** and create a new service item (a product). If a service item is already assigned, click **Change** and select a service item. You cannot use a software application until a service item has been assigned to it.
Internal product name	Enter a company internal name for the software application.
Website.	Enter the URL of the manufacturer's product website.
Link to documentation	Enter the URL of the documentation website.
Description	Enter a description for the software application.
Comment	Enter a comment for the software application.
IT shop	Select the check box if the software application can be requested

Property	Description
	through the IT Shop. This software application can be requested by identities using the Web Portal and granted through a defined approval process. The software application can still be assigned directly to identities and hierarchical roles. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Select the check box if the software application can only requested through the IT Shop. This software application can be requested by identities using the Web Portal and granted through a defined approval process. The software may not be assigned directly to hierarchical roles.
Disabled	Select the check box if the software application is not used. Only enabled software applications can be assigned in One Identity Manager. If a software application is disabled, the software cannot be assigned but any existing assignments are upheld.

Memberships – Software (page description)

To open the **Memberships – Software** page go to **Responsibilities** > **My Responsibilities** > **Software** > select software > **Memberships**.

On the **Memberships - Software** page, you can:

- Display identities that are assigned this software application (see Displaying memberships in my software applications on page 364)
- Request the software application for identities (see Assigning identities to my software applications on page 364)
- Cancel the software application for identities (seeRemoving identities from my software applications on page 365)

The following tables give you an overview of the different functions and content on the **Memberships – Software** page.

Table 459: Controls

Control	Description
Request memberships	Use this button to request the software application for identities (see Assigning identities to my software applications on page 364).
Deleting memberships	Use this button to delete software application's assignment for selected identities (see Removing identities from my software applications on page 365). Select the check boxes in front of the identities whose software assignments you want to delete and click this button.

Table 460: Columns

Column	Description
Identity	Shows you the name of the identity to which the software application is assigned.
Origin	Shows you whether the software application was assigned to the identity directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity did not receive the membership through a direct assignment (for example, through an assignment request or delegation), the **Request** tab provides more information:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation – Software (page description)

To open the **Attestation – Software** page go to **Responsibilities** > **My Responsibilities** > **Software** > select software > **Attestation**.

On the **Attestation – Software** page, you can:

- Display all attestation cases linked to this software application (see Displaying my software applications' attestation cases on page 366)
- Display details of the objects being attested (see Displaying my software applications' attestation cases on page 366)
- Make approval decisions about pending attestation cases (see Approving and denying my software applications' attestation cases on page 368)
- Display attestations of pending attestation cases (see Displaying attestors of my software applications' pending attestation cases on page 367)
- Send reminders to approvers (see Sending reminders about my software applications' pending attestation cases on page 370)

The following tables give you an overview of the different functions and content on the **Attestation – Software** page.

Table 461: Controls

Control	Description
View approvers for pending cases	Use this button to display identities that are still pending attestation (see Displaying attestors of my software applications' pending attestation cases on page 367). Then you can send reminder emails to these identities (see Sending reminders about my software applications' pending attestation cases on page 370).
Send reminder	Use this button to send reminder email to all the identities that still have to approve attestation cases on this tab (see Sending reminders about my software applications' pending attestation cases on page 370).
Approve	Opens the **Pending Attestations – Software** (see Pending attestations – Software (page description) on page 950). Use this button to make approval decisions about attestation cases pending for the software application (see Approving and denying my software applications' attestation cases on page 368).

Table 462: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this function to display identities that can approve attestation cases (see Displaying attestors of my software applications' pending attestation cases on page 367). Then you can send reminder emails to these identities (see Sending reminders about my software applications' pending attestation cases on page 370).
Show details	Use this button to display all the objects involved in the attestation case (see Displaying my software applications' attestation cases on page 366).

Table 463: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on

Column	Description
	the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Software (page description)

To open the **Usage – Software** page go to **Responsibilities** > **My Responsibilities** > **Software** > select software > **Usage**.

On the **Usage – Software** page, you can see the roles and organizations that belong to the identities to which this software application is assigned (see Displaying role memberships of my software applications' members on page 371).

The information is displayed as a hierarchical chart, which shows you more about the role inheritance.

The following tables give you an overview of the various features on the **Usage – Software** page.

Table 464: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to see (see Displaying role memberships of my software applications' members on page 371).
More information	Use this button to show the legend that explains the content of the overview (see Displaying role memberships of my software applications' members on page 371).

Multi requestable/unsubscribable resources (page description)

To open the **Multi requestable/unsubscribable resources** page go to **Responsibilities** > **My Responsibilities** > **Multi requestable/unsubscribable**

resources.

On the **Multi requestable/unsubscribable resources** page, you can see all the multi requestable/unsubscribable resources that you manage (see Displaying my multi requestable/unsubscribable resources on page 339).

If you click a multi requestable/unsubscribable resource in the list, a new page opens (see Multi requestable/unsubscribable resource overview page (page description) on page 1141), which contains more information and configuration options for the multi requestable/unsubscribable resource.

The following tables give you an overview of the different functions and content on the **Multi requestable/unsubscribable resources** page.

Table 465: Columns

Column	Description
Name	Shows the multi requestable/unsubscribable resource's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Multi requestable/unsubscribable resource overview page (page description)

To open a multi requestable/unsubscribable resource's overview page go to **Responsibilities** > **My Responsibilities** > **Multi requestable/unsubscribable Resources** and click a multi requestable/unsubscribable resource.

On the multi requestable/unsubscribable resource's overview page, you can perform various actions on the multi requestable/unsubscribable resource you selected beforehand.

To do this, click on one of the tiles:

Table 466: Tiles

Tile	Description
Overview	Opens the **Overview - Multi requestable/unsubscribable resource** page (see Overview – Multi requestable/unsubscribable resource (page description) on page 1142). Here you can see all the relevant information about departments summarized in an overview. (see Displaying my multi requestable/unsubscribable resources' overviews on page 340). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data - Multi requestable/unsubscribable resource** page (see Main data – Multi requestable/unsubscribable resource (page description) on page 1143). Here you can see and edit the multi requestable/unsubscribable

Tile	Description
	resource's main data (see My multi requestable/unsubscribable resources on page 339).
Memberships	Opens the **Memberships – Multi requestable/unsubscribable resource** page (see Memberships – Multi requestable/unsubscribable resource (page description) on page 1144). You select the following actions: • Display identities that are assigned this multi requestable/unsubscribable resource (see Displaying my multi requestable/unsubscribable resources' memberships on page 341) • Request this multi requestable/unsubscribable resource for identities (see Assigning identities to my multi requestable/unsubscribable resources on page 342) • Cancel this multi requestable/unsubscribable resource for identities (see Removing identities from my multi requestable/unsubscribable resources on page 343)
Attestation	Opens the **Attestations – Multi requestable/unsubscribable resource** page (see Attestation – Multi requestable/unsubscribable resource (page description) on page 1145). You select the following actions: • Display all attestation cases linked to this multi requestable/unsubscribable resource (see Displaying my multi requestable/unsubscribable resources' attestation cases on page 344) • Display details of the objects being attested (see Displaying my multi requestable/unsubscribable resources' attestation cases on page 344) • Make approval decisions about pending attestation cases (see Approving and denying my multi requestable/unsubscribable resources' attestation cases on page 347) • Display attestations of pending attestation cases (see Displaying attestors of my multi requestable/unsubscribable resources' pending attestation cases on page 346) • Send reminders to approvers (see Sending reminders about my multi requestable/unsubscribable resources' pending attestation cases on page 348)

Overview – Multi requestable/unsubscribable resource (page description)

To open the **Overview – Multi requestable/unsubscribable resource** page go to **Responsibilities** > **My Responsibilities** > **Multi requestable/unsubscribable** > select Multi requestable/unsubscribable resource > **Overview**.

On the **Overview – Multi requestable/unsubscribable resource** page, you can see all the information relevant to the multi requestable/unsubscribable resource summarized in an overview (see Displaying my multi requestable/unsubscribable resources' overviews on page 340).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Multi requestable/unsubscribable resource (page description)

To open the **Main data – Multi requestable/unsubscribable resource** page go to **Responsibilities** > **My Responsibilities** > **Multi requestable/unsubscribable** > select multi requestable/unsubscribable resource > **Main data**.

On the **Main data - Multi requestable/unsubscribable resource** page, you can show and edit the ulti requestable/unsubscribable resource's main data (see Displaying and editing my multi requestable/unsubscribable resources' main data on page 340).

The following tables give you an overview of the different functions and content on the **Main data – Multi requestable/unsubscribable resource** page.

Table 467: Controls

Control	Description
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 468: Multi requestable/unsubscribable resource main data

Property	Description
Multi requestable/unsubscribable resource	Enter a full, descriptive name for the multi requestable/unsubscribable resource.
Resource type	Select the resource type of the multi requestable/unsubscribable resource. Use resource types to group multi requestable/unsubscribable resources.
Description	Enter a description for the multi requestable/unsubscribable resource.
IT shop	Select the check box if the multi requestable/unsubscribable resource can also be requested through the IT Shop. This multi requestable/unsubscribable resource can be requested by your identities using the Web Portal and granted through a defined approval process. For detailed information about IT Shop, see the *One Identity*

Property	Description
	Manager IT Shop Administration Guide.
Only use in IT Shop	Select the check box if the multi requestable/un-subscribable resource can only be requested through the IT Shop. This multi requestable/unsubscribable resource can be requested by your identities using the Web Portal and granted through a defined approval process. It is not possible to assign a multi requestable/unsubscribable resource directly to roles outside of the IT Shop (for example in the Manager).
Service item	Click **Create a new service item** and create a new service item (a product). If a service item is already assigned, click **Change** and select a service item. You cannot use an multi requestable/unsubscribable resource until a service item has been assigned to it.
Risk index	Use the ruler to specify a risk index range. This value is used to assess the risk of assigning multi requestable/un-subscribable resources to identities. For more information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

Memberships – Multi requestable/unsubscribable resource (page description)

To open the **Memberships – Multi requestable/unsubscribable resource** page go to **Responsibilities** > **My Responsibilities** > **Multi requestable/unsubscribable** > select Multi requestable/unsubscribable resource > **Memberships**.

On the **Memberships - Multi requestable/unsubscribable resource** page, you can:

- Display identities that are assigned this multi requestable/unsubscribable resource (see Displaying my multi requestable/unsubscribable resources' memberships on page 341)
- Request this multi requestable/unsubscribable resource for identities (see Assigning identities to my multi requestable/unsubscribable resources on page 342)
- Cancel this multi requestable/unsubscribable resource for identities (see Removing identities from my multi requestable/unsubscribable resources on page 343)

The following tables give you an overview of the different functions and content on the **Attestation – Multi requestable/unsubscribable resource** page.

Table 469: Controls

Control	Description
Request memberships	Use this button to request the multi-request resource for identities (see Assigning identities to my multi requestable/unsubscribable resources on page 342).
Deleting memberships	You can use this button to delete the assignment of the multi requestable/unsubscribable resource for selected identities (see Removing identities from my multi requestable/unsubscribable resources on page 343). Select the check boxes in front of the identities whose multi requestable/unsubscribable resources you want to delete and click this button.

Table 470: Columns

Column	Description
Identity	Shows you the name of the identity to which the multi requestable/unsubscribable resource is assigned.
Origin	Shows you whether the multi requestable/unsubscribable resource was assigned to the identity directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity did not receive the membership through a direct assignment (for example, through an assignment request or delegation), the **Request** tab provides more information:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation – Multi requestable/unsubscribable resource (page description)

To open the **Attestation – Multi requestable/unsubscribable resource** page go to **Responsibilities** > **My Responsibilities** > **Multi requestable/unsubscribable** > select Multi requestable/unsubscribable resource > **Attestation**.

On the **Attestation – Multi requestable/unsubscribable resource** page, you can:

- Display all attestation cases linked to this multi requestable/unsubscribable resource (see Displaying my multi requestable/unsubscribable resources' attestation cases on page 344)
- Display details of the objects being attested (see Displaying my multi requestable/unsubscribable resources' attestation cases on page 344)
- Make approval decisions about pending attestation cases (see Approving and denying my multi requestable/unsubscribable resources' attestation cases on page 347)
- Display attestations of pending attestation cases (see Displaying attestors of my multi requestable/unsubscribable resources' pending attestation cases on page 346)
- Send reminders to approvers (see Sending reminders about my multi requestable/unsubscribable resources' pending attestation cases on page 348)

The following tables give you an overview of the different functions and content on the **Attestation – Multi requestable/unsubscribable resource** page.

Table 471: Controls

Control	Description
View approvers for pending cases	Use this button to display identities that are still pending attestation (see Displaying attestors of my multi requestable/unsubscribable resources' pending attestation cases on page 346). Then you can send reminder emails to these identities (see Sending reminders about my multi requestable/unsubscribable resources' pending attestation cases on page 348).
Send reminder	Use this button to send reminder email to all the identities that still have to approve attestation cases on this tab (see Sending reminders about my multi requestable/unsubscribable resources' pending attest-ation cases on page 348).
Approve	Opens the **Pending Attestations – Multi requestable/un-subscribable resources** (see Pending attestations: Multi requestable/unsubscribable resources (page description) on page 953). Use this button to make approval decisions about attestation cases pending for the multi requestable/unsubscribable resource (see Approving and denying my multi requestable/unsubscribable resources' attestation cases on page 347).

Table 472: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this function to display identities that can approve attestation cases (see Displaying attestors of my multi requestable/unsubscribable resources' pending attestation cases on page 346). Then you can send reminder emails to these identities (see Sending reminders about my multi requestable/unsubscribable

Control	Description
	resources' pending attestation cases on page 348).
Show details	Use this button to display all the objects involved in the attestation case (see Displaying my multi requestable/unsubscribable resources' attestation cases on page 344).

Table 473: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Devices (page description)

To open the **Devices** page go to **Responsibilities** > **My Responsibilities** > **Devices**.

On the **Devices** page, you can:

- View all the devices that you manage (see Displaying my devices on page 256)
- Add new devices (see Adding your own devices on page 256)

If you click a device in the list, a new page opens (see Device overview page (page description) on page 1151), which contains more information and configuration options for the device.

The following tables give you an overview of the different functions and content on the **Devices** page.

Table 474: Controls

Control	Description
Adding new devices	Open the **Add new device** page (see Adding new devices (page description) on page 1148). Use this button to add a new device to the system (see Adding your own devices on page 256).

Table 475: Columns

Column	Description
Display	Shows the device's name.
Device model	Shows the model of the device.
Used by	Shows which identities use the device.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Adding new devices (page description)

To open the **Add a new device** page go to **Responsibilities** > **My Responsibilities** > **Device** > **Add a new device**.

On the **Add a new device** page, you can create a new device for which you are responsible. Do this by entering the new device's main data (see Adding your own devices on page 256).

Enter the following main data.

Table 476: Mobile phone main data

Property	Description
Device type	In the menu, select the type of device.
Used by	Click **Change** and select the identity that will use the device.
Device model	Click **Assign/Change** and select the device's model.
Manufacturer	Click **Assign/Change** and select the manufacturer of the device.

Property	Description
Device ID	Enter a name for the device.
Device status	Click **Assign**/**Change** and select the device's status.
Phone	Enter the device's telephone number.
Location description	Enter additional information about the device's location.
Serial number	Enter the device's serial number.
Storage capacity [GB]	Enter the device's storage capacity (in gigabytes).
Operating system	Enter the name of the device's operating system.
Operating system version	Enter the version number of the device's operating system.
Carrier	Enter the name of the device's carrier.
IMEI	Enter the device's IMEI (unique identification number).
ICCID	Enter the IMEI (unique identification number) of the device's SIM card.
MAC address	Enter the device's MAC address.
Asset number	Enter the device's asset number.
Company owned	Select the check box if the device belongs to the company.

Table 477: PC main data

Property	Description
Device type	In the menu, select the type of device.
Used by	Click **Change** and select the identity that will use the device.
Device model	Click **Assign**/**Change** and select the device's model.
Manufacturer	Click **Assign**/**Change** and select the manufacturer of the device.
Device ID	Enter a name for the device.
Device status	Click **Assign**/**Change** and select the device's status.
Location description	Enter additional information about the device's location.
Serial number	Enter the device's serial number.
Storage capacity	Enter the device's storage capacity (in gigabytes).

Property	Description
[GB]	
Operating system	Enter the name of the device's operating system.
Operating system version	Enter the version number of the device's operating system.
MAC address	Enter the device's MAC address.
PC	Select the check box if this is a simple desktop PC for an identity.
Servers	Select the check box if this is a server.
VM Host	Select the check box if this is a host for a virtual machine.
VM Client	Select the check box if this is a virtual machine.
VM Host	Click **Assign**/**Change** and select the device you want to install the virtual machine on. The select is available if the **VM Client** check box is set.
MAC address	Enter the device's MAC address.
Asset number	Enter the device's asset number.
Company owned	Select the check box if the device belongs to the company.

Table 478: Tablet main data

Property	Description
Device type	In the menu, select the type of device.
Used by	Click **Change** and select the identity that will use the device.
Device model	Click **Assign**/**Change** and select the device's model.
Manufacturer	Click **Assign**/**Change** and select the manufacturer of the device.
Device ID	Enter a name for the device.
Device status	Click **Assign**/**Change** and select the device's status.
Phone	Enter the device's telephone number.
Location description	Enter additional information about the device's location.
Serial number	Enter the device's serial number.
Storage capacity [GB]	Enter the device's storage capacity (in gigabytes).

Property	Description
Operating system	Enter the name of the device's operating system.
Operating system version	Enter the version number of the device's operating system.
Carrier	Enter the name of the device's carrier.
IMEI	Enter the device's IMEI (unique identification number).
ICCID	Enter the IMEI (unique identification number) of the device's SIM card.
MAC address	Enter the device's MAC address.
Asset number	Enter the number of the asset in the device's bookkeeping.
Company owned	Select the check box if the device belongs to the company.

Device overview page (page description)

To open a device's overview page go to **Responsibilities** > **My Responsibilities** > **Devices** and click a device.

On the device's overview page, you can perform various actions on the device you selected.

To do this, click on one of the tiles:

Table 479: Tiles

Tile	Description
Overview	Opens the **Overview - Device** page (see Overview – Device (page description) on page 1151). Here you can see all the relevant information about departments summarized in an overview. (see Displaying my devices' overviews on page 256). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data - Device** page (see Main data – Device (page description) on page 1152). Here you can see and edit the device's main data (see Displaying and editing my devices' main data on page 257).

Overview – Device (page description)

To open the **Overview – Device** page go to **Responsibilities** > **My Responsibilities** > **Device** > select device > **Overview**.

On the **Overview - Device** page, you can see all the information relevant to the device summarized in an overview (see Displaying my devices' overviews on page 256).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Device (page description)

To open the **Main data – Device** page go to **Responsibilities** > **My Responsibilities** > **Device** > select device > **Main data**.

On the **Main data - Device** page, you can show and edit the device's main data (see Displaying and editing my devices' main data on page 257).

The following tables give you an overview of the different functions and content on the **Main data – Device** page.

Table 480: Controls

Control	Description
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 481: Mobile phone main data

Property	Description
Device type	In the menu, select the type of device.
Used by	Click **Change** and select the identity that will use the device.
Device model	Click **Assign/Change** and select the device's model.
Manufacturer	Click **Assign/Change** and select the manufacturer of the device.
Device ID	Enter a name for the device.
Device status	Click **Assign/Change** and select the device's status.
Phone	Enter the device's telephone number.
Location description	Enter additional information about the device's location.
Serial number	Enter the device's serial number.
Storage capacity [GB]	Enter the device's storage capacity (in gigabytes).
Operating system	Enter the name of the device's operating system.
Operating system version	Enter the version number of the device's operating system.
Carrier	Enter the name of the device's carrier.
IMEI	Enter the device's IMEI (unique identification number).

Property	Description
ICCID	Enter the IMEI (unique identification number) of the device's SIM card.
MAC address	Enter the device's MAC address.
Asset number	Enter the device's asset number.
Company owned	Select the check box if the device belongs to the company.

Table 482: PC main data

Property	Description
Device type	In the menu, select the type of device.
Used by	Click **Change** and select the identity that will use the device.
Device model	Click **Assign**/**Change** and select the device's model.
Manufacturer	Click **Assign**/**Change** and select the manufacturer of the device.
Device ID	Enter a name for the device.
Device status	Click **Assign**/**Change** and select the device's status.
Location description	Enter additional information about the device's location.
Serial number	Enter the device's serial number.
Storage capacity [GB]	Enter the device's storage capacity (in gigabytes).
Operating system	Enter the name of the device's operating system.
Operating system version	Enter the version number of the device's operating system.
MAC address	Enter the device's MAC address.
PC	Select the check box if this is a simple desktop PC for an identity.
Servers	Select the check box if this is a server.
VM Host	Select the check box if this is a host for a virtual machine.
VM Client	Select the check box if this is a virtual machine.
VM Host	Click **Assign**/**Change** and select the device you want to install the virtual

Property	Description
	machine on. The select is available if the **VM Client** check box is set.
MAC address	Enter the device's MAC address.
Asset number	Enter the device's asset number.
Company owned	Select the check box if the device belongs to the company.

Table 483: Tablet main data

Property	Description
Device type	In the menu, select the type of device.
Used by	Click **Change** and select the identity that will use the device.
Device model	Click **Assign**/**Change** and select the device's model.
Manufacturer	Click **Assign**/**Change** and select the manufacturer of the device.
Device ID	Enter a name for the device.
Device status	Click **Assign**/**Change** and select the device's status.
Phone	Enter the device's telephone number.
Location description	Enter additional information about the device's location.
Serial number	Enter the device's serial number.
Storage capacity [GB]	Enter the device's storage capacity (in gigabytes).
Operating system	Enter the name of the device's operating system.
Operating system version	Enter the version number of the device's operating system.
Carrier	Enter the name of the device's carrier.
IMEI	Enter the device's IMEI (unique identification number).
ICCID	Enter the IMEI (unique identification number) of the device's SIM card.
MAC address	Enter the device's MAC address.
Asset number	Enter the number of the asset in the device's bookkeeping.
Company owned	Select the check box if the device belongs to the company.

Delegating tasks (page description)

To open the **Delegation** page go to **Responsibilities** > **Delegation**.

On the **Delegation** page you can perform various actions regarding the delegation of role memberships and responsibilities.

To do this, click on one of the tiles:

Table 484: Tiles

Tiles	Description
Delegation	You select the following actions: • Display delegations created by you or by others for you (see Displaying delegations on page 448) • Delegate role memberships and responsibilities (see Creating delegations on page 448) • Cancel delegations (see Deleting my identities' delegations on page 295) • Delete delegations (see Deleting my identities' delegations on page 295)
Delegation history	Here you can display past delegations you have been involved in (see Displaying delegation history on page 451).

Delegation (page description)

To open the **Delegation** page go to **Responsibilities** > **Delegation** > **Delegation**.

Delegations are responsibilities that you have assigned to other identities or that have been delegated to you.

On the **Delegation** page, you can:

- Display delegations created by you or by others for you (see Displaying delegations on page 448)
- Delegate role memberships and responsibilities (see Creating delegations on page 448)
- Cancel delegations (see Deleting my identities' delegations on page 295)
- Delete delegations (see Deleting my identities' delegations on page 295)

The following tables give you an overview of the various features and content on the **Delegation** page.

Table 485: Controls

Control	Description
Select	Use this button to select a delegation that you want to delete later using **Actions** > **Delete delegation** (see Deleting delegations on page 450).
Select all	Use this button to select all the delegations in the list so that you can delete them later using **Actions** > **Delete delegation** (see Deleting delegations on page 450).
Actions > Delete all my delegations	Use this action to delete all the delegation that you created yourself (see Deleting delegations on page 450).
Actions > Delete delegation	Use this action to delete all the delegations selected in the **Delete** column (see Deleting delegations on page 450).
Actions > Select all	Use this action to select all the delegations that you want to delete later using **Actions** > **Delete delegation** (see Deleting delegations on page 450).
New delegation	Use this button to transfer responsibility to another identity (see Creating delegations on page 448).

Table 486: Controls in the details pane of a delegation

Control	Description
Withdraw request	Use this button to withdraw the delegation of responsibility (see Canceling delegations on page 449). This is possible until the delegation is approved.
Delete	Use this button to delete the delegation (see Deleting delegations on page 450).
Details	You can use this button to display more information about the delegation, which is distributed over the following tabs (see Displaying delegations on page 448): NOTE: In the Web Portal, a delegation is treated like a request. • **Information**: Displays general information about a request. • **Workflow**: Displays the life cycle chronologically as from the time of request. • **Compliance**: Displays possible rule violations for this request. • **Entitlements**: Displays which entitlements are assigned to the delegated application role. This tab is only displayed if it is a delegation of an application role.

Table 487: Columns

Column	Description
Name	Shows you the name of the object whose responsibility has been delegated.
Delegator	Shows you the name of the identity that created the delegation.
Delegation recipient	Shows you the name of the identity to which the responsibility was delegated.
Assignment Method	Shows you what type of delegated responsibility it is. For example, if you delegate responsibility through an identity, the criteria is **Employee manager**.
Delete	Use the buttons to select delegations that you want to delete later using **Actions** > **Delete delegation**.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

TIP: You can view more information about each delegation on the tabs in the detail pane.

Delegation history (page description)

To open the **Delegation History** page go to **Responsibilities** > **Delegation** > **Delegation History**.

On the **Delegation History** page, you can display previous delegations that you were involved in (see Displaying delegation history on page 451).

If you want to display only delegations of a specific identity or delegated to a specific identity, use the advanced search.

The delegations are divided into different sections on the following tabs to provide a clearer overview:

- **Delegated to you**: Shows you responsibilities/role memberships that have been delegated to you.
- **Delegated to other identities**: Shows you responsibilities/role memberships that you have delegated to other identities.

The following tables give you an overview of the various features and content on the **Delegation History** page.

Table 488: Controls

Control	Description
Valid from	Use this option to cover all delegations that are valid from this time or from a time within this period.
Valid until	Use this option to cover all delegations that are valid until this time or

Control	Description
	until a time within this period.
Advanced search	The advanced search allows you to control which delegations are displayed: • **Delegator**: Click **Assign/Change** and then click the appropriate identity. Only responsibilities/role memberships delegated by this identity are displayed. The corresponding delegations are displayed in the **Delegated to you** tab. • **Delegator recipient**: Click **Assign/Change** and then click the appropriate identity. Only responsibilities/role memberships delegated to this identity are displayed. The corresponding delegations are displayed in the **Delegated to other identities** tab. • **Show never assigned delegations**: Select the check box if you also want to show delegations that were in effect(for example, delegations that were rejected).
Search	Use this button to search using your defined criteria.

Table 489: Columns

Column	Description
Name	Shows you the name of the object whose responsibility/role membership has been delegated.
Type	Shows you what type of delegated responsibility/role membership it is. For example, if you delegate responsibility/role membership through an identity, it is the **Responsible** assignment type.
Valid from	Show you from when the delegation was valid.
Valid until	Show you until when the delegation was valid.
Delegated to	Shows you the name of the identity to which the responsibility/role membership was delegated.
Delegation of	Shows you the name of the identity that created the delegation.

TIP: On the following tabs, you can show other useful information about each delegation in the pane. To do this, click the corresponding entry in the list.

- **Information**: Displays general information about the delegation.
- **Workflow**: Shows the chronological lifecycle of the delegation.
- **Compliance**: Displays possible rule violations for this request.

- **Entitlements**: Displays which entitlements are assigned to the delegated application role. This tab is only displayed if it is a delegation of an application role.
- **Delegation**: Shows you general information about delegation.

Ownerships (page description)

To open the **Ownerships** page go to **Responsibilities** > **Ownerships**.

On the **Ownerships** page, you can assign new owners to objects or take responsibility for groups.

To do this, click on one of the tiles:

Table 490: Tiles

Tile	Description
Assign Ownership	Here you can assign ownership to a business object without an owner (see Assigning owners to devices on page 454 and Assigning product owners to system entitlements on page 453).
Claim ownership	Here you can take responsibility for Active Directory groups without owners (see Claiming ownership of Active Directory groups on page 455).

Assigning owners (page description)

To open the **Assign Ownership** page go to **Responsibilities** > **Ownerships** > **Assign Ownership**.

On the **Assign Ownership** page, you can:

- Assign devices without owners to new owners (see Assigning owners to devices on page 454)
- Assign system entitlements without owners to new owners (see Assigning product owners to system entitlements on page 453)

Click the appropriate tile to begin assigning a new owner to a device or system entitlement.

Claim ownership (page description)

To open the **Claim Ownership** page go to **Responsibilities** > **Ownerships** > **Claim Ownership**.

On the **Claim Ownership** page you can claim responsibility for Active Directory groups without owners (see Claiming ownership of Active Directory groups on page 455).

The following table give you an overview of the various features on the **Claim Ownership** page.

Table 491: Controls

Control	Description
Select a group	Click **Assign/Change** and then on the Active Directory group whose responsibility you want to claim.
Claim ownership	You can use this button to claim responsibility for the selected Active Directory group (see Claiming ownership of Active Directory groups on page 455).

Auditing (page description)

To open the **Auditing** page go to **Responsibilities** > **Auditing**.

On the **Auditing** page, you can display all objects with their detailed information.

To do this, click on one of the tiles:

- Departments
- Business roles
- Cost centers
- Multi-request resources
- Multi requestable/unsubscribable resources
- Identities
- One Identity Manager application roles
- Resources
- Software
- Locations
- System roles
- Assignment resources
- Active Directory
- Azure Active Directory
- Custom target systems
- Google Workspace
- Domino
- LDAP
- Oracle E-Business Suite
- Privileged Account Management
- SAP R/3
- Unix

Auditing – Departments (page description)

To open the **Auditing - Departments** page go to **Responsibilities** > **Auditing** > **Departments**.

On the **Auditing - Departments** page, you can see all requests (see Displaying all departments on page 456).

If you click **Show details** in a department's details pane, a new page opens (see Auditing - Roles and permissions: department (page description) on page 1161) that contains more information and configuration options for the department.

The following tables give you an overview of the various features and content on the **Auditing – Departments** page.

Table 492: Controls

Control	Description
Select an identity	Use this feature to select an identity so that only the departments they manage are shown (see Displaying all departments on page 456).

Table 493: Controls in the details pane of a product

Control	Description
Show details	Opens the **Auditing - Roles and entitlements: department** page (see Auditing - Roles and permissions: department (page description) on page 1161). Use this button to display more details about the department.

Table 494: Columns

Column	Description
Display	Shows the department's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing - Roles and permissions: department (page description)

To open the **Auditing - Roles and entitlements: department** page go to **Responsibilities** > **Auditing** > **Departments** > **Show details**.

On the **Auditing - Roles and entitlements: department** page, you can access various information about the selected department.

To do this, click on one of the tiles:

Table 495: Tiles

Tile	Description
Overview	Opens the **Overview – Department** page (see Overview – Department (page description) on page 1163) This provides you with all the information at a glance. For more information, click on the links inside one of the shapes (see Displaying department overviews on page 457) .
Main data	Opens the **Main data – Department** page (see Main data – Department (page description) on page 1163). Here you see the department's main data (see Displaying department main data on page 457).
Memberships	Opens the **Memberships – Department** page (see Memberships – Department (page description) on page 1164). Here you can see the identities assigned to the department (see Displaying department memberships on page 458).
Entitlements	Opens the **Entitlements – Department** page (see Entitlements – Department (page description) on page 1165) Here you can see the entitlements assigned to the department (see Displaying department entitlements on page 458).
Attestation	Opens the **Attestation – Department** page (see Attestation – Department (page description) on page 1165). You select the following actions: • Display all attestation cases linked to this department (see Displaying department attestation cases on page 460) • Display identities that have yet to approve department attestation cases (see Displaying attestors of department pending attestation cases on page 461) • Display details of the objects being attested (see Displaying department attestation cases on page 460)
Compliance	Opens the **Compliance – Department** page (see Compliance – Department (page description) on page 1166). Here you can show compliance rule violations that were caused by this department (see Displaying department rule violations on page 462).
Risk	Opens the **Risk – Department** page (see Risk – Department (page description) on page 1167) Here you can see the department's risk index (see Displaying department risk indexes on page 463). For more information about risk assessment, see the Risk assessment on

Tile	Description
	page 203.
History	Opens the **History – Department** page (see History – Department (page description) on page 1168) Here you can see all the changes made to the department (see Department history on page 464).
Usage	Opens the **Usage – Department** page (see Usage – Department (page description) on page 1170) Here you can see which roles and organizations belong to members of the department (see Displaying role memberships of department members on page 467)

Overview – Department (page description)

To open the **Overview – Department** page go to **Responsibilities** > **Auditing** > **Departments** > **Show details** > **Overview**.

On the **Overview – Department** page, you can see all the information relevant to the employee summarized in an overview (see Displaying department overviews on page 457).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Department (page description)

To open the **Main data – Department** page go to **Responsibilities** > **Auditing** > **Departments** > **Show details** > **Main data**.

On the **Main data - Department** page, you can see and edit the department's main data (see Displaying department main data on page 457).

Enter the following main data:

Table 496: Department main data

Property	Description
Department	Shows the full, descriptive name of the department.
Short name	Shows the department's short name.
Object ID	Show the department's unique object ID. For example, the object ID is required in SAP systems for assigning identities to departments.
Location	Shows the location that the department is primarily assigned to.
Parent department	Shows the parent department of this department.

Property	Description
	If the department is at the root of a department hierarchy, the field is empty.
Attestors	Shows the attestor application role. Members of this application role can approve attestation cases for the department.
Cost center	Shows the cost center that the department is primarily assigned to.
Role approver	Shows the role approver. Members of the selected application role can approve requests for members of the department.
Role approver (IT)	Shows the IT application role approver. Members of the selected application role can approve requests for members of the department.
Manager	Shows the identity responsible for the department.
2nd Manager	Shows the identity acting as a deputy to the department's manager.
Description	Shows the department's description.

Memberships – Department (page description)

To open the **Memberships – Department** page go to **Responsibilities** > **Auditing** > **Departments** > **Show details** > **Memberships**.

On the **Memberships - Department** page, you can see identities assigned to the department (see Displaying department memberships on page 458).

The following table gives an overview of the different content on the **Memberships – Department** page.

Table 497: Columns

Column	Description
Identity	Shows you the name of the identity assigned to the department.
Origin	Shows you whether the department was assigned to the identity directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity obtained the membership through a request, you will find more information on the following tabs on the **Request** tab:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.

- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Entitlements – Department (page description)

To open the **Entitlements – Department** page go to **Responsibilities** > **Auditing** > **Departments** > **Show details** > **Entitlements** .

On the **Entitlements – Department** page, you can see entitlements assigned to the department (see Displaying department entitlements on page 458).

The following table gives you an overview of the different functions and content on the **Entitlements – application roles** page.

Table 498: Columns

Column	Description
Entitlement	Shows you the entitlement's name.
Origin	Shows you how the entitlement was assigned. For example, the entitlement might have been assigned through a dynamic role.
Entitlement type	Shows you the entitlement type (for example, report subscriptions, account definition, resources).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation – Department (page description)

To open the **Attestation – Department** page go to **Responsibilities** > **Auditing** > **Departments** > **Show details** > **Attestation**.

On the **Attestation - Department** page, you can:

- Display all attestation cases linked to this department (see Displaying department attestation cases on page 460)
- Display identities that have yet to approve department attestation cases (see Displaying attestors of department pending attestation cases on page 461)
- Display details of the objects being attested (see Displaying department attestation cases on page 460)

The following tables give you an overview of the various features and content on the **Attestation - Department** page.

Table 499: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases and Then you can send reminder emails to these identities (see Displaying attestors of department pending attestation cases on page 461).

Table 500: Controls in the attestation case's details pane

Control	Description
Show details	Use this button to display all the objects involved in the attestation case (see Displaying department attestation cases on page 460).

Table 501: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Compliance – Department (page description)

Open the **Compliance – Department** page by navigating through **Responsibilities** > **Auditing** > **Departments** > **Show details** > **Compliance**.

On the **Compliance – Department** page, you can see compliance rule violations connected with this department (see Displaying department rule violations on page 462).

The following table gives an overview of the content of the **Compliance – System role** page.

Table 502: Columns

Column	Description
Entitlement	Shows the entitlement that caused the rule violation.
Rule	Shows the rule that was violated.
Risk index	Shows the severity of the rule violation (meaning the calculated risk index). The higher this value is, the higher the risk that this rule violation poses.
Risk index	Shows the risk index taking mitigating controls into account. A rule’s risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.

TIP: On the following tabs, you can show other useful information about each rule violation in the pane. To do this, click the corresponding entry in the list.

- **Entitlement**: Shows general information about the entitlement.
- **Rule**: Show general information about rule that was violated.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Risk – Department (page description)

Open the **Compliance – Department** page by navigating through **Responsibilities** > **Auditing** > **Departments** > **Show details** > **Compliance**.

On the **Risk – Department** page, you can:

- Display the department's calculated risk index (see Displaying department risk indexes on page 463)
- See how the calculated risk index is put together (see Displaying department risk indexes on page 463)

The risk index is calculated from the sum of all attribute-based values and the maximum of all assignment-based values.

The following tables give you an overview of the different functions and content on the **Risk – Department** page.

Table 503: Controls

Control	Description
View risk functions	Use this button to show the attributes and assignments that contribute to the calculated risk index (see Displaying department risk indexes on page 463).

Table 504: Columns

Column	Description
Risk index	Shows which property/assignment affects the risk index.
Risk	• At root level: Shows the summarized risk index of the property/assignment. • At other levels: Shows other details about the properties/assignments.
Weighting/change value	Shows, depending on the type of calculation, the value used to weigh the determined risk index in the final calculation or the value used to alter the risk index respectively.

History – Department (page description)

To open the **History – Department** page go to **Responsibilities** > **Auditing** > **Departments** > **Show details** > **History**.

On the **History – Department** page, you can see all the changes made to the department (see Department history on page 464).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect a department, either on a timeline or in a table.

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – Department** page.

Table 505: Controls

Control	Description
Events	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user (see Displaying department history on page 464). TIP: To remove the filter again, click **Reset filter** next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form (see Displaying department history on page 464).
Switch to timeline view	Use this button to display the changes as a timeline.(see Displaying department history on page 464).
Status comparison	
Time and date picker	Select from which point on you want to see the changes (see Comparing statuses of departments on page 466).
Display changed values only	Deselect the check box if you also want to display properties that have not changed since they were created (see Comparing statuses of departments on page 466).

Table 506: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of the property was at the selected point in time and what the value is now.

Table 507: Columns

Column	Description
Events (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.

Column	Description
Status overview	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Department (page description)

To open the **Usage – Department** page go to **Responsibilities** > **Auditing** > **Departments** > **Show details** > **Usage**.

On the **Usage – Department** page, you can see the roles and organizations that belong to the identities to which this department is assigned (see Displaying role memberships of department members on page 467).

The following table gives you an overview of the various features on the **Usage – Departments** page.

Table 508: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to view.
More information	Use this button to show the legend that explains the content of the overview.

Auditing – Application roles (page description)

To open the **Auditing - One Identity Manager application roles** page go to **Responsibilities** > **Auditing** > **One Identity Manager application roles**.

On the **Auditing - One Identity Manager application roles** page, you can see all the application roles (see Displaying all application roles on page 468).

If you click **Show details** in an application role's details pane, a new page opens (see Auditing - Roles and entitlements: application role (page description) on page 1171) that contains more information and configuration options for the application role.

The following tables give you an overview of the various features and content on the **Auditing – One Identity Manager application roles** page.

Table 509: Controls

Control	Description
Select an identity	Use this feature to select an identity so that only the application roles they manage are shown (see Displaying all application roles on page 468).

Table 510: Controls in the details pane of a product

Control	Description
Show details	Opens the **Auditing - roles and entitlements: One Identity Manager application role** page (see Auditing - Roles and entitlements: application role (page description) on page 1171). Use this button to display more details about the application role.

Table 511: Columns

Column	Description
Display	Shows the application role's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing - Roles and entitlements: application role (page description)

To open the **Auditing - Roles and entitlements: application role** page go to **Responsibilities** > **Auditing** > **One Identity Manager application roles** > **Show details**.

On the **Auditing - Roles and entitlements: application role** page, you can access various information about the selected application role.

To do this, click on one of the tiles:

Table 512: Tiles

Tile	Description
Overview	Opens the **Overview – Application role** page (see Overview – Application role (page description) on page 1173). This provides you with all the information at a glance. For more information, click on the links inside one of the shapes (see Displaying application role overviews on page 469) .
Main data	Opens the **Main data – Application role** page (see Main data - Application role (page description) on page 1173).
Memberships	Opens the **Memberships – Application role** page (see Memberships – Application role (page description) on page 1174). Here you can see identities to which the application role is assigned (see Displaying memberships in application roles on page 470).
Entitlements	Opens the **Entitlements – Application role** page (see Entitlements – Application role (page description) on page 1174). Here you can see the entitlements assigned to the application role (see Displaying application role entitlements on page 470).
Attestation	Opens the **Attestation – Application role** page (see Attestation – Application role (page description) on page 1175). You select the following actions: • Display all attestation cases linked to this application role (see Displaying application role pending attestation cases on page 471) • Display identities that have yet to approve application role attestation cases (see Displaying attestors of application role pending attestation cases on page 473) • Display details of the objects being attested (see Displaying application role pending attestation cases on page 471)
History	Opens the **History – Application role** page (see History – Application role (page description) on page 1177). Here you can see all the changes made to the application role (see Application role history on page 474).
Usage	Opens the **Usage – Application role** page (see Usage – Application role (page description) on page 1179). Here you can see which roles the members of the application role belong to (see Displaying role memberships of application role members on page 477).

Overview – Application role (page description)

To open the **Overview – Application role** page go to **Responsibilities** > **Auditing** > **Auditing - One Identity Manager application roles** > **Show details** > **Overview**.

On the **Overview – Application role** page, you can see all the information relevant to the application role summarized in an overview (see Displaying application role overviews on page 469).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data - Application role (page description)

To open the **Main data – Application Role** page go to **Responsibilities** > **Auditing** > **Auditing - One Identity Manager application roles** > **Show details** > **Main data**.

On the **Main data – Application role** page, you can see the application role's main data (see Displaying application role main data on page 469).

Enter the following main data:

Table 513: Application role main data

Property	Description
Application role	Shows the full, descriptive name of the application role.
Internal name	Shows the company internal name of the application role.
Location	Shows the location that the application role is primarily assigned to.
Parent application role	Shows the parent application role of this application role. If the application role is at the root of an application role hierarchy, the field is empty.
Department	Shows the department assigned to the application role.
Cost center	Shows the cost center that the application role is primarily assigned to.
Manager	Shows the identity responsible for the application role.
2nd Manager	Shows the identity acting as a deputy to the application role's manager.
Description	Show the application role's description.
Comment	Shows an informative comment about the application role.
Full name	Shows the full name of the application role, which is automatically made up of the identifiers of the application role and the parent application role.

Memberships – Application role (page description)

To open the **Memberships – Application role** page go to **Responsibilities** > **Auditing** > **Auditing - One Identity Manager application roles** > **Show details** > **Memberships**.

On the **Memberships - Application Role** page, you can see identities to which the application role is assigned (see Displaying memberships in application roles on page 470).

The following table gives an overview of the content on the **Memberships – Application role** page.

