



Collaboration Administrator Manual

Version 5.0

AV04-0114, January 2, 2014
Version 5.0
Copyright © 2013 Avigilon Corporation

Avigilon Inc.
Box 378
#101-1001 West Broadway
Vancouver, British Columbia
V6H 4E4
Canada

Phone:888.281.5182
Web:www.avigilon.com

Getting Help

If you encounter a problem that is not discussed in available Access Control Manager user guides or on-line help files, and need technical support, please contact your local Value Added Reseller (VAR) or Access Control Manager provider.

When contacting your VAR, please be sure to have your software version number available.

For future reference, record these numbers here.

Version Number: _____

VAR: _____

VAR Phone #: _____

Table of Contents

Getting Help	iii
Overview	1
Collaboration Procedures	2
Adding a Collaboration	2
Editing a Collaboration	2
Deleting a Collaboration	3
Assigning an Event Type to a Collaboration	3
Assigning Events to a Collaboration	3
Collaboration Add Page	4
Additional Fields	4
Identity CSV One-Time Upload	5
Identity CSV Recurring Upload	6
Events Collaborations	7
Pull Types	8
Collaboration Listing Page	10
Collaboration Edit Screen	11
Collaboration Types	12
Running a Collaboration	12
Previewing Records	13
Collaboration Details	14
ArcSight CEF Edit Screen	14
Arcsight CEF	14
CSV Recurring	14
CSV One-Time Upload Edit Screen	16
CSV Uploads	16
Preparing the CSV File	17
Uploading CSV Files	17
Avoiding Duplicate Identities and Errors	17
Mandatory Fields	17
Field List	17
CSV Upload Template	19
LDAP Edit Screen	20
Milestone Video Edit Screen	20
Oracle RDBMS Pull Edit Screen	21
Pelco Digital Sentry Edit Screen	21
Pelco Endura Edit Screen	22
Pelco Endura Page	22
SNMP Edit Screen	23
SNMP Page	23
Splunk Edit Screen	23
Splunk Page	24
SQL Edit Screen	24
Syslog Edit Screen	24
Syslog Page	25
XML Edit Screen	25
XML Page	25
Blob Page	26
Events Page	27
Identities Page	28
Roles Page	28
Schedule Page	29

Source Page 29
Tokens Page 30
User Defined Page31

Overview

Collaboration provides the ability to exchange data between Access Control Manager software and a large number of database types including:

- Events - ArcSight CEF
- Events - Generic XML
- Events - Milestone Video
- Events - Pelco Digital Sentry
- Events - Pelco Endura
- Events - SNMP
- Events - Splunk
- Events - Syslog
- Identity CSV One-Time Upload
- Identity CSV Recurring
- Identity LDAP Pull
- Identity Oracle RDBMS Pull
- Identity SQL Server Pull

For example, this enables Access Control Manager to pull personnel information from an existing HR database to populate its own Identities definitions. This saves the time and cost of re-entering the information and allows a simultaneous updating of information based on current employee or security status.

To open this feature:

- From the Setup Links section of the main menu, select **Collaboration**. The Collaboration Listing page appears.

To use this feature, refer to *Collaboration Procedures* on page 2.

For details on screens and pages that appear in the Collaboration feature, refer to *Collaboration Details* on page 14.

Collaboration Procedures

Collaboration is managed and maintained using these topics:




- Adding a collaboration (page 2)
- Editing an existing collaboration (page 2)
- Deleting an existing collaboration (page 3)
- Assigning the event type (page 3)

The main screens used during these procedures are shown in these topics:

- Collaboration Add page (page 4)
- Collaboration Listing page (page 10)
- Collaboration Edit page (page 11)

Adding a Collaboration

To add a collaboration:


1. At the Setup Links section of the home screen, click **Collaboration**.
The Collaboration Listing page appears (see page 10).
2. Click  .
The Collaboration Add screen appears (see page 4).
3. Enter or supply the information as required for the fields including the 'Type' field.
4. Depending on the option you select in the 'Type' field, additional fields are added.
5. Enter values or select options for the additional fields.
6. When you're finished, click  to confirm your selections.
The Collaboration Edit screen appears (see page 11). This screen often includes multiple tabbed pages.
7. Make changes to the necessary fields on the required tabbed pages.
8. Click  to save those changes.

