

SailPoint

IdentityIQ – L02

Date

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Exercise 1

Groups and Populations

Use Case ID:	L02 – E01		
Use Case Name:	Groups and Population		
Created By:		Last Updated By:	
Date Created:		Last Revision Date:	
Actors:	Admin, IIQ System		
Description:	The objective of this exercise is to use built-in features of the product to organize identities through the use of Groups and Populations. We will also explore some reports that are useful when dealing with Identities		
Preconditions:	IIQ System is Up and Running		
Post conditions:	Understanding Groups and Population		
Normal Flow:	<ol style="list-style-type: none">1. Entitlements handling2. Creation of population		
Exceptions:	NA		
Dependent Usecase:	NA		
Assumptions:	NA		
Notes and Issues:	NA		

Overview:

In this usecase, we are going to setup the following:

- Entitlements
- Rules to assign ownership
- Advanced analytics understanding
- Creating populations

For our implementation, we have been asked to generate some groups based on the following Identity Attributes:

- Status (whether an Employee or Contractor)
- Location (Austin, Tokyo, etc.)
- Manager

Because we defined these Identity Attributes as group factories earlier when we defined the identity mappings, it is extremely easy to use IdentityIQ to automatically calculate and generate groups of identities based on these fields. These groups can be used in reporting and other portions of the product.

We will also be using rules to assign ownership to each group.

Additionally, we want to use Advanced Analytics to define some populations based on specific criteria. Populations are similar to groups, except that they are driven off of multiple search criteria whereas Groups are statically defined based off a single Identity attribute.

For our implementation, we want to generate two populations.

- Active Managers who are not Contractors in Asia-Pacific Region only
- All users who have Privileged accounts on any application

Using Group Factories to Generate Groups

We will now configure and generate groups for the Status, Location and Manager attributes on our identities.

1. Load Rules to determine Group ownership

Navigate to **Global Setting** ➤ **Import from File** and load the following ~~two~~ rules:

/C:\Training\admin\backup\Rule-GroupOwner-AssignManagerAsOwner.xml

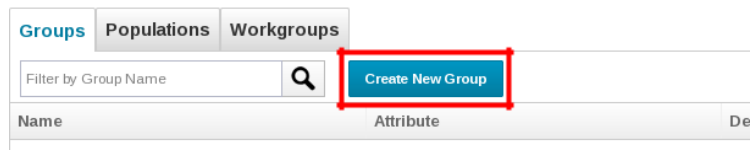
/C:\Training\admin\backup\Rule-GroupOwner-HighestRanking.xml

2. Review the attributes for which the Group Factory option was selected.
 1. **Navigate to Global Setting ➊ Identity Mappings** and list the 6 attributes for which Group Factory was selected:

_____	_____
_____	_____
_____	_____

3. **Navigate to Setup ➋ Groups** and select **Create New Group** and fill in the following fields:

Group Configuration



Name	Attribute	De
------	-----------	----

- d. Name: **Status**
- e. Group Attribute: **Status**
 - i. Notice that the choices for Group Attribute is populated from the list of attributes for which Group Factory was selected.
- f. Description: **Group used to define Employees and Contractors**
- g. Enabled: **Checked**
- h. Group Owner Rule: **Group Owner – Highest Ranking Member of Sub-Group**

Edit Group




Group	Name	Status
	Group Attribute	Status
	Description	Group used to define Employees and Contractors
	Enabled	<input checked="" type="checkbox"/>
	Group Owner Rule	Group Owner – Highest Ranking Member of Sub-Group


Select **Save**

1. Repeat the same steps for the Location attribute
 - a. Select **Create New Group**
 - b. Name: **Location**
 - c. Group Attribute: **Location**
 - d. Description: **Groups based off of each Identity's location attribute.**
 - e. Enabled: **Checked**
 - f. Group Owner Rule: **Group Owner – Highest Ranking Member of Sub-Group**
 - g. Select **Save**
2. Repeat the same steps for the Manager attribute
 - a. Select **Create New Group**
 - b. Name: **Manager**
 - c. Group Attribute: **Manager**
 - d. Description: **Users grouped by Manager.**
 - e. Enabled: **Checked**
 - f. Group Owner Rule: **Group Owner – Assign Manager**
 - g. Select **Save**

Group Configuration

Group Configuration		
Groups	Populations	Workgroups
Filter by Group Name		Create New Group
Name	Attribute	Description
Location	location	Group based off of each Identity's location attribute.
Manager	manager	Group used to group users by Manager.
Status	status	Group used to define Employees and Contractors

3. Generate Groups using the newly created group configurations and confirm that they were created correctly:
 - a. Run the task: **Refresh Groups**

- b. **Navigate to Setup**  **Groups** and check all three group factories to determine if the groups were created correctly. Look for there to be many subgroups and the owner fields should be populated.