Table 514: Columns

Column	Description
Identity	Shows you the name of the identity to which the application role is assigned.
Origin	Shows you whether the application role was assigned to the identity directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity obtained the membership through a request, you will find more information on the following tabs on the **Request** tab:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Entitlements – Application role (page description)

To open the **Entitlements – Application role** page go to **Responsibilities** > **Auditing** > **Auditing - One Identity Manager application roles** > **Show details** > **Entitlements**.

On the **Entitlements – Application role** page, you can see the entitlements assigned to the application role (see Displaying application role entitlements on page 470).

The following table gives you an overview of the various features and content on the **Entitlements – One Identity Manager application roles** page.

Table 515: Columns

Column	Description
Entitlement	Shows you the entitlement's name.
Origin	Shows you how the entitlement was assigned. For example, the entitlement might have been assigned through a dynamic role.
Entitlement type	Shows you the entitlement type (for example, report subscriptions, account definition, resources).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation – Application role (page description)

To open the **Attestation – Application role** page go to **Responsibilities** > **Auditing** > **Auditing - One Identity Manager application roles** > **Show details** > **Attestation**.

On the **Attestation - Application role** page, you can:

- Display all attestation cases linked to this application role (see Displaying application role pending attestation cases on page 471)
- Display identities that have yet to approve application role attestation cases (see Displaying attestors of application role pending attestation cases on page 473)
- Display details of the objects being attested (see Displaying application role pending attestation cases on page 471)

The following tables give you an overview of the various features and content on the **Attestation - application role** page.

Table 516: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases and Then you can send reminder emails to these identities (see Displaying attestors of application role pending attestation cases on page 473).

Table 517: Controls in the attestation case's details pane

Control	Description
Show details	Use this button to display all the objects involved in the attestation case (see Displaying application role pending attestation cases on page 471).

Table 518: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Risk – Application role (page description)

To open the **Compliance – Application role** page go to **Responsibilities** > **Auditing** > **Auditing - One Identity Manager application roles** > **Show details** > **Compliance**.

- See how the calculated risk index is put together

The risk index is calculated from the sum of all attribute-based values and the maximum of all assignment-based values.

Table 519: Controls

Control	Description
View risk functions	Use this button to show the attributes and assignments that contribute to the calculated risk index .

Table 520: Columns

Column	Description
Risk index	Shows which property/assignment affects the risk index.
Risk	• At root level: Shows the summarized risk index of the property/assignment. • At other levels: Shows other details about the properties/assignments.
Weighting/change value	Shows, depending on the type of calculation, the value used to weigh the determined risk index in the final calculation or the value used to alter the risk index respectively.

History – Application role (page description)

To open the **History – Application role** page go to **Responsibilities** > **Auditing** > **Auditing - One Identity Manager application roles** > **Show details** > **History**.

On the **History – Application role** page, you can see all the changes made to the application role (see Application role history on page 474).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect an application role, either on a timeline or in a table.

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – Application role** page.

Table 521: Controls

Control	Description
Events	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user (see Displaying application role history on page 474).

Control	Description
	TIP: To remove the filter again, click **Reset filter** next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form (see Displaying application role history on page 474).
Switch to timeline view	Use this button to display the changes as a timeline.(see Displaying application role history on page 474).
Status comparison	
Time and date picker	Select from which point on you want to see the changes (see Comparing statuses of application roles on page 476).
Display changed values only	Deselect the check box if you also want to display properties that have not changed since they were created (see Comparing statuses of application roles on page 476).

Table 522: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of the property was at the selected point in time and what the value is now.

Table 523: Columns

Column	Description
Events (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.

Column	Description
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Application role (page description)

To open the **Usage – Application Role** page go to **Responsibilities** > **Auditing** > **Auditing - One Identity Manager Application Roles** > **Show details** > **Usage**.

On the **Usage – Application role** page, you can see the roles and organizations that belong to the identities to which this application role is assigned (see Displaying role memberships of application role members on page 477).

The following tables give you an overview of the different functions on the **Usage - Application roles** page.

Table 524: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to view.
More information	Use this button to show the legend that explains the content of the overview.

Auditing – Device (page description)

To open the **Auditing - Devices** page go to **Responsibilities** > **Auditing** > **Devices**.

On the **Auditing - Devices** page, you can see all the devices (see Displaying devices on page 478).

If you click **Show details** in a device's details pane, a new page opens (see Auditing - Roles and entitlements: device (page description) on page 1180) that contains more information and configuration options for the device.

The following tables give you an overview of the various features and content on the **Auditing - Devices** page.

Table 525: Columns

Column	Description
Display	Shows the device's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing - Roles and entitlements: device (page description)

To open the **Auditing - Roles and entitlements: Device** page go to **Responsibilities** > **Auditing** > **Devices** > **Show details**.

On the **Auditing - Roles and entitlements: device** page, you can access various information about the selected device.

To do this, click on one of the tiles:

Table 526: Tiles

Tile	Description
Overview	Opens the **Overview - Device** page (see Overview – Device (page description) on page 1181). This provides you with all the information at a glance. For more information, click on the links inside one of the shapes (see Displaying device overviews on page 478).
Main data	Opens the **Main data - Device** page (see Main data – Device (page description) on page 1181). Here you can see and edit the device's main data (see Displaying device main data on page 479).
Attestation	Opens the **Attestation – Device** page (see Attestations – Device (page description) on page 1184). You select the following actions: • Display all attestation cases linked to this device (see Displaying device attestation cases on page 480) • Display identities that have yet to approve device attestation cases

Tile	Description
	(see Displaying attestors of pending attestation cases for devices on page 481) • Display details of the objects being attested (see Displaying device attestation cases on page 480)

Overview – Device (page description)

To open the **Overview – Device** page go to **Responsibilities** > **Auditing** > **Devices** > **Show details** > **Overview**.

On the **Overview - Device** page, you can see all the information relevant to the device summarized in an overview (see Displaying device overviews on page 478).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Device (page description)

To open the **Main data - Device** page go to **Responsibilities** > **Auditing** > **Devices** > **Show details** > **Main data**.

On the **Main data - Device** page, you can see and edit the device's main data (see Displaying device main data on page 479).

Enter the following main data:

Table 527: Mobile phone main data

Property	Description
Device type	In the menu, select the type of device.
Used by	Click **Change** and select the identity that will use the device.
Device model	Click **Assign**/**Change** and select the device's model.
Manufacturer	Click **Assign**/**Change** and select the manufacturer of the device.
Device ID	Enter a name for the device.
Device status	Click **Assign**/**Change** and select the device's status.
Phone	Enter the device's telephone number.
Location description	Enter additional information about the device's location.
Serial number	Enter the device's serial number.
Storage capacity [GB]	Enter the device's storage capacity (in gigabytes).
Operating system	Enter the name of the device's operating system.

Property	Description
Operating system version	Enter the version number of the device's operating system.
Carrier	Enter the name of the device's carrier.
IMEI	Enter the device's IMEI (unique identification number).
ICCID	Enter the IMEI (unique identification number) of the device's SIM card.
MAC address	Enter the device's MAC address.
Asset number	Enter the device's asset number.
Company owned	Select the check box if the device belongs to the company.

Table 528: PC main data

Property	Description
Device type	In the menu, select the type of device.
Used by	Click **Change** and select the identity that will use the device.
Device model	Click **Assign**/**Change** and select the device's model.
Manufacturer	Click **Assign**/**Change** and select the manufacturer of the device.
Device ID	Enter a name for the device.
Device status	Click **Assign**/**Change** and select the device's status.
Location description	Enter additional information about the device's location.
Serial number	Enter the device's serial number.
Storage capacity [GB]	Enter the device's storage capacity (in gigabytes).
Operating system	Enter the name of the device's operating system.
Operating system version	Enter the version number of the device's operating system.
MAC address	Enter the device's MAC address.
PC	Select the check box if this is a simple desktop PC for an identity.

Property	Description
Servers	Select the check box if this is a server.
VM Host	Select the check box if this is a host for a virtual machine.
VM Client	Select the check box if this is a virtual machine.
VM Host	Click **Assign**/**Change** and select the device you want to install the virtual machine on. The select is available if the **VM Client** check box is set.
MAC address	Enter the device's MAC address.
Asset number	Enter the device's asset number.
Company owned	Select the check box if the device belongs to the company.

Table 529: Tablet main data

Property	Description
Device type	In the menu, select the type of device.
Used by	Click **Change** and select the identity that will use the device.
Device model	Click **Assign**/**Change** and select the device's model.
Manufacturer	Click **Assign**/**Change** and select the manufacturer of the device.
Device ID	Enter a name for the device.
Device status	Click **Assign**/**Change** and select the device's status.
Phone	Enter the device's telephone number.
Location description	Enter additional information about the device's location.
Serial number	Enter the device's serial number.
Storage capacity [GB]	Enter the device's storage capacity (in gigabytes).
Operating system	Enter the name of the device's operating system.
Operating system version	Enter the version number of the device's operating system.
Carrier	Enter the name of the device's carrier.
IMEI	Enter the device's IMEI (unique identification number).
ICCID	Enter the IMEI (unique identification number) of the device's SIM card.
MAC address	Enter the device's MAC address.

Property	Description
Asset number	Enter the number of the asset in the device's bookkeeping.
Company owned	Select the check box if the device belongs to the company.

Attestations – Device (page description)

To open the **Attestation – Device** page go to **Responsibilities** > **Auditing** > **Device** > **Show details** > **Attestation**.

On the **Attestation - Device** page, you can:

- Display all attestation cases linked to this device (see Displaying device attestation cases on page 480)
- Display identities that have yet to approve device attestation cases (see Displaying attestors of pending attestation cases for devices on page 481)
- Display details of the objects being attested (see Displaying device attestation cases on page 480)

The following tables give you an overview of the various features and content on the **Attestations - Device** page.

Table 530: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases and Then you can send reminder emails to these identities (see Displaying attestors of pending attestation cases for devices on page 481).

Table 531: Controls in the attestation case's details pane

Control	Description
Show details	Use this button to display all the objects involved in the attestation case (see Displaying device attestation cases on page 480).

Table 532: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible:

Column	Description
	- **Pending**: The attestation case is not closed yet and must still be approved. - **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. - **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing – Business roles (page description)

To open the **Auditing - Business Roles** page go to **Responsibilities** > **Auditing** > **Business Roles**.

On the **Auditing - Business Roles** page, you can see all the business roles (see Displaying all business roles on page 482).

If you click **Show details** in a business role's details pane, a new page opens (see Auditing - Roles and entitlements: business role (page description) on page 1186) that contains more information and configuration options for the business role.

The following tables give you an overview of the various features and content on the **Auditing – Business roles** page.

Table 533: Controls

Control	Description
Select an identity	Use this feature to select an identity so that only the business roles they manage are shown(see Displaying all business roles on page 482).

Table 534: Controls in the details pane of a product

Control	Description
Show details	Opens the **Auditing - Roles and entitlements: business role** page (see Auditing - Roles and entitlements: business role (page

Control	Description
	description) on page 1186). Use this button to display more details about the business role.

Table 535: Columns

Column	Description
Display	Shows the business role's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing - Roles and entitlements: business role (page description)

To open the **Auditing - Roles and entitlements: business role** page go to **Responsibilities** > **Auditing** > **Business Roles** > **Show details**.

On the **Auditing - Roles and entitlements: business role** page, you can access various information about the selected business role.

To do this, click on one of the tiles:

Table 536: Tiles

Tile	Description
Overview	Opens the **Overview – Business role** page (see Overview – Business role (page description) on page 1187). This provides you with all the information at a glance. For more information, click on the links inside one of the shapes (see Displaying business role overviews on page 483).
Main data	Opens the **Main data – Business role** page (see Main data – Business role (page description) on page 1188). Here you see the business role's main data (see Displaying business role main data on page 484).
Memberships	Opens the **Memberships – Business role** page (see Memberships – Business role (page description) on page 1189). Here you can display identities to which the business role is assigned (see Displaying memberships in business roles on page 484).
Entitlements	Opens the **Entitlements – Business role** page (see Entitlements – Business role (page description) on page 1189). Here you can see the entitlements assigned to the business role (see

Tile	Description
	Displaying business role entitlements on page 485).
Attestation	Opens the **Attestation – Business role** page (see Attestation – Business role (page description) on page 1190). You select the following actions: • Display all attestation cases linked to this business role (see Displaying business role attestation cases on page 486) • Display identities that have yet to approve business role attestation cases (see Displaying attestors of business role pending attestation cases on page 487) • Display details of the objects being attested (see Displaying business role attestation cases on page 486)
Compliance	Opens the **Compliance – Business role** page (see Compliance – Business role (page description) on page 1191). Here you see compliance rule violations that were caused by this business role (see Displaying business role rule violations on page 489).
Risk	Opens the **Risk – Business role** page (see Risk – Business role (page description) on page 1192). Here you can see the business role's risk index (see Displaying business role risk indexes on page 489). For more information about risk assessment, see the Risk assessment on page 203.
History	Opens the **History – Business role** page (see History – Business role (page description) on page 1193). Here you can see all the changes made to the business role (see Business role history on page 490).
Usage	Opens the **Usage – Business role** page (see Usage – Business role (page description) on page 1195). Here you can see which roles the members of the business role belong to (see Displaying role memberships of business role members on page 493).

Overview – Business role (page description)

To open the **Overview – Business Role** page go to **Responsibilities** > **Auditing** > **Business Roles** > **Show details** > **Overview**.

On the **Overview - Business role** page, you can see all the information relevant to the business role summarized in an overview (see Displaying business role overviews on page 483).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Business role (page description)

To open the **Main data – Business Role** page go to **Responsibilities** > **Auditing** > **Business Roles** > **Show details** > **Main data**.

On the **Main data – Business role** page, you can see the business role's main data (see Displaying business role main data on page 484).

Enter the following main data:

Table 537: Business role main data

Property	Description
Business role	Shows the full, descriptive name of the business role.
Short name	Shows the business role's short name.
Internal name	Shows the company internal name of the business role.
Role class	Shows the business role's role class. To differentiate between different business roles, define company specific role classes. Role classes are used to specify which company resource assignments are possible through roles in a role class.
Parent business role	Shows the parent business role of this business role. If the business role is at the root of a business role hierarchy, the field is empty.
Role type	Shows the business role's role type. Role types are mainly used to regulate approval policy inheritance.
Role approver	Shows the role approver. Members of the selected application role can approve requests for members of the business role.
Role approver (IT)	Shows the IT application role approver. Members of the selected application role can approve requests for members of the business role.
Manager	Shows the identity responsible for the business role.
2nd Manager	Shows the identity acting as a deputy to the business role's manager.
identitys do not inherit	Shows whether identities for this business role are temporarily prevented from inheriting.
Description	Shows the business role's description.
Comment	Shows an informative comment about the business role.

Memberships – Business role (page description)

To open the **Memberships – Business Role** page go to **Responsibilities** > **Auditing** > **Business Roles** > **Show details** > **Memberships**.

On the **Memberships - Business Role** page, you can see identities to which the business role is assigned (see Displaying memberships in business roles on page 484).

The following table gives an overview of the different content on the **Memberships – Business role** page.

Table 538: Columns

Column	Description
Identity	Shows you the name of the identity to which the business role is assigned.
Origin	Shows you whether the business role was assigned to the identity directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity obtained the membership through a request, you will find more information on the following tabs on the **Request** tab:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Entitlements – Business role (page description)

To open the **Entitlements – Business Role** page go to **Responsibilities** > **Auditing** > **Business Roles** > **Show details** > **Entitlements**.

On the **Entitlements – Business role** page, you can see the entitlements assigned to the business role (see Displaying business role entitlements on page 485).

The following table gives an overview of the content of the **Entitlements – Business role** page.

Table 539: Columns

Column	Description
Entitlement	Shows you the entitlement's name.
Origin	Shows you how the entitlement was assigned. For example, the entitlement might have been assigned through a dynamic role.
Entitlement type	Shows you the entitlement type (for example, report subscriptions, account definition, resources).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation – Business role (page description)

To open the **Attestation – Business Role** page go to **Responsibilities** > **Auditing** > **Business Roles** > **Show details** > **Attestation**.

On the **Attestation - Business role** page, you can:

- Display all attestation cases linked to this business role (see Displaying business role attestation cases on page 486)
- Display identities that have yet to approve business role attestation cases (see Displaying attestors of business role pending attestation cases on page 487)
- Display details of the objects being attested (see Displaying business role attestation cases on page 486)

The following tables give you an overview of the various features and content on the **Attestation - Business role** page.

Table 540: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases and Then you can send reminder emails to these identities (see Displaying attestors of business role pending attestation cases on page 487).

Table 541: Controls in the attestation case's details pane

Control	Description
Show details	Use this button to display all the objects involved in the attestation case (see Displaying business role attestation cases on page 486).

Table 542: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Compliance – Business role (page description)

Open the **Compliance – Business Role** page by navigating through **Responsibilities** > **Auditing** > **Business Roles** > **Show details** > **Compliance**.

On the **Compliance – Business role** page, you can see compliance rule violations connected with this business role (see Displaying business role rule violations on page 489).

The following table gives an overview of the content of the **Compliance – Business role** page.

Table 543: Columns

Column	Description
Entitlement	Shows the entitlement that caused the rule violation.
Rule	Shows the rule that was violated.
Risk index	Shows the severity of the rule violation (meaning the calculated risk index).

Column	Description
	The higher this value is, the higher the risk that this rule violation poses.
Risk index	Shows the risk index taking mitigating controls into account. A rule's risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.

TIP: On the following tabs, you can show other useful information about each rule violation in the pane. To do this, click the corresponding entry in the list.

- **Entitlement**: Shows general information about the entitlement.
- **Rule**: Show general information about rule that was violated.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Risk – Business role (page description)

Open the **Compliance – Business Role** page by navigating through **Responsibilities** > **Auditing** > **Business Roles** > **Show details** > **Compliance**.

On the **Risk – Business role** page, you can:

- Display the business role's calculated risk index (see Displaying business role risk indexes on page 489)
- See how the calculated risk index is put together (see Displaying business role risk indexes on page 489)

The risk index is calculated from the sum of all attribute-based values and the maximum of all assignment-based values.

The following tables give you an overview of the different functions and content on the **Risk – Business role** page.

Table 544: Controls

Control	Description
View risk functions	Use this button to show the attributes and assignments that contribute to the calculated risk index (see Displaying business role risk indexes on page 489).

Table 545: Columns

Column	Description
Risk index	Shows which property/assignment affects the risk index.

Column	Description
Risk	• At root level: Shows the summarized risk index of the property/assignment. • At other levels: Shows other details about the properties/assignments.
Weighting/change value	Shows, depending on the type of calculation, the value used to weigh the determined risk index in the final calculation or the value used to alter the risk index respectively.

History – Business role (page description)

To open the **History – Business Role** page go to **Responsibilities** > **Auditing** > **Business Roles** > **Show details** > **History**.

On the **History – Business Role** page you can see all changes made to the business role (see Business role history on page 490).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect a business role, either on a timeline or in a table.

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – Business role** page.

Table 546: Controls

Control	Description
Events	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user (see Displaying business role history on page 490). TIP: To remove the filter again, click **Reset filter** next to the corresponding filter.

Control	Description
Switch to table view	Use this button to display the changes in table form (see Displaying business role history on page 490).
Switch to timeline view	Use this button to display the changes as a timeline.(see Displaying business role history on page 490).
Status comparison	
Time and date picker	Select from which point on you want to see the changes (see Comparing statuses of business roles on page 492).
Display changed values only	Deselect the check box if you also want to display properties that have not changed since they were created (see Comparing statuses of business roles on page 492).

Table 547: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of the property was at the selected point in time and what the value is now.

Table 548: Columns

Column	Description
Events (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.

Column	Description
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Business role (page description)

To open the **Usage – Business Role** page go to **Responsibilities** > **Auditing** > **Business Roles** > **Show details** > **Usage**.

On the **Usage – Business role** page, you can see the roles and organizations that belong to the identities to which this business role is assigned (see Displaying role memberships of business role members on page 493).

The following table gives you an overview of the various features on the **Usage - Business roles** page.

Table 549: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to view.
More information	Use this button to show the legend that explains the content of the overview.

Auditing – Identity details (page description)

To open the **Auditing - Identity Details** page go to **Responsibilities** > **Auditing** > **Identities**.

On the **Auditing - Identity Details** page, you can see all identities (see Displaying all identities on page 494).

If you click an identity in the list, a new page opens (see Auditing – Identity (page description) on page 1196) that contains more information and configuration options for the identity.

The following table gives you an overview of the various features and content on the **Attestation - Identity Details** page.

Table 550: Columns

Column	Description
Display	Shows you the identity's name.
Primary department	Shows the department that the identity is primarily assigned to.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing – Identity (page description)

To open the **Auditing – Identity** page go to **Responsibilities** > **Auditing** > **Identities** > select an identity.

On the **Auditing - Identity** page, you can access various information about the selected identity.

To do this, click on one of the tiles:

Table 551: Tiles

Tile	Description
Overview	Opens the **Overview - Identity** page (see Overview – Identity (page description) on page 1198). This provides you with all the information at a glance. For more information, click on the links inside one of the shapes (see Displaying identity overviews on page 495).
Main data	Opens the **Main data – Identity** page (see Main data – Identity (page description) on page 1198). Here you see the identity's main data (see Displaying identity main data on page 495).
Requests	Opens the **Requests – Identity** page (see Requests - Identities ((page description)) on page 1199). Here you can see all the products that this identity has requested or were requested for it (see Displaying identity requests on page 496).
Approvals	Opens the **Approvals – Identity** page (see Approvals – Identity (page description) on page 1202).

Tile	Description
	Here you can: • Display all approval processes for product requests that the identity was involved in and their approval decisions (see Displaying identity approvals on page 497). • Display all rule violations that were dealt with by the identity (see Displaying identity approvals on page 497) • Display all approval processes for attestation that the identity was involved in and their approval decisions.Displaying identity approvals on page 497 • Display all policy violations dealt with by the selected identity (see Displaying identity approvals on page 497)
Entitlements	Opens the **Entitlements – Identity** page (see Entitlements – Identity (page description) on page 1206). Here you can see the entitlements assigned to the identity (see Displaying identity entitlements on page 498).
Responsibilities	Opens the **Responsibilities – Identity** page (see Responsibilities - Identity (page description) on page 1207). Here you can see all the objects for which the identity is responsible (see Displaying identity responsibilities on page 498).
Attestation	Opens the **Attestation – Identity** page (see Attestations – Identity (page description) on page 1207). You select the following actions: • Display all attestation cases linked to this identity (see Displaying attestation cases of identities on page 499) • Display identities that have yet to approve identity attestation cases (see Displaying attestors of identity pending attestation cases on page 500) • Display details of the objects being attested (see Displaying attestation cases of identities on page 499)
Rule violations	Opens the **Rule Violations – Identity** page (see Rule violations – Identity (page description) on page 1208). Here you can see rule violations that were caused by this identity (see Displaying identities' rule violations on page 502).
Compliance	Opens the **Compliance – Identity** page (see Compliance – Identity (page description) on page 1209). Here you can see compliance rule violations that were caused by this identity (see Displaying identities' rule violations on page 502).

Tile	Description
Risk	Opens the **Risk – Identity** page (see Risk – Identity (page description) on page 1210). Here you can see the identity's risk index (see Displaying identity risk indexes on page 503). For more information about risk assessment, see the Risk assessment on page 203.
History	Opens the **History – Identity** page (see History – Identity (page description) on page 1211). Here you can see all the changes made to the identity (see Identity history on page 503).

Overview – Identity (page description)

To open the **Overview - Identity** page go to **Responsibilities** > **Auditing** > **Identities** > select identity > **Overview**.

On the **Overview - Identity** page, you can see all the information relevant to the identity summarized in an overview (see Displaying identity overviews on page 495).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Identity (page description)

To open the **Main data – Identity** page go to **Responsibilities** > **Auditing** > **Identities** > select identity > **Main data**.

On the **Main data - Identity** page, you can see and edit the identity's main data (see Displaying identity main data on page 495).

Enter the following main data:

Table 552: Identities main data

Property	Description
Personal data	
Last name	Shows the identity's last name.
First name	Shows the identity's first name.
Date of birth	Shows the identity's date of birth.
Personnel number	Shows the identity's personnel number.
Gender	Shows the identity's gender
Central user	Shows the name of the identity's central user account.

Property	Description
account	
Default email address	Shows the identity's default email address.
Organizational information	
Primary cost center	Shows the cost center that the identity is primarily assigned to.
Primary department	Shows the department that the identity is primarily assigned to.
External	Identifies the identity as external.
Employee type	Identifies the identity as a company employee or a trainee (for example).
Entry date	Shows the date the identity started at the company.
End date	Shows the date that the identity leaves the company.
Manager	Shows the identity's manager.
Temporarily disable until	Shows whether the identity is temporarily deactivated (for example, due to leave, sickness or pregnancy).
Locational information	
Primary location	Shows the identity's primary location.
Building	Shows the building where the identity works.
Floor	Shows the floor the identity works on.
Room	Shows the room the identity works in.
Street	Shows the street where the identity works.
Zip code	Shows the zip code of the identity's work location.
City	Shows the city where the identity works.

Requests - Identities ((page description))

To open the **Requests – Identity** page go to **Responsibilities** > **Auditing** > **Identities** > select identity > **Requests**.

On the **Requests - Identity** page you can see all the products an identity has requested or that have been requested for them (see Displaying identity requests on page 496).

The following tables give you an overview of the various features and content on the **Requests – Identity** page.

Table 553: Controls

Control	Description
Advanced search	The advanced search allows you to control which product requests are displayed: • **Requests submitted by the selected identity for itself**: Select this check box to display product requests placed by the selected identity for themselves. • **Requests submitted by the selected identity for others**: Select this check box to display product requests placed by the selected identity for other identities. • **Requests submitted by others for the selected identity**: Select this check box to display product requests placed by other identities for the selected identity. • **Submitted requests in the selected identity's organization**: Select this check box to display product requests placed in the selected identity's scope of responsibility. • **Filter by request number**: Enter the request number of the request you want to display. • **pending**: Select this check box to display product requests that are not yet approved (status: **Request**). • **Approved**: Select this check box to display product requests that have been granted approval (status: **Assigned**). • **Canceled or denied or unsubscribed**: Select this check box to display product requests that have been canceled, denied, or unsubscribed. Click **Search** to apply the filter criteria to the request history. Click **Reset** to reset the filter criteria to the default search.

Table 554: Columns

Column	Description
Product	Shows the name of the product that was requested.
State	Shows the current status of the product. The following status' are possible: • **Assigned**: The product request was successful and the product was successfully assigned. • **Request**: The product request is still awaiting an approval decision (it is still in the request workflow). In the details pane, on the **Workflow** tab, you can see the current position in the workflow. • **Pending**: The product request is waiting for an approval decision from

Column	Description
	an approver. In the details pane, on the **Workflow** tab, you can see what the approval is waiting for. • **Approved**: The product request was granted approval by the approver and continues along the workflow. In the details pane, on the **Workflow** tab, you can see the current position in the workflow. • **Renewal**: The product has been renewed (see Renewing products with limit validity periods on page 128). • **Unsubscription**: The product is being unsubscribed (see Unsubscribing products on page 129). • **Denied**: The request for this product was denied. The reason for denying may be a policy or rule violation or the manager not verifying the request if it is only temporary. In the details pane, on the **Workflow** tab, you can see when and why the request was denied. . • **Canceled**: The product request was canceled or the system could not carry out the request (for example, because a identity for verifying it was not given or the validity period expired). In the details pane, on the **Workflow** tab, you can see when and why the request was canceled. • **Unsubscribed**: The product was unsubscribed (see Unsubscribing products on page 129). In the details pane, on the **Workflow** tab, you can see when and why the request was unsubscribed.
Request date	Shows when the product was requested. TIP: If you only want to display products that were requested within a certain time period, click **Filtering: Request date** next to the column header and select the appropriate options.
Recipient	Shows for whom the product was requested.
Shopping cart	Shows you the request number of the total request with which the product was requested.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each product in the details pane. To do this, click the product in the list:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.

Approvals – Identity (page description)

To open the **Approvals – Identity** page go to **Responsibilities** > **Auditing** > **Identities** > select identity > **Approvals**.

On the **Approvals – identity** page you can:

- Display all approval processes for product requests that the identity was involved in and their approval decisions (see Displaying identity approvals on page 497).
- Display all rule violations that were dealt with by the identity (see Displaying identity approvals on page 497)
- Display all approval processes for attestation that the identity was involved in and their approval decisions.Displaying identity approvals on page 497
- Display all policy violations dealt with by the selected identity (see Displaying identity approvals on page 497)

The information is divided into the following tabs:

- **Approvals**

  NOTE: On the following tabs, you can show other useful information about each product in the details pane. To do this, click the product in the list:

  - **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
  - **Workflow**: Displays the life cycle chronologically as from the time of request.
  - **Compliance**: Displays possible rule violations for this request.
- **Exception approvals**

  TIP: On the following tabs, you can show other useful information about each rule violation in the pane. To do this, click the corresponding entry in the list.

  - **Rule violation**: Shows you general information about the rule violation.
  - **Rule**: Shows you general information about the rule that was violated.
- **Attestations**

  NOTE: On the following tabs, you can show other useful information about each instance in the details pane. To do this, click the appropriate instance in the list.

  - **Information**: Displays general information about the attestations case.
  - **Workflow**: Shows the chronological lifecycle of the attestation case.
  - **Attestation policy**: Shows further information about the attestation policy used.
  - **History**: Shows the object's attestation history.
- **Policy violations**

  TIP: On the following tabs in the details pane, you can view other useful information about each rule violation. To do this, click the corresponding entry in the list.

- **Policy violation**: Shows you general information about the policy violation.
- **Object**: Shows you general information about object that was violated the policy.
- **Policy**: Shows you general information about policy that was violated.

The following tables give you an overview of the various features and content on the **Approvals – Identity** page.

Table 555: Controls

Control	Description
Approvals tab	
Advanced search	The advanced search allows you to control which product requests are displayed: • **Filter by request number**: Enter the request number of the request you want to display. • **pending**: Select this check box to display product requests that are not yet approved (status: **Request**). • **Approved**: Select this check box to display product requests that have been granted approval (status: **Assigned**). • **Canceled or denied or unsubscribed**: Select this check box to display product requests that have been canceled, denied, or unsubscribed. Click **Search** to apply the filter criteria to the request history. Click **Reset** to reset the filter criteria to the default search.
Attestation tab	
Attestation state	The check boxes allow you to control which approvals are displayed: • **Approved**: Select this check box to display attestation cases that have been granted approval. • **Pending**: Select this check box to display attestation cases that you have made an approval decision about but have not yet been approved. • **Not approved**: Select this check box to display attestation cases that have been denied.
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases and send them reminder mails (see Displaying attestors of identity pending attestation cases on page 500).

Table 556: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this action to view all identities that can make approval decisions about the attestation case (see Displaying attestors of identity pending attestation cases on page 500). Then you can send them reminder mails.
Viewing details	You can use this button to display details about all the objects that are included in this attestation case (see Displaying attestation cases of identities on page 499).

Table 557: Columns

Column	Description
Approvals tab	
Product	Shows the name of the product that was requested.
State	Shows the current status of the product. The following status' are possible: • **Assigned**: The product request was successful and the product was successfully assigned. • **Request**: The product request is still awaiting an approval decision (it is still in the request workflow). In the details pane, on the **Workflow** tab, you can see the current position in the workflow. • **Pending**: The product request is waiting for an approval decision from an approver. In the details pane, on the **Workflow** tab, you can see what the approval is waiting for. • **Approved**: The product request was granted approval by the approver and continues along the workflow. In the details pane, on the **Workflow** tab, you can see the current position in the workflow. • **Renewal**: The product has been renewed (see Renewing products with limit validity periods on page 128). • **Unsubscription**: The product is being unsubscribed (see Unsubscribing products on page 129). • **Denied**: The request for this product was denied. The reason for denying may be a policy or rule violation or the manager not verifying the request if it is only temporary. In the details pane, on the **Workflow** tab, you can see when and why the request was denied. . • **Canceled**: The product request was canceled or the system could not carry out the request (for example, because a identity for verifying it was not given or the validity period expired). In the details pane, on the **Workflow** tab, you can see when and why the request was canceled.

Column	Description
	• **Unsubscribed**: The product was unsubscribed (see Unsubscribing products on page 129). In the details pane, on the **Workflow** tab, you can see when and why the request was unsubscribed.
Request date	Shows when the product was requested. TIP: If you only want to display products that were requested within a certain time period, click **Filtering: Request date** next to the column header and select the appropriate options.
Recipient	Shows for whom the product was requested.
Shopping cart	Shows you the request number of the total request with which the product was requested.
Exception approvals tab	
Rule violation	Shows you the name of the violated rule.
Approval state	Shows you whether the exception was approved or denied. The following status' are possible: • **Exception granted**: The exception was approved. In the details pane, on the **Rule violation** tab, you can see why the exception was granted approval. • **Exception denied**: The exception was denied. In the details pane, on the **Rule violation** tab, you can see why the exception was denied approval.
Risk index (reduced)	Shows you the risk index reduced by the mitigating control.
Attestation tab	
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Approved**: The attestation case was approved. • **Pending**: The attestation case is not closed yet and must still be approved. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.

Column	Description
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.
Policy violations tab	
Violating object	Show which object violated the policy.
Policy	Shows the name of the violated policy.
State	Shows you whether the exception was approved or denied. The following status' are possible: • **Exception granted**: The exception was approved. In the details pane, on the **Policy violation** tab, you can see why the exception was granted approval. • **Exception denied**: The exception was denied. In the details pane, on the **Policy violation** tab, you can see why the exception was denied approval.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Entitlements – Identity (page description)

To open the **Entitlements – Identity** page go to **Responsibilities** > **Auditing** > **Identities** > select identity > **Entitlements**.

On the **Entitlements – Identity** page, you can see the entitlements assigned to the cost center (see Displaying identity entitlements on page 498).

The following table gives you an overview of the various features and content on the **Entitlements – Identity** page.

Table 558: Columns

Column	Description
Entitlement	Shows you the entitlement's name.
Object type	Shows you the entitlement type (for example, if it is a system role)
Origin	Shows you how the entitlement was assigned. For example, the entitlement might have been assigned through a dynamic role.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Responsibilities - Identity (page description)

To open the **Responsibilities – <identity>** page go to **Responsibilities** > **Auditing** > **Identities** > select identity > **Responsibilities**.

On the **Responsibilities - Identity** page, you can see all objects for which the identity is responsible (see Displaying identity responsibilities on page 498).

The following table gives you an overview of the various features on the **Responsibilities – <identity>** page.

Table 559: Controls

Control	Description
Object type	Use this drop-down to select which of objects managed by the identity you want to display (for example, departments).

Table 560: Controls in the details pane of an object

Control	Description
Viewing details	Use this button to display the object's details (see Displaying identity responsibilities on page 498).

Table 561: Columns

Column	Description
Display	Shows you the name of the object for which the identity is responsible.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestations – Identity (page description)

To open the **Attestation – Identity** page go to **Responsibilities** > **Auditing** > **Identities** > select identity > **Attestation**.

On the **Attestation - Identity** page, you can:

- Display all attestation cases linked to this identity (see Displaying attestation cases of identities on page 499)
- Display identities that have yet to approve identity attestation cases (see Displaying attestors of identity pending attestation cases on page 500)
- Display details of the objects being attested (see Displaying attestation cases of identities on page 499)

The following table gives an overview of the various content of the **Attestation - Identity** page.

Table 562: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases and Then you can send reminder emails to these identities (see Displaying attestors of identity pending attestation cases on page 500).

Table 563: Controls in the attestation case's details pane

Control	Description
Show details	Use this button to display all the objects involved in the attestation case (see Displaying attestation cases of identities on page 499).

Table 564: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Rule violations – Identity (page description)

To open the **Rule Violations – <identity>** page go to **Responsibilities** > **Auditing** > **Identities** > select identity > **Rule Violations**.

On the **Rule Violations – <identity>** page, you can see compliance rule violations connected with this identity (see Displaying identities' rule violations on page 502).

The following table gives an overview of the various content of the **Rule Violations - <identity>** page.

Table 565: Columns

Column	Description
Employee	Shows you the name of the identity that violated the rule.
Rule violation	Shows you the name of the violated rule.
Approval state	Shows you whether the exception was approved or denied. The following status' are possible: • **Exception granted**: The exception was approved. In the details pane, on the **Rule violation** tab, you can see why the exception was granted approval. • **Exception denied**: The exception was denied. In the details pane, on the **Rule violation** tab, you can see why the exception was denied approval.
Risk index (reduced)	Shows you the risk index reduced by the mitigating control.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

TIP: On the following tabs, you can show other useful information about each rule violation in the pane. To do this, click the corresponding entry in the list.

- **Rule violation**: Shows you general information about the rule violation.
- **Rule**: Shows you general information about the rule that was violated.

Compliance – Identity (page description)

Open the **Compliance – Identity** page by navigating through **Responsibilities** > **Auditing** > **Identities** > select identity > **Compliance**.

On the **Compliance – Identity** page, you can see compliance rule violations connected with this identity (see Displaying identities' rule violations on page 502).

The following table gives an overview of the content of the **Compliance – Identity** page.

Table 566: Columns

Column	Description
Entitlement	Shows the entitlement that caused the rule violation.
Rule	Shows the rule that was violated.
Risk index	Shows the severity of the rule violation (meaning the calculated risk index). The higher this value is, the higher the risk that this rule violation poses.
Risk index	Shows the risk index taking mitigating controls into account. A rule's risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.

TIP: On the following tabs, you can show other useful information about each rule violation in the pane. To do this, click the corresponding entry in the list.

- **Entitlement**: Shows general information about the entitlement.
- **Rule**: Show general information about rule that was violated.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Risk – Identity (page description)

To open the **Compliance – Identity** page go to **Responsibilities** > **Auditing** > **Identities** > select identity > **Compliance**.

On the **Risk – Identity** page, you can:

- Display the identity's calculated risk index (see Displaying identity risk indexes on page 503)
- See how the calculated risk index is put together (see Displaying identity risk indexes on page 503)

The risk index is calculated from the sum of all attribute-based values and the maximum of all assignment-based values.

The following tables give you an overview of the various features and content on the **Risk – Identity** page.

Table 567: Controls

Control	Description
View risk functions	Use this button to show the attributes and assignments that contribute to the calculated risk index (see Displaying identity risk indexes on page 503).

Table 568: Columns

Column	Description
Risk index	Shows which property/assignment affects the risk index.
Risk	• At root level: Shows the summarized risk index of the property/assignment. • At other levels: Shows other details about the properties/assignments.
Weighting/change value	Shows, depending on the type of calculation, the value used to weigh the determined risk index in the final calculation or the value used to alter the risk index respectively.

History – Identity (page description)

To open the **History – Identity** page go to **Responsibilities** > **Auditing** > **Identities** > select identity > **History**.

On the **History – Identity** page, you can see all the changes made to the identity (see Identity history on page 503).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows you all events concerning the identity, either on a timeline or in a table.

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the various features and content on the **History – Identity Details** page.

Table 569: Controls

Control	Description
Events	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user (see Displaying identity history on page 504).

Control	Description
	TIP: To remove the filter again, click **Reset filter** next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form (see Displaying identity history on page 504).
Switch to timeline view	Use this button to display the changes as a timeline.(see Displaying identity history on page 504).
Status comparison	
Time and date picker	Select from which point on you want to see the changes (see Comparing statuses of identities on page 505).
Display changed values only	Deselect the check box if you also want to display properties that have not changed since they were created (see Comparing statuses of identities on page 505).

Table 570: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of the property was at the selected point in time and what the value is now.

Table 571: Columns

Column	Description
Events (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.

Column	Description
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing – Cost center (page description)

Open the **Auditing - Cost centers** page by navigating through **Responsibilities** > **Auditing** > **Cost centers**.

On the **Auditing - Cost centers** page, you can see all the cost centers (see Displaying all cost centers on page 507).

If you click **Show details** in a cost center's details pane, a new page opens (see Auditing - Roles and entitlements: cost center (page description) on page 1214) that contains more information and configuration options for the cost center.

The following tables give you an overview of the various features and content on the **Auditing – Cost centers** page.

Table 572: Controls

Control	Description
Select an identity	Use this feature to select an identity so that only the cost centers they manage are shown (see Displaying all cost centers on page 507).

Table 573: Controls in the details pane of a product

Control	Description
Show details	Opens the **Auditing - Roles and entitlements: cost center** page (see Auditing - Roles and entitlements: cost center (page description) on page 1214).

Control	Description
	Use this button to display more details about the cost center.

Table 574: Columns

Column	Description
Display	Shows the cost center's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing - Roles and entitlements: cost center (page description)

To open the **Auditing - Roles and entitlements: cost center** page go to **Responsibilities** > **Auditing** > **Cost centers** > **Show details**.

On the **Auditing - Roles and entitlements: cost center** page, you can access various information about the selected cost center.

To do this, click on one of the tiles:

Table 575: Tiles

Tile	Description
Overview	Opens the **Overview – Cost center** page (see Overview – Cost center (page description) on page 1215). This provides you with all the information at a glance. For more information, click on the links inside one of the shapes (see Displaying cost center overviews on page 507).
Main data	Opens the **Main data – Cost center** page (see Main data – Cost center (page description) on page 1216). Here you see the cost center's main data (see Displaying cost center main data on page 508).
Memberships	Opens the **Memberships – Cost center** page (see Memberships – Cost center (page description) on page 1216). Here you can see identities assigned to the cost center (see Displaying memberships in cost centers on page 509).
Entitlements	Opens the **Entitlements – Cost center** page (see Entitlements – Cost center (page description) on page 1217). Here you can display the entitlements assigned to the cost center (see Displaying cost center entitlements on page 509).

Tile	Description
Attestation	Opens the **Attestation – Cost center** page (see Attestation – Cost center (page description) on page 1218). You select the following actions: • Display all attestation cases linked to this cost center (see Displaying cost center attestation cases on page 510) • Display identities that have yet to approve cost center attestation cases (see Displaying attestors of cost center pending attestation cases on page 512) • Display details of the objects being attested (see Displaying cost center attestation cases on page 510)
Compliance	Opens the **Compliance – Cost center** page (see Compliance – Cost center (page description) on page 1219). Here you can see compliance rule violations that were caused by this cost center (see Displaying cost center rule violations on page 513).
Risk	Opens the **Risk – Cost center** page (see Risk – Cost center (page description) on page 1220). Here you can see the cost center's risk index (see Displaying cost center risk indexes on page 514). For more information about risk assessment, see the Risk assessment on page 203.
History	Opens the **History – Cost center** page (see History – Cost center (page description) on page 1220). Here you can see all the changes made to the cost center (see Cost center history on page 514).
Usage	Opens the **Usage – Cost center** page (see Usage – Cost center (page description) on page 1222). Here you can see which roles the members of the cost center belong to (see Displaying role memberships of cost center members on page 518).

Overview – Cost center (page description)

To open the **Overview – Cost center** page go to **Responsibilities** > **Auditing** > **Cost centers** > **Show details** > **Overview**.

On the **Overview – Cost center** page, you can see all the information relevant to the cost center summarized in an overview (see Displaying cost center overviews on page 507.)

