

CAMEO - Proposal for a Group Management Model

Account naming convention guidelines

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GOALS

- ❑ INTRODUCE KEY TERMS
- ❑ ACCOUNT ACCESS RIGHTS TO FOLDERS AND FILES IN CAMEO WHEN ACCOUNT IS ASSIGNED TO LOCAL GROUPS AND ROLES
- ❑ ACCOUNT ACCESS RIGHTS TO FOLDERS AND FILES IN CAMEO WHEN ACCOUNT IS ASSIGNED TO GLOBAL GROUPS
- ❑ HOW WE CAN REFINE ACCOUNT ACCESS RIGHTS TO FOLDERS BY USING GLOBAL GROUPS;
- ❑ SPECIFIC ADVANTAGES OF USING GLOBAL GROUPS
- ❑ INTRODUCING GROUP NAMING CONVENTIONS

DEFINITIONS

- ❑ Shared Data Area (SDA) = Autonomous “Collaboration Cell” where data services are offered to users on a “need-to-know” and “need-to-share” basis. SDA cells are organised in a hierarchical structure within CAMEO, i.e. an SDA may contain other SDAs (subSDAs). The default structure of an SDA contains Document Collaboration Service with Document Management functionalities for Folders/Files, Calendar Service, Forum Service and E-mail Notification Service.
- ❑ Access Rights (AR) to a Folder/File granted to Accounts/Groups
 - Read Only (R) = Allowed only to read from a Folder/File
 - Read Write (RW) = Allowed to edit content from a Folder/File
 - Delete (D) = Allowed to delete file content from a Folder
 - Assign (A) = Allowed to assign Access Rights to other Accounts

DEFINITIONS

- ❑ Explicit Access Right (EAR) = mechanism provided in CAMEO by which Access Rights of an Account/Group can be manually assigned by Administrator/Content Manager according to specific needs
- ❑ Local Functional Group (LFG) = Group defined within an SDA; Bound to the SDA; Cannot be used within other (sub)SDAs.
- ❑ Global Functional Group (GFG) = Group defined without being bound to a specific SDA; Can be used within any (sub)SDA.
- ❑ Roles vs Access Rights
 - Associate (ASC) <-> Read Only (R)
 - Contributor(CTB) <->Read/Write (RW)
 - Content Manager (CM) <-> Assign (A)

❑ Account

- An Account can be assigned to a Role; Account inherits the Role's Access Rights