Editing a Collaboration

To edit an existing collaboration:

1. At the Setup Links section of the home screen, click **Collaboration**.
The Collaboration Listing page appears (see page 10).
2. Click the name of the Collaboration you want to edit.
The Collaboration Edit screen appears (see page 11).
3. Select options and enter values to the requisite pages on this screen as required.

Not all tabbed pages for all types of collaborations are relevant. Those pages which are not available for a specific store are not activated.

4. When you're finished, click  .


You are returned to the Collaboration Listing page with a message indicating that the update was successful.

Deleting a Collaboration

To delete an existing collaboration:

1. At the Setup Links section of the home screen, click **Collaboration**.

The Collaboration Listing page appears (see page 10).

2. Click  to the right of the collaboration you want to delete.

A message appears asking you to confirm your deletion.

3. Click **OK**.

You are returned to the Collaboration Listing page. The deleted collaboration no longer appears.

Assigning an Event Type to a Collaboration

To assign an event type to a collaboration:

1. Create a new collaboration or access an existing collaboration by clicking the Collaboration icon.

The Collaboration Listing page appears (see page 10).

2. Select the collaboration to which you want to add or edit the event type.

The Collaboration Add page appears (see page 4).

3. At the 'Type' pick list, select the collaboration event type you need.

4. Click **OK**.

Assigning Events to a Collaboration

Many types of collaborations enable the operator to specify which events are to be shared.

To assign an event to a collaboration:

1. At the Setup Links section of the home screen, click **Collaboration**.

The Collaboration Listing page appears (see page 10).

2. Do one of these:

- To edit an existing collaboration, select the collaboration whose type you want to modify. The Collaboration Edit page appears.
- Create a new collaboration. The Collaboration Add page appears.

3. Click the **Events** tab.

The Events page appears (see “Events Page” on page 27).

4. From the 'Available' window click to highlight each event type you want to share.

To pick multiple events, use **Ctrl** + right-click to select non-consecutive events, or use **Shift** + right-click to select a range of events.


5. Click  to move the selected events over to the 'Members' window.

6. Click  .



The selected events will be shared between the database and this application.

Collaboration Add Page

When you add a collaboration from the Listing page, a screen like this appears:



The fields on this page are:

Name	Enter the name of this collaboration.
Installed	Click to check this box if this collaboration is currently enabled.
Appliance	Select from the drop-down pick list one of the existing appliances as the main connection to this collaboration type. Only those appliances previously defined for this application appear in this list.
Type	Select the collaboration type from the drop-down pick list. Depending on the type of collaboration you select, additional files are added as shown below. For more information on these options, see <i>Collaboration Types</i> on page 12.
Partitions	If required, select the partitions to which this collaboration will belong. Only those partitions currently defined for this system appear in this field. If no partitions are defined, this window will not appear.
	Click this icon to save changes made to this form. The new collaboration is added to the Collaboration Listing page.
	Click this icon to ignore any changes made to this form during the current session and return to the Collaboration Listing page.

Additional Fields

Depending on the option you select in the 'Type' field, the following additional fields can appear:

- Identity CSV One-Time Upload (see page 5)
- Identity CSV Recurring Upload (see page 6)

- Identity LDAP (see page 20)
- Identity Milestone Video (see page 20)
- Oracle RDBMS (see page 21)
- Identity SQL Server Pull (see page 24)
- Pelco Digital Sentry (see page 21)
- Pelco Endura (see page 22)
- SNMP (see page 23)
- Events – ArcSight CEF (see page 14)
- Events – Splunk (see page 23)
- Events – Syslog (see page 24)
- Events – Generic XML (see page 25)

Identity CSV One-Time Upload

This collaboration type is supported in two formats: short and long.

If you select **Identity CSV One-Time Short format** as your collaboration type, an additional field like this appears:

The additional field is:

CSV File	<p>Click the <input type="button" value="Browse..."/> button and select the flat file with the CSV extension for this database.</p> <p>Once you have selected a CSV file, click the <input type="button" value="Save"/> button and the upload process commences.</p>
-----------------	--

If you select **Identity CSV One-Time Long format** as your collaboration type, several fields appear as shown in this example:

The additional field is:

Delimiter	From the pick list, select the character that is used in this file as the delimiter.
------------------	--

Text Qualifier	From the pick list, select the punctuation used to specify text for this data upload.
Date Format	From the pick list, select the format used in this file for the date.
CSV File	Click the <input type="button" value="Browse..."/> button and select the flat file with the CSV extension for this database. Once you have selected a CSV file, click the <input checked="" type="button" value="Save"/> button and the upload process commences.

