



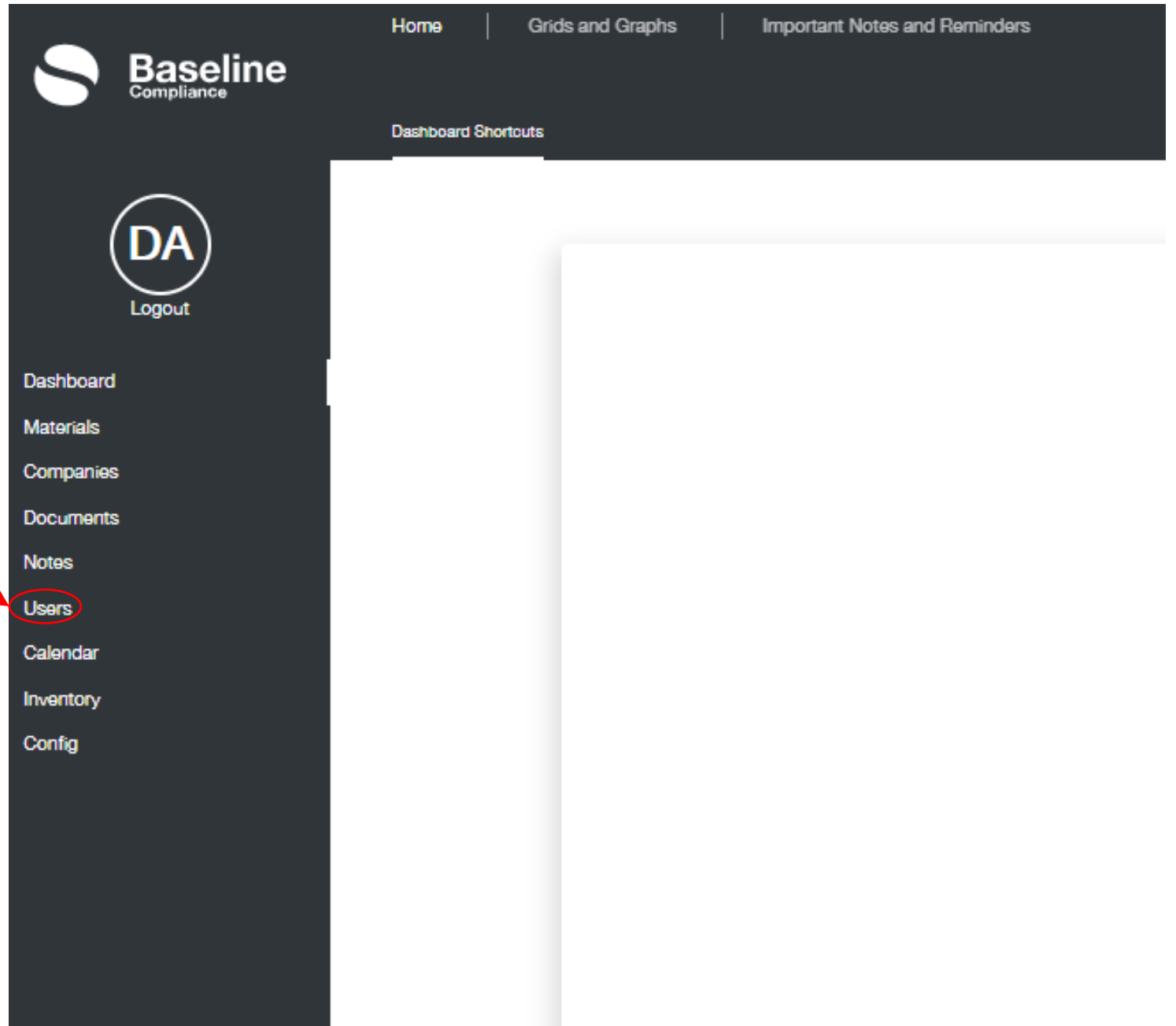
**SESCO** group

Environmental Solutions

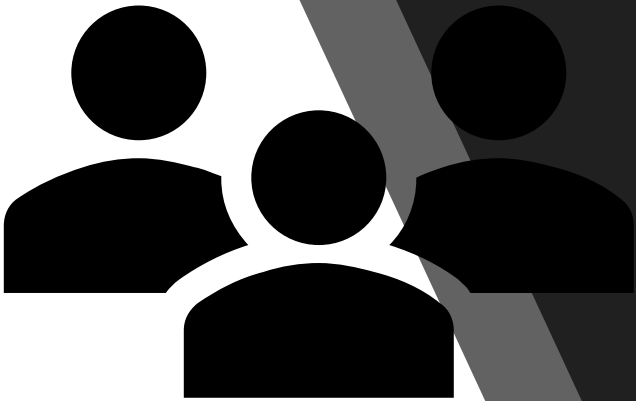
# BASELINE Training Setting Up Users

# Let's Learn to Set Up Application Users...

- Only admins can set up users.
- Click on "Users" to begin



# The User Group...



- The “user group” of links at the top includes:
  - Users
  - Object Groups
  - Objects
- Object groups are the same as what is sometimes called “roles” in other applications with authentication.
- Users are assigned to Object Groups, and this is how the application decides what “objects” the user has access to.
- Objects are also assigned to Object Groups
- Objects include a controller (for data) and a “view” or user interface.

# Let's get started...

- For this tutorial we will set up a brand new object group for users.
- After that we will create users and assign object groups to them.
- Select the “Object Groups” link on the top menu.



- Dashboard
- Materials
- Companies
- Documents
- Notes
- Users
- Calendar
- Inventory
- Config

| First Name       | Last Name | Login Name    |
|------------------|-----------|---------------|
| Bruce            | Douglas   | bruce         |
| Arete            | Testing   | Arete         |
| Dave             | Hall      | dave          |
| Quinton          | Chester   | quinton       |
| Peter            | Won       | peter         |
| Troy             | Stiffner  | troy          |
| Test             | User      | test          |
| Dean             | Davis     | deandavis     |
| Dana             | Armstrong | dana          |
| Client           | User      | clientuser    |
| Sol              | Woon      | wonsol        |
| Hall             | Fab       | hallfab       |
| Dana             | User      | danauser      |
| Hall             | Metal     | hallmetal     |
| Carla            | Gill      | cgill         |
| Steve            | Reuter    | sreuter       |
| Tonia            | Pippin    | tpippin       |
| Dana             | Republic  | danauser      |
| Hall             | Client    | hallclient    |
| Darren           | Reese     | dreese        |
| Michelle & Cheri | HKG       | HKGtest       |
| Dana             | Oldcastle | danaoldcastle |

25 Items per page

# The configuration goal for this lesson...

We will create a new kind of object groups for Company Users which gives them access to the global Material table in addition to the normal company user tables.

This will allow a select group of Company users to update the global Material Table, but not the global Chemical table.

# Add New Object Group...

- Click on “Add New”
- Type “Special Company User” for the Description of the new Object Group
- Select the appropriate objects from existing objects. You will need: Dashboard Group, Important Notes and Reminders, Home, Grids and Graphs, Materials Group, Material Master, Calendar Group, Calendar, Inventory Group, Inventory, Inventory Transactions, Inventory Reports, Document Group, Document Management, Note Group, Note Management
- Click “Save”

Object Groups

Object Name

All Users

Administrator

Client Users

ArataAdmin

SESCOAdmin

Inquiry Only

Report Testing

25 Items per page

ADD NEW

Object Groups

Description

Select objects..

CANCEL

SAVE

# Create new user

- Assign new user a login name, password, phone number, email, Company, Locations, Type of Client User and our new Object Group called “Special Company User.” Note the Company and Locations must already be in the database before we can create a user for them.
- Make sure neither the first name nor username are not identical to any other user’s first name or username.

New User Information

|   |  |   |  |
|---|--|---|--|
| First Name:                               | Last Name:   | Login Name:   | Password:  |
| <input type="text"/>                      | <input type="text" value="bob"/>                       | <input type="text" value="bb"/>                       | <input type="password" value="*****"/>   |
| Phone Number:                             | Email:   | Company:  | Locations:   |
| <input type="text" value="171 294-6698"/> | <input type="text" value="darmstrong@sescogroup.com"/> | <input type="text" value="University of Louisville"/> | <input type="text" value="University of Louisville Main Location X&lt;br/&gt;Freedom Hall X"/> |
| Type:                                     | <input checked="" type="checkbox"/> Active             |   | Object Groups  |
| <input type="text" value="Client User"/>  |  |   | <input type="text" value="Special Company User X"/>  |
| Add By<br>Dana Armstrong                  | Add Date<br>3/9/2018                                   | Mod By  | Mod Date   |

The new user has all of the objects that a normal company user has, plus a fully functional materials grid that can update the master material list.

Material Master

Baseline Compliance

All Materials

bb Logout

Dashboard

Materials

Documents

Notes

Calendar

Inventory

### Material Master

Drag a column header and drop it here to group by that colour


| Name                  | Product Code            | Type     | Std UOM | ChmWt%  |
|-----------------------|-------------------------|----------|---------|---------|
| PP KEM AQUA           | F83FXB32257-T040        | Thinner  | Gallon  | 0       |
| SP NAPTHA             | Mineral Spirits Regular | Solvent  | Gallon  | 0       |
| SP Solvent 100        | 100                     | Solvent  | Gallon  | 0       |
| IP THERMOSET INK      | 89NL - 89411            | Ink      | Gallon  | 0       |
| FLPN CLII FEWTER BASE | 399C240-B               | Basecoat | Gallon  | 1.003   |
| 70-30 Blend           | VSC-012                 | Thinner  | Gallon  | 1       |
| Glycol Ether DB       | U5118                   | Thinner  | Gallon  | 1       |
| MC FLPN CLII FEWTER   | 399C240                 | Coating  | Gallon  | 0       |
| Bone White Base       | 351X035                 | Basecoat | Gallon  | 0.999   |
| Bone White            | 351X035                 | Topcoat  | Gallon  | 1.00002 |
| Polar White Base      | 351F058-B               | Basecoat | Gallon  | 1.079   |
| Fashion Gray Base     | 352F217-B               | Basecoat | Gallon  | 0.9298  |
| Champagne Pearl Base  | 359C245-B               | Basecoat | Gallon  | 0.9131  |
| Bright Silver Base    | 359X440-B               | Basecoat | Gallon  | 1       |
| MM Base               | 379X900-B               | Basecoat | Gallon  | 1       |




# Now you know how to create new object groups that give users custom privileges

- .

You learned how to create a custom object group that was the same as a company user, except it also had material group and material master objects associated with it.



You learned how to create a new user and give them access to that custom object group.



You saw that when you did that, the user interface allowed for some additional functionality when we added the material group and material master.



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Questions? Give Us A Call!

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