



ESSENTIAL PROJECT

SECURITY CLASSIFICATION INSTRUCTIONS

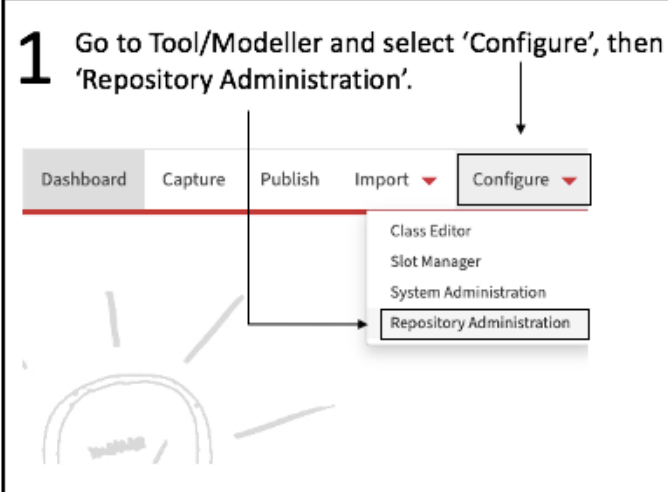
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Allow user to only access certain reports/views

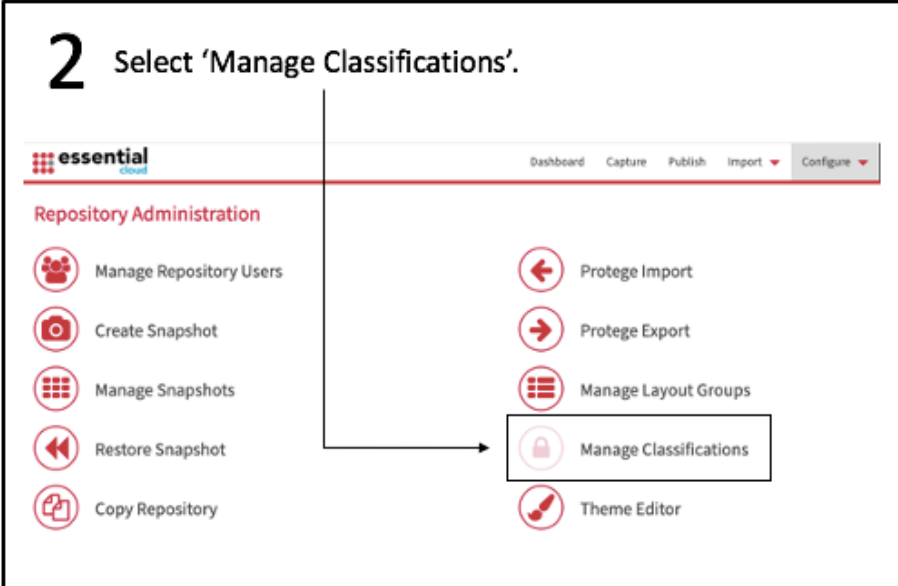
This scenario will allow you to make only certain reports/views accessible to a user depending on what you want them to be able to see. Instead of hiding each view individually, this will help to speed up that process and hide as many as you need to all at once.

1 Go to Tool/Modeller and select 'Configure', then 'Repository Administration'.



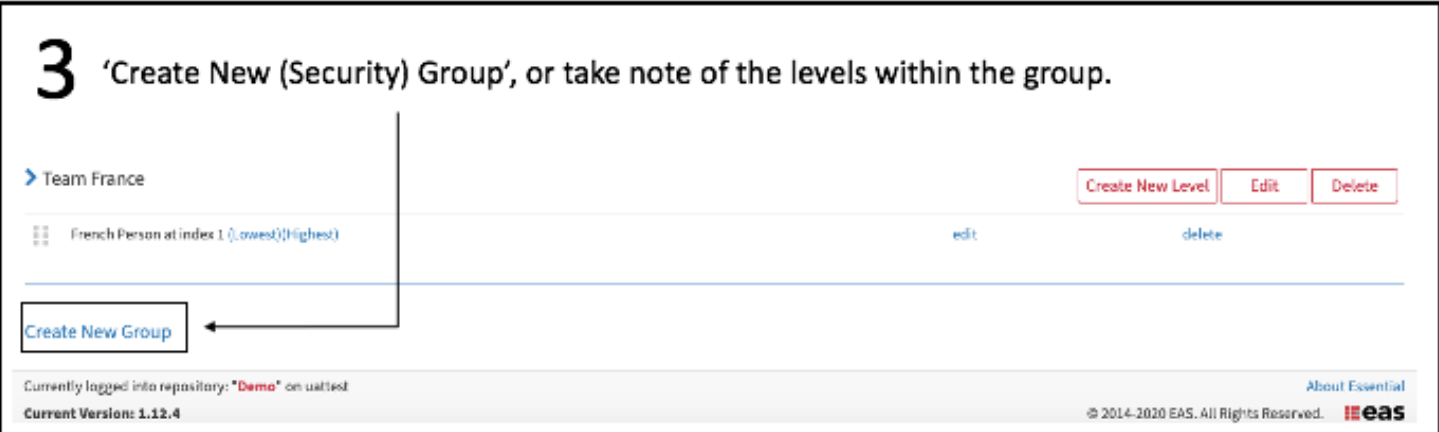
The screenshot shows a top navigation bar with the following items: Dashboard, Capture, Publish, Import, and Configure. The 'Configure' item is highlighted with a red box. A dropdown menu is open under 'Configure', listing: Class Editor, Slot Manager, System Administration, and Repository Administration. The 'Repository Administration' item is highlighted with a red box. An arrow points from the text 'Go to Tool/Modeller and select 'Configure', then 'Repository Administration'' to the 'Configure' menu item. Another arrow points from the text to the 'Repository Administration' menu item.

2 Select 'Manage Classifications'.



The screenshot shows the 'essential cloud' logo in the top left and a navigation bar with Dashboard, Capture, Publish, Import, and Configure. Below the navigation bar is the 'Repository Administration' section. It contains two columns of icons and text. The left column includes: Manage Repository Users, Create Snapshot, Manage Snapshots, Restore Snapshot, and Copy Repository. The right column includes: Protege Import, Protege Export, Manage Layout Groups, Manage Classifications, and Theme Editor. The 'Manage Classifications' item is highlighted with a red box. An arrow points from the text 'Select 'Manage Classifications'' to the 'Manage Classifications' item.

3 'Create New (Security) Group', or take note of the levels within the group.



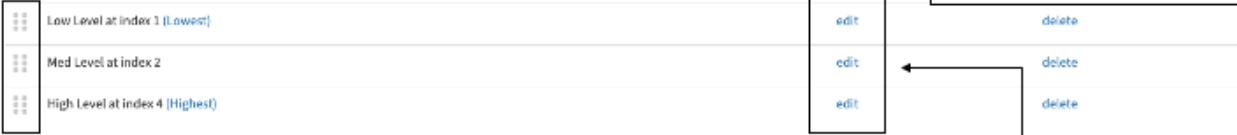
The screenshot shows a page for a group named 'Team France'. Below the group name, there is a list of levels: 'French Person at index 1 (lowest)(highest)'. To the right of this level are 'edit' and 'delete' links. At the top right of the page are three buttons: 'Create New Level', 'Edit', and 'Delete'. At the bottom left of the page is a button labeled 'Create New Group', which is highlighted with a red box. An arrow points from the text 'Create New (Security) Group', or take note of the levels within the group.' to the 'Create New Group' button. At the bottom of the page, there is a footer with the text: 'Currently logged into repository: "Demo" on uat1test', 'Current Version: 1.12.4', 'About Essential', and '© 2014-2020 EAS. All Rights Reserved. eas'.

If adding New Classification Level, enter Name and confirm.