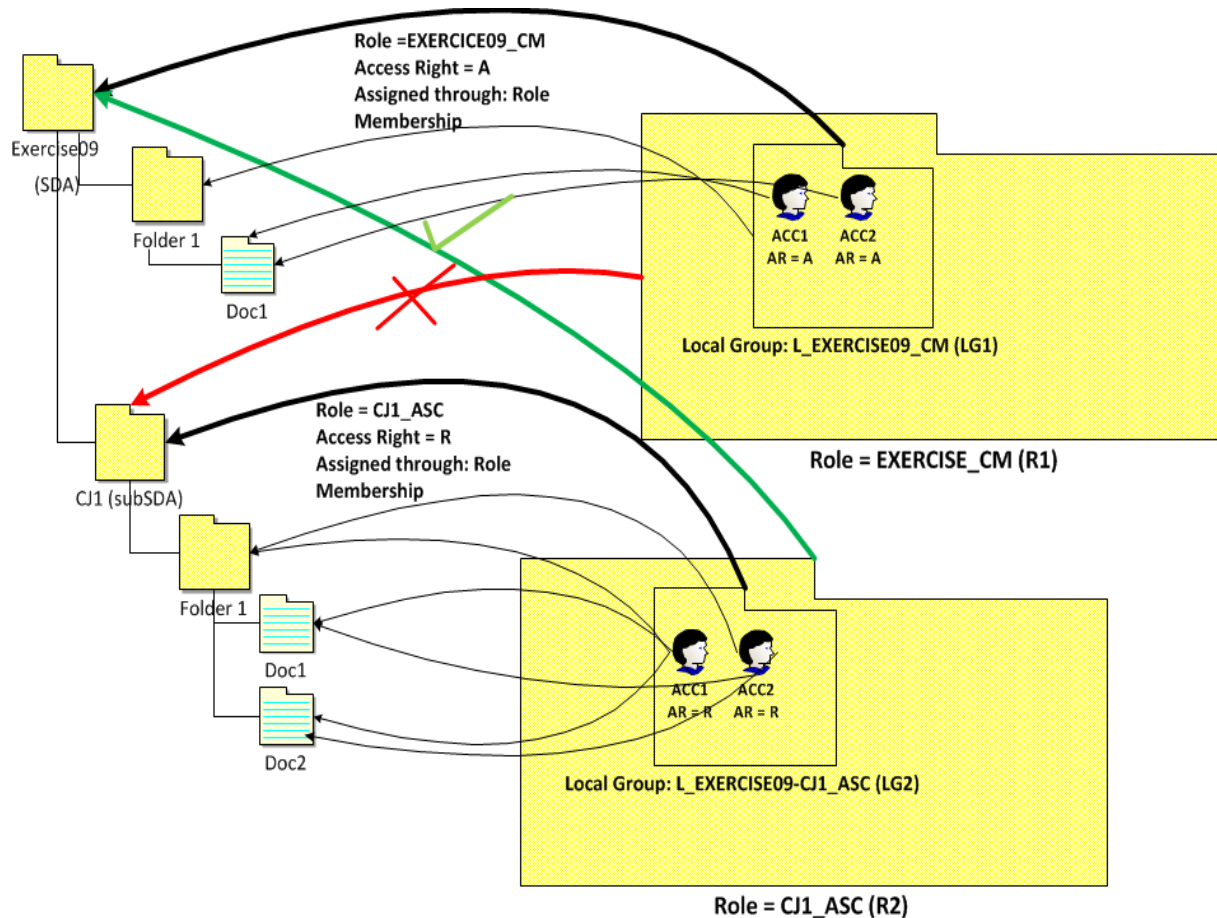
❑ Role

- Receives Access Rights from a Role Template and passes these Access Rights to any Account that is assigned to the Role.

❑ Group

- All Accounts in a LFG/GFG which is assigned to a Role, inherit Role's Access Rights
- Refined Access Rights according to specific needs of access to documents within a Folder, based on Explicit Access Rights mechanism

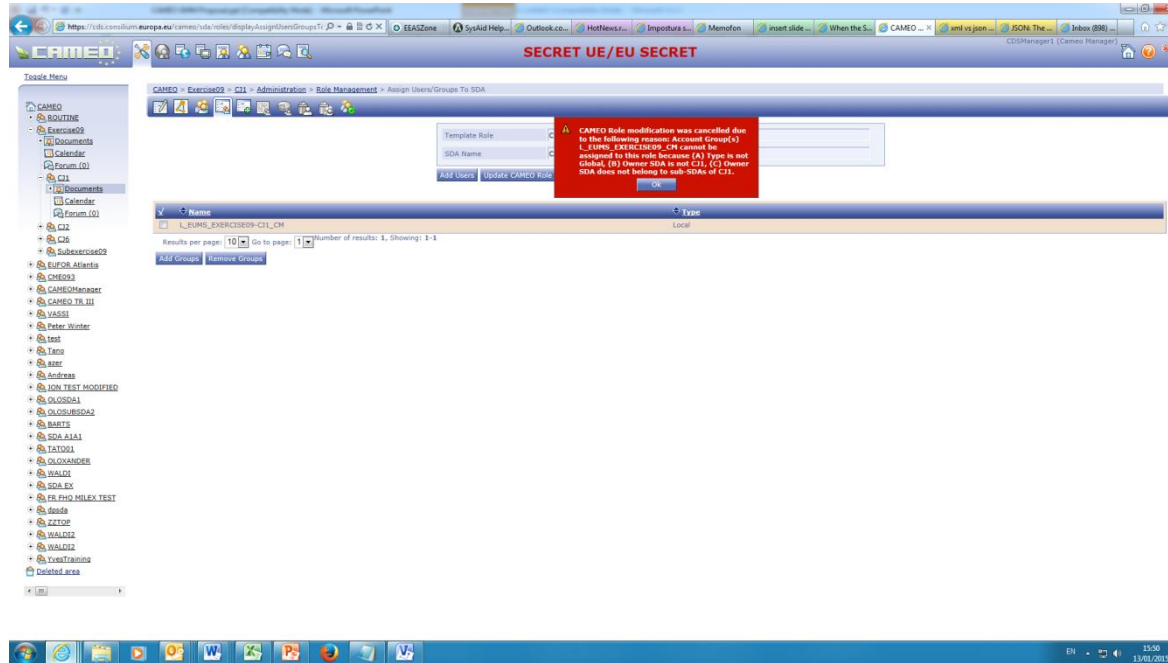
ACCESS TO FOLDERS/FILES IN AN SDA BASED ON LOCAL GROUPS AND ROLES



SUMMARY:

- Local Groups cannot be used within other **SDAs**
- In subDAs, Local Groups can be assigned to roles in an order Child-Parent (owner is the Child and they are assigned to a Role within the Parent (sub)SDA)
- In subDAs, Local Groups cannot be assigned to roles in an order Parent-Child (owner is the Parent and they are assigned to a Role within the Child subSDA)

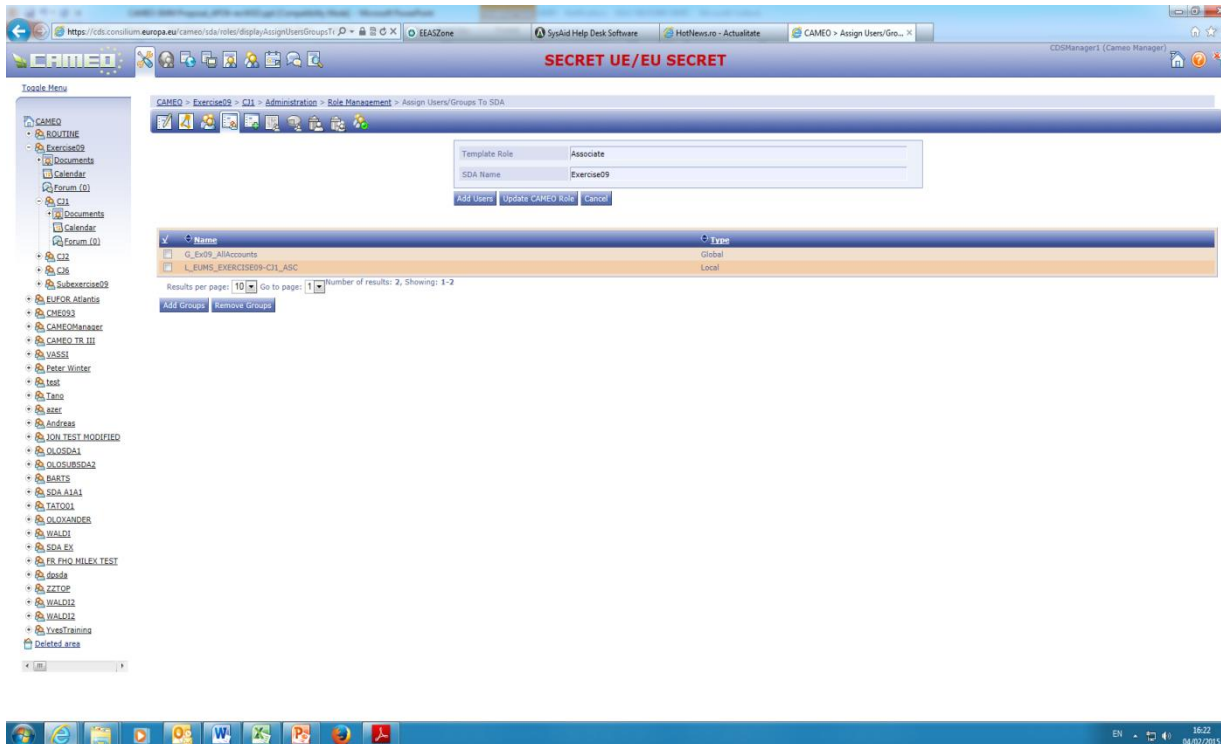
ACCESS TO FOLDERS/FILES IN AN SDA BASED ON LOCAL GROUPS AND ROLES



SUMMARY:

- Local Functional Groups (LFG) cannot be used within other SDAs than the ones they were initially defined and can be used within the same SDA in roles that belong to subSDA if the owner of LFG is the that subSDA and the role belongs to the Parent of that subSDA (Child – Parent order situation described in slide 6)
- Error message is received when trying to assign L_EUMS_Exercise09_CM (defined for Exercise09 SDA) to CM Role within Exercise09>CJ1 subSDA (which is Parent – Child order described in slide 6)