If you select **Identity CSV One-Time Upload** as your collaboration type, an additional field like this appears:

For more information on this collaboration type, refer to *CSV One-Time Upload Edit Screen* on page 16 and *Uploading CSV Files* on page 17.

Identity CSV Recurring Upload

If you select either **Identity CSV Recurring Upload** as your collaboration type, an additional field like this appears:

The additional field is:

Location Type	From the drop-down list, select the location type this CSV upload requires. The options are: <ul style="list-style-type: none"> • SFTP – A frequently used backup technique • Windows Share – the MS Windows share technique (in a Windows environment, most people will use this)
Host	If you are using Windows Share , enter the IP address of the computer on which the share file will appear and the directory separated by a forward slash (/). If you are using SFTP , enter just the host name (which can be just the IP address) without the directory.
User Name	Enter the user name allowing access to this location.
Password	Enter the password allowing access to this location.

Location	<p>Enter the name of the subdirectory where the backup files are stored on the host computer as shown in the above example.</p> <p>If the file is to be located in a subdirectory of the share, use this format:</p> <p style="padding-left: 20px;">/directory_name/</p> <p>Notice that the directory name needs both a leading slash and a trailing slash. If the file is to be located in the top level of the share (no subdirectory), use this format:</p> <p style="padding-left: 20px;">/directory_name</p> <p>Notice that there is only one leading slash required. There must be an entry in the Location field for the backup to work.</p>
Delimiter	Select the delimiter used to separate column data for this data upload.
Text Qualifier	Select the punctuation used to specify text for this data upload.
Date Format	Select the format to be used for this data upload.

For more information on this collaboration type, refer to *CSV One-Time Upload Edit Screen* on page 16 and *Uploading CSV Files* on page 17.

Events Collaborations

If you select any of the events collaborations – including Splunk, Syslog, ArcSight CEF, Pelco Digital Sentry, Pelco Endura, Milestone Video, XML, and SNMP – additional fields like this example appears:

The additional fields are:

Host	Enter the name of the host computer where this database resides. Include the domain and computer name where appropriate.
Port Number	Enter the port number at the host computer that should be used for extracting the database information to the specified host.
Require TCP	Check this box to indicate that the transfer of data between the designated host server that contains the database and this application is being conducted over the network.

For more information on these event collaboration types, refer to:

- ArcSight CEF (see page 14)
- Milestone Edit Screen (see page 20)
- Splunk Edit Screen (see page 23)
- Pelco Digital Sentry screen (see page 21)
- Pelco Endura screen (see page 22)

- SNMP Edit Screen (see page 23)
- XML Edit Screen (see page 25)

Pull Types

If you select the database **Identity LDAP pull**, additional fields appear like these examples:

The additional fields are:

Host	Enter the name of the host database server where this database resides. Include the domain and computer name where appropriate.
Port Number	Enter the port number at the host computer that should be used for extracting the LDAP database information to the specified host.
SSL	Check this box to indicate that the transfer of data between the designated database host server and this application is being conducted using SSL.
Bind DN	Enter the name of the user on the external LDAP server permitted to search the LDAP directory within the defined search base.
Password	Enter the password used to access the host.

For more information on this type, refer to *LDAP Edit Screen* on page 20.

If you select the identity database **SQL Server pull**, additional fields appear like these examples:

The additional fields are:

Host	Enter the name of the host database server where this SQL database resides. Include the domain and computer name where appropriate.
Port Number	Enter the port number at the host computer that should be used for extracting the SQL server database information to the specified host.
User Name	Enter the user name required to access this SQL database server.
Password	Enter the password used to access the SQL Server host.

Database	From the drop-down list, select the SQL database you want to share.
-----------------	---

For more on this type, refer to *SQL Edit Screen* on page 24.