Here is an example of the Location groups:

Sub-Groups

Name	Member Count	Policy Violations	Composite Score	Owner
Austin	27	0	 166	James.Smith
Brazil	25	0	 170	John.Williams
Brussels	26	0	 173	Jerry.Bennett
London	25	0	 250	Amanda.Ross
Munich	25	0	 170	Dennis.Barnes
No Location	6	0	 208	The Administrator


Note: These group themselves are not dynamic. You must run the **Refresh Groups** task periodically to update them. Between runs of **Refresh Groups**, the groups themselves remain static, but the membership is always based off a dynamic query.

Generate Populations

Next, we will generate some populations of users that represent some interesting sets of users. Populations can be generated off any of the data that is available via the Advanced Analytics feature of IdentityIQ.

For our implementation, we want to generate the populations.

1. Active Managers who are not Contractors in Asia-Pacific Region only

1. **Navigate to Intelligence**  **Advanced Analytics**
2. Under the **Identity Search** tab, click **Clear Search** and enter the following search criteria:
 - a. Is Inactive: **false**
 - b. Is Manager: **true**
 - c. Region: **Asia-Pacific**
 - d. Status: **Employee**

- 1 Click **Run Search**

Advanced Analytics

Identity Search | Access Review Search | Role Search | Account Group Search | Activity Search | Audit Search | Proc

Advanced Search

Search Criteria ?

Identity Attributes

Standard Attributes

Last Name

First Name

Username

Display Name

Email

Manager

Is Inactive

Is Manager

Applications

Searchable Attributes

Location

Employee ID

Region

Status

Privileged Account

Service Account

Inactive Account

Detected Role

Run Search

Clear Search

4. You should get 16 results returned.
5. From the drop-down menu, select **Save Identities as Population**

Advanced Analytics

Identity Search | Access Review Search | Role Search | Account Group Search | Activity Search

Search Results - 16 Results Returned

Result Options

Save Search

Save Search as Report

Save Identities as Population

Show Entitlements

Bobby.Stephens

Carlos.Perkins

Eugene.Hawkins

Howard.Rose

- e. Name: **Active Managers – Asia-Pacific**
- f. Click **Save**

6. Click the population and see that you can list the members within the given population.

Note: By default, these populations are only visible to the user who created them. You can edit the populations and make them Public.

Note: Populations are dynamic queries, so every time you view a population, you are viewing its current members at that point in time.

Exercise 2

Create Policies

Use Case ID:	L02 – E02		
Use Case Name:	Creating Policies		
Created By:		Last Updated By:	
Date Created:		Last Revision Date:	
Actors:	Admin, IIQ System		
Description:	The objective of this exercise is to create some policies. These policies will analyze identity data to determine who has violated the policies we define and to allow managers and other users to learn about the policy violations.		
Preconditions:	IIQ System is Up and Running		
Post conditions:	SOD policies configured		
Normal Flow:	1. Understanding and creating policies 2. Handling policy violations		
Exceptions:	NA		
Dependent Usecase:	NA		
Assumptions:	NA		
Notes and Issues:	NA		

Overview:

In this usecase, we are going to setup the following:

- Creating different policy violations
- Handling policy violation exceptions

Now that we have loaded a rich assortment of account and account group data, we can start to mine this data to determine if we have any Policy Violations in the data set.

The client has requested that we implement three policies.