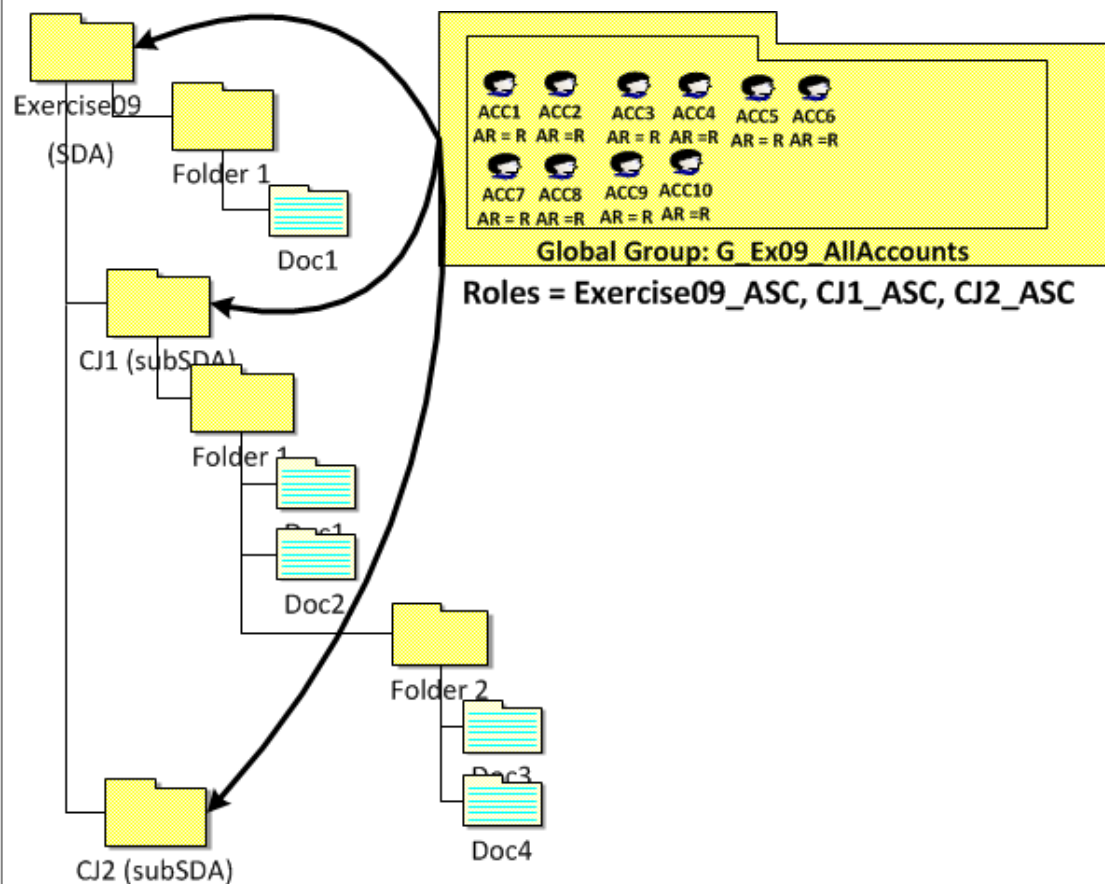
ACCESS TO FOLDERS/FILES IN AN SDA BASED ON LOCAL GROUPS AND ROLES



SUMMARY:

- Local Functional Groups cannot be used within other SDAs than the ones they were initially defined for (situation described in previous slide)
- Error message is received when trying to assign L_EUMS_Exercise09_CM (defined for Exercise09 SDA) to CM Role within Exercise09>CJ1 subSDA