If you select the identity database **Oracle RDBMS**, additional fields like this example appear:

The additional fields are:


Host	Enter the name of the host database server where this database resides. Include the domain and computer name where appropriate.
Port Number	Enter the port number at the host computer that should be used for extracting the database information to the specified host.
User Name	Enter the name of the person authorized to access this Oracle database.
Password	Enter the password used to access the Oracle host.
Connection options	Enter, in RDBMS script, the options required for this Oracle database.
Database	From the drop-down list, select the Oracle you want to share.
Instance	Enter the instance of the Oracle database to which you want to connect.










































For more information on this type of pull, refer to *Oracle RDBMS Pull Edit Screen* on page 21.



Collaboration Listing Page

When you select the Collaboration icon, the Collaboration Listing page appears like the following example:







Collaborations



Name	Installed	Type	Last Transfer	Preview	Run	Delete
Arsight Sample		Events - Arcsight CEF				
CSV One-time Upload Sample		Identify CSV One-time Short format				
CSV Recurring Sample		Identify CSV Recurring		Preview		
Generic XML Sample		Events - Generic XML				
LDAP Pull Sample		Identify LDAP pull		Preview		
MYWING SQL		Identify SQL Server pull		Preview		
Milestone video sample		Events - Milestone video				
Oracle RDBMS Pull Sample		Identify Oracle RDBMS pull		Preview		
Peico Digital Sentry sample		Events - Peico Digital Sentry				
Peico Endura Sample		Events - Peico Endura				
Recurring CSV 2		Identify CSV Recurring		Preview		
SNMP Sample		Events - SNMP				
SQL HR Pull		Identify SQL Server pull		Preview		
Splunk Sample		Events - Splunk				
Syslog Sample		Events - Syslog				
Test		Identify SQL Server pull		Preview		
neverevent		Events - Generic XML				

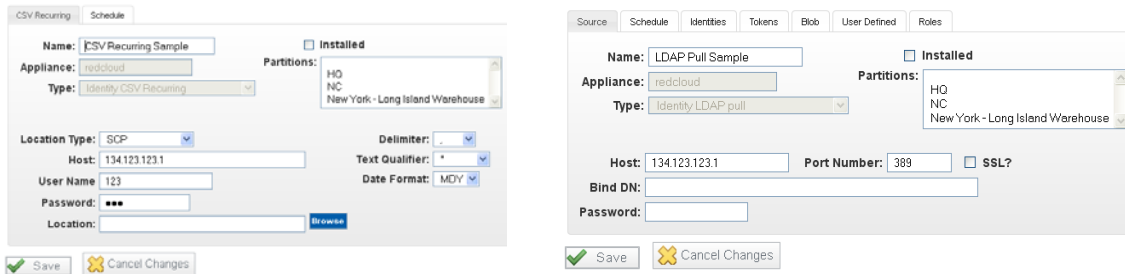
 

This page displays the following buttons and fields:



Name	Name of the collaboration. Click this name to bring up the Collaboration Edit page.
Installed	 if this collaboration is enabled;  if this collaboration is currently disabled. Click this link to change the state of this installation.
Type	The type of collaboration represented by this collaboration.
Last Transfer	The date and time when the last transfer of this collaboration took place.
Preview	Click Preview to view a handful of sample records based on the Collaboration configuration. For more on this, refer to <i>Previewing Records</i> on page 13.
Run	Click  to run (sync) the specified collaboration immediately. Only those collaboration types that allow such operations, such as pulls and uploads, display this icon. A message appears asking you whether you are sure you want to run this collaboration. Click Yes to confirm. For more on this feature, see <i>Running a Collaboration</i> on page 12.
Delete	Click  to delete this specific collaboration.
	Click this icon to add another collaboration.
	Click this icon to generate a PDF report based on the collaborations in this list.

Collaboration Edit Screen

Depending on the type of collaboration you selected on the add page, this screen can consist of anywhere from one to seven tabbed pages as shown in the following examples:



All editable pages include the following fields and buttons:

Name	Enter the name of this collaboration.
Installed	Click to check this box if this collaboration is currently enabled.
Appliance	Select from the drop-down pick list one of the existing appliances as the main connection to this collaboration type. Only those appliances previously defined for this application appear in this list.
Partitions	If required, select the partitions to which this collaboration will belong. Only those partitions currently defined for this system appear in this field. If no partitions are defined, this window will not appear.
Type	This read-only field indicates the type of collaboration that was selected on the Add page.
	Click this icon to save changes made to this form during this session. The new collaboration is added to the Collaboration Listing page.
	Click this icon to ignore any changes made to this form during the current session and return to the Collaboration Listing page.