1. No user can simultaneously have the **super** and **input** access to the **TRAKK** application

2. No user can have more than one account on any system
3. For the **PAM** application, any user who has not used the system in 180 days will be considered in violation of policy

Create an Entitlement Separation of Duties Policy

b. Navigate to Setup Policies

c. In the upper right, click **New Policy** and select **Entitlement SOD Policy**

d. Configure as follows:

i. Name: **TRAKK SOD Policy**

ii. Owner: **The Administrator**

iii. Violation Owner: **Manager is Violation Owner**

iv. State: **Active**

v. Send Alerts: **Checked**

Initial Notification Email: **Policy Violation**

Observers: **Aaron.Nichols**

vi. SOD Policy Rules: click **Create New Rule**

Summary: **Cannot be Super and Input at the same time**

First Entitlement Set:

- a Application Items: **TRAKK** Select **Add Attribute**
- b Select Name: **capability**
- c Select Value: **super**

First Entitlement Set

IdentityIQ Items

Add Identity Attribute

Application Items

TRAKK ▼ Add Attribute Add Permission

Operation	Type	Application	Name	Value
Or ▾	<input type="checkbox"/> Attribute	TRAKK	capability ▾	super

Group Selected Ungroup Selected Delete Selected

- c. Second Entitlement Set:
 - i Application Items: **TRAKK**
 - ii Select **Add Attribute**
 - iii Select Name: **capability**
 - iv Select Value: **input**

Second Entitlement Set

IdentityIQ Items

Add Identity Attribute

Application Items

TRAKK ▼ Add Attribute Add Permission

Operation	Type	Application	Name	Value
Or ▾	<input type="checkbox"/> Attribute	TRAKK	capability ▾	input

Group Selected Ungroup Selected Delete Selected


- e. Click **Done** to complete the rule

SOD Policy Rules


Rule ▴	Any of these entitlements...	...conflict with any of these entitlements
Cannot be Super and ...	(capability = "super")	(capability = "input")

- g. Scroll down and click **Save** to complete the policy

Create a Policy to detect more than one account per application

2. **Navigate to Setup**  **Policies**
3. In the upper right, click **New Policy** and select **Account Policy**
4. Configure as follows:
 - a. Name: **More than one account**
 - b. Owner: **The Administrator**
 - c. Violation Owner: **Manager is Violation Owner**
 - d. State: **Active**
 - e. Send Alerts: **Checked**
 - f. Initial Notification Email: **Policy Violation**
 - g. Observers: **Aaron.Nichols**
 - h. Summary: **Multiple Application Accounts**
 - i. Scroll down and click **Save** to complete the policy

Create an Advanced rule-based Policy to detect dormant accounts

- b. **Navigate to Setup**  **Policies**
- c. In the upper right, click **New Policy** and select **Advanced Policy**
- d. Configure as follows:
 - i. Name: **Last Login more than 180 days ago**
 - ii. Owner: **The Administrator**
 - iii. Violation Owner: **Manager is Violation Owner**
 - iv. State: **Active**
 - v. Send Alerts: **Checked**
 - vi. Initial Notification Email: **Policy Violation**
 - vii. Observers: **Aaron.Nichols**
 - viii. Policy Rules: click **Create New Rule**
 - i. Summary: **Last Login > 180 Days**

- a. Selection Method: Choose **Rule**
- b. Click “...” to edit the rule
- c. Rule Name: **Violation Rule - No login for last 180 days**
- d. Rule body: Copy and paste from the:


```
/home/spadmin/ImplementerTraining/beanshell/PolicyViolation-NoLoginFor180Days.txt
```
- e. Click **Save** to save the rule
- f. Make sure to choose the rule once you’ve saved it, then click **Done**

1. Click **Save** to save the policy

Scan Identities for Policy Violations


3. Run the task: **Check Active Policies**

Note: This task is an Identity Refresh task with **Check active policies** checked

4. Check the **Task Results** tab when the task ends and confirm:

Check Active Policies Attributes	
Attribute	Value
Identities examined	235
Policies checked	Last Login more than 180 days ago, More than one account, TRAKK SOD Policy
Policy violations	56
Policy notifications	15

- b. Confirm that Policy Violations were found. There are several ways you can see policy violations:

Navigate to **Manage  Policy Violations**. This will show all policy violations. Click any of the TRAKK SOD policy violations to interact with it.

For **Violation Decision**, choose **Correct Violation** from the dropdown

- f. Notice that you are presented with an option to remove one of the offending entitlements.

Violation Decision Correct Violation ▾

Correction Advice
Select the entitlement(s) that should be revoked to correct this violation..

Conflicting Entitlements

Revoke at least one of the following entitlements

- ☐ TRAKK capability super ?
- ☐ TRAKK capability input ?

- h. Navigate to **Carl.Foster's** cube and check the **Policy** tab to see a policy violation.
- i. Look in each manager's Inbox for incoming workitems for each policy violation detected.