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Cost center (page description)

Open the **Main data – Cost center** page by navigating through **Responsibilities** > **Auditing** > **Cost centers** > **Show details** > **Main data**.

On the **Main data – Cost center** page, you can see the cost center's main data (see Displaying cost center main data on page 508).

Enter the following main data:

Table 576: Cost center main data

Property	Description
Cost center	Shows the full, descriptive name of the cost center.
Short name	Shows the cost center's short name.
Location	Shows the location that the cost center is primarily assigned to.
Parent cost center	Shows the parent cost center of this cost center. If the cost center is at the root of a cost center hierarchy, the field is empty.
Attestors	Shows the attestor application role. Members of this application role can approve attestation cases for the cost center.
Department	Shows the department assigned to the cost center.
Role approver	Shows the role approver. Members of the selected application role can approve requests for members of the cost center.
Role approver (IT)	Shows the IT application role approver. Members of the selected application role can approve requests for members of the cost center.
Manager	Shows the identity responsible for the cost center.
2nd Manager	Shows the identity acting as a deputy to the cost center's manager.
Description	Shows the cost center's description.

Memberships – Cost center (page description)

To open the **Memberships – Cost center** page go to **Responsibilities** > **Auditing** > **Cost centers** > **Show details** > **Memberships**.

On the **Memberships - Cost Center** page, you can see identities assigned to the cost center (see Displaying memberships in cost centers on page 509).

The following table gives an overview of the different content on the **Memberships – Cost center** page.

Table 577: Columns

Column	Description
Identity	Shows you the name of the identity assigned to the cost center.
Origin	Shows you whether the cost center was assigned to the identity directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity obtained the membership through a request, you will find more information on the following tabs on the **Request** tab:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Entitlements – Cost center (page description)

To open the **Entitlements – Cost center** page go to **Responsibilities** > **Auditing** > **Cost centers** > **Show details** > **Entitlements**.

On the **Entitlements – Cost center** page, you can see the entitlements assigned to the cost center (see Displaying cost center entitlements on page 509).

The following table gives you an overview of the various features and content on the **Entitlements – application roles** page.

Table 578: Columns

Column	Description
Entitlement	Shows you the entitlement's name.
Origin	Shows you how the entitlement was assigned. For example, the entitlement might have been assigned through a dynamic role.
Entitlement type	Shows you the entitlement type (for example, report subscriptions, account definition, resources).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation – Cost center (page description)

To open the **Attestation – Cost center** page go to **Responsibilities** > **Auditing** > **Cost centers** > **Show details** > **Attestation**.

On the **Attestation - Cost center** page, you can:

- Display all attestation cases linked to this cost center (see Displaying cost center attestation cases on page 510)
- Display identities that have yet to approve cost center attestation cases (see Displaying attestors of cost center pending attestation cases on page 512)
- Display details of the objects being attested (see Displaying cost center attestation cases on page 510)

The following tables give you an overview of the various features and content on the **Attestation - Cost center** page.

Table 579: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases and Then you can send reminder emails to these identities (see Displaying attestors of cost center pending attestation cases on page 512).

Table 580: Controls in the attestation case's details pane

Control	Description
Show details	Use this button to display all the objects involved in the attestation case (see Displaying cost center attestation cases on page 510).

Table 581: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval.

Column	Description
	• **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Compliance – Cost center (page description)

Open the **Compliance – Cost center** page by navigating through **Responsibilities** > **Auditing** > **Cost centers** > **Show details** > **Compliance**.

On the **Compliance – Cost center** page, you can see compliance rule violations connected with this cost center (see Displaying cost center rule violations on page 513).

The following table gives an overview of the content of the **Compliance – System role** page.

Table 582: Columns

Column	Description
Entitlement	Shows the entitlement that caused the rule violation.
Rule	Shows the rule that was violated.
Risk index	Shows the severity of the rule violation (meaning the calculated risk index). The higher this value is, the higher the risk that this rule violation poses.
Risk index	Shows the risk index taking mitigating controls into account. A rule’s risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.

TIP: On the following tabs, you can show other useful information about each rule violation in the pane. To do this, click the corresponding entry in the list.

- **Entitlement**: Shows general information about the entitlement.
- **Rule**: Show general information about rule that was violated.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Risk – Cost center (page description)

To open the **Compliance – Cost center** page go to **Responsibilities** > **Auditing** > **Cost centers** > **Show details** > **Compliance**.

On the **Risk – Cost center** page, you can:

- Display the cost center's calculated risk index (see Displaying cost center risk indexes on page 514)
- See how the calculated risk index is put together (see Displaying cost center risk indexes on page 514)

The risk index is calculated from the sum of all attribute-based values and the maximum of all assignment-based values.

The following tables give you an overview of the different functions and content on the **Risk – Cost center** page.

Table 583: Controls

Control	Description
View risk functions	Use this button to show the attributes and assignments that contribute to the calculated risk index (see Displaying cost center risk indexes on page 514).

Table 584: Columns

Column	Description
Risk index	Shows which property/assignment affects the risk index.
Risk	• At root level: Shows the summarized risk index of the property/assignment. • At other levels: Shows other details about the properties/assignments.
Weighting/change value	Shows, depending on the type of calculation, the value used to weigh the determined risk index in the final calculation or the value used to alter the risk index respectively.

History – Cost center (page description)

To open the **History – Cost center** page go to **Responsibilities** > **Auditing** > **Cost centers** > **Show details** > **History**.

On the **History – Cost center** page, you can see all the changes made to the cost center (see Cost center history on page 514).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect a cost center, either on a timeline or in a table.

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – Cost center** page.

Table 585: Controls

Control	Description
Events	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user (see Displaying cost center history on page 515). TIP: To remove the filter again, click **Reset filter** next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form (see Displaying cost center history on page 515).
Switch to timeline view	Use this button to display the changes as a timeline.(see Displaying cost center history on page 515).
Status comparison	
Time and date picker	Select from which point on you want to see the changes (see Comparing statuses of cost centers on page 517).
Display changed values only	Deselect the check box if you also want to display properties that have not changed since they were created (see Comparing statuses of cost centers on page 517).

Table 586: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of

Control	Description
	the property was at the selected point in time and what the value is now.

Table 587: Columns

Column	Description
Events (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Cost center (page description)

To open the **Usage – Cost center** page go to **Responsibilities** > **Auditing** > **Cost centers** > **Show details** > **Usage**.

On the **Usage – Cost center** page, you can see the roles and organizations that belong to the identities to which this cost center is assigned (see Displaying role memberships of cost center members on page 518).

The following table gives you an overview of the various features on the **Usage - Cost centers** page.

Table 588: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to view.
More information	Use this button to show the legend that explains the content of the overview.

Auditing – Multi-request resources (page description)

Open the **Auditing - Multi-request resources** page by navigating through **Responsibilities** > **Auditing** > **Multi-request resources**.

On the **Auditing - Multi-request resources** page, you can see all the multi-request resources (see Displaying multi-request resources on page 519).

If you click **Show details** in a multi-request resource's details pane, a new page opens (see Auditing - Roles and entitlements: multi-request resource (page description) on page 1224) that contains more information and configuration options for the multi-request resource.

The following tables give you an overview of the various features and content on the **Auditing – Multi-request resources** page.

Table 589: Controls

Control	Description
Select an identity	Use this feature to select an identity so that only the multi-request resources they manage are shown (see Displaying multi-request resources on page 519).

Table 590: Controls in the details pane of a product

Control	Description
Show details	Opens the **Auditing - roles and entitlements: multi-request resource** page (see Auditing - Roles and entitlements: multi-request resource (page description) on page 1224). Use this button to display more details about the multi-request resource.

Table 591: Columns

Column	Description
Display	Shows the multi-request resource's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing - Roles and entitlements: multi-request resource (page description)

To open the **Auditing - Roles and entitlements: multi-request resource** page go to **Responsibilities** > **Auditing** > **Multi-request resources** > **Show details**.

On the **Auditing - Roles and entitlements: multi-request resource** page, you can access various information about the selected multi-request resource.

To do this, click on one of the tiles:

Table 592: Tiles

Tile	Description
Overview	Opens the **Overview – Multi-request resource** page (see Overview – Multi-request resource (page description) on page 1225). This provides you with all the information at a glance. For more information, click on the links inside one of the shapes (see Displaying multi-request resource overviews on page 519).
Main data	Opens the **Main data – Multi-request resource** page (see Main data – Multi-request resource (page description) on page 1225). Here you see the multi-request resource's main data (see Displaying multi-request resource main data on page 520).
Attestation	Opens the **Attestation – Multi-request resource** page (see Attestation – Multi-request resource (page description) on page 1226). You select the following actions: • Display all attestation cases linked to this multi-request resource (see Displaying multi-request resource attestation cases on page 521) • Display identities that have yet to approve multi-request resource attestation cases (see Displaying attestors of multi-request resource pending attestation cases on page 522) • Display details of the objects being attested (see Displaying multi-request resource attestation cases on page 521)

Overview – Multi-request resource (page description)

To open the **Overview – Multi-request resource** page go to **Responsibilities** > **Auditing** > **Multi-request resources** > **Show details** > **Overview**.

On the **Overview – Multi-request resource** page, you can see all the information relevant to the multi-request resource summarized in an overview (see Displaying multi-request resource overviews on page 519).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Multi-request resource (page description)

Open the **Main data – Multi-request resource** page by navigating through **Responsibilities** > **Auditing** > **Multi-request resources** > **Show details** > **Main data**.

On the **Main data - Multi-request resource** page, you can see the multi-request resource's main data (see Displaying multi-request resource main data on page 520).

Enter the following main data:

Table 593: multi-request resource main data

Property	Description
Multi-request resource	Shows the full, descriptive name of the multi-request resource.
Resource type	Shows the type of resource. Use resource types to group multi-request resources.
Description	Shows the multi-request resource's description.
IT Shop	Shows whether the multi-request resource can be requested in the IT Shop. If set, the multi-request resource can be requested by identities using the Web Portal and granted through a defined approval process. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Shows whether the multi-request resource can only be requested through the IT Shop. If set, the multi-request resource can be requested by identities using the Web Portal and granted through a defined approval procedure. It is not possible to assign a multi-request resource directly to roles outside of the IT Shop (for example in the Manager).
Service item	Shows assigned service items.
Risk index	Shows the configured risk index. This value specifies the risk of assigning this multi-request resource to an identity.

Attestation – Multi-request resource (page description)

To open the **Attestation – Multi-request resource** page go to **Responsibilities** > **Auditing** > **Multi-request resources** > **Show details** > **Attestation**.

On the **Attestation - Multi-request resource** page, you can:

- Display all attestation cases linked to this multi-request resource (see Displaying multi-request resource attestation cases on page 521)
- Display identities that have yet to approve multi-request resource attestation cases (see Displaying attestors of multi-request resource pending attestation cases on page 522)
- Display details of the objects being attested (see Displaying multi-request resource attestation cases on page 521)

The following tables give you an overview of the various features and content on the **Attestation - Multi-request resource** page.

Table 594: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases and Then you can send reminder emails to these identities (see Displaying attestors of multi-request resource pending attestation cases on page 522).

Table 595: Controls in the attestation case's details pane

Control	Description
Show details	Use this button to display all the objects involved in the attestation case (see Displaying multi-request resource attestation cases on page 521).

Table 596: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on

Column	Description
	the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing – Multi requestable/unsubscribable resources (page description)

To open the **Auditing - Multi requestable/unsubscribable resources** page go to **Responsibilities** > **Auditing** > **Multi requestable/unsubscribable resources**.

On the **Auditing - Multiple requestable/unsubscribable resources** page, you can see all the multiple requestable/unsubscribable resources (see Displaying all multi requestable/unsubscribable resources on page 524).

If you click **Show details** in a multiple requestable/unsubscribable resource's details pane, a new page opens (see Auditing - Roles and entitlements: multi requestable/unsubscribable resource (page description) on page 1228) that contains more information and configuration options for the multiple requestable/unsubscribable resource.

The following tables give you an overview of the various features and content on the **Auditing – Multi requestable/unsubscribable resources** page.

Table 597: Controls

Control	Description
Select an identity	Use this feature to select an identity so that only the multi requestable/unsubscribable resources they manage are shown (see Displaying all multi requestable/unsubscribable resources on page 524).

Table 598: Controls in the details pane of a product

Control	Description
Show details	Opens the **Auditing - Roles and entitlements: multiple requestable/unsubscribable resource** page (see Auditing - Roles and entitlements: multi requestable/unsubscribable resource (page description) on page 1228). Use this button to display more details about the multiple requestable/unsubscribable.

Table 599: Columns

Column	Description
Display	Shows the multi requestable/unsubscribable resource's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing - Roles and entitlements: multi requestable/unsubscribable resource (page description)

To open the **Auditing - Roles and entitlements: multi requestable/unsubscribable resources** page go to **Responsibilities** > **Auditing** > **Multi requestable/unsubscribable resources** > **Show details**.

On the **Auditing - Roles and entitlements: multi requestable/unsubscribable resource** page, you can access various information about the selected multi requestable/unsubscribable resource.

To do this, click on one of the tiles:

Table 600: Tiles

Tile	Description
Overview	Opens the **Overview – Multi requestable/unsubscribable resource** page (see Overview – Multi requestable/unsubscribable resource (page description) on page 1229). This provides you with all the information at a glance. For more information, click on the links inside one of the shapes (see Displaying multi requestable/unsubscribable resource overviews on page 524).
Main data	Opens the **Main data - Multi requestable/unsubscribable resource** page (see Main data – Multi requestable/unsubscribable resource (page description) on page 1229). Here you see the multi-requestable/unsubscribable resource's main data (see Auditing multi requestable/unsubscribable resources on page 523).

Tile	Description
Memberships	Opens the **Memberships – Multi requestable/unsubscribable resource** page (see Memberships – Multi requestable/unsubscribable resource (page description) on page 1230).
Attestation	Opens the **Attestation – Multi-requestable/unsubscribable resource** page (see Attestation – Multi requestable/unsubscribable resource (page description) on page 1231). You select the following actions: • Display all attestation cases linked to this multi requestable/unsubscribable resource (see Displaying multi requestable/unsubscribable resource attestation cases on page 527) • Display details of the objects being attested (see Displaying multi requestable/unsubscribable resource attestation cases on page 527)

Overview – Multi requestable/unsubscribable resource (page description)

To open the **Overview – Multi requestable/unsubscribable resource** page go to **Responsibilities** > **Auditing** > **Multi requestable/unsubscribable resources** > **Show details** > **Overview**.

On the **Overview – Multi requestable/unsubscribable resource** page, you can see all the information relevant to the multi requestable/unsubscribable resource summarized in an overview (see Displaying multi requestable/unsubscribable resource overviews on page 524).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Multi requestable/unsubscribable resource (page description)

To open the **Main data – Multi requestable/unsubscribable resource** page go to **Responsibilities** > **Auditing** > **Multi requestable/unsubscribable resources** > **Show details** > **Main data**.

On the **Main data - Multi requestable/unsubscribable resource** page, you can see the multi requestable/unsubscribable resource's main data (see Displaying multi requestable/unsubscribable resource main data on page 525).

Enter the following main data:

Table 601: multi requestable/unsubscribable resource main data

Property	Description
Multi requestable/unsubscribable	Shows the full, descriptive name of the multi requestable/unsubscribable resource.

Property	Description
resource	
Resource type	Shows the type of resource. Use resource types to group multi requestable/un-subscribable resources.
Description	Shows the multi requestable/unsubscribable resource's description.
IT Shop	Shows whether the multi requestable/unsubscribable resource can be requested in the IT Shop. If set, the multi requestable/unsubscribable resource can be requested by identities using the Web Portal and granted through a defined approval procedure. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Shows whether the multi requestable/unsubscribable resource can only be requested through the IT Shop. If set, the multi requestable/unsubscribable resource can be requested by identities using the Web Portal and granted through a defined approval procedure. It is not possible to assign a multi requestable/unsubscribable resource directly to roles outside of the IT Shop (for example in the Manager).
Service item	Shows assigned service items.
Risk index	Shows the configured risk index. This value specifies the risk of assigning this multi requestable/unsubscribable resource to an identity.

Memberships – Multi requestable/unsubscribable resource (page description)

To open the **Memberships – Multi requestable/unsubscribable resource** page go to **Responsibilities** > **Auditing** > **Multi requestable/unsubscribable resources** > **Show details** > **Memberships**.

On the **Memberships – Multi-requestable/unsubscribable resource** page, you can see identities to which multi-requestable/unsubscribable resource is assigned (see Displaying memberships in multi requestable/unsubscribable resources on page 526).

The following table gives an overview of the different content on the **Memberships – Multi requestable/unsubscribable resource** page.

Table 602: Columns

Column	Description
Identity	Shows you the name of the identity to which the multi requestable/unsubscribable resource is assigned.
Origin	Shows you whether the multi requestable/unsubscribable resource was assigned to the identity directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity obtained the membership through a request, you will find more information on the following tabs on the **Request** tab:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation – Multi requestable/unsubscribable resource (page description)

To open the **Attestation – Multi requestable/unsubscribable resource** page go to **Responsibilities** > **Auditing** > **Multi requestable/unsubscribable resources** > **Show details** > **Attestation**.

On the **Attestation - Multi requestable/unsubscribable resource** page, you can:

- Display all attestation cases linked to this multi requestable/unsubscribable resource (see Displaying multi requestable/unsubscribable resource attestation cases on page 527)
- Display details of the objects being attested (see Displaying multi requestable/unsubscribable resource attestation cases on page 527)

The following tables give you an overview of the various features and content on the **Attestation - Multi requestable/unsubscribable resource** page.

Table 603: Controls

Control	Description
View approvers for pending	Use this button to display all identities that still have to make approval decisions about attestation cases and Then you can send reminder

Control	Description
cases	emails to these identities (see Displaying attestors of multi requestable/unsubscribable resource pending attestation cases on page 528).

Table 604: Controls in the attestation case's details pane

Control	Description
Show details	Use this button to display all the objects involved in the attestation case (see Displaying multi requestable/unsubscribable resource attestation cases on page 527).

Table 605: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing - Resources (page description)

Open the **Auditing - Resources** page by navigating through **Responsibilities** > **Auditing** > **Resources**.

On the **Auditing - Resources** page, you can see all the resources (see Displaying all resources on page 530).

If you click **Show details** in a resource's details pane, a new page opens (see Auditing - Roles and permissions: resource (page description) on page 1233) that contains more information and configuration options for the resource.

The following tables give you an overview of the various features and content on the **Auditing – resources** page.

Table 606: Controls

Control	Description
Select an identity	Use this feature to select an identity so that only the resources they manage are shown (see Displaying all resources on page 530).

Table 607: Controls in the details pane of a product

Control	Description
Show details	Opens the **Auditing - roles and entitlements: resource** page (see Auditing - Roles and permissions: resource (page description) on page 1233). Use this button to display more details about the resource.

Table 608: Columns

Column	Description
Display	Shows the resource's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing - Roles and permissions: resource (page description)

To open the **Auditing - Roles and entitlements: resource** page go to **Responsibilities** > **Auditing** > **Resources** > **Show details**.

On the **Auditing - Roles and entitlements: resource** page, you can access various information about the selected resource.

To do this, click on one of the tiles:

Table 609: Tiles

Tile	Description
Overview	Opens the **Overview – Resource** page (see Overview – Resource (page

Tile	Description
	description) on page 1234). This provides you with all the information at a glance. For more information, click on the links inside one of the shapes (see Displaying resource overviews on page 530).
Main data	Opens the **Main data – Resource** page (see Main data – Resource (page description) on page 1234). Here you can see the resource's main data (see Displaying resource main data on page 531).
Memberships	Opens the **Memberships – Resource** page (see Memberships – Resource (page description) on page 1235). Here you can see identities to which the resource is assigned (see Displaying memberships in resources on page 531).
Attestation	Opens the **Attestation – Resource** page (see Attestation - Resource (page description) on page 1236). You select the following actions: • Display all attestation cases linked to this resource (see Displaying resource attestation cases on page 533) • Display identities that have yet to approve resource attestation cases (see Displaying attestors of resource pending attestation cases on page 534) • Display details of the objects being attested (see Displaying resource attestation cases on page 533)
Usage	Opens the **Usage – Resource** page (see Usage – Resource (page description) on page 1237). Here you can see which roles the members of the resource belong to (see Displaying role memberships resource members on page 535).

Overview – Resource (page description)

To open the **Overview – Resource** page go to **Responsibilities** > **Auditing** > **Departments** > **Show details** > **Overview**.

On the **Overview – Resource** page, you can see all the information relevant to the resource summarized in an overview (see Displaying resource overviews on page 530).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Resource (page description)

To open the **Main data – Resource** page go to **Responsibilities** > **Auditing** > **Resources** > **Show details** > **Main data**.

On the **Main data – Resource** page, you can see the resource's main data (see Displaying resource main data on page 531).

Enter the following main data:

Table 610: Resource main data

Property	Description
Resource	Shows the full, descriptive name of the resource.
Resource type	Shows the type of resource. Use resource types to group resources.
Description	Shows the resource's description.
IT Shop	Shows whether the resource can be requested in the IT Shop. If set, the resource can be requested by identities using the Web Portal and granted through a defined approval procedure. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Shows whether the resource can only be requested through the IT Shop. If set, the resource can be requested by identities using the Web Portal and granted through a defined approval procedure. It is not possible to assign the resource directly to roles outside the IT Shop (for example, in the Manager).
Service item	Shows assigned service items.
Risk index	Shows the configured risk index. This value specifies the risk of assigning this resource to an identity.

Memberships – Resource (page description)

To open the **Memberships – Resource** page go to **Responsibilities** > **Auditing** > **Resources** > **Show details** > **Memberships**.

On the **Memberships - Resource** page, you can see identities to which the resource is assigned (see Displaying memberships in resources on page 531).

The following table gives an overview of the different content on the **Memberships – Resource** page.

Table 611: Columns

Column	Description
Identity	Shows you the name of the identity to which the resource is assigned.
Origin	Shows you whether the resource was assigned to the identity directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity obtained the membership through a request, you will find more information on the following tabs on the **Request** tab:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation - Resource (page description)

To open the **Attestation – Resources** page go to **Responsibilities** > **Auditing** > **Resources** > **Show details** > **Attestation**.

On the **Attestation - resource** page, you can:

- Display all attestation cases linked to this resource (see Displaying resource attestation cases on page 533)
- Display identities that have yet to approve resource attestation cases (see Displaying attestors of resource pending attestation cases on page 534)
- Display details of the objects being attested (see Displaying resource attestation cases on page 533)

The following tables give you an overview of the various features and content on the **Attestation - Resource** page.

Table 612: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases and Then you can send reminder emails to these identities (see Displaying attestors of resource pending attestation cases on page 534).

Table 613: Controls in the attestation case's details pane

Control	Description
Show details	Use this button to display all the objects involved in the attestation case (see Displaying resource attestation cases on page 533).

Table 614: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Resource (page description)

To open the **Usage – Resources** page go to **Responsibilities** > **Auditing** > **Resources** > **Show details** > **Usage**.

The following tables give you an overview of the different functions on the **Usage - Resources** page.

Table 615: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to view.
More information	Use this button to show the legend that explains the content of the overview.

Auditing – Software (page description)

Open the **Auditing - Software** page by navigating through **Responsibilities** > **Auditing** > **Software**.

On the **Auditing - Software** page, you can see all the software applications (see Displaying all software applications on page 536).

If you click **Show details** in a software application's details pane, a new page opens (see Auditing - Roles and permissions: Software (page description) on page 1238) that contains more information and configuration options for the software application.

The following tables give you an overview of the various features and content on the **Auditing – Software** page.

Table 616: Controls

Control	Description
Select an identity	Use this feature to select an identity so that only the software they manage is shown (see Displaying all software applications on page 536).

Table 617: Controls in the details pane of a product

Control	Description
Show details	Opens the **Auditing - roles and entitlements: software** page (see Auditing - Roles and permissions: Software (page description) on page 1238). Use this button to display more details about the software application.

Table 618: Columns

Column	Description
Display	Shows the software application's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing - Roles and permissions: Software (page description)

To open the **Auditing - Roles and entitlements: Software** page go to **Responsibilities** > **Auditing** > **Software** > **Show details**.

On the **Auditing - Roles and entitlements: software** page, you can access various information about the selected software application.

To do this, click on one of the tiles:

Table 619: Tiles

Tile	Description
Overview	Opens the **Overview – Software** page (seeOverview - Software (page description) on page 1239). This provides you with all the information at a glance. For more information, click on the links inside one of the shapes (see Displaying software application overviews on page 536).
Main data	Opens the **Main data – Software** page (see Main data - Software (page description) on page 1240). Here you see the software application's main data (see Displaying software application main data on page 537).
Memberships	Opens the **Memberships – Software** page (see Memberships – Software (page description) on page 1241). Here you can see identities to which the software application is assigned (see Displaying memberships in software applications on page 537).
Attestation	Opens the **Attestation – Software** page (see Attestation – Software (page description) on page 1241). You select the following actions: • Display all attestation cases linked to this software application (see Displaying software application attestation cases on page 539) • Display identities that have yet to approve software application attestation cases (see Displaying attestors of software application pending attestation cases on page 540) • Display details of the objects being attested (see Displaying software application attestation cases on page 539)
Usage	Opens the **Usage – Software** page (see Usage – Software (page description) on page 1243). Here you can see which roles the members of the software application belong to (see Displaying role memberships of software application members on page 541).

Overview - Software (page description)

To open the **Overview – Software** page go to **Responsibilities** > **Auditing** > **Software** > **Show details** > **Overview**.

On the **Overview – Software** page, you can see all the information relevant to the software summarized in an overview (see Displaying software application overviews on page 536).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data - Software (page description)

To open the **Main data – Software** page go to **Responsibilities** > **Auditing** > **Software** > **Show details** > **Software**.

On the **Main data – Software** page, you can see the software application's main data (see Displaying software application main data on page 537).

Enter the following main data:

Table 620: Sofware application main data

Property	Description
Software name	Shows the full, descriptive name of the software application.
Version	Shows the version of the software application.
Language	Shows which language the software application uses.
Internal product name	Shows the company internal name of the software application.
Website.	Shows the URL of the manufacturer's product website.
Link to documentation	Shows the website URL containing the document.
Description	Shows the software application's description.
Comment	Shows an informative comment about the software application.
IT Shop	Shows whether the software application can be requested through IT Shop. If set, this software application can be requested by identities using the Web Portal and granted through a defined approval procedure. The software application can still be assigned directly to identities and hierarchical roles. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Shows whether the software application can only be requested through the IT Shop. If set, this software application can be requested by identities using the Web Portal and granted through a defined approval procedure. You cannot assign a software application to hierarchical roles directly.
Disabled	Shows whether the software application is disabled. Only enabled software applications can be assigned in One Identity Manager. If a software application is disabled, the software cannot be assigned but any existing assignments are upheld.
Service item	Shows assigned service items.

Memberships – Software (page description)

To open the **Memberships – Software** page go to **Responsibilities** > **Auditing** > **Software** > **Show details** > **Memberships**.

On the **Memberships - Software** page, you can see identities to which the software application is assigned (see Displaying memberships in software applications on page 537).

The following table gives an overview of the different content on the **Memberships – Software** page.

Table 621: Columns

Column	Description
Identity	Shows you the name of the identity to which the software application is assigned.
Origin	Shows you whether the software application was assigned to the identity directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity obtained the membership through a request, you will find more information on the following tabs on the **Request** tab:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation – Software (page description)

To open the **Attestation – Software** page go to **Responsibilities** > **Auditing** > **Software** > **Show details** > **Attestation**.

On the **Attestation - Software** page, you can:

- Display all attestation cases linked to this software application (see Displaying software application attestation cases on page 539)
- Display identities that have yet to approve software application attestation cases (see Displaying attestors of software application pending attestation cases on page 540)
- Display details of the objects being attested (see Displaying software application attestation cases on page 539)

The following tables give you an overview of the various features and content on the **Attestation - Software** page.

Table 622: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases and Then you can send reminder emails to these identities (see Displaying attestors of software application pending attestation cases on page 540).

Table 623: Controls in the attestation case's details pane

Control	Description
Show details	Use this button to display all the objects involved in the attestation case (see Displaying software application attestation cases on page 539).

Table 624: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Software (page description)

To open the **Usage - Software** page go to **Responsibilities** > **Auditing** > **Software** > **Show details** > **Usage**.

On the **Usage – Software** page, you can see the roles and organizations that belong to the identities to which this software application is assigned (see Displaying role memberships of software application members on page 541).

The following tables give you an overview of the different functions on the **Usage - Software** page.

Table 625: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to view.
More information	Use this button to show the legend that explains the content of the overview.

Auditing – Locations (page description)

Open the **Auditing - Locations** page by navigating through **Responsibilities** > **Auditing** > **Locations**.

On the **Auditing - Locations** page, you can see all the locations (see Displaying all locations on page 542).

If you click **Show details** in a location's details pane, a new page opens (see Auditing - Roles and permissions: location (page description) on page 1244) that contains more information and configuration options for the location.

The following tables give you an overview of the various features and content on the **Auditing – Locations** page.

Table 626: Controls

Control	Description
Select an identity	Use this feature to select an identity so that only the locations they manage are shown (see Displaying all locations on page 542).

Table 627: Controls in the details pane of a product

Control	Description
Show details	Opens the **Auditing - roles and entitlements: location** page (see Auditing - Roles and permissions: location (page description) on page 1244). Use this button to display more details about the location.

Table 628: Columns

Column	Description
Display	Shows the location's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing - Roles and permissions: location (page description)

To open the **Auditing - Roles and entitlements: location** page go to **Responsibilities** > **Auditing** > **Locations** > **Show details**.

On the **Auditing - Roles and entitlements: location** page, you can access various information about the selected location.

To do this, click on one of the tiles:

Table 629: Tiles

Tile	Description
Overview	Opens the **Overview – Location** page (see Overview - Location (page description) on page 1245). This provides you with all the information at a glance. For more information, click on the links inside one of the shapes (see Displaying location overviews on page 542).
Main data	Opens the **Main data – Location** page (see Main data - Location (page description) on page 1245). Here you can see the location's main data (see Displaying location main data on page 543).
Memberships	Opens the **Memberships - Location** page (see Memberships – Location (page description) on page 1246). Here you can see identities assigned to the location (see Displaying memberships in locations on page 544).
Entitlements	Opens the **Entitlements – Location** page (see Entitlements – Location (page description) on page 1247). Here you can see the entitlements assigned to the location (see Displaying location entitlements on page 544).
Attestation	Opens the **Attestation – Location** page (see Auditing– Location (page description) on page 1248). You select the following actions:

Tile	Description
	• Display all attestation cases linked to this location (see Displaying location attestation cases on page 545) • Display identities that have yet to approve location attestation cases (see Displaying attestors of location pending attestation cases on page 546) • Display details of the objects being attested (see Displaying location attestation cases on page 545)
Compliance	Opens the **Compliance – Location** page (see Compliance – Location (page description) on page 1249). Here you can show compliance rule violations that were caused by this location (see Displaying location rule violations on page 548).
Risk	Opens the **Risk – Location** page (see Risk – Location (page description) on page 1250). Here you can see the location's risk index (see Displaying location risk indexes on page 549). For more information about risk assessment, see the Risk assessment on page 203.
History	Opens the **History – Location** page (see History – Location (page description) on page 1250). Here you can see all the changes made to the location (see Location history on page 549).
Usage	Opens the **Usage – Location** page (see Usage – Location (page description) on page 1252). Opens the **Usage – System role** page (see Usage – System role (page description) on page 1262). Here you can see which roles the members of the site belong to (see Displaying role memberships of location members on page 552).

Overview - Location (page description)

To open the **Overview – Location** page go to **Responsibilities** > **Auditing** > **Locations** > **Show details** > **Overview**.

On the **Overview - Location** page, you can see all the information relevant to the location summarized in an overview (see Displaying location overviews on page 542).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data - Location (page description)

To open the **Main data – Location** page go to **Responsibilities** > **Auditing** > **Locations** > **Show details** > **Main data**.

On the **Main data – Location** page, you can see the location's main data (see Displaying location main data on page 543).

Enter the following main data:

Table 630: Location main data

Property	Description
Location	Shows the full, descriptive name of the location.
Short name	Shows the location's short name.
Name	Shows the location's additional identifier.
Parent location	Shows the parent location of this location. If the location is at the root of a location hierarchy, the field is empty.
Attestors	Shows the attestor application role. Members of this application role can approve attestation cases for the location.
Department	Shows the department assigned to the location.
Cost center	Shows the cost center that the location is primarily assigned to.
Role approver	Shows the role approver. Members of the selected application role can approve requests for members of the location.
Role approver (IT)	Shows the IT application role approver. Members of the selected application role can approve requests for members of the location.
Manager	Shows the identity responsible for the location.
2nd Manager	Shows the identity acting as a deputy to the location's manager.
Description	Shows the location's description.

Memberships – Location (page description)

To open the **Memberships – Location** page go to **Responsibilities** > **Auditing** > **Locations** > **Show details** > **Memberships**.

On the **Memberships - Location** page, you can see identities assigned to the location (see Displaying memberships in locations on page 544).

The following table gives an overview of the different content on the **Memberships – Location** page.

Table 631: Columns

Column	Description
Identity	Shows you the name of the identity assigned to the location.
Origin	Shows you whether the location was assigned to the identity directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity obtained the membership through a request, you will find more information on the following tabs on the **Request** tab:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Entitlements – Location (page description)

To open the **Entitlements – Location** page go to **Responsibilities** > **Auditing** > **Locations** > **Show details** > **Entitlements**.

On the **Entitlements – Location** page, you can see the entitlements assigned to the location (see Displaying location entitlements on page 544).

The following table gives you an overview of the various features and content on the **Entitlements – application roles** page.

Table 632: Columns

Column	Description
Entitlement	Shows you the entitlement's name.
Origin	Shows you how the entitlement was assigned. For example, the entitlement might have been assigned through a dynamic role.
Entitlement type	Shows you the entitlement type (for example, report subscriptions, account definition, resources).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing– Location (page description)

To open the **Attestation – Location** page go to **Responsibilities** > **Auditing** > **Locations** > **Show details** > **Attestation**.

On the **Attestation - Location** page, you can:

- Display all attestation cases linked to this location (see Displaying location attestation cases on page 545)
- Display identities that have yet to approve location attestation cases (see Displaying attestors of location pending attestation cases on page 546)
- Display details of the objects being attested (see Displaying location attestation cases on page 545)

The following tables give you an overview of the various features and content on the **Attestation - Location** page.

Table 633: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases and Then you can send reminder emails to these identities (see Displaying attestors of location pending attestation cases on page 546).

Table 634: Controls in the attestation case's details pane

Control	Description
Show details	Use this button to display all the objects involved in the attestation case (see Displaying location attestation cases on page 545).

Table 635: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval.

Column	Description
	• **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Compliance – Location (page description)

Open the **Compliance – Location** page by navigating through **Responsibilities** > **Auditing** > **Locations** > **Show details** > **Compliance**.

On the **Compliance – Location** page, you can see compliance rule violations connected with this location (see Displaying location rule violations on page 548).

The following table gives an overview of the content of the **Compliance – System role** page.

Table 636: Columns

Column	Description
Entitlement	Shows the entitlement that caused the rule violation.
Rule	Shows the rule that was violated.
Risk index	Shows the severity of the rule violation (meaning the calculated risk index). The higher this value is, the higher the risk that this rule violation poses.
Risk index	Shows the risk index taking mitigating controls into account. A rule’s risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.

TIP: On the following tabs, you can show other useful information about each rule violation in the pane. To do this, click the corresponding entry in the list.

- **Entitlement**: Shows general information about the entitlement.
- **Rule**: Show general information about rule that was violated.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Risk – Location (page description)

To open the **Compliance – Location** page go to **Responsibilities** > **Auditing** > **Locations** > **Show details** > **Compliance**.

On the **Risk – Location** page, you can:

- Display the location's calculated risk index (see Displaying location risk indexes on page 549)
- See how the calculated risk index is put together (see Displaying location risk indexes on page 549)

The risk index is calculated from the sum of all attribute-based values and the maximum of all assignment-based values.

The following tables give you an overview of the different functions and content on the **Risk – Location** page.

Table 637: Controls

Control	Description
View risk functions	Use this button to show the attributes and assignments that contribute to the calculated risk index (see Displaying location risk indexes on page 549).

Table 638: Columns

Column	Description
Risk index	Shows which property/assignment affects the risk index.
Risk	• At root level: Shows the summarized risk index of the property/assignment. • At other levels: Shows other details about the properties/assignments.
Weighting/change value	Shows, depending on the type of calculation, the value used to weigh the determined risk index in the final calculation or the value used to alter the risk index respectively.

History – Location (page description)

To open the **History – Location** page go to **Responsibilities** > **Auditing** > **Locations** > **Show details** > **History**.

On the **History – Location** page, you can see all the changes made to the location (see Location history on page 549).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect a location, either on a timeline or in a table.

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – Location** page.

Table 639: Controls

Control	Description
Events	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user (see Displaying location history on page 550). TIP: To remove the filter again, click ✕ **Reset filter** next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form (see Displaying location history on page 550).
Switch to timeline view	Use this button to display the changes as a timeline.(see Displaying location history on page 550).
Status comparison	
Time and date picker	Select from which point on you want to see the changes (see Comparing statuses of locations on page 551).
Display changed values only	Deselect the check box if you also want to display properties that have not changed since they were created (see Comparing statuses of locations on page 551).

Table 640: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of

Control	Description
	the property was at the selected point in time and what the value is now.

Table 641: Columns

Column	Description
Events (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Location (page description)

To open the **Usage – Location** page go to **Responsibilities** > **Auditing** > **Locations** > **Show details** > **Usage**.

On the **Usage – Location** page, you can see which roles and organizations belong to the identities to which this location is assigned (see Displaying role memberships of location members on page 552).

The following tables give you an overview of the different functions on the **Usage - Locations** page.

Table 642: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to view.
More information	Use this button to show the legend that explains the content of the overview.

Auditing – System roles (page description)

Open the **Auditing - System roles** page by navigating through **Responsibilities** > **Auditing** > **System role**.

On the **Auditing - System roles** page, you can see all the system roles (see Displaying all system roles on page 554).

If you click **Show details** in a system role's details pane, a new page opens (see Auditing - Roles and permissions: system role (page description) on page 1254) that contains more information and configuration options for the system role.

The following tables give you an overview of the various features and content on the **Auditing – System roles** page.

Table 643: Controls

Control	Description
Select an identity	Use this feature to select an identity so that only the cost centers they manage are shown (see Displaying all system roles on page 554).

Table 644: Controls in the details pane of a product

Control	Description
Show details	Opens the **Auditing - Roles and entitlements: system role** page (see Auditing - Roles and permissions: system role (page description) on page 1254). Use this button to display more details about the system role.

Table 645: Columns

Column	Description
Display	Shows the system role's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing - Roles and permissions: system role (page description)

To open the **Auditing - Roles and entitlements: system role** page go to **Responsibilities** > **Auditing** > **System roles** > **Show details**.

On the **Auditing - Roles and entitlements: system role** page, you can access various information about the selected system ole.

To do this, click on one of the tiles:

Table 646: Tiles

Tile	Description
Overview	Opens the **Overview – System role** page (see Overview – System role (page description) on page 1255). This provides you with all the information at a glance. For more information, click on the links inside one of the shapes (see Displaying system role overviews on page 554).
Main data	Opens the **Main data – System role** page (see Main data – System role (page description) on page 1255). Here you see the system role's main data (see Displaying system role main data on page 555).
Memberships	Opens the **Memberships – System role** page (see Memberships – System role (page description) on page 1256). Here you can see identities to which the system role is assigned (see Displaying memberships in system roles on page 555).
Entitlements	Opens the **Entitlements – System role** page (see Entitlements – System role (page description) on page 1257). Here you can see the entitlements assigned to the system role (see Displaying system role entitlements on page 556).
Attestation	Opens the **Attestation – System role** page (see Attestation – System role (page description) on page 1258). You select the following actions:

Tile	Description
	• Display all attestation cases linked to this system role (see Displaying system role attestation cases on page 557) • Display identities that have yet to approve system role attestation cases (see Displaying attestors of system role pending attestation cases on page 558) • Display details of the objects being attested (see Displaying system role attestation cases on page 557)
Compliance	Opens the **Compliance – System role** page (see Compliance – System role (page description) on page 1259). Here you can show compliance rule violations that were caused by this system role (see Displaying system role rule violations on page 560).
Risk	Opens the **Risk – System role** page (see Risk – System role (page description) on page 1260). Here you can see the system role's risk index (see Displaying system role risk indexes on page 560). For more information about risk assessment, see the Risk assessment on page 203.
History	Opens the **History – System role** page (see History – System role (page description) on page 1260). Here you can see all the changes made to the system role (see System role history on page 561).
Usage	Here you can see which roles the members of the system role belong to (see Displaying role memberships of system role members on page 564).

Overview – System role (page description)

To open the **Overview – System role** page go to **Responsibilities** > **Auditing** > **System roles** > **Show details** > **Overview**.

On the **Overview - System role** page, you can see all the information relevant to the system role in summarized in an overview (see Displaying system role overviews on page 554).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – System role (page description)

Open the **Main data – System role** page by navigating through **Responsibilities** > **Auditing** > **System roles** > **Show details** > **Main data**.

On the **Main data – System role** page, you can see the system role's main data (see Displaying system role main data on page 555).

Enter the following main data:

Table 647: System role main data

Property	Description
System role	Shows the full, descriptive name of the system role.
Display name	Shows the name used to display the system role in the One Identity Manager tools.
Internal product name	Shows you the company internal name of the system role.
System role type	Shows the system role's role type. The system role type specifies which type of company resources make up the system role.
System role manager	Shows the identity responsible for the system role.
Comment	Shows an informative comment about the system role.
IT Shop	Shows whether the system role can be requested in the IT Shop. If set, the system role can be requested by identities using the Web Portal and granted through a defined approval procedure. The system role can still be assigned directly to identities and hierarchical roles. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Shows whether the system role can only be requested through the IT Shop. If set, the system role can be requested by identities using the Web Portal and granted through a defined approval procedure. You cannot assign a system role to hierarchical roles directly.
Service item	Shows assigned service items.

Memberships – System role (page description)

To open the **Memberships – System role** page go to **Responsibilities** > **Auditing** > **System roles** > **Show details** > **Memberships**.

On the **Memberships - System Role** page, you can see identities to which the system role is assigned (see Displaying memberships in system roles on page 555).

The following table gives an overview of the different content on the **Memberships - System role** page.

Table 648: Columns

Column	Description
Identity	Shows you the name of the identity to which the system role is assigned.
Origin	Shows you whether the system role was assigned to the identity directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity obtained the membership through a request, you will find more information on the following tabs on the **Request** tab:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Entitlements – System role (page description)

To open the **Entitlements – System roles** page go to **Responsibilities** > **Auditing** > **System roles** > **Show details** > **Entitlements**.

On the **Entitlements – System role** page, you can see the entitlements assigned to the system role (see Displaying system role entitlements on page 556).

The following table gives you an overview of the various features and content on the **Entitlements – application roles** page.