For specific page descriptions and definitions of type-specific fields, refer to the following edit screens:

- ArcSight CEF (see page 14)
- CSV Edit Screen (see page 16)
- LDAP Edit Screen (see page 16)
- Milestone Edit Screen (see page 20)
- Oracle RDBMS Pull Edit Screen (see page 21)
- Pelco Digital Sentry Edit Screen (see page 21)
- Pelco Endura Edit Screen (see page 22)
- SNMP Edit Screen (see page 23)
- Splunk Edit Screen (see page 23)
- SQL Edit Screen (see page 24)
- Syslog Edit Screen (see page 24)
- XML Edit Screen (see page 25)

Collaboration Types

The types of collaboration available in this application include:


Option	Explanation
Identity CSV One-Time Upload	Upload identities, tokens, groups, roles from an uploaded CSV file and keep the Access Control Manager identity database in sync with changes. For more on using this collaboration type, see <i>CSV Uploads</i> on page 16.
Identity CSV Recurring Upload	Upload identities, tokens, groups, and roles periodically from an updated CSV file and keep the Access Control Manager identity database in sync with changes. For more on using this collaboration type, see <i>CSV Recurring</i> on page 14.
Identity LDAP Pull	Pull identities, tokens, groups, roles from a directory store and keep the Access Control Manager identity database in sync with changes. For more on using this collaboration type, see <i>LDAP Edit Screen</i> on page 20.
Identity Oracle RDBMS Pull	Pull identities, tokens, groups, roles from a Oracle RDBMS store and keep the Access Control Manager identity database in sync with changes. For more on using this collaboration type, see <i>Oracle RDBMS Pull Edit Screen</i> on page 21.
Identity SQL Server Pull	Pull identities, tokens, groups, roles from a Microsoft SQL Server RDBMS store and keep the Access Control Manager identity database in sync with changes. For more on using this collaboration type, see <i>SQL Edit Screen</i> on page 24.
Events – Arcsight CEF	Transmit events in real time using the Arcsight CEF format. For more on using this collaboration type, see <i>ArcSight CEF Edit Screen</i> on page 14.
Events – Generic XML	Transmit events in real time using XML. For more on using this collaboration type, see <i>XML Edit Screen</i> on page 25.
Events – Pelco Digital Sentry	Transmit events in real time using the Pelco digital sentry format. For more on using this collaboration type, see <i>Pelco Digital Sentry Edit Screen</i> on page 21.
Events – Pelco Endura	Transmit events in real time using the Pelco Endura format. For more on using this collaboration type, see <i>Pelco Endura Edit Screen</i> on page 22.
Events – Milestone Video	Transmit events in real time and insert the Milestone video database. For more on using this collaboration type, see <i>Milestone Video Edit Screen</i> on page 20.
Events – SNMP	Transmit events in real time using SNMP traps. For more on using this collaboration type, see <i>SNMP Edit Screen</i> on page 23.
Events – Splunk	Transmit events in real time using XML and Splunk tagged fields. For more on using this collaboration type, see <i>Splunk Edit Screen</i> on page 23.
Events – Syslog	Transmit events in real time to a syslog utility. For more on using this collaboration type, see <i>Syslog Edit Screen</i> on page 24.

Running a Collaboration

There are several types of collaborations that enable the qualified operator to synchronize a collaboration immediately. The collaboration types that support this are:

- Pulls (such as SQL Server and LDAP)
- CSV One-Time Upload
- CSV Recurring

To perform this operation:

1. If not already done, define one of the collaborations supported by this feature.
2. From the Collaboration Listing page, click the green check mark, , from the 'Run' column.

You are asked to confirm this operation.

3. Select **Yes**.

The operation, whether it is a pull or an upload, is performed.

Previewing Records

When you click the **Preview** button from the Collaboration Listing page, you are prompted by a message asking you whether you want to view the records associated with this selected collaboration.