Check the Administrator's Inbox.

Note: The administrator will get any violations for users who don't have managers

Log out and back in as **Aaron.Nichols/xyzzy** and check his Inbox

- j. Check the Email log

Launch the **Tail Email Log** shortcut and confirm that you can see emails that were sent out when policy violations were discovered.

Exercise 3

Defining Identity Risk Scoring

Use Case ID:	L02 – E03		
Use Case Name:	Identity Risk Scores		
Created By:		Last Updated By:	
Date Created:		Last Revision Date:	
Actors:	Admin, IIQ System		
Description:	The objective of this section is to learn how to configure the IdentityIQ risk scoring and apply the configured scoring settings to existing Identities.		
Preconditions:	IIQ System is Up and Running		
Post conditions:	Identity Risk Scores population		
Normal Flow:	<ol style="list-style-type: none"> 1. Understanding Identity Risk Scores 2. Creating different risk scores 3. Generating Identity risk scores 		
Exceptions:	NA		
Dependent Usecase:	NA		
Assumptions:	NA		
Notes and Issues:	NA		

Overview:

In this usecase, we are going to setup the following:

- Understanding the Identity Risk Scores
- Defining risk scores
- Populating Identity Risk Scores

Our client has stated that they want their risk score to be calculated based on several qualities:

- λ. 50% of the risk score needs to be based on certification age (how recently has the identity been certified)

μ. 25% of the risk score needs to be based on Policy Violations

1 . Having multiple accounts is higher risk

a . Having conflicting role is higher risk

Having not logged into PAM for 180 days is lower risk

δ. 25% of the risk score needs to be based on Entitlements owned by a user

Having Super User (super) access to TRAKK is higher risk

a Having Manager (approve, reject) access to TRAKK is medium risk

Define Identity Risk Model

a Login as **spadmin/admin**

b **Navigate to Identities** ➤ **Identity Risk Model**

c Click the **Composite Scoring** tab

d Configure:

i. Role Compensated Score: 0%

ii. Entitlement Compensated Score: 25%

iii. Policy Violation Compensated Score: 25%

iv. Certification Age: 50%

e Click the **Baseline Access Risk** tab

i. Click **Entitlement Baseline Access Risk** Configuration

- 1 When prompted, **Save**
- 2 Select **TRAKK** as the application and click **Add**
- 3 Choose **Configure Attributes**
- 4 Configure the attributes:
 - e. capability: super: **500**
 - f. capability: approve: **250**

TRAKK Attributes

<input type="checkbox"/>	Attribute	Value	Weight
<input type="checkbox"/>	capability	approve	<input type="range"/> 250
<input type="checkbox"/>	capability	super	<input type="range"/> 500

- a Click **Save** twice to save the configuration.
- f. Click **Policy Violation Baseline Access Risk** and configure:
 - a Cannot be Super and Input at the same time: **300**
 1. Multiple Application Accounts: **300**
 - iii. Last Login > 180 Days: **100**
 - iv. Click **Save** and then **Yes** to confirm

Violations by Policy	
TRAKK SOD Policy Violation	
Rule	Risk Level
Cannot be Super and Input at the same time	<input type="range"/> 300
More than one account Violation	
Rule	Risk Level
Multiple Application Accounts	<input type="range"/> 300
Last Login more than 180 days ago Violation	
Rule	Risk Level
Last Login > 180 Days	<input type="range"/> 100

Compute Identity Risk Scores

- i Run the task: **Refresh Risk Scores**
- ii Confirm the results once the task is done running:

Refresh Risk Scores Attributes	
Attribute	Value
Identities examined	235
Scores changed	186

- iii Confirm the scoring in several places.
 - 1 Navigate to any identity cube and check the **Risk** tab to see if risk scoring has been updated. Here is **Richard.Jackson's** cube:

Attributes

Entitlements

Application Accounts

Policy

History

Risk

Activity

User Rights

Events

Scorecard

Score Category	Base Score	Compensated Score
Role Compensated Score	<div><div></div>0</div>	<div><div></div>0</div>
Entitlement Compensated Score	<div><div></div>760</div>	<div><div></div>760</div>
Policy Violation Compensated Score	<div><div></div>600</div>	<div><div></div>600</div>
Certification Age	<div><div></div>1000</div>	<div><div></div></div>

