

APEX-SERT

Version 4.2 Administration Guide

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1. Audience

The *APEX-SERT Administration Guide* is provided as a reference to manage APEX-SERT. It is intended for system administrators and/or DBAs.

2. Conventions

The following typeset conventions are used throughout this document:

Plain Text

Plain text is nothing more than standard, narrative text. No special actions are required.

Fixed Width

Fixed width is used to denote input required from the user. When something is in the fixed width font, that text should be entered into the corresponding field or region.

Bold

Bold is used to indicate that you should perform an action, such as clicking a link or pressing a button, which corresponds to the value of the Bold text.

Bold Underline

Bold Underline is used to refer to a label or section of a page. Bold Underline labels will typically denote where an action should occur, not the action itself.

2. Overview

2.1. Introduction

The APEX-SERT Admin Application is used to configure your instance of APEX-SERT, manage users and roles, and perform other administrative tasks. It is designed to be used by the DBA or someone similar; access to this application should not be given out to all developers, nor is it required to perform the core functions of APEX-SERT.

Upon installation of APEX-SERT, the APEX-SERT Admin application can be reached at the following URL:

`https://servername.com/dad/f?p=SERT_ADMIN`

Where **servername.com** is your server, and **/dad/** is the path to your DAD or instance of APEX. When accessed, you will be presented with a simple login page. Use the user ADMIN with the credentials specified during the installation of APEX-SERT to login.

Upon logging in, the home page will contain a report detailing the most recent application evaluations. The rest of the application is split up into six different sections: Roles, Users, Preferences, Scheduling, Mail Queue and Logs.

3. Roles

By default, any user in any workspace can evaluate applications with APEX-SERT. All they need to do is click on the Run APEX-SERT link and use the tool. They will however, only be restricted to running APEX-SERT on applications within their workspace.

If additional privileges need to be given to users, that has to be done via the Roles page in the APEX-SERT Administration application. This section discusses what each role does, and then goes over how to grant and manage roles.

3.1. Role Definitions

There are six roles that can be assigned to users. Each role will grant a privilege or set of privileges to that user. The users that the roles will be assigned to are regular APEX users, as APEX-SERT relies on that set of users for operating.

3.1.1. Administrator

The **Administrator** role gives the user the ability to manage the core components of APEX-SERT - attributes, attribute sets, manage and purge evaluations and manage and view logs. This role should be granted sparingly, as it is possible to change core components of APEX-SERT using it, and that will likely impact all users across all workspaces. Details about the specific functions mentioned here can be found in the APEX-SERT **Users Guide**.

3.1.2. Approve in All Workspaces

With this role, users can approve exceptions in any workspace. This is useful for a development manager who may not be actively developing applications, but acts as the approver.

NOTE: This role requires the user to be able to evaluate applications in workspaces outside of theirs. Thus, it should be granted in conjunction with **Evaluate & Schedule in All Workspaces** or **Evaluate in a Specific Workspace** to function properly.

3.1.3. Approve in a Specific Workspace

Similar to Approve in All Workspaces, Approve in a Specific Workspace allows a user to approve exceptions, but in this case, only those from a specific workspace.

NOTE: This role requires the user to be able to evaluate applications in workspaces outside of theirs. Thus, it should be granted in conjunction with **Evaluate & Schedule in All Workspaces** or **Evaluate in a Specific Workspace** to function properly.

3.1.4. Evaluate & Schedule in All Workspaces

When granted this role, a user will be able to evaluate and schedule for evaluation any application from any workspace. It is important to note that while a user will be able to see details of any application in any workspace, they will not be able to make any changes to them.

3.1.5. Evaluate in a Specific Workspace

This role allows the user to evaluate and schedule for evaluation applications from a specific workspace. While users will be able to see details of the applications in that workspace, they all not be able to make any changes to them.

3.1.6. Schedule in a Specific Workspace

This role allows a user to schedule applications from a specific for evaluation. It will also allows users to evaluate applications in the same workspace, since that privilege is required for scheduling.

3.2. Assigning Roles

Assigning roles is quite simple: click the Create button and follow the prompts.

After **Create** is clicked, you will see a screen prompting for two things: **Role Name** and **User Workspace**.

The **Role Name** is self-explanatory. Selecting a role that is mapped to a specific workspace will cause another element - **Workspace** - to appear.

The **User Workspace** field is the workspace of the user that the role will be assigned to. For example, if you wanted to give the user **ADMIN** from the workspace **INTRO** the **Approve in All Workspaces** role, you would first select the role, then select **INTRO** for the **User Workspace**, and finally select **ADMIN** for the user.

3.3. Unassigning Roles

To unassign a role, simply edit that role and then click Delete. You will be prompted to confirm the deletion.

The role that is unassigned will be immediately revoked, and any privilege associated with the role will be immediately discontinued. This may cause unexpected errors. These can be remedied by logging out of APEX-SERT and starting a new session.

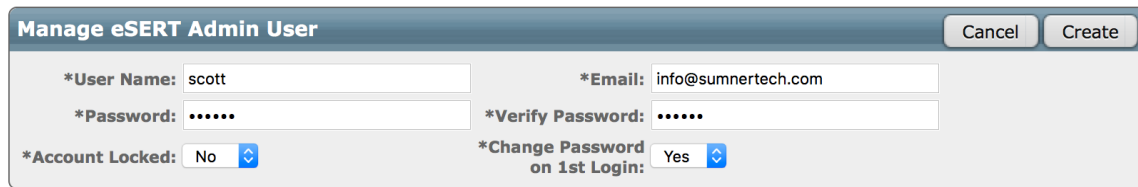
4. Users

The Users tab manages APEX-SERT Administration application users, not individual workspace users. Any users added here will have full access to the APEX-SERT Administration tool, and be able to perform any of its functions, so users here should be created with care and only assigned to those who manage the instance of APEX or similar role.

By default, there will be a single user here named **ADMIN**. The password for this user was set upon installation.

4.1. Creating Users

To create a new user, simply click the **Create** button and fill out the resulting form.

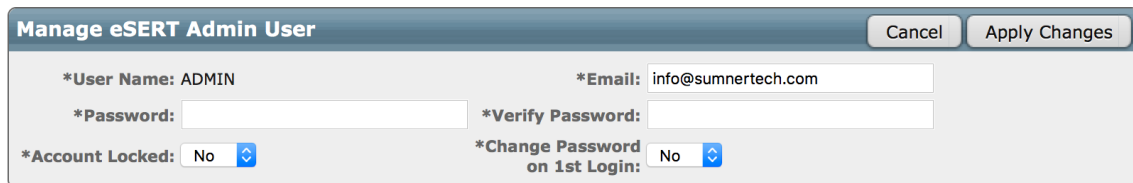


The screenshot shows a web form titled "Manage eSERT Admin User" with a "Cancel" button and a "Create" button. The form contains the following fields:

- *User Name: scott
- *Email: info@sumnertech.com
- *Password:
- *Verify Password:
- *Account Locked: No (dropdown arrow)
- *Change Password on 1st Login: Yes (dropdown arrow)

4.2. Managing Users

To edit a user, simply click the pencil icon for that specific user. All fields except **User Name** can be edited.



The screenshot shows the same "Manage eSERT Admin User" form, but with an "Apply Changes" button instead of a "Create" button. The fields are pre-filled with the following values:

- *User Name: ADMIN
- *Email: info@sumnertech.com
- *Password: (empty)
- *Verify Password: (empty)
- *Account Locked: No (dropdown arrow)
- *Change Password on 1st Login: No (dropdown arrow)

5. Preferences

There are a few preferences that can be managed by a APEX-SERT Administrator. They are outlined in the table below.

Description	
EMAIL_CSS	This is the CSS that will be embedded into any notification e-mail that is sent out by APEX-SERT. It can be changed to match a specific look and feel.
EXCEPTION_API	Enables or disables the ability to use an external exception API call. Not fully implemented and may be removed from a future release.
EVAL_NOTIFICATION_FROM	E-Mail address that APEX-SERT notifications will be sent from.

While these preferences can be modified, it is recommended that their original values be preserved in the case that they need to be restored.

6. Scheduling

The Scheduling section of the APEX-SERT Administration application is designed to manage scheduled evaluations. Evaluations cannot be scheduled from here; rather they would be scheduled via APEX-SERT.

Any scheduled evaluation and corresponding group and notification list can be managed - but not created - from here.

6.1. Individual Evaluations

This report will display all individual applications that are scheduled to be evaluated.

Scheduled Individual Evaluations								
Q- <input type="text"/>			Go	Actions ▾				
ID ▾	Application	Attribute Set	Scoring	Interval	Time	Day	Scheduled By	-
111	SERT Administration	DEFAULT	Raw	WEEKLY	12 PM	MON	ADMIN (INTRO)	
								1 - 1

To remove an evaluation, click the corresponding trash can icon.

6.2. Group Evaluations

This report will display all groups of applications that are scheduled to be evaluated.

Scheduled Group Evaluations						
Q- <input type="text"/>			Go	Actions ▾		
Schedule Group ▾	Distribution List	Interval	Time	Day	Created By	-
Critical Apps	Management	WEEKLY	12 PM	MON	ADMIN (INTRO)	
						1 - 1

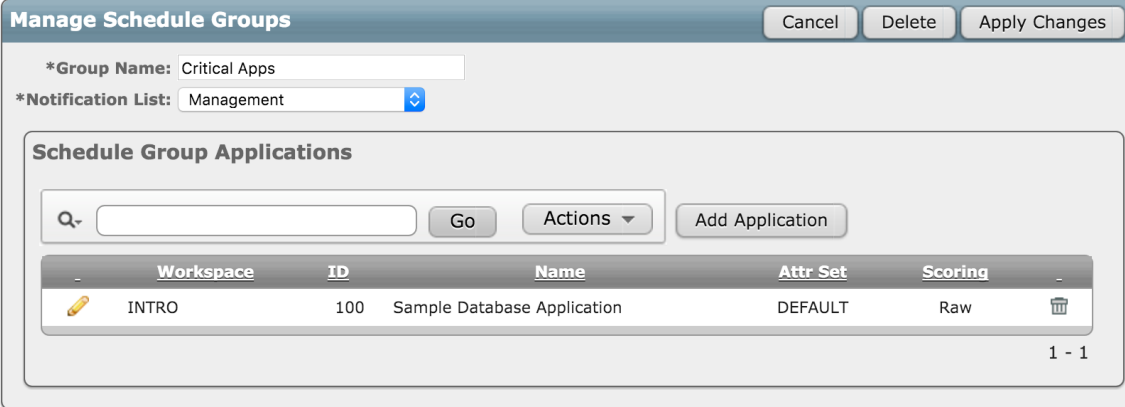
To remove an evaluation group, click the corresponding trash can icon.

6.3. Schedule Groups

This report will display all schedule groups - or groups of applications that will be evaluated as a batch.

Schedule Groups					
Q- <input type="text"/>			Go	Actions ▾	
Group Name ▾	Notification List	Created By	Created On	# of Apps	
Critical Apps	Management	ADMIN (INTRO)	24-OCT-15	1	
					1 - 1

Schedule Groups can be modified by editing them. To edit a schedule group, click on the corresponding pencil icon.



Manage Schedule Groups [Cancel] [Delete] [Apply Changes]

*Group Name: Critical Apps

*Notification List: Management

Schedule Group Applications

Q- [] [Go] [Actions ▼] [Add Application]

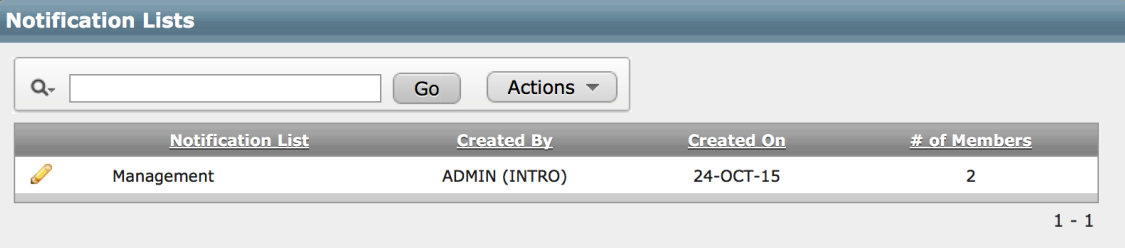
	Workspace	ID	Name	Attr Set	Scoring	
	INTRO	100	Sample Database Application	DEFAULT	Raw	

1 - 1

From here, the Schedule Group can be renamed or even deleted entirely. It is also possible to modify and/or remove Applications from the Schedule Group.

6.4. Notification Lists

This report will display all notification lists - or lists of users that will receive a notification when a scheduled application completes.



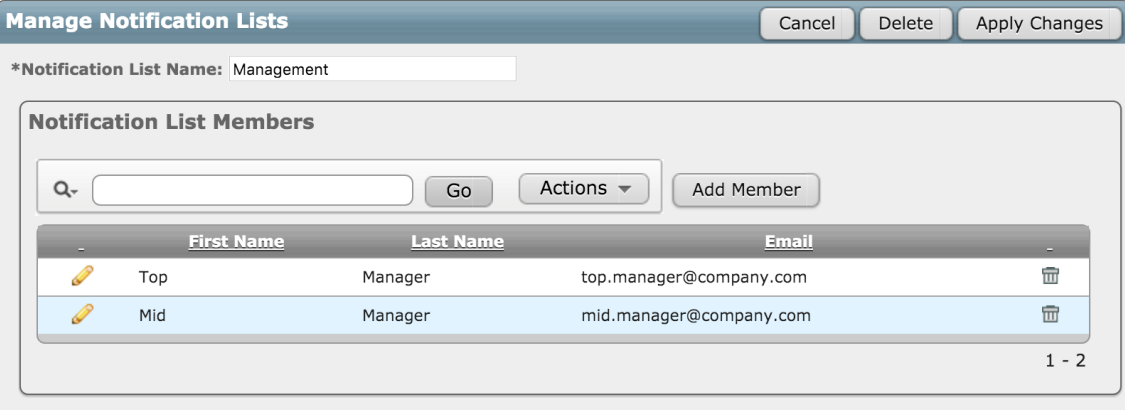
Notification Lists

Q- [] [Go] [Actions ▼]

	Notification List	Created By	Created On	# of Members
	Management	ADMIN (INTRO)	24-OCT-15	2

1 - 1

Notification Lists can be modified by editing them. To edit a Notification List, click on the corresponding pencil icon.



Manage Notification Lists [Cancel] [Delete] [Apply Changes]

*Notification List Name: Management

Notification List Members

Q- [] [Go] [Actions ▼] [Add Member]

	First Name	Last Name	Email	
	Top	Manager	top.manager@company.com	
	Mid	Manager	mid.manager@company.com	

1 - 2

From here, the Notification List can be renamed or even deleted entirely. It is also possible to modify and/or remove users from the Notification List.

6.5. Job Runs

The Job Runs report will show the results of the APEX-SERT scheduled evaluation job (SV_SERT_EVAL_JOB). If any errors occur during a scheduled evaluation, they will be logged here.

Job Runs					
<div>Q- <input type="text"/> <input type="button" value="Go"/> <input type="button" value="Actions"/></div>					
Log ID	Log Date	Job Name	Status	Error#	Additional Info
1741	24-OCT-2015 10:00PM	SV_SERT_EVAL_JOB	SUCCEEDED	0	-
1726	24-OCT-2015 09:34PM	SV_SERT_EVAL_JOB	SUCCEEDED	0	-
1662	24-OCT-2015 08:00PM	SV_SERT_EVAL_JOB	SUCCEEDED	0	-
1631	24-OCT-2015 07:00PM	SV_SERT_EVAL_JOB	SUCCEEDED	0	-
1625	24-OCT-2015 06:55PM	SV_SERT_EVAL_JOB	SUCCEEDED	0	-
1 - 5					

7. Mail Queue

The Mail Queue report is a report on the table **APEX_MAIL_QUEUE**. It is included for convenience in the case of issues with e-mails not sending properly. APEX-SERT uses the standard **APEX_MAIL** APIs to send e-mails, so if there are issues, they can be troubleshooted in the same manner as any other e-mails sent from APEX.

8. Logs

SERT makes use of Logger, an open-source PL/SQL logging utility. Any error that happens during the course of either using the APEX-SERT application or running an evaluation - be it manual or scheduled - will be written to the Logger tables and be visible in this report.

It is a good idea to periodically check this report, as many errors may not be reported, especially with schedule evaluations.

Logger's log can be purged by clicking on the Purge Log button. This action is irreversible, and will remove all data from the Logger tables.