# HP OpenView Select Identity

For the Red Hat Enterprise Linux and Windows 2003 Operating Systems

Software Version: 4.0

# My Identity User Guide



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- Commons-beanutils.
- Commons-collections.
- Commons-logging.
- Commons-digester.
- Commons-httpclient.

- Element Construction Set (ecs).
- Jakarta-poi.
- Jakarta-regexp.
- Logging Services (log4j).

Additional third party software used by HP OpenView Select Identity includes:

- JasperReports developed by SourceForge.
- iText (for JasperReports) developed by SourceForge.
- BeanShell.
- Xalan from the Apache XML Project.
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This web site provides contact information and details about the products, services, and support that HP OpenView offers.

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- Search for knowledge documents of interest
- Submit enhancement requests online
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To find more information about access levels, go to:

### http://www.hp.com/managementsoftware/access\_level

To register for an HP Passport ID, go to:

http://www.managementsoftware.hp.com/passport-registration.html

### **Preface**

Welcome to the *HP OpenView Select Identity My Identity User Guide*. This guide provides detailed information about using the My Identity self service function to manage your identity profile information.

#### About This Guide

The *HP OpenView Select Identity My Identity User Guide* is designed to help you use HP OpenView Select Identity (OVSI) to manage your profile information such as names, passwords, and requests, depending on the permissions you are given. This guide provides detailed procedures for registering and updating your personal profile information.

The following chapters are included:

Chapter 1, Introduction to My Identity — Provides an introduction to HP OpenView Select Identity and how to use the My Identity function to manage your identity information.

Chapter 2, Getting Started — Describes how to sign in and out of OVSI and how to use the OVSI interface.

Chapter 3, Managing Your Identity Information — Describes how to manage your identity information through the My Identity function, such as modifying your profile, changing your password, and subscribing to a service.

Chapter 4, Self-Registration — Provides detailed instructions on how to use the Self-Registration process to add yourself to a service through an external URL sent by a system administrator.

#### Audience

This document is intended for end users who use HP OpenView Select Identity to register themselves in the OVSI database, and manage their profile information. For those end users who have administrative roles, they can also delegate their administrative roles.

#### Typographical Conventions

This guide uses the following typographical conventions:

Convention	Description
Bold	Used for user interface elements (menus, buttons, and so on), new terms, and URLs.
Italics	Used for variables, book titles, and emphasis.
Monospacing	Used for code examples, directory and file names, commands, and user input.

#### **Product Documentation**

The HP OpenView Select Identity product documentation includes the following:

- Release notes are provided in the top-level directory of the HP OpenView Select Identity
  CD. This document provides important information about new features included in this
  release, known defects and limitations, and special usage information that you should be
  familiar with before using the product.
- For installation and configuration information, refer to the *HP OpenView Select Identity Installation Guide*. All installation prerequisites, system requirements, and procedures are explained in detail in this guide. Specific product configuration and logging settings are included. This guide also includes uninstall and troubleshooting information.
- Detailed procedures for deployment and system management are documented in the HP
   OpenView Select Identity Administrator Guide and OVSI online help system. This guide
   provides detailed concepts and procedures for deploying and configuring the OVSI system.
   In the online help system, tasks are grouped by the administrative functions that govern
   them.
- The *HP OpenView Select Identity Workflow Studio Guide* provides detailed information about using Workflow Studio to create workflow templates. It also describes how to create reports that enable managers and approvers to check the status of account activities.
- An HP OpenView Connector Installation and Configuration Guide is provided for each resource connector. These are located on the HP OpenView Select Identity Connector CD.
- The *HP OpenView Select Identity Attribute Mapping Utility User's Guide* describes how to access the Attribute Mapping Utility, provides an overview to the utility's user interface, and describes how to define user and entitlements mappings. This guide is provided on the HP OpenView Select Identity Connector CD and is for use with the SQL and SQL Admin connectors only.

- The HP OpenView Select Identity External Call Developer Guide provides detailed information about creating calls to third-party applications. These calls can then be deployed in OVSI to constrain attribute values or facilitate workflow processes. In addition, JavaDoc is provided for this API. To view this help, extract the <code>javadoc.jar</code> file in the <code>docs/api\_help/external\_calls/Javadoc</code> directory on the HP OpenView Select Identity CD.
- If you need to develop connectors, which enable you to connect to external systems for provisioning, refer to the *HP OpenView Select Identity Connector Developer Guide*. This document provides an overview of the Connector API and the steps required to build a connector. This guide also describes the Web Service, which enables you to programmatically provision users in OVSI, providing an overview of the operations you can perform through use of the Web Service, including SPML examples for each operation. The audience of this guide is developers familiar with Java.

JavaDoc is also provided for the Connector API. To view this help, extract the <code>javadoc.jar</code> file in the <code>docs/api\_help/connectors/Javadoc</code> directory on the HP OpenView Select Identity CD. Also, an independent, web-based help system is available for the Web Service API. To view this help, double-click the <code>index.htm</code> file in the <code>docs/api\_help/web\_service/help</code> directory on the HP OpenView Select Identity CD.

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# 1 Introduction to My Identity

This guide is designed to help you use HP OpenView Select Identity (Select Identity) to manage your profile information such as names, passwords, subscribing to Services, and so on, depending on the permissions you are given. This guide provides detailed procedures for self-registering and updating your personal profile information using the My Identity function.

This chapter introduces you to Select Identity and the concepts and terms you will encounter.

This chapter covers the following:

- Select Identity Overview
- Concepts and Terms

# Select Identity Overview

Select Identity is the first truly scalable solution for managing identity within and between large enterprises. The Select Identity solution automates the process of provisioning and managing user accounts and access privileges across platforms, applications, and corporate boundaries.

Select Identity addresses the challenges of identity management (IdM) in complex, extended and federated enterprises with its Business Services Identity Management solution. Business Services Identity Management replaces the static role-based conceptual model of IdM with a new and more powerful model, which facilitates the creation of "dynamic roles."

Key features of Select Identity include the following:

 Centralized Management – Provides a single point of control for the management of users and entitlements

- **Provisioning** Automates the creation, update, and deletion of accounts and entitlements on information systems across the enterprise
- **Extreme Delegation** Enables administrative rights to be distributed to multiple tiers of functional departments, customers, and partners
- **User My Identity** Enables end users to initiate access to services, change passwords, set password hints, and update general identity information through a simple web interface
- Workflow Automates identity-related processes such as access approval and provisioning, and integrates these processes with other business processes
- Password and Profile Management Manages and distributes password and user profile information across and between enterprise information systems
- Audit and Reporting Provides standardized and on-demand reporting on permissions, actions, and user account activity

# Concepts and Terms

As you manage your identity information, you will encounter the following terms:

#### **Actions**

A task that can be performed within each Select Identity function.

#### Admin Role

A template defining the administrative actions a user can perform. An Administrative Service is created to provide access to roles. Users are then given access to the Service. Users with administrative roles can also grant their set of roles to another administrator within their Service context.

#### **Attribute**

An individual field that helps define an identity profile. For each identity, an attribute has a corresponding value. For example, an attribute could be "department" with possible values of "IT," "sales," or "support."

#### Challenge and Response

A method of supplying alternate authentication credentials, typically used when a password is forgotten. Select Identity challenges the end user with a question and the user must provide a correct response. If the user answers the question correctly, Select Identity resets the password to a random value and sends an email to the user. The administrator can configure the challenge question. The valid response is stored for each user with the user's profile and can be updated by an authenticated user through the My Identity pages.

#### Context

An Select Identity concept that defines a logical grouping of users that can access a Service.

#### **Delegated Administration**

The ability to securely assign a subset of administrative roles to one or more users for administrative management and distribution of workload. Select Identity enables role delegation through the My Identity pages from one administrator to another user within the same Service context.

#### **End User**

A role associated to every user in the Select Identity system that enables access to the My Identity pages.

#### **Entitlement**

An abstraction of the resource privileges granted to an identity. Entitlements are resource-specific and can be resource account IDs, resource role memberships, resource group memberships, and resource access rights and privileges. Entitlements are also considered privileges, permissions, or access rights.

#### Form

An electronic document used to capture information from end users. Select Identity uses forms in many business processes for information capture and system operation.

#### Identity

The set of authentication credentials, profile information, and entitlements for a single user or system entity. Identity is often used as a synonym for "user," although an identity can represent a system and not necessarily a person.

#### Profile

Descriptive attributes associated with an identity, such as name, address, title, company, or cost center.

#### Registration

The process of requesting access to one or more resources. Registration is generally performed by an end user seeking resource access, or by an administrator registering a user on a user's behalf.

#### Resource

Any single application or information repository. Resources typically include applications, directories, and databases that store identity information.

#### Role

A simple abstraction that associates entitlements with identities. A role is an aggregation of entitlements and users, typically organized by job function.

#### **Self-Registration**

Registration performed by an end user seeking access to one or more resources.

#### Service

A business-centric abstraction representing resources, entitlements, and other identity-related entities. Services represent the products and services that you offer to customers and partners.

# 2 Getting Started

Select Identity is a self-service feature that allows you to manage your identity information and view your profile.

You can also use My Identity to perform the following actions, if you are given permission by your system administrator:

- Change your profile.
- Change passwords and password hints.
- View the status of requests you or another user with administrative rights made regarding your account. This is for users with administrative privileges only.
- View your resource accounts. Resource attributes mapped within Select Identity are updated when your user profile information is updated.
- View a list of services to which your account belongs.
- Subscribe yourself to a Service if you have permission.

This chapter covers the following:

- Signing In and Out
- Using the Select Identity Interface

# Signing In and Out

To sign in to Select Identity, you must obtain the following from your system administrator:

- Host name
- Port number
- Login ID

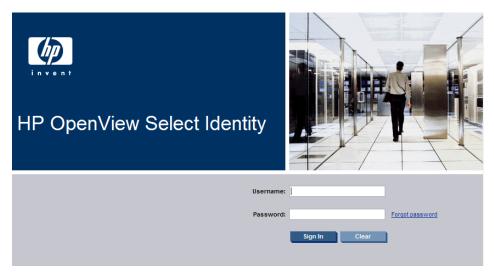
#### Password

Sign in by entering the following URL in your web browser, where app\_svr\_host:port is WebLogic:7001 (the default port):

http://app\_svr\_host:port/lmz/login.do

The **Sign In** page opens.

Figure 1 Sign In Page



If you forget your password, click the **Forgot Password** link to reset your password. The specific procedure for resetting your password depends on how the system administrator has set the security policy.

See Resetting a Forgotten Password on page 26 for more information.

When you sign in, one of two things will happen:

- The Home page opens as shown in Figure 2.
- The **My Password Hints** page opens. This means your system administrator has set the security policy so that new users must change their password reset questions when they log in for the first time. See Changing Your Password Reset Questions on page 25 for instructions.

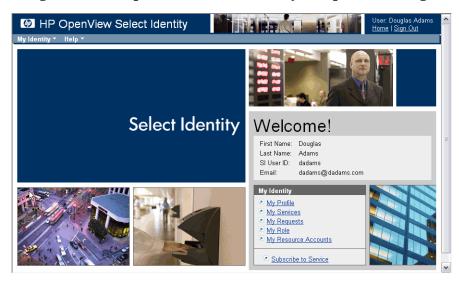
## Signing Out

To sign out, click the **Sign Out** link in the top-right panel of the Home page.

# Using the Select Identity Interface

After signing in, the Select Identity Home page opens.

Figure 2 HP OpenView Select Identity Sample Home Page



The Home page displays information based on your profile and privileges. Panels on the page and information in the panels, as well as menus and menu items are shown or hidden according to your access privileges.

You can access all My Identity self-service actions from this page through the **My Identity** panel and the **My Identity** menu on the menu bar.

The panels and menus are described in the following topics:

- My Identity Panel
- My Identity Menu

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### My Identity Panel

The My Identity panel enables you to quickly access your available identity information, based on the privileges you are given. For detailed instructions on using the My Identity function, see Managing Your Identity Information on page 13.

The My Identity menu contains some options that are the same as the links in the My Identity panel, and some different options. See My Identity Menu on page 10 for details.

The My Identity panel includes the following links:

- **My Profile** view your profile information, and if you have permission, change it. See Managing Your Profile on page 13.
- My Services view a list of services to which your account belongs. See Viewing Your Services onpage 28.
- My Requests view the request status of requests you made or a user with administrative rights made regarding your account. See Viewing Status For Your Requests on page 16.
- **My Role** view your role (end user) permissions. See Viewing Your Role Permissions on page 20.
- My Resource Accounts view the resources on which your account belongs. See Viewing Your Resource Accounts on page 34.
- Subscribe to Service add yourself to a Service if you have permission. See Subscribing to a Service on page 29.

### My Identity Menu

The My Identity menu contains most of the options in the My Identity panel. Following are the My Identity menu options:

- **My Profile** view and change your profile information. See Managing Your Profile on page 13.
- **My Hint Questions** —change the security questions that you must answer before resetting a forgotten password. You must have permission to change your password reset questions. If you do not, this menu option and the **Modify Hints** buttons are hidden. See Changing Your Password Reset Questions on page 25.

- **My Services** view the list of Services to which your account belongs. See Viewing Your Services onpage 28.
- **My Requests** view the status of requests you or a user with administrative rights made regarding your account. See Viewing Status For Your Requests on page 16.
- My Role Permissions view your role (end user) permissions. See Viewing Your Role Permissions on page 20.
- **My Resource Accounts** view the resources on which your account belongs. See Viewing Your Resource Accounts on page 34.

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# 3 Managing Your Identity Information

This chapter provides detailed instructions on how to manage your identity information through the My Identity self service function.

This chapter covers the following:

- Managing Your Profile
- Managing Your Passwords
- Managing Your Services

# Managing Your Profile

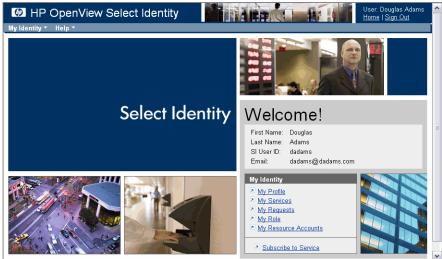
The tasks described in the topics below allow you to manage your identity profile, if you have permission:

- Viewing Your Profile
- Changing Your Profile
- Viewing Status For Your Requests
- Viewing Your Role Permissions

# Viewing Your Profile

All end users can view their basic profile information on the Select Identity Home page, which includes: First Name, Last Name, UserID and email. Figure 3 shows an example end user profile on the Home page.

Figure 3 Select Identity Home Page with Basic Profile Information



You can also view more information on the Profile page, such as your permissions, requests, and so on, depending on what permissions you have been given. See Figure 4 for an example.

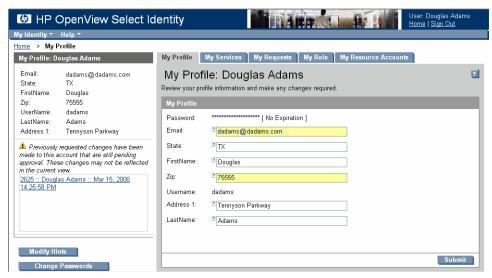
# **Changing Your Profile**

If you are given permission by your system administrator, you can change your profile information such as first name, last name, address, and email. You cannot change your user name (user ID).

Perform the following steps to change your profile:

Select the My Identity → My Profile menu options (or click the My Profile link on the My Identity panel).
The My Profile page opens.

Figure 4 My Profile Page



The My Profile page contains the following information:

#### Right Panel **Left Panel** • Your basic profile information: — Email address - First Name — Company Name — User Name — Last Name • Requests that you or an Additional profile information: administrative user have made — State regarding your account, pending — Zip approval. See Viewing Status For — Address (street) Your Requests on page 16 for more information. — Password expiration date

Le	eft Panel	Right Panel
•	Delegated role information, if a user with administrative permissions has delegated their role to you. You will see the start date, end date, if there is one, and whether the delegated role has been activated or deactivated.	

- 1 D

- 2 Change any editable attributes in the right panel.
  - If you have not been given permission to change your profile, the information in the right panel appears as labels that cannot be edited. The **Submit** button does not appear.
- Optionally, click **Modify Hints** to change your password reset questions, or **Change Passwords** to change your password.
- 4 Click **Submit** to submit the profile change request.
  - The password change controls are hidden if you do not have permission to change your password or your reset questions.
- 5 Select the **Modify Profile** menu option again to see your latest changes.

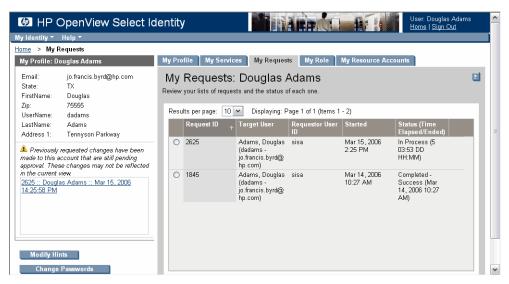
### Viewing Status For Your Requests

If you have been given permission, you can view the status of requests you have made, such as changing your profile or password, or subscribing yourself to a service.

Perform the following steps to view the status of your requests:

Select the My Identity → My Requests menu options (or click the My Requests link in the My Identity panel).
The My Requests page opens.

Figure 5 My Requests Page



- 2 Select the request ID you want to view.
- 3 Click View Request Status. The Workflow Detail page opens.

Figure 6 Workflow Detail Page

The table at the top provides all the information you need to view your request status. The following table describes each field:

Field	Description
ID	Request ID number
Target User ID	User name for which the request was made
Requestor ID	User name of the person who made the request
Service Name	Name of the service to which the request is targeted

Field	Description
Туре	Type of request, such as Change Profile, Change Password, Subscribe to Service, and so on.
Action	Action that you performed, such as: Reset password Change password reset questions
Status	The account status can be one of the following:  All In Process In Process-Partial Failure Completed-Success Completed-Partial Success Completed-Error Pending Terminated



The administrator uses the workflow and information below the table. The colors used in the workflow indicate the status of each activity and transition:

- Green activities are complete; they have been executed and have transitioned.
- Green transitions are complete and the workflow has transitioned past it.
- Yellow activities are waiting.
- White activities and black transitions have not been executed.
- 4 Click **Close** to return to the **My Requests** page.
- 5 Optionally, click **Modify Hints** to change your password reset questions.



This button is hidden if you do not have permission to change your password reset questions. See Changing Your Password Reset Questions on page 25 for instructions.

- 6 Optionally, click **Change Passwords** to change your password.
  - This button is hidden if you do not have permission to change your password. See Changing Your Password on page 21 for instructions.

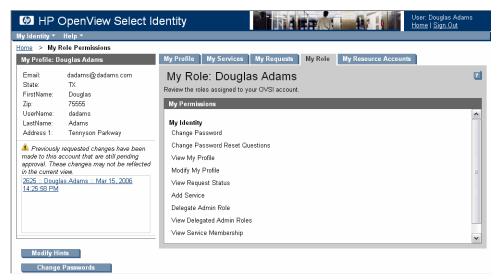
### Viewing Your Role Permissions

Perform the following steps, if you have permission, to view your role permission:

Select the My Identity  $\rightarrow$  My Permissions menu options (or click the My Role link in the My Identity panel).

The My Role: < Firstname Lastname > page opens.

Figure 7 My Role Page



- 2 View your permissions in the My Role Permissions panel.
- 3 Optionally, click **Modify Hints** to change your password reset questions.
  - This button is hidden if you do not have permission to change your password reset questions. See Changing Your Password Reset Questions on page 25 for instructions.

- 4 Optionally, click **Change Passwords** to change your password.
  - This button is hidden if you do not have permission to change your password. See Changing Your Password on page 21 for instructions.
- 5 Select a menu option or a tab to go to another My Identity page, or click **Home** to return to the Home page when finished.

# Managing Your Passwords

If you are given permission by the Select Identity administrator, you can perform the following tasks related to your password:

- Changing Your Password
- Changing Your Password Reset Questions
- Resetting a Forgotten Password

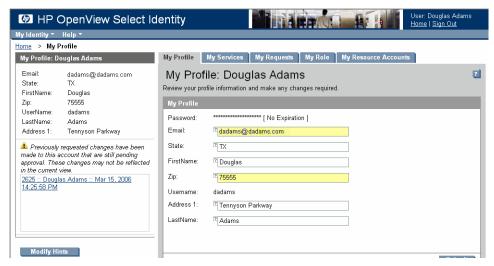
# Changing Your Password

If you have permission, you can change your OVSI login password, or password or passwords on one or more Resources on which your account is located.

Perform the following steps to change your password or passwords:

Select the My Identity → My Profile menu options or click the My Profile link in the My Identity panel.
 The My Profile page opens.

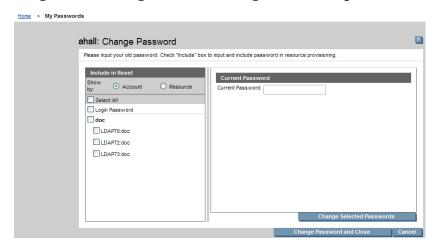
Figure 8 My Profile Page



2 Click Change Passwords. The Change Passwords page opens.

This page varies depending on whether your account is on one resource or multiple resources. Figure 9 shows the Change Passwords page with multiple resources. Whether you have one resource or multiple resources, the following steps apply.

Figure 9 Change Passwords Page with Multiple Resources

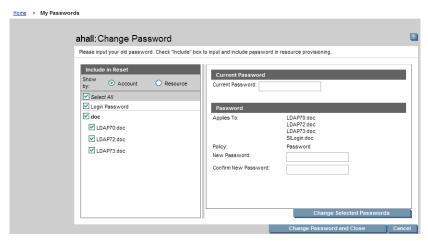


3 If you click the **Account** radio button, do one of the following:

Select the Check Box:	To do the following:
Select All	Change your password for all logins, if you have one password for Select Identity and all resources.
Login Password	Change only your Select Identity login password, if you have a different password attribute for resources.
Username	Change your login password for all Resources on which your account is located, if you have one password for all Resources.
Each Resource	Change your password for a specific Resource, if each Resource has a different login password.

Figure 10 shows the Change Passwords page with Select All selected.



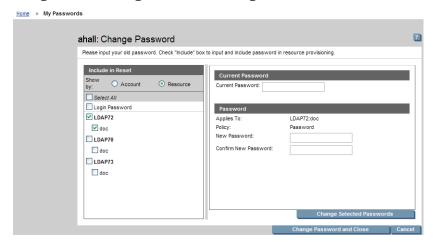


4 If you select the **Resource** radio button, do one of the following:

Select the check box:	To do the following:
Select All	Change your password for all logins, if you have one password for Select Identity and all Resources.
Login Password	Change only your Select Identity login password.
Each Resource	Change your password for a specific Resource. If your login password is mapped to the selected resource, this action will also change your login password for Select Identity.

Figure 11 shows the Change Passwords page with one resource selected:

Figure 11 Change Passwords Page for One Resource



- 5 Enter your current password in the **Current Password** field.
- 6 Enter the new password in the New Password field.
- 7 Enter the new password again in the **Confirm New Password** field.
- 8 Click **Change Password and Close** to change a single password.
- 9 Click Change Selected Passwords to change multiple selected passwords.

10 Click **Cancel** to return to the My Profile page without saving any changes. When the change is made, Select Identity sends you a confirmation email.

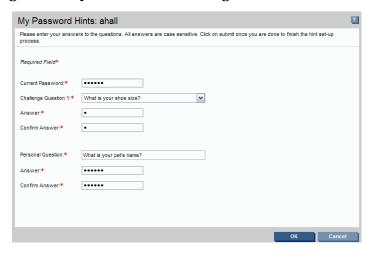
## **Changing Your Password Reset Questions**

If you have permission to reset your login password and change your password reset questions, be sure to set your password reset hint questions the first time you log in. You cannot reset your password if you have not set your password reset questions. See Resetting a Forgotten Password on page 26 for instructions on resetting your password.

Perform the following steps to change your password reset questions if you have permission:

- Select My Identity  $\rightarrow$  My Hint Questions from the menu bar. The My Password Hints page opens.
  - This page varies depending on the number of questions specified by your system administrator.

Figure 12 My Password Hints Page



- 2 Enter your current password.
- 3 Select a challenge question from the **Challenge Question** list.
- 4 Tab to each field and enter the required information for the Challenge Question and each personal question.

All hints on this page except for the challenge question are personal hints. You cannot use standard hints as personal hints.

Field	Action
Challenge or Personal Question	Select one of the predefined challenge question options, or enter your own personal question.
Answer	Enter the answer to the question.
Confirm	Enter the answer again to confirm the answer.

- 5 Click **OK** to return to the **Sign In** page. A confirmation message verifies that your password hints were updated successfully.
- 6 Click **Cancel** to return to the Sign In page without saving any changes.

## Resetting a Forgotten Password

If you forget your password in the Sign In page, click the **Forgot Password** link to reset it. By default, Select Identity automatically generates the password if you provide the correct answers to the Challenge/Response questions. You are sent an email with the new password.

If you have permission to reset your own password, and you have permission to change your password reset questions, change your password hints first. You cannot reset your password unless you have set your password reset questions. See Changing Your Password Reset Questions on page 25 for details.

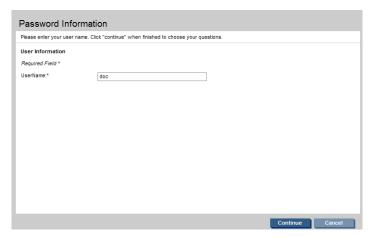
Perform the following steps to reset your password:

1 Click the Forgot Password link.
The Password Information page opens.



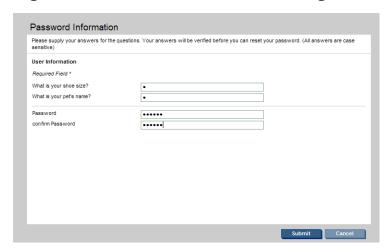
This page opens even if you do not have permission to reset your password.

Figure 13 Password Information Page



2 Enter your Username and click **Continue**. The second **Password Information** page opens.

Figure 14 Second Password Information Page



- 3 Answer each question.
- 4 Enter a new password in the **New Password** field.
- 5 Re-enter the new password in the Confirm New Password field.
- 6 Click Submit.

Your changes are saved and you are returned to the **Sign In** page.

7 Click **Cancel** to return to the **Sign In** page without saving changes. When the change is made, Select Identity sends an email confirming that your password has been reset.

# Managing Your Services

You can perform the following tasks related to your Services:

- Viewing Your Services
- Subscribing to a Service
- Viewing Your Resource Accounts

# Viewing Your Services

If you have View Service Membership permission, you can view the Services to which your account or accounts have access on the **My Services** page.

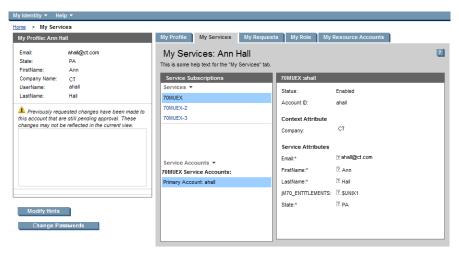
Perform the following to view your Services:

1 Select the My Identity  $\rightarrow$  My Services menu options (or click the My Services link on the My Identity panel).

The **My Service** page opens.

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Figure 15 My Services Page



- 2 Review the Services to which your account belongs.
- 3 Optionally, click **Modify Hints** to change your password reset questions.
  - This button is hidden if you do not have permission to change your password reset questions. See Changing Your Password Reset Questions onpage 25 for instructions.
- 4 Optionally, click **Change Passwords** to change your password.
  - This button is hidden if you do not have permission to change your password. See Changing Your Password on page 21 for instructions
- 5 Select a menu option or a tab to go to another page.

# Subscribing to a Service

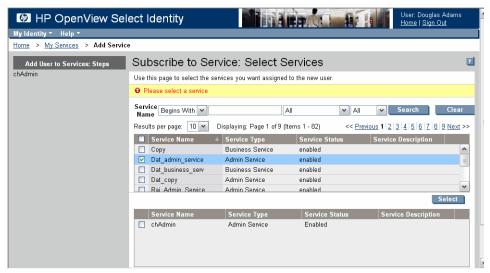
You can subscribe to an existing service if you have permission. Perform the following steps to subscribe to a service:

1 Select the My Identity  $\rightarrow$  My Services menu options. The My Service page opens as shown in Figure 15.

2 Select **Add Service** from the **Services** menu in the Service Subscription panel.

The Subscribe to Service: Select Services page opens.

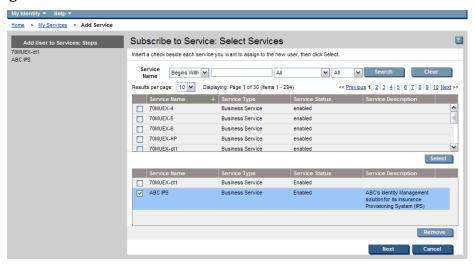
Figure 16 Subscribe to Service: Select Services Page



- 3 Check the box to the left of the service or services you want to assign to your account.
- 4 Click Select.

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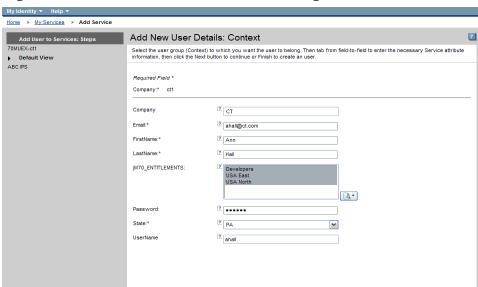
Figure 17 Selected Services



5 Click Next.

The Add New User Details: Context page opens.

The fields on the **Add New User** page vary depending on the context.



Previous Next Cancel

Figure 18 Add New User Details: Context Page

- 6 Tab from field to field and enter the appropriate information.
- 7 Enter your password in the **Password** field.
- 8 Click Next.
  The Add new User Details: Context page opens.

32 Chapter 3

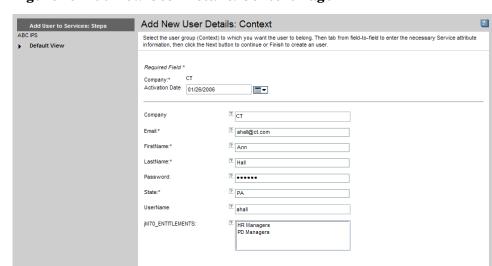


Figure 19 Add new User Details: Context Page

- 9 Click the calendar icon **t**o select an activation date.
  - If you have selected an admin service, one option is available:
    - Specified service, specified contexts
- 10 Click **Finish** to save your changes and submit the service subscription request.
- 11 Click Cancel to return to the My Services page without making changes.
  - A message displays indicating whether your request to subscribe is successful. If the request is successful, the message confirms your request with a request number. You can track your request by viewing your request status. See Viewing Status For Your Requests on page 16 for details.

When the change is approved, Select Identity sends an email confirmation.

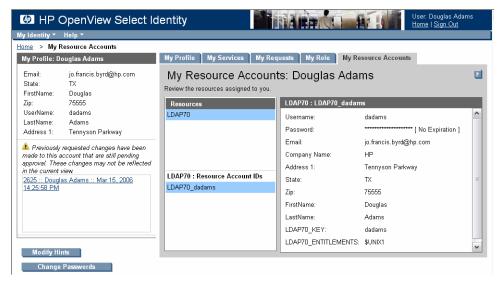
# Viewing Your Resource Accounts

You can view the resource accounts to which you have access (if you have permission). View **My Profile** to find out if you have permission to review resource accounts.

Perform the following steps to view your resource accounts:

Select My Identity → My Resource Accounts from the menu bar (or click the My Resource Accounts link on the My Identity panel).
The My Resource Accounts page opens.

Figure 20 My Resource Accounts Page



- 2 Review your resource account information.
- 3 Optionally, click **Modify Hints** to change your password reset questions.
- 4 Optionally, click **Change Passwords** to change your password.
  - Password and hint change controls are hidden if you do not have permission to change your password.
- Select a menu option or a tab to go to another My Identity page, or click **Home** to return to the Home page.

34 Chapter 3

# 4 Self-Registration

This chapter provides detailed procedures on how to use the Self-Registration process to add yourself to a service through Select Identity. The administrator sets up the Self-Registration form and sends you an email with a link to the URL of this form.

The Self-Registration form you receive will be one of the following (as determined by the administrator):

- Self-Registration Form with Pre-Defined Context and context value.
- Self-Registration Blank Form in which you select the context.

# Self-Registration Form with Pre-Defined Context

Perform the following steps to add yourself to the Service using a pre-defined context form:

1 Click the self-registration link you received by email. An example URL is provided below:

```
http://<host_name>:<port_num>/lmz/selfregistration.do?
serviceName=<service>&contextvalue=<value>&contextName=
<name>
```

The **Register To: <Service\_Name>** page opens. This contains a series of fields depending on the service and the individual circumstances of your registration.

- 2 Enter information in the required fields.
- 3 Click Finish.

A message displays indicating whether your registration request was successful. If so, a request number displays with the message.

4 Click **Cancel** to exit the Register To: page without completing the registration.

# Self-Registration Blank Form

Perform the following steps to add yourself to a Service using the blank form:

1 Click the self-registration link you received by email. An example URL is provided below:

```
http://<host_name>:<port_num>/lmz/selfregistration/
services.do?serviceName=<name>
```

The Register To: <Service\_Name> page opens.

2 Select the context in the **Addr1** drop-down list.



The fields may change depending on the context chosen.

- 3 Complete the required fields.
- 4 Click Finish.

A message displays indicating whether your request to add user was successful. If the request was successful, a request number displays with the message.

5 Click **Cancel** to exit without completing registration.

36 Chapter 4

# glossary

# Acronyms

# Α

# $\mathbf{AC}$

access control

# AD

**Adaptive Connector** 

# $\mathbf{ACL}$

access control list

# **AD Connector**

**Active Directory Connector** 

# **ADK**

application development kit

# **ADO**

ActiveX Data Objects

# **ANSI**

America National Standards Institute

# **APA**

auto port aggregation

# API

application program interface

# **ARPA**

Advanced Research Projects Agency

#### **ASCII**

American Standard Code for Information Interchange

В

# **BSIM**

Business Service Identity Management

D

# **DBA**

database analyst

# DLL

dynamic-link library

# **DNS**

domain name system

# **DHCP**

dynamic host configuration protocol

# **DHTML**

dynamic hypertext markup language

# **DSN**

data source name

# **DSN**

digital switched network

# $\mathbf{D}\mathbf{T}\mathbf{D}$

document type definition

Е

# **EJB**

enterprise java bean

F

# **FQDN**

fully qualified domain name

# **FTP**

file transfer protocol

G

# **GIF**

graphics interchange format

# **GUID**

globally unique identifier

Н

# **HSRP**

Hot Standby Router Protocol

# **HTTP**

hypertext transfer protocol

# **HTTPS**

Hypertext Transfer Protocol Secure

#### IBM

**International Business Machines** 

# IP

internet protocol

# ISO

International Organization for Standardization

J

# J2C

Java 2 connector

# **J2SDK**

Java 2 software developer kit

#### **J2EE**

Java 2 enterprise edition

# **JAR**

Java application resource

# **JCA**

Java connection architecture

# **JDBC**

Java database connectivity

#### **JMS**

Java messaging services

# **JNDI**

Java naming directory interface

# **JSP**

Java server protocol

# **JVM**

Java virtual machine

Κ

# KB

kilobyte

L

# LDAP

lightweight directory access protocol

# **LDIF**

lightweight data interchange format

# LLB

local location broker

M

# MAPI

messaging application programming interface

# MB

megabyte

# MHz

megahertz

# **MSSQL**

 ${\bf MicroSoft\ Structured\ Query\ Language}$ 

# **MTA**

message transfer agent

# **HP OpenView Select Identity**

HP OpenView Select Identity

Р

# **PDF**

portable document format

R

# **RAR**

resource adapter archive

# **RDF**

reporting data feeder

# **RPC**

remote procedure call

S

# **SDK**

software developer kit

# **SHA**

secure hash algorithm

# **SMTP**

simple mail transfer protocol

# **SNMP**

simple network management protocol

# **SOAP**

simple object access protocol

# $\mathbf{SP}$

service pack

#### SSL

secure socket layer

# SS0

single sign on

# **SPML**

service provisioning markup language

# $\mathbf{SQL}$

structured query language

Τ

# TCP/IP

transmission control protocol / internet protocol

U

# **URI**

uniform resource identifier

# **URL**

uniform resource locator

# UTF-8

unicode transformation format (eight-bit character conversion)

# ٧

#### VM

virtual machine

# **VNC**

virtual network computing

#### W

# **WAS**

web application server

# WAR

web application repository

# X, Y, Z

#### **XML**

extensible markup language

# **XSD**

XML schema definition

# **XSL**

Extensible Style Sheet Language

# **Terms**

# Α

# Access Control List (ACL)

An abstraction that organizes entitlements and controls authorization. An ACL is list of entitlements and users that is associated with a secured object, such as a file, an operation, or an application. In an ACL-based security system, protected objects carry their protection settings in the form of an ACL.

#### access management

The process of authentication and authorization.

#### action

When the context is a user action in the user interface, an operation that can be carried out by an OpenView application. Actions are typically performed on managed object. Select manually executed actions through a menu item or tool bar buttons. Actions can also be configured to automatically occur in response to an event, message, or a change in information in the management database.

When the context is based on HP OpenView Select Identity policy, an actions is an operation carried out as a result of the activation of a reconciliation policy and the successful evaluation of a rule or conditions within that policy.

See also: capability

#### activate

To make active or functional

# activity

A logical step in a process; A task that may occur when a workflow template is executed (in Workflow Studio). Activities are the core components of workflow templates; they do the work necessary to provision users. An activity can set a property to be used throughout the workflow, track approvals, start a subworkflow, send email, call an external application, and so on.

#### adapter

Software that allows information interpretation between two or more software products or components.

#### **AD Connector**

Active Directory Connector. A type of interface used to connect HP OpenView Select Identity with the applications it serves on servers that communicate using the Active Directory protocol.

#### admin role

A template that defines the administrative actions performed by a user. Create an Administrative Service to provide access to roles so that users gain access to the Service. Users with administrative roles may grant their set of roles to another administrator within their Service context.

#### advanced customization

Less common types of customization which are more flexible in their capabilities and complex in their implementation than typical customizations. As with other customizations, advanced customizations are done to meet the needs and preferences of a particular customer or user.

#### agent

A program or process running on a remote device or computer system that responds to management requests, performs management operations, or sends performance and event notification. An agent can provide access to managed objects and MIB variables, interpret policy for resources and do configuration of resources; The component of an agent-based connector that resides in the same system as the resource. It listens for a changes in the user data made in the resources, then reports that change to HP OpenView Select Identity by communicating through a connector interface.

#### agent-based connectors

Two-way connector interface. There are two components: the connector that resides in the same system as HP OpenView Select Identity, and the agent, which resides in the same system as the resource. The agent listens for changes made in the resource, and contacts the resource about changes made in Select Identity.

#### agentless connectors

One way connectors. Connectors reside in the Select Identity server and does the communication brokering with the resource.

# application

Packaged software that provides functionality that is designed to accomplish a set of related tasks. An application is generally more complex than a tool.

# application deployment

The installation and activation of application components so that they work in the business environment.

# Application Program Interface (API)

A set of routines, protocols, and tools used to build a software application; An interface that enables programmatic access to an application.

# approval process

The process of approving the association, modification, or revocation of entitlements for an identity. This process is automated of these through workflow templates.

#### approver

A Select Identity administrator who has been given approval actions through an Admin Role.

# assigned policy

A policy that has been assigned to one or more resources in the computing environment but which has not yet been deployed or installed on those resources.

# asynchronous subprocess

A process that proceeds at its own pace independent of other processes and subprocesses.

#### attribute

An individual field that helps define an identity profile. For each identity, an attribute has a corresponding value. For example, an attribute could be "department" with possible values of "IT," "sales," or "support."

#### attribute external call

Small programs that are written to generate values automatically for that attribute (value generation), define constraint values for the attribute (value constraint), or validate the value that is entered for that attribute (data validation). Each attribute can have each of these types of external calls.

# attribute name-value pair

An attribute name-value pair is combination of an attribute identifier and the value of that attribute for a specific object. An example of an attribute-name-value pair for a person would be Name: John Smith.

# audit engine

logs and stores all audit-related activities, e.g., when changes are made and who made them.

# **Audit Report**

A report that provides regular account interaction information.

#### authentication

Verification of an identity's credentials.

#### authoritative source

A resource that has been designated as the "authority" for identity information. Select Identity accounts can be reconciled against accounts in an authoritative source.

#### automatic action

A pre-configured program or script that is executed in response to an event, message, or a change in information in the management database. without operator intervention.

В

#### bandwidth

The transmission capacity of an electronic line such as a communications network, computer bus, or computer channel. It is expressed in bits per second (for example, 56 kbps), bytes per second or in Hertz (cycles per second). When expressed in Hertz, the frequency may be a greater number than the actual bits per second, because the bandwidth is the difference between the lowest and highest frequencies transmitted. (TECH).

#### block

A special type of activity that serves two purposes: to define information to be used by a subset of activities (block-level properties) and to provide block-level reporting. For example, you might define a block that submits an approval request, waits for the response, and returns the status of the request to the workflow. In other words, think of a block as a process within a template.

# block type

A property assigned to a block in a workflow template using the blockType property in end block activity. The report template uses this property to identify how block information is rendered in the resulting report.

# **Boolean operator**

A logical operator that defines the context in which attribute values are compared to satisfy a query or policy. For example:

AND - Both conditions have to be satisfied.

OR - At least one condition has to be satisfied.

NOT - No instance of this condition is allowed.

#### browser

A module within a work space that presents one or more views of objects and provides functionality for interacting with the objects and the views.

#### business service

A product or facility offered by, or a core process used by, a business in support of its day-to-day operations. Example business services could include an online banking service, the customer support process, and IT infrastructure services such as email, calendaring, and network access.

See also: service

# **Business Service Identity Management (BSIM)**

An organizational model that introduces new abstractions that simplify and provide scale to the business processes associated with identity management. These abstractions are modeled after elements that exist in businesses today and include Services and Service Roles.

C

# capability

Actions that can be performed within the HP OpenView Select Identity client.

See also: action

# challenge and response

A method of supplying alternate authentication credentials, typically used when a password is forgotten. Select Identity challenges the end user with a question and the user must provide a correct response. If the user answers the question correctly, HP OpenView Select Identity resets the password to a random value and sends email to the user. The challenge question can be configured by the administrator. The valid response is stored for each user with the user's profile and can be updated by an authenticated user through the Self Service pages.

#### client

When the context is network systems, a computer system on a network that accesses a service from another computer (server).

When the context is software, a program or executable process that requests a service from a server

#### client console

An instance of the user interface that appears on the client system while the application runs on a server.

# condition type

An abstraction or categorization of a condition that determines to the particular kind of data that is valid for the parameter values in the condition and how those values will be used. For example a condition type could be Source IP Address which indicates that values must have 4 numbers separated by decimals with the value for each number being in the range of 0 to 255. Since the condition type is "Source" IP Address, the IP addresses will only be evaluated for sources not destinations.

# configuration file

A file that contains specifications or information that can be used for determining how a software program should look and operate.

# configuration

In a hardware context, a particular set of inter-related components that make up a computer system. For example the components of a computer system may include a keyboard, pointing device, memory, disk drives, modem, operating system, applications and printer. The configuration of the computer system determines the way that it works and the way that it is used.

In a network context, the complete set of inter-related systems, devices and programs that make up the network. For example the components of a network may include computer systems, routers, switches, hubs, operating systems and network software. The configuration of the network determines the way that it works and the way that it is used.

In a software context, the combination of settings of software parameters and attributes that determine the way the software works, the way it is used, and how it appears.

# configure

To define and modify specified software settings to fulfill the requirements of a specified environment, application or usage.

# **Configuration Report**

A report that provides current system information for user, administrator, and Service management activities.

#### connection

A representation of a logical or physical relationship between objects.

#### connector

A J2EE connector interface that communicates with the system resource applications that contain your identity profile information.

#### console

An instance of the user interface from which the user can control an application or set of applications.

#### context

An HP OpenView Select Identity concept that defines a logical grouping of users that can access a Service.

#### credential

A mechanism or device used to verify the authenticity of an identity. For example, a user ID and password, biometrics, and digital certificates are considered credentials.

# customization

The process of designing, constructing or modifying software to meet the needs and preferences of a particular customer or user.

customize

To design, construct or modify software to meet the needs and preferences of a particular customer or user.

#### customize

To design, construct or modify software to meet the needs and preferences of a particular customer or user.

D

#### database

A repository of data that is electronically stored. Typically databases are organized so that data can be retrieved and updated.

#### data file

An SPML file that enables you to define user accounts to be added to Select Identity through Auto Discovery or Reconciliation.

# data type

A particular kind of data; for example

#### deactivate

To deliberately stop a component or object from working.

# delegated administration

The ability to securely assign a subset of administrative roles to one or more users for administrative management and distribution of workload. Select Identity enables role delegation through the Self Service pages from one administrator to another user within the same Service context.

# delegated registration

Registration performed by an administrator on behalf of an end user.

See also: self-registration

# deploy

To install and start software, hardware, capabilities, or services so that they work in the business environment.

# deployed application

An application and its components that have been installed and started to work in the business environment.

# deployed policy

A policy that is deployed on one or more resources in the computing environment.

# deployment

The process of installing and activating software, hardware, capabilities or services so that they work in the business environment.

# deployment package

A software package that can be deployed automatically and installed on a managed node.

# deprecate

To lower the status of a hardware or software object to indicate that it can be taken out of use in the future

#### device

A generic term for a piece of hardware equipment that can be attached to a computer or a network. Examples of a device are a printer, a router, a switch, a load-balancer, a disk drive or a modem.

#### disable

To make unable to be used.

#### dismiss

Dismiss is an action that causes a message or other notification associated with a problem or situation to be removed from the browser. Messages are typically dismissed when the operator has resolved the situation that led to the message.

#### disown

The act of relinquishing responsibility for resolving a problem or situation associated with a message or other notification.

#### **DNS** domain

A set of computers and other network devices that are collectively addressable by a portion of an IP address or by the highest subdivision of the domain name that indicates the entity owning the address. For example all computers whose host name share the suffix .hp.com are in the same DNS domain.

#### domain

A set of computers and other network devices that are treated or managed as a unit.

#### double-click

To press and release a pointing device's button twice in rapid succession. Double-clicking is a time-dependent action. Clicking twice in the same location at slow speed (click-delay-click) is not a double-click.

#### downtime

The amount or percentage of time that a service, software, or hardware resource remains non-functional.

# dynamic parameters

Parameters whose values are determined during program execution.

F

#### enable

To make able to use.

#### end user

A role associated to every user in the Select Identity system that enables access to the Self Service pages.

#### entitlement

An abstraction of the resource privileges granted to an identity. Entitlements are resource-specific and can be resource account IDs, resource role

memberships, resource group memberships, and resource access rights and privileges. Entitlements are also considered privileges, permissions, or access rights.

#### event

An event is an unsolicited notification such as an SNMP trap or WMI notification generated by an agent or process in a managed object or by a user action. Events usually indicate a change in the state of a managed object or cause an action to occur.

#### event attribute

A characteristic or property of an event.

#### event correlation

The evaluation of multiple events or notifications that are related to a single incident or problem, to produce a single message. Event correlation is used to reduce the number of messages that are presented to an operator in a message browser.

#### event creation time

The time an event was created in Universal Coordinated Time (UTC)

#### event syntax

The rules governing the structure and content of an event.

#### event type

A classification of an event into a particular category that further defines the nature of the event.

#### export

To format and move information from the current application to a location outside the current application.

#### expression

A combination of workflow variables and constant values to be evaluated. An expression can be assigned to a new variable or passed to an application as an argument. If you are familiar with a programming language, an expression used in a workflow template is like C or Java expression. Example of

expressions can be found in action input parameters, application return values, and transition conditions.

#### extend

The act of increasing the capabilities, scope, or effectiveness of a program.

#### extensible

Capable of being extended.

#### external call

A programmatic call to a third-party application or system for the purpose of validating accounts or constraining attribute values.

# external system ID

An identifier that uniquely identifies a principal that is an external system.

F

#### filter

A software feature or program that functions to screen data so that only a subset of the data is presented or passed. Filters allow matching-relevant information to be extracted and acted on while non-matching-irrelevant information is held back.

#### find

The act of seeking of specific data or objects within the management application or set management applications based on specified criteria.

#### form

An electronic document used to capture information from end users. Forms are used by Select Identity in many business processes for information capture and system operation; A presentation mechanism that contains information and controls for obtaining user input (for example, text fields, radio buttons, lists).

#### foundation

A program that acts as the basic structure to support other software modules or programs that provide additional functionality for the user.

#### function

A general term for a portion of a program that performs a specific task.

Н

# hierarchy

Elements organized in successive levels with each lower level being subordinate to the one above.

# **HP OpenView**

A family of network and system management products, and an architecture for those products. HP OpenView includes development environments and a wide variety of management applications.

#### icon

An on-screen image that represents objects that can be monitored or manipulated by the user or actions that can be executed by the user.

#### icon class

The portion of an icon that identifies the type or classification of the object being represented by the icon. For example, the network object class is represented by a circle surrounding a more complex image.

#### ID

identifier

#### identifier

A name that within a given scope that uniquely identifies the object with which it is associated.

#### identity

The set of authentication credentials, profile information, and entitlements for a single user or system entity. Identity is often used as a synonym for "user," although an identity can represent a system and not necessarily a person.

# identity management

The set of processes and technologies involved in creating, modifying, deleting, organizing, and auditing identities.

# import

To format and move information from a location outside the current application into the current application.

#### install

To load a product or component of a product onto a computer system or other network or system device. Installation typically involves running initial configuration scripts that are part of the installation process.

#### instance

See: workflow instance

#### internationalization

The design of software so that a single binary can support the varied cultural and linguistic conventions that exist in different countries or locales. Internationalized software allows users to interact with the software in the user's native language including the input and output of data in the native language, as well as support for the conventions and rules applicable to the user's locale. The ANSI locale model is used in internationalized software.

J

# Java

Object oriented programming language.

#### **JCA**

Java Connection Architecture. Architecture used to build interfaces between J2EE compliant products and other resources.

#### JVM

Java Virtual Machine. A platform independent execution environment that conversant Java bytecore into machine language then executes it.

#### **LDIF**

File that modifies and deletes directory objects.

#### list

If the context is a GUI, a set of selectable items. If the context is data, a variable-length ordered set of values all of the same data type.

#### locale

The locale collectively represents the location or country of the user, the language of the user, and the code set in which the user's data is represented. The locale is related to the language sensitive presentation of applications.

#### locale model

The software through which the user declares their desired language at application start up. The local model determines the set of files, tables, or collection of programs that are used to initialize an application so that it is sensitive to the user's language.

#### localization

Localization refers to the set of tasks that need to be accomplished to enable a product to work acceptably in a specific locale. The localization tasks include translating documentation, translating text and graphics that are presented to the user, and providing locale specific fonts and other functionality when needed.

M

#### management

The ongoing maintenance of an object or set of objects, including creating, modifying, deleting, organizing, auditing, and reporting.

#### message key

A message attribute that is a string used to identify messages that were triggered from particular events. The string summarizes the important characteristics of the event. Message keys can be used to allow messages to acknowledge other messages, and allows for the identification of duplicate messages.

Ν

#### node

When the context is network, a computer system or device (for example, printer, router, bridge) in a network.

When the context is a graphical point to point layout, a graphical element in a drawing that acts as a junction or connection point for other graphical elements.

#### notifications

The capability that enables you to create and manage templates that define the messages that are sent when a system event occurs.

P

#### package

A set of related programs or software files grouped together as a single object for a common purpose.

# password reset

The ability to set a password to a system-generated value. Select Identity uses a challenge and response method to authenticate the user and then allow the user to reset or change a password.

# persistent variable

A variable that is persisted after an instance is passivated. To extend the variable life cycle to the entire instance, you must create the variable to be persistent. This enables the variable to be created before a wait activity, and it will be accessible after the workflow instance resumes. To make a variable persistent, precede the name with \$. For example, the \$retryCount variable is persistent while retryCount is not.

See also: workflow variable

# policy

A set of regulations set by an organization to assist in managing some aspect of its business. For example, policy may determine the type of internal and external information resources that employees can access.

# policy management

The process of controlling policies (for example, creating, editing, tracking, deploying, deleting) for the purposes of network, system or service management.

#### port

If the context is hardware, a location for passing information into and out of a network device.

#### process

A repeatable procedure used to perform a set of tasks or achieve some objective. Whether manual or automated, all processes require input and generate output. A process can be as simple as a single task or as complicated a multi-step, conditional procedure.

See also: approval process

# profile

Descriptive attributes associated with an identity, such as name, address, title, company, or cost center.

# property

See:workflow property

# provisioning

The process of assigning authentication credentials to identities.

#### reconciliation

The process by which Select Identity accounts are synchronized with a system resource. Accounts can be added to the Select Identity system through the use of an SPML data file.

# registration

The process of requesting access to one or more resources. Registration is generally performed by an end user seeking resource access, or by an administrator registering a user on a user's behalf.

See also: delegated registration, self-registration

#### request

An event within the Select Identity system for the addition, modification, or removal of a user account. Requests are monitored through the Request Status capability.

#### resource

Any single application, database, or information repository. Resources typically include applications, directories, and databases that store identity information.

#### role

A simple abstraction that associates entitlements with identities. A role is an aggregation of entitlements and users, typically organized by job function.

See also: admin role

#### rule

A programmatic control over system behavior. Rules in Select Identity are typically used for programmatic assignment of Services. Rules can also be used to detect changes in system resources.

S

# self-registration

Registration performed by an end user seeking access to one or more resources.

See also: delegated registration

#### self service

The ability to securely allow end users to manage aspects of a system on their own behalf. Select Identity provides the following self-service capabilities: registration, profile management, and password management (including password change, reset, and synchronization).

#### service

A business-centric abstraction representing resources, entitlements, and other identity-related entities. Services represent the products and services that you offer to customers and partners.

#### service attribute

A set of attributes and values that are available for or required by a Service. Attributes are created and managed through the Attributes pages.

See also: attribute

#### service role

A Select Identity abstraction that defines how a logical grouping of users will access a Select Identity Service. The Select Identity Service is a superset of all the identity management elements of a business service.

#### service view

A restricted view of a Service that is valid for a group of users. Views enable you to define a subset of Service registration fields, change field names, reorder fields, and mask field values for specific users.

#### single sign-On (SSO)

A session/authentication process that permits a user to enter one set of credentials (name and password) in order to access multiple applications. A Web SSO is a specialized SSO system for web applications.

#### **SPML Data File**

See: data file

#### submodule

A portion of a software module that provides a subset of the functionality provided by the module. A sub-module performs a specific task or presents a specific set of data.

# suspend

To halt for a time a computer operation preserving the state of that operation.

# synchronous subprocess

A process that must complete before the invoking process can proceed.

#### syntax

The rules governing the structure and content of a language or the description of an object.

# system administrator

The role of a person who does configuration and maintenance on a computer system or the software on the system.

Т

# template

See: workflow template

# trace log

An output file containing records of the execution of application software

# transit delay

The difference between current time and the event's creation time.

#### transition

The definition of a relationship between activities. You can define that one activity always follows another, or you can define a condition that must be met before the workflow transitions from an activity to one or more others. For example, you can define a transition that only allows the workflow to progress if at least two administrators approve a request. If the request is not approved, the workflow can transition to an activity that sends email notification to an administrator.

U

#### URL

Acronym for Uniform Resource Locator or Universal Resource Locator, the address of a computer or a document on the Internet.

#### user import

The process of adding user accounts to the Select Identity system for a specified Service through the use of a data file.

#### users

The functionality that provides consistent account creation and management across Services.

 $\mathbf{v}$ 

#### variable

See: workflow variable

# variable expression

See: external call

W

#### Web Service Definition Language (WSDL)

File format that the Application Definition file uses to define a web service application to be a workflow application. The workflow engine reads the web service invocation parameters through WSDL. A web service can reference a WSDL URL remotely or download it first as a local file and then read the file locally at run-time.

# workflow engine

A system component that executes workflows and advances them through their flow steps.

#### workflow external call

A "subroutine" that is called during the workflow process. This could be an external application invocation such as a small custom application that calls external processes outside of the normal workflow process

#### workflow instance

An invocation of a workflow template. An instance starts when it is created and ends when it completes (when the last activity is executed). An instance's status and other associated information can be viewed once an instance is created.

#### workflow process

The tasks, procedural steps, organizations or people involved, and required input and output information needed for each step in a business process. In identity management, the most common workflows are for provisioning and approval processes.

# workflow property

A name-value pair, where the value is a text string. A property stores static data that cannot be changed at runtime. It can be accessed by the workflow API and report template. There are three levels of properties: global, block, and activity.

#### workflow studio

The functionality that enables you to create and manage workflow templates.

# workflow template

A model of the provisioning process that enables Select Identity to automate the actions that approvers and systems management software must perform.

#### workflow variable

A name-value pair that can be created or changed at runtime in a workflow instance through actions, a workflow API call, or returned by an application invocation. It can be accessed by workflow API, workflow template, and report template. There are levels of variables: global, block, and activity.

See also: persistent variable

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