Top Composite Score Contributors

Score Category	Contributor	Score	Percentage of Total
Certification	Identity has not been certified	1000	60%
Entitlement	TRAKK : capability = Input,reject,approve,super	752	22%
Policy	TRAKK SOD Policy : Cannot be Super and Input at the same time	300	9%
Policy	More than one account : Multiple Application Accounts	300	9%

- i Navigate to **Intelligence** ➔ **Identity Risk Scores**
 2. This view organizes Risk scores into Low/Medium/High groupings
 3. A user can schedule certifications for identities from this screen
- ii Use Advanced Analytics to search based on Risk Score criteria. **Note:** You could use risk scoring as part of the criteria to create populations.

Exercise 4

Certification of PAM Application and Account Groups

Use Case ID:	L02 – E04		
Use Case Name:	Certification of PAM		
Created By:		Last Updated By:	
Date Created:		Last Revision Date:	
Actors:	Admin, IIQ System		
Description:	Certify the PAM Application and the Account Groups that accompany it		
Preconditions:	IIQ System is Up and Running, PAM application		
Post conditions:	Certification related to PAM application		
Normal Flow:	<ol style="list-style-type: none">1. Creating certifications2. Certifying the accounts and entitlements3. Certifications life cycle		
Exceptions:	NA		
Dependent Usecase:	NA		
Assumptions:	NA		
Notes and Issues:	NA		

Overview:

In this usecase, we are going to setup the following:

- Understanding the Certifications
- Creating the certification campaign
- Access reviews handling

Our customer wants us to perform an initial certification of all PAM application accounts and the PAM Account Groups as well. We will do this by kicking off a certification against the Application Owner and the Owner of the Account Groups.

When creating the PAM application, we configured an Application owner for the PAM application: Patrick.Jenkins. The Account Groups on the PAM application are owned by Patrick.Jenkins as well, unless we decide to define individual Account Group owners as well.

Generate an Application Owner Certification

- i. **Navigate to Setup 7 Certification** and from the drop-down on the right, select **Application Owner** certification.
- ii. Under the **Basic** section, configure the following:
 - a. Certification Name: **PAM Application Owner Certification [\${fullDate}]**
 - b. Certification Owner: **The Administrator**
 - c. Applications: **PAM**
 - d. Run Now: **Checked**
- iii. Under the **Lifecycle** section, configure the following:
 - a. Enable Staging Period: **checked**
- iv. Choose **Schedule Certification**
- v. **Note:** It can take awhile for the certification to generate. Eventually it will show up in the **Monitor 7 Certifications** list. During this time, the system is building the certification. You can hit the refresh button periodically until the Certification shows up in a **Staged** status.

Certifications New Certification ▾

✔ Application certifications scheduled successfully.

Certifications Certification Schedules Certification Events

Search by Certification Name 🔍 [Advanced Search](#)

Name	Owner	Status	Percent Complete	Create Date	Tags
PAM Application Owner Certification [1/2/14 9:38:...	The Administrator	Staged	0% (0 of 1)	01/02/14 03:38:45 pm	

- a. Once it shows up, click the certification, to see a staged view of the certification. During staging, the certification owner can review the entire certification, and decide whether to **Activate** or **Cancel Certification**.

PAM Application Owner Certification [1/2/14 9:38:45 AM CST]

Owner The Administrator
 Create Date 1/2/14 3:38:45 PM WET
 Exclusions 0
[\[View/Edit Certification Options\]](#)

Access Reviews Completed 0/1 (0%)
 Identities Completed 0/7 (0%)
 Items Completed 0/14 (0%)



Decision Statistics

- i. Scroll down to the **Access Reviews** section and see that the overall certification consists of one Access Review assigned to Patrick.Jenkins (the Owner of the PAM application.) View the access review details by selecting the **Application Owner Access Review for PAM**

- ii. At the bottom of the page, click **Back**

2. Click **Activate** to send the certification out to the reviewers. You can always return to the overview page to see the current status of the active certification. At this point, the certification is showing 0% complete, as we would expect.

