Product Security Role Report

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Generating the Report | Understanding the Report

Tool Search: Product Security Role Report

The Product Security Role Report lists all users who have been granted specific Product Security Roles. Users can group reported data by person or product security role and include disabled user accounts in report results.

For more information about Product Security Roles and how they function within Campus, please see the following articles:

- Product Security Roles in a Single-Product Environment
- Product Security Roles in a Multi-Product or Premium Product Environment

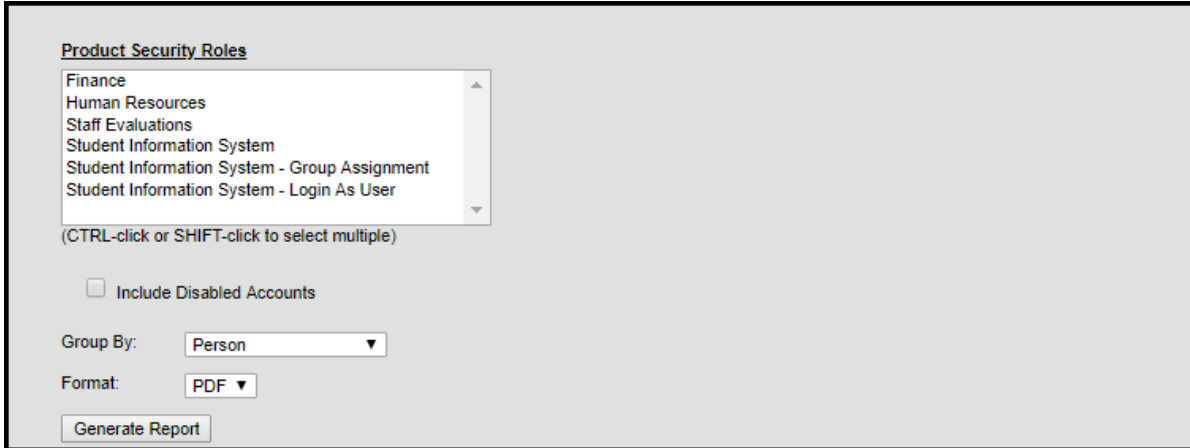Montana Edition Users: A Montana Edition Product Security Role is available for assignment. See this article for more information.

Image 1: Product Security Role Report

In order to access the Product Security Role Report, you must be granted the Student Information System Product Security Role.

Generating the Report

Image 3: Generate the Report

To Generate the Report

1. Select which **Product Security Roles** will be included in the report.
2. Mark the **Include Disabled Accounts** checkbox If you would like the list of reported users to include disabled users who were granted rights to one of the selected Product Security Roles.
3. Select how reported data will be grouped:
    1. **Person**: The report will group data by person, listing all product security roles assigned per person.
    2. **Product Security Role**: The report will group data by product security role, listing all people assigned per role.
4. Select the report **Format**.
5. Click the **Generate Report** button. The report will generate in a separate window in the specified format.

Understanding the Report

The report displays two different ways based on the **Group By** option selected. See the sections below for more information about each option.

- Group by Person
- Group by Product Security Role

Group by Person

The Group by Person version of the report lists all Product Security Roles assigned per person. If the Include Disabled Accounts checkbox is marked, this list will include disabled user accounts.

757 County District	Product Security Role Report
Generated on 04/08/2019 09:00:05 AM Page 1 of 1	Report generated by Administrator, System (Total People 11, Total Accounts 13)

Name	Username	Product Security Role(s)
Amy	lon	Finance Human Resources
Angie	tleya	Finance
Ashley	oxa	Finance Human Resources
Darla	war	Finance Human Resources Human Resources
Deadra	broo	Finance Human Resources

Image 4: Product Security Role Report Grouped by Person

Group by Product Security Role

The Group by Product Security Role version of the report will list all people (and their associated Campus usernames) assigned to each Product Security Role. If the Include Disabled Accounts checkbox is marked, each role will include disabled user accounts.

Image 5: Product Security Role Report Grouped by Role