4 Create New Levels, Edit the group name, or Delete the group.

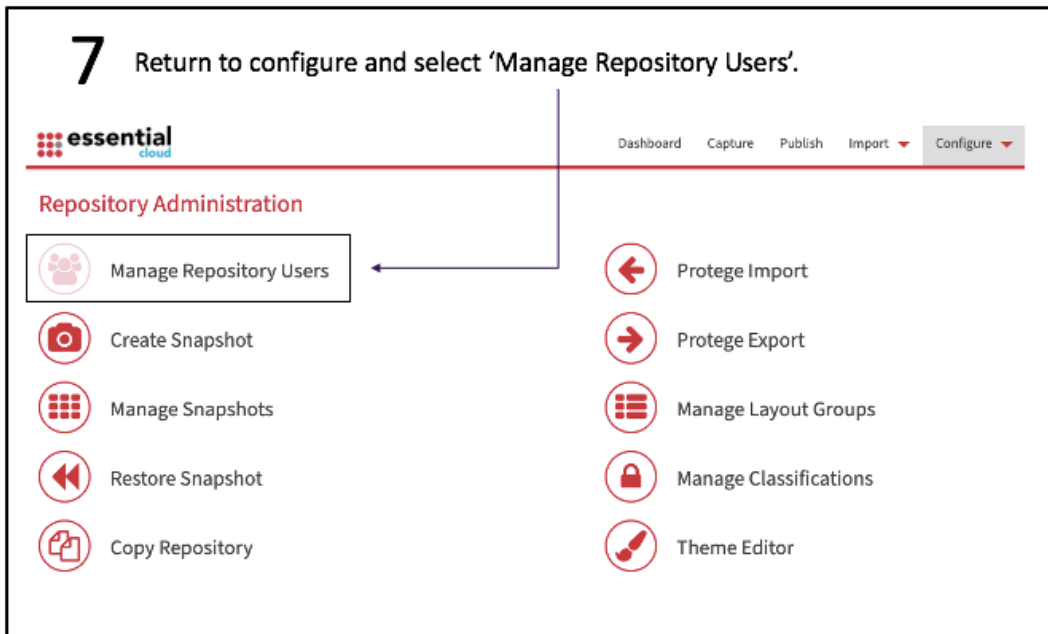
> Security Test Group



6 Change the order of the index by dragging the dots to desired order.

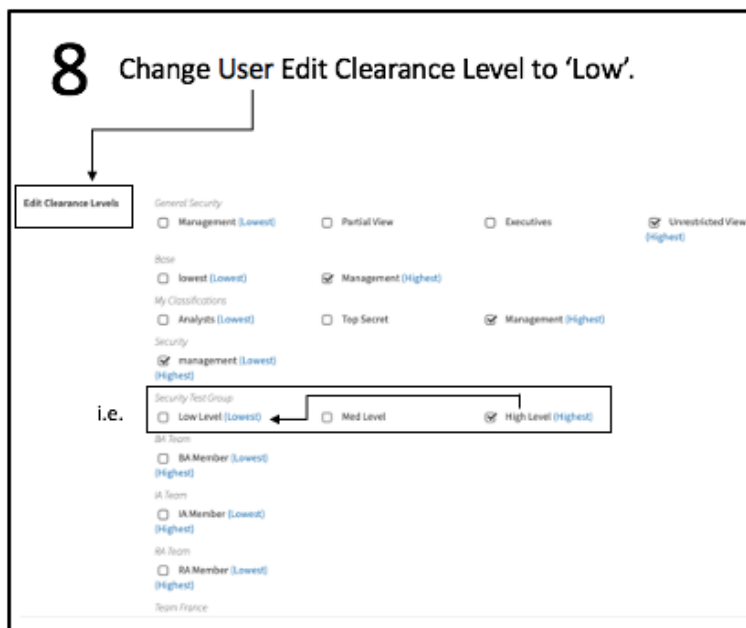
5 'Edit' the level name, or delete it.

7 Return to configure and select 'Manage Repository Users'.



8 Change User Edit Clearance Level to 'Low'.

Select the user you wish to apply a security classification to.



9 Change the Read Clearance Levels to 'Low'.

Read Clearance Levels

General Security

Management (Lowest) Partial View Executives

Base

lowest (Lowest) Management (Highest)

My Classifications

Analysts (Lowest) Top Secret Management (Highest)

Security

management (Lowest) (Highest)

Security Test Group

Low Level (Lowest) Med Level High Level (Highest)

B4 Team

Once the default is applied, user will need at least the low-level clearances to access and edit the instance.

To apply a new security group to a user, select the applicable security group created under *Edit and/or Read*. If you select Level 1 and it will be available in the Security Classification for selection. Select Level 2 and both Level 1 and 2 will be available. Select Level 3 all levels will be available for selection.

10 Give a set of people access to certain Views only

Allow a set of people to access only specific Views. Note:

- Access to the Views is only defined at the View level
- Can be combined with Scenario 2 to control access to Portals and Views

Options:

- Use the Default Security classification and then de-classify the Views that the set of people are allowed to access (including the Home page and a Portal)
- Classify all the Views to which these people are not allowed to access, with a classification that exceeds their clearance levels

Recommended approach

- Classify all the Views (and Portals) to which the people must **not** have access

Example will use this approach.

11 Now apply a higher classification to the portal(s) than the user has to hide the views/classes you don't want them to access. E.g. *Application Portfolio Management Portal* (will also apply it to *Data Management Portal*)

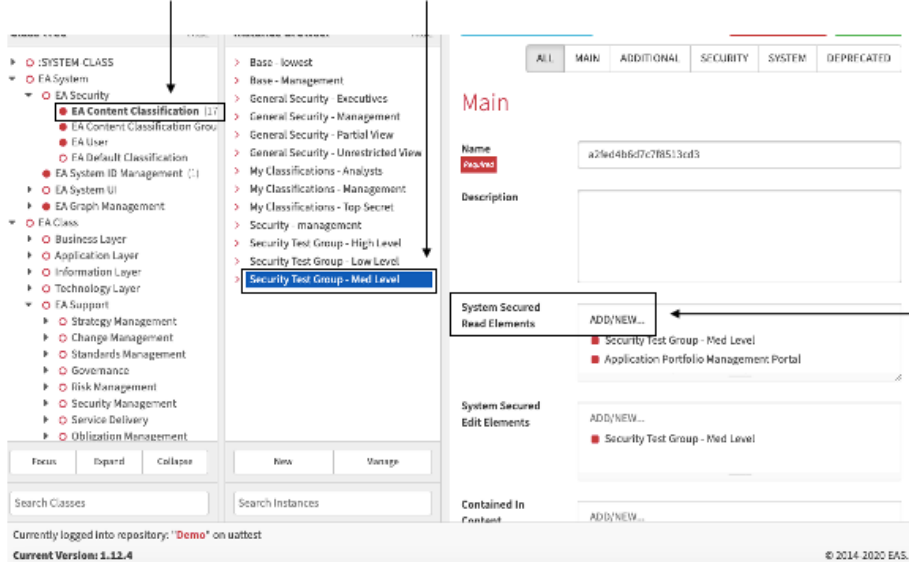
EA Class > EA Support > Essential Viewer > Portal Configuration > Portal

Select the Portal to be classified.

Select ADD/NEW in System Security Read Classification.

The screenshot shows the 'essential cloud' interface. On the left, the 'Class Tree' is expanded to 'Portal Configuration' > 'Portal'. The 'Instance Browser' shows the 'Application Portfolio Management Portal' selected. On the right, the 'Portal' configuration page is open, showing the 'Security' tab. Under 'System Security Read Classification', the 'ADD/NEW...' button is highlighted, and a dropdown menu shows 'Security Test Group - Med Level' selected.

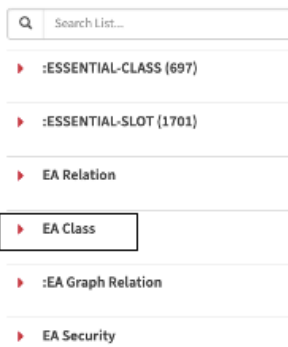
12 Select EA System > EA Security > EA Content Classification, and the security classification that will require a higher level to access (e.g. Security Test Group – Med Level)



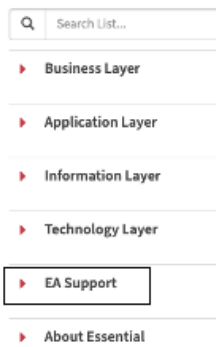
13 Then ADD/NEW to the System Secured Read Elements.

