

Banner® 2000

Using the Banner Security Matrix Report (GZRMATR)



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Definitions

Object:	Any form, job, menu, or quick flow used in Banner 2000.
Class (synonymous with profile):	A Banner 2000 class contains role grants to specific objects. They are assigned by profile owners to any number of user IDs and any number of user IDs may have any number of profiles associated with it.
Jobout:	The directory access through FTP or directly from Unix that holds the output from Banner applications (e.g.: /jobout/username/PRDP).
Profile owner:	Profile owners are university administrators responsible for categorizing the sensitivity of information accessed through objects, and are responsible for authorizing access to objects for user IDs.
Role:	In Banner 2000, this details the level of access that a user ID has been granted to a specific object. User IDs have no access, query access (Q) or modify access (M). If the user ID has query access to an object, then that user ID can look up information associated with that object; however, any attempt to modify information will result in an error. Modify access grants query access in addition to the ability to alter data.
User ID:	In Banner 2000, this refers to the six-character identification issued by Banner Security and associated with one specific user.

Overview

The Banner Security Matrix Report (GZRMATR) provides access to profile contents, object listings, and roles granted by each profile. It has been developed to allow for easy comparisons between profiles and users when determining end user needs.

***** GZRMATR runs only in the PRDP database *****

GZRMATR has three main options:

User ID Report Option: Use this option to generate a side-by-side comparison of roles associated with up to 60 user IDs. The report will contain:

- User IDs
- Full names for each user ID
- Name of authorized profiles
- Roles granted to each user ID for each object¹

Profile Report Option: Use this option to generate side-by-side comparisons of roles associated with up to 60 profiles. The report contains:

- User IDs for each account associated with the profile
- Full names for each user ID
- Name of each profile
- Roles granted to each user ID for each object in each profile

Object Report Option: Use this option to generate lists of all profiles containing any of up to 60 objects and all user IDs authorized access to each profile. The report contains:

- User IDs for each account associated with the profile
- Full names for each user ID
- Name of each profile

****Reports will compare only values of the same option (User IDs/Profiles/Objects)****

¹ Note: Only the highest level of access is returned; if a user ID has both query and modify roles granted for one object, only the modify role will be displayed.

Understanding the Form

- 1) Log on to Banner Prod Prime (PRDP).
- 2) Enter GZRMATR in the **Direct Access** field and press ENTER.
- 3) Click in the input box below the word **Printer** in the block labeled A. You will be presented with this screen:

The screenshot shows a window titled "Process Submission Control Form GJAPCTL 4.2". At the top, there are fields for "Process: GZRMATR Banner Security Matrix Report" and "Parameter Set:". Below this is section A, "Printer Control", with fields for "Printer" (containing "NOPRINT"), "Special Print", "Lines", and "Submit Time". Section B, "Parameter Values", has a table with two columns: "Parameters" and "Values". The parameters listed are "01 Object Access Type", "02 User ID", "03 Profile Name", and "04 Object Name". Below the table, it says "LENGTH: 30 TYPE: Character O/R: Optional M/S: Multiple" and "Enter User ID for User report option". Section C, "Submission", has a checkbox for "Save Parameters", an "As:" field, and radio buttons for "Hold" and "Submit".

Block A – Printer Control

This block controls where the output will be printed. A copy of the output files will be located in your jobout directory; use this option to also print the file (many files are very long, so this is not recommended). NOPRINT will be inserted into this line by default.

Block B – Parameter Values

This block controls what option of the report (user ID, profile or object) you will run as well as the specific values you will run the report against. Please remember that you can only run reports against options of the same kind (e.g., profiles vs. profiles)

Block C – Submission

When you have finished entering the parameters for your job, you must click in this block before submitting the job. If you wish to save the parameters you entered in block B, click **Save Parameters**; otherwise, leave this block blank.

Running the User ID Report

Options Process Submission Control Form GJAPCTL 4.2

Process: GZRMATR Banner Security Matrix Report Parameter Set:

A Printer Control

Printer Special Print Lines Submit Time

NOPRINT

B Parameter Values

Parameters	Values
01 Object Access Type	Q
02 User ID	
02 User ID	
02 User ID	

LENGTH: 30 TYPE: Character O/R: Optional M/S: Multiple
Enter User ID for User report option

C Submission

Save Parameters As: Hold Submit

- 1) Log on to Banner Prod Prime (PRDP).
- 2) Enter GZRMATR in the **Direct Access** field.
- 3) Click under the word **Printer** in block A.
- 4) In the third column of the first row of block B (Object Access Type), enter one of the following values:
 - a) To return only accounts having Query access, do not erase the Q.
 - b) To return only accounts having Modify access, replace the Q with an M.
 - c) To return all accounts having either Query or Modify access, delete the Q and leave this field empty (recommended).
- 5) In the second row, leave 02 in the first column; the second column will default to User ID. Enter one user ID in the third column.
- 6) Starting in the third row, replace the value in the first column with 02; the second column will default to User ID. Enter one user ID in the third column.
- 7) Repeat step six using additional rows as necessary. Remember to replace or enter the value 02 in the first column of each row. After you enter a value in the last row appearing on the screen, another blank row will become available below the line that you can access by pressing the down arrow, allowing additional input.
- 8) When you have entered all the user IDs you wish to look up, click in block C to set your search.
- 9) On the **File** menu, click **Save**. **You can only save after you have clicked in block C.**
- 10) The output will be directed to your jobout directory.

