

# SimpleRisk Email Notification Extra Installation and Administration Guide

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## Introduction

While the SimpleRisk Core product is free and open source in order to make risk management attainable for the masses, we have developed a series of “Extras” which provide additional “Enterprise” level functionality for your SimpleRisk installation. By purchasing these Extras, you add functionality to your installation, while at the same time providing financial support to see that the SimpleRisk Core product remains in active development for the long haul. It’s a win-win!

## License

The SimpleRisk Extras are offered on a per-installation basis and are good in perpetuity. You pay once and never have to worry about re-upping your license ever again. See if any of those other risk management vendors will give you that kind of a deal. With each Extra we also include one year of complimentary upgrades and e-mail support.

## The Basics

Getting a SimpleRisk Extra up and running is designed to be as easy as possible. There are three basic steps:

1. **Installation** – This is the simple process of obtaining the Extra and placing the files in the proper directory.
2. **Configuration** – Some of our Extras have settings that can change how the extra functions.
3. **Activation** – By hitting the proper URL you will tell SimpleRisk that the Extra is ready to be used.

## Email Notification Extra

By default, SimpleRisk only sends notifications as a result of password reset requests. This extra provides support for email notifications when new risks are submitted, when risks are updated, when new mitigations are submitted, when mitigations are updated, and when risks are reviewed. It also can be scheduled to run via a cron job in order to send reminder e-mails when risks are due for a management review.

## Installation

Once your payment has been received, you will be provided with a tarball containing the Email Notification Extra code via e-mail. Transfer that file on to the server where SimpleRisk has been

installed and place it inside the SimpleRisk root directory (i.e. where you find the index.php file). Then run the following command:

```
tar xvzf email_notification_extra.tgz
```

This will create a new “extras” directory if it didn’t already exist and place a “notification” directory inside it that contains the code. The Extra is now installed.

## Configuration

You will see a special config.php file for the Email Notification Extra under the following path:

```
/your/path/to/simplerisk/extras/notification/includes/config.php
```

Open that file in your favorite text editor and you will see the parameters that are currently configurable. The following is a list of the current parameters along with a brief description of what each does.

- **VERBOSE:** Set this parameter to either “true” or “false”. When set to “true”, this tells PHP to include potentially sensitive details about your risks in the emails it generates. When set to “false”, this only sends basic information about the action performed and the risk involved with no details.
- **SIMPLERISK\_URL:** This parameter specifies the URL that SimpleRisk will use for links it generates that are included in the email messages it sends.
- **FROM\_NAME:** This parameter specifies the name that you would like to show up in the “From” field of the email messages.
- **FROM\_EMAIL:** This parameter specifies the email address that you would like to show up in the “From” field of the email messages.
- **NOTIFY\_SUBMITTER:** This parameter specifies whether you would like to have the person who submitted the risk notified when actions are taken involving the risk.
- **NOTIFY\_OWNER:** This parameter specifies whether you would like to have the risk owner notified when actions are taken involving the risk.
- **NOTIFY\_OWNERS\_MANAGER:** This parameter specifies whether you would like to have the risk owners manager notified when actions are taken involving the risk.
- **NOTIFY\_TEAM:** This parameter specifies whether you would like all members of the team that the risk owner belongs to notified when actions are taken involving the risk.

Once you have properly set each of these parameters, then your last step is to activate the Email Notification Extra.

## Activation

This last step is what tells SimpleRisk that the Email Notification Extra is installed and ready to use. Use your favorite web browser and go to the following URL:

[http://your\\_simplerisk\\_host/extras/notification](http://your_simplerisk_host/extras/notification)

If you have HTTPS installed, then use https:// instead of http://. The “your\_simplerisk\_host” should be substituted for whatever the host name is for the system SimpleRisk is installed on. If you’ve installed SimpleRisk in some location other than the web root, you will want to specify that as well. If it works, you should just see a blank page with no error messages.

## Features

You should notice no difference in SimpleRisk’s user interface when this Extra is enabled other than seeing it marked as “Enabled” when selecting “Configure” from the menu at the top, followed by “Extras” in the menu at the left. However, once enabled, you should immediately start receiving emails when actions are taken with your risks. If you are not seeing email messages, then you should check the mail logs on the system where SimpleRisk is installed in order to ensure that it is able to send outgoing messages.

In addition to the standard Extra functionality mentioned above for action-based notifications, you have the option to schedule the Email Notification Extra script to run as a scheduled task (cron) in order to send messages regarding risks that are due for a review. The system does not keep track of when notifications are sent so it is very important to not schedule this to run too often. Since many companies focus their reviews around monthly cycles, we have found that running this script on a monthly basis is usually sufficient. That said, below you will find a variety of configurations (use only one) that you can try and see what works best for your organization.

First, run the command “*which php*” on your system to find the path to your PHP binary file. Next, run the command “*crontab -e*” as the user you would like the task to run as (should be the same as what your web server runs as) and enter one of the following:

### **Run Review Alert Notifications Daily at 8:00 AM**

```
00 08 * * * /your/path/to/php -f /your/path/to/simplerisk/extras/notification/index.php
```

### **Run Review Alert Notifications Every Monday at 8:00 AM**

```
00 08 * * 1 /your/path/to/php -f /your/path/to/simplerisk/extras/notification/index.php
```

### **Run Review Alert Notifications the First Day of the Month at 8:00 AM**

```
00 08 1 * * /your/path/to/php -f /your/path/to/simplerisk/extras/notification/index.php
```

Obviously, this is not a complete list, but should cover most of the common configurations for a script to run via a cron job. For other suggestions, please try searching “cron” in Google before contacting [support@simplerisk.it](mailto:support@simplerisk.it) for assistance.