14 To hide certain views/reports, select EA Class > EA Support > Essential Viewer > Report.

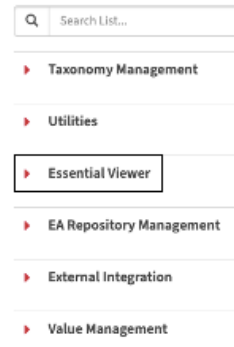
✓ Select an Instance



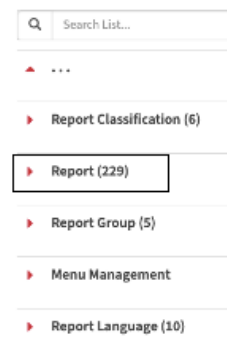
✓ EA Class



✓ EA Support

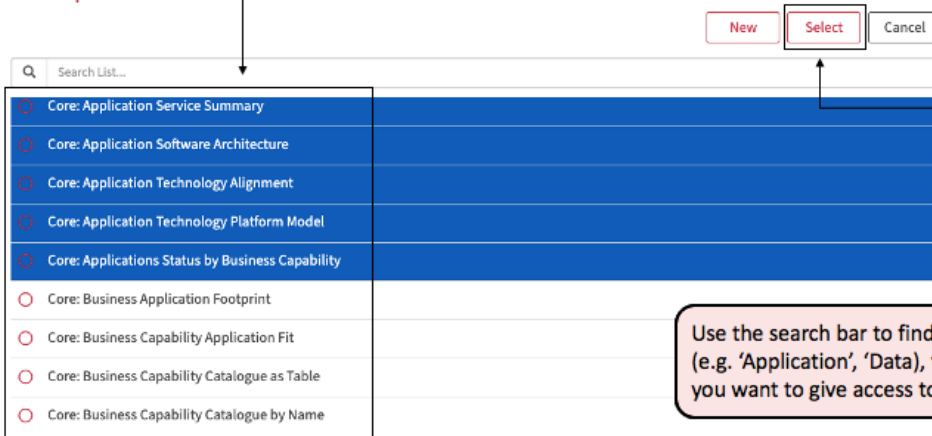


✓ Essential Viewer



15 Select all the reports/views you want to be hidden from the user.

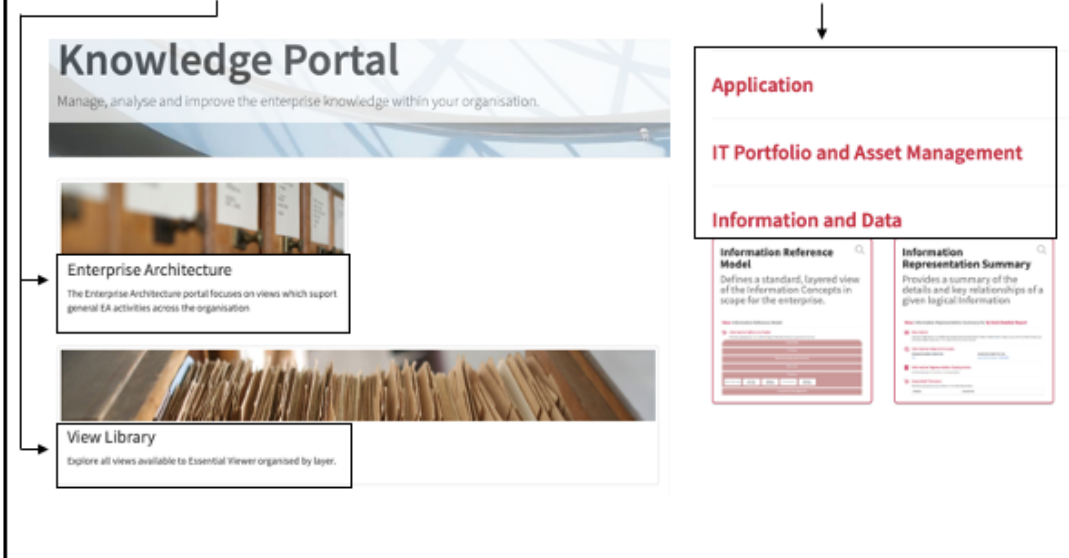
✓ Report



16 Click 'select' once all the desired reports have been highlighted.

Use the search bar to find a specific report or category (e.g. 'Application', 'Data'), to make finding the reports you want to give access to easier.

17 Only the portals without classifications are now visible, along with any application/data related views also being classified



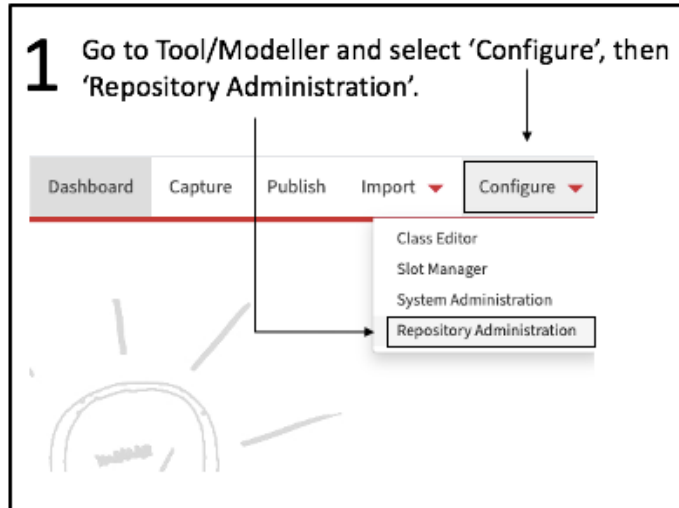
18 Catalogues also now classified if they're application or data related.



Hide a Slot (e.g., Costs)

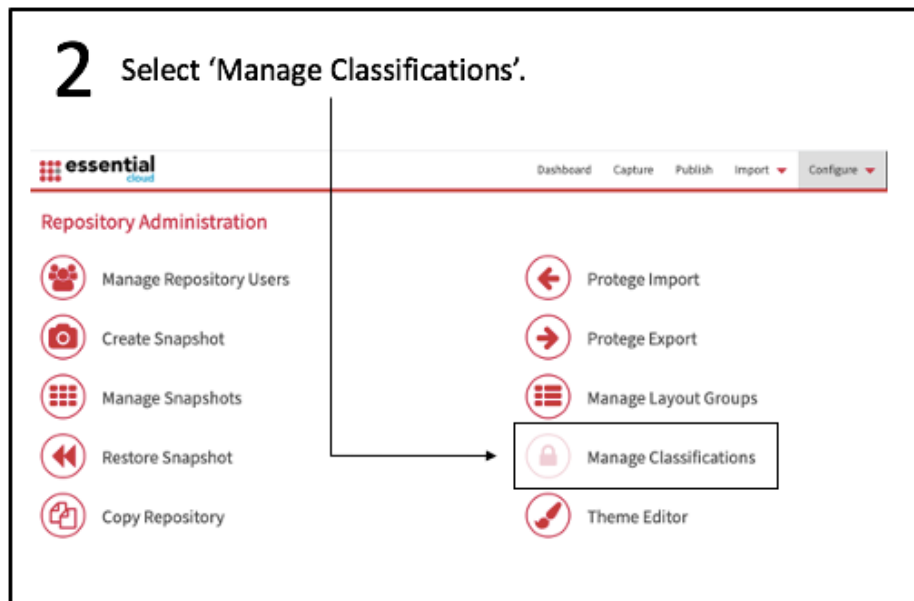
This scenario will take you through how to hide a slot from a user. Adding classifications to slots will hide certain aspects of the organisation from the user (e.g., costs) in order to protect that information, but still allow a user to view things related to those costs.

1 Go to Tool/Modeller and select 'Configure', then 'Repository Administration'.



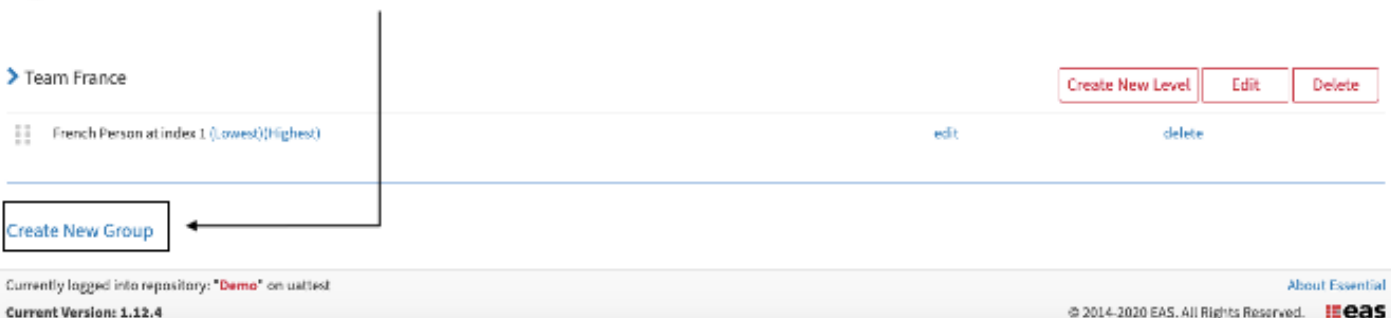
The screenshot shows a top navigation bar with the following items: Dashboard, Capture, Publish, Import, and Configure. The 'Configure' menu is open, showing a list of options: Class Editor, Slot Manager, System Administration, and Repository Administration. A red box highlights 'Repository Administration', and an arrow points from the 'Configure' menu to it. Another arrow points from the 'Repository Administration' option to a larger screenshot below.

2 Select 'Manage Classifications'.

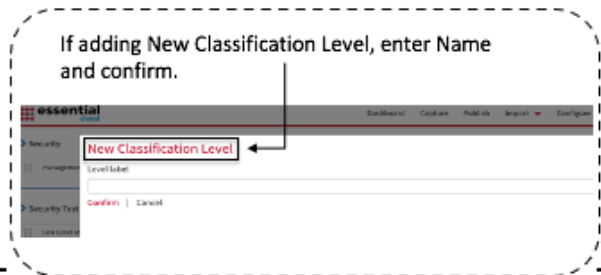


The screenshot shows the 'essential Cloud' logo in the top left and the navigation bar from the previous step. Below the navigation bar, the page is titled 'Repository Administration'. There are two columns of icons with labels. The left column includes: Manage Repository Users, Create Snapshot, Manage Snapshots, Restore Snapshot, and Copy Repository. The right column includes: Protege Import, Protege Export, Manage Layout Groups, Manage Classifications, and Theme Editor. A red box highlights 'Manage Classifications', and an arrow points from the 'Repository Administration' title to it.

3 'Create New (Security) Group', or take note of the levels within the group.



The screenshot shows a page for a group named 'Team France'. At the top right, there are buttons for 'Create New Level', 'Edit', and 'Delete'. Below this, there is a list of levels, with the first one being 'French Person at index 1 (lowest)(Highest)'. At the bottom left, there is a 'Create New Group' button. An arrow points from this button to the 'Create New Level' button. At the bottom of the page, there is a footer with the text 'Currently logged into repository: "Demo" on uat1test', 'Current Version: 1.12.4', 'About Essential', and '© 2014-2020 EAS. All Rights Reserved. eas'.



4 Create New Levels, Edit the group name, or Delete the group.

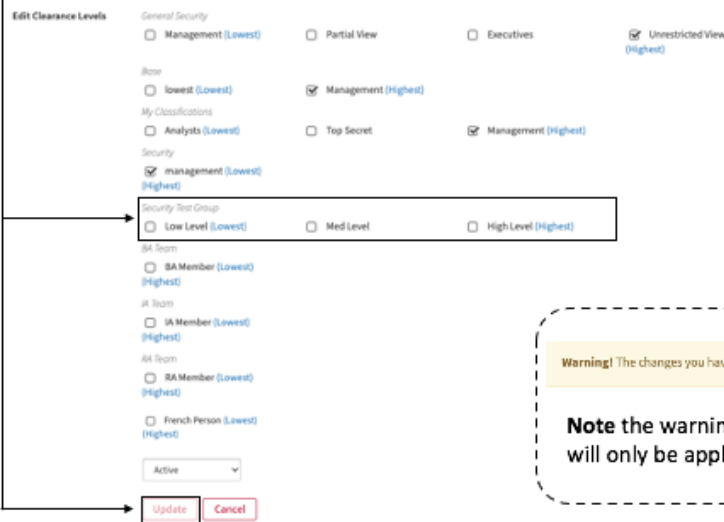
> Security Test Group



6 Change the order of the index by dragging the dots to desired order.

5 'Edit' the level name, or delete it.