To view the records, click **OK**. A list of this collaboration's records appears like this example:

```

Identity Collaboration Log...
1355180132:collab: main identity collab thread is starting up
1355180132:collab: main identity collab thread has started up
1355180164:collab: main identity collab thread is shutting down
1355180164:collab: main identity collab thread has shut down
1355180307:collab: main identity collab thread is starting up
1355180307:collab: main identity collab thread has started up
1355180383:collab: main identity collab thread is shutting down
1355180383:collab: main identity collab thread has shut down
1355180523:collab: main identity collab thread is starting up
1355180523:collab: main identity collab thread has started up
1355241261:collab: main identity collab thread is shutting down
1355241261:collab: main identity collab thread has shut down
1355241404:collab: main identity collab thread is starting up
1355241404:collab: main identity collab thread has started up
1355267910:collab: main identity collab thread is shutting down
1355267910:collab: main identity collab thread has shut down
1355268046:collab: main identity collab thread is starting up
1355268046:collab: main identity collab thread has started up
1355329027:collab: main identity collab thread is shutting down
1355329027:collab: main identity collab thread has shut down
1355329308:collab: main identity collab thread is starting up
1355329308:collab: main identity collab thread has started up
1355419168:collab: main identity collab thread is shutting down
1355419168:collab: main identity collab thread has shut down
1355419470:collab: main identity collab thread is starting up
1355419470:collab: main identity collab thread has started up
1355501785:collab: main identity collab thread is shutting down
1355501785:collab: main identity collab thread has shut down
1355501927:collab: main identity collab thread is starting up
1355501928:collab: main identity collab thread has started up
1355538745:collab: main identity collab thread is shutting down
1355538745:collab: main identity collab thread has shut down
1355538888:collab: main identity collab thread is starting up
1355538889:collab: main identity collab thread has started up
1355765199:collab: main identity collab thread is shutting down
1355765199:collab: main identity collab thread has shut down
1355765403:collab: main identity collab thread is starting up
1355765403:collab: main identity collab thread has started up
    
```

Use the browser's back button to return to the previous page.

Collaboration Details

The chapter discusses the various fields available on the Collaboration pages as well as details the fields contained on the various Collaboration pages.

ArcSight CEF Edit Screen

If you specify **Events - ArcSight CEF** as the collaboration type, a screen like this example appears:

The pages on this screen are:

- Arcsight CEF
- Events (see page 27)

Arcsight CEF



This page includes these type-specific fields:

Host	Enter the name of the host computer where this database resides. Include the domain and computer name where appropriate.
Port Number	Enter the port number at the host computer that should be used for extracting the database information to the specified host.
Require TCP	Check this box to indicate that the transfer of data between the designated host server that contains the database and this application is being conducted over the network.

CSV Recurring

If you create an **Identity CSV Recurring** collaboration type, this editable page appears:

The fields on this page include:

Name	If required, modify the name of this collaboration.
Installed	Click to check this box if this collaboration is currently enabled.
Appliance	Select from the drop-down pick list one of the existing appliances as the main connection to this collaboration type. Only those appliances previously defined for this application appear in this list.
Type	This read-only field indicates the type of collaboration this is.
Partitions	If partitions are defined for this system, select one or more partitions to which this collaboration belongs. Only those partitions previously defined for this system appear on this pick list.
Location Type	From the drop-down list, select the location type this CSV upload requires. The options are: SFTP – A frequently used backup technique Windows Share – the MS Windows share technique (in a Windows environment, most people will use this)
Host	If you are using Windows Share, enter the IP address of the computer on which the share file will appear and the directory separated by a forward slash (/). If you are using SFTP, enter just the host name (which can be just the IP address) without the directory.
User Name	Enter the user name allowing access to this location.
Password	Enter the password allowing access to this location.
Location	Enter the name of the subdirectory where the backup files are stored on the host computer as shown in the above example. If the file is to be located in a subdirectory of the share, use this format: /directory_name/ Notice that the directory name needs both a leading slash and a trailing slash. If the file is to be located in the top level of the share (no subdirectory), use this format: /directory_name Notice that there is only one leading slash required. There must be an entry in the Location field for the backup to work.
Delimiter	Select the delimiter used to separate column data for this data upload.
Text Qualifier	Select the punctuation used to specify text for this data upload.
Date Format	Select the format to be used for this data upload.
 Save	Click this icon to save changes made to this form. The modified collaboration is updated in the Collaboration Listing page.
 Cancel Changes	Click this icon to ignore any changes made to this form during the current session and return to the Collaboration Listing page.

CSV One-Time Upload Edit Screen

This collaboration type is supported in two formats: short and long.