Table 649: Columns

Column	Description
Entitlement	Shows you the entitlement's name.
Origin	Shows you how the entitlement was assigned. For example, the entitlement might have been assigned through a dynamic role.
Entitlement type	Shows you the entitlement type (for example, report subscriptions, account definition, resources).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation – System role (page description)

To open the **Attestation – System roles** page go to **Responsibilities** > **Auditing** > **System roles** > **Show details** > **Attestation**.

On the **Attestation - System role** page, you can:

- Display all attestation cases linked to this system role (see Displaying system role attestation cases on page 557)
- Display identities that have yet to approve system role attestation cases (see Displaying attestors of system role pending attestation cases on page 558)
- Display details of the objects being attested (see Displaying system role attestation cases on page 557)

The following tables give you an overview of the various features and content on the **Attestation - System role** page.

Table 650: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases and Then you can send reminder emails to these identities (see Displaying attestors of system role pending attestation cases on page 558).

Table 651: Controls in the attestation case's details pane

Control	Description
Show details	Use this button to display all the objects involved in the attestation case (see Displaying system role attestation cases on page 557).

Table 652: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval.

Column	Description
	• **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Compliance – System role (page description)

Open the **Compliance – System role** page by navigating through **Responsibilities** > **Auditing** > **System roles** > **Show details** > **Compliance**.

On the **Compliance – System role** page, you can see compliance rule violations connected with this system role (see Displaying system role rule violations on page 560).

The following table gives an overview of the content of the **Compliance – System role** page.

Table 653: Columns

Column	Description
Entitlement	Shows the entitlement that caused the rule violation.
Rule	Shows the rule that was violated.
Risk index	Shows the severity of the rule violation (meaning the calculated risk index). The higher this value is, the higher the risk that this rule violation poses.
Risk index	Shows the risk index taking mitigating controls into account. A rule's risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.

TIP: On the following tabs, you can show other useful information about each rule violation in the pane. To do this, click the corresponding entry in the list.

- **Entitlement**: Shows general information about the entitlement.
- **Rule**: Show general information about rule that was violated.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Risk – System role (page description)

To open the **Compliance – System role** page go to **Responsibilities** > **Auditing** > **System roles** > **Show details** > **Compliance**.

On the **Risk – System role** page, you can:

- Display the system role's calculated risk index (see Displaying system role risk indexes on page 560)
- See how the calculated risk index is put together (see Displaying system role risk indexes on page 560)

The risk index is calculated from the sum of all attribute-based values and the maximum of all assignment-based values.

The following tables give you an overview of the different functions and content on the **Risk – System role** page.

Table 654: Controls

Control	Description
View risk functions	Use this button to show the attributes and assignments that contribute to the calculated risk index (see Displaying system role risk indexes on page 560).

Table 655: Columns

Column	Description
Risk index	Shows which property/assignment affects the risk index.
Risk	• At root level: Shows the summarized risk index of the property/assignment. • At other levels: Shows other details about the properties/assignments.
Weighting/change value	Shows, depending on the type of calculation, the value used to weigh the determined risk index in the final calculation or the value used to alter the risk index respectively.

History – System role (page description)

To open the **History – System role** page go to **Responsibilities** > **Auditing** > **System roles** > **Show details** > **History**.

On the **History – System role** page, you can see all the changes made to the system role (see System role history on page 561).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect a system role, either on a timeline or in a table.

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – System role** page.

Table 656: Controls

Control	Description
Events	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user (see Displaying system role history on page 561). TIP: To remove the filter again, click **Reset filter** next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form (see Displaying system role history on page 561).
Switch to timeline view	Use this button to display the changes as a timeline.(see Displaying system role history on page 561).
Status comparison	
Time and date picker	Select from which point on you want to see the changes (see Comparing statuses of system roles on page 563).
Display changed values only	Deselect the check box if you also want to display properties that have not changed since they were created (see Comparing statuses of system roles on page 563).

Table 657: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of

Control	Description
	the property was at the selected point in time and what the value is now.

Table 658: Columns

Column	Description
Events (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – System role (page description)

To open the **Usage – System role** page go to **Responsibilities** > **Auditing** > **System roles** > **Show details** > **Usage**.

On the **Usage – System role** page, you can see the roles and organizations that belong to the identities to which this system role is assigned (see Displaying role memberships of system role members on page 564).

The following tables give you an overview of the different functions on the **Usage - System roles** page.

Table 659: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to view.
More information	Use this button to show the legend that explains the content of the overview.

Auditing - Assignment resource (page description)

Open the **Auditing - Assignment resources** page by navigating through **Responsibilities** > **Auditing** > **Assignment resources**.

On the **Auditing - Assignment resources** page, you can see all the assignment resources (see Displaying all assignment resources on page 574).

If you click **Show details** in an assignment resource's details pane, a new page opens (see Auditing - Roles and entitlements: assignment resource (page description) on page 1264) that contains more information and configuration options for the assignment resource.

The following tables give you an overview of the various features and content on the **Auditing – Assignment resources** page.

Table 660: Controls

Control	Description
Select an identity	Use this feature to select an identity so that only the assignment resources they manage are shown (see Displaying all assignment resources on page 574).

Table 661: Controls in the details pane of a product

Control	Description
Show details	Opens the **Auditing - roles and entitlements: assignment resource** page (see Auditing - Roles and entitlements: assignment resource (page description) on page 1264). Use this button to display more details about the assignment resource.

Table 662: Columns

Column	Description
Display	Shows the assignment resource's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing - Roles and entitlements: assignment resource (page description)

To open the **Auditing - Roles and entitlements: assignment resource** page go to **Responsibilities** > **Auditing** > **Assignment resources** > **Show details**.

On the **Auditing - Roles and entitlements: assignment resource** page, you can access various information about the selected assignment resource.

To do this, click on one of the tiles:

Table 663: Tiles

Tile	Description
Overview	Opens the **Overview – Assignment resource** page (see Overview – Assignment resource (page description) on page 1265). This provides you with all the information at a glance. For more information, click on the links inside one of the shapes (see Displaying assignment resource overviews on page 575).
Main data	Opens the **Main data – Assignment resource** page (see Main data – Assignment resource (page description) on page 1265). Here you see the assignment resource's main data (see Displaying assignment resource main data on page 576).
Attestation	Opens the **Attestation – Assignment resource** page (see Attestation - Assignment resource (page description) on page 1266). You select the following actions: • Display all attestation cases linked to this assignment resource (see Displaying assignment resource attestation cases on page 577) • Display identities that have yet to approve assignment resource attestation cases (see Displaying attestors of assignment resource pending attestation cases on page 578) • Display details of the objects being attested

Overview – Assignment resource (page description)

To open the **Overview – Assignment resource** page go to **Responsibilities** > **Auditing** > **Assignment resources** > **Show details** > **Overview**.

On the **Overview - Assignment resource** page, you can see all the information relevant to the assignment resource summarized in an overview (see Displaying assignment resource overviews on page 575).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Assignment resource (page description)

Open the **Main data – Assignment resource** page by navigating through **Responsibilities** > **Auditing** > **Assignment resources** > **Show details** > **Main data**.

On the **Main data – Assignment resource** page, you can see the assignment resource's main data (see Displaying assignment resource main data on page 576).

Enter the following main data:

Table 664: Assignment resource main data

Property	Description
Assignment resource	Shows the full, descriptive name of the assignment resource.
Resource type	Shows the type of resource. Use resource types to group assignment resources.
Description	Shows the assignment resource's description.
IT Shop	Shows whether the assignment resource can be requested through the IT Shop. If set, this assignment resource can be requested by identities using the Web Portal and granted through a defined approval procedure. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Shows whether the assignment resource can only be requested through the IT Shop. If set, this assignment resource can be requested by identities using the Web Portal and granted through a defined approval procedure. You cannot assign an assignment resource to hierarchical roles directly.
Service item	Shows assigned service items.
Risk index	Shows the configured risk index. This value specifies the risk of assigning this multi-request assignment resource to an identity.
Requested assignments	Shows whether the organisation/business role resource requested by an identity remain intact if the identity loses their entitlement to make

Property	Description
remain intact.	requests.

Attestation - Assignment resource (page description)

To open the **Attestation – Assignment resource** page go to **Responsibilities** > **Auditing** > **Assignment resources** > **Show details** > **Attestation**.

On the **Attestation - Assignment resource** page, you can:

- Display all attestation cases linked to this assignment resource (see Displaying assignment resource attestation cases on page 577)
- Display identities that have yet to approve assignment resource attestation cases (see Displaying attestors of assignment resource pending attestation cases on page 578)
- Display details of the objects being attested

The following tables give you an overview of the various features and content on the **Attestation - Assignment resource** page.

Table 665: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases and Then you can send reminder emails to these identities .

Table 666: Controls in the attestation case's details pane

Control	Description
Show details	Use this button to display all the objects involved in the attestation case .

Table 667: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be

Column	Description
	approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing – Active Directory (page description)

To open the **Auditing - Active Directory** page go to **Responsibilities** > **Auditing** > **Active Directory**.

On the **Auditing -** page, you can see all the Active Directory groups (see Active Directory).Displaying all system entitlements on page 565

If you click **Show details** in a Active Directory group's details pane, a new page opens (see Auditing - Roles and permissions: Active Directory group (page description) on page 1268) that contains more information and configuration options for the Active Directory group.

The following tables give you an overview of the various features and content on the **Auditing - Active Directory** page.

Table 668: Controls

Control	Description
Select an identity	Use this feature to select an identity so that only the Active Directory groups they manage are shown (see Displaying all system entitlements on page 565).

Table 669: Controls in the details pane of a product

Control	Description
Show details	Opens the **Auditing - roles and entitlements: Active Directory group** page (see Auditing - Roles and permissions: Active Directory

Control	Description
	group (page description) on page 1268). Use this button to display more details about the Active Directory group.

Table 670: Columns

Column	Description
Display	Shows the Active Directory group's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing - Roles and permissions: Active Directory group (page description)

To open the **Auditing - Roles and entitlements: Active Directory group** page go to **Responsibilities** > **Auditing** > **Active Directory** > **Show details**.

On the **Auditing - Roles and entitlements: Active Directory group** page, you can access various information about the selected Active Directory group.

To do this, click on one of the tiles:

Table 671: Tiles

Tile	Description
Overview	Opens the **Overview – Overview – Active Directory group (page description) on page 1269 group** page (see Active Directory). This provides you with all the information at a glance. For more information, click on the links inside one of the shapes (see Displaying system entitlement overviews on page 566).
Main data	Opens the **Main data – Active Directory group** (see Main data – Active Directory group (page description) on page 1269). Here you can see the Active Directory group's main data (see Displaying system entitlement main data on page 566).
Memberships	Opens the **Memberships – Active Directory group** page (see Memberships – Active Directory group (page description) on page 1270). Here you can see identities to which the Active Directory group is assigned (see Displaying memberships in system entitlements on page 567).
Child groups	Opens the **Child groups – Active Directory group** (see Child groups – Active Directory group (page description) on page 1273).

Tile	Description
	You can select the following actions: • Display child groups of the Active Directory group (see Displaying system entitlement child groups on page 567)
Attestation	Opens the **Attestation – Active Directory group** (see Attestations – Active Directory group (page description) on page 1271). You select the following actions: • Display all attestation cases linked to this Active Directory group (see Displaying attestation cases of system entitlements on page 568) • Display identities that have yet to approve Active Directory group attestation cases (see Displaying attestors of system entitlement pending attestation cases on page 569) • Display details of the objects being attested (see Displaying attestation cases of system entitlements on page 568)
History	Opens the **History – Active Directory group** page (see History – Active Directory group (page description) on page 1273). Here you can see all the changes made to the Active Directory group (see System entitlement history on page 570).
Usage	Opens the **Usage – Active Directory group** page (see Usage – Active Directory group (page description) on page 1275). Here you can see which roles the members of the Active Directory group belong to (see Displaying role memberships of system entitlement members on page 573).

Overview – Active Directory group (page description)

To open the **Overview - Active Directory group** page go to **Responsibilities** > **Auditing** > **Active Directory** > **Show details** > **Overview**.

On the **Overview – Active Directory group** page, you can see all the information relevant to the Active Directory group summarized in an overview (see Displaying system entitlement overviews on page 566).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Active Directory group (page description)

To open the **Main data – Active Directory group** page go to **Responsibilities** > **Auditing** > **Active Directory** > **Show details** > **Main data**.

On the **Main data – Active Directory group** page, you can see the Active Directory group's main data (see Displaying system entitlement main data on page 566).

Enter the following main data:

Table 672: Active Directory group main data

Property	Description
Name	Shows you the full, descriptive name of the Active Directory group.
Canonical name	Shows you the automatically generated canonical name of the Active Directory group.
Distinguished name	Shows you the automatically generated distinguished name of the Active Directory group.
Display name	Shows you the name of the Active Directory group used to display Active Directory group in the One Identity Manager tools.
Container	Shows you the parent container of the Active Directory group.
Service item	Shows you the assigned service items.
Category	Shows you the category for Active Directory group inheritance. User accounts can inherit Active Directory groups selectively. To do this, Active Directory groups and user accounts are divided into categories.
Description	Shows you the Active Directory group's description.
Risk index	Shows you the configured risk index. This value specifies the risk of assigning this Active Directory group to a user account. For more information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.
IT shop	Shows you whether the Active Directory group can be requested in the IT Shop. If set, the Active Directory group can be requested by identities using the Web Portal and granted through a defined approval process. The Active Directory group can still be assigned directly to identities and hierarchical roles. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Shows you whether the Active Directory group can only be requested through the IT Shop. If set, the Active Directory group can be requested by identities using the Web Portal and granted through a defined approval process. You cannot assign a Active Directory group to hierarchical roles directly.

Memberships – Active Directory group (page description)

To open the **Memberships – Active Directory group** page go to **Responsibilities** > **Auditing** > **Active Directory** > **Show details** > **Memberships**.

On the **Memberships - Active Directory group** page, you can see identities to which the Active Directory group is assigned.

The following table gives an overview of the different content on the **Memberships – Active Directory group** page.

Table 673: Columns

Column	Description
Identity	Shows you the name of the identity to which the Active Directory group is assigned.
Origin	Shows whether the Active Directory group is assigned directly or indirectly to the employee.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity obtained the membership through a request, you will find more information on the following tabs on the **Request** tab:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestations – Active Directory group (page description)

To open the **Attestation – Active Directory group** page go to **Responsibilities** > **Auditing** > **Active Directory** > **Show details** > **Attestation**.

On the **Attestation - Active Directory group** page, you can:

- Display all attestation cases linked to this Active Directory group (see Displaying attestation cases of system entitlements on page 568)
- Display identities that have yet to approve Active Directory group attestation cases (see Displaying attestors of system entitlement pending attestation cases on page 569)
- Display details of the objects being attested (see Displaying attestation cases of system entitlements on page 568)

The following tables give you an overview of the various features and content on the **Attestation - Active Directory group** page.

Table 674: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases and Then you can send reminder emails to these identities (see Displaying attestors of system entitlement pending attestation cases on page 569).

Table 675: Controls in the attestation case's details pane

Control	Description
Show details	Use this button to display all the objects involved in the attestation case (see Displaying attestation cases of system entitlements on page 568).

Table 676: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Child groups – Active Directory group (page description)

To open the **Compliance - Active Directory group** page go to **Responsibilities** > **Auditing** > **Active Directory** > **Show details** > **Compliance**.

On the **Compliance - Active Directory group** page, you can see all the child groups of the Active Directory group (see Displaying system entitlement child groups on page 567).

History – Active Directory group (page description)

To open the **History – Active Directory group** page go to **Responsibilities** > **Auditing** > **Active Directory** > **Show details** > **History**.

On the **History – Active Directory group** page, you can see all the changes made to the Active Directory group (see System entitlement history on page 570).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect a system entitlement, either on a timeline or in a table.

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.
- **Status overview**: Shows an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – Active Directory** page.

Table 677: Controls

Control	Description
Events	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user (see Displaying system entitlement history on page 571). TIP: To remove the filter again, click ✕ **Reset filter** next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form (see Displaying system entitlement history on page 571).
Switch to	Use this button to display the changes as a timeline.(see Displaying

Control	Description
timeline view	system entitlement history on page 571).
Status comparison	
Time and date picker	Select from which point on you want to see the changes (see Comparing statuses of system entitlements on page 572).
Display changed values only	Deselect the check box if you also want to display properties that have not changed since they were created (see Comparing statuses of system entitlements on page 572).

Table 678: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of the property was at the selected point in time and what the value is now.

Table 679: Columns

Column	Description
Events (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison	

Column	Description
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Active Directory group (page description)

To open the **Usage – Active Directory group** page go to **Responsibilities** > **Auditing** > **Active Directory** > **Show details** > **Usage**.

On the **Usage – Active Directory group** page, you can see the roles and organizations that belong to the identities to which the Active Directory group is assigned (see Displaying role memberships of system entitlement members on page 573).

The following tables give you an overview of the different functions on the **Usage - Active Directory** page.

Table 680: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to view.
More information	Use this button to show the legend that explains the content of the overview.

Auditing – Azure Active Directory (page description)

To open the **Auditing - Azure Active Directory** page go to **Responsibilities** > **Auditing** > **Azure Active Directory**.

On the **Auditing - Azure Active Directory** page, you can see all the Azure Active Directory groups (see Displaying all system entitlements on page 565).

If you click **Show details** in a Azure Active Directory group's details pane, a new page opens (see Auditing - Roles and permissions: Azure Active Directory group (page description) on page 1276) that contains more information and configuration options for the Azure Active Directory group.

The following tables give you an overview of the various features and content on the **Auditing - Azure Active Directory** page.

Table 681: Controls

Control	Description
Select an identity	Use this feature to select an identity so that only the Azure Active Directory groups they manage are shown (see Displaying all system entitlements on page 565).

Table 682: Controls in the details pane of a product

Control	Description
Show details	Opens the **Auditing - roles and entitlements: Azure Active Directory group** page (see Auditing - Roles and permissions: Azure Active Directory group (page description) on page 1276). Use this button to display more details about the Azure Active Directory group.

Table 683: Columns

Column	Description
Display	Shows the Azure Active Directory group's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing - Roles and permissions: Azure Active Directory group (page description)

To open the **Auditing - Roles and entitlements: Azure Active Directory group** page go to **Responsibilities** > **Auditing** > **Azure Active Directory** > **Show details**.

On the **Auditing - Roles and entitlements: Azure Active Directory group** page, you can access various information about the selected Azure Active Directory group.

To do this, click on one of the tiles:

Table 684: Tiles

Tile	Description
Overview	Opens the **Overview – Overview – Azure Active Directory group (page description) on page 1277 group** page (see Azure Active Directory). This provides you with all the information at a glance. For more

Tile	Description
	information, click on the links inside one of the shapes (see Displaying system entitlement overviews on page 566).
Main data	Opens the **Main data – Azure Active Directory group** (see Main data – Azure Active Directory group (page description) on page 1278). Here you can see the Azure Active Directory group's main data (see Displaying system entitlement main data on page 566).
Memberships	Opens the **Memberships – Azure Active Directory group** page (see Memberships – Azure Active Directory group (page description) on page 1279). Here you can see identities to which the Azure Active Directory group is assigned (see Displaying memberships in system entitlements on page 567).
Attestation	Opens the **Attestation – Azure Active Directory group** (see Attestations – Azure Active Directory group (page description) on page 1279). You select the following actions: • Display all attestation cases linked to this Azure Active Directory group (see Displaying attestation cases of system entitlements on page 568) • Display identities that have yet to approve Azure Active Directory group attestation cases (see Displaying attestors of system entitlement pending attestation cases on page 569) • Display details of the objects being attested (see Displaying attestation cases of system entitlements on page 568)
History	Opens the **History – Azure Active Directory group** page (see History – Azure Active Directory group (page description) on page 1281). Here you can see all the changes made to the Azure Active Directory group (see System entitlement history on page 570).
Usage	Opens the **Usage – Azure Active Directory group** page (see Usage – Azure Active Directory group (page description) on page 1283). Here you can see which roles the members of the Azure Active Directory group belong to (see Displaying role memberships of system entitlement members on page 573).

Overview – Azure Active Directory group (page description)

To open the **Overview - Azure Active Directory group** page go to **Responsibilities** > **Auditing** > **Azure Active Directory** > **Show details** > **Overview**.

On the **Overview – Azure Active Directory group** page, you can see all the information relevant to the Azure Active Directory group summarized in an overview (see Displaying system entitlement overviews on page 566).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Azure Active Directory group (page description)

To open the **Main data – Azure Active Directory group** page go to **Responsibilities** > **Auditing** > **Azure Active Directory** > **Show details** > **Main data**.

On the **Main data – Azure Active Directory group** page, you can see the Azure Active Directory group's main data (see Displaying system entitlement main data on page 566).

Enter the following main data:

Table 685: Azure Active Directory group main data

Property	Description
Name	Shows you the full, descriptive name of the Azure Active Directory group.
Canonical name	Shows you the automatically generated canonical name of the Azure Active Directory group.
Distinguished name	Shows you the automatically generated distinguished name of the Azure Active Directory group.
Display name	Shows you the name of the Azure Active Directory group used to display Azure Active Directory group in the One Identity Manager tools.
Container	Shows you the parent container of the Azure Active Directory group.
Service item	Shows you the assigned service items.
Category	Shows you the category for Azure Active Directory group inheritance. User accounts can inherit Azure Active Directory groups selectively. To do this, Azure Active Directory groups and user accounts are divided into categories.
Description	Shows you the Azure Active Directory group's description.
Risk index	Shows you the configured risk index. This value specifies the risk of assigning this Azure Active Directory group to a user account. For more information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.
IT shop	Shows you whether the Azure Active Directory group can be requested in the IT Shop. If set, the Azure Active Directory group can be requested by identities using the Web Portal and granted through a defined approval process. The Azure Active Directory group can still be assigned directly to identities and hierarchical roles. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.

Property	Description
Only use in IT Shop	Shows you whether the Azure Active Directory group can only be requested through the IT Shop. If set, the Azure Active Directory group can be requested by identities using the Web Portal and granted through a defined approval process. You cannot assign an Azure Active Directory group to hierarchical roles directly.

Memberships – Azure Active Directory group (page description)

To open the **Memberships – Azure Active Directory group** page go to **Responsibilities** > **Auditing** > **Azure Active Directory** > **Show details** > **Memberships**.

On the **Memberships - Azure Active Directory group** page, you can see identities to which the Azure Active Directory group is assigned (see Displaying memberships in system entitlements on page 567).

The following table gives an overview of the different content on the **Memberships – Azure Active Directory group** page.

Table 686: Columns

Column	Description
Identity	Shows you the name of the identity to which the Azure Active Directory group is assigned.
Origin	Shows whether the Azure Active Directory group is assigned directly or indirectly to the employee.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity obtained the membership through a request, you will find more information on the following tabs on the **Request** tab:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestations – Azure Active Directory group (page description)

To open the **Attestation – Azure Active Directory group** page go to **Responsibilities** > **Auditing** > **Azure Active Directory** > **Show details** > **Attestation**.

On the **Attestation - Azure Active Directory group** page, you can:

- Display all attestation cases linked to this Azure Active Directory group (see Displaying attestation cases of system entitlements on page 568)
- Display identities that have yet to approve Azure Active Directory group attestation cases (see Displaying attestors of system entitlement pending attestation cases on page 569)
- Display details of the objects being attested (see Displaying attestation cases of system entitlements on page 568)

The following tables give you an overview of the various features and content on the **Attestation - Azure Active Directory group** page.

Table 687: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases and Then you can send reminder emails to these identities (see Displaying attestors of system entitlement pending attestation cases on page 569).

Table 688: Controls in the attestation case's details pane

Control	Description
Show details	Use this button to display all the objects involved in the attestation case (see Displaying attestation cases of system entitlements on page 568).

Table 689: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied

Column	Description
	approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

History – Azure Active Directory group (page description)

To open the **History – Azure Active Directory group** page go to **Responsibilities** > **Auditing** > **Azure Active Directory** > **Show details** > **History**.

On the **History – Azure Active Directory group** page, you can see all the changes made to the Azure Active Directory group (see System entitlement history on page 570).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect a system entitlement, either on a timeline or in a table.

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – Azure Active Directory** page.

Table 690: Controls

Control	Description
Events	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user (see Displaying system entitlement history on page 571).

Control	Description
	TIP: To remove the filter again, click **Reset filter** next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form (see Displaying system entitlement history on page 571).
Switch to timeline view	Use this button to display the changes as a timeline.(see Displaying system entitlement history on page 571).
Status comparison	
Time and date picker	Select from which point on you want to see the changes (see Comparing statuses of system entitlements on page 572).
Display changed values only	Deselect the check box if you also want to display properties that have not changed since they were created (see Comparing statuses of system entitlements on page 572).

Table 691: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of the property was at the selected point in time and what the value is now.

Table 692: Columns

Column	Description
Events (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.

Column	Description
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Azure Active Directory group (page description)

To open the **Usage – Azure Active Directory group** page go to **Responsibilities** > **Auditing** > **Azure Active Directory** > **Show details** > **Usage**.

On the **Usage – Azure Active Directory group** page, you can see the roles and organizations that belong to the identities to which the Azure Active Directory group is assigned (see Displaying role memberships of system entitlement members on page 573).

The following tables give you an overview of the different functions on the **Usage - Azure Active Directory** page.

Table 693: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to view.
More information	Use this button to show the legend that explains the content of the overview.

Auditing – Custom target system group (page description)

Open the **Auditing - Custom target systems** page by navigating through **Responsibilities** > **Auditing** > **Custom target systems**.

On the **Auditing - Custom target system** page, you can see all the custom target systems groups (see Displaying all system entitlements on page 565).

If you click **Show details** in a custom target system's details pane, a new page opens (see Auditing - Roles and entitlements: custom target system group (page description) on page 1284) that contains more information and configuration options for the custom target system group.

The following tables give you an overview of the various features and content on the **Auditing – custom target systems** page.

Table 694: Controls

Control	Description
Select an identity	Use this feature to select an identity so that only the custom target system groups they manage are shown (see Displaying all system entitlements on page 565).

Table 695: Controls in the details pane of a product

Control	Description
Show details	Opens the **Auditing - roles and entitlements: custom target system group** page (see Auditing - Roles and entitlements: custom target system group (page description) on page 1284). Use this button to display more details about the custom target system group.

Table 696: Columns

Column	Description
Display	Shows the custom target system group's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing - Roles and entitlements: custom target system group (page description)

To open the **Auditing - Roles and entitlements: Custom target system group** page go to **Responsibilities** > **Auditing** > **Custom target systems** > **Show details**.

On the **Auditing - Roles and entitlements: custom target system group** page, you can access various information about the selected assignment custom target system group.

To do this, click on one of the tiles:

Table 697: Tiles

Tile	Description
Overview	Opens the **Overview – Custom target system group** page (see Overview – Custom target system group (page description) on page 1286). This provides you with all the information at a glance. For more information, click on the links inside one of the shapes (see Displaying system entitlement overviews on page 566).
Main data	Opens the **Main data – Custom target system group** (see Main data – Custom target system group (page description) on page 1286). Here you see the custom target system group's main data (see Displaying system entitlement main data on page 566).
Memberships	Opens the **Memberships – Custom target system group** (see Memberships – Custom target system group (page description) on page 1287). Here you can see identities to which the group of the custom target system is assigned (see Displaying memberships in system entitlements on page 567).
Child groups	Opens the **Child groups – Custom target system group** (see Child groups – Custom target system group (page description) on page 1289). You can select the following actions: • Display child groups of the custom target system group (see Displaying system entitlement child groups on page 567)
Attestation	Opens the **Attestation – Custom target system group** (see Attestations – Custom target system group (page description) on page 1288). You select the following actions: • Display all attestation cases linked to this custom target system group (see Displaying attestation cases of system entitlements on page 568) • Display identities that have yet to approve custom target system resource attestation cases (see Displaying attestors of system entitlement pending attestation cases on page 569) • Display details of the objects being attested (see Displaying attestation cases of system entitlements on page 568)
History	Opens the **History – Custom target system group** (see History – Custom target system group (page description) on page 1289). Here you can see all the changes made to the custom target system group (see System entitlement history on page 570).

Tile	Description
Usage	Opens the **Usage – Custom target system group** page (see Usage – Custom target system group (page description) on page 1291). Here you can display which roles the members of the custom target system group belong to (see Displaying role memberships of system entitlement members on page 573).

Overview – Custom target system group (page description)

To open the **Overview – Custom target system group** page go to **Responsibilities** > **Auditing** > **Custom target systems** > **Show details** > **Overview**.

On the **Overview – Custom target system group** page, you can see all the information relevant to the custom target system group summarized in an overview (see Displaying system entitlement overviews on page 566).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Custom target system group (page description)

Open the **Main data – custom target system group** page by navigating through **Responsibilities** > **Auditing** > **custom target systems** > **Show details** > **Main data**.

On the **Main data – Custom target system group** page, you can see the custom target system group's main data (see Displaying system entitlement main data on page 566).

Enter the following main data:

Table 698: Custom target system group main data

Property	Description
Name	Shows you the full, descriptive name of the custom target system group.
Canonical name	Shows you the automatically generated canonical name of the custom target system.
Distinguished name	Shows you the automatically generated distinguished name of the custom target system.
Display name	Shows you the name of the custom target system group used to display the custom target system in the One Identity Manager tools.
Container	Shows you the parent container of the custom target system group.
Service item	Shows you the assigned service items.
Category	Shows you the category for custom target system group inheritance. User accounts can inherit custom target system groups selectively. To do this, custom target system groups and user accounts are divided into categories.

Property	Description
Description	Shows you the custom target system group's description.
Risk index	Shows you the configured risk index. This value specifies the risk of assigning this custom target system group to a user account. For more information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.
IT shop	Shows you whether the custom target system group can be requested in the IT Shop. If set, the custom target system group can be requested by identities using the Web Portal and granted through a defined approval process. The custom target system group can still be assigned to identities and hierarchical roles. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Shows you whether the custom target system group can only be requested in the IT Shop. If set, the custom target system group can be requested by identities using the Web Portal and granted through a defined approval process. You cannot assign a custom target system group to hierarchical roles directly.

Memberships – Custom target system group (page description)

To open the **Memberships – Custom target system group** page, navigate to **Responsibilities** > **Auditing** > **Custom target system** > **Show details** > **Memberships**.

On the **Memberships - Custom target system group** page, you can see identities to which the customer target system group is assigned (see Displaying memberships in system entitlements on page 567).

The following table gives an overview of the different content on the **Memberships - Custom target system group** page.

Table 699: Columns

Column	Description
Identity	Shows you the name of the identity to which the custom target system group is assigned.
Origin	Shows whether the custom target system group is assigned directly or indirectly to the employee.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity obtained the membership through a request, you will find more information on the following tabs on the **Request** tab:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestations – Custom target system group (page description)

To open the **Attestation – custom target system group** page go to **Responsibilities** > **Auditing** > **custom target systems** > **Show details** > **Attestation**.

On the **Attestation - Custom target system group** page, you can:

- Display all attestation cases linked to this custom target system group (see Displaying attestation cases of system entitlements on page 568)
- Display identities that have yet to approve custom target system resource attestation cases (see Displaying attestors of system entitlement pending attestation cases on page 569)
- Display details of the objects being attested (see Displaying attestation cases of system entitlements on page 568)

The following tables give you an overview of the different functions and content on the **Attestation - custom target systems** page.

Table 700: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases and Then you can send reminder emails to these identities (see Displaying attestors of system entitlement pending attestation cases on page 569).

Table 701: Controls in the attestation case's details pane

Control	Description
Show details	Use this button to display all the objects involved in the attestation case (see Displaying attestation cases of system entitlements on page 568).

Table 702: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Child groups – Custom target system group (page description)

To open the **Compliance - custom target system group** page, navigate to **Responsibilities** > **Auditing** > **Custom target system** > **Show details** > **Compliance**.

On the **Compliance - Custom target system group** page, you can see all child groups of the custom target system group (see Displaying system entitlement child groups on page 567).

History – Custom target system group (page description)

To open the **History - Custom target system group** page, navigate to **Responsibilities** > **Auditing** > **Custom target system** > **Show details** > **History**.

On the **History – Custom target system group** page, you can see all the changes made to the custom target system group (see System entitlement history on page 570.)

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect a system entitlement, either on a timeline or in a table.

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – custom target system group** page.

Table 703: Controls

Control	Description
Events	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user (see Displaying system entitlement history on page 571). TIP: To remove the filter again, click **Reset filter** next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form (see Displaying system entitlement history on page 571).
Switch to timeline view	Use this button to display the changes as a timeline.(see Displaying system entitlement history on page 571).
Status comparison	
Time and date picker	Select from which point on you want to see the changes (see Comparing statuses of system entitlements on page 572).
Display changed values only	Deselect the check box if you also want to display properties that have not changed since they were created (see Comparing statuses of system entitlements on page 572).

Table 704: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of

Control	Description
	the property was at the selected point in time and what the value is now.

Table 705: Columns

Column	Description
Events (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Custom target system group (page description)

To open the **Usage – Custom target system group** page go to **Responsibilities** > **Auditing** > **Custom target systems** > **Show details** > **Usage**.

On the **Usage – Custom Target System Group** page, you can see the roles and organizations that belong to the identities to which the custom target system group is assigned belong (see Displaying role memberships of system entitlement members on page 573).

The following tables give you an overview of the different functions on the **Usage - Custom target system group**.

Table 706: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to view.
More information	Use this button to show the legend that explains the content of the overview.

Auditing – Google Workspace (page description)

To open the **Auditing - Google Workspace** page go to **Responsibilities** > **Auditing** > **Google Workspace**.

On the **Auditing - Google Workspace** page, you can see all the Google Workspace groups (see Displaying all system entitlements on page 565).

If you click **Show details** in a Google Workspace group's details pane, a new page opens (see Auditing - Roles and permissions: Google Workspace group (page description) on page 1293) that contains more information and configuration options for the Google Workspace group.

The following tables give you an overview of the various features and content on the **Auditing - Google Workspace** page.

Table 707: Controls

Control	Description
Select an identity	Use this feature to select an identity so that only the Google Workspace groups they manage are shown (see Displaying all system entitlements on page 565).

Table 708: Controls in the details pane of a product

Control	Description
Show details	Opens the **Auditing - roles and entitlements: Google Workspace group** page (see Auditing - Roles and permissions: Google Workspace group (page description) on page 1293). Use this button to display more details about the Google Workspace group.

Table 709: Columns

Column	Description
Display	Shows the Google Workspace group's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing - Roles and permissions: Google Workspace group (page description)

To open the **Auditing - Roles and entitlements: Google Workspace group** page go to **Responsibilities** > **Auditing** > **Google Workspace** > **Show details**.

On the **Auditing - Roles and entitlements: Google Workspace group** page, you can access various information about the selected Google Workspace group.

To do this, click on one of the tiles:

Table 710: Tiles

Tile	Description
Overview	Opens the **Overview – Overview – Google Workspace group (page description) on page 1294 group** page (see Google Workspace). This provides you with all the information at a glance. For more information, click on the links inside one of the shapes (see Displaying system entitlement overviews on page 566).
Main data	Opens the **Main data – Google Workspace group** (see Main data – Google Workspace group (page description) on page 1294). Here you can see the Google Workspace group's main data (see Displaying system entitlement main data on page 566).
Memberships	Opens the **Memberships – Google Workspace group** page (see Memberships – Google Workspace group (page description) on page 1295). Here you can see identities to which the Google Workspace group is assigned (see Displaying memberships in system entitlements on page 567).
Attestation	Opens the **Attestation – Google Workspace group** (see Attestations – Google Workspace group (page description) on page 1296). You select the following actions: • Display all attestation cases linked to this Google Workspace group (see Displaying attestation cases of system entitlements on page 568)

Tile	Description
	• Display identities that have yet to approve Google Workspace group attestation cases (see Displaying attestors of system entitlement pending attestation cases on page 569) • Display details of the objects being attested (see Displaying attestation cases of system entitlements on page 568)
History	Opens the **History – Google Workspace group** page (see History – Google Workspace group (page description) on page 1297). Here you can see all the changes made to the Google Workspace group (see System entitlement history on page 570).
Usage	Opens the **Usage – Google Workspace group** page (see Usage – Google Workspace group (page description) on page 1299). Here you can see which roles the members of the Google Workspace group belong to (see Displaying role memberships of system entitlement members on page 573).

Overview – Google Workspace group (page description)

To open the **Overview - Google Workspace group** page go to **Responsibilities** > **Auditing** > **Google Workspace** > **Show details** > **Overview**.

On the **Overview – Google Workspace group** page, you can see all the information relevant to the Google Workspace group summarized in an overview (see Displaying system entitlement overviews on page 566).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Google Workspace group (page description)

To open the **Main data – Google Workspace group** page go to **Responsibilities** > **Auditing** > **Google Workspace** > **Show details** > **Main data**.

On the **Main data – Google Workspace group** page, you can see the Google Workspace group's main data (see Displaying system entitlement main data on page 566).

Enter the following main data:

Table 711: Google Workspace group main data

Property	Description
Name	Shows you the full, descriptive name of the Google Workspace group.
Canonical name	Shows you the automatically generated canonical name of the Google Workspace group.
Distinguished name	Shows you the automatically generated distinguished name of the Google Workspace group.

Property	Description
Display name	Shows you the name of the Google Workspace group used to display Google Workspace group in the One Identity Manager tools.
Container	Shows you the parent container of the Google Workspace group.
Service item	Shows you the assigned service items.
Category	Shows you the category for Google Workspace group inheritance. User accounts can inherit Google Workspace groups selectively. To do this, Google Workspace groups and user accounts are divided into categories.
Description	Shows you the Google Workspace group's description.
Risk index	Shows you the configured risk index. This value specifies the risk of assigning this Google Workspace group to a user account. For more information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.
IT shop	Shows you whether the Google Workspace group can be requested in the IT Shop. If set, the Google Workspace group can be requested by identities using the Web Portal and granted through a defined approval process. The Google Workspace group can still be assigned directly to identities and hierarchical roles. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Shows you whether the Google Workspace group can only be requested through the IT Shop. If set, the Google Workspace group can be requested by identities using the Web Portal and granted through a defined approval process. You cannot assign a Google Workspace group to hierarchical roles directly.

Memberships – Google Workspace group (page description)

To open the **Memberships – Google Workspace group** page go to **Responsibilities** > **Auditing** > **Google Workspace** > **Show details** > **Memberships**.

On the **Memberships - Google Workspace group** page, you can see identities to which the Google Workspace group is assigned (see Displaying memberships in system entitlements on page 567).

The following table gives an overview of the different content on the **Memberships – Google Workspace group** page.

Table 712: Columns

Column	Description
Identity	Shows you the name of the identity to which the Google Workspace group is assigned.
Origin	Shows whether the Google Workspace group is assigned directly or indirectly to the employee.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity obtained the membership through a request, you will find more information on the following tabs on the **Request** tab:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestations – Google Workspace group (page description)

To open the **Attestation – Google Workspace group** page go to **Responsibilities** > **Auditing** > **Google Workspace** > **Show details** > **Attestation**.

On the **Attestation - Google Workspace group** page, you can:

- Display all attestation cases linked to this Google Workspace group (see Displaying attestation cases of system entitlements on page 568)
- Display identities that have yet to approve Google Workspace group attestation cases (see Displaying attestors of system entitlement pending attestation cases on page 569)
- Display details of the objects being attested (see Displaying attestation cases of system entitlements on page 568)

The following tables give you an overview of the various features and content on the **Attestation - Google Workspace group** page.

Table 713: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases and Then you can send reminder emails to these identities (see Displaying attestors of system entitlement pending attestation cases on page 569).

Table 714: Controls in the attestation case's details pane

Control	Description
Show details	Use this button to display all the objects involved in the attestation case (see Displaying attestation cases of system entitlements on page 568).

Table 715: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

History – Google Workspace group (page description)

To open the **History – Google Workspace group** page go to **Responsibilities** > **Auditing** > **Google Workspace** > **Show details** > **History**.

On the **History – Google Workspace group** page, you can see all the changes made to the Google Workspace group (see System entitlement history on page 570).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect a system entitlement, either on a timeline or in a table.

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – Google Workspace** page.

Table 716: Controls

Control	Description
Events	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user (see Displaying system entitlement history on page 571). TIP: To remove the filter again, click ✕ **Reset filter** next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form (see Displaying system entitlement history on page 571).
Switch to timeline view	Use this button to display the changes as a timeline.(see Displaying system entitlement history on page 571).
Status comparison	
Time and date picker	Select from which point on you want to see the changes (see Comparing statuses of system entitlements on page 572).
Display changed values only	Deselect the check box if you also want to display properties that have not changed since they were created (see Comparing statuses of system entitlements on page 572).

Table 717: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of

Control	Description
	the property was at the selected point in time and what the value is now.

Table 718: Columns

Column	Description
Events (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Google Workspace group (page description)

To open the **Usage – Google Workspace group** page go to **Responsibilities** > **Auditing** > **Google Workspace** > **Show details** > **Usage**.

On the **Usage – Google Workspace group** page, you can see the roles and organizations that belong to the identities to which the Google Workspace group is assigned (see Displaying role memberships of system entitlement members on page 573).

The following tables give you an overview of the different functions on the **Usage - Google Workspace** page.

Table 719: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to view.
More information	Use this button to show the legend that explains the content of the overview.

Auditing – Domino (page description)

Open the **Auditing - Domino** page by navigating through **Responsibilities** > **Auditing** > **Domino**.

On the **Auditing - Domino** page, you can see all the Notes groups (see Displaying all system entitlements on page 565).

If you click **Show details** in a Notes group's details pane, a new page opens (see Auditing - Roles and permissions: Notes group (page description) on page 1301) that contains more information and configuration options for the Notes group.

The following tables give you an overview of the various features and content on the **Auditing - Domino** page.

Table 720: Controls

Control	Description
Select an identity	Use this feature to select an identity so that only the Notes groups they manage are shown (see Displaying all system entitlements on page 565).

Table 721: Controls in the details pane of a product

Control	Description
Show details	Opens the **Auditing - roles and entitlements: Notes group** page (see Auditing - Roles and permissions: Notes group (page description) on page 1301). Use this button to display more details about the Notes group.

Table 722: Columns

Column	Description
Display	Shows the Notes group's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing - Roles and permissions: Notes group (page description)

To open the **Auditing - Roles and entitlements: Notes group** page go to **Responsibilities** > **Auditing** > **Domino** > **Show details**.

On the **Auditing - Roles and entitlements: Notes group** page, you can access various information about the selected Notes group.

To do this, click on one of the tiles:

Table 723: Tiles

Tile	Description
Overview	Opens the **Overview – Overview – Notes group (page description) on page 1302 group** page (see Notes). This provides you with all the information at a glance. For more information, click on the links inside one of the shapes (see Displaying system entitlement overviews on page 566).
Main data	Opens the **Main data – Notes group** (see Main data – Notes group (page description) on page 1302). Here you can see the Notes group's main data (see Displaying system entitlement main data on page 566).
Memberships	Opens the **Memberships – Notes group** page (see Memberships – Notes group (page description) on page 1303). Here you can see identities to which the Notes group is assigned (see Displaying memberships in system entitlements on page 567).
Child groups	Opens the **Child groups – Notes group** (see Child groups – Notes group (page description) on page 1305). You can select the following actions: • Display child groups of the Notes group (see Displaying system entitlement child groups on page 567)
Attestation	Opens the **Attestation – Notes group** (see Attestations – Notes group (page description) on page 1304).