7 Next go to Manage Repository Users, select the user(s) you want to make security classification changes to. For the example, this user has no Security Test Group clearances. After this, select Update.



Warning! The changes you have made will not take effect until the user next signs in. **Log out.**

Note the warning after clicking update. Updates will only be applied when the user next logs in.

8 You can see 'Cost', and all the costs of the organisation

The screenshot shows two panels: 'Class Tree' and 'Instance Browser'.
Class Tree: A hierarchical tree view. The path is: :SYSTEM-CLASS > EA System > EA Class > EA Support > Cost Management > Cost (5.1).
Instance Browser: A list of cost categories, including: AMS Fleet Solutions Costs, Autodesk Costs, BlackCurve Costs, Bloomberg Intelligence Costs, Business Process Automation Project Co, ClearPoint Strategy Costs, CloudBuy Costs, ContractWorks Costs, Creds Costs, CTXGlobal Costs, DebtTrack Costs, DEXCell Energy Manager Costs, DMS Costs, EnergyCap Costs, Enhanced Data Analytics Costs, Entronix EMP Costs, Essential Costs, Everteam Costs, Experian Costs, Faster Meter Implementation Costs, Full Energy Applications Savings Costs, and Full Energy Applications Savings Costs.

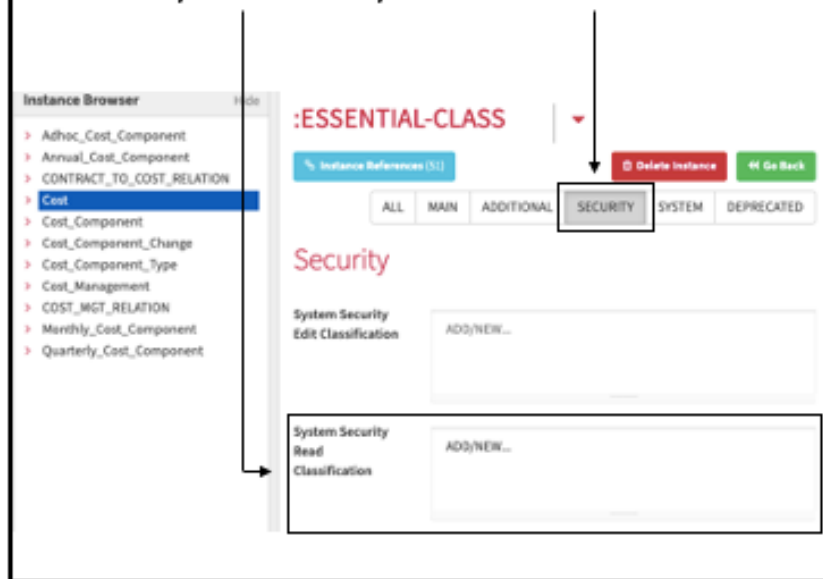
9 Go to :SYSTEM-CLASS > :META-CLASS > :CLASS > :STANDARD-CLASS > :ESSENTIAL-CLASS.

The screenshot shows the same software interface as in step 8, but with a different navigation path.
Class Tree: Expanded to: :SYSTEM-CLASS > :META-CLASS > :CLASS > :STANDARD-CLASS (17) > :ESSENTIAL-CLASS (66).
Instance Browser: Lists classes such as Adhoc_Cost_Component, Annual_Cost_Component, CONTRACT_TO_COST_RELATION, Cost, Cost_Component, Cost_Component_Change, Cost_Component_Type, Cost_Management, COST_MGT_RELATION, Monthly_Cost_Component, and Quarterly_Cost_Component. The 'Cost' class is highlighted in blue.
Search Bar: Located at the bottom, containing the text 'cost'.
Buttons: 'Focus', 'Expand', 'Collapse' are on the left; 'New', 'Manage' are on the right.

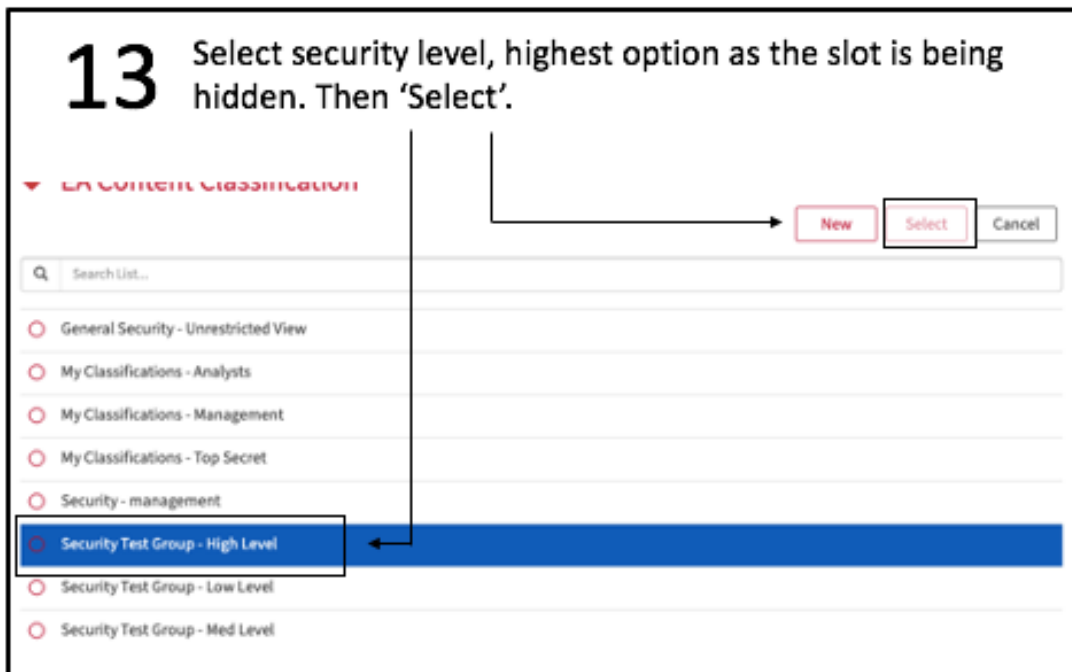
11 Select 'Cost'.

10 Search 'Cost' in search bar.

12 In 'Cost', select Security, then ADD/NEW in System Security Read Classification.



13 Select security level, highest option as the slot is being hidden. Then 'Select'.



14 Publish the new security classification.



15

When the user goes to 'Cost Management' in the Class Tree, can no longer see 'Cost' and the instances in it.

The screenshot shows a software interface with two main panels. On the left is the 'Class Tree' with a 'Hide' button. It contains a hierarchical list of classes under 'EA SYSTEM'. The 'Cost Management' class is expanded and highlighted with a red box. Below the tree are buttons for 'Focus', 'Expand', and 'Collapse', and a 'Search Classes' input field. On the right is the 'Instance Browser' with a 'Hide' button. It shows 'No instances for this class' and 'No Instance Selected'. Below it is a 'Search Instances' input field.

16

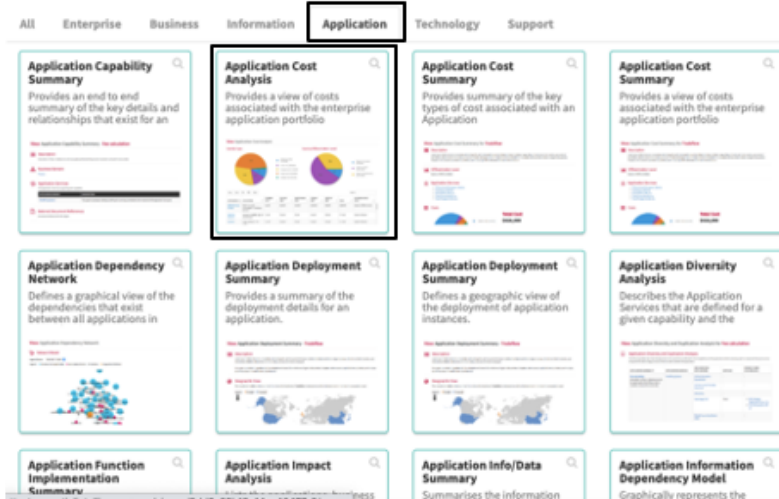
Go to Knowledge Portal from Dashboard and select 'View Library'.

The screenshot shows the EAS Knowledge Portal interface. At the top is a red navigation bar with the 'eas' logo and a 'View Library' link highlighted with a red box and an arrow. Below the navigation bar are tabs for 'All', 'Enterprise', 'Business', 'Information', 'Application', 'Technology', and 'Support'. The main content area is titled 'Enterprise' and features a grid of application analysis tools, each with a title, description, and a small thumbnail image. On the right side, there is a 'Catalogues' section with a list of various catalogues.

Catalogues

- Application Capability Catalogue
- Application Catalogue
- Application Catalogue
- Application Function Implementation Catalogue
- Application Service Catalogue
- Business Capability Catalogue
- Business Domain Catalogue
- Business Objective Catalogue
- Business Process Catalogue
- Business Service Catalogue
- Data Catalogue
- Data Representation Catalogue
- Group Actor Catalogue
- Information Catalogue
- Information Store Catalogue
- Physical Data Object Catalogue
- Programme Catalogue
- Project Catalogue
- Roadmap Model Catalogue
- Stakeholder Catalogue
- Technology Component Catalogue
- Technology Node Catalogue
- Technology Product Catalogue

17 In the Application section of the View Library, when the user selects 'Application Cost Analysis'...



18 ...it will take them to this screen.

View: Application Cost Analysis -

You do not have permission to access cost information

19 You can see here that access was blocked to only one of the Cost Analysis viewers.

eas Jordi Carter

View: Application Cost Summary for **ADEXCell Energy Manager**

Description
Real time energy consumption monitoring of facilities

Differentiation Level
System of Differentiation

Application Services

- Load Control
- Load Forecasting
- Meter Tracking
- Asset Mapping Services
- Budgeting & Forecasting
- Contact Management Services
- Emissions Monitoring
- Energy Price Analysis

Costs

Total Cost
\$221,000

- Maintenance Cost [\$10,000]
- Server Cost [\$20,000]
- Storage Cost [\$100,000]

20 Go to :SYSTEM-CLASS > :META-CLASS > :CLASS
:STANDARD-CLASS > :ESSENTIAL-CLASS.

21 Return to add security classifications to add each cost individually.

Use instance browser search bar to view all cost related instances (e.g. "cost").

22 You can see that all cost related instances have now had the high level security classification applied to them.

23

Now opening the Dashboard you can see the applications, but actual details of the costs are classified.

View: Application Cost Dashboard - \$3,200,000

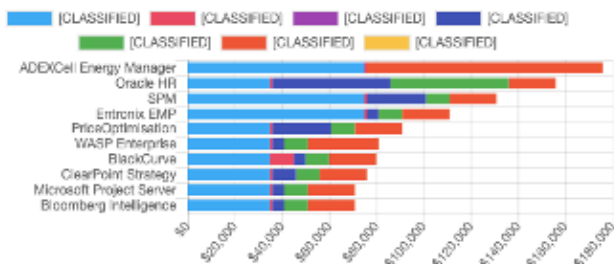
DASHBOARD FILTERS

FISCAL YEAR From: 2018 To: 2019

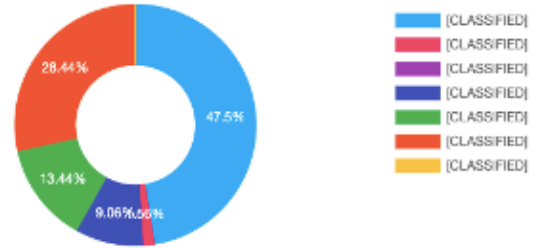
OWNING ORGANISATION All

COST TYPES Maintenance Cost Server Cost Storage Cost Licensing Cost People Cost Database Cost Third Party Cost

TOP 10 APPLICATIONS BY COST



COST BY TYPE



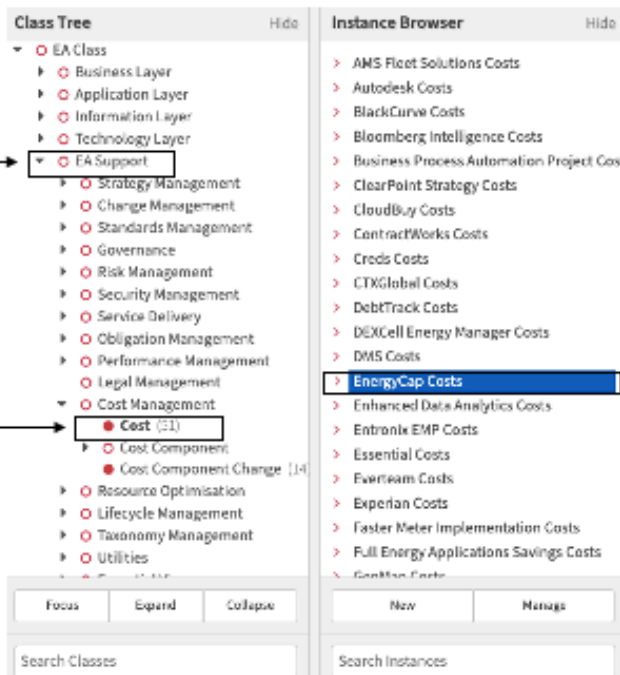
APPLICATION COST BY CODEBASE

APPLICATION COST BY DELIVERY MODEL

Hide a Single Slot

To hide a single slot, follow the instructions up to 7 in 2a, and then follow the steps below:

8 Select EA Support, Cost Management, and cost.



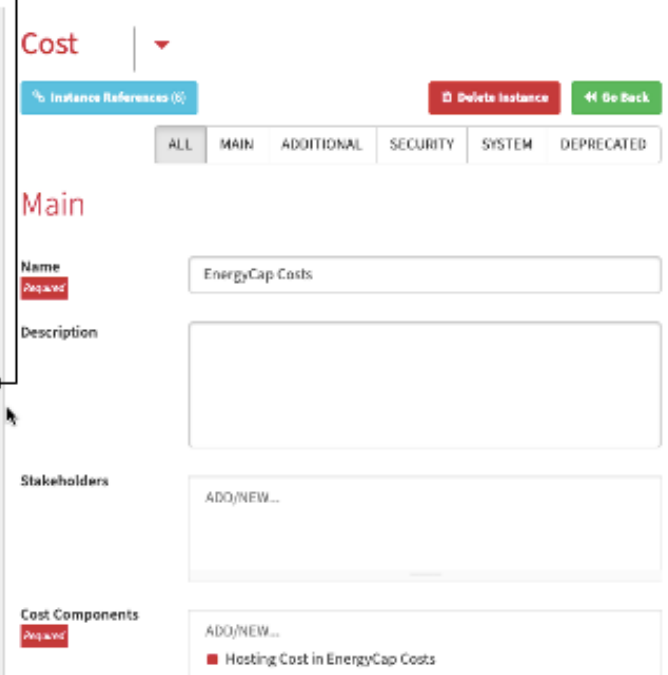
The Class Tree shows the following structure:

- EA Class
 - Business Layer
 - Application Layer
 - Information Layer
 - Technology Layer
 - EA Support**
 - Strategy Management
 - Change Management
 - Standards Management
 - Governance
 - Risk Management
 - Security Management
 - Service Delivery
 - Obligation Management
 - Performance Management
 - Legal Management
 - Cost Management
 - Cost (21)**
 - Cost Component
 - Cost Component Change [14]
 - Resource Optimisation
 - Lifecycle Management
 - Taxonomy Management
 - Utilities

The Instance Browser shows the following list:

- AMS Fleet Solutions Costs
- Autodesk Costs
- BlackCurve Costs
- Bloomberg Intelligence Costs
- Business Process Automation Project Cost
- ClearPoint Strategy Costs
- CloudBuy Costs
- ContractWorks Costs
- Creds Costs
- CTXGlobal Costs
- DebtTrack Costs
- DEXCell Energy Manager Costs
- DMS Costs
- EnergyCap Costs**
- Enhanced Data Analytics Costs
- Entronix EMP Costs
- Essential Costs
- Everteam Costs
- Experian Costs
- Faster Meter Implementation Costs
- Full Energy Applications Savings Costs
- GenMax Costs

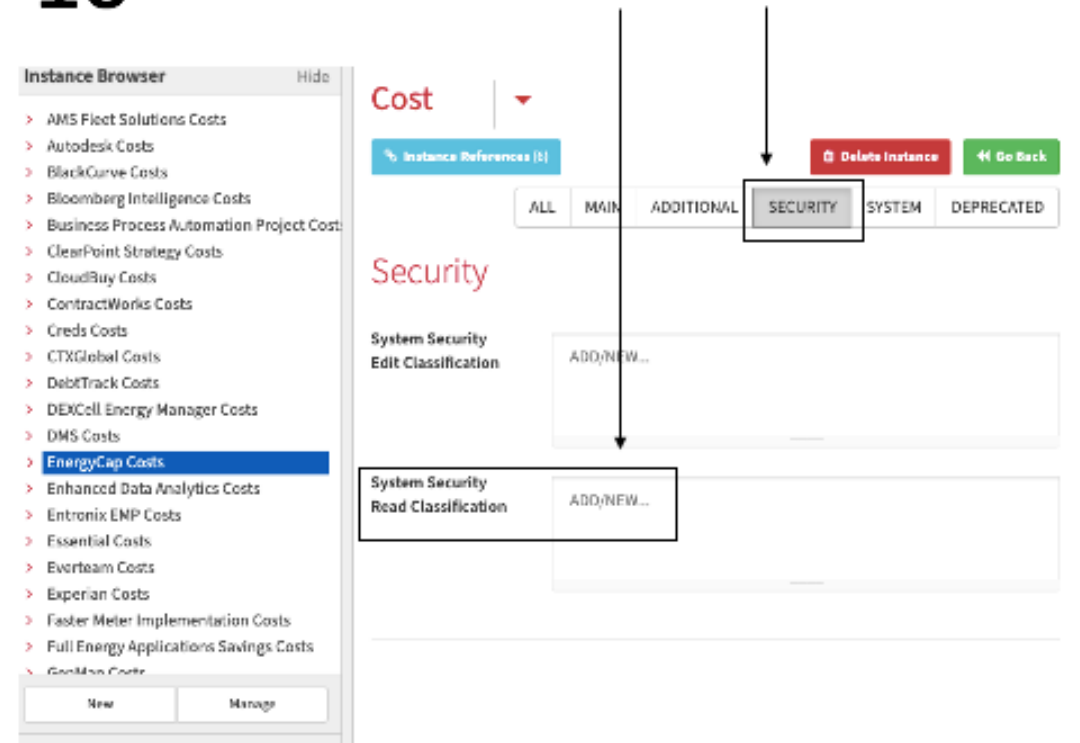
9 Select the Cost you want to hide, e.g. EnergyCap Costs.