If you select **Identity CSV One-Time Short format** as your collaboration type, an additional field like this appears:

The additional field is:

CSV File	Click the <input type="button" value="Browse..."/> button and select the flat file with the CSV extension for this database.
-----------------	--

If you select **Identity CSV One-Time Long format** as your collaboration type, several fields appear as shown in this example:

The additional field is:

Delimiter	From the pick list, select the character that is used in this file as the delimiter.
Text Qualifier	From the pick list, select the punctuation used to specify text for this data upload.
Date Format	From the pick list, select the format used in this file for the date.
CSV File	Click the <input type="button" value="Browse..."/> button and select the flat file with the CSV extension for this database.

For more information on this collaboration type, refer to *CSV One-Time Upload Edit Screen* on page 16 and *Uploading CSV Files* on page 17.

CSV Uploads

The CSV upload is one of the most commonly used collaboration files. The following procedures enable the qualified operator to upload CSV fields easily.


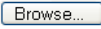
Preparing the CSV File

To properly upload a CSV file into the application, it is important that the data be formatted correctly and the CSV created properly. Use the CSV upload example template on page 19 to aid in creating an identity CSV file. The very first row of the CSV file is reserved for column headers.

Make sure that the data in the rows reflects the column names. Moving a date or name to a different column will cause the identity CSV upload to fail.

Uploading CSV Files

To upload an identity CSV file:

1. At the Collaboration Add page, create a new collaboration with either the **Identity CSV One-Time Upload Short form** or **Identity CSV One-Time Upload Long form** type selected.
2. If this is the long form, supply values to the three text fields as required.
3. Click  to save the collaboration.
4. From the upload selection box, click the  .
The Find File dialog box appears.
5. Locate the CSV file you need and select it.
The new CSV file appears on the collaboration edit page.
6. Save to start the upload process.

Avoiding Duplicate Identities and Errors

Running the identity CSV upload twice will result in identities being duplicated. Also, having an error occur in the middle of an upload then starting over from the beginning can result in duplicate identities. Duplicate identities can easily be deleted in the Identities section of the application. If an error occurs, a message will appear on screen with approximate CSV line location. This will help locate the error and start the CSV upload at the point where the last record failed.

Mandatory Fields

Not every field must have a value, but there are three mandatory fields: First name, Last Name, and Status. If these fields do not have values, the upload will not work properly.

Field List

There are currently 19 fields that are available for uploading data:

External System ID	The ID assigned to an identity by the user. For example, the primary key of an SQL table that the user row is being pulled from. The external ID is a string and will accept alphanumeric characters as well as hyphens, underscores, etc.
Load Date	The date that the user ID is loaded into the table. The specific date format is mm/dd/yyyy or 07/04/2012 for example.

First Name	The user ID's first name and is a required value. The first name is a string and will accept alphanumeric characters as well as hyphens, underscores, etc.
Last Name	The user ID's last name and is a required value. The last name is a string and will accept alphanumeric characters as well as hyphens, underscores, etc.
Middle Name	The user ID's middle name. The middle name is a string and will accept alphanumeric characters as well as hyphens, underscores, etc.
Address	The user ID's street address. The address is a string and will accept alphanumeric characters as well as hyphens, underscores, etc.
City	The user ID's city. The city is a string and will accept alphanumeric characters as well as hyphens, underscores, etc.
State	The user ID's state. The state is a string and must be the states full name spelled out starting with a capital letter for each word followed by lower case letters. Here are a few examples: District of Columbia, North Carolina, California, West Virginia, Texas (DC is the only exception).
Zip	The user ID's zip code. The zip code is a string and will accept alphanumeric characters as well as hyphens, underscores, etc.
Phone	The user ID's phone. The phone is a string and will accept alphanumeric characters as well as hyphens, underscores, etc. For Example: (303) 555-1234, 303.555.1234, 303-555-1234, 303 555 1234.
Work Phone	The user ID's work phone. The work phone is a string and will accept alphanumeric characters as well as hyphens, underscores, etc. For Example: (303) 555-1234, 303.555.1234, 303-555-1234, 303 555 1234.
Email Address	The user ID's email address. The email address is a string and will accept alphanumeric characters as well as hyphens, underscores, etc.
Status	The user ID's status and is a required value. This numeric field must be set to 1 (for Active) or 2 (for Inactive).
Title	The user ID's title and can be any title the user needs. Default titles currently are: Accountant, CEO, Manager, Staff, Temporary, VP. Any value entered here that is not on the option list must be defined in the Settings > User Lists option of the main application in order for the pick list to display the value properly. The entered value is a string match with the corresponding User List value, be sure to spell properly and remember the value is case sensitive. The title is a string and will accept alphanumeric characters as well as hyphens, underscores, etc.
Department	The user ID's department and can be any department the user needs. Default departments currently are: Accounting, Marketing, Human Resources, Sales, IT, R&D. Any value entered here that is not on the option list must be defined in the Settings > User Lists option of the main application in order for the pick list to display the value properly. The entered value is a string match with the corresponding User List value, be sure to spell properly and remember the value is case sensitive. Department is a string and will accept alphanumeric characters as well as hyphens, underscores, etc.
Division	The user ID's division and can be any division the user needs. Default divisions currently are: Consumer Products, Commercial Products, Federal Sector. Any value entered here that is not on the option list must be defined in the Settings > User Lists option of the main application in order for the pick list to display the value properly. The entered value is a string match with the corresponding User List value, be sure to spell properly and remember the value is case sensitive. Division is a string and will accept alphanumeric characters as well as hyphens, underscores, etc.

Site Location	The user ID's site location and can be any title the user needs. Default site locations currently are: North, South, East, West. Any value entered here that is not on the option list must be defined in the Settings > User Lists option of the main application in order for the pick list to display the value properly. The entered value is a string match with the corresponding User List value, be sure to spell properly and remember the value is case sensitive. Site location is a string and will accept alphanumeric characters as well as hyphens, underscores, etc.
Type	The user ID's type and can be any value the user needs. Default titles currently are: Employee, Contractor, Visitor. Any value entered here that is not on the option list must be defined in the Settings > User Lists option of the main application in order for the pick list to display the value properly. The entered value is a string match with the corresponding User List value, be sure to spell properly and remember the value is case sensitive. Type is a string and will accept alphanumeric characters as well as hyphens, underscores, etc.
Building	The user ID's building and can be any value the user needs. Default buildings currently are: Main Office, Warehouse. Any value entered here that is not on the option list must be defined in the Settings > User Lists option of the main application in order for the pick list to display the value properly. The entered value is a string match with the corresponding User List value, be sure to spell properly and remember the value is case sensitive. Building is a string and will accept alphanumeric characters as well as hyphens, underscores, and other characters.

CSV Upload Template

The CSV should follow the general format shown in this example:

External System ID	Load Date	First Name	Last Name	Middle Name	Address	State	City	Zip
1234	##### #	John	Smith	Stout	123 Pine Hurst	Florida	Amber	23345
3213	##### #	Fred	Apler	J	12 Elm St. Apt # 4	Ohio	Dayton	45323

Phone	Work Phone	Email Address	Status	Title	Department	Division	Type	Site Location	Building
555-232-1244	(555)234-3421	jsmith@bear.org	Active	Staff	IT	Federal Sector	Employee	North	Main Office
323-555-3452	303.234.5555	fapler@bill.net	Disabled	VP	Sales	Consumer Products	Contractor	South	Warehouse

LDAP Edit Screen

If you create an **Identity LDAP Pull** collaboration type, a multi-page edit screen like this example appears:

This screen includes the following pages:

- Blob (see page 26)
- Identities (see page 28)
- Roles (see page 28)
- Schedule (see page 29)
- Source (see page 29)
- Tokens (see page 30)
- User Defined (see page 31)

Milestone Video Edit Screen

If you select the **Events - Milestone** video collaboration type from the collaboration add page, a screen like this appears:

This screen includes these editable pages:

- Milestone
- Events (see page 27)

Each of these pages and their associated type-specific fields are defined below.

The type-specific fields on this page include:

Host	Enter the name of the host computer where this database resides. Include the domain and computer name where appropriate.
Port Number	Enter the port number at the host computer that should be used for extracting the database information from the specified host.

Require TCP	Check this box to indicate that the transfer of data between the designated host server that contains the database and this application is being conducted over the network.
--------------------	--

Oracle RDBMS Pull Edit Screen

If you edit an **Identity Oracle RDBMS Pull** collaboration type, an edit screen like this example appears:

The pages on this screen include:

- Source (see page 29)