Tile	Description
	You select the following actions: • Display all attestation cases linked to this Notes group (see Displaying attestation cases of system entitlements on page 568) • Display identities that have yet to approve Notes group attestation cases (see Displaying attestors of system entitlement pending attestation cases on page 569) • Display details of the objects being attested (see Displaying attestation cases of system entitlements on page 568)
History	Opens the **History – Notes group** page (see History – Notes group (page description) on page 1305). Here you can see all the changes made to the Notes group (see System entitlement history on page 570).
Usage	Opens the **Usage – Notes group** page (see Usage – Notes group (page description) on page 1308). Here you can see which roles the members of the Notes group belong to (see Displaying role memberships of system entitlement members on page 573).

Overview – Notes group (page description)

To open the **Overview - Notes group** page go to **Responsibilities** > **Auditing** > **Domino** > **Show details** > **Overview**.

On the **Overview – Notes group** page, you can see all the information relevant to the Notes group summarized in an overview (see Displaying system entitlement overviews on page 566).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Notes group (page description)

To open the **Main data – Notes group** page go to **Responsibilities** > **Auditing** > **Domino** > **Show details** > **Main data**.

On the **Main data – Notes group** page, you can see the Notes group's main data (see Displaying system entitlement main data on page 566).

Enter the following main data:

Table 724: Notes group main data

Property	Description
Name	Shows you the full, descriptive name of the Notes group.

Property	Description
Canonical name	Shows you the automatically generated canonical name of the Notes group.
Distinguished name	Shows you the automatically generated distinguished name of the Notes group.
Display name	Shows you the name of the Notes group used to display Notes group in the One Identity Manager tools.
Container	Shows you the parent container of the Notes group.
Service item	Shows you the assigned service items.
Category	Shows you the category for Notes group inheritance. User accounts can inherit Notes groups selectively. To do this, Notes groups and user accounts are divided into categories.
Description	Shows you the Notes group's description.
Risk index	Shows you the configured risk index. This value specifies the risk of assigning this Notes group to a user account. For more information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.
IT shop	Shows you whether the Notes group can be requested in the IT Shop. If set, the Notes group can be requested by identities using the Web Portal and granted through a defined approval process. The Notes group can still be assigned directly to identities and hierarchical roles. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Shows you whether the Notes group can only be requested through the IT Shop. If set, the Notes group can be requested by identities using the Web Portal and granted through a defined approval process. You cannot assign a Notes group to hierarchical roles directly.

Memberships – Notes group (page description)

To open the **Memberships – Notes group** page go to **Responsibilities** > **Auditing** > **Domino** > **Show details** > **Memberships**.

On the **Memberships - Notes group** page, you can see identities to which the Notes group is assigned (see Displaying memberships in system entitlements on page 567).

The following table gives an overview of the different content on the **Memberships – Notes group** page.

Table 725: Columns

Column	Description
Identity	Shows you the name of the identity to which the Notes group is assigned.
Origin	Shows whether the Notes group is assigned directly or indirectly to the employee.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity obtained the membership through a request, you will find more information on the following tabs on the **Request** tab:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestations – Notes group (page description)

To open the **Attestation – Notes group** page go to **Responsibilities** > **Auditing** > **Domino** > **Show details** > **Attestation.**

On the **Attestation – Notes group** page, you can:

- Display all attestation cases linked to this Notes group (see Displaying attestation cases of system entitlements on page 568)
- Display identities that have yet to approve Notes group attestation cases (see Displaying attestors of system entitlement pending attestation cases on page 569)
- Display details of the objects being attested (see Displaying attestation cases of system entitlements on page 568)

The following tables give you an overview of the various features and content on the **Attestation - Notes group** page.

Table 726: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases and Then you can send reminder emails to these identities (see Displaying attestors of system entitlement pending attestation cases on page 569).

Table 727: Controls in the attestation case's details pane

Control	Description
Show details	Use this button to display all the objects involved in the attestation case (see Displaying attestation cases of system entitlements on page 568).

Table 728: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Child groups – Notes group (page description)

To open the **Compliance - Notes group** page, navigate to **Responsibilities** > **Auditing** > **Domino** > **Show details** > **Compliance**.

On the **Compliance - Notes group** page, you can see all the child groups of the Notes group (see Displaying system entitlement child groups on page 567).

History – Notes group (page description)

To open the **History – Notes group** page go to **Responsibilities** > **Auditing** > **Domino** > **Show details** > **History**.

On the **History – Notes group** page, you can see all the changes made to the Notes group (see System entitlement history on page 570).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect a system entitlement, either on a timeline or in a table.

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.
- **Status overview**: Shows an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – Domino** page.

Table 729: Controls

Control	Description
Events	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user (see Displaying system entitlement history on page 571). TIP: To remove the filter again, click ✕ **Reset filter** next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form (see Displaying system entitlement history on page 571).
Switch to timeline view	Use this button to display the changes as a timeline.(see Displaying system entitlement history on page 571).
Status comparison	
Time and date picker	Select from which point on you want to see the changes (see Comparing statuses of system entitlements on page 572).
Display changed values only	Deselect the check box if you also want to display properties that have not changed since they were created (see Comparing statuses of system entitlements on page 572).

Table 730: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of the property was at the selected point in time and what the value is now.

Table 731: Columns

Column	Description
Events (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Notes group (page description)

To open the **Usage – Notes group** page go to **Responsibilities** > **Auditing** > **Domino** > **Show details** > **Usage**.

On the **Usage - Notes group** page, you can see the roles that belong to the identities to which the Notes group is assigned (see Displaying role memberships of system entitlement members on page 573).

The following table gives an overview of the different functions on the **Usage - Domino** page.

Table 732: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to view.
More information	Use this button to show the legend that explains the content of the overview.

Auditing – LDAP (page description)

To open the **Auditing - LDAP** page go to **Responsibilities** > **Auditing** > **LDAP**.

On the **Auditing - LDAP** page, you can see all the LDAP groups (see Displaying all system entitlements on page 565).

If you click **Show details** in a LDAP group's details pane, a new page opens (see Auditing - Roles and permissions: LDAP group (page description) on page 1309) that contains more information and configuration options for the LDAP group.

The following tables give you an overview of the various features and content on the **Auditing - LDAP** page.

Table 733: Controls

Control	Description
Select an identity	Use this feature to select an identity so that only the LDAP groups they manage are shown (see Displaying all system entitlements on page 565).

Table 734: Controls in the details pane of a product

Control	Description
Show details	Opens the **Auditing - roles and entitlements: LDAP group** page (see Auditing - Roles and permissions: LDAP group (page description) on page 1309). Use this button to display more details about the LDAP group.

Table 735: Columns

Column	Description
Display	Shows the LDAP group's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing - Roles and permissions: LDAP group (page description)

To open the **Auditing - Roles and entitlements: LDAP group** page go to **Responsibilities** > **Auditing** > **LDAP** > **Show details**.

On the **Auditing - Roles and entitlements: LDAP group** page, you can access various information about the selected LDAP group.

To do this, click on one of the tiles:

Table 736: Tiles

Tile	Description
Overview	Opens the **Overview – Overview – LDAP group (page description) on page 1310 group** page (see LDAP). This provides you with all the information at a glance. For more information, click on the links inside one of the shapes (see Displaying system entitlement overviews on page 566).
Main data	Opens the **Main data – LDAP group** (see Main data – LDAP group (page description) on page 1310). Here you can see and edit the LDAP group's main data (see Displaying system entitlement main data on page 566).
Memberships	Opens the **Memberships – LDAP group** page (see Memberships – LDAP group (page description) on page 1311). Here you can see identities to which the LDAP group is assigned (see Displaying memberships in system entitlements on page 567).
Child groups	Opens the **Child groups – LDAP group** (see Child groups – LDAP group (page description) on page 1313). You can select the following actions: • Display child groups of the LDAP group (see Displaying system entitlement child groups on page 567)
Attestation	Opens the **Attestation – LDAP group** (see Attestations – LDAP group (page description) on page 1312).

Tile	Description
	You select the following actions: • Display all attestation cases linked to this LDAP group (see Displaying attestation cases of system entitlements on page 568) • Display identities that have yet to approve LDAP group attestation cases (see Displaying attestors of system entitlement pending attestation cases on page 569) • Display details of the objects being attested (see Displaying attestation cases of system entitlements on page 568)
History	Opens the **History – LDAP group** page (see History – LDAP group (page description) on page 1313). Here you can see all the changes made to the LDAP group (see System entitlement history on page 570).
Usage	Opens the **Usage – LDAP group** page (see Usage – LDAP group (page description) on page 1316). Here you can see which roles the members of the LDAP group belong to (see Displaying role memberships of system entitlement members on page 573).

Overview – LDAP group (page description)

To open the **Overview - LDAP group** page go to **Responsibilities** > **Auditing** > **LDAP** > **Show details** > **Overview**.

On the **Overview – LDAP group** page, you can see all the information relevant to the LDAP group summarized in an overview (see Displaying system entitlement overviews on page 566).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – LDAP group (page description)

To open the **Main data – LDAP group** page go to **Responsibilities** > **Auditing** > **LDAP** > **Show details** > **Main data**.

On the **Main data – LDAP group** page, you can show the LDAP group's main data.

Enter the following main data:

Table 737: LDAP group main data

Property	Description
Name	Shows you the full, descriptive name of the LDAP group.
Canonical	Shows you the automatically generated canonical name of the LDAP

Property	Description
name	group.
Distinguished name	Shows you the automatically generated distinguished name of the LDAP group.
Display name	Shows you the name of the LDAP group used to display LDAP group in the One Identity Manager tools.
Container	Shows you the parent container of the LDAP group.
Service item	Shows you the assigned service items.
Category	Shows you the category for LDAP group inheritance. User accounts can inherit LDAP groups selectively. To do this, LDAP groups and user accounts are divided into categories.
Description	Shows you the LDAP group's description.
Risk index	Shows you the configured risk index. This value specifies the risk of assigning this LDAP group to a user account. For more information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.
IT shop	Shows you whether the LDAP group can be requested in the IT Shop. If set, the LDAP group can be requested by identities using the Web Portal and granted through a defined approval process. The LDAP group can still be assigned directly to identities and hierarchical roles. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Shows you whether the LDAP group can only be requested through the IT Shop. If set, the LDAP group can be requested by identities using the Web Portal and granted through a defined approval process. You cannot assign a LDAP group to hierarchical roles directly.

Memberships – LDAP group (page description)

To open the **Memberships – LDAP group** page go to **Responsibilities** > **Auditing** > **LDAP** > **Show details** > **Memberships**.

On the **Memberships - LDAP group** page, you can see identities to which the LDAP group is assigned (see Displaying memberships in system entitlements on page 567).

The following table gives an overview of the different content on the **Memberships – LDAP group** page.

Table 738: Columns

Column	Description
Identity	Shows you the name of the identity to which the LDAP group is assigned.
Origin	Shows whether the LDAP group is assigned directly or indirectly to the employee.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity obtained the membership through a request, you will find more information on the following tabs on the **Request** tab:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestations – LDAP group (page description)

To open the **Attestation – LDAP group** page go to **Responsibilities** > **Auditing** > **LDAP** > **Show details** > **Attestation**.

On the **Attestation - LDAP group** page, you can:

- Display all attestation cases linked to this LDAP group (see Displaying attestation cases of system entitlements on page 568)
- Display identities that have yet to approve LDAP group attestation cases (see Displaying attestors of system entitlement pending attestation cases on page 569)
- Display details of the objects being attested (see Displaying attestation cases of system entitlements on page 568)

The following tables give you an overview of the various features and content on the **Attestation - LDAP group** page.

Table 739: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases and Then you can send reminder emails to these identities (see Displaying attestors of system entitlement pending attestation cases on page 569).

Table 740: Controls in the attestation case's details pane

Control	Description
Show details	Use this button to display all the objects involved in the attestation case (see Displaying attestation cases of system entitlements on page 568).

Table 741: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Child groups – LDAP group (page description)

To open the **Compliance - LDAP group** page go to **Responsibilities** > **Auditing** > **LDAP** > **Show details** > **Compliance**.

On the **Compliance - LDAP group** page, you can see all the child groups of the LDAP group (see Displaying system entitlement child groups on page 567).

History – LDAP group (page description)

To open the **History – LDAP group** page go to **Responsibilities** > **Auditing** > **LDAP** > **Show details** > **History**.

On the **History – LDAP group** page, you can see all the changes made to the LDAP group (see System entitlement history on page 570).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect a system entitlement, either on a timeline or in a table.

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – LDAP** page.

Table 742: Controls

Control	Description
Events	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user (see Displaying system entitlement history on page 571). TIP: To remove the filter again, click ✕ **Reset filter** next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form (see Displaying system entitlement history on page 571).
Switch to timeline view	Use this button to display the changes as a timeline.(see Displaying system entitlement history on page 571).
Status comparison	
Time and date picker	Select from which point on you want to see the changes (see Comparing statuses of system entitlements on page 572).
Display changed values only	Deselect the check box if you also want to display properties that have not changed since they were created (see Comparing statuses of system entitlements on page 572).

Table 743: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of the property was at the selected point in time and what the value is now.

Table 744: Columns

Column	Description
Events (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – LDAP group (page description)

To open the **Usage – LDAP group** page go to **Responsibilities** > **Auditing** > **LDAP** > **Show details** > **Usage**.

On the **Usage – LDAP group** page, you can see the roles and organizations that belong to the identities to which the LDAP group is assigned (see Displaying role memberships of system entitlement members on page 573).

The following tables give you an overview of the different functions on the **Usage - LDAP** page.

Table 745: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to view.
More information	Use this button to show the legend that explains the content of the overview.

Auditing – Oracle E-Business Suite (page description)

To open the **Auditing - Oracle E-Business Suite** page go to **Responsibilities** > **Auditing** > **Oracle E-Business Suite**.

On the **Auditing - Oracle E-Business Suite** page, you can see all the E-Business Suite groups (see Displaying all system entitlements on page 565).

If you click **Show details** in a E-Business Suite group's details pane, a new page opens (see Auditing – Oracle E-Business Suite (page description) on page 1316) that contains more information and configuration options for the E-Business Suite group.

The following tables give you an overview of the various features and content on the **Auditing - Oracle E-Business Suite** page.

Table 746: Controls

Control	Description
Select an identity	Use this feature to select an identity so that only the E-Business Suite groups they manage are shown (see Displaying all system entitlements on page 565).

Table 747: Controls in the details pane of a product

Control	Description
Show details	Opens the **Auditing - roles and entitlements: E-Business Suite**

Control	Description
	group page (see Auditing – E-Business Suite group (page description) on page 1317). Use this button to display more details about the E-Business Suite group.

Table 748: Columns

Column	Description
Display	Shows the E-Business Suite group's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing – E-Business Suite group (page description)

To open the **Auditing - Roles and entitlements: E-Business Suite group** page go to **Responsibilities** > **Auditing** > **Oracle E-Business Suite** > **Show details**.

On the **Auditing - Roles and entitlements: E-Business Suite group** page, you can access various information about the selected E-Business Suite group.

To do this, click on one of the tiles:

Table 749: Tiles

Tile	Description
Overview	Opens the **Overview – Overview – E-Business Suite group (page description) on page 1318 group** page (see E-Business Suite). This provides you with all the information at a glance. For more information, click on the links inside one of the shapes (see Displaying system entitlement overviews on page 566).
Main data	Opens the **Main data – E-Business Suite group** (see Main data – E-Business Suite group (page description) on page 1318). Here you can see the E-Business Suite group's main data (see Displaying system entitlement main data on page 566).
Memberships	Opens the **Memberships – E-Business Suite group** page (see Memberships – E-Business Suite group (page description) on page 1319). Here you can see identities to which the E-Business Suite group is assigned (see Displaying memberships in system entitlements on page 567).
Attestation	Opens the **Attestation – E-Business Suite group** (see Attestations – E-Business Suite group (page description) on page 1320).

Tile	Description
	You select the following actions: • Display all attestation cases linked to this E-Business Suite group (see Displaying attestation cases of system entitlements on page 568) • Display identities that have yet to approve E-Business Suite group attestation cases (see Displaying attestors of system entitlement pending attestation cases on page 569) • Display details of the objects being attested (see Displaying attestation cases of system entitlements on page 568)
History	Opens the **History – E-Business Suite group** page (see History – E-Business Suite group (page description) on page 1321). Here you can see all the changes made to the E-Business Suite group (see System entitlement history on page 570).
Usage	Opens the **Usage – E-Business Suite group** page (see Usage – E-Business Suite group (page description) on page 1323). Here you can see which roles the members of the E-Business Suite group belong to (see Displaying role memberships of system entitlement members on page 573).

Overview – E-Business Suite group (page description)

To open the **Overview - E-Business Suite group** page go to **Responsibilities** > **Auditing** > **Oracle E-Business Suite** > **Show details** > **Overview**.

On the **Overview – E-Business Suite group** page, you can see all the information relevant to the E-Business Suite group summarized in an overview (see Displaying system entitlement overviews on page 566).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – E-Business Suite group (page description)

To open the **Main data – E-Business Suite group** page go to **Responsibilities** > **Auditing** > **Oracle E-Business Suite** > **Show details** > **Main data**.

On the **Main data – E-Business Suite group** page, you can see the E-Business Suite group's main data (see Displaying system entitlement main data on page 566).

Enter the following main data:

Table 750: E-Business Suite group main data

Property	Description
Name	Shows you the full, descriptive name of the E-Business Suite group.

Property	Description
Canonical name	Shows you the automatically generated canonical name of the E-Business Suite group.
Distinguished name	Shows you the automatically generated distinguished name of the E-Business Suite group.
Display name	Shows you the name of the E-Business Suite group used to display E-Business Suite group in the One Identity Manager tools.
Container	Shows you the parent container of the E-Business Suite group.
Service item	Shows you the assigned service items.
Category	Shows you the category for E-Business Suite group inheritance. User accounts can inherit E-Business Suite groups selectively. To do this, E-Business Suite groups and user accounts are divided into categories.
Description	Shows you the E-Business Suite group's description.
Risk index	Shows you the configured risk index. This value specifies the risk of assigning this E-Business Suite group to a user account. For more information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.
IT shop	Shows you whether the E-Business Suite group can be requested in the IT Shop. If set, the E-Business Suite group can be requested by identities using the Web Portal and granted through a defined approval process. The E-Business Suite group can still be assigned directly to identities and hierarchical roles. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Shows you whether the E-Business Suite group can only be requested through the IT Shop. If set, the E-Business Suite group can be requested by identities using the Web Portal and granted through a defined approval process. You cannot assign a E-Business Suite group to hierarchical roles directly.

Memberships – E-Business Suite group (page description)

To open the **Memberships – E-Business Suite group** page go to **Responsibilities** > **Auditing** > **Oracle E-Business Suite** > **Show details** > **Memberships**.

On the **Memberships - E-Business Suite group** page, you can see identities to which the E-Business Suite group is assigned (see Displaying memberships in system entitlements on page 567).

The following table gives an overview of the different content on the **Memberships – E-Business Suite group** page.

Table 751: Columns

Column	Description
Identity	Shows you the name of the identity to which the E-Business Suite group is assigned.
Origin	Shows whether the E-Business Suite group is assigned directly or indirectly to the employee.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity obtained the membership through a request, you will find more information on the following tabs on the **Request** tab:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestations – E-Business Suite group (page description)

To open the **Attestation – E-Business Suite group** page go to **Responsibilities** > **Auditing** > **Oracle E-Business Suite** > **Show details** > **Attestation**.

On the **Attestation – E-Business Suite group** page, you can:

- Display all attestation cases linked to this E-Business Suite group (see Displaying attestation cases of system entitlements on page 568)
- Display identities that have yet to approve E-Business Suite group attestation cases (see Displaying attestors of system entitlement pending attestation cases on page 569)
- Display details of the objects being attested (see Displaying attestation cases of system entitlements on page 568)

The following tables give you an overview of the various features and content on the **Attestation - E-Business Suite group** page.

Table 752: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases and Then you can send reminder emails to these identities (see Displaying attestors of system entitlement pending attestation cases on page 569).

Table 753: Controls in the attestation case's details pane

Control	Description
Show details	Use this button to display all the objects involved in the attestation case (see Displaying attestation cases of system entitlements on page 568).

Table 754: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

History – E-Business Suite group (page description)

To open the **History – E-Business Suite group** page go to **Responsibilities** > **Auditing** > **Oracle E-Business Suite** > **Show details** > **History**.

On the **History – E-Business Suite group** page, you can see all the changes made to the E-Business Suite group (see System entitlement history on page 570).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect a system entitlement, either on a timeline or in a table.

  > TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.
  >
  > To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – Oracle E-Business Suite** page.

Table 755: Controls

Control	Description
Events	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user (see Displaying system entitlement history on page 571). TIP: To remove the filter again, click ✕ **Reset filter** next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form (see Displaying system entitlement history on page 571).
Switch to timeline view	Use this button to display the changes as a timeline.(see Displaying system entitlement history on page 571).
Status comparison	
Time and date picker	Select from which point on you want to see the changes (see Comparing statuses of system entitlements on page 572).
Display changed values only	Deselect the check box if you also want to display properties that have not changed since they were created (see Comparing statuses of system entitlements on page 572).

Table 756: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of

Control	Description
	the property was at the selected point in time and what the value is now.

Table 757: Columns

Column	Description
Events (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – E-Business Suite group (page description)

To open the **Usage – E-Business Suite group** page go to **Responsibilities** > **Auditing** > **Oracle E-Business Suite** > **Show details** > **Usage**.

On the **Usage – E-Business Suite group** page, you can see the roles and organizations that belong to the identities to which the E-Business Suite group is assigned (see Displaying role memberships of system entitlement members on page 573).

The following tables give you an overview of the different functions on the **Usage - Oracle E-Business Suite** page.

Table 758: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to view.
More information	Use this button to show the legend that explains the content of the overview.

Auditing – Privileged Account Management (page description)

To open the **Auditing - Privileged Account Management** page go to **Responsibilities** > **Auditing** > **Privileged Account Management**.

On the **Auditing - Privileged Account Management** page, you can see all the PAM groups (see Displaying all system entitlements on page 565).

If you click **Show details** in a PAM group's details pane, a new page opens (see Auditing - Roles and permissions: PAM group (page description) on page 1325) that contains more information and configuration options for the PAM group.

The following tables give you an overview of the various features and content on the **Auditing - Privileged Account Management** page.

Table 759: Controls

Control	Description
Select an identity	Use this feature to select an identity so that only the PAM groups they manage are shown (see Displaying all system entitlements on page 565).

Table 760: Columns

Column	Description
Display	Shows the PAM group's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing - Roles and permissions: PAM group (page description)

To open the **Auditing - Roles and entitlements: PAM group** page go to **Responsibilities** > **Auditing** > **Privileged Account Management** > **Show details**.

On the **Auditing - Roles and entitlements: PAM group** page, you can access various information about the selected PAM group.

To do this, click on one of the tiles:

Table 761: Tiles

Tile	Description
Overview	Opens the **Overview – Overview – PAM group (page description) on page 1326 group** page (see PAM). This provides you with all the information at a glance. For more information, click on the links inside one of the shapes (see Displaying system entitlement overviews on page 566).
Main data	Opens the **Main data – PAM group** (see Main data – PAM group (page description) on page 1326). Here you can see and edit the PAM group's main data (see Displaying system entitlement main data on page 566).
Memberships	Opens the **Memberships – PAM group** page (see Memberships – PAM group (page description) on page 1327). Here you can see identities to which the PAM group is assigned (see Displaying memberships in system entitlements on page 567).
Attestation	Opens the **Attestation – PAM group** (see Attestations – PAM group (page description) on page 1328). You select the following actions: • Display all attestation cases linked to this PAM group (see Displaying attestation cases of system entitlements on page 568) • Display identities that have yet to approve PAM group attestation cases (see Displaying attestors of system entitlement pending attestation cases on page 569) • Display details of the objects being attested (see Displaying attestation cases of system entitlements on page 568)
History	Opens the **History – PAM group** page (see History – PAM group (page description) on page 1329). Here you can see all the changes made to the PAM group (see System entitlement history on page 570).
Usage	Opens the **Usage – PAM group** page (see Usage – PAM group (page

Tile	Description
	description) on page 1331). Here you can see which roles the members of the PAM group belong to (see Displaying role memberships of system entitlement members on page 573).

Overview – PAM group (page description)

To open the **Overview - PAM group** page go to **Responsibilities** > **Auditing** > **Privileged Account Management** > **Show details** > **Overview**.

On the **Overview – PAM group** page, you can see all the information relevant to the PAM group summarized in an overview (see Displaying system entitlement overviews on page 566).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – PAM group (page description)

To open the **Main data – PAM group** page go to **Responsibilities** > **Auditing** > **Privileged Account Management** > **Show details** > **Main data**.

On the **Main data – PAM group** page, you can see the PAM group's main data (see Displaying system entitlement main data on page 566).

Enter the following main data:

Table 762: PAM group main data

Property	Description
Name	Shows you the full, descriptive name of the PAM group.
Canonical name	Shows you the automatically generated canonical name of the PAM group.
Distinguished name	Shows you the automatically generated distinguished name of the PAM group.
Display name	Shows you the name of the PAM group used to display PAM group in the One Identity Manager tools.
Container	Shows you the parent container of the PAM group.
Service item	Shows you the assigned service items.
Category	Shows you the category for PAM group inheritance. User accounts can inherit PAM groups selectively. To do this, PAM groups and user accounts are divided into categories.
Description	Shows you the PAM group's description.

Property	Description
Risk index	Shows you the configured risk index. This value specifies the risk of assigning this PAM group to a user account. For more information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.
IT shop	Shows you whether the PAM group can be requested in the IT Shop. If set, the PAM group can be requested by identities using the Web Portal and granted through a defined approval process. The PAM group can still be assigned directly to identities and hierarchical roles. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Shows you whether the PAM group can only be requested through the IT Shop. If set, the PAM group can be requested by identities using the Web Portal and granted through a defined approval process. You cannot assign a PAM group to hierarchical roles directly.

Memberships – PAM group (page description)

To open the **Memberships – PAM group** page go to **Responsibilities** > **Auditing** > **Privileged Account Management** > **Show details** > **Memberships**.

On the **Memberships - PAM group** page, you can see identities to which the PAM group is assigned (see Displaying memberships in system entitlements on page 567).

The following table gives an overview of the different content on the **Memberships – PAM group** page.

Table 763: Columns

Column	Description
Identity	Shows you the name of the identity to which the PAM group is assigned.
Origin	Shows whether the PAM group is assigned directly or indirectly to the employee.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity obtained the membership through a request, you will find more information on the following tabs on the **Request** tab:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.

- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestations – PAM group (page description)

To open the **Attestation – PAM group** page go to **Responsibilities** > **Auditing** > **Privileged Account Management** > **Show details** > **Attestation**.

On the **Attestation – PAM group** page, you can:

- Display all attestation cases linked to this PAM group (see Displaying attestation cases of system entitlements on page 568)
- Display identities that have yet to approve PAM group attestation cases (see Displaying attestors of system entitlement pending attestation cases on page 569)
- Display details of the objects being attested (see Displaying attestation cases of system entitlements on page 568)

The following tables give you an overview of the various features and content on the **Attestation - PAM group** page.

Table 764: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases and Then you can send reminder emails to these identities (see Displaying attestors of system entitlement pending attestation cases on page 569).

Table 765: Controls in the attestation case's details pane

Control	Description
Show details	Use this button to display all the objects involved in the attestation case (see Displaying attestation cases of system entitlements on page 568).

Table 766: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case.

Column	Description
	The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

History – PAM group (page description)

To open the **History – PAM group** page go to **Responsibilities** > **Auditing** > **Privileged Account Management** > **Show details** > **History**.

On the **History – PAM group** page, you can see all the changes made to the PAM group (see System entitlement history on page 570).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect a system entitlement, either on a timeline or in a table.

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – Privileged Account Management** page.

Table 767: Controls

Control	Description
Events	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user (see Displaying system entitlement history on page 571). TIP: To remove the filter again, click **Reset filter** next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form (see Displaying system entitlement history on page 571).
Switch to timeline view	Use this button to display the changes as a timeline.(see Displaying system entitlement history on page 571).
Status comparison	
Time and date picker	Select from which point on you want to see the changes (see Comparing statuses of system entitlements on page 572).
Display changed values only	Deselect the check box if you also want to display properties that have not changed since they were created (see Comparing statuses of system entitlements on page 572).

Table 768: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of the property was at the selected point in time and what the value is now.

Table 769: Columns

Column	Description
Events (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.

Column	Description
Status overview	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – PAM group (page description)

To open the **Usage – PAM group** page go to **Responsibilities** > **Auditing** > **Privileged Account Management** > **Show details** > **Usage**.

On the **Usage – PAM group** page, you can see the roles and organizations that belong to the identities to which the PAM group is assigned (see Displaying role memberships of system entitlement members on page 573).

The following tables give you an overview of the different functions on the **Usage - Privileged Account Management** page.

Table 770: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to view.
More information	Use this button to show the legend that explains the content of the overview.

Auditing – SAP R/3 (page description)

To open the **Auditing - SAP R/3** page go to **Responsibilities** > **Auditing** > **SAP R/3**.

On the **Auditing - SAP R/3** page, you can see all the SAP groups (see Displaying all system entitlements on page 565).

If you click **Show details** in a SAP group's details pane, a new page opens (see Auditing - Roles and permissions: SAP group (page description) on page 1332) that contains more information and configuration options for the SAP group.

The following tables give you an overview of the various features and content on the **Auditing - SAP R/3** page.

Table 771: Controls

Control	Description
Select an identity	Use this feature to select an identity so that only the SAP groups they manage are shown (see Displaying all system entitlements on page 565).

Table 772: Controls in the details pane of a product

Control	Description
Show details	Opens the **Auditing - roles and entitlements: SAP group** page (see Auditing - Roles and permissions: SAP group (page description) on page 1332). Use this button to display more details about the SAP group.

Table 773: Columns

Column	Description
Display	Shows the SAP group's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing - Roles and permissions: SAP group (page description)

To open the **Auditing - Roles and entitlements: SAP group** page go to **Responsibilities** > **Auditing** > **SAP R/3** > **Show details**.

On the **Auditing - Roles and entitlements: SAP group** page, you can access various information about the selected SAP group.

To do this, click on one of the tiles:

Table 774: Tiles

Tile	Description
Overview	Opens the **Overview – Overview – SAP group (page description) on page 1333 group** page (see SAP). This provides you with all the information at a glance. For more information, click on the links inside one of the shapes (see Displaying system entitlement overviews on page 566).
Main data	Opens the **Main data – SAP group** (see Main data – SAP group (page description) on page 1334). Here you can see the SAP group's main data (see Displaying system entitlement main data on page 566).
Memberships	Opens the **Memberships – SAP group** page (see Memberships – SAP group (page description) on page 1335). Here you can see identities to which the SAP group is assigned (see Displaying memberships in system entitlements on page 567).
Attestation	Opens the **Attestation – SAP group** (see Attestations – SAP group (page description) on page 1335). You select the following actions: • Display all attestation cases linked to this SAP group (see Displaying attestation cases of system entitlements on page 568) • Display identities that have yet to approve SAP group attestation cases (see Displaying attestors of system entitlement pending attestation cases on page 569) • Display details of the objects being attested (see Displaying attestation cases of system entitlements on page 568)
History	Opens the **History – SAP group** page (see History – SAP group (page description) on page 1337). Here you can see all the changes made to the SAP group (see System entitlement history on page 570).
Usage	Opens the **Usage – SAP group** page (see Usage – SAP group (page description) on page 1339). Here you can see which roles the members of the SAP group belong to (see Displaying role memberships of system entitlement members on page 573).

Overview – SAP group (page description)

To open the **Overview - SAP group** page go to **Responsibilities** > **Auditing** > **SAP R/3** > **Show details** > **Overview**.

On the **Overview – SAP group** page, you can see all the information relevant to the SAP group summarized in an overview (see Displaying system entitlement overviews on page 566).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – SAP group (page description)

To open the **Main data – SAP group** page go to **Responsibilities** > **Auditing** > **SAP R/3** > **Show details** > **Main data**.

On the **Main data – SAP group** page, you can see the SAP group's main data (see Displaying system entitlement main data on page 566).

Enter the following main data:

Table 775: SAP group main data

Property	Description
Name	Shows you the full, descriptive name of the SAP group.
Canonical name	Shows you the automatically generated canonical name of the SAP group.
Distinguished name	Shows you the automatically generated distinguished name of the SAP group.
Display name	Shows you the name of the SAP group used to display SAP group in the One Identity Manager tools.
Container	Shows you the parent container of the SAP group.
Service item	Shows you the assigned service items.
Category	Shows you the category for SAP group inheritance. User accounts can inherit SAP groups selectively. To do this, SAP groups and user accounts are divided into categories.
Description	Shows you the SAP group's description.
Risk index	Shows you the configured risk index. This value specifies the risk of assigning this SAP group to a user account. For more information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.
IT shop	Shows you whether the SAP group can be requested in the IT Shop. If set, the SAP group can be requested by identities using the Web Portal and granted through a defined approval process. The SAP group can still be assigned directly to identities and hierarchical roles. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.

Property	Description
Only use in IT Shop	Shows you whether the SAP group can only be requested through the IT Shop. If set, the SAP group can be requested by identities using the Web Portal and granted through a defined approval process. You cannot assign an SAP group to hierarchical roles directly.

Memberships – SAP group (page description)

To open the **Memberships – SAP group** page go to **Responsibilities** > **Auditing** > **SAP R/3** > **Show details** > **Memberships**.

On the **Memberships - SAP group** page, you can see identities to which the SAP group is assigned (see Displaying memberships in system entitlements on page 567).

The following table gives an overview of the different content on the **Memberships – SAP group** page.

Table 776: Columns

Column	Description
Identity	Shows you the name of the identity to which the SAP group is assigned.
Origin	Shows whether the SAP group is assigned directly or indirectly to the employee.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity obtained the membership through a request, you will find more information on the following tabs on the **Request** tab:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestations – SAP group (page description)

To open the **Attestation – SAP group** page go to **Responsibilities** > **Auditing** > **SAP R/3** > **Show details** > **Attestation**.

On the **Attestation – SAP group** page, you can:

- Display all attestation cases linked to this SAP group (see Displaying attestation cases of system entitlements on page 568)
- Display identities that have yet to approve SAP group attestation cases (see Displaying attestors of system entitlement pending attestation cases on page 569)
- Display details of the objects being attested (see Displaying attestation cases of system entitlements on page 568)

The following tables give you an overview of the various features and content on the **Attestation - SAP group** page.

Table 777: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases and Then you can send reminder emails to these identities (see Displaying attestors of system entitlement pending attestation cases on page 569).

Table 778: Controls in the attestation case's details pane

Control	Description
Show details	Use this button to display all the objects involved in the attestation case (see Displaying attestation cases of system entitlements on page 568).

Table 779: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been

Column	Description
	granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

History – SAP group (page description)

To open the **History – SAP group** page go to **Responsibilities** > **Auditing** > **SAP R/3** > **Show details** > **History**.

On the **History – SAP group** page, you can see all the changes made to the SAP group (see System entitlement history on page 570).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect a system entitlement, either on a timeline or in a table.

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – SAP R/3** page.

Table 780: Controls

Control	Description
Events	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user (see Displaying system entitlement history on page 571). TIP: To remove the filter again, click **Reset filter** next to the corresponding filter.

Control	Description
Switch to table view	Use this button to display the changes in table form (see Displaying system entitlement history on page 571).
Switch to timeline view	Use this button to display the changes as a timeline.(see Displaying system entitlement history on page 571).
Status comparison	
Time and date picker	Select from which point on you want to see the changes (see Comparing statuses of system entitlements on page 572).
Display changed values only	Deselect the check box if you also want to display properties that have not changed since they were created (see Comparing statuses of system entitlements on page 572).

Table 781: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of the property was at the selected point in time and what the value is now.

Table 782: Columns

Column	Description
Events (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.

Column	Description
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – SAP group (page description)

To open the **Usage – SAP group** page go to **Responsibilities** > **Auditing** > **SAP R/3** > **Show details** > **Usage**.

On the **Usage – SAP group** page, you can see the roles and organizations that belong to the identities to which the SAP group is assigned.

The following tables give you an overview of the different functions on the **Usage - SAP R/3** page.

Table 783: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to view.
More information	Use this button to show the legend that explains the content of the overview.

Auditing – Unix (page description)

To open the **Auditing - Unix** page go to **Responsibilities** > **Auditing** > **Unix**.

On the **Auditing - Unix** page, you can see all the Unix groups (see Displaying all system entitlements on page 565).

If you click **Show details** in a Unix group's details pane, a new page opens (see Auditing - Roles and permissions: Unix group (page description) on page 1340) that contains more information and configuration options for the Unix group.

The following tables give you an overview of the various features and content on the **Auditing - Unix** page.

Table 784: Controls

Control	Description
Select an identity	Use this feature to select an identity so that only the Unix groups they manage are shown (see Displaying all system entitlements on page 565).

Table 785: Controls in the details pane of a product

Control	Description
Show details	Opens the **Auditing - roles and entitlements: Unix group** page (see Auditing - Roles and permissions: Unix group (page description) on page 1340). Use this button to display more details about the Unix group.

Table 786: Columns

Column	Description
Display	Shows the Unix group's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Auditing - Roles and permissions: Unix group (page description)

To open the **Auditing - Roles and entitlements: Unix group** page go to **Responsibilities** > **Auditing** > **Unix** > **Show details**.

On the **Auditing - Roles and entitlements: Unix group** page, you can access various information about the selected Unix group.

To do this, click on one of the tiles:

Table 787: Tiles

Tile	Description
Overview	Opens the **Overview – Overview – Unix group (page description) on page 1341 group** page (see Unix). This provides you with all the information at a glance. For more information, click on the links inside one of the shapes (see Displaying system entitlement overviews on page 566).

Tile	Description
Main data	Opens the **Main data – Unix group** (see Main data – Unix group (page description) on page 1342). Here you can see the Unix group's main data (see Displaying system entitlement main data on page 566).
Memberships	Opens the **Memberships – Unix group** page (see Memberships – UNIX group (page description) on page 1343). Here you can see identities to which the Unix group is assigned (see Displaying memberships in system entitlements on page 567).
Attestation	Opens the **Attestation – Unix group** (see Attestations – Unix group (page description) on page 1343). You select the following actions: • Display all attestation cases linked to this Unix group (see Displaying attestation cases of system entitlements on page 568) • Display identities that have yet to approve Unix group attestation cases (see Displaying attestors of system entitlement pending attestation cases on page 569) • Display details of the objects being attested (see Displaying attestation cases of system entitlements on page 568)
History	Opens the **History – Unix group** page (see History – Unix group (page description) on page 1345). Here you can see all the changes made to the Unix group (see System entitlement history on page 570).
Usage	Opens the **Usage – Unix group** page (see Usage – Unix group (page description) on page 1347). Here you can see which roles the members of the Unix group belong to (see Displaying role memberships of system entitlement members on page 573).

Overview – Unix group (page description)

To open the **Overview - Unix group** page go to **Responsibilities** > **Auditing** > **Unix** > **Show details** > **Overview**.

On the **Overview – Unix group** page, you can see all the information relevant to the Unix group summarized in an overview (see Displaying system entitlement overviews on page 566).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Unix group (page description)

To open the **Main data – Unix group** page go to **Responsibilities** > **Auditing** > **Unix** > **Show details** > **Main data**.

On the **Main data – Unix group** page, you can see the Unix group's main data (see Displaying system entitlement main data on page 566).

Enter the following main data:

Table 788: Unix group main data

Property	Description
Name	Shows you the full, descriptive name of the Unix group.
Canonical name	Shows you the automatically generated canonical name of the Unix group.
Distinguished name	Shows you the automatically generated distinguished name of the Unix group.
Display name	Shows you the name of the Unix group used to display Unix group in the One Identity Manager tools.
Container	Shows you the parent container of the Unix group.
Service item	Shows you the assigned service items.
Category	Shows you the category for Unix group inheritance. User accounts can inherit Unix groups selectively. To do this, Unix groups and user accounts are divided into categories.
Description	Shows you the Unix group's description.
Risk index	Shows you the configured risk index. This value specifies the risk of assigning this Unix group to a user account. For more information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.
IT shop	Shows you whether the Unix group can be requested in the IT Shop. If set, the Unix group can be requested by identities using the Web Portal and granted through a defined approval process. The Unix group can still be assigned directly to identities and hierarchical roles. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Shows you whether the Unix group can only be requested through the IT Shop. If set, the Unix group can be requested by identities using the Web Portal and granted through a defined approval process. You cannot assign a Unix group to hierarchical roles directly.

Memberships – UNIX group (page description)

To open the **Memberships – Unix group** page go to **Responsibilities** > **Auditing** > **Unix** > **Show details** > **Memberships**.

On the **Memberships - Unix group** page, you can see identities to which the Unix group is assigned (see Displaying memberships in system entitlements on page 567).

The following table gives an overview of the different content on the **Memberships – Unix group** page.

Table 789: Columns

Column	Description
Identity	Shows you the name of the identity to which the Unix group is assigned.
Origin	Shows whether the Unix group is assigned directly or indirectly to the employee.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity obtained the membership through a request, you will find more information on the following tabs on the **Request** tab:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestations – Unix group (page description)

To open the **Attestation – Unix group** page go to **Responsibilities** > **Auditing** > **Unix** > **Show details** > **Attestation**.

On the **Attestation - Unix group** page, you can:

- Display all attestation cases linked to this Unix group (see Displaying attestation cases of system entitlements on page 568)
- Display identities that have yet to approve Unix group attestation cases (see Displaying attestors of system entitlement pending attestation cases on page 569)
- Display details of the objects being attested (see Displaying attestation cases of system entitlements on page 568)

The following tables give you an overview of the various features and content on the **Attestation - Unix** page.

Table 790: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases and Then you can send reminder emails to these identities (see Displaying attestors of system entitlement pending attestation cases on page 569).

Table 791: Controls in the attestation case's details pane

Control	Description
Show details	Use this button to display all the objects involved in the attestation case (see Displaying attestation cases of system entitlements on page 568).

Table 792: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

History – Unix group (page description)

To open the **History – Unix group** page go to **Responsibilities** > **Auditing** > **Unix** > **Show details** > **History**.

On the **History – Unix group** page, you can see all the changes made to the Unix group (see System entitlement history on page 570).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows all the events, which affect a system entitlement, either on a timeline or in a table.

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – Unix** page.

Table 793: Controls

Control	Description
Events	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user (see Displaying system entitlement history on page 571). TIP: To remove the filter again, click ✕ **Reset filter** next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form (see Displaying system entitlement history on page 571).
Switch to timeline view	Use this button to display the changes as a timeline.(see Displaying system entitlement history on page 571).
Status comparison	
Time and date picker	Select from which point on you want to see the changes (see Comparing statuses of system entitlements on page 572).
Display changed values only	Deselect the check box if you also want to display properties that have not changed since they were created (see Comparing statuses of system entitlements on page 572).

Table 794: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of the property was at the selected point in time and what the value is now.

Table 795: Columns

Column	Description
Events (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Unix group (page description)

To open the **Usage – Unix group** page go to **Responsibilities** > **Auditing** > **Unix** > **Show details** > **Usage**.

