HOW TO DEFINE ACCESS GROUPS SECURED UNDER VALUE BASED SECURITY IN BANNER

Value-Based Security Access Group Maintenance Form (GOASEGC)

General:

The *Value-Based Security Access Group Maintenance Form* is used to define access groups secured under VBS. Using this form you can maintain:

- Managers of an access group
- Access group edit mask rules
- Access group rules
- Access group users
- Validation restriction rules

Because VBS is designed to allow distributed definition of VBS rules, only administrative users or group managers can maintain information.

Check List:

Before you proceed, you must have the following information:

- VBS access groups to be populated must already have been defined in GTVSEGC
- Users to be attached to groups must have already been defined to VBS is GOAVUSR
- Rules to be attached to groups must have already been created in GOABACR

Remember: The bottom left of the form displays errors and warnings. This area is referred to as the auto-hint line and should be consulted if you are experiencing any problems. Even if you are not experiencing difficulties you should always keep an eye on this bar, especially if you are updating fields, as it provides important information such as warnings and errors that do not necessarily block your progress.

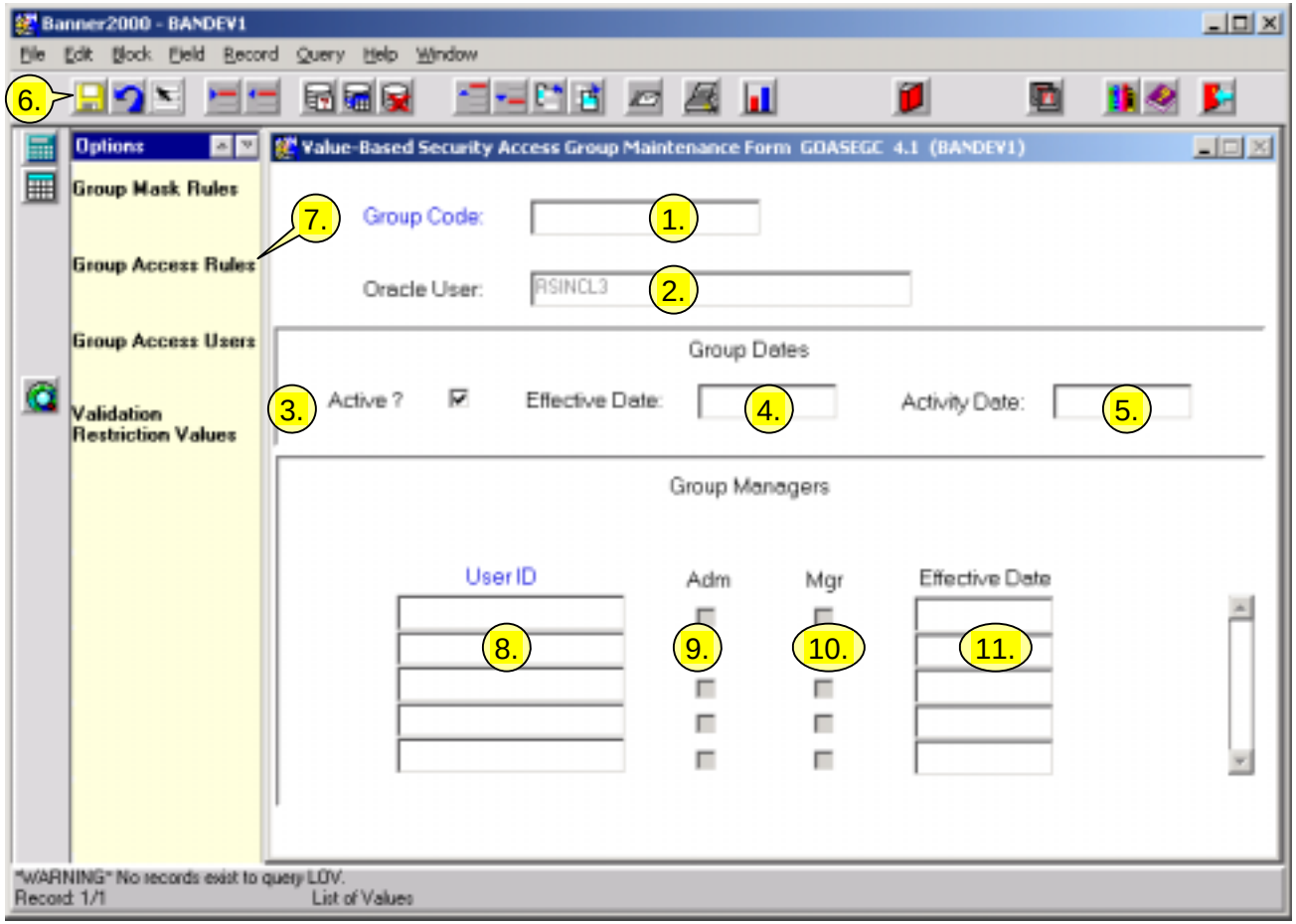
Accessing the "Value-Based Security Access Group Maintenance Form" (GOASEGC)