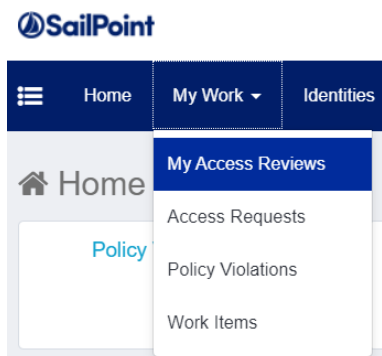


1. Investigate the certification and answer the following questions:

- b. How many Access Reviews are included in this certification? _____
- c. How many identities are included in the first Access Review? _____
- d. Why is Patrick.Jenkins the certifier? _____

Perform the Certification as Patrick Jenkins

1. Log out and back in as **Patrick.Jenkins/xyzzzy**
2. On the dashboard, you can see the following shortcuts. Clicking on **Access Reviews** will take you to the access review for **Patrick.Jenkins**



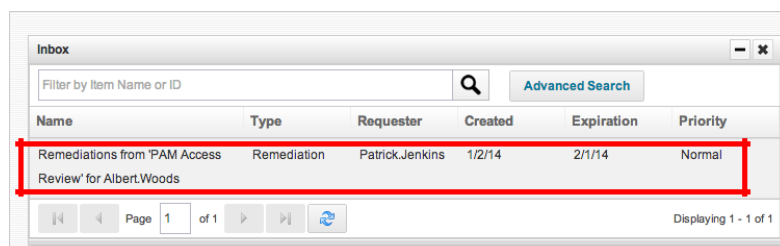
Note: You could also go to **My Work** ➔ **My Access Reviews**, or select the **Work Items** link to see all assigned work items, including access reviews

1. You can choose to perform this access review one of two ways (Worksheet View or Identity View.)
2. Either route you follow, approve everything except the three entitlements for the user **John Connor**. For the three entitlements for **John Connor**, revoke them and select **Save Changes**.
3. Once done, scroll up and **Sign Off**, then select **Finish**.

Access Review Details

Application Owner Access Review for PAM			
Due on	2/2/14 (31 Days remaining)	Current Phase	Active (31 Days remaining)
Owner	Patrick.Jenkins	Percent Complete	<div><div></div></div> 21/21 (100%)
To complete the access review you must sign off on all decisions.			
Sign Off			

- a. If we had provisioning configured for this application, we could create an external help ticket or directly de-provision to the target resource. Since we don't have either configured, an IdentityIQ work item will be generated and delivered to **Albert.Woods** (the revoker configured for the PAM application.)
- b. Logout and log in as **Albert.Woods/xyzzzy**. Look in his dashboard and Inbox, for a Remediation work item. Note it may take awhile, because we must wait for the certification to finish. Notice that a user can click the Work Items link or look in the Inbox to see the remediation work item.



- Click this work item. Notice that this work item contains the remediations that were asked for during the access review:

Work Item ID 60

Requester Patrick.Jenkins

Owner Albert.Woods

Description Remediations from 'PAM Access Review' for Albert.Woods

Created Jan 2, 2014 5:34:47 PM

Next Event Date Feb 1, 2014 5:34:47 PM

Expiration Feb 1, 2014 5:34:47 PM

Priority Normal

History None

Send Comment to Requester

None

[Add Comment](#)

<input type="checkbox"/>	Name	First Name	Last Name	Application	Account	Completed	Entitlements
<input type="checkbox"/>	John Conner			PAM	T1T2T3	N/A	Remove IT from Permission Group for T1T2T3
<input type="checkbox"/>	John Conner			PAM	T1T2T3	N/A	Remove ADMINISTRATORS from Permission Group for T1T2T3
<input type="checkbox"/>	John Conner			PAM	T1T2T3	N/A	Remove TEST01 from Database Name for T1T2T3

- At this point, Albert could revoke these entitlements on the PAM application manually and mark them as complete. Later in the class we will see how these changes can be provisioned automatically.

Create an Account Group Certification

Account Group ownership will default to the owner of the application, but you could define account group owners if you wanted to. In our case, we will leave all the account groups without an owner, which means that ownership will default to the PAM application owner for all of the PAM Account Groups. This time around, we will not stage the certification.

- e. Logout and log in as **spadmin/admin**
- f. **Navigate to Setup**  **Certifications** and from the drop down, select **Account Group**

Permissions

- g. Under the **Basic** Section, configure the following:

Name: **PAM Account Group Permissions Certification [\${fullDate}]**

Certification Owner: **The Administrator**

Applications: **PAM**

Run Now: **Checked**

- h. Click **Schedule Certification**

Perform the Account Group Certification

1. Login as **Patrick.Jenkins/xyzzz** and open up the access review
2. Within the access review, click **FINANCE**. Notice that this certification is different from the application owner certification. We are now certifying the individual permissions that make up the Account Group **FINANCE**.
3. Do not perform the certification; just continue to the next exercise.