On the **Usage – Unix group** page, you can see the roles and organizations that belong to the identities to which the Unix group is assigned.

The following tables give you an overview of the different functions on the **Usage - Unix** page.

Table 796: Controls

Control	Description
Role classes	Use this list of roles and organizations to select what you want to view.
More information	Use this button to show the legend that explains the content of the overview.

Governance administration (page description)

To open the **Governance Administration** page go to **Responsibilities** > **Governance Administration**.

On the **Governance Administration** page, you can manage all objects.

To do this, click on one of the tiles:

- Organization (includes departments, cost centers, and locations)
- Identities
- Business roles
- System entitlements
- Resources
- Multi-request resources
- Multi requestable/unsubscribable resources
- Assignment resources
- System roles

Business roles (page description)

To open the **Business Roles** page go to **Responsibilities** > **Governance Administration** > **Business Roles**.

On the **Business Roles** page, you can:

- Display all business roles (see Displaying all business roles on page 607)
- Restore deleted business roles (see Restoring deleted business roles on page 607)

If you click **Edit** in a business role's details pane, a new page opens, which contains more information and configuration options for the business role (see Business role (page description) on page 1348).

The following tables give you an overview of the various features and content on the **Business roles** page.

Table 797: Controls

Control	Description
To restore a deleted role	Use this button to restore a deleted business role (see Restoring deleted business roles on page 607).

Table 798: Columns

Column	Description
Display	Shows you the business role's name.
Manager	Shows you which identity is responsible for the business role.
Role class	Shows you which role class the business role belongs to.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Business role (page description)

To open the **Business role** page go to **Responsibilities** > **Governance Administration** > **Business Roles** > **Edit**.

On the **Business role** page, you can perform various actions on the business role you selected beforehand.

To do this, click on one of the tiles:

Table 799: Tiles

Tiles	Description
Overview	Opens the **Overview - Business role** page (see Overview – Business role (page description) on page 1350). This provides you with all the information at a glance (see Displaying business role overviews on page 608). For more information, click on the links inside one of the shapes.

Tiles	Description
Main data	Opens the **Main data - Business role** page (see Main data – Business role (page description) on page 1351). Here you can view and edit the business role's main data (see Displaying and editing business role main data on page 609).
Memberships	Opens the **Memberships - Business role** page (see Memberships – Business role (page description) on page 1352). You select the following actions: • Display identities that are assigned this business role (see Displaying business role memberships on page 610) • Request the business role for identities (see Assigning identities to business roles on page 610) • Cancel this business role for identities (see Removing business roles from identities on page 611)
Permissions	Opens the **Entitlements – Business role** page (see Entitlements – Business role (page description) on page 1353). You select the following actions: • Display entitlements assigned to the business role (see Displaying business role entitlements on page 612) • Add new entitlements (see Adding business role entitlements on page 612) • Delete business role entitlements (see Deleting business role entitlements on page 613)
Compliance	Opens the **Compliance – Business role** page (see Compliance – Business role (page description) on page 1354). Here you see compliance rule violations that were caused by this business role (see Displaying business role rule violations on page 615).
Attestation	Opens the **Attestation – Business role** page (see Attestation – Business role (page description) on page 1355). You select the following actions: • Display all attestation cases linked to this business role (see Displaying business role attestation cases on page 618) • Display details of the objects being attested (see Displaying business role attestation cases on page 618) • Make approval decisions about pending attestation cases (see Approving and denying business role attestation cases on page 620) • Display attestations of pending attestation cases (see Displaying attestors of business role pending attestation cases on page 619)

Tiles	Description
	• Send reminders to approvers (see Sending reminders about business role pending attestation cases on page 621)
Risk	Opens the **Risk – Business role** page (see Risk – Business role (page description) on page 1356). You select the following actions: • Display the business role's calculated risk index (see Displaying business role risk indexes on page 623) • Show how the calculated risk index is put together
History	Opens the **History – Business role** page (see History – Business role (page description) on page 1357). Here you can view all changes made to the business role (see Business role history on page 624).
Usage	Opens the **Usage – Business role** page (see Usage – Business role (page description) on page 1359). Here you can display which roles the members of the business role belong to (see Displaying role memberships of business role members on page 627).
Compliance reports	Opens the **Compliance report – Business role** page (see Compliance reports – Business role (page description) on page 1360). You select the following actions: • Display the business role's policy violations (see Displaying business role policy violations on page 615) • Display rule violations of business role members (see Displaying rule violations of business role members on page 616) • Display risk indexes and entitlements of business role members (see Displaying risk indexes and entitlements of business role members on page 616)
Split	Here you can split the business role into two (see Copying/splitting business roles on page 628).
Compare and merge	Here you can compare and merge the business role with another role (business role, department, cost center or location) (see Comparing and merging business roles on page 629).
Redo	Here you can restore a deleted business role that was under this business role (see Restoring deleted business roles on page 607).

Overview – Business role (page description)

To open the **Overview - Business Role** page go to **Responsibilities** > **Governance Administration** > **Business Roles** > **Edit> Overview**.

On the **Overview - Business role** page, you can display all relevant information about the business role summarized in an overview (see Displaying business role overviews on page 608).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Business role (page description)

To open the **Main data - Business Role** page go to **Responsibilities** > **Governance Administration** > **Business Roles** > **Edit>** **Main data**

On the **Main data - Business role** page, you can show and edit the business role's main data (see Displaying and editing business role main data on page 609).

The following tables give you an overview of the different functions and content on the **Main data – Business role** page.

Table 800: Controls

Control	Description
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 801: Business role main data

Property	Description
Business role	Enter a full, descriptive name for the business role.
Short name	Enter a short name for the business role.
Internal name	Enter a company internal name for the business role.
Role class	In the menu, select a role class for the business role. To differentiate between different business roles, define company specific role classes. Role classes are used to specify which company resource assignments are possible through roles in a role class.
Parent business role	Click **Assign/Change** and select a business role to be the parent business role for organizing the business role hierarchically. If you want the business role at the root of a business role hierarchy, leave the field empty.
Role type	In the menu, select a role type for the business role. Role types are mainly used to regulate approval policy inheritance.
Role approver	Click **Assign/Change** and select an application role. Members of the selected application role can approve requests for members of the business

Property	Description
	role.
Role approver (IT)	Click **Assign/Change** and select an application role. Members of the selected application role can approve requests for members of the business role.
Manager	Click **Assign/Change** and select the manager responsible for the business role.
2nd Manager	Click **Assign/Change** and select an identity to act as a deputy to the business role's manager.
Employees do not inherit	Select the check box if identities for this business role should be temporarily prevented from inheriting.
Description	Enter a description for the business role.
Comment	Enter a comment for the business role.

Memberships – Business role (page description)

To open the **Memberships – Business Role** page go to **Responsibilities** > **Governance Administration** > **Business Roles** > **Edit** > **Memberships**.

On the **Memberships – Business role** page, you can:

- Display identities that are assigned this business role (see Displaying business role memberships on page 610)
- Request the business role for identities (see Assigning identities to business roles on page 610)
- Cancel this business role for identities (see Removing business roles from identities on page 611)

The following tables give you an overview of the different functions and content on the **Memberships – Business role** page.

Table 802: Controls

Control	Description
Request memberships	Use this button to request the business role for identities (see Assigning identities to business roles on page 610).
Delete member-ships	Use this button to delete membership of selected identities in the business role (see Removing business roles from identities on page 611). Select the check box in front of the identities whose membership in the business role you want to delete and click this button.

Table 803: Columns

Column	Description
Identity	Shows you the name of the identity to which the business role is assigned.
Origin	Shows you whether the business role was assigned to the identity directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity did not receive the membership through a direct assignment (for example, through an assignment request or delegation), the **Request** tab provides more information:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Entitlements – Business role (page description)

To open the **Entitlements - Business Role** page go to **Responsibilities** > **Governance Administration** > **Business Roles** > **Edit** > **Entitlements**.

On the **Entitlements – Business role** page, you can:

- Display entitlements assigned to the business role (see Displaying business role entitlements on page 612)
- Add new entitlements (see Adding business role entitlements on page 612)
- Delete business role entitlements (see Deleting business role entitlements on page 613)

TIP: Entitlements form the basis for membership in an object (for example in a department).

The following tables give you an overview of the various features and content on the **Entitlements – Business role** page.

Table 804: Controls

Control	Description
New	Use this button to add a new entitlement to the business role (see Adding business role entitlements on page 612). Identities that this business role is assigned to, automatically obtain membership in the

Control	Description
	object assigned here.
Remove	You can use this button to delete selected permissions (see Deleting business role entitlements on page 613)(see Deleting department entitlements on page 587)(see Deleting cost center entitlements on page 658)(see Deleting entitlements from locations on page 715). To do this, select the check box in front of the entitlement you want to delete and click the button.

Table 805: Columns

Column	Description
Entitlement	Shows you the entitlement's name.
Origin	Shows you how the entitlement was assigned. For example, the entitlement might have been assigned through a dynamic role.
Entitlement type	Shows you the entitlement type (for example, report subscriptions, account definition, resources).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Compliance – Business role (page description)

To open the **Compliance - Business Role** page go to **Responsibilities** > **Governance Administration** > **Business Roles** > **Edit** > **Compliance**.

On the **Compliance - Business Role** page, you can view compliance rule violations caused by the business role (see Displaying business role rule violations on page 615).

The following table gives an overview of the content of the **Compliance – Business role** page.

Table 806: Columns

Column	Description
Entitlement	Shows the entitlement that caused the rule violation.
Rule	Shows the rule that was violated.
Risk index	Shows the severity of the rule violation (meaning the calculated risk index). The higher this value is, the higher the risk that this rule violation poses.
Risk index (reduced)	Shows the risk index taking mitigating controls into account. A rule’s risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.

TIP: On the following tabs, you can show other useful information about each rule violation in the pane. To do this, click the corresponding entry in the list.

- **Entitlement**: Shows general information about the entitlement.
- **Rule**: Show general information about rule that was violated.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation – Business role (page description)

To open the **Attestation - Business Role** page go to **Responsibilities** > **Governance Administration** > **Business Roles** > **Edit** > **Attestation**.

On the **Attestation - Business Role** page you can:

- Display all attestation cases linked to this business role (see Displaying business role attestation cases on page 618)
- Display details of the objects being attested (see Displaying business role attestation cases on page 618)
- Make approval decisions about pending attestation cases (see Approving and denying business role attestation cases on page 620)
- Display attestations of pending attestation cases (see Displaying attestors of business role pending attestation cases on page 619)
- Send reminders to approvers (see Sending reminders about business role pending attestation cases on page 621)

The following tables give you overview of the various features and contents of the **Attestation – Business Role** page.

Table 807: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of business role pending attestation cases on page 619) Then you can send them reminder mails.
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about business role pending attestation cases on page 621).
Approve	Opens the **Pending Attestations – Business roles** (see Pending attestations – Business role (page description) on page 911). Use this button to make approval decisions about attestation cases pending for the business role (see Approving and denying business role attestation cases on page 620).

Table 808: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of business role pending attestation cases on page 619) Then you can send reminder emails to these identities (see Sending reminders about business role pending attestation cases on page 621).
Show details	You can use this button to display details about all the objects that are included in this attestation case (see Displaying business role attestation cases on page 618)

Table 809: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Risk – Business role (page description)

To open the **Risk – Business role** page go to **Responsibilities** > **Governance Administration** > **Business Roles** > **Edit** > **Risk**.

On the **Risk – Business role** page, you can:

- Display the business role's calculated risk index (see Displaying business role risk indexes on page 623)
- Show how the calculated risk index is put together

The risk index is calculated from the sum of all attribute-based values and the maximum of all assignment-based values.

The following tables give you an overview of the various features and content on the **Risk – Business role** page.

Table 810: Controls

Control	Description
View risk functions	Use this button to show the attributes and assignments that contribute to the calculated risk index.

Table 811: Columns

Column	Description
Risk index	Shows which property/assignment affects the risk index.
Risk	• At root level: Shows the summarized risk index of the property/assignment. • At other levels: Shows other details about the properties/assignments.
Weighting/change value	Shows, depending on the type of calculation, the value used to weigh the determined risk index in the final calculation or the value used to alter the risk index respectively.

History – Business role (page description)

To open the **History - Business Role** page go to **Responsibilities** > **Governance Administration** > **Business Roles** > **Edit** > **History**.

On the **History – Business Role** page you can see all changes made to the business role (see Business role history on page 624).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows you all the events that affect a business role, either on a timeline or in a table.

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.

- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – Business role** page.

Table 812: Controls

Control	Description
Events tab	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user. TIP: To remove the filter again, click ✕ (**Reset filter**) next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form.
Switch to timeline view	Use this button to display the changes as a timeline.
Status comparison tab	
Time and date picker	Select from which point on you want to see the changes.
Display changed values only	Disable this check box if you also want to see properties that have not changed since they were created.

Table 813: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of the property was at the selected point in time and what the value is now.

Table 814: Columns

Column	Description
Events tab (table view)	
Change type	Shows the type of change.

Column	Description
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview tab	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison tab	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Business role (page description)

To open the **Usage - Business role** page go to **Responsibilities** > **Governance Administration** > **Business Roles** > **Edit** > **Usage**.

On the **Usage - Business role** page, you can see which roles the business role members belong to (see Displaying role memberships of business role members on page 627).

The information is displayed as a hierarchical chart, which shows you more about the role inheritance.

The following tables give you an overview of the different functions on the **Usage – Business role** page.

Table 815: Controls

Control	Description
Role classes	You can select the main category of roles and organizations you want to display from this menu.
More information	Use this button to show the legend that explains the content of the overview.

Compliance reports – Business role (page description)

To open the **Compliance Reports – Business Role** page go to **Responsibilities** > **Governance Administration** > **Business Roles** > **Edit** > **Compliance Reports**.

On the **Compliance Reports – Business role** page you can:

- Display the business role's policy violations (see Displaying business role policy violations on page 615)
- Display rule violations of business role members (see Displaying rule violations of business role members on page 616)
- Display risk indexes and entitlements of business role members (see Displaying risk indexes and entitlements of business role members on page 616)

The information is divided into three parts:

- **Policy violations**: Shows all the current policy violations caused by the application role.
- **Compliance rule violations**: Shows you the current rule violations of the identities to which the business role is assigned.

  TIP: For more information about resolving rule violations, see Resolving rule violations on page 197.
- **Identities: Risk index and entitlements**: Displays all identities to which the business role is assigned. In addition, the number of entitlements and risk index assigned to these identities is displayed.

To display the information, select the item you want from the **View** menu.

The following table gives an overview of the content of the **Compliance reports – Business role** page.

Table 816: Columns

Column	Description
Policy violations	
Violating object	Show which object caused the rule violation.
Policy	Show the policy that was violated.
Status	Show the status of the rule policy.

Column	Description
Compliance rule violations	
Employee	Shows you the identity that caused the rule violation.
Rule violation	Shows the violated rule.
Approval state	Shows how or whether approval is granted to the rule violation.
Risk index (reduced)	Shows the risk index taking mitigating controls into account. A rule's risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.
Identities: Risk index and entitlements	
Identity	Shows you the identity to which this business role is assigned.
Risk index (calculated)	Shows you the identity's calculated risk index.
Assigned permissions	Shows you all the entitlements assigned to this identity.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Identities (page description)

To open the **Identities** page go to **Responsibilities** > **Governance Administration** > **Identities**.

On the **Identities** page, you can:

- Display all identities (see Displaying all identities on page 631)
- Add new identities (see Adding identities on page 631)

If you click an identity in the list, a new page opens, which contains more information and configuration options for the identity (see Identity (page description) on page 1363).

The following tables give you an overview of the various features and content on the **Identities** page.

Table 817: Controls

Control	Description
Add a new identity	Opens the **Add a New Identity** page (see Adding a new identity (page description) on page 1362).

Control	Description
	Use this button to add a new identity to the system (see Adding identities on page 631).

Table 818: Columns

Column	Description
Display	Shows you the identity's name.
Primary department	Shows the department that the identity is primarily assigned to.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Adding a new identity (page description)

To open the **Add a New Identity** page go to **Responsibilities** > **Governance Administration** > **Identities** > **Add a new identity**.

On the **Add a New Identity** page, you can add a new identity by providing its main data (see Adding your own identities on page 287).

Enter the following main data.

Table 819: Identities main data

Property	Description
Personal data	
Last name	Enter the identity's last name.
First name	Enter the identity's first name.
Date of birth	Enter the identity's date of birth. Click the (**Calendar**) to do this and use the date picker to select the date of birth.
Personnel number	Enter the identity's personnel number.
Gender	In the menu, select the identity's gender.
Central user account	Enter the name of the identity's central user account.
Default email address	Enter the identity's default email address.
Organizational information	
Primary	Click **Assign/Change** and select the identity's primary cost center.

Property	Description
cost center	
Primary department	Click **Assign**/**Change** and select the identity's primary department.
External	Select the check box if this is an external identity.
Employee type	In the menu, select what type of identity this is. For example, an identity of this company or a trainee.
Entry date	Enter the date the identity started at the company. Click the (**Calendar**) and use the date picker to select the starting date.
Leaving date	Enter the date that the identity leaves the company. Click the (**Calendar**) to do this and use the date picker to select the leaving date.
Manager	Shows the identity's manager. TIP: If necessary, you can transfer the identity's manager at a later date (see Assigning other managers to my identities on page 289).
Temporarily disable until	Select the check box to activate the identity at a later date then click the (**Calendar**) and use the date picker to select the date to activate the identity.
Locational information	
Primary location	Click **Assign**/**Change** and select the identity's primary location.
Building	Enter the building where the identity works.
Floor	Enter which floor the identity works on.
Room	Enter the room the identity works in.
Street	Enter the road where the identity works.
Zip code	Enter the zip code of the identity's work location.
City	Enter the city where the identity works.

Identity (page description)

To open the **Identity** page go to **Responsibilities** > **Governance Administration** > **Identities** > click an identity.

On the **Identity** page, you can perform various actions on the identity you selected beforehand.

To do this, click on one of the tiles:

Table 820: Tiles

Tiles	Description
Overview	Opens the **Overview - Identity** page (see Overview – Identity (page description) on page 1365). This provides you with all the information at a glance (see Displaying identity overviews on page 632). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data – Identity** page (see Main data – Identity (page description) on page 1365). You perform the following actions: • Displaying and editing the identity's main data (see Displaying and editing identity main data on page 633) • Transfer responsibility of the identity to another manager (see Assigning other managers to identities on page 633) • Create reports on identity data (see Creating reports about identities on page 634)
My Requests	Opens the **Requests – Identity** page (see Requests - Identities ((page description)) on page 1368). Here you can see all the products that this identity has requested or were requested for them (see Displaying identity requests on page 635).
Permissions	Opens the **Entitlements – Identity** page (see Entitlements – Identity (page description) on page 1370). You select the following actions: • Display entitlements assigned to the identity (see Displaying identity entitlements on page 636) • Remove the identity's entitlements (see Deleting identity entitlements on page 636)
Delegations	Opens the **Delegations – Identity** page (see Delegations – Identity (page description) on page 1371). You select the following actions: • Display all delegations that the identity is involved in (see Displaying identity delegations on page 637) • Delegate the identity's role memberships and responsibilities to other identities (see Adding delegations for identities on page 638) • Cancel delegations (see Canceling identity delegations on page 639) • Delete delegations (see Deleting identities' delegations on page 640)
Attestation	Opens the **Attestation – Identity** page (see Attestation – Identity (page

Tiles	Description
	description) on page 1373). You select the following actions: • Display all attestation cases linked to this identity (see Displaying identity attestation cases on page 641) • Display details of the objects being attested (see Displaying identity attestation cases on page 641) • Make approval decisions about pending attestation cases (see Approving and denying identity attestation cases on page 643) • Display attestations of pending attestation cases (see Displaying attestors of identity pending attestation cases on page 642) • Send reminders to approvers (see Sending reminders about identity pending attestation cases on page 645)
Risk	Opens the **Risk – Identity** page (see Risk – Identity (page description) on page 1374). You select the following actions: • Display the identity's calculated risk index (see Displaying identity risk indexes on page 646) • Show how the calculated risk index is put together
History	Opens the **History – Identity** page (see History – Identity (page description) on page 1375). Here you can view all identity changes (see Identity history on page 647).
Passcode	Here you can create a passcode for the identity in case it has forgotten its password to log in to Web Portal and cannot reset its password go to the question-and-answer function (see Creating passcodes for identities on page 650).

Overview – Identity (page description)

To open the **Overview - Identity** page go to **Responsibilities** > **Governance Administration** > **Identities** > click an identity > **Overview**.

On the **Overview - Identity** page, you can see all the information relevant to the identity summarized in an overview (see Displaying identity overviews on page 632).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Identity (page description)

To open the **Main data - Identity** page go to **Responsibilities** > **Governance Administration** > **Identities** > click an identity > **Main data**.

On the **Main data - Identity** page you can perform the following actions:

- Displaying and editing the identity's main data (see Displaying and editing identity main data on page 633)
- Transfer responsibility of the identity to another manager (see Assigning other managers to identities on page 633)
- Create reports on identity data (see Creating reports about identities on page 634)

The following tables give you an overview of the various features and content on the **Main data – Identity** page.

Table 821: Controls

Control	Description
Assign to new manager	This opens the **Assign to new manager** page . You can use this button to transfer the responsibility of the identity to another manager (see Assigning other managers to identities on page 633).
Generate report	Opens a dialog. Use this button to generate a report about the identity's data (see Creating reports about identities on page 634).
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 822: Identities main data

Property	Description
Personal data	
Last name	Enter the identity's last name.
First name	Enter the identity's first name.
Date of birth	Enter the identity's date of birth. Click the (**Calendar**) to do this and use the date picker to select the date of birth.
Personnel number	Enter the identity's personnel number.
Gender	In the menu, select the identity's gender.
Central user account	Enter the name of the identity's central user account.
Default email address	Enter the identity's default email address.
Organizational information	

Property	Description
Primary cost center	Click **Assign**/**Change** and select the identity's primary cost center.
Primary department	Click **Assign**/**Change** and select the identity's primary department.
External	Select the check box if this is an external identity.
Employee type	In the menu, select what type of identity this is. For example, an identity of this company or a trainee.
Entry date	Enter the date the identity started at the company. Click the (**Calendar**) and use the date picker to select the starting date.
Leaving date	Enter the date that the identity leaves the company. Click the (**Calendar**) to do this and use the date picker to select the leaving date.
Manager	Shows the identity's manager. TIP: If necessary, you can transfer the identity's manager at a later date (see Assigning other managers to my identities on page 289).
Temporarily disable until	Select the check box to activate the identity at a later date then click the (**Calendar**) and use the date picker to select the date to activate the identity.
Locational information	
Primary location	Click **Assign**/**Change** and select the identity's primary location.
Building	Enter the building where the identity works.
Floor	Enter which floor the identity works on.
Room	Enter the room the identity works in.
Street	Enter the road where the identity works.
Zip code	Enter the zip code of the identity's work location.
City	Enter the city where the identity works.

Assigning to new manager (page description)

To open the **Assign to new manager** page go to **Responsibilities** > **Governance Administration** > **Identities** > click an identity > **Main data** > **Assign to new manager**.

On the **Assign to New Manager** page, you can assign a new manager to an identity and specify which changes to make on the day the manager takes effect (see Assigning other managers to my identities on page 289).

NOTE: By default, if the identity to which you want to assign a new manager already has approved requests or entitlements, these will be deleted on the deadline by default. If you want the identity to retain these requests or entitlements when transferring to the new manager, disable the check box in the column **Delete on the effective date** or **Cancel on the effective date**.

The following tables give you an overview of the various features and content on the **Assign to New Manager** page.

Table 823: Controls

Control	Description
New manager	Click **Assign**/**Change** and then select the identity's new manager.
Effective date	Enter the date on which the new manager will take over responsibility for the identity. Click (**Calendar**) to do this and use the date picker to select the date.
Back	Opens the **Main data – Identity** page (see Main data – Identity (page description) on page 1008).
Submit	Use this button to save your settings. The manager will be assigned to the identity on the specified date.

Table 824: Columns

Column	Description
Description	Shows you which change is to be made on the effective date.
Object type	Shows you what type of object it is that will be changed on the effective date.
Object	Shows you the name of the object that will be changed on the effective date.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Requests - Identities ((page description))

To open the **Requests - Identities** page go to **Responsibilities** > **Governance Administration** > **Identities** > click an identity > **Requests**.

On the **Requests - <identity>** page you can see all the products that this identity has requested or that have been requested for them (see Displaying identity requests on page 635).

The following tables give you an overview of the various features and content on the **Requests – <identity>** page.

Table 825: Controls

Control	Description
Advanced search	The advanced search allows you to control which product requests are

Control	Description
	displayed: • **Requests submitted by the selected identity for itself**: Select this check box to display product requests placed by the selected identity for themselves. • **Requests submitted by the selected identity for others**: Select this check box to display product requests placed by the selected identity for other identities. • **Requests submitted by others for the selected identity**: Select this check box to display product requests placed by other identities for the selected identity. • **Submitted requests in the selected identity's organization**: Select this check box to display product requests placed in the selected identity's scope of responsibility. • **Filter by request number**: Enter the request number of the request you want to display. • **pending**: Select this check box to display product requests that are not yet approved (status: **Request**). • **Approved**: Select this check box to display product requests that have been granted approval (status: **Assigned**). • **Canceled or denied or unsubscribed**: Select this check box to display product requests that have been canceled, denied, or unsubscribed. Click **Search** to apply the filter criteria to the request history. Click **Reset** to reset the filter criteria to the default search.

Table 826: Columns

Column	Description
Product	Shows the name of the product that was requested.
Status	Shows the current status of the product. The following status' are possible: • **Assigned**: The product request was successful and the product was successfully assigned. • **Request**: The product request is still awaiting an approval decision (it is still in the request workflow). In the details pane, on the **Workflow** tab, you can see the current position in the workflow. • **Pending**: The product request is waiting for an approval decision from an approver. In the details pane, on the **Workflow** tab, you can see what the approval is waiting for.

Column	Description
	• **Approved**: The product request was granted approval by the approver and continues along the workflow. In the details pane, on the **Workflow** tab, you can see the current position in the workflow. • **Renewal**: The product has been renewed (see Renewing products with limit validity periods on page 128). • **Unsubscription**: The product is in the process of being unsubscribed (see Unsubscribing products on page 129). • **Denied**: The request for this product was denied. The reason for denying may be a policy or rule violation or the manager not verifying the request if it is only temporary. In the details pane, on the **Workflow** tab, you can see when and why the request was denied. . • **Canceled**: The product request was canceled or the system could not carry out the request (for example, because a identity for verifying it was not given or the validity period expired). In the details pane, on the **Workflow** tab, you can see when and why the request was canceled. • **Unsubscribed**: The product was unsubscribed (see Unsubscribing products on page 129). In the details pane, on the **Workflow** tab, you can see when and why the request was unsubscribed.
Request date	Shows when the product was requested. TIP: If you only want to display products that were requested within a certain time period, click **Filtering: Request date** next to the column header and select the appropriate options.
Recipient	Shows for whom the product was requested.
Shopping cart	Shows you the request number of the total request with which the product was requested.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

NOTE: On the following tabs, you can show other useful information about each product in the details pane. To do this, click the product in the list:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.

Entitlements – Identity (page description)

To open the **Entitlements - Identity** page go to **Responsibilities** > **Governance Administration** > **Identities** > click an identity > **Entitlements**.

On the **Entitlements – Identity** page, you can:

- Display entitlements assigned to the identity (see Displaying identity entitlements on page 636)
- Remove the identity's entitlements (see Deleting identity entitlements on page 636)

TIP: Entitlements form the basis for membership in an object (for example in a department).

The following tables give you an overview of the various features and content on the **Entitlements – Identity** page.

Table 827: Controls

Control	Description
Deleting memberships	Use this button to delete selected entitlements (such as, membership in groups) (see Deleting identity entitlements on page 636). To do this, select the check box in front of the entitlement and click the button.

Table 828: Columns

Column	Description
Entitlement	Shows you the entitlement's name.
Object type	Shows you the entitlement type (for example, if it is a system role)
Origin	Shows you how the entitlement was assigned. For example, the entitlement might have been assigned through a dynamic role.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Delegations – Identity (page description)

To open the **Delegations - Identity** page go to **Responsibilities** > **Governance Administration** > **Identities** > click an identity > **Delegations**.

On the **Delegations – Identity** page, you can:

- Display all delegations that the identity is involved in (see Displaying identity delegations on page 637)
- Delegate the identity's role memberships and responsibilities to other identities (see Adding delegations for identities on page 638)
- Cancel delegations (see Canceling identity delegations on page 639)
- Delete delegations (see Deleting identities' delegations on page 640)

The following tables give you an overview of the various features and content on the **Delegations – Identity** page.

Table 829: Controls

Control	Description
Actions > Delete all delegations	Use this action to delete all existing delegations that the identity has triggered (see Deleting identities' delegations on page 640). NOTE: You cannot delete responsibilities that you have delegated to the identity here. Delete this delegation instead as described in Deleting delegations on page 450.
Actions > Delete delegation	Use this action to delete delegations that you have previously selected using the ☑ **Select** button (see Deleting identities' delegations on page 640).
Actions > Select all	Use this action to select all the delegations and then delete them (see Deleting identities' delegations on page 640).
New delegation	Use this button to add a new delegation (see Adding delegations for identities on page 638).

Table 830: Controls in the details pane of a delegation

Control	Description
Withdraw request	Use this button to cancel the selected delegation (see Canceling identity delegations on page 639).
Details	You can use this function to view details of all objects involved in the delegation (see Displaying identity delegations on page 637).

Table 831: Columns

Column	Description
Name	Shows you the name of the object whose responsibility has been delegated.
Delegator	Shows you the name of the identity that created the delegation.
Delegation recipient	Shows you the name of the identity to which the responsibility was delegated.
Criteria	Shows you what type of delegated responsibility it is. For example, if you delegate responsibility through an identity, the criteria is **Employee manager**.
Delete	Use the buttons to select delegations that you want to delete later using **Actions** > **Delete delegation**.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

TIP: You can view more information about each delegation on the tabs in the detail pane.

Attestation – Identity (page description)

To open the **Attestation – Identity** page go to **Responsibilities** > **Governance Administration** > **Identities** > click an identity > **Attestation**.

On the **Attestation - Identity** page you can:

- Display all attestation cases linked to this identity (see Displaying identity attestation cases on page 641)
- Display details of the objects being attested (see Displaying identity attestation cases on page 641)
- Make approval decisions about pending attestation cases (see Approving and denying identity attestation cases on page 643)
- Display attestations of pending attestation cases (see Displaying attestors of identity pending attestation cases on page 642)
- Send reminders to approvers (see Sending reminders about identity pending attestation cases on page 645)

The following tables give you an overview of the various features and contents of the **Attestation – Identity** page.

Table 832: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of identity pending attestation cases on page 642) Then you can send them reminder mails.
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about identity pending attestation cases on page 645).
Approve	Opens the **Pending Attestations – Identity** page (see Pending attestations – Identity (page description) on page 923). Use this button to make approval decisions about attestation cases pending for the identity (see Approving and denying identity attestation cases on page 643).

Table 833: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of identity pending attestation cases on page 642) Then you can send reminder emails to these identities (see Sending reminders about identity pending attestation cases on page 645).

Control	Description
Show details	You can use this button to display details about all the objects that are included in this attestation case (see Displaying identity attestation cases on page 641)

Table 834: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Risk – Identity (page description)

To open the **Risk – Identity** page go to **Responsibilities** > **Governance Administration** > **Identities** > click an identity > **Risk**.

On the **Risk – Identity** page, you can:

- Display the identity's calculated risk index (see Displaying identity risk indexes on page 646)
- Show how the calculated risk index is put together

The risk index is calculated from the sum of all attribute-based values and the maximum of all assignment-based values.

The following tables give you an overview of the various features and content on the **Risk – Identity** page.

Table 835: Controls

Control	Description
View risk functions	Use this button to show the attributes and assignments that contribute to the calculated risk index.

Table 836: Columns

Column	Description
Risk index	Shows which property/assignment affects the risk index.
Risk	• At root level: Shows the summarized risk index of the property/assignment. • At other levels: Shows other details about the properties/assignments.
Weighting/change value	Shows, depending on the type of calculation, the value used to weigh the determined risk index in the final calculation or the value used to alter the risk index respectively.

History – Identity (page description)

To open the **History - Identity** page go to **Responsibilities** > **Governance Administration** > **Identities** > click an identity > **History**.

On the **History – Identity** page, you can display all the identity's changes (see Identity history on page 647).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows you all events concerning the identity, either on a timeline or in a table.

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the various features and content on the **History – Identity** page.

Table 837: Controls

Control	Description
Events tab	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user. TIP: To remove the filter again, click ✕ (**Reset filter**) next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form.
Switch to timeline view	Use this button to display the changes as a timeline.
Status comparison tab	
Time and date picker	Select from which point on you want to see the changes.
Display changed values only	Disable this check box if you also want to see properties that have not changed since they were created.

Table 838: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of the property was at the selected point in time and what the value is now.

Table 839: Columns

Column	Description
Events tab (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview tab	

Column	Description
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison tab	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Multi-request resources (page description)

To open the **Multi-request resources** page go to **Responsibilities** > **Governance Administration** > **Multi-request resources**.

On the **Multi-request resources** page, you can see all multi-request resources (see Displaying multi-request resources on page 677).

If you click **Edit** in an multi-request resource's details pane, a new page opens, which contains more information and configuration options for the multi-request resource (see Multi-request resource (page description) on page 1378).

The following table gives you an overview of the various features and content on the **Multi-request resources** page.

Table 840: Columns

Column	Description
Display	Shows you the multi-request resource's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Multi-request resource (page description)

To open the **Multi-request resources** page go to **Responsibilities** > **Governance Administration** > **Multi-request resources** > **Edit**.

On the **Multi-request resource** page, you can perform various actions on the multi-request resource you selected beforehand.

To do this, click on one of the tiles:

Table 841: Tiles

Tiles	Description
Overview	Opens the **Overview - Multi-request resource** page (see Overview – Multi-request resource (page description) on page 1378). This provides you with all the information at a glance (see Displaying multi-request resource overviews on page 678). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data - Multi-request resource** page (see Main data – Multi-request resource (page description) on page 1379). Here you can view and edit the multi-request resource's main data (see Displaying and editing multi-request resources main data on page 678).
Attestation	Opens the **Attestation – Multi-request resource** page (see Attestation – Multi-request resource (page description) on page 1380). You select the following actions: • Display all attestation cases linked to this multi-request resource (see Displaying multi-request resource attestation cases on page 680) • Display details of the objects being attested (see Displaying multi-request resource attestation cases on page 680) • Make approval decisions about pending attestation cases (see Approving and denying multi-request resource attestation cases on page 682) • Display attestations of pending attestation cases (see Displaying attestors of multi-request resource pending attestation cases on page 681) • Send reminders to approvers (see Sending reminders about multi-request resource pending attestation cases on page 683)

Overview – Multi-request resource (page description)

To open the **Overview - Multi-request resource** page go to **Responsibilities** > **Governance Administration** > **Multi-request resources** > **Edit** > **Overview**.

On the **Overview – Multi-request resource** page, you can see all the information relevant to the multi-request resource summarized in an overview (see Displaying multi-request resource overviews on page 678).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Multi-request resource (page description)

To open the **Main data - Multi-request resources** page go to **Responsibilities** > **Governance Administration** > **Multi-request resources** > **Edit** > **Main data**.

On the **Main data - Multi-request resource** page, you can show and edit the multi-request resource's main data (see Displaying and editing multi-request resources main data on page 678).

The following tables give you an overview of the different functions and content on the **Main data – Multi-request resource** page.

Table 842: Controls

Control	Description
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 843: Multi-request resource main data

Property	Description
Multi-request resource	Enter a full, descriptive name for the multi-request resource.
Resource type	Select the resource type of the multi-request resource. Use resource types to group multi-request resources.
Description	Enter a description for the multi-request resource.
IT Shop	Select the check box if the multi-request resource can also be requested through the IT Shop. This multi-request resource can be requested by your identities using the Web Portal and granted through a defined approval process. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Select the check box if the multi-request resource can only be requested through the IT Shop. This multi-request resource can be requested by your identities using the Web Portal and granted through a defined approval process. It is not possible to assign a multi-request resource directly to roles outside of the IT Shop (for example in the Manager).
Service item	Click **Create a new service item** and create a new service item (a product). If a service item is already assigned, click **Change** and select a service item.

Property	Description
	You cannot use an multi-request resource until a service item has been assigned to it.
Risk index	Use the ruler to specify a risk index range. This value is used to assess the risk of assigning multi-request resources to identities. For more information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

Attestation – Multi-request resource (page description)

To open the **Attestation - Multi-request resource** page go to **Responsibilities** > **Governance Administration** > **Multi-request resources** > **Edit** > **Attestation**.

On the **Attestation - Multi-request resource** page you can:

- Display all attestation cases linked to this multi-request resource (see Displaying multi-request resource attestation cases on page 680)
- Display details of the objects being attested (see Displaying multi-request resource attestation cases on page 680)
- Make approval decisions about pending attestation cases (see Approving and denying multi-request resource attestation cases on page 682)
- Display attestations of pending attestation cases (see Displaying attestors of multi-request resource pending attestation cases on page 681)
- Send reminders to approvers (see Sending reminders about multi-request resource pending attestation cases on page 683)

The following tables give you overview of the various features and contents of the **Attestation – Multi-request resource** page.

Table 844: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases Then you can send them reminder mails.
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about multi-request resource pending attestation cases on page 683).
Approve	Opens the **Pending Attestations – Multi-request resources** (see Pending attestation – Multi-request resource (page description) on page 946). Use this button to make approval decisions about attestation cases pending for the multi-request resource (see Approving and denying multi-request resource attestation cases on page 682).

Table 845: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case Then you can send reminder emails to these identities (see Sending reminders about multi-request resource pending attestation cases on page 683).
Show details	You can use this button to display details about all the objects that are included in this attestation case

Table 846: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Multi requestable/unsubscribable resources (page description)

You can open the **Multi requestable/unsubscribable resources** page go to **Responsibilities** > **Governance Administration** > **Multi requestable/unsubscribable resources**.

On the **Multiple requestable/unsubscribable resources** page, you can see all the multiple requestable/unsubscribable resources (see Displaying all multi requestable/unsubscribable resources on page 686).

If you click **Edit** in an multiple requestable/unsubscribable resource's details pane, a new page opens, which contains more information and configuration options for the multiple requestable/unsubscribable resource (see Multi requestable/unsubscribable resource (page description) on page 1382).

The following table gives you an overview of the various features and content on the **Multi requestable/unsubscribable resources** page.

Table 847: Columns

Column	Description
Display	Shows you the multi requestable/unsubscribable resource's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Multi requestable/unsubscribable resource (page description)

To open the **Multi requestable/unsubscribable resource** page go to **Responsibilities** > **Governance Administration** > **Multi requestable/unsubscribable resource** > **Edit**.

On the **Multi requestable/unsubscribable resource** page, you can perform various actions on the multi requestable/unsubscribable resource you selected beforehand.

To do this, click on one of the tiles:

Table 848: Tiles

Tiles	Description
Overview	Opens the **Overview - Multi requestable/unsubscribable resource** page (see Overview – Multi requestable/unsubscribable resource (page description) on page 1383). This provides you with all the information at a glance (see Displaying multi requestable/unsubscribable resource overviews on page 686). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data - Multi requestable/unsubscribable resource** page (see Main data – Multi requestable/unsubscribable resource (page description) on page 1384). Here you can view and edit the multi-requestable/unsubscribable resource's main data (see Displaying and editing multi-request resources main data on page 678).

Tiles	Description
Memberships	Opens the **Memberships - Multi requestable/unsubscribable resource** page (see Memberships – Multi requestable/unsubscribable resource (page description) on page 1385). You select the following actions: • Display identities that are assigned this multi requestable/unsubscribable resource (see Displaying multi requestable/unsubscribable resource memberships on page 688) • Request this multi requestable/unsubscribable resource for identities (see Assigning identities to multi requestable/unsubscribable resources on page 688) • Cancel this multi requestable/unsubscribable resource for identities (see Removing multi requestable/unsubscribable resources from identities on page 689)
Attestation	Opens the **Attestation – Multi requestable/unsubscribable resource** page (see Attestation – Multi requestable/unsubscribable resource (page description) on page 1386). You select the following actions: • Display all attestation cases linked to this multi requestable/unsubscribable resource (see Displaying multi requestable/unsubscribable resource attestation cases on page 691) • Display details of the objects being attested (see Displaying multi requestable/unsubscribable resource attestation cases on page 691) • Make approval decisions about pending attestation cases (see Approving and denying multi requestable/unsubscribable resource attestation cases on page 693) • Display attestations of pending attestation cases (see Displaying attestors of multi requestable/unsubscribable resource pending attestation cases on page 692) • Send reminders to approvers (see Sending reminders about multi requestable/unsubscribable resource pending attestation cases on page 695)

Overview – Multi requestable/unsubscribable resource (page description)

To open the **Overview – Multi requestable/unsubscribable resource** page go to **Responsibilities** > **Governance Administration** > **Multi requestable/unsubscribable resources** > **Edit** > **Overview**.

On the **Overview – Multi requestable/unsubscribable resource** page, you can see all the information relevant to the multi requestable/unsubscribable resource summarized in an overview (see Displaying multi requestable/unsubscribable resource overviews on page 686).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Multi requestable/unsubscribable resource (page description)

To open the **Main data - Multi requestable/unsubscribable resource** page go to **Responsibilities** > **Governance Administration** > **Multi requestable/unsubscribable resource** > **Edit** > **Main data**.

On the **Main data - Multi requestable/unsubscribable resource** page, you can show and edit the ulti requestable/unsubscribable resource's main data (see Displaying and editing multi-request resources main data on page 678).

The following tables give you an overview of the different functions and content on the **Main data – Multi requestable/unsubscribable resource** page.

Table 849: Controls

Control	Description
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 850: Multi requestable/unsubscribable resource main data

Property	Description
Multi requestable/unsubscribable resource	Enter a full, descriptive name for the multi requestable/un-subscribable resource.
Resource type	Select the resource type of the multi requestable/un-subscribable resource. Use resource types to group multi requestable/un-subscribable resources.
Description	Enter a description for the multi requestable/unsubscribable resource.
IT shop	Select the check box if the multi requestable/unsubscribable resource can also be requested through the IT Shop. This multi requestable/unsubscribable resource can be requested by your identities using the Web Portal and granted through a defined approval process. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Select the check box if the multi requestable/un-subscribable resource can only be requested through the IT

Property	Description
	Shop. This multi requestable/unsubscribable resource can be requested by your identities using the Web Portal and granted through a defined approval process. It is not possible to assign a multi requestable/unsubscribable resource directly to roles outside of the IT Shop (for example in the Manager).
Service item	Click **Create a new service item** and create a new service item (a product). If a service item is already assigned, click **Change** and select a service item. You cannot use an multi requestable/unsubscribable resource until a service item has been assigned to it.
Risk index	Use the ruler to specify a risk index range. This value is used to assess the risk of assigning multi requestable/unsubscribable resources to identities. For more information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

Memberships – Multi requestable/unsubscribable resource (page description)

- Display identities that are assigned this multi requestable/unsubscribable resource (see Displaying multi requestable/unsubscribable resource memberships on page 688)
- Request this multi requestable/unsubscribable resource for identities (see Assigning identities to multi requestable/unsubscribable resources on page 688)
- Cancel this multi requestable/unsubscribable resource for identities (see Removing multi requestable/unsubscribable resources from identities on page 689)

Table 851: Controls

Control	Description
Request memberships	
Delete memberships	

Table 852: Columns

Column	Description
Identity	
Origin	

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity did not receive the membership through a direct assignment (for example, through an assignment request or delegation), the **Request** tab provides more information:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation – Multi requestable/unsubscribable resource (page description)

To open the **Attestation - Multi requestable/unsubscribable resource** page go to **Responsibilities** > **Governance Administration** > **Multi requestable/unsubscribable resources** > **Edit** > **Attestation**.

On the **Attestation - Multi requestable/unsubscribable resource** page you can:

- Display all attestation cases linked to this multi requestable/unsubscribable resource (see Displaying multi requestable/unsubscribable resource attestation cases on page 691)
- Display details of the objects being attested (see Displaying multi requestable/unsubscribable resource attestation cases on page 691)
- Make approval decisions about pending attestation cases (see Approving and denying multi requestable/unsubscribable resource attestation cases on page 693)
- Display attestations of pending attestation cases (see Displaying attestors of multi requestable/unsubscribable resource pending attestation cases on page 692)
- Send reminders to approvers (see Sending reminders about multi requestable/unsubscribable resource pending attestation cases on page 695)

The following tables give you an overview of the various features and contents of the **Attestation – Multi requestable/subscribable resource** page.

Table 853: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases Then you can send them reminder mails.
Send reminder	You can use this button to send reminder mails to all identities that

Control	Description
	still have attestation cases to approve on the current tab (see Sending reminders about multi requestable/unsubscribable resource pending attestation cases on page 695).
Approve	Opens the **Pending Attestations – Multi requestable/unsubscribable resources** (see Pending attestations: Multi requestable/unsubscribable resources (page description) on page 953). Use this button to make approval decisions about attestation cases pending for the multi requestable/unsubscribable resource (see Approving and denying multi requestable/unsubscribable resource attestation cases on page 693).

Table 854: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case Then you can send reminder emails to these identities (see Sending reminders about multi requestable/unsubscribable resource pending attestation cases on page 695).
Show details	You can use this button to display details about all the objects that are included in this attestation case

Table 855: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.

Column	Description
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Organization (page description)

To open the **Organization** page go to **Responsibilities** > **Governance Administration** > **Organization**.

On the **Organization** page, you can select from the **Type** drop-down menu:

- Display all departments (see Displaying all departments on page 580)
- Restore deleted departments (see Restoring deleted departments on page 580)
- Display all cost centers (see Displaying all cost centers on page 651)
- Restore deleted cost centers (see Restoring deleted cost centers on page 652)
- Display all locations (see Displaying all locations on page 707)
- Restore deleted locations (see Restoring deleted locations on page 708)

If you click **Edit** in the details pane of a department, cost center, or location, a new page opens, which contains more information and configuration options for the department (see Department (page description) on page 1389), cost center (see Cost center (page description) on page 1402), or the location (see Location (page description) on page 1414).

The following tables give you an overview of the various features and content on the **Devices** page.

Table 856: Controls

Control	Description
Type	You can use this drop-down menu to select whether you display departments, cost centers or locations.
To restore a deleted role	You can use this button to restore a deleted department (see Restoring deleted departments on page 580), cost center (see Restoring deleted cost centers on page 652), or location (see Restoring deleted locations on page 708).

Table 857: Columns

Column	Description
Display	Shows you the name of the department, cost center, or location.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Department (page description)

To open the **Department** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit**.

On the **Department** page, you can perform various actions on the department you selected beforehand.

To do this, click on one of the tiles:

Table 858: Tiles

Tiles	Description
Overview	Opens the **Overview - Department** page (see Overview – Department (page description) on page 1391) This provides you with all the information at a glance (see Displaying department overviews on page 582). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data - Department** page (see Main data – Department (page description) on page 1391). Here you can display and edit the department's main data (see Displaying and editing department main data on page 582).
Memberships	Opens the **Memberships - Department** page (see Memberships – Department (page description) on page 1392). You select the following actions: • Display identities that are assigned this department (see Displaying department memberships on page 583) • Assign identities to the department (see Assigning identities to departments on page 584) • Remove identities from the department (see Removing identities from departments on page 584)
Permissions	Opens the **Entitlements – Department** page (see Entitlements – Department (page description) on page 1393) You select the following actions:

Tiles	Description
	• Display entitlements assigned to this department (see Displaying department entitlements on page 585) • Add new entitlements to the department (see Adding department entitlements on page 586) • Delete department entitlements (see Deleting department entitlements on page 587)
Attestation	Opens the **Attestations – Department** page (see Attestation – Department (page description) on page 1395). You select the following actions: • Display all attestation cases linked to this department (see Displaying department attestation cases on page 592) • Display details of the objects being attested (see Displaying department attestation cases on page 592) • Make approval decisions about pending attestation cases (see Approving and denying department attestation cases on page 594) • Display attestations of pending attestation cases (see Displaying attestors of department pending attestation cases on page 593) • Send reminders to approvers (see Sending reminders about department pending attestation cases on page 596)
Risk	Opens the **Risk – Department** page (see Risk – Department (page description) on page 1397) You select the following actions: • Display the department's calculated risk index (see Displaying department risk indexes on page 598) • Show how the calculated risk index is put together
History	Opens the **History – Department** page (see History – Department (page description) on page 1398) Here you can see all the changes made to the department (see Department history on page 598).
Usage	Opens the **Usage – Department** page (see Usage – Department (page description) on page 1400) Here you can display which roles the members of the department belong to (see Displaying role memberships of department members on page 602).
Compliance reports	Opens the **Compliance report – Department** page (see Compliance reports – Department (page description) on page 1400). You select the following actions:

Tiles	Description
	• Display the department's policy violations (see Displaying department policy violations on page 589) • Display rule violations of department members (see Displaying rule violations of department members on page 590) • Display risk indexes and entitlements of department members (see Displaying risk indexes and entitlements of department members on page 590)
Split	Here you can divide the department into two sections (see Copying/splitting departments on page 603).
Compare and merge	Here you can compare and merge the department with another role (department, business role, cost center or location) (see Comparing and merging departments on page 604).
Redo	Here you can restore a deleted department that was under this department (see Restoring deleted departments on page 580).
Statistics	Here you can see various statistics about the department (see Displaying department statistics on page 605).

Overview – Department (page description)

Open the **Overview – Department** page by navigating through **Responsibilities** > **Governance Administration** > **Departments** > **Edit** > **Overview**.

On the **Overview – Department** page, you can display all the information relevant to the employee summarized in an overview (see Displaying department overviews on page 582).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Department (page description)

To open the **Overview – Department** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **Main data**.

On the **Main data - Department** page, you can show and edit the department's main data (see Displaying and editing department main data on page 582).

The following tables give you an overview of the different functions and content on the **Main data – Department** page.

Table 859: Controls

Control	Description
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 860: Department main data

Property	Description
Department	Enter a full, descriptive name for the department.
Short name	Enter a short name for the department.
Object ID	Enter a unique object ID for the department. For example, the object ID is required in SAP systems for assigning identities to departments.
Location	Click **Assign**/**Change** and select the location the cost center is primarily assigned to.
Manager	Click **Assign**/**Change** and select the manager responsible for the department.
2nd Manager	Click **Assign**/**Change** and select an identity to act as a deputy to the department's manager.
Parent department	Click **Assign**/**Change** and select a department to be the parent department for organizing the department hierarchically. If you want the department at the root of a department hierarchy, leave the field empty.
Attestors	Click **Assign**/**Change** and select a cost center. Members of the selected application role can approve attestation cases for the department.
Cost center	Click **Assign**/**Change** and select the location the department is primarily assigned to.
Role approver	Click **Assign**/**Change** and select an application role. Members of the selected application role can approve requests for members of the department.
Role approver (IT)	Click **Assign**/**Change** and select an application role. Members of the selected application role can approve requests for members of the department.
Description	Enter a description for the department.

Memberships – Department (page description)

To open the **Memberships – Department** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **Memberships**.

On the **Memberships – Department** page, you can:

- Display identities that are assigned this department (see Displaying department memberships on page 583)
- Assign identities to the department (see Assigning identities to departments on page 584)
- Remove identities from the department (see Removing identities from departments on page 584)

The following tables give you an overview of the different functions and content on the **Memberships – Department** page.

Table 861: Controls

Control	Description
Request memberships	Use this button to request membership in the department for identities (see Assigning identities to departments on page 584).
Delete memberships	You can remove selected identities from the department using this button (see Removing identities from departments on page 584). Select the check boxes in front of the identities you want to remove from the department and click this button.

Table 862: Columns

Column	Description
Identity	Shows you the name of the identity assigned to the department.
Origin	Shows you whether the department of the identity was assigned directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity did not receive the membership through a direct assignment (for example, through an assignment request or delegation), the **Request** tab provides more information:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Entitlements – Department (page description)

To open the **Entitlements - Department** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **Entitlements**.

On the **Entitlements – Department** page, you can:

- Display entitlements assigned to this department (see Displaying department entitlements on page 585)

- Add new entitlements to the department (see Adding department entitlements on page 586)
- Delete department entitlements (see Deleting department entitlements on page 587)

TIP: Entitlements form the basis for membership in an object (for example in a department).

The following tables give you an overview of the various features and content on the **Entitlements – Department** page.

Table 863: Controls

Control	Description
New	Use this button to add a new entitlement to the department (see Adding department entitlements on page 586). Identities that this department is assigned to, automatically obtain membership in the object assigned here.
Remove	You can use this button to delete selected permissions (see Deleting business role entitlements on page 613)(see Deleting department entitlements on page 587)(see Deleting cost center entitlements on page 658)(see Deleting entitlements from locations on page 715). To do this, select the check box in front of the entitlement you want to delete and click the button.

Table 864: Columns

Column	Description
Entitlement	Shows you the entitlement's name.
Origin	Shows you how the entitlement was assigned. For example, the entitlement might have been assigned through a dynamic role.
Entitlement type	Shows you the entitlement type (for example, report subscriptions, account definition, resources).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Compliance – Department (page description)

To open the **Compliance - Department** page go to **Responsibilities** > **Governance Administration** > **Departments** > **Edit** > **Compliance**.

On the **Compliance - Department** page, you can view compliance rule violations caused by the department (see Displaying department rule violations on page 588).

The following table gives an overview of the different content on the **Compliance – Department** page.

Table 865: Columns

Column	Description
Entitlement	Shows the entitlement that caused the rule violation.
Rule	Shows the rule that was violated.
Risk index	Shows the severity of the rule violation (meaning the calculated risk index). The higher this value is, the higher the risk that this rule violation poses.
Risk index (reduced)	Shows the risk index taking mitigating controls into account. A rule's risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.

TIP: On the following tabs, you can show other useful information about each rule violation in the pane. To do this, click the corresponding entry in the list.

- **Entitlement**: Shows general information about the entitlement.
- **Rule**: Show general information about rule that was violated.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation – Department (page description)

To open the **Attestation - Department** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **Attestation**.

On the **Attestation - Department** page you can:

- Display all attestation cases linked to this department (see Displaying department attestation cases on page 592)
- Display details of the objects being attested (see Displaying department attestation cases on page 592)
- Make approval decisions about pending attestation cases (see Approving and denying department attestation cases on page 594)
- Display attestations of pending attestation cases (see Displaying attestors of department pending attestation cases on page 593)
- Send reminders to approvers (see Sending reminders about department pending attestation cases on page 596)

The following tables give you overview of the various features and contents of the **Attestation – Department** page.

Table 866: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see Displaying attestors of department pending attestation cases on page 593)Displaying attestors of cost center pending attestation cases on page 664 Then you can send them reminder mails.
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about department pending attestation cases on page 596).
Approve	Opens the **Pending Attestations – Department** (see Pending attestations – Department (page description) on page 900) Use this button to make approval decisions about attestation cases pending for the department (see Approving and denying department attestation cases on page 594).

Table 867: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see Displaying attestors of department pending attestation cases on page 593)Displaying attestors of cost center pending attestation cases on page 664 Then you can send reminder emails to these identities (see Sending reminders about department pending attestation cases on page 596).
Show details	You can use this button to display details about all the objects that are included in this attestation case (see Displaying department attestation cases on page 592)Displaying cost center attestation cases on page 663

Table 868: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved.

Column	Description
	• **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Risk – Department (page description)

To open the **Risk – Department** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **Risk**.

On the **Risk – Department** page, you can:

- Display the department's calculated risk index (see Displaying department risk indexes on page 598)
- Show how the calculated risk index is put together

The risk index is calculated from the sum of all attribute-based values and the maximum of all assignment-based values.

The following tables give you an overview of the various features and content on the **Risk – Department** page.

Table 869: Controls

Control	Description
View risk functions	Use this button to show the attributes and assignments that contribute to the calculated risk index.

Table 870: Columns

Column	Description
Risk index	Shows which property/assignment affects the risk index.
Risk	• At root level: Shows the summarized risk index of the property/assignment. • At other levels: Shows other details about the

Column	Description
	properties/assignments.
Weighting/change value	Shows, depending on the type of calculation, the value used to weigh the determined risk index in the final calculation or the value used to alter the risk index respectively.

History – Department (page description)

To open the **History - Department** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **History**.

On the **History – Department** page, you can see all the changes made to the department (see Department history on page 598).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows you all the events, which affect a department, either on a timeline or in a table.

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – Department** page.

Table 871: Controls

Control	Description
Events tab	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user. TIP: To remove the filter again, click ✕ (**Reset filter**) next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form.
Switch to	Use this button to display the changes as a timeline.

Control	Description
timeline view	
Status comparison tab	
Time and date picker	Select from which point on you want to see the changes.
Display changed values only	Disable this check box if you also want to see properties that have not changed since they were created.

Table 872: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of the property was at the selected point in time and what the value is now.

Table 873: Columns

Column	Description
Events tab (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview tab	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison tab	

Column	Description
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Department (page description)

To open the **Usage - Department** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **Usage**.

On the **Usage - Department** page you can see which roles the department members belong to (see Displaying role memberships of department members on page 602).

The information is displayed as a hierarchical chart, which shows you more about the role inheritance.

The following tables give you an overview of the different functions on the **Usage – System role** page.

Table 874: Controls

Control	Description
Role classes	You can select the main category of roles and organizations you want to display from this menu.
More information	Use this button to show the legend that explains the content of the overview.

Compliance reports – Department (page description)

To open the **Compliance Reports – Department** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **Compliance Reports**.

On the **Compliance Reports – Department** page you can:

- Display the department's policy violations (see Displaying department policy violations on page 589)
- Display rule violations of department members (see Displaying rule violations of department members on page 590)

- Display risk indexes and entitlements of department members (see Displaying risk indexes and entitlements of department members on page 590)

The information is divided into three parts:

- **Policy violations**: Shows all the current policy violations caused by the department.
- **Compliance rule violations**: Shows you the current rule violations of the identities to which the department is assigned.

  TIP: For more information about resolving rule violations, see Resolving rule violations on page 197.
- **Identities: Risk index and entitlements**: Displays all identities to which the department is assigned. In addition, the number of entitlements and risk index assigned to these identities is displayed.

To display the information, select the item you want from the **View** menu.

The following table gives an overview of the content of the **Compliance reports – Department** page.

Table 875: Columns

Column	Description
Policy violations	
Violating object	Show which object caused the rule violation.
Policy	Show the policy that was violated.
Status	Show the status of the rule policy.
Compliance rule violations	
Employee	Shows you the identity that caused the rule violation.
Rule violation	Shows the violated rule.
Approval state	Shows how or whether approval is granted to the rule violation.
Risk index (reduced)	Shows the risk index taking mitigating controls into account. A rule's risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.
Identities: Risk index and entitlements	
Identity	Shows you the identity to which this department is assigned.
Risk index (calculated)	Shows you the identity's calculated risk index.
Assigned permissions	Shows you all the entitlements assigned to this identity.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Cost center (page description)

To open the **Cost Center** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit**.

On the **Cost center** page, you can perform various actions on the cost center you selected beforehand.

To do this, click on one of the tiles:

Table 876: Tiles

Tiles	Description
Overview	Opens the **Overview - Cost center** page (see Overview – Cost center (page description) on page 1404). This provides you with all the information at a glance (see Displaying cost center overviews on page 653). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data - Cost center** page (see Main data – Cost center (page description) on page 1404). Here you can display and edit the cost center's main data (see Displaying and editing cost center main data on page 653).
Memberships	Opens the **Memberships - Cost center** page (see Memberships – Cost center (page description) on page 1405). You select the following actions: • Display identities that are assigned this location (see Displaying cost center memberships on page 654) • Assign identities to the location (see Assigning identities to cost centers on page 655) • Remove identities from the location (see Removing identities from cost centers on page 656)
Permissions	Opens the **Entitlements – Cost center** page (see Entitlements – Department (page description) on page 1393). You select the following actions: • Display entitlements assigned to the cost center (see Displaying cost center entitlements on page 657) • Add new entitlements to the cost center (see Adding cost center entitlements on page 657) • Delete cost center entitlements (see Deleting cost center

Tiles	Description
	entitlements on page 658)
Attestation	Opens the **Attestation – Cost center** page (see Attestation – Cost center (page description) on page 1408). You select the following actions: • Display all attestation cases linked to this cost center (see Displaying cost center attestation cases on page 663) • Display details of the objects being attested (see Displaying cost center attestation cases on page 663) • Make approval decisions about pending attestation cases (see Approving and denying cost center attestation cases on page 665) • Display attestations of pending attestation cases (see Displaying attestors of cost center pending attestation cases on page 664) • Send reminders to approvers (see Sending reminders about cost center pending attestation cases on page 667)
Risk	Opens the **Risk – Cost center** page (see Risk – Cost center (page description) on page 1410). You select the following actions: • Display the cost center's calculated risk index (see Displaying cost center risk indexes on page 669) • Show how the calculated risk index is put together
History	Opens the **History – Cost center** page (see History – Cost center (page description) on page 1411). Here you can see all the changes made to the cost center (see Cost center history on page 669).
Usage	Opens the **Usage – Cost center** page (see Usage – Cost center (page description) on page 1413). Here you can display which roles the members of the cost center belong to (see Displaying role memberships of cost center members on page 673).
Compliance reports	Opens the **Compliance report – Cost center** page (see Compliance reports – Cost center (page description) on page 1413). You select the following actions: • Display the cost center's policy violations (see Displaying cost center policy violations on page 660) • Display rule violations of system role members (see Displaying rule violations of cost center members on page 661)

Tiles	Description
	• Display risk indexes and entitlements of the cost center members (see Displaying risk indexes and entitlements of cost center members on page 662)
Split	Here you can split the cost center into two cost centers (see Copying/splitting cost centers on page 674).
Compare and merge	Here you can compare and merge the cost center with another role (cost center, business role, department or location) (see Comparing and merging cost centers on page 675).
Redo	Here you can restore a deleted cost center that was under this cost center (see Restoring deleted cost centers on page 652).
Statistics	Here you can see various statistics about the cost center (see Displaying cost center statistics on page 676).

Overview – Cost center (page description)

Open the **Overview – Cost center** page by navigating through **Responsibilities** > **Governance Administration** > **Cost centers** > **Edit** > **Overview**.

On the **Overview – Cost center** page, you can display all the information relevant to the cost center summarized in an overview (see Displaying cost center overviews on page 653.)

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Cost center (page description)

To open the **Overview – Cost center** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **Main data**.

On the **Main data - Cost center** page, you can show and edit the cost center's main data (see Displaying and editing cost center main data on page 653).

The following tables give you an overview of the different functions and content on the **Main data – Cost center** page.

Table 877: Controls

Control	Description
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 878: Cost center main data

Property	Description
Cost center	Enter a full, descriptive name for the cost center.
Short name	Enter a short name for the cost center.
Manager	Click **Assign/Change** and select the manager responsible for the cost center.
2nd Manager	Click **Assign/Change** and select an identity to act as a deputy to the cost center's manager.
Parent cost center	Click **Assign/Change** and select a cost center to be the parent cost center for organizing the cost center hierarchically. If you want the cost center at the root of a cost center hierarchy, leave the field empty.
Attestors	Click **Assign/Change** and select a cost center. Members of the selected application role can approve attestation cases for the cost center.
Department	Click **Assign/Change** and select the department that the cost center is primarily assigned to.
Location	Click **Assign/Change** and select the location the cost center is primarily assigned to.
Role approver	Click **Assign/Change** and select an application role. Members of the selected application role can approve requests for members of the cost center.
Role approver (IT)	Click **Assign/Change** and select an application role. Members of the selected application role can approve requests for members of the cost center.
Description	Enter a description for the cost center.

Memberships – Cost center (page description)

To open the **Memberships – Cost center** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **Memberships**.

On the **Memberships – Cost center** page, you can:

- Display identities that are assigned this location (see Displaying cost center memberships on page 654)
- Assign identities to the location (see Assigning identities to cost centers on page 655)
- Remove identities from the location (see Removing identities from cost centers on page 656)

The following tables give you an overview of the different functions and content on the **Memberships – Cost center** page.

Table 879: Controls

Control	Description
Request memberships	Use this button to request membership in the cost center for identities (see Assigning identities to cost centers on page 655).
Delete memberships	You can use this button to remove selected identities from the cost center (see Removing identities from cost centers on page 656). Select the check boxes in front of the identities you want to remove from the cost center and click this button.

Table 880: Columns

Column	Description
Identity	Shows you the name of the identity assigned to the cost center.
Origin	Shows you whether the cost center of the identity was assigned directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity did not receive the membership through a direct assignment (for example, through an assignment request or delegation), the **Request** tab provides more information:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Entitlements – Cost center (page description)

To open the **Entitlements - Cost Center** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **Entitlements**.

On the **Entitlements – Cost center** page, you can:

- Display entitlements assigned to the cost center (see Displaying cost center entitlements on page 657)
- Add new entitlements to the cost center (see Adding cost center entitlements on page 657)
- Delete cost center entitlements (see Deleting cost center entitlements on page 658)

TIP: Entitlements form the basis for membership in an object (for example in a department).

The following tables give you an overview of the various features and content on the **Entitlements – Cost center** page.

Table 881: Controls

Control	Description
New	Use this button to add a new entitlement to the cost center (see Adding cost center entitlements on page 657). Identities that this cost center is assigned to, automatically obtain membership in the object assigned here.
Remove	You can use this button to delete selected permissions (see Deleting business role entitlements on page 613)(see Deleting department entitlements on page 587)(see Deleting cost center entitlements on page 658)(see Deleting entitlements from locations on page 715). To do this, select the check box in front of the entitlement you want to delete and click the button.

Table 882: Columns

Column	Description
Entitlement	Shows you the entitlement's name.
Origin	Shows you how the entitlement was assigned. For example, the entitlement might have been assigned through a dynamic role.
Entitlement type	Shows you the entitlement type (for example, report subscriptions, account definition, resources).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Compliance – Cost center (page description)

To open the **Compliance - Cost Center** page go to **Responsibilities** > **Governance Administration** > **Cost Centers** > **Edit** > **Compliance**.

On the **Compliance - Cost center** page, you can view compliance rule violations caused by the cost center (see Displaying cost center rule violations on page 660).

The following table gives an overview of the different content on the **Compliance – Cost center** page.

Table 883: Columns

Column	Description
Entitlement	Shows the entitlement that caused the rule violation.
Rule	Shows the rule that was violated.
Risk index	Shows the severity of the rule violation (meaning the calculated risk index). The higher this value is, the higher the risk that this rule violation poses.
Risk index (reduced)	Shows the risk index taking mitigating controls into account. A rule's risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.

TIP: On the following tabs, you can show other useful information about each rule violation in the pane. To do this, click the corresponding entry in the list.

- **Entitlement**: Shows general information about the entitlement.
- **Rule**: Show general information about rule that was violated.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation – Cost center (page description)

To open the **Attestation - Cost Center** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **Attestation**.

On the **Attestation - Cost Center** page you can:

- Display all attestation cases linked to this cost center (see Displaying cost center attestation cases on page 663)
- Display details of the objects being attested (see Displaying cost center attestation cases on page 663)
- Make approval decisions about pending attestation cases (see Approving and denying cost center attestation cases on page 665)
- Display attestations of pending attestation cases (see Displaying attestors of cost center pending attestation cases on page 664)
- Send reminders to approvers (see Sending reminders about cost center pending attestation cases on page 667)

The following tables give you an overview of the various features and contents of the **Attestation – Cost Center** page.

Table 884: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases (see . Then you can send them reminder mails.
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about cost center pending attestation cases on page 667).
Approve	Opens the **Pending Attestations – Cost center** (see Pending attestations – Cost center (page description) on page 927). Use this button to make approval decisions about attestation cases pending for the cost center (see Approving and denying cost center attestation cases on page 665).

Table 885: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case (see . Then you can send reminder emails to these identities (see Sending reminders about cost center pending attestation cases on page 667).
Show details	You can use this button to display details about all the objects that are included in this attestation case (see .

Table 886: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.

Column	Description
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Risk – Cost center (page description)

To open the **Risk – Cost center** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **Risk**.

On the **Risk – Cost center** page, you can:

- Display the cost center's calculated risk index (see Displaying cost center risk indexes on page 669)
- Show how the calculated risk index is put together

The risk index is calculated from the sum of all attribute-based values and the maximum of all assignment-based values.

The following tables give you an overview of the various features and content on the **Risk – Cost center** page.

Table 887: Controls

Control	Description
View risk functions	Use this button to show the attributes and assignments that contribute to the calculated risk index.

Table 888: Columns

Column	Description
Risk index	Shows which property/assignment affects the risk index.
Risk	• At root level: Shows the summarized risk index of the property/assignment. • At other levels: Shows other details about the properties/assignments.
Weighting/change value	Shows, depending on the type of calculation, the value used to weigh the determined risk index in the final calculation or the value used to alter the risk index respectively.

History – Cost center (page description)

To open the **History - Cost Center** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **History**.

On the **History – Cost center** page, you can see all the changes made to the cost center (see Cost center history on page 669).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows you all the events, which affect a cost center, either on a timeline or in a table.

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – Cost center** page.

Table 889: Controls

Control	Description
Events tab	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user. TIP: To remove the filter again, click (**Reset filter**) next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form.
Switch to timeline view	Use this button to display the changes as a timeline.
Status comparison tab	
Time and date picker	Select from which point on you want to see the changes.
Display changed values only	Disable this check box if you also want to see properties that have not changed since they were created.

Table 890: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of the property was at the selected point in time and what the value is now.

Table 891: Columns

Column	Description
Events tab (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview tab	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison tab	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Cost center (page description)

To open the **Usage - Cost Center** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **Usage**.

On the **Usage - Cost Center** page, you can see which roles the cost center members belong to (see Displaying role memberships of cost center members on page 673).

The information is displayed as a hierarchical chart, which shows you more about the role inheritance.

The following tables give you an overview of the different functions on the **Usage – Cost center** page.

Table 892: Controls

Control	Description
Role classes	You can select the main category of roles and organizations you want to display from this menu.
More information	Use this button to show the legend that explains the content of the overview.

Compliance reports – Cost center (page description)

To open the **Compliance Reports – Cost Center** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **Compliance Reports**.

On the **Compliance Reports – Cost center** page you can:

- Display the cost center's policy violations (see Displaying cost center policy violations on page 660)
- Display rule violations of system role members (see Displaying rule violations of cost center members on page 661)
- Display risk indexes and entitlements of the cost center members (see Displaying risk indexes and entitlements of cost center members on page 662)

The information is divided into three parts:

- **Policy violations**: Shows all the current policy violations caused by the cost center.
- **Compliance rule violations**: Shows you all current rule violations of the identities assigned to the cost center.

  TIP: For more information about resolving rule violations, see Resolving rule violations on page 197.
- **Identities: Risk index and entitlements**: Displays all identities to which the cost center is assigned. In addition, the number of entitlements and risk index assigned to these identities is displayed.

To display the information, select the item you want from the **View** menu.

The following table gives an overview of the content of the **Compliance reports – Cost center** page.

Table 893: Columns

Column	Description
Policy violations	
Violating object	Show which object caused the rule violation.
Policy	Show the policy that was violated.
Status	Show the status of the rule policy.
Compliance rule violations	
Employee	Shows you the identity that caused the rule violation.
Rule violation	Shows the violated rule.
Approval state	Shows how or whether approval is granted to the rule violation.
Risk index (reduced)	Shows the risk index taking mitigating controls into account. A rule’s risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.
Identities: Risk index and entitlements	
Identity	Shows you the identity to which to the cost center is assigned.
Risk index (calculated)	Shows you the identity's calculated risk index.
Assigned permissions	Shows you all the entitlements assigned to this identity.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Location (page description)

To open the **Location** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit**.

On the **Location** page, you can perform various actions on the location you selected.

To do this, click on one of the tiles:

Table 894: Tiles

Tiles	Description
Overview	Opens the **Overview – Location** page (see Overview - Location (page

Tiles	Description
	description) on page 1417). This provides you with all the information at a glance (see Displaying location overviews on page 709). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data - Location** page (see Main data - Location (page description) on page 1417). Here you can see and edit the location's main data (see Displaying and editing location main data on page 710).
Memberships	Opens the **Memberships - Location** page (see Memberships – Location (page description) on page 1418). You select the following actions: • Display identities assigned to the location (see Displaying location memberships on page 711) • Assign identities to the location (see Assigning identities to locations on page 711) • Remove identities from the location (see Removing identities from locations on page 712)
Permissions	Opens the **Entitlements – Location** page (see Entitlements – Location (page description) on page 1419). You select the following actions: • Display entitlements assigned to the location (see Displaying location entitlements on page 713) • Add new entitlements to the location (see Adding location entitlements on page 714) • Delete the location's entitlements/memberships (see Deleting entitlements from locations on page 715)
Attestation	Opens the **Attestation – Location** page (see Attestation – Location (page description) on page 1421). You select the following actions: • Display all attestation cases linked to this location (see Displaying location attestation cases on page 719) • Display details of the objects being attested (see Displaying location attestation cases on page 719) • Make approval decisions about pending attestation cases (see Approving and denying location attestation cases on page 721) • Display attestations of pending attestation cases (see Displaying attestors of location pending attestation cases on page 720)

Tiles	Description
	• Send reminders to approvers (see Sending reminders about location pending attestation cases on page 723)
Risk	Opens the **Risk – Location** page (see Risk – Location (page description) on page 1422). You select the following actions: • Display the location's calculated risk index (see Displaying location risk indexes on page 725) • Show how the calculated risk index is put together
History	Opens the **History – Location** page (see History – Location (page description) on page 1423). Here you can view all changes made to the location (see Location history on page 726).
Usage	Opens the **Usage – Location** page (see Usage – Location (page description) on page 1425). Here you can display which roles the members of the site belong to (see Displaying role memberships of location members on page 729).
Compliance reports	Opens the **Compliance report – Location** page (see Compliance reports - Location (page description) on page 1426). You select the following actions: • Display the location's policy violations (see Displaying location policy violations on page 717) • Display rule violations of location members (see Displaying rule violations of location members on page 717) • Display risk indexes and entitlements of location members (see Displaying risk indexes and entitlements of location members on page 718)
Split	Here you can split the site into two locations (see Copying/splitting locations on page 730).
Compare and merge	Here you can compare and merge the location with another role (location, business role, department or cost center) (see Comparing and merging locations on page 731).
Redo	Here you can restore a deleted location that was under this location (see Restoring deleted locations on page 708).
Statistics	Here you can see various statistics about the location (see Displaying location statistics on page 732).

Overview - Location (page description)

Open the **Overview – Location** page by navigating through **Responsibilities** > **Governance Administration** > **Locations** > **Edit** > **Overview**.

On the **Overview - Location** page, you can see all the information relevant to the location summarized in an overview (see Displaying location overviews on page 709).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data - Location (page description)

To open the **Main data - Location** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **Main data**.

On the **Main data - Location** page you can view and edit the master data of the location (see Displaying and editing location main data on page 710).

The following tables give you an overview of the different functions and content on the **Main data – Location** page.

Table 895: Controls

Control	Description
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 896: Location main data

Property	Description
Location	Enter a full, descriptive name for the location.
Short name	Enter a short name for the location.
Name	Enter an additional description for the location.
Manager	Click **Assign/Change** and select the manager responsible for the location.
2nd Manager	Click **Assign/Change** and select an identity to act as a deputy to the location's manager.
Parent location	Click **Assign/Change** and select a location to be the parent location for organizing the location hierarchically. If you want the location at the root of a location hierarchy, leave the field empty.
Attestors	Click **Assign/Change** and select a cost center. Members of the selected application role can approve attestation cases for the location.
Department	Click **Assign/Change** and select the department the location is primarily assigned to.

Property	Description
Cost center	Click **Assign/Change** and select the cost center the location is primarily assigned to.
Role approver	Click **Assign/Change** and select an application role. Members of the selected application role can approve requests for members of the location.
Role approver (IT)	Click **Assign/Change** and select an application role. Members of the selected application role can approve requests for members of the location.
Description	Enter a description for the location.

Memberships – Location (page description)

To open the **Memberships – Location** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **Memberships**.

On the **Memberships – Location** page, you can:

- Display identities assigned to the location (see Displaying location memberships on page 711)
- Assign identities to the location (see Assigning identities to locations on page 711)
- Remove identities from the location (see Removing identities from locations on page 712)

The following tables give you an overview of the different functions and content on the **Memberships – Location** page.

Table 897: Controls

Control	Description
Request memberships	Use this button to request in the location assignment for identities (see Assigning identities to locations on page 711).
Delete memberships	You can use this button to delete the assignment to the location for selected identities (see Removing identities from locations on page 712). Select the check boxes in front of the identities whose locations you want to delete and click this button.

Table 898: Columns

Column	Description
Identity	Shows you the name of the identity assigned to the location.
Origin	Shows you whether the location of the identity was assigned directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity did not receive the membership through a direct assignment (for example, through an assignment request or delegation), the **Request** tab provides more information:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Entitlements – Location (page description)

To open the **Entitlements - Location** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **Entitlements**.

On the **Entitlements – Location** page, you can:

- Display entitlements assigned to the location (see Displaying location entitlements on page 713)
- Add new entitlements to the location (see Adding location entitlements on page 714)
- Delete the location's entitlements/memberships (see Deleting entitlements from locations on page 715)

TIP: Entitlements form the basis for membership in an object (for example in a department).

The following tables give you an overview of the various features and content on the **Entitlements – Location** page.

Table 899: Controls

Control	Description
New	Use this button to add a new entitlement to the location (see Adding location entitlements on page 714). Identities that this location is assigned to, automatically obtain membership in the object assigned here.
Remove	You can use this button to delete selected permissions (see Deleting business role entitlements on page 613)(see Deleting department entitlements on page 587)(see Deleting cost center entitlements on page 658)(see Deleting entitlements from locations on page 715). To do this, select the check box in front of the entitlement you want to delete and click the button.

Table 900: Columns

Column	Description
Entitlement	Shows you the entitlement's name.
Origin	Shows you how the entitlement was assigned. For example, the entitlement might have been assigned through a dynamic role.
Entitlement type	Shows you the entitlement type (for example, report subscriptions, account definition, resources).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Compliance – Location (page description)

To open the **Compliance - Location** page go to **Responsibilities** > **Governance Administration** > **Locations** > **Edit** > **Compliance**.

On the **Compliance - Location** page, you can view compliance rule violations caused by the location (see Displaying location rule violations on page 716).

The following table gives an overview of the different content on the **Compliance – Location** page.

Table 901: Columns

Column	Description
Entitlement	Shows the entitlement that caused the rule violation.
Rule	Shows the rule that was violated.
Risk index	Shows the severity of the rule violation (meaning the calculated risk index). The higher this value is, the higher the risk that this rule violation poses.
Risk index (reduced)	Shows the risk index taking mitigating controls into account. A rule’s risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.

TIP: On the following tabs, you can show other useful information about each rule violation in the pane. To do this, click the corresponding entry in the list.

- **Entitlement**: Shows general information about the entitlement.
- **Rule**: Show general information about rule that was violated.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation – Location (page description)

To open the **Attestation - Location** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **Attestation**.

On the **Attestation - Location** page you can:

- Display all attestation cases linked to this location (see Displaying location attestation cases on page 719)
- Display details of the objects being attested (see Displaying location attestation cases on page 719)
- Make approval decisions about pending attestation cases (see Approving and denying location attestation cases on page 721)
- Display attestations of pending attestation cases (see Displaying attestors of location pending attestation cases on page 720)
- Send reminders to approvers (see Sending reminders about location pending attestation cases on page 723)

The following tables give you overview of the various features and contents of the **Attestation – Location** page.

Table 902: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases Then you can send them reminder mails.
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about location pending attestation cases on page 723).
Approve	Opens the **Pending Attestations – Locations** (see Pending attestations – Location (page description) on page 908). Use this button to make approval decisions about attestation cases pending for the location (see Approving and denying location attestation cases on page 721).

Table 903: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case Then you can send reminder emails to these identities (see Sending reminders about location pending attestation cases on page 723).
Show details	You can use this button to display details about all the objects that are included in this attestation case

Table 904: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Risk – Location (page description)

To open the **Risk – Location** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **Risk**.

On the **Risk – Location** page, you can:

- Display the location's calculated risk index (see Displaying location risk indexes on page 725)
- Show how the calculated risk index is put together

The risk index is calculated from the sum of all attribute-based values and the maximum of all assignment-based values.

The following tables give you an overview of the various features and content on the **Risk – Location** page.

Table 905: Controls

Control	Description
View risk functions	Use this button to show the attributes and assignments that contribute to the calculated risk index.

Table 906: Columns

Column	Description
Risk index	Shows which property/assignment affects the risk index.
Risk	• At root level: Shows the summarized risk index of the property/assignment. • At other levels: Shows other details about the properties/assignments.
Weighting/change value	Shows, depending on the type of calculation, the value used to weigh the determined risk index in the final calculation or the value used to alter the risk index respectively.

History – Location (page description)

To open the **History - Location** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **History**.

On the **History – Location** page, you can see all the changes made to the location (see Location history on page 726).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows you all the events, which affect a location, either on a timeline or in a table.

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – Location** page.

Table 907: Controls

Control	Description
Events tab	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user. TIP: To remove the filter again, click (**Reset filter**) next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form.
Switch to timeline view	Use this button to display the changes as a timeline.
Status comparison tab	
Time and date picker	Select from which point on you want to see the changes.
Display changed values only	Disable this check box if you also want to see properties that have not changed since they were created.

Table 908: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of the property was at the selected point in time and what the value is now.

Table 909: Columns

Column	Description
Events tab (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview tab	

Column	Description
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison tab	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Location (page description)

To open the **Usage - Location** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **Usage**.

On the **Usage - Location** page, you can see which roles the location members belong to (see Displaying role memberships of location members on page 729).

The information is displayed as a hierarchical chart, which shows you more about the role inheritance.

The following tables give you an overview of the different functions on the **Usage – Location** page.

Table 910: Controls

Control	Description
Role classes	You can select the main category of roles and organizations you want to display from this menu.
More information	Use this button to show the legend that explains the content of the overview.

Compliance reports - Location (page description)

To open the **Compliance Reports – Location** page go to **Responsibilities** > **Governance Administration** > **Organization** > **Edit** > **Compliance Reports**.

On the **Compliance Reports – Location** page you can:

- Display the location's policy violations (see Displaying location policy violations on page 717)
- Display rule violations of location members (see Displaying rule violations of location members on page 717)
- Display risk indexes and entitlements of location members (see Displaying risk indexes and entitlements of location members on page 718)

The information is divided into three parts:

- **Policy violations**: Shows all the current policy violations caused by the location.
- **Compliance rule violations**: Shows you all current rule violations of the identities assigned to the location.

  TIP: For more information about resolving rule violations, see Resolving rule violations on page 197.
- **Identities: Risk index and entitlements**: Shows all identities assigned to the location. In addition, the number of entitlements and risk index assigned to these identities is displayed.

To display the information, select the item you want from the **View** menu.

The following table gives an overview of the content of the **Compliance reports – Location** page.

Table 911: Columns

Column	Description
Policy violations	
Violating object	Show which object caused the rule violation.
Policy	Show the policy that was violated.
Status	Show the status of the rule policy.
Compliance rule violations	
Employee	Shows you the identity that caused the rule violation.
Rule violation	Shows the violated rule.
Approval state	Shows how or whether approval is granted to the rule violation.
Risk index (reduced)	Shows the risk index taking mitigating controls into account. A rule’s risk index can be reduced by a significance amount after mitigating controls have been applied.

Column	Description
	Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.
Identities: Risk index and entitlements	
Identity	Shows you the identity to which this location is assigned.
Risk index (calculated)	Shows you the identity's calculated risk index.
Assigned permissions	Shows you all the entitlements assigned to this identity.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Resources (page description)

To open the **Resources** page go to **Responsibilities** > **Governance Administration** > **Resources**.

On the **Resources** page you can see all resources (see Displaying all resources on page 697).

If you click **Edit** in a resource's details pane, a new page opens, which contains more information and configuration options for the resource (see Resource (page description) on page 1427).

The following table gives you an overview of the various content of the **Resources** page.

Table 912: Columns

Column	Description
Display	Shows you the resource's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Resource (page description)

To open the **Resource** page go to **Responsibilities** > **Governance Administration** > **Resources** > **Edit**.

On the **Resource** page, you can perform various actions on the resource you selected beforehand.

To do this, click on one of the tiles:

Table 913: Tiles

Tiles	Description
Overview	Opens the **Overview - Resource** page (see Overview – Resource (page description) on page 1429). This provides you with all the information at a glance (see Displaying resource overviews on page 697). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data - Resource** page (see Main data – Resource (page description) on page 1429). Here you can display and edit the resource's main data (see Displaying and editing resource main data on page 698).
Memberships	Opens the **Memberships - Resource** page (see Memberships – Resource (page description) on page 1430). You select the following actions: • Display identities that are assigned this resource (see Displaying resource memberships on page 699) • Request the resource for identities (see Assigning identities to resources on page 699) • Cancel this resource for identities (see Removing resources from identities on page 700)
Attestation	Opens the **Attestation – Resource** page (see Attestation - Resource (page description) on page 1431). You select the following actions: • Display all attestation cases linked to this resource (see Displaying resource attestation cases on page 701) • Display details of the objects being attested (see Displaying resource attestation cases on page 701) • Make approval decisions about pending attestation cases (see Approving and denying resource attestation cases on page 703) • Display attestations of pending attestation cases (see Displaying attestors of resource pending attestation cases on page 702) • Send reminders to approvers (see Sending reminders about resource pending attestation cases on page 704)
Usage	Opens the **Usage – Resource** page (see Usage – Resource (page description) on page 1433). Here you can display which roles the members of the resource belong to (see Displaying role memberships resource members on page 706).

Overview – Resource (page description)

To open the **Overview - Resource** page go to **Responsibilities** > **Governance Administration** > **Resources** > **Edit** > **Overview**.