Reading the Output From the User ID Report

When you enter one or more user IDs for comparison, the program will return files into your jobout directory. For example, the report on `prdsss` and `tstxxx` returned the following results:

The file with the extension `.lis` contains the following information (reformatted for this handout):

No	User ID	User Name	Count of Profiles	Count of Objects
1	PRDSSS	Franklin, Robert, J.	6	3,322
2	TSTXXX	Johnson, Andrew, B.	7	2,037

The column **No** displays the order in which the names were entered.

The column **User ID** displays the user ID entered in uppercase.

The column **User Name** displays the full name associated with the user ID. This is ordered alphabetically by the last name of each user ID.

The column **Count of Profiles** displays the number of profiles associated with each user ID.

The column **Count of Objects** displays the number of objects associated with each user ID.

The file with the extension `.lis2` contains the following information (reformatted for this handout):

Process	Object
*BANA	11
*HRSEC01	-1
*PRD01S	1-
*PUBLIC	11
*SEC002	11

Type	Name	Description
AAAACKN	Dues Acknowledgement Form	F M-
AAAACKR	Dues Acknowledgement Rules Form	F Q-
AAAADJS	Dues Adjustment Form	F -Q
AAACMEM	Co-Member Form	F -M

The column **Process** displays all of the profiles associated with any user ID entered.

The column **Object** displays a 1 when the user ID has access to that profile and a - when it does not. The order of user IDs from left to right mirrors the order in which they were submitted, as displayed in the `.lis` output file.

The column **Type** displays the name of each object.

The column **Name** displays a description of each object.

The column **Description** displays in the first column the kind of object (F= form, J= job, etc.) and in the second column, the highest role each user ID has associated with each object. The order of user IDs from left to right mirrors the order displayed in the `.lis` output file, alphabetically by last name.

Running the Profile Report

Options Process Submission Control Form GJAPCTL 4.2

Process: GZRMATR Banner Security Matrix Report Parameter Set:

A Printer Control

Printer Special Print Lines Submit Time

NOPRINT

B Parameter Values

Parameters	Values
01 Object Access Type	Q
03 Profile Name	
03 Profile Name	
03 Profile Name	

LENGTH: 30 TYPE: Character O/R: Optional M/S: Multiple
Enter User ID for User report option

C Submission

Save Parameters As: Hold Submit

- 1) Log on to Banner Prod Prime (PRDP).
- 2) Enter GZRMATR in the **Direct Access** field.
- 3) Click under the word **Printer** in block A.
- 4) In the third column of the first row of block B (Object Access Type) enter one of the following values:
 - a) To return only accounts having Query access, do not erase the Q.
 - b) To return only accounts having Modify access, replace the Q with an M.
 - c) To return all accounts having either Query or Modify access, delete the Q and leave this field empty.
- 5) Starting from the second row, enter 03 in the first column; the second column will default to Profile Name. Enter one profile name in the third column. **ALL PROFILES MUST START WITH *.**
- 6) Repeat step five using additional rows as necessary. Remember to replace or enter the value 03 in the first column of each row. After you enter a value in the last row appearing on the screen, another blank row will become available below the line that you can access by pressing the down arrow, allowing additional input.
- 7) When you have entered all the profiles you wish to look up, click in block C to set your search.
- 8) On the **File** menu, click **Save**. **You can only save after you have clicked in block C.**
- 9) The output will be directed to your jobout directory.

Reading the Output from the Profile Report

When you enter one or more profiles for analysis, the program will return files into your jobout directory. By way of example, the report on *HONXXX and *HONXYZ returned the following results:

The file with the extension **.lis** contains the following information (reformatted for this handout):

No	Profile	Count of Users	User ID	User Name	Count of Objects
1	*HONXXX	2	UHPXXX UHPXYZ	Peterson, Christopher, W. Kelly, Audrey, M.	18
2	*HONXYZ	1	ESIXXX	DiNatale, Elizabeth, R.	2

The column **No** displays the order in which the profiles were entered.

The column **Profile** displays the name of each profile in uppercase in alphabetical order.

The column **Count of Users** displays the number of user IDs associated with each profile.

The column **User ID** displays each user ID associated with each profile in uppercase.