Exercise 5

Manager Certification with Rules

Use Case ID:	L02 – E04		
Use Case Name:	Manager certification		
Created By:		Last Updated By:	
Date Created:		Last Revision Date:	
Actors:	Admin, IIQ System		
Description:	The objective of this exercise is to certify all the employees within a manager's department but exclude all inactive and contractor identities. We will also run the certification a second time, using pre-delegation rules to assign all inactive identities to the The Administrator		
Preconditions:	IIQ System is Up and Running, Identities with managers		
Post conditions:	Manger certification		
Normal Flow:	<ol style="list-style-type: none">1. Creating certifications2. Certifying the accounts and entitlements3. Certifications life cycle		
Exceptions:	NA		
Dependent Usecase:	NA		
Assumptions:	NA		
Notes and Issues:	NA		

Overview:

In this usecase, we are going to setup the following:

- Understanding the Manager Certification
- Generating the certification campaign
- Certifying the identities

In order to accomplish this objective, we will need to kick off a manager certification for a specific manager (in this case we will perform a certification for Catherine Simmons' direct reports.)

Catherine Simmons has five direct reports. Of these, three are Employees, and two are Contractors.

One of the identities (Denise Hunt) is currently inactive, as she has left the company. If you want to confirm, use **Advanced Analytics** to search for users with manager **Catherine.Simmons**.




The screenshot shows a web interface with a navigation bar at the top containing four tabs: 'Identity Search' (selected), 'Access Review Search', 'Role Search', and 'Account Gr'. Below the navigation bar, a header indicates 'Search Results - 5 Results Returned'. Underneath this header are three buttons: 'Result Options' with a dropdown arrow, 'Refine Search', and 'Schedule Certification'. The main content area displays a table with two columns: 'Username' and 'Status'. The table contains five rows of data, each with a checkbox in the 'Username' column.

Username	Status
<input type="checkbox"/> Denise.Hunt	Employee
<input type="checkbox"/> Irene.Mills	Employee
<input type="checkbox"/> Jeremy.Palmer	Contractor
<input type="checkbox"/> Louis.Black	Employee
<input type="checkbox"/> Tammy.Daniels	Contractor

We will perform a certification for this department, but we are going to create a special type of rule called an exclusion rule to exclude all contractors and inactive identities. If we set this up correctly, the only users that get certified will be Irene Mills and Louis Black.

In order to perform the pre-delegation, we will use a special rule called a pre-delegation rule to assign the access reviews to a different user (**spadmin**) if an account is inactive.

Create a Certification for Managers using an Exclusion Rule

1. Logout and log in as **spadmin/admin**
2. **Navigate to Setup**  **Certifications** and from the drop down, select **Manager**
3. Under the **Basic** Section, configure the following:
 - a. Name: **Manager Certification – Active Employees [\${fullDate}]**
 - b. Certification Owner: **The Administrator**

Recipient: **Catherine.Simmons**

Run Now: **Checked**

- c. Under the **Advanced** Section, configure the following:
 - d. Generate Certification(s): **For the specified managers only**
 - e. Exclusion Rule:

Import Rule from

C:\Training\admin\backup\ManagerCertExclusion-Rule.txt

Save the Rule

Make sure to **Select** the newly created rule once you are done editing it.

4. Click Schedule Certification

- 5. From the desktop, run the shortcut **Tail Tomcat Standard Out** and notice the output messages from the exclusion rule. You can see the logic progression as we walked through all the direct reports to determine who we should certify:

```
Entering Exclusion Rule.  
Identity is Inactive : Denise.Hunt  
Do not certify.  
Entering Exclusion Rule.  
Identity is Active and Employee: Irene.Mills  
Do the certification.  
Entering Exclusion Rule.  
Identity is a Contractor: Jeremy.Palmer  
Do not certify.  
Entering Exclusion Rule.  
Identity is Active and Employee: Louis.Black  
Do the certification.  
Entering Exclusion Rule.  
Identity is a Contractor: Tammy.Daniels  
Do not certify.
```

- 8. Also, login as **Catherine.Simmons/xyzzz** and notice that the final Account Review itself is only for two identities.