On the **Overview – Resource** page, you can see all the information relevant to the resource summarized in an overview (see Displaying resource overviews on page 697).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Resource (page description)

To open the **Main data - Resource** page go to **Responsibilities** > **Governance Administration** > **Resources** > **Edit** > **Main data**.

On the **Main data - Resource** page, you can show and edit the resource's main data (see Displaying and editing resource main data on page 698).

The following tables give you an overview of the different functions and content on the **Main data – Resource** page.

Table 914: Controls

Control	Description
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 915: Resource main data

Property	Description
Resource	Enter a full, descriptive name for the resource.
Resource type	Select a resource type for the resource. Use resource types to group resources.
Description	Enter a description for the resource.
IT shop	Select the check box if the resource can also be requested through the IT Shop. The resource can be requested by identities through the Web Portal and the request granted by a defined approval process. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Select the check box if the resource can only be requested through the IT Shop. The resource can be requested by identities through the Web Portal and the request granted by a defined approval process. It is not possible to assign the resource directly to roles outside the IT Shop (for example, in Manager).
Service	Click **Create a new service item** and create a new service item (a

Property	Description
item	product). If a service item is already assigned, click **Change** and select a service item. You cannot use an assignment resource until a service item has been assigned to it.
Risk index	Use the ruler to specify a risk index range. This value is used to assess the risk of assigning resources to identities. For more information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.

Memberships – Resource (page description)

To open the **Memberships – Resource** page go to **Responsibilities** > **Governance Administration** > **Resources** > **Edit** > **Memberships**.

On the **Memberships – Resource** page, you can:

- Display identities that are assigned this resource (see Displaying resource memberships on page 699)
- Request the resource for identities (see Assigning identities to resources on page 699)
- Cancel this resource for identities (see Removing resources from identities on page 700)

The following tables give you an overview of the different functions and content on the **Memberships – Resource** page.

Table 916: Controls

Control	Description
Request memberships	Use this button to request the resource for identities (see Assigning identities to resources on page 699).
Delete memberships	You can use this button to delete the resource assignment for selected identities (see Removing resources from identities on page 700). Select the check boxes in front of the identities whose resource assignments you want to delete and click this button.

Table 917: Columns

Column	Description
Identity	Shows you the name of the identity to which the resource is assigned.
Origin	Shows you whether the resource was assigned to the identity directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity did not receive the membership through a direct assignment (for example, through an assignment request or delegation), the **Request** tab provides more information:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation - Resource (page description)

To open the **Attestation - Resource** page go to **Responsibilities** > **Governance Administration** > **Resources** > **Edit** > **Attestation**.

On the **Attestation - Resource** page you can:

- Display all attestation cases linked to this resource (see Displaying resource attestation cases on page 701)
- Display details of the objects being attested (see Displaying resource attestation cases on page 701)
- Make approval decisions about pending attestation cases (see Approving and denying resource attestation cases on page 703)
- Display attestations of pending attestation cases (see Displaying attestors of resource pending attestation cases on page 702)
- Send reminders to approvers (see Sending reminders about resource pending attestation cases on page 704)

The following tables give you an overview of the various features and contents of the **Attestation – Resource** page.

Table 918: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases Then you can send them reminder mails.
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about resource pending attestation cases on page 704).

Control	Description
Approve	Opens the **Pending Attestations – Resources** (see Pending attestations – Resource (page description) on page 938). Use this button to make approval decisions about attestation cases pending for the resource (see Approving and denying resource attestation cases on page 703).

Table 919: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case Then you can send reminder emails to these identities (see Sending reminders about resource pending attestation cases on page 704).
Show details	You can use this button to display details about all the objects that are included in this attestation case

Table 920: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – Resource (page description)

To open the **Usage - Resource** page go to **Responsibilities** > **Governance Administration** > **Resources** > **Edit** > **Usage**.

On the **Usage - Resource** page, you can see which roles the resource members belong to (see Displaying role memberships resource members on page 706).

The information is displayed as a hierarchical chart, which shows you more about the role inheritance.

The following table gives you an overview of the various features on the **Usage – Resources** page.

Table 921: Controls

Control	Description
Role classes	You can select the main category of roles and organizations you want to display from this menu.
More information	Use this button to show the legend that explains the content of the overview.

System entitlements (page description)

To open the **System Entitlements** page go to **Responsibilities** > **Governance Administration** > **System Entitlements**.

On the **System entitlements** page, you can see all system entitlements (see Displaying all system entitlements on page 734).

If you click a system entitlement in the list, a new page opens, which contains more information and configuration options for the system entitlement (see System entitlement (page description) on page 1434).

The following table gives you an overview of the various features on the **System Entitlements** page.

Table 922: Columns

Column	Description
System entitlement	Shows the system entitlement's name.
Container	Shows you the container that holds the system entitlement.
Target system	Shows you to which target system the system entitlement belongs.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

System entitlement (page description)

To open the **System entitlement** page go to **Responsibilities** > **Governance Administration** > **System Entitlements** > click a system entitlement.

On the **System entitlement** page, you can perform various actions on the system entitlement you selected beforehand.

To do this, click on one of the tiles:

Table 923: Tiles

Tiles	Description
Overview	Opens the **Overview - System entitlement** page (see Overview – System entitlement (page description) on page 1436). This provides you with all the information at a glance (see Displaying system entitlement overviews on page 734). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data - System entitlement** page (see Main data – System entitlement (page description) on page 1436). Here you can view and edit the system entitlement's main data (see Displaying and editing system entitlements main data on page 734).
Memberships	Opens the **Memberships - System entitlement** page (see Memberships – System entitlement (page description) on page 1438). You select the following actions: • Display identities that are assigned this system entitlement (see Displaying system entitlement memberships on page 737) • Request this system entitlement for identities (see Assigning identity system entitlements on page 737) • Cancel this system entitlement for identities (see Removing system entitlements from identities on page 738)
Attestation	Opens the **Attestations – System entitlement** page (see Attestation – System entitlement (page description) on page 1440). You select the following actions: • Display all attestation cases linked to this system entitlement (see Displaying system entitlement attestation cases on page 741) • Display details of the objects being attested (see Displaying system entitlement attestation cases on page 741) • Make approval decisions about pending attestation cases (see Approving and denying system entitlement attestation cases on page 743) • Display attestations of pending attestation cases (see Displaying attestors of system entitlement pending attestation cases on page

Tiles	Description
	742) • Send reminders to approvers (see Sending reminders about system entitlement pending attestation cases on page 745)
Attestors	Opens the **Attestors – System entitlement** page (see Attestors – System entitlement (page description) on page 1442). You select the following actions: • Display all identities that can approve the system entitlement's attestation cases (see Displaying system entitlement attestors on page 746) • Specify attestors for the system entitlement (see Specifying attestors of system entitlements on page 747) • Create new application roles for attestors (see Specifying attestors of system entitlements on page 747)
Child groups	Open the **Child groups – System entitlement** (see Child groups – System entitlement (page description) on page 1439). You select the following actions: • Display all the system entitlement's child groups (see Displaying system entitlements' child groups on page 739) • Assign a child group to the system entitlement (see Assigning child groups to system entitlements on page 739) • Remove child groups from the system entitlement (see Removing system entitlements' child groups on page 740)
Owner	Opens the **Owners – System entitlement** page (see Owners – System entitlement (page description) on page 1442). You select the following actions: • Show all the identities that are owners of the system entitlement (see Displaying product owners of system entitlements on page 748) • Specify owners of the system entitlement (see Specifying product owners for system entitlements on page 749) • Create new application roles for owners (see Specifying product owners for system entitlements on page 749)
History	Opens the **History – System entitlement** page (see History – System entitlement (page description) on page 1444). Here you can view all changes to the system authorization (see System entitlement history on page 750).

Tiles	Description
Usage	Opens the **Usage – System entitlement** page (see Usage – System entitlement (page description) on page 1446). Here you see which roles belong to the members of the system entitlement (see Displaying role memberships of system entitlement members on page 754).

Overview – System entitlement (page description)

To open the **Overview - System entitlement** page go to **Responsibilities** > **Governance Administration** > **System Entitlements**> click a system entitlement > **Overview**.

On the **Overview – System entitlement** page, you can display all the information relevant to the system entitlement summarized in an overview (see Displaying system entitlement overviews on page 734).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – System entitlement (page description)

To open the **Main data - System Entitlement** page go to **Responsibilities** > **Governance Administration** > **System Entitlements** > click a system entitlement > **Main data**.

On the **Main data - System entitlement** page, you can show and edit the system entitlement's main data (see Displaying and editing system entitlements main data on page 734).

The following table gives you an overview of the various features and content on the **Main data – System entitlement** page.

Table 924: Controls

Control	Description
Request modification	NOTE: This button is only available for Active Directory groups. Use this button to request the changes to the following properties of the Active Directory group (see Displaying and editing system entitlements main data on page 734): • **Group scope**: Select the scope that specifies the range of the group's usage within the domain or forest. The group's scope specifies where the group is allowed to issue permissions. You can specify one of the following group scopes: ◦ **Global group**: Global groups can be used to provide cross-domain authorizations. Members of a global group are only user accounts, computers, and groups belonging to the global group’s domain.

Control	Description
	- **Local**: Local groups are used when authorizations are issued within the same domain. Members of a domain local group can be user accounts, computers, or groups in any domain. - **Universal**: Universal groups can be used to provide cross-domain authorizations available. Universal group members can be user accounts and groups from all domains in one domain structure. - **Group type**: Specify whether this is an Active Directory security group or an Active Directory distribution group.
Request deletion	NOTE: This button is only available for Active Directory groups. Use this button to request to delete the group (see Deleting Active Directory groups on page 736).
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 925: System entitlement main data

Property	Description
Name	Enter a full, descriptive name for the system entitlement.
Canonical name	Shows the automatically generated canonical name of the system entitlement.
Distinguished name	Shows the automatically generated distinguished name of the system entitlement.
Display name	Enter a name for displaying the system entitlement in the One Identity Manager tools.
Notes domain	Shows the Note domain name.
Service item	Click **Create a new service item** and create a new service item (a product). If a service item is already assigned, click **Change** and select a service item. You cannot use a system entitlement until a service item has been assigned to it.
Category	Select the category for system entitlement inheritance. User accounts can inherit system entitlements selectively. To do this, system entitlements and user accounts are divided into categories.

Property	Description
Description	Enter a description for the system entitlement.
Risk index	Use the slider to define the risk index. This value is used to assess the risk of assigning system entitlements to user accounts. For more information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.
IT shop	Enable this check box to allow the system entitlement to be requested through the IT Shop. This system entitlement can be requested by your identities through the Web Portal and granted through a defined approval process. The system entitlement can still be assigned directly to identities and hierarchical roles. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Enable the check box to allow the system entitlement to be requested through the IT Shop if required. This system entitlement can be requested by your identities through the Web Portal and granted using a defined approval process. The system entitlement may not be assigned directly to hierarchical roles.
IT shop product is inactive	Select the check box if the system entitlement is not used. Only enabled system entitlements can be assigned in One Identity Manager. If a system entitlement is disabled, assignment of the system entitlement is not permitted. However, existing assignments remain intact.

Memberships – System entitlement (page description)

To open the **Memberships – System entitlement** page go to **Responsibilities** > **Governance Administration** > **System Entitlements** > select system entitlement > **Memberships**.

On the **Memberships – System entitlement** page, you can:

- Display identities that are assigned this system entitlement (see Displaying system entitlement memberships on page 737)
- Request this system entitlement for identities (see Assigning identity system entitlements on page 737)
- Cancel this system entitlement for identities (see Removing system entitlements from identities on page 738)

The following tables give you an overview of the different functions and content on the **Memberships – System entitlement** page.

Table 926: Controls

Control	Description
Request memberships	Use this button to request the system entitlement for identities (see Assigning identity system entitlements on page 737).

Control	Description
Delete memberships	Use this button to delete membership of selected identities in the system entitlement (see Removing system entitlements from identities on page 738). Select the check box in front of the identities whose membership in the system entitlement you want to delete and click this button.

Table 927: Columns

Column	Description
Identity	Shows you the name of the identity to which the system entitlement is assigned.
Origin	Shows you whether the system entitlement was assigned to the identity directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity did not receive the membership through a direct assignment (for example, through an assignment request or delegation), the **Request** tab provides more information:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Child groups – System entitlement (page description)

To open the **Child groups – system entitlement** page go to **Responsibilities** > **Governance Administration** > **System entitlements** > click system entitlement > **Child groups**.

On the **Child groups – System entitlement** page, you can:

- Display all the system entitlement's child groups (see Displaying system entitlements' child groups on page 739)
- Assign a child group to the system entitlement (see Assigning child groups to system entitlements on page 739)
- Remove child groups from the system entitlement (see Removing system entitlements' child groups on page 740)

The following table gives you an overview of the different features and content on the **Child groups – System entitlement** page.

Table 928: Controls

Control	Description
Remove selected	Use this button to remove selected child groups (see Removing system entitlements' child groups on page 740). Select the check box in front of the group that you want to remove and click this button.
New child group	Use this button to assign a child group to the system entitlement (see Assigning child groups to system entitlements on page 739).

Attestation – System entitlement (page description)

To open the **Attestation - System Entitlements** page go to **Responsibilities** > **Governance Administration** > **System Entitlements** > click a system entitlement > **Attestation**.

On the **Attestation - System entitlement** page you can:

- Display all attestation cases linked to this system entitlement (see Displaying system entitlement attestation cases on page 741)
- Display details of the objects being attested (see Displaying system entitlement attestation cases on page 741)
- Make approval decisions about pending attestation cases (see Approving and denying system entitlement attestation cases on page 743)
- Display attestations of pending attestation cases (see Displaying attestors of system entitlement pending attestation cases on page 742)
- Send reminders to approvers (see Sending reminders about system entitlement pending attestation cases on page 745)

The following tables give you overview of the various features and contents of the **Attestation – System entitlement** page.

Table 929: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases Then you can send them reminder mails.
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about system entitlement pending attestation cases on page 745).

Control	Description
Approve	Opens the **Pending Attestations – System entitlements** page (see Pending attestations – System entitlement (page description) on page 934). Use this button to make approval decisions about attestation cases pending for the system entitlement (see Approving and denying system entitlement attestation cases on page 743).

Table 930: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case Then you can send reminder emails to these identities (see Sending reminders about system entitlement pending attestation cases on page 745).
Show details	You can use this button to display details about all the objects that are included in this attestation case

Table 931: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestors – System entitlement (page description)

To open the **Attestors – system entitlement** page go to **Responsibilities** > **Governance Administration** > **System entitlements** > click system entitlement > **Attestors**.

On the **Attestors – System entitlement** page, you can:

- Display all identities that can approve the system entitlement's attestation cases (see Displaying system entitlement attestors on page 746)
- Specify attestors for the system entitlement (see Specifying attestors of system entitlements on page 747)
- Create new application roles for attestors (see Specifying attestors of system entitlements on page 747)

The following tables give you an overview of the various features and content on the **Attestor – System entitlement** page.

Table 932: Controls

Control	Description
Attestors	Click **Assign/Change** and select an application role whose members can approve the system entitlement's attestation cases. To save the changes, click **Save**. For more information, see Specifying attestors of system entitlements on page 747.
New	Use this button to create a new application role (see Specifying attestors of system entitlements on page 747). Then you can assign identities to the new application role that can approve the system entitlement's attestation cases. To save the changes, click **Save**.
Save	Use this button to save all the changes you have made.

Table 933: Columns

Column	Description
Name	Shows you the name of the identity that you can assign to the application role.
Primary department	Shows you which department is assigned as primary to the identity.
Identity	Shows you whether this is a main or a sub identity.

Owners – System entitlement (page description)

To open the **Owners – System entitlement** page go to **Responsibilities** > **Governance Administration** > **System entitlements** > click system entitlement >

Owner.

On the **Owners – System entitlement** page, you can:

- Show all the identities that are owners of the system entitlement (see Displaying product owners of system entitlements on page 748)
- Specify owners of the system entitlement (see Specifying product owners for system entitlements on page 749)
- Create new application roles for owners (see Specifying product owners for system entitlements on page 749)

The following tables give you an overview of the different features and content on the **Owners – System entitlement** page.

Table 934: Controls

Control	Description
Product owners	Click **Assign**/**Change** and select an application role whose members will be owners of the system entitlement. To save the changes, click **Save**. For more information, see Specifying product owners for system entitlements on page 749.
New	Use this button to create a new application role (see Specifying product owners for system entitlements on page 749). Then you can assign identities to the new application role to be the owners of the system entitlement. To save the changes, click **Save**.
Move ownership	Use this button to create a new application role and, at the same time, transfer all the currently assigned owners to it. To save the changes, click **Save**. For more information, see Specifying product owners for system entitlements on page 749.
Save	Use this button to save all the changes you have made.

Table 935: Columns

Column	Description
Name	Shows you the name of the identity that you can assign to the application role.
Primary department	Shows you which department is assigned as primary to the identity.
Identity	Shows you whether this is a main or a sub identity.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

History – System entitlement (page description)

To open the **History - System Entitlement** page go to **Responsibilities** > **Governance Administration** > **System Entitlements** > click a system entitlement > **History**.

On the **History – System entitlements** page, you can see all the changes made to the system entitlement (see System entitlement history on page 750).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows you all the events that affect a system entitlement, either on a timeline or in a table.

  TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.

  To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – System entitlement** page.

Table 936: Controls

Control	Description
Events tab	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user. TIP: To remove the filter again, click ✕ (**Reset filter**) next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form.
Switch to timeline view	Use this button to display the changes as a timeline.
Status comparison tab	
Time and date picker	Select from which point on you want to see the changes.
Display changed values only	Disable this check box if you also want to see properties that have not changed since they were created.

Table 937: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of the property was at the selected point in time and what the value is now.

Table 938: Columns

Column	Description
Events tab (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview tab	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison tab	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – System entitlement (page description)

To open the **Usage – System entitlement** page go to **Responsibilities** > **Governance Administration** > **System Entitlements** > select system entitlement > **Usage**.

On the **Usage - System entitlement** page, you can see which roles the system entitlement members belong to (see Displaying role memberships of system entitlement members on page 754).

The information is displayed as a hierarchical chart, which shows you more about the role inheritance.

The following tables give you an overview of the different functions on the **Usage – System entitlement** page.

Table 939: Controls

Control	Description
Role classes	You can select the main category of roles and organizations you want to display from this menu.
More information	Use this button to show the legend that explains the content of the overview.

System roles (page description)

To open the **System Roles** page go to **Responsibilities** > **Governance Administration** > **System Roles**.

On the **System Roles** page, you can see all system roles (see Displaying all system roles on page 755).

If you click **Edit** in a system role's details pane, a new page opens, which contains more information and configuration options for the system role (see System role (page description) on page 1446).

The following table gives an overview of the various content of the **System role** page.

Table 940: Columns

Column	Description
Display	Shows you the system role's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

System role (page description)

To open the **System Role** page go to **Responsibilities** > **Governance Administration** > **System Roles** > **Edit**.

On the **System role** page, you can perform various actions on the system role you selected beforehand.

To do this, click on one of the tiles:

Table 941: Tiles

Tiles	Description
Overview	Opens the **Overview - System role** page (see Overview – System role (page description) on page 1449). This provides you with all the information at a glance (see Displaying system role overviews on page 755). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data - System role** page (see Main data – System role (page description) on page 1449). Here you can view and edit the system role's main data (see Displaying and editing system role main data on page 756).
Memberships	Opens the **Memberships - System role** page (see Memberships – System role (page description) on page 1450). You select the following actions: • Display identities that are assigned this system role (see Displaying system role memberships on page 757) • Request the system role for identities (see Assigning identities to system roles on page 757) • Cancel this system role for identities (see Removing identities from my system roles on page 758)
Permissions	Opens the **Entitlements – System role** page (see Entitlements – System role (page description) on page 1451). You select the following actions: • Display entitlements assigned to the system role (see Displaying system role entitlements on page 759) • Add new entitlements to the system role (see Adding system role entitlements on page 759) • Delete system role entitlements (see Deleting system role entitlements on page 760)
Compliance	Opens the **Compliance – System role** page (see Compliance – System role (page description) on page 1452). Here you can display compliance rule violations caused by the system role (seeDisplaying system role rule violations on page 762).
Attestation	Opens the **Attestation – System role** page (see Attestation – System role (page description) on page 1453).

Tiles	Description
	You select the following actions: • Display all attestation cases linked to this system role (see Displaying system role attestation cases on page 765) • Display details of the objects being attested (see Displaying system role attestation cases on page 765) • Make approval decisions about pending attestation cases (see Approving and denying system role attestation cases on page 767) • Display attestations of pending attestation cases (see Displaying attestors of system role pending attestation cases on page 766) • Send reminders to approvers (see Sending reminders about system role pending attestation cases on page 768)
Risk	Opens the **Risk – System role** page (see Risk – System role (page description) on page 1455). You select the following actions: • Display the system role's calculated risk index (see Displaying system role risk indexes on page 770) • Show how the calculated risk index is put together
History	Opens the **History – System role** page (see History – System role (page description) on page 1455). Here you can view all changes made to the system role (see System role history on page 771).
Usage	Opens the **Usage – System role** page (see Usage – System role (page description) on page 1457). Here you can display which roles the members of the system role belong to (see Displaying role memberships of system role members on page 774).
Compliance reports	Opens the **Compliance report – System role** page (see Compliance reports – system role (page description) on page 1458). You select the following actions: • Display the system role's policy violations (see Displaying system role policy violations on page 762) • Display rule violations of system role members (see Displaying rule violations of system role members on page 763) • Display risk indexes and entitlements of system role members (see Displaying risk indexes and entitlements of system role members on page 763)

Overview – System role (page description)

To open the **Overview - System Role** page go to **Responsibilities** > **Governance Administration** > **System Roles** > **Edit> Overview**.

On the **Overview - System role** page, you can display all relevant information about the system role in summarized in an overview (see Displaying system role overviews on page 755).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – System role (page description)

To open the **Main data – System role** page go to **Responsibilities** > **Governance Administration** > **System Roles** > **Edit> Main data**.

On the **Main data - System role** page, you can show and edit the system role's main data (see Displaying and editing system role main data on page 756).

The following tables give you an overview of the different functions and content on the **Main data – System role** page.

Table 942: Controls

Control	Description
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 943: System role main data

Property	Description
System role	Enter a full, descriptive name for the system role.
Display name	Enter a name for displaying the system role in the One Identity Manager tools.
Internal product name	Enter a company internal name for the system role.
System role type	In the menu, select a role type for the system role. The system role type specifies which type of company resources make up the system role.
Service item	Click **Create a new service item** and create a new service item (a product). If a service item is already assigned, click **Change** and select a service item. You cannot use a system role until a service item has been assigned to

Property	Description
	it.
System role manager	Click **Change** and select the identity responsible for the system role. This identity can edit the system role's main data and be used as an attestor for system role properties. If the system role can be requested in the IT Shop, the manager will automatically be a member of the application role for product owners assigned the service item.
Comment	Enter a comment for the system role.
IT shop	Select the check box if the system role can also be requested through the IT Shop. This system role can be requested by identities through the Web Portal and the request granted by a defined approval process. The system role can still be assigned directly to identities and hierarchical roles. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*.
Only use in IT Shop	Select the check box if the system role can only be requested through the IT Shop. This system role can be requested by identities through the Web Portal and the request granted by a defined approval process. The system role may not be assigned directly to hierarchical roles.

Memberships – System role (page description)

To open the **Memberships – System Role** page go to **Responsibilities** > **Governance Administration** > **System Roles** > **Edit** > **Memberships**.

On the **Memberships – System role** page, you can:

- Display identities that are assigned this system role (see Displaying system role memberships on page 757)
- Request the system role for identities (see Assigning identities to system roles on page 757)
- Cancel this system role for identities (see Removing identities from my system roles on page 758)

The following tables give you an overview of the different functions and content on the **Memberships – System role** page.

Table 944: Controls

Control	Description
Request memberships	Use this button to request the system role for identities (see Assigning identities to system roles on page 757).
Delete memberships	Use this button to delete membership of selected identities in the system role (see Removing identities from my system roles on page

Control	Description
	758). Select the check box in front of the identities whose membership in the system role you want to delete and click this button.

Table 945: Columns

Column	Description
Identity	Shows you the name of the identity to which the system role is assigned.
Origin	Shows you whether the system role was assigned to the identity directly or indirectly.

TIP: For each identity, you can see more useful information in the details pane. To do this, click the appropriate instance in the list. If the identity did not receive the membership through a direct assignment (for example, through an assignment request or delegation), the **Request** tab provides more information:

- **Information**: Displays general information about a request. The information displayed varies and is dependent on the service category from which the request was triggered.
- **Workflow**: Displays the life cycle chronologically as from the time of request.
- **Compliance**: Displays possible rule violations for this request.
- **Entitlements**: Show which entitlement are assigned to the role (if a role was requested).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Entitlements – System role (page description)

To open the **Entitlements - System Role** page go to **Responsibilities** > **Governance Administration** > **System Roles** > **Edit** > **Entitlements**.

On the **Entitlements – System role** page, you can:

- Display entitlements assigned to the system role (see Displaying system role entitlements on page 759)
- Add new entitlements to the system role (see Adding system role entitlements on page 759)
- Delete system role entitlements (see Deleting system role entitlements on page 760)

TIP: Entitlements form the basis for membership in an object (for example in a department).

The following tables give you an overview of the various features and content on the **Entitlements – System role** page.

Table 946: Controls

Control	Description
New	
Remove	You can use this button to delete selected permissions (see Deleting business role entitlements on page 613)(see Deleting department entitlements on page 587)(see Deleting cost center entitlements on page 658)(see Deleting entitlements from locations on page 715). To do this, select the check box in front of the entitlement you want to delete and click the button.

Table 947: Columns

Column	Description
Entitlement	Shows you the entitlement's name.
Origin	Shows you how the entitlement was assigned. For example, the entitlement might have been assigned through a dynamic role.
Entitlement type	Shows you the entitlement type (for example, report subscriptions, account definition, resources).

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Compliance – System role (page description)

To open the **Compliance - System Role** page go to **Responsibilities** > **Governance Administration** > **System Roles** > **Edit** > **Compliance**.

On the **Compliance - System Role** page, you can view compliance rule violations caused by the system role (seeDisplaying system role rule violations on page 762).

The following table gives an overview of the content of the **Compliance – System role** page.

Table 948: Columns

Column	Description
Entitlement	Shows the entitlement that caused the rule violation.
Rule	Shows the rule that was violated.
Risk index	Shows the severity of the rule violation (meaning the calculated risk index). The higher this value is, the higher the risk that this rule violation poses.
Risk index (reduced)	Shows the risk index taking mitigating controls into account. A rule’s risk index can be reduced by a significance amount after mitigating controls have been applied.

Column	Description
	Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.

TIP: On the following tabs, you can show other useful information about each rule violation in the pane. To do this, click the corresponding entry in the list.

- **Entitlement**: Shows general information about the entitlement.
- **Rule**: Show general information about rule that was violated.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Attestation – System role (page description)

To open the **Attestation - System Role** page go to **Responsibilities** > **Governance Administration** > **System Roles** > **Edit** > **Attestation**.

On the **Attestation - System Role** page you can:

- Display all attestation cases linked to this system role (see Displaying system role attestation cases on page 765)
- Display details of the objects being attested (see Displaying system role attestation cases on page 765)
- Make approval decisions about pending attestation cases (see Approving and denying system role attestation cases on page 767)
- Display attestations of pending attestation cases (see Displaying attestors of system role pending attestation cases on page 766)
- Send reminders to approvers (see Sending reminders about system role pending attestation cases on page 768)

The following tables give you overview of the various features and contents of the **Attestation – System Role** page.

Table 949: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases Then you can send them reminder mails.
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about system role pending attestation cases on page 768).
Approve	Opens the **Pending Attestations – System roles** (see Pending attestations – System role (page description) on page 904).

Control	Description
	Use this button to make approval decisions about attestation cases pending for the system role (see Approving and denying system role attestation cases on page 767).

Table 950: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case Then you can send reminder emails to these identities (see Sending reminders about system role pending attestation cases on page 768).
Show details	You can use this button to display details about all the objects that are included in this attestation case

Table 951: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Risk – System role (page description)

To open the **Risk – System role** page go to **Responsibilities** > **Governance Administration** > **System Roles** > **Edit** > **Risk**.

On the **Risk – System role** page, you can:

- Display the system role's calculated risk index (see Displaying system role risk indexes on page 770)
- Show how the calculated risk index is put together

The risk index is calculated from the sum of all attribute-based values and the maximum of all assignment-based values.

The following tables give you an overview of the various features and content on the **Risk – System role** page.

Table 952: Controls

Control	Description
View risk functions	Use this button to show the attributes and assignments that contribute to the calculated risk index.

Table 953: Columns

Column	Description
Risk index	Shows which property/assignment affects the risk index.
Risk	• At root level: Shows the summarized risk index of the property/assignment. • At other levels: Shows other details about the properties/assignments.
Weighting/change value	Shows, depending on the type of calculation, the value used to weigh the determined risk index in the final calculation or the value used to alter the risk index respectively.

History – System role (page description)

To open the **History - System Role** page go to **Responsibilities** > **Governance Administration** > **System Roles** > **Edit** > **History**.

On the **History – System role** page, you can see all the changes made to the system role (see System role history on page 771).

NOTE: Which changes are shown depends on your system's configuration.

The information is divided out on to three tabs:

- **Events**: Shows you all the events, which affect a system role, either on a timeline or in a table.

> TIP: To navigate along the timeline, click in the pane and move the mouse left or right whilst holding down the left button.
>
> To zoom in or out, turn the mouse wheel.

- **Status overview**: Shows you an overview of all assignments. It also shows how long each change was valid for. Use the status overview to track when changes were made and by whom. This way, you not only see the initial and current status but you also see all the steps in between.
- **Status comparison**: You can select a date and display all the changes made from then until now. You can also show what the value of the property was at the selected point in time and what the value is now.

The following tables give you an overview of the different functions and content on the **History – System role** page.

Table 954: Controls

Control	Description
Events tab	
Filter by	Use this function to filter the changes by a specific criteria. For example, you can just display changes from a certain user. TIP: To remove the filter again, click ✕ (**Reset filter**) next to the corresponding filter.
Switch to table view	Use this button to display the changes in table form.
Switch to timeline view	Use this button to display the changes as a timeline.
Status comparison tab	
Time and date picker	Select from which point on you want to see the changes.
Display changed values only	Disable this check box if you also want to see properties that have not changed since they were created.

Table 955: Controls in the details pane of a change

Control	Description
Compare	Opens the **Status comparison** tab. Use this button to show all the changes that were made from the selected point in time until now. You can also show what the value of the property was at the selected point in time and what the value is now.

Table 956: Columns

Column	Description
Events tab (table view)	
Change type	Shows the type of change.
Property	Shows the name of the property that was changed.
Display	Shows the value that was changed. For example, the name of a department.
Date	Shows the date the change was made.
User	Shows the user that made the change.
Status overview tab	
Display	Shows the type of change.
Property	Shows the name of the property that was changed.
Value	Shows the value that was changed. For example, the name of a department.
Run started	Shows when the change was made.
End	Shows for how long the changed value applied or whether it is currently in use.
Status comparison tab	
Modified	Show whether the change took place or not.
Change type	Shows the type of change.
Object type	Show the type of object involved in the change.
Property	Show the name of the object that was changed.
Historical value	Shows the value before the change was made.
Current value	Shows the value that is currently in use.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Usage – System role (page description)

To open the **Usage - System role** page, go to **Responsibilities** > **Governance Administration** > **System Roles** > **Edit** > **Usage**.

On the **Usage – System role** page, you can see which roles system role members belong to (see Displaying role memberships of system role members on page 774).

The information is displayed as a hierarchical chart, which shows you more about the role inheritance.

The following tables give you an overview of the different functions on the **Usage – System role** page.

Table 957: Controls

Control	Description
Role classes	You can select the main category of roles and organizations you want to display from this menu.
More information	Use this button to show the legend that explains the content of the overview.

Compliance reports – system role (page description)

To open the **Compliance Reports – System Role** page go to **Responsibilities** > **Governance Administration** > **System Roles** > **Edit** > **Compliance Reports**.

On the **Compliance Reports – System role** page you can:

- Display the system role's policy violations (see Displaying system role policy violations on page 762)
- Display rule violations of system role members (see Displaying rule violations of system role members on page 763)
- Display risk indexes and entitlements of system role members (see Displaying risk indexes and entitlements of system role members on page 763)

The information is divided into three parts:

- **Policy violations**: Shows all the current policy violations caused by the system role.
- **Compliance rule violations**: Shows you the current rule violations of the identities to which the system role is assigned.

  TIP: For more information about resolving rule violations, see Resolving rule violations on page 197.
- **Identities: Risk index and entitlements**: Displays all identities to which the system role is assigned. In addition, the number of entitlements and risk index assigned to these identities is displayed.

To display the information, select the item you want from the **View** menu.

The following table gives an overview of the content of the **Compliance reports – System role** page.

Table 958: Columns

Column	Description
Policy violations	
Violating object	Show which object caused the rule violation.

Column	Description
Policy	Show the policy that was violated.
Status	Show the status of the rule policy.
Compliance rule violations	
Employee	Shows you the identity that caused the rule violation.
Rule violation	Shows the violated rule.
Approval state	Shows how or whether approval is granted to the rule violation.
Risk index (reduced)	Shows the risk index taking mitigating controls into account. A rule’s risk index can be reduced by a significance amount after mitigating controls have been applied. Mitigating controls are processes that exist outside the One Identity Manager solution and that reduce the risk of violation. For more information, see Compliance – Governance Administration on page 202.
Identities: Risk index and entitlements	
Identity	Shows you the identity to which this system role is assigned.
Risk index (calculated)	Shows you the identity's calculated risk index.
Assigned permissions	Shows you all the entitlements assigned to this identity.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Assignment resources (page description)

To open the **Assignment resources** page go to **Responsibilities** > **Governance Administration** > **Assignment resources**.

On the **Assignment resources** page, you can see all the assignment resources (see Displaying all assignment resources on page 775).

If you click **Edit** in an assignment resource's details pane, a new page opens, which contains more information and configuration options for the assignment resource (see Assignment resource (page description) on page 1460).

The following table gives you an overview of the various features and content on the **Assignment resources** page.

Table 959: Columns

Column	Description
Display	Shows you the assignment resource's name.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Assignment resource (page description)

To open the **Assignment resource** page go to **Responsibilities** > **Governance Administration** > **Assignment resources** > **Edit**.

On the **Assignment resource** page, you can perform various actions on the assignment resource you selected beforehand.

To do this, click on one of the tiles:

Table 960: Tiles

Tiles	Description
Overview	Opens the **Overview - Assignment resource** page (see Overview – Assignment resource (page description) on page 1460). This provides you with all the information at a glance (see Displaying assignment resource overviews on page 776). For more information, click on the links inside one of the shapes.
Main data	Opens the **Main data - Assignment resource** page (see Main data – Assignment resource (page description) on page 1461). Here you can view and edit the assignment resource's main data (see Managing assignment resources on page 775).
Attestation	Opens the **Attestation – Assignment resource** page (see Attestation - Assignment resource (page description) on page 1462). You select the following actions: • Display all attestation cases linked to this assignment resource (see Displaying assignment resource attestation cases on page 777) • Display details of the objects being attested (see Displaying assignment resource attestation cases on page 777) • Make approval decisions about pending attestation cases (see Approving and denying assignment resource attestation cases on page 780) • Display attestations of pending attestation cases (seeDisplaying attestors of assignment resource pending attestation cases on page 779) • Send reminders to approvers (see Sending reminders about assignment resource pending attestation cases on page 781)

Overview – Assignment resource (page description)

To open the **Overview – Assignment resource** page go to **Responsibilities** > **Governance Administration** > **Assignment resources** > **Edit** > **Overview**.

On the **Overview - Assignment resource** page, you can display all relevant information about the assignment resource summarized in an overview (see Displaying assignment resource overviews on page 776).

This information is displayed as shapes. For more information, click on the links inside one of the shapes.

Main data – Assignment resource (page description)

To open the **Main data - Assignment Resource** page go to **Responsibilities** > **Governance Administration** > **Assignment Resources** > **Edit** > **Main data**.

On the **Main data - Assignment resource** page, you can show and edit the assignment resource's main data (see Managing assignment resources on page 775).

The following tables give you an overview of the different functions and content on the **Main data – Assignment resource** page.

Table 961: Controls

Control	Description
Save	Use this button to save the changes to the main data.

You can change the following main data.

Table 962: Assignment resource main data

Property	Description
Assignment resource	Enter a full, descriptive name for the assignment resource.
Resource type	Select the resource type of the assignment resource. Use resource types to group assignment resources.
Description	Enter a full, descriptive name for the assignments resource.
IT shop	Shows whether the assignment resource can be requested through the IT Shop. The assignment resource can be requested by its identities through the Web Portal and distributed using a defined approval process. For detailed information about IT Shop, see the *One Identity Manager IT Shop Administration Guide*. This option cannot be disabled.
Only use in IT Shop	Shows whether the assignment resource can only be requested through the IT Shop. The assignment resource can be requested by its identities through the Web Portal and distributed using a defined approval process. You cannot assign an assignment resource to hierarchical roles directly. This option cannot be disabled.
Service	Click **Create a new service item** and create a new service item (a

Property	Description
item	product). If a service item is already assigned, click **Change** and select a service item. You cannot use an assignment resource until a service item has been assigned to it.
Risk index	Use the ruler to specify a risk index range. This value is used to assess the risk of assigning assignment resources to identities. For more information about risk assessment, see the *One Identity Manager Risk Assessment Administration Guide*.
Requested assignments remain intact.	Select the check box to convert assignments to roles into direct assignments if the request recipient is removed from the customer node of the associated shop. The option can only be edited as long as there is a request has not been assigned with this assignment resource.

Attestation - Assignment resource (page description)

To open the **Attestation - Assignment resource** page go to **Responsibilities** > **Governance Administration** > **Assignment resources** > **Edit** > **Attestation**.

On the **Attestation - Assignment resource** page you can:

- Display all attestation cases linked to this assignment resource (see Displaying assignment resource attestation cases on page 777)
- Display details of the objects being attested (see Displaying assignment resource attestation cases on page 777)
- Make approval decisions about pending attestation cases (see Approving and denying assignment resource attestation cases on page 780)
- Display attestations of pending attestation cases (seeDisplaying attestors of assignment resource pending attestation cases on page 779)
- Send reminders to approvers (see Sending reminders about assignment resource pending attestation cases on page 781)

The following tables provide an overview of the various functions and contents of the **Attestation – Assignment Resource** page.

Table 963: Controls

Control	Description
View approvers for pending cases	Use this button to display all identities that still have to make approval decisions about attestation cases Then you can send them reminder mails.

Control	Description
Send reminder	You can use this button to send reminder mails to all identities that still have attestation cases to approve on the current tab (see Sending reminders about assignment resource pending attestation cases on page 781).
Approve	Opens the **Pending Attestations – Assignment resources** (see Pending attestations – Assignment resource (page description) on page 942). Use this button to make approval decisions about attestation cases pending for the assignment resource (see Approving and denying assignment resource attestation cases on page 780).

Table 964: Controls in the attestation case's details pane

Control	Description
Actions > Send a reminder mail	Use this action to display all identities that can make approval decisions about the attestation case Then you can send reminder emails to these identities (see Sending reminders about assignment resource pending attestation cases on page 781).
Show details	You can use this button to display details about all the objects that are included in this attestation case

Table 965: Columns

Column	Description
Display name	Shows the name of the object included in the attestation case.
Attestation policy	Shows the name of the attestation policy in use.
State	Shows the current status of the attestation case. The following status' are possible: • **Pending**: The attestation case is not closed yet and must still be approved. • **Approved**: The attestation case was approved. In the details pane, on the **Workflow** tab, you can see why the attestation case was granted approval. • **Denied**: The attestation case was denied. In the details pane, on the **Workflow** tab, you can see why the attestation case was denied approval.
New	Shows whether the attestation case is new. New cases have not been granted approval yet but might have been denied approval before.

Column	Description
Due date	Shows by when the attestation case must be completed.
Risk index	Show the attestation case's risk index.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

Calls (Menu description)

You can use items on the **Calls** menu to perform various actions surrounding calls and collect information. The following tables provide you with an overview of the menu items and actions that can be run here.

Table 966: Menu items

Menu	Menu item	Description
Calls		
	New Call	Here you can create new calls.
	Call history	Here you can display all the calls.

New call (page description)

To open the **New Call** page go to **Calls** > **New Call**.

On the **New Call** page, submit a new call.

To record issues that can have different causes, you can create calls. For example, a call can be added for an identity who reports a issue or for products with specific terms of contract. Even devices or the workdesk associated with the problematic device, can be included when adding a call.

You can enter the following information:

Table 967: Main data of a call

Property	Description
Description	Enter a detailed description of the issue.
Product	Select the product involved in this issue.
Severity	Select how serious the issue is.

Property	Description
Cost center	Click **Assign**/**Change** and then select a cost center.
Additional staff	Click **Assign**/**Change**, and then select an identity as an additional contact person.

Call history (page description)

To open the **Call History** page go to **Calls** > **Call History**.

On the **Call History** page, you can display and edit all existing calls and their details.

The following tables give you an overview of the various features and content on the **Call History** page.

Table 968: Controls

Control	Description
Display calls	This view allows you to control which calls are displayed: • **Calls submitted by you for yourself**: Select this check box to display calls that you submitted for yourself. • **Calls submitted by you for others**: Select this check box to display calls you submitted for other identities. • **Calls submitted for you by others**: Select this check box to display calls that other identities submitted for your. • **Closed calls**: Check this box to display calls that have already been closed.

Table 969: Controls in the details pane of a call

Control	Description
Main data tab	
Severity	Select how serious the issue is.
Description	Add or change the issue's description here if necessary.
Last action	Shows you a description of the last action taken for this call. You can edit this action description.
Product	Select the product involved in this issue.
Add a comment	Enter a comment about the call. For example, you can specify what actions will be taken to correct the issue.
Save	Use this button to save your changes to the call.

Control	Description
Attachments tab	
Choose file	Use this button to attach a file to this call (for example, a screenshot).
Delete	Use this button to delete the attachment from the corresponding row.

Table 970: Columns

Column	Description
Display	Shows you the call number and the creation date of the call.
Description	Shows you the description of the issue.
Call status	Shows you the call is progressing
Reported by	Shows you which identity submitted the call.

TIP: You can show less data by using the column filters. For more information, see Filtering on page 41.

About us

One Identity solutions eliminate the complexities and time-consuming processes often required to govern identities, manage privileged accounts and control access. Our solutions enhance business agility while addressing your IAM challenges with on-premises, cloud and hybrid environments.

Contacting us

For sales and other inquiries, such as licensing, support, and renewals, visit https://www.oneidentity.com/company/contact-us.aspx.

Technical support resources

Technical support is available to One Identity customers with a valid maintenance contract and customers who have trial versions. You can access the Support Portal at https://support.oneidentity.com/.

The Support Portal provides self-help tools you can use to solve problems quickly and independently, 24 hours a day, 365 days a year. The Support Portal enables you to:

- Submit and manage a Service Request
- View Knowledge Base articles
- Sign up for product notifications
- Download software and technical documentation
- View how-to videos at www.YouTube.com/OneIdentity
- Engage in community discussions
- Chat with support engineers online
- View services to assist you with your product

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