The column **User Name** displays the full name associated with the user ID.

The column **Count of objects** displays the total number of objects associated with each profile.

The file with the extension **.lis2** contains the following information (reformatted for this handout):

Process Name	Object Description	Type
*HONXXX		
*HONXYZ		
GOAEMAL	E-mail Address Form	F Q-
SFAREGQ	Registration Query Form	F M-
SFAREGW	GW Student Course Registration Form	F MM

The column **Process Name** displays all the profiles queries and all objects associated with any profile.

The column **Object Description** displays the full name associated with each object name.

The column **Type** displays the kind of object (F= form, J= Job, etc.) and the role associated with each object in question (listed left to right in alphabetical order).

Running the Object Report

Options

Process Submission Control Form GJAPCTL 4.2

Process: GZRMATR Banner Security Matrix Report Parameter Set:

A Printer Control

Printer Special Print Lines Submit Time

NOPRINT

B Parameter Values

Parameters	Values
01 Object Access Type	Q
04 Object Name	
04 Object Name	
04 Object Name	

LENGTH: 30 TYPE: Character O/R: Optional M/S: Multiple
Enter User ID for User report option

C Submission

Save Parameters As: Hold Submit

- 1) Log on to Banner Prod Prime (PRDP).
- 2) Enter GZRMATR in the **Direct Access** field.
- 3) Click the mouse under the word **Printer** in block A.
- 4) In the third column of the first row of block B (Object Access Type), enter one of the following values:
 - a) To return only accounts having Query access, do not erase the Q.
 - b) To return only accounts having Modify access, replace the Q with a M.
 - c) To return all accounts having either Query or Modify access, delete the Q and leave this field empty.
- 5) Starting from the second row, enter 04 in the first column, the second column will default to Object Name and enter one Object Name in the third column.
- 6) Repeat step five using additional rows as necessary. Remember to replace or enter the value 04 in the first column of each row. After you enter a value in the last row appearing on the screen, another blank row will become available below the line that you can access by pressing the down arrow, allowing additional input.
- 7) When you have entered all the objects you wish to look up, click in block C to set your search.
- 8) On the **File** menu, click **Save**. **You can only save after you have clicked in block C.**
- 9) The output will be directed to your jobout directory.

Reading the Output from the Object Report

When you enter one or more objects for analysis, the program will return files into your jobout directory. By way of example, the report on GUPOXREF and GZRMATR returned the following results:

The file with the extension **.lis** contains the following information (reformatted for this handout):

No	Object Name	Object Description	Count of Users
1	GUPOXREF	BANNER Security Report	224
2	GZRMATR	Banner Security Matrix Report	69

The column **No** displays the order in which the names were entered.

The column **Object Name** displays the direct access code associated with each object name displayed in alphabetical order.

The column **Object Description** displays the full name associated with each object name.

The column **Count of Users** displays the number of users associated with each object.

The file with the extension **.lis2** contains the following information (reformatted for this handout)

Profile	Name	Type	
*SEC002		J	M-
	ADMXXX		King, Samantha
	ADMXYZ		Schroeder, Matthias
	SISXXX		Mahoney, Patrick
	SISXYZ		Anderson, Katrina, D.

The column **Profile** displays all of the profiles associated with any objects submitted.

The column **Name** displays each user ID associated with the profile.

The column **Type** displays the kind of object (F= form, J= job etc).

* The column on the right contains in the first row the role associated with each object in question (listed from left to right in alphabetical order). Below this, the full name associated with each user ID is listed.

Notes

1) GZRMATR will only run on the PRDP database.

2) To format your output for easy reading, complete the following steps:

- a) FTP the file to your desktop computer (FTP instructions are available from the Banner website).
- b) Open a new document in Microsoft Word.
- c) Under the **File** menu, select **Page Setup**.
- d) In the **Page Setup** window, click **Margins**.
- e) Set the **Top**, **Bottom**, **Left**, and **Right** margins to **.5**.
- f) In the **Page Setup** window click the tab marked **Paper Size**.
- g) Select **Landscape** orientation.
- h) Click **OK**.
- i) Under the **Insert** menu, select **File**.
- j) Highlight the .lis file that you FTP'd (you will have to change the **Files of Type** option to **All**) and click **OK**.

2) Using global Variables:

GZRMATR is designed to allow the use of one global variable, denoted by %, for each report. For example, entering `prd%` when running a user ID report will return information for all user IDs that begin with `prd`. However, running a user ID search by entering `prd%` and then entering any other user ID (as you would when running standard user ID report) will result in an error because **reports using global variables can contain only one parameter!**

The same restriction exists in all GZRMATR reports.

3) Limit on the number of concurrent searches:

While GZRMATR was designed to allow reports with many values, there is a limit to the size of the output that will be created. Generally, searches should not exceed 60 inputs in any one report (e.g., 60 different user IDs).