The Cost instance details page shows the following information:

- Cost** (dropdown menu)
- Instance References (0)
- Buttons: Delete Instance, Go Back
- Filter tabs: ALL, MAIN, ADDITIONAL, SECURITY, SYSTEM, DEPRECATED
- Main** (selected tab)
- Name: EnergyCap Costs
- Description: (empty field)
- Stakeholders: ADD/NEW...
- Cost Components: ADD/NEW...
 - Hosting Cost in EnergyCap Costs

10 Select security, then ADD/NEW System Security Read Classification.



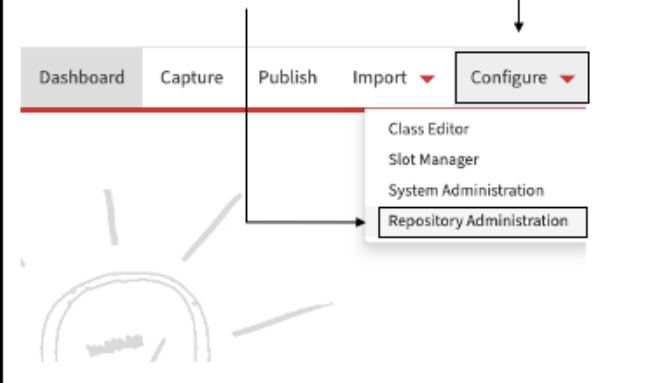
The Cost instance details page shows the following information:

- Cost** (dropdown menu)
- Instance References (0)
- Buttons: Delete Instance, Go Back
- Filter tabs: ALL, MAIN, ADDITIONAL, **SECURITY**, SYSTEM, DEPRECATED
- Security** (selected tab)
- System Security Edit Classification: ADD/NEW...
- System Security Read Classification: ADD/NEW...

Give a User Access to Only One Layer (e.g., Business Layer)

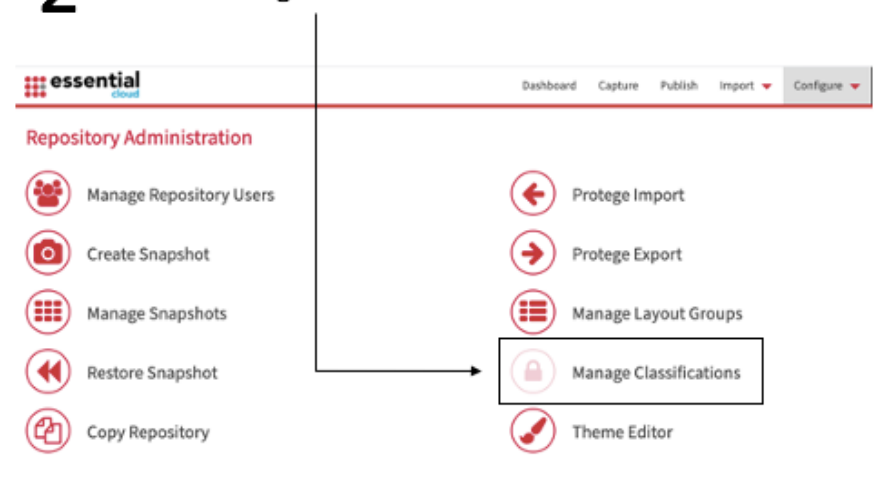
This scenario will show you how to provide access to only one layer (e.g., Business Layer), meaning a user can only see the area they are working on, and other areas of the organisation is kept secret from users without appropriate clearances.

1 Go to Tool/Modeller and select 'Configure', then 'Repository Administration'.



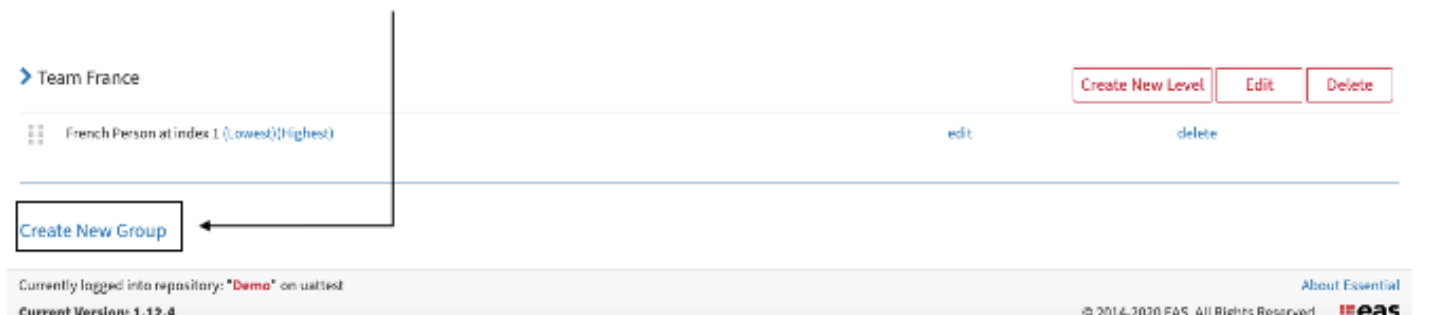
The screenshot shows a navigation bar with the following items: Dashboard, Capture, Publish, Import, and Configure. The 'Configure' dropdown menu is open, showing the following options: Class Editor, Slot Manager, System Administration, and Repository Administration. The 'Repository Administration' option is highlighted with a box. A hand-drawn arrow points from the text 'Repository Administration' in the instructions to the corresponding option in the menu.

2 Select 'Manage Classifications'.

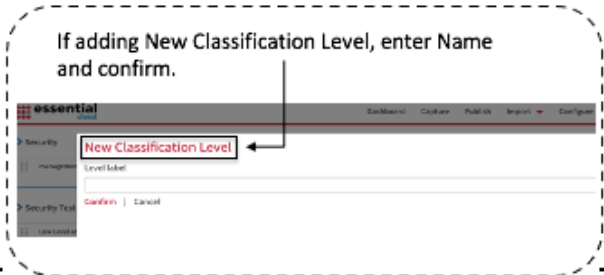


The screenshot shows the 'essential cloud' logo and a navigation bar with Dashboard, Capture, Publish, Import, and Configure. Below the navigation bar, the 'Repository Administration' section is visible. It contains several options, each with a red icon: Manage Repository Users, Create Snapshot, Manage Snapshots, Restore Snapshot, Copy Repository, Protege Import, Protege Export, Manage Layout Groups, Manage Classifications, and Theme Editor. The 'Manage Classifications' option is highlighted with a box. A hand-drawn arrow points from the text 'Manage Classifications' in the instructions to the corresponding option in the list.

3 'Create New (Security) Group', or take note of the levels within the group.



The screenshot shows a page titled 'Team France'. At the top right, there are three buttons: 'Create New Level', 'Edit', and 'Delete'. Below this, there is a list of items, with the first item being 'French Person at index 1 ()_lowest()Highest)' and 'edit' and 'delete' buttons next to it. At the bottom left, there is a 'Create New Group' button. A hand-drawn arrow points from the text 'Create New (Security) Group' in the instructions to the 'Create New Group' button. At the bottom of the page, there is a footer with the text 'Currently logged into repository: "Demo" on uat1test', 'Current Version: 1.12.4', 'About Essential', and '© 2014-2020 EAS. All Rights Reserved. eas'.



4 Create New Levels, Edit the group name, or Delete the group.

> Security Test Group

- Low Level at index 1 (Lowest)
- Med Level at index 2
- High Level at index 4 (Highest)

- edit delete
- edit delete
- edit delete

Create New Level Edit Delete

6 Change the order of the index by dragging the dots to desired order.

5 'Edit' the level name, or delete it.

7 Next go to Manage Repository Users, select the user(s) you want to make security classification changes to. For the example, this user has no Security Test Group clearances. After this, select Update.

EDIT Clearance Levels

General Security

Management (Lowest) Partial View Executives Unrestricted View (Highest)

Role

lowest (Lowest) Management (Highest)

My Classifications

Analysts (Lowest) Top Secret Management (Highest)

Security

management (Lowest) (Highest)

Security Test Group

Low Level (Lowest) Med Level High Level (Highest)

SA Team

SA Member (Lowest) (Highest)

IA Team

IA Member (Lowest) (Highest)

SA Team

SA Member (Lowest) (Highest)

French Person (Lowest) (Highest)

Active

Update Cancel

Warning! The changes you have made will not take effect until the user next signs in. **Log out.**

Note the warning after clicking update. Updates will only be applied when the user next logs in.

8 Recommended to do this, so now classify everything other than the business layer.

- Classify everything in the repository **except** the Business Layer with a specific classification
 - Business Layer has no classifications
 - Do not clear the set of people for this classification
 - No way to classify the Business Layer for other users, e.g. Application Layer users, such that they cannot see it

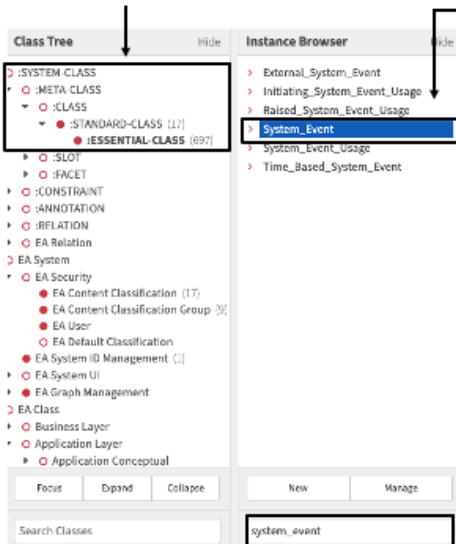
Recommended approach

- Classify all classes in the repository except the Business Layer classes approach is recommended for this use case
- Current:
 - Build a DUP that makes use of a library script to define the set of "allowed" classes
 - Script performs the following steps
 - Create the new Security Classification Group and Security Classifications in that group
 - Using the library script, classify all classes except those in the meta model tree of the Business Layer class
- Planned:
 - Invoke API to implement the required security

Current best way to select entire layers to be classified, API or build a DUP. Otherwise very time consuming for admin to apply classifications.

9 Go to 1. :SYSTEM-CLASS > :META-CLASS > :CLASS > :STANDARD-CLASS > :ESSENTIAL-CLASS

10 Select the Class that needs classifying.



11 Go to security and select ADD/NEW System Security Read Classification.

Use the class tree to find which areas need classifying, and search for that class in the 'ESSENTIAL-CLASS' instance browser.

- Do this for each class that needs classifying, then repeat steps 2-4.
- Will need to do this for each class of every layer.

12 Add the desired level of classification.



13

Use the expanded Class Tree to help when searching for the classes in the instance browser. You will need to do the same for every class in the Information and Technology Layers as well – repeat steps of previous slide to do so.

The screenshot displays the software interface with the following components:

- Class Tree:** A hierarchical tree view on the left. The 'Application Layer' is expanded, showing sub-categories like 'Application Conceptual', 'Application Logical', and 'System Event'. 'System Event' is further expanded to show 'Time Based System Event', 'External System Event', and 'System_Event'.
- Instance Browser:** A panel on the right showing search results for 'system_event'. The 'System_Event' class is highlighted in blue.
- Main Content Area:** Displays the 'Security' configuration page, including sections for 'System Security Edit Classification' and 'System Security Read Classification'.
- Search Bar:** A search input field at the bottom left contains the text 'system_event'.

14

Once complete, all layers and classes classified will be invisible to any user without appropriate clearances. In this case, only the Business Layer and the classes in it are still visible.

The screenshot displays the software interface after classification, with the following components:

- Class Tree:** The 'Business Layer' is expanded, showing sub-categories like 'Business Conceptual', 'Business Logical', and 'Business Physical'. The 'Business Logical' category is further expanded to show various classes like 'Business Role', 'Business Process Type', and 'Business Event'.
- Instance Browser:** Shows 'No instances for this class' for the selected class.
- Main Content Area:** The content area is mostly greyed out, indicating that most classes are now invisible to users without appropriate clearances.
- Search Bar:** A search input field at the bottom left is present but empty.

The next slides will go through the second method of classifying all layers except one – works for leaving specific instances unclassified if that is what is required, otherwise ignore.

Without a DUP or API, there are a number of ways to classify the layers that you want to be.

15 Go to the desired security level.

EA Content Classification

Instance References (73) [Delete Instance] [Go Back]

ALL MAIN ADDITIONAL SECURITY SYSTEM DEPRECATED

Main

Name: Bee3f14f41d9594feab5

Description:

System Secured Read Elements: [ADD/NEW...]

- Security Test Group - High Level
- Adaptability and flexibility

System Secured Edit Elements: [ADD/NEW...]

- Security Test Group - High Level

16 ADD/NEW in System Secured Read Elements.

17 Now add classifications to the Layers you want to hide, e.g. Application Layer.

✓ EA Class

[Search List...]

- Business Layer
- Application Layer**
- Information Layer
- Technology Layer
- EA Support
- About Essential

[Select] [Cancel]

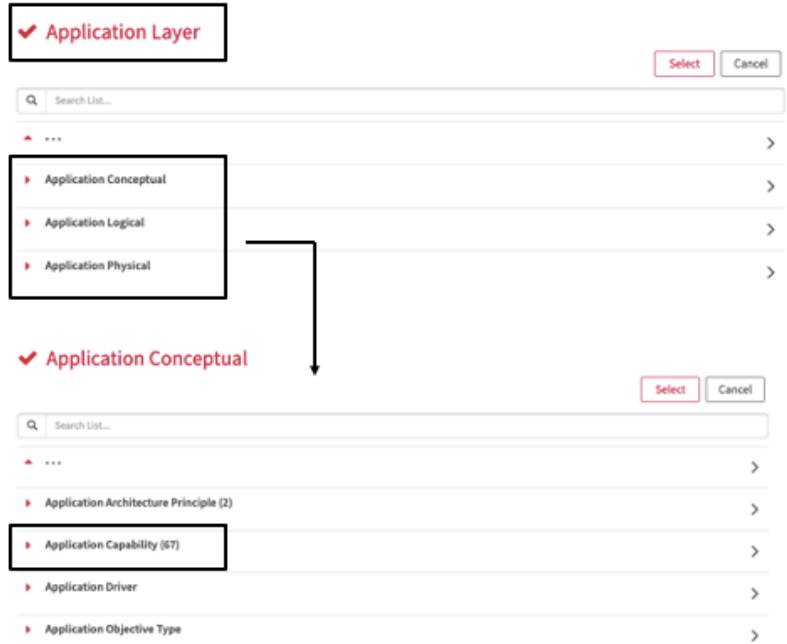
18

Within Application Layer, one after the other enter Conceptual, Physical, and Logical.

19

In each of these select the class to add classifications to. (e.g. Application Capability).

Note that you will need to do this for each class individually i.e. Application Architecture Principle, Application Driver, and Application Objective Type.

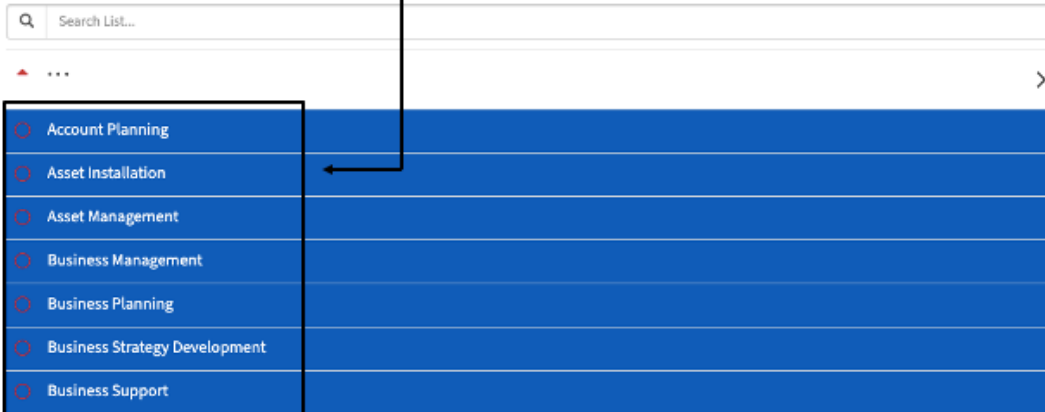


20 As the entire layer is being classified, select all the instances.

21 Then Select once done.

✓ Application Capability

New Select Cancel



22 The classes/instances now show in Read Elements. Repeat steps 15-21 for every layer that the user is not going to have access to.

The screenshot displays a software interface with four main panels:

- Class Tree:** A hierarchical tree view on the left. The 'EA System' folder is expanded, showing sub-items like 'EA Security', 'EA Content Classification', 'EA User', 'EA Default Classification', 'EA System ID Management', 'EA System UI', 'EA Graph Management', and 'EA Class'. The 'EA Class' item is selected.
- Instance Browser:** A list of instances on the right. The 'Security Test Group - High Level' instance is highlighted in blue.
- System Secured Read Elements:** A central panel showing a list of system elements, including 'Security Test Group - High Level', 'Adaptability and flexibility', 'Convergence with the enterprise architecture', 'Account Planning', 'Asset Installation', 'Asset Management', 'Business Management', 'Business Planning', 'Business Strategy Development', 'Business Support', 'Collaboration', 'Commercial Management', 'Competitor Analysis', 'Commissioning Execution', 'Content Authoring', 'Compliance Monitoring', 'Content Collaboration', 'Contract Management', 'Contract Tendering & Management', 'Credit Management', 'Customer Campaign Planning', 'Customer Relationship Mgt', 'Data Management', 'Document Authoring', and 'Emissions Management'.
- ADD/NEW...:** A panel on the far right with a red header, containing a list of red circular icons next to various system elements.

At the bottom, there are search bars for 'Search Classes' and 'Search Instances', and buttons for 'Focus', 'Expand', 'Collapse', 'New', and 'Manage'.

23 After either of these methods have been completed, only anything related to the (e.g. Business) layer will be accessible to a user without clearances to view more. Users will still be able to view areas that are related to multiple instances, but anything unrelated to the (e.g. Business) layer will not be accessible/viewable.

You can see in this view that business capabilities are still visible.

The screenshot shows a dashboard with two main sections:

- Corporate Management:** Contains four cards: 'Regulatory Compliance' (\$12,431), 'Corporate Risk Management' (\$23,431), 'Business Continuity Management' (\$34,348), and 'External Relationship Management' (\$44,375).
- Corporate Support:** Contains eight cards: 'HR Management' (\$156,753), 'Finance Management' (\$7,489), 'IT Management' (\$77,455), 'Acquisition Management' (\$145,272), 'Alliance and Partner Strategy Management' (\$4,875), 'Facilities Management' (\$114,486), 'Legal Management' (\$93,145), and 'Data Management' (\$4,486). Below these are two more cards: 'Strategic Relationship Management' (\$33,542) and 'Supplier Management' (\$79,875).