Type the name of the form GOASEGC in the Direct Access field.

The adjacent screen will appear:

Note: Numbers have been added to the adjacent form to help find and identify the different fields. These numbers correspond to the table below, which defines or explains each field's purpose.

In the table below, text inside {} brackets refer to Banner functions that are performed with buttons, menu items, or keystrokes.



Fields that have a red check mark (✓) in the **Req'd** column are required fields and need to be filled in with the appropriate data (see **Explanation/Description** column for details).

Req'd	#	Field	Action	Reaction	Explanation/Description	Related Documentation
Key Block: Use the Key block to specify the VBS access group you will be making changes to.						
✓	1.	Group Code	Enter the group code. Double click in this field to display a list of valid group codes.	Description will default in.	VBS access group code you will be updating.	
	2.	Oracle User	Defaults in automatically.		Userid of the person making the changes. Users can be	

Req'd	#	Field	Action	Reaction	Explanation/Description	Related Documentation
					authorized to be either VBS administrative users or group managers, and different blocks of this form require either administrative user or group manager authorization. This display reminds the user of the login user ID in effect. Display only.	
✓			Proceed to the **Next Block** by clicking on the icon or by pressing Ctrl + Page Down on your keyboard.			
Group Dates Block						
✓	3.	Active?			Active indicator. Indicates whether the VBS access group is active or not. *Checked* = active *Unchecked* = inactive, VBS-secured users cannot access information controlled by the access group.	
✓	4.	Effective Date			Date the access group became effective. Current date is system generated however this can be changed to a different date.	
	5.	Activity Date			Date the record was added or last updated. Maintained by system.	
✓	6.		If you are defining a new group you will have to **Save** the record by clicking on the save icon, or by pressing F10 on your			

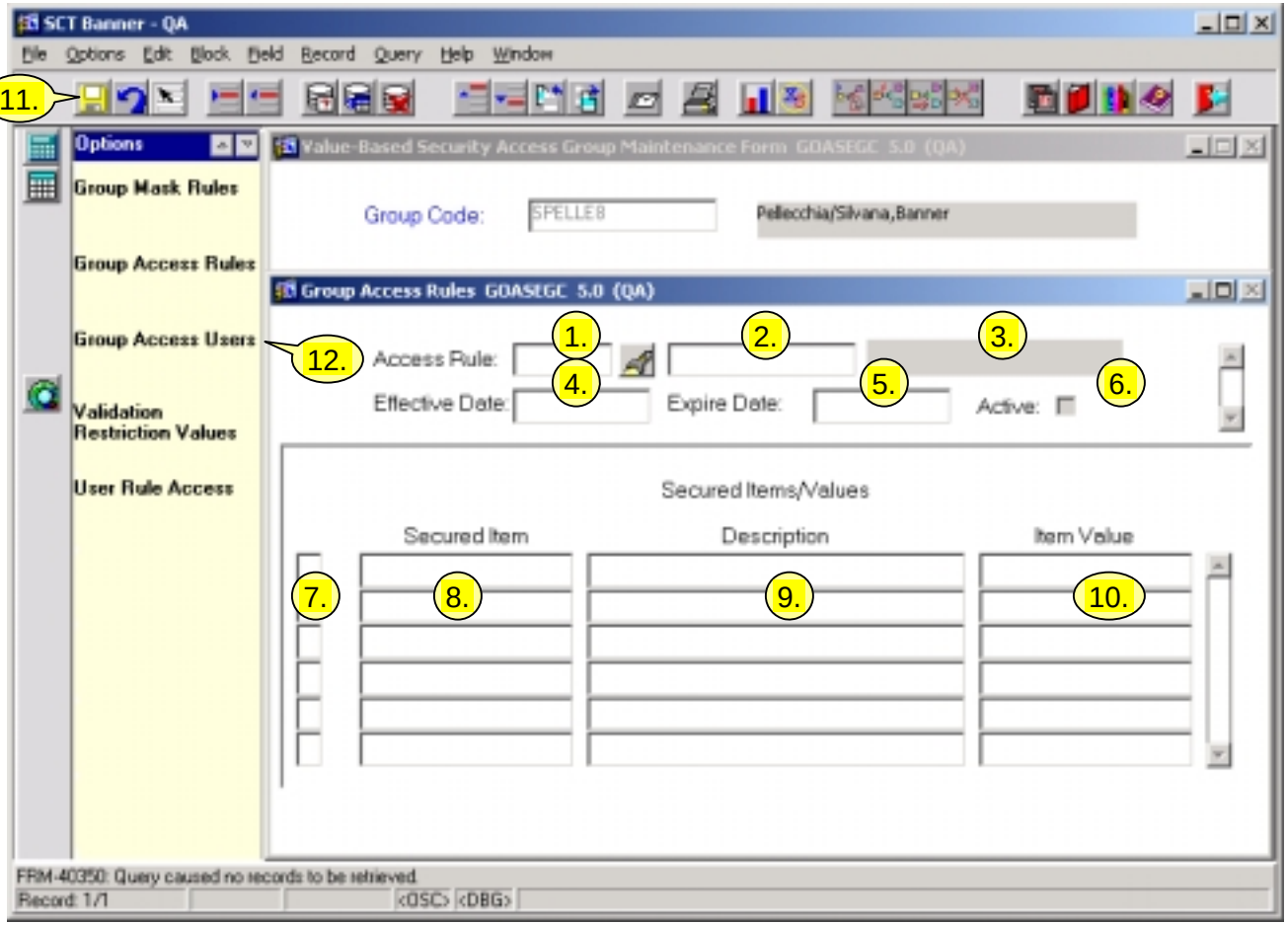
Req'd	#	Field	Action	Reaction	Explanation/Description	Related Documentation
			keyboard.			
✓	7.		Click on **Group Access Rules** from the Navigation frame on the left.	See further on for Group Access Rules block documentation.		
Group Managers Block: Mcgill will not be using this block. Move on to Group Access Rules block documentation below.						
	8.	User ID			User name of a VBS secured user who is authorized to perform administrative or management functions for the access group. In order to be valid, the user name must be designated as a group manager on the Value-Based Restricted Users Form (GUAVUSR).	
	9.	Adm			Administrative User. Checkbox that indicates whether the specified user is authorized to be a VBS administrative user on the Value-Based Restricted Users Form (GOAVUSR). Display only.	
	10.	Mgr			(Group Manager) Checkbox that indicates whether the specified user is authorized to be a VBS group manager on the Value-Based Restricted Users Form (GOAVUSR). Display only.	
	11.	Effective Date			Date when the administrative and/or management authorization for the user and group becomes effective.	

Group Access Rules Window

This window is used to attach appropriate access group rules to the access group.

Access rules are defined on the Value-Based Security Access Rules Form (GOABACR). You can attach the specific access groups that define the criteria under which secured users can access information within an access group.

Only those users who have an active, effective, and unexpired authorization as a VBS group manager for the access group can define group mask rules.



Req'd	#	Field	Action	Reaction	Explanation/Description	Related Documentation
✓	1.	Access Rule	Enter the access rule number. Click on the flashlight to display a list of valid access rules.		Sequence number of the access rule that is valid for the access group. **Note:** Secured values within an access rule are not allowed to violate the conditions defined in a group mask rule. If you attempt to assign an access rule to a group where the secured items for the rule violate the group mask rules,	

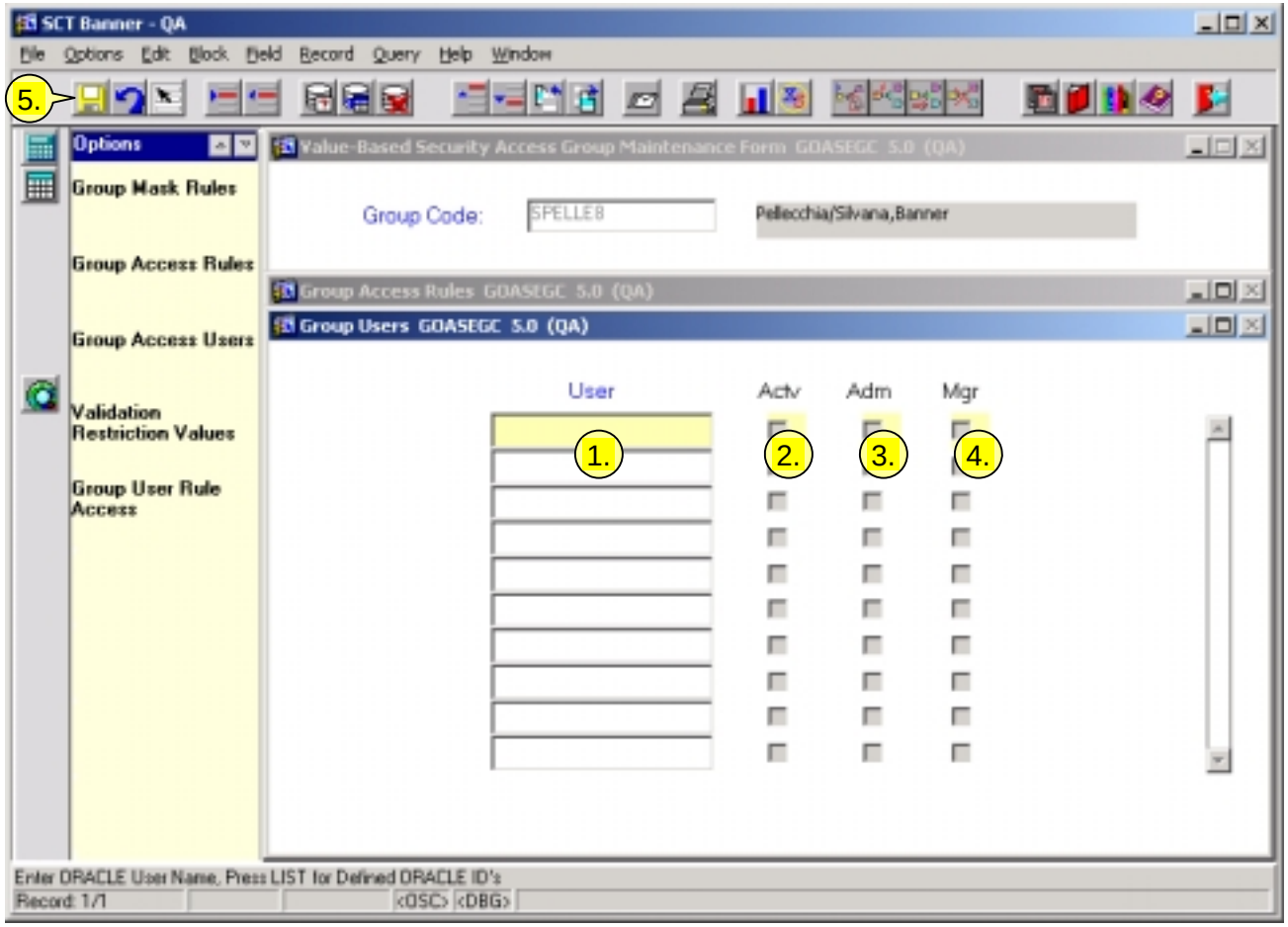
Req'd	#	Field	Action	Reaction	Explanation/Description	Related Documentation
					you cannot save the transaction. ***Example:*** If you attempt to attach a rule in which *UG* is a valid level, but the group mask rule specifies only level *G*R, the rule is not valid for the group because it violates the conditions of the group mask.	
	2.	unlabeled	Defaults in automatically.		VBS object code associated with the access rule. Display only.	
	3.	Unlabeled			Description of the object code associated with the access rule. Display only.	
	4.	Effective Date			Effective date of the access rule as maintained on the Value-Based Security Access Rules Form (GOABACR). Display only.	
	5.	Expire Date			Expiration date of the access rule as maintained on the Value-Based Security Access Rules Form (GOABACR). Display only.	
	6.	Active			Status of the access rule as maintained on the Value-Based Security Access Rules Form (GOABACR). Checked is active. Unchecked is inactive. Display only.	
✓			Proceed to the **Next Block** by clicking on the icon or by pressing Ctrl + Page Down on your keyboard.			
Secured Items/Values: Use this block to display the secured items and their associated secured values for the access rule, as maintained on the Value-Based Security Access Rules Form (GOABACR).						
	7.	unlabeled			Cursor resting field. Because the Secured Items/Values block is	

Req'd	#	Field	Action	Reaction	Explanation/Description	Related Documentation
					Secured Items/Values block is display only, the cursor remains in this field. Use the scroll bar or Next/Previous Record to move among lines of secured items and values.	
	8.	Secured Item			Secured item code within the access group. Display only.	
	9.	Description			Description of the secured item. Display only.	
	10.	Item Value			Value associated with the secured item. Secured users can access the date on which the item value for the secured item matched the value in the selected record. Display only.	
✓	11.		**Save** the record by clicking on the save icon, or by pressing F10 on your keyboard.			
✓	12.		Click on **Group Access Users** from the Navigation frame on the left.			

Group Users

This window is used to attach authorized VBS users to the access group.

Attached users have access to information as specified in the access rules attached to the group. Only those users who have an active, effective, and unexpired authorization as a VBS group manager for the access group can authorize access to other users for the group.



Req'd	#	Field	Action	Reaction	Explanation/Description	Related Documentation
✓	1.	User	Enter the Userid. Double click in this field to display a list of valid VBS users.		User ID of a user authorized to access information within the access group. Values are validated against valid VBS users as defined on the Value-Based Restricted Users Form (GOAVUSR).	
	2.	Actv	Defaults in automatically.		Indicates whether the displayed user is active on the Value-Based Restricted Users Form	

Req'd	#	Field	Action	Reaction	Explanation/Description	Related Documentation
					(GOAVUSR). *checked* = active. *unchecked* = inactive. Display only.	
	3.	Adm			Administrative User. Indicates whether the displayed user is authorized to be a VBS administrative user on the Value-Based Restricted Users Form (GOAVUSR). *checked* = administrative user. *unchecked* = not an administrative user. Display only.	
	4.	Mgr			Group Manager. Indicates whether the displayed user is authorized to be a VBS group manager on the Value-Based Restricted Users Form (GOAVUSR). checked = group manager. unchecked = not a group manager. Display only.	
✓	5.		**Save** the record by clicking on the save icon, or by pressing F10 on your keyboard.			