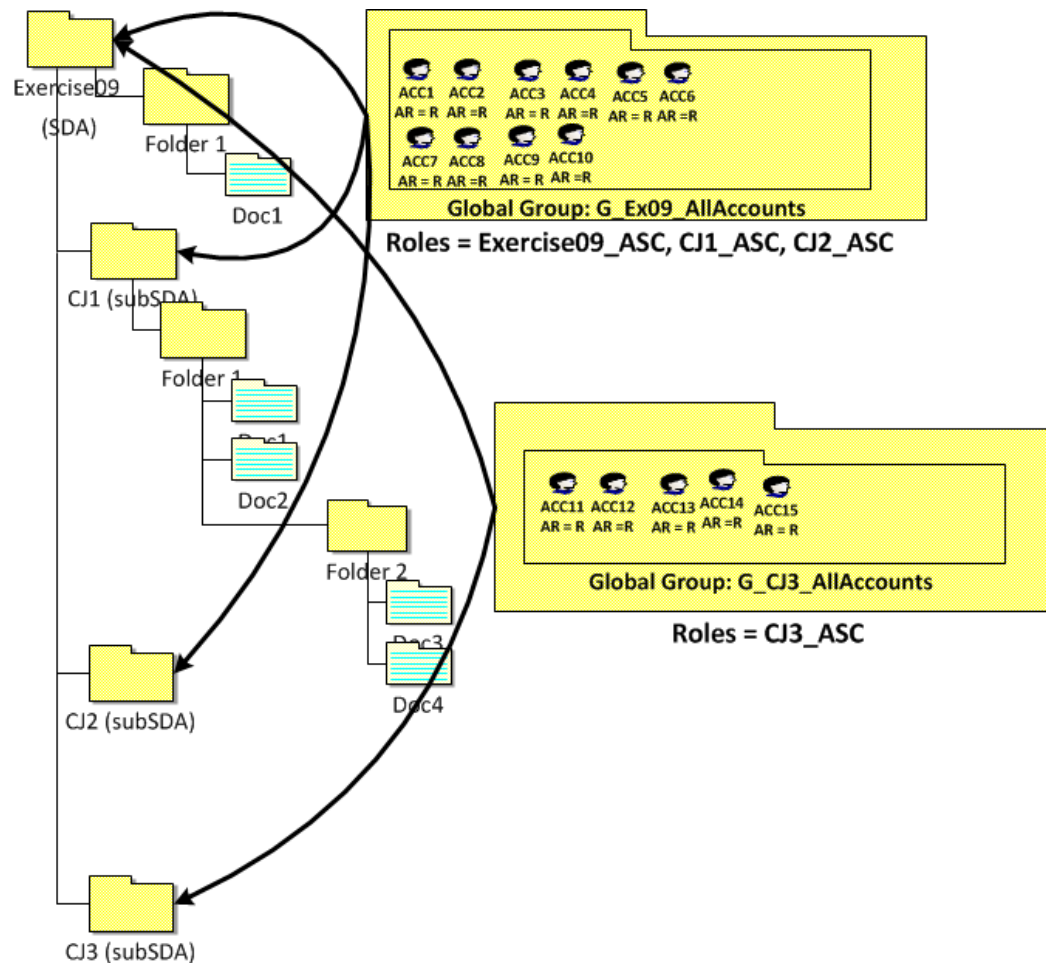
GROUP MANAGEMENT MODEL – ASSIGN READ ACCESS RIGHTS FOR ALL USERS OF AN SDA (AND ONLY VIEW OF OTHER LINKS FOR subSDAs)



SUMMARY:

- Local Functional Groups cannot be used to include all accounts of an SDA in order to gain visibility of SDA structure, as they need to be assigned to multiple subSDAs below top SDA.
- A Global Functional Group will be used instead.
- "Read" rights will be assigned according to the membership of the group e.g if group is not member of CJ1_ASC role, a member of this group will receive an error when clicking on CJ1 link, trying to expand it (it can only view subSDA link CJ1 as such, but not the internal structure of CJ1).

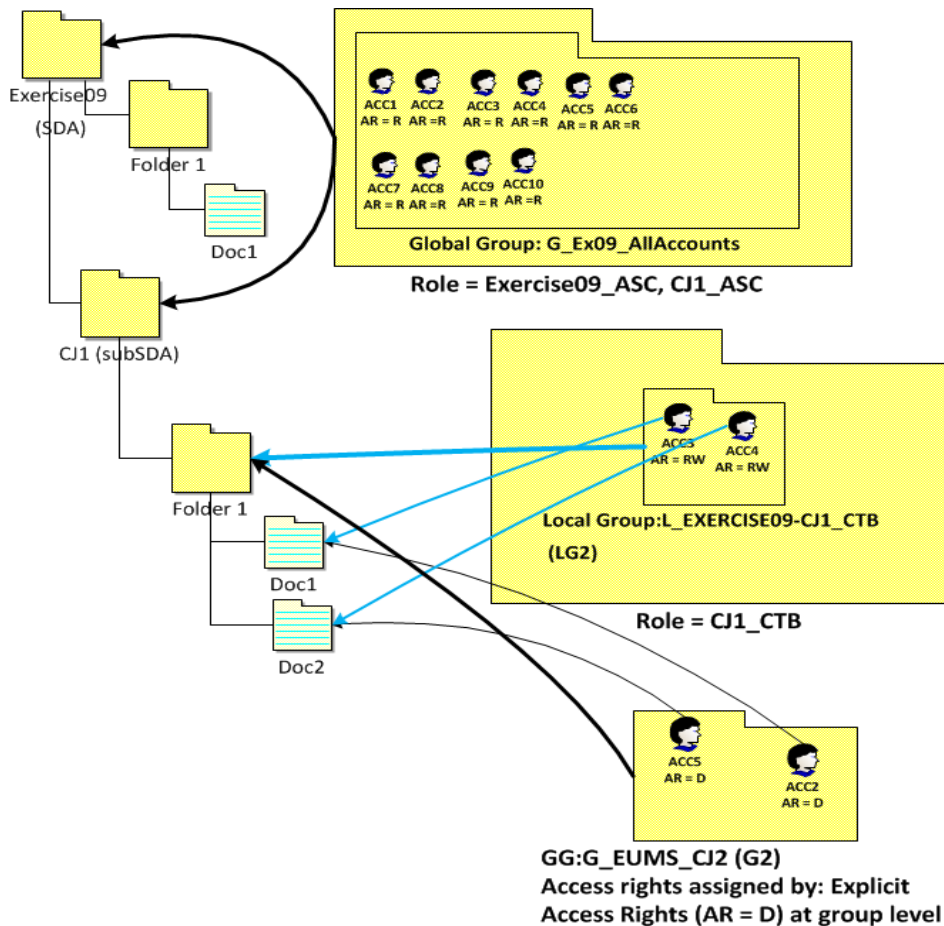
PARTICULARIZATION: MECHANISM TO ALLOW ONLY INTELLIGENCE ACCOUNTS TO ACCESS CJ3 FOLDER



SUMMARY:

- All INTELLIGENCE accounts are placed in a separated Global Group (**G_CJ3_AllAccounts**) which is assigned to **CJ3 subSDA** (in root **Exercise09**) and all the other SDAs and subSDAs where it needs access.
- As the other user accounts from **G_Ex09_AllAccounts** are not assigned to **CJ3**, its users will not have any type of access to **CJ3**, it will be seen disabled by them.

COMBINATION OF LG AND GG WORKING TOGETHER HOW IS MAXIMIZED THE USAGE OF GLOBAL GROUPS?



SUMMARY:

- All accounts have "R" rights in Exercise 09 SDA and CJ1 subSDA.
- Accounts from L_EUMS_EXERCISE09-CJ1_CM have both "Assign" access rights (AR = A) due to the role membership of the Local Group.
- Accounts from G_EUMS_CJ2 (which can be also assigned to CJ1 because is Global) can receive extended access rights to the same documents via Explicit Access Rights mechanism, which is more than the local accounts can receive.
- Global Functional Groups offer mobility between (sub)SDAs and within them we can include any accounts that need temporary access to certain documents, fact which cannot be achieved with the same administrative ease (sometimes is even impossible) by using Local Functional Groups that are bound to a specific (sub)SDA.

- ❑ Principle: The name of groups should be self-explanatory in terms of type, SDA, community, role, working group that is intended for.
- ❑ Principle: Easy to replicate the administrative design to other SDAs.
- ❑ Naming conventions for Local Functional Groups:
 - **Associated with Roles (Vertical aspect)**
 - **Format: *L_SDA Name_FinalSubSDA(Acronym)_Role***
 - **Examples:**
 - **L_EXERCISE09_CJ1_CM(related to "Content Manager" role)**
 - **L_EXERCISE09_INFMGR_CTB (related to "Contributor" role)**
 - **L_EXERCISE09_COMMON_ASC (related to "Associate" role)**

- ❑ Naming conventions for Global Groups:
 - **Associated with major working groups within EEAS communities (Horizontal aspect)**
 - **Format: *G_Community_WorkingGroup*; "Community" can be omitted**
 - **Examples: G_EUMS_AST, G_MILEX14, G_EUMS_IMC**

CONCLUSIONS ON USING LOCAL GROUPS(LFG) AND GLOBAL GROUPS(GFG)



- ❑ LFGs DON'T offer account mobility between (sub)SDAs whereas GFGs DO.
- ❑ GFGs offer the possibility of having extended access rights to any documents within any SDAs as a temporary need for access and therefore, they provide administrative flexibility.
- ❑ Separation of access rights and visibility for accounts relative to sensitive (sub)SDAs can be implemented via GFGs (see CJ3-INTELLIGENCE slide).

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**Comments?
Thank you!**