The applications (unrelated to anything in the business layer) are now classified.

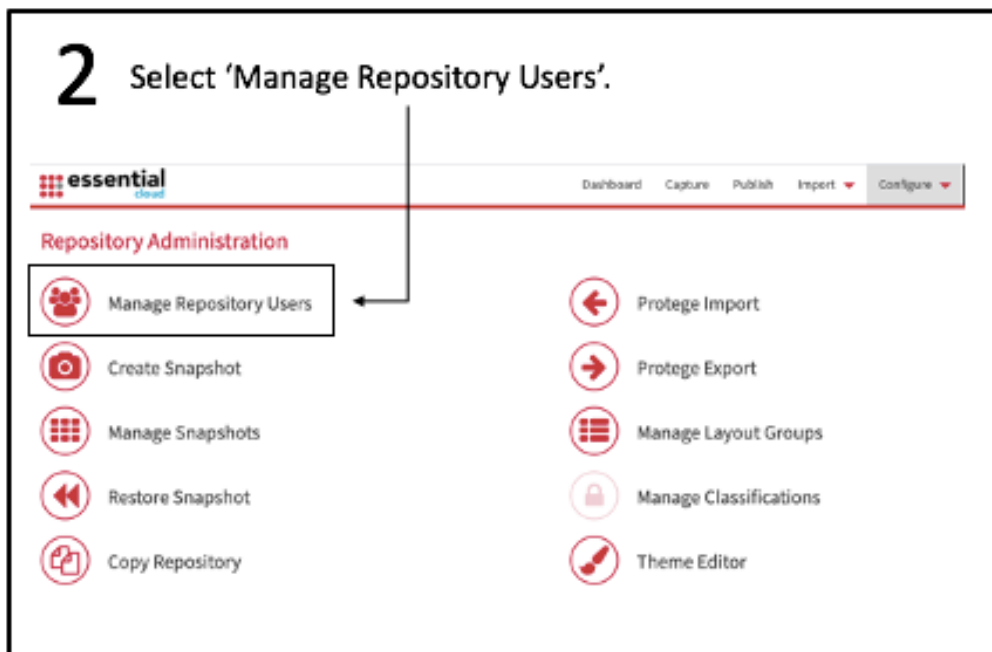
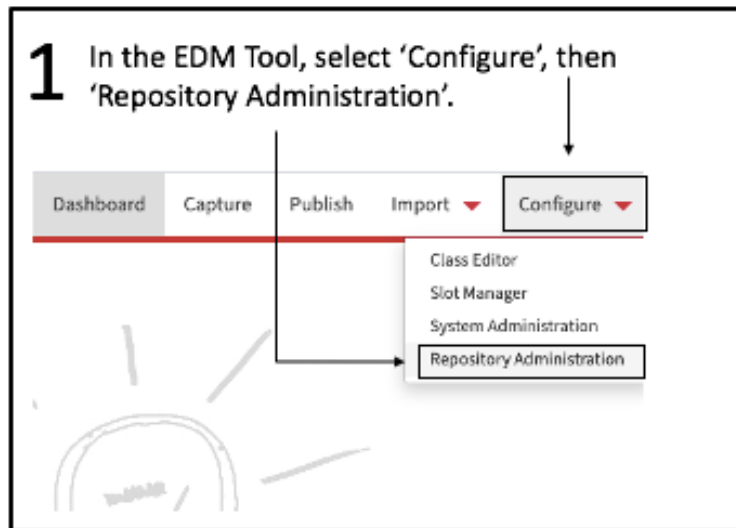
TABLE VIEW

Copy Excel CSV PDF Print Search:

APPLICATION NAME	DESCRIPTION	SUPPORT COST	DATABASE COST	THIRD PARTY COST	MAINTENANCE COST	HOSTING COST	STORAGE COST	LICENSING COST	TOTAL
[CLASSIFIED]	[CLASSIFIED]	\$75,000	\$1,000	\$0	\$5,000	\$10,000	\$20,000	\$0	\$111,000
[CLASSIFIED]	[CLASSIFIED]	\$75,000	\$1,000	\$0	\$0	\$0	\$100,000	\$0	\$176,000
[CLASSIFIED]	[CLASSIFIED]	\$75,000	\$1,000	\$0	\$25,000	\$10,000	\$20,000	\$0	\$131,000
[CLASSIFIED]	[CLASSIFIED]	\$35,000	\$1,000	\$0	\$5,000	\$10,000	\$20,000	\$0	\$71,000

Changing Clearances for Multiple Users at Once

This scenario will show you how to change the clearances of multiple users at once, rather than having to give each one individual access, you can add/remove clearance from one user to as many as all of them, customisable to your specification.



Use filter to search for specific users, and select All/None if required.

3 Select all the users you want to change account roles and edit & read clearances for.

Repository Administration - Manage Repository Users

Filter...

Select All | Select None 7 Users Selected

Show 10 entries

	First Name	Last Name	Active/Inactive	Most Recent Log-in
<input checked="" type="checkbox"/>	Jordi		Active	04 December 2020 12:12:50
<input type="checkbox"/>	David		Active	30 November 2020 10:11:48
<input checked="" type="checkbox"/>	Neil		Active	27 November 2020 17:11:39
<input checked="" type="checkbox"/>	Jason		Active	26 November 2020 16:11:53
<input type="checkbox"/>	Jon		Active	23 November 2020 17:11:35
<input checked="" type="checkbox"/>	John		Active	12 November 2020 19:11:49
<input checked="" type="checkbox"/>	Sarah		Active	05 November 2020 15:11:09
<input checked="" type="checkbox"/>	Jonathan		Active	28 October 2020 17:10:27
<input checked="" type="checkbox"/>	John		Active	05 October 2020 12:10:16
<input type="checkbox"/>

Showing 1 to 10 of 21 entries

Print Copy

Edit Deactivate

Previous 1 2 3 Next

4 Once all desired users have been selected, select edit.

Navigate pages of users, also increase/decrease the number of users per page.

5 You can now edit all of the selected user's account roles, their edit clearance levels, and their read clearance levels.

Repository Administration - Edit Multiple Users

Users 7 Users Selected

Account Roles

- Class/Slot Editor
- Instance Viewer
- Import Data
- Class/Slot Viewer
- Instance Editor
- Publisher
- Repository Admin

Edit Clearance Levels

- General Security
- Base

Read Clearance Levels

- General Security
- Base
- My Classifications
- Security
- Security Test Group
- BA Team
- IA Team
- RA Team
- Team France

6 Add/remove the desired security clearance(s). E.g. Read Clearance: Security Test Group – High Level.

RA Team

Team France

Read Clearance Levels

General Security

Base

My Classifications

Security

Security Test Group

- None
- Low Level
- Med Level
- High Level

BA Team

IA Team

RA Team

7 Once added/removed, select update.

RA Team

Team France

Read Clearance Levels

General Security

Base

My Classifications

Security

Security Test Group

BA Team

IA Team

RA Team

Update

8 When all changes have been made and updated, select close.

User Status

Active/Inactive

Close

Security Clearances and Classification Summaries

Set a Default Classification

- This scenario allows you to set a default classification for all users in the repository that it's applied to. Once applied, only users with matching or higher security clearance than the default will be able to access every class and instance that the default has been applied to.

Hiding a portal

- This scenario demonstrates how to hide a portal from a user, portals can define which views that the users see. E.g., hiding the entire data management portal will restrict access to that portal, but not strictly to the views within it, which will have to be classified separately if they are going to be hidden from all portals, they can be accessed from.

Hiding a view

- This scenario will show you how to hide a view (report) from a user. Simple process that will demonstrate how to hide a view from a user, hiding a certain view if there is one aspect you want to hide from a user. (e.g., IT Asset Dashboard) will mean the user cannot get an overview of the IT assets, but can still access other, more specific views involving these assets.

Hiding an instance

- This scenario will take you through hiding an instance from a user. Once applied the instance will be hidden from all users that don't have the security clearances. E.g., Can hide Equipment Management as a capability from the user and can apply to any capability that needs to be hidden.

Hiding a class

- This scenario shows how to hide a class from a user. Areas of each layer can be split so that a user can only access certain aspects of that layer. E.g., Classify the entire Business Conceptual class, but allow other aspects of the business layer to still be visible, i.e. business logical and physical, as well as catalogues such as business services catalogue.

Hiding a set of classes

- This scenario allows you to hide a set of classes from a user, providing a quicker method of hiding multiple classes at once rather than having to apply classifications to different classes individually.

Hide a slot

- This scenario will take you through how to hide a slot from a user. Adding classifications to slots will hide certain aspects of the organisation from the user (e.g. costs) in order to protect that information, but still allow a user to view things related to those costs, e.g. the applications being used still visible, but not the cost of those applications

Changing clearances for multiple users at once

- This scenario involves changing the clearances of multiple users at once, rather than having to give each one individual access, you can add/remove clearance from one user to as many as all of them, customisable to your specification.

Give a user access to one layer

- This scenario will show you how to provide access to only one layer (e.g., Business Layer), meaning a user can only see the area they are working on, and other areas of the organisation is kept secret from the users without appropriate clearances.

Give a user access to certain reports/views

- This scenario will allow you to make only certain reports/views accessible to a user depending on what you want them to be able to see. Instead of hiding each view individually, this will help to speed up that process and hide as many as you need to all at once.