

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

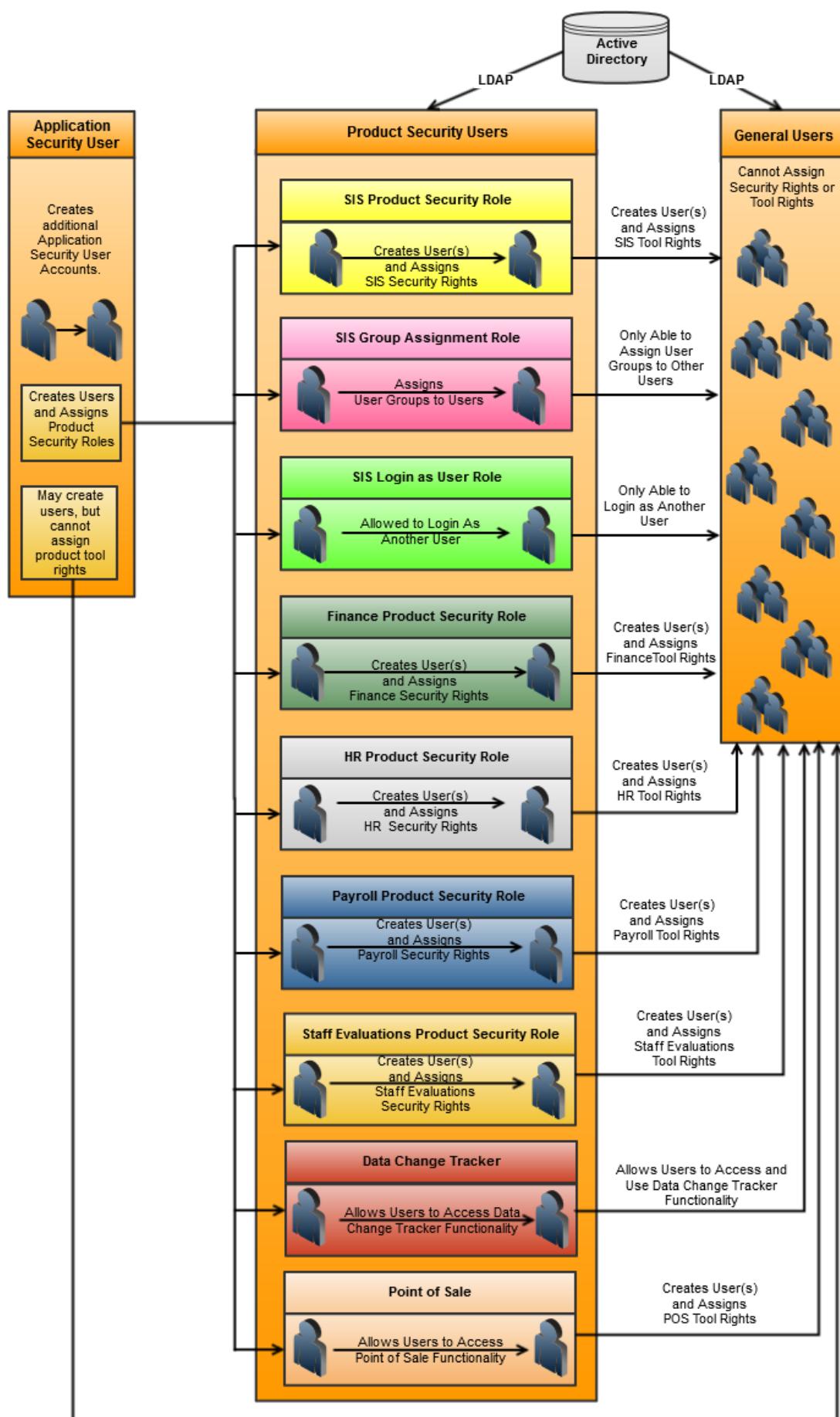
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This article describes how security roles function within a multi-product or premium product environment and includes the following topics:

- [Application Security User \(Multi-Product Environments Only\)](#)
- [Product Security Role Assignments](#)
- [Student Information System Product Security Role](#)
- [Login As User Feature](#)
- [Allowing Non-Product Security Users to Assign User Groups to Other Users](#)
- [Allowing Non-Product Security Users to Login as Other Users](#)
- [Auditing Which Users Are Assigned Product Security Roles](#)

The following diagram illustrates the user's ability to create and delegate security rights/roles.

There is a distinct difference between single and multi-product environments. The following diagram illustrates Application Security Roles when Premium Products are added to Campus.



You may choose to have a single Product Security user or multiple Product Security users. If you have questions about what configuration is right for you or other questions about best practices, contact Infinite Campus.

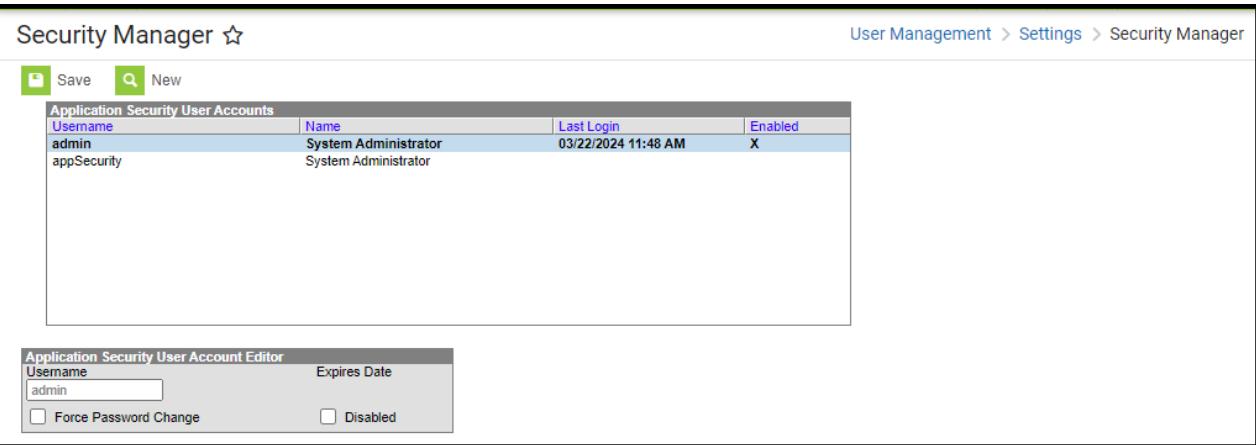
Application Security User (Multi-Product Environments Only)

The Application Security user assigns Product Security Role Assignments to other users and may create additional Application Security users. The Application Security user can access tools to delegate security administration rights to users with Product Security roles.

Application Security User Accounts cannot be bound to a local Active Directory via LDAP because usernames must be unique for each person, and the primary account for the person tied to the Application Security User Account should be the LDAP-enabled account.

The Application Security Role is only required if your district uses Point of Sale, Human Resources, Payroll, or Finance.

For more complete instructions on how to use the Security Manager Tool, see the [Application Security](#) article.



The screenshot shows the 'Security Manager' interface. At the top, there are 'Save' and 'New' buttons. The main area displays a table of 'Application Security User Accounts' with columns: Username, Name, Last Login, and Enabled. Two accounts are listed: 'admin' (System Administrator, Last Login 03/22/2024 11:48 AM, Enabled) and 'appSecurity' (System Administrator, Last Login 03/22/2024 11:48 AM, Enabled). Below the table, there is an 'Application Security User Account Editor' form. It includes fields for 'Username' (admin), 'Expires Date', 'Force Password Change' (unchecked), and 'Disabled' (unchecked). The top right corner of the interface shows the navigation path: User Management > Settings > Security Manager.

Product Security Role Assignments

Product Security Roles determine whether a user may assign Tool Rights to other Campus Application users. Product Security Roles are assigned to users on each person's [User Account](#) tool. The Product Security Role Assignments section will appear when Campus Application is selected from the **Homepage** dropdown list. Users assigned the Product Security Role automatically inherit all tool rights associated with the specific product.

Campus automatically assigns users with a Product Security Role calendar rights of **All Calendars/All Schools with Data Modification Rights** regardless of calendar rights assigned on the User Account.

Users with a **Student Information System** Product Security role are allowed to log in as a user with a **Student Information System - Login as User** Product Security Role but once they have logged in as that user, they cannot use that user account to then log into another Campus user account via the Login as User button on the User Account tool.

The following Product Security Roles are available in multi-product environments:

- Finance
- Human Resources
- Payroll
- Point of Sale
- Staff Evaluation
- Data Change Tracker
- Student Information System
- Student Information System - Group Assignment
- Student Information System - Login as User

User Account

TestEmployee, Test staff #: 7822

User Account Detail [tttestemployee](#) INACTIVE

User Account Information

User Credentials

Homepage: Campus Tools Authentication Type: Local Campus Authentication...

Username:

Force Password Change

Account Expiration Date:

Disable Account

Authentication Information

Authentication Options

Exclude from Multi-Factor Authentication and New Device Notifications

Time-Based Two-Factor Authentication

Product Security Roles

Finance
This security role will give the user all tools associated with Finance. The Product Security Role also allows the user to assign Finance Component tool rights to other users as necessary.

Human Resources
This role grants full access to all components used with the Human Resource application including Staff Evaluations for All Schools/Calendars and allows definition of Finance Account Rights to the specified user. The Product Security Role also allows the user to assign HR Component tool rights to other users as necessary.

Point Of Sale
Users assigned this role will have all Point of Sale tool rights, providing access to all Point of Sale functionality. They also have rights to add a person in Census, schedule reports through Batch Queue, manage Data Interchange components, and use some Data Utilities tools. Users with this role can assign Point of Sale tool rights to other Campus application users.

Staff Evaluations
This role grants full access to all components used with the Staff Evaluation application for All Schools/Calendars to the specified user. The Product Security Role also allows the user to assign Staff Evaluation component tool rights to other users as necessary.

Student Information System
This is the System Administrator role. It has full tool rights for all of the SIS including System Administration > User Security. Tool rights do not need to be assigned to a user that has the Student Information System security role checkbox checked.

Student Information System - Group Assignment
This role provides non-security users the ability to assign User Groups to other users without being given the security and system access granted with other product security roles.

Student Information System - Login As User
This role indicates whether or not the user may log in as another user from the User Account tab.

Student Information System Product Security Role

The **Student Information System** product security role grants administrative rights to ALL non-finance tools within Infinite Campus. This role should only be given to system administrators within the district.

This role does not grant a person rights to Human Resources, Finance, Payroll, or Staff Evaluation tools. These tools must be granted via their respective product security roles or tool rights.

Product Security Roles

- Finance**
This security role will give the user all tools associated with Finance. The Product Security Role also allows the user to assign Finance Component tool rights to other users as necessary.
- Human Resources**
This role grants full access to all components used with the Human Resource application including Staff Evaluations for All Schools/Calendars and allows definition of Finance Account Rights to the specified user. The Product Security Role also allows the user to assign HR Component tool rights to other users as necessary.
- Point Of Sale**
Users assigned this role will have all Point of Sale tool rights, providing access to all Point of Sale functionality. They also have rights to add a person in Census, schedule reports through Batch Queue, manage Data Interchange components, and use some Data Utilities tools. Users with this role can assign Point of Sale tool rights to other Campus application users.
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Login As User Feature

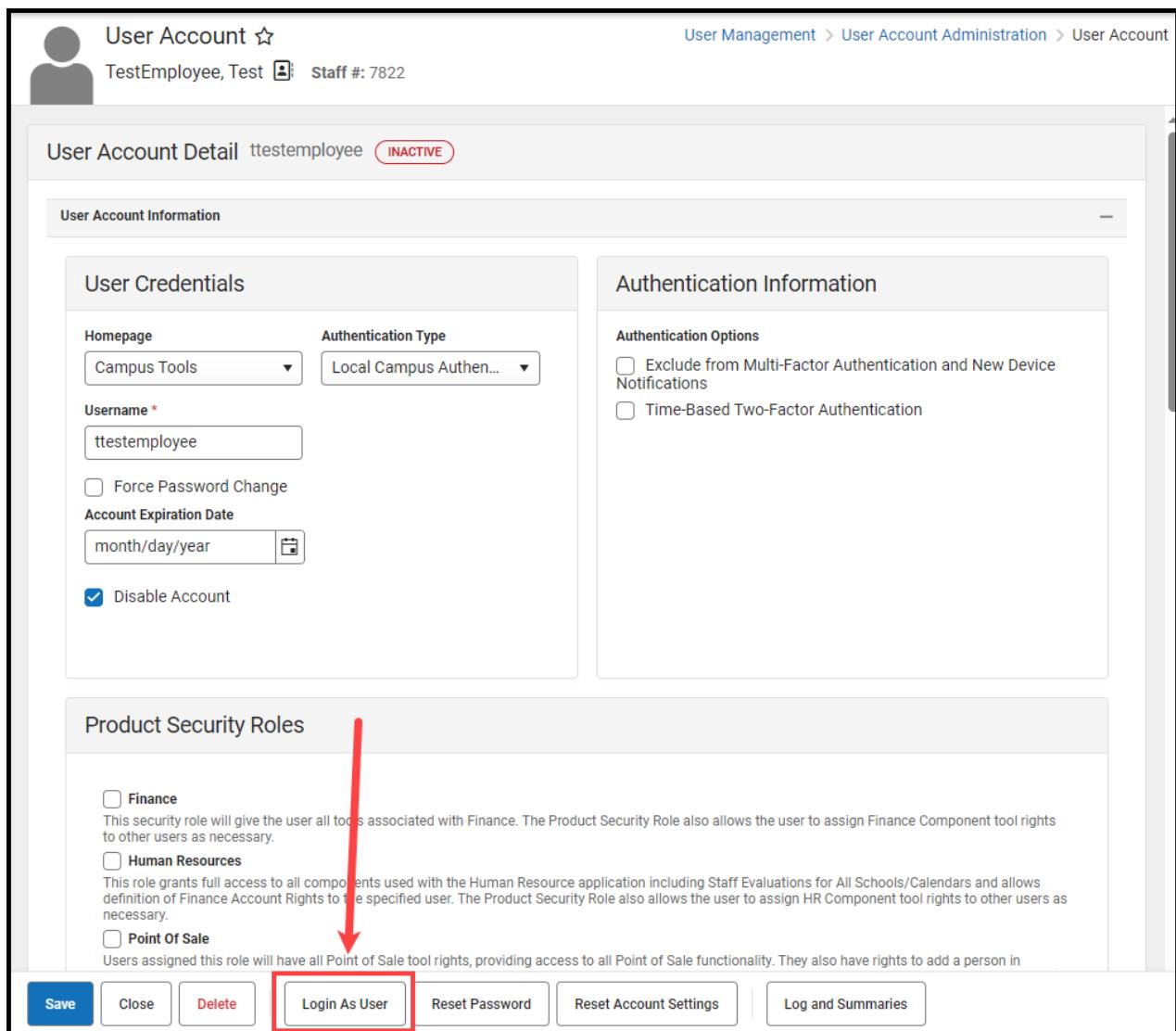
The **Login As User** button only appears for users with equivalent or greater tool rights than the user they want to log in to, and it is only available with the Product Security role. When logging in as another user, users cannot gain access to tools for which they currently do not have tool rights.

This feature is unavailable for users only assigned the **Student Information System - Group Assignment** role.

See the Allowing Non-Product Security Users to Log In as Other Users section below for more information on how this feature functions for users only assigned the **Student Information System - Login as User** role.

The **Student Information System - Login As User** role is prohibited from logging in as another user with the **Student Information System - Login As User** role. Users assigned this role are only allowed to log in as another user once per Campus session. This behavior was put in place to ensure users do not jump from one user account to another.

The Administrator selecting this button **MUST** have calendar rights for the school listed on the other user's (person being logged into) District Assignment page.



User Account Detail for TestEmployee, Test (Staff #: 7822)

User Account Information

User Credentials

Homepage	Authentication Type
Campus Tools	Local Campus Authen...

Username *: ttestemployee

Force Password Change

Account Expiration Date: month/day/year

Disable Account

Authentication Information

Authentication Options

- Exclude from Multi-Factor Authentication and New Device Notifications
- Time-Based Two-Factor Authentication

Product Security Roles

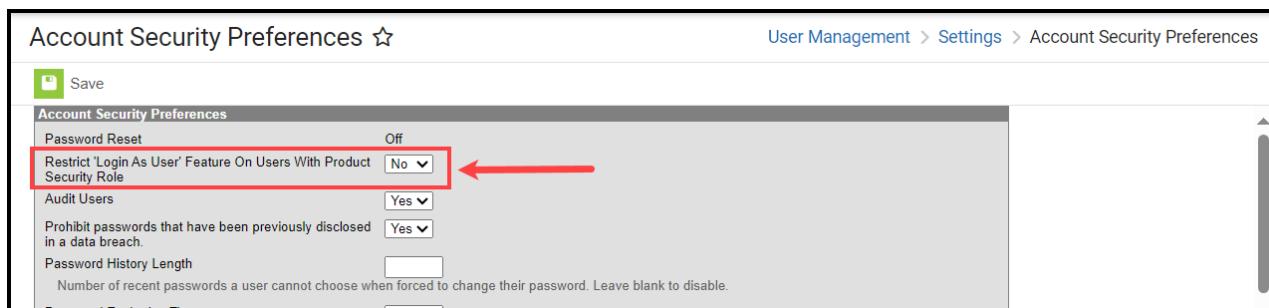
Finance: This security role will give the user all tools associated with Finance. The Product Security Role also allows the user to assign Finance Component tool rights to other users as necessary.

Human Resources: This role grants full access to all components used with the Human Resource application including Staff Evaluations for All Schools/Calendars and allows definition of Finance Account Rights to the specified user. The Product Security Role also allows the user to assign HR Component tool rights to other users as necessary.

Point Of Sale: Users assigned this role will have all Point of Sale tool rights, providing access to all Point of Sale functionality. They also have rights to add a person in

Buttons: Save, Close, Delete, **Login As User** (highlighted with a red box), Reset Password, Reset Account Settings, Log and Summaries

A system preference called **Restrict Login As User Feature On Users With Product Security Role** controls whether Product Security users may log in as another user with a Product Security role. This preference is found within the [Account Security Preferences](#) tool. The default value for this preference is **No** which allows Product Security roles to log in as each other.



Account Security Preferences

Save

Account Security Preferences

Restrict 'Login As User' Feature On Users With Product Security Role	No
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Audit Users: Yes

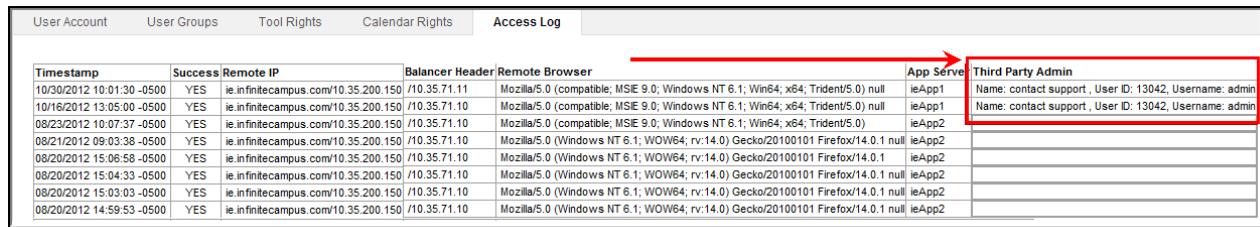
Prohibit passwords that have been previously disclosed in a data breach: Yes

Password History Length: []

Number of recent passwords a user cannot choose when forced to change their password. Leave blank to disable.

Buttons: Save, User Management > Settings > Account Security Preferences

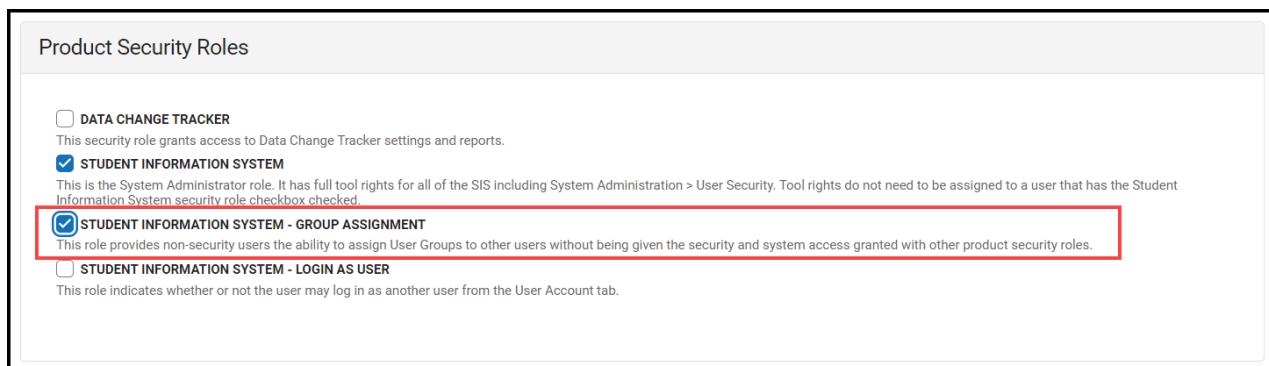
The system stores every Infinite Campus login on the user's [Access Log](#). The **Third Party Admin** column indicates that another user has used the **Login As User** button to log into Campus as this user. This column reports the other user's name, user ID, and username.



Timestamp	Success	Remote IP	Balancer Header	Remote Browser	App Server
10/30/2012 10:01:30 -0500	YES	ie.infinitecampus.com 10.35.200.150	/10.35.71.11	Mozilla/5.0 (compatible; MSE 9.0; Windows NT 6.1; Win64; x64; Trident/5.0) null	ieApp1
10/16/2012 13:05:00 -0500	YES	ie.infinitecampus.com 10.35.200.150	/10.35.71.10	Mozilla/5.0 (compatible; MSE 9.0; Windows NT 6.1; Win64; x64; Trident/5.0) null	ieApp1
08/23/2012 10:07:37 -0500	YES	ie.infinitecampus.com 10.35.200.150	/10.35.71.10	Mozilla/5.0 (compatible; MSE 9.0; Windows NT 6.1; Win64; x64; Trident/5.0) null	ieApp2
08/21/2012 09:03:38 -0500	YES	ie.infinitecampus.com 10.35.200.150	/10.35.71.10	Mozilla/5.0 (Windows NT 6.1; WOW64; rv:14.0) Gecko/20100101 Firefox/14.0.1 null	ieApp2
08/20/2012 15:06:58 -0500	YES	ie.infinitecampus.com 10.35.200.150	/10.35.71.10	Mozilla/5.0 (Windows NT 6.1; WOW64; rv:14.0) Gecko/20100101 Firefox/14.0.1 null	ieApp2
08/20/2012 15:04:33 -0500	YES	ie.infinitecampus.com 10.35.200.150	/10.35.71.10	Mozilla/5.0 (Windows NT 6.1; WOW64; rv:14.0) Gecko/20100101 Firefox/14.0.1 null	ieApp2
08/20/2012 15:03:03 -0500	YES	ie.infinitecampus.com 10.35.200.150	/10.35.71.10	Mozilla/5.0 (Windows NT 6.1; WOW64; rv:14.0) Gecko/20100101 Firefox/14.0.1 null	ieApp2
08/20/2012 14:59:53 -0500	YES	ie.infinitecampus.com 10.35.200.150	/10.35.71.10	Mozilla/5.0 (Windows NT 6.1; WOW64; rv:14.0) Gecko/20100101 Firefox/14.0.1 null	ieApp2

Allowing Non-Product Security Users to Assign User Groups to Other Users

The **Student Information System - Group Assignment** security role allows non-security users to assign User Groups to other users without being given the security and system access granted with other product security roles.



Product Security Roles

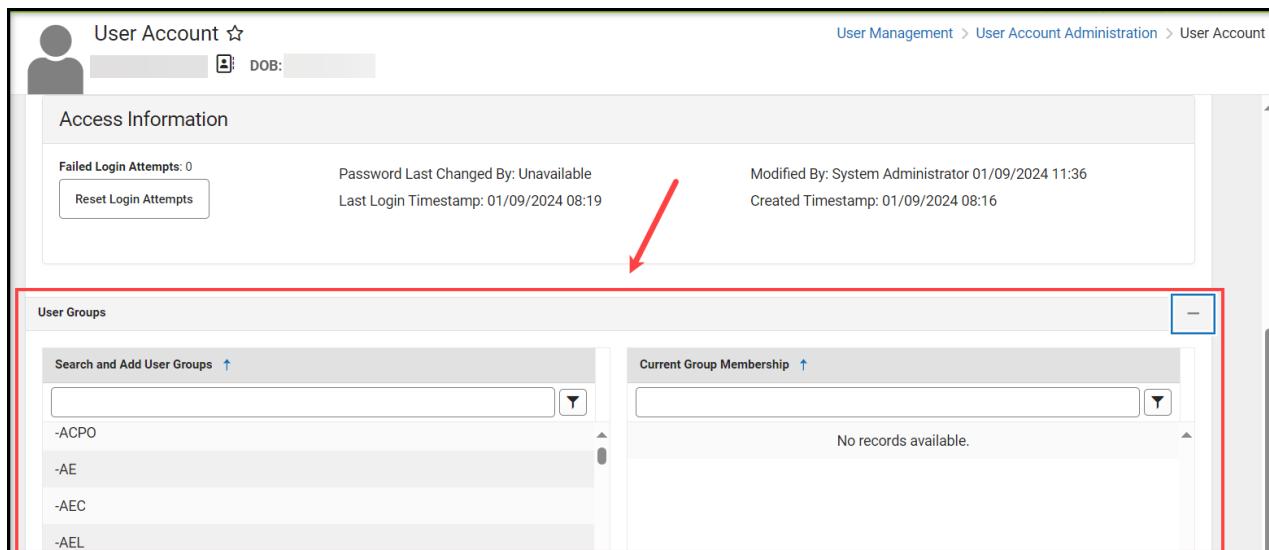
DATA CHANGE TRACKER
This security role grants access to Data Change Tracker settings and reports.

STUDENT INFORMATION SYSTEM
This is the System Administrator role. It has full tool rights for all of the SIS including System Administration > User Security. Tool rights do not need to be assigned to a user that has the Student Information System security role checkbox checked.

STUDENT INFORMATION SYSTEM - GROUP ASSIGNMENT
This role provides non-security users the ability to assign User Groups to other users without being given the security and system access granted with other product security roles.

STUDENT INFORMATION SYSTEM - LOGIN AS USER
This role indicates whether or not the user may log in as another user from the User Account tab.

Users assigned this role are allowed to work within Infinite Campus to the extent of their tool rights and are only allowed to modify User Groups. These users cannot view or modify their own tool rights or the tool rights of other users.



User Account ☆

User Management > User Account Administration > User Account

Access Information

Failed Login Attempts: 0

DOB: [redacted]

Modified By: System Administrator 01/09/2024 11:36

Created Timestamp: 01/09/2024 08:16

User Groups

Search and Add User Groups ↑

-ACPO
-AE
-AEC
-AEL

Current Group Membership ↑

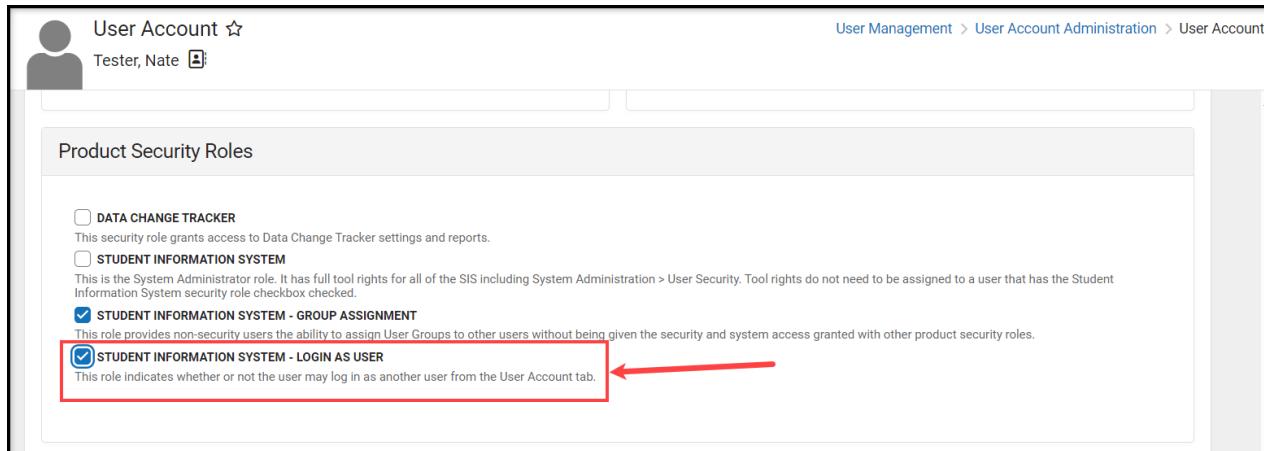
No records available.

Allowing Non-Product Security Users to Login as Other Users

The **Student Information System - Login as User** security role allows users to access the Login as User feature on the [User Account](#) tool without having the security and system access granted with other product security roles. Users assigned this role can work within Campus to the extent of their tool rights and can only log in as other users with equal to or less than tool rights.

Users must have at least **Read** tool rights to the User Account tool to properly log in as other users.

The **Student Information System - Login As User** role is prohibited from logging in as another user with the **Student Information System - Login As User** role. Users assigned this role are only allowed to log in as another user once per Campus session. This behavior was put in place to ensure users do not jump from one user account to another.



The screenshot shows the 'User Account' tool interface. At the top, there is a user profile for 'Tester, Nate' and a breadcrumb navigation: 'User Management > User Account Administration > User Account'. The main section is titled 'Product Security Roles'. It lists several checkboxes:

- DATA CHANGE TRACKER**: This security role grants access to Data Change Tracker settings and reports.
- STUDENT INFORMATION SYSTEM**: This is the System Administrator role. It has full tool rights for all of the SIS including System Administration > User Security. Tool rights do not need to be assigned to a user that has the Student Information System security role checkbox checked.
- STUDENT INFORMATION SYSTEM - GROUP ASSIGNMENT**: This role provides non-security users the ability to assign User Groups to other users without being given the security and system access granted with other product security roles.
- STUDENT INFORMATION SYSTEM - LOGIN AS USER**: This role indicates whether or not the user may log in as another user from the User Account tab.

A red box and arrow highlight the 'STUDENT INFORMATION SYSTEM - LOGIN AS USER' checkbox, which is checked.

Users assigned this role can log in as another user but cannot see the other user's tool rights for rights they themselves do not possess. These users can only view or change passwords and usernames of other users if they have **W(rite)** tool rights to the [User Account tool](#). **Read** tool rights prohibit this role from modifying user account data. This role also prevents users from being able to modify their own tool rights.

Auditing Which Users Are Assigned Product Security Roles

The [Product Security Role Report](#) allows you to generate a list of all users (active and disabled) who are assigned specific Product Security Roles.

Product Security Role Report ☆

User Management > Reports > Product Security Role Report

Product Security Role Report

This report displays a list of users who have been granted Product Security Roles

Product Security Role Descriptions:

DATA CHANGE TRACKER
This security role grants access to Data Change Tracker settings and reports.

STUDENT INFORMATION SYSTEM
This is the System Administrator role. It has full tool rights for all of the SIS including System Administration > User Security. Tool rights do not need to be assigned to a user that has the Student Information System security role checkbox checked.

STUDENT INFORMATION SYSTEM - GROUP ASSIGNMENT
This role provides non-security users the ability to assign User Groups to other users without being given the security and system access granted with other product security roles.

STUDENT INFORMATION SYSTEM - LOGIN AS USER
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Product Security Roles

DATA CHANGE TRACKER
STUDENT INFORMATION SYSTEM
STUDENT INFORMATION SYSTEM - GROUP ASSIGNMENT
STUDENT INFORMATION SYSTEM - LOGIN AS USER

(CTRL-click or SHIFT-click to select multiple)

Include Disabled Accounts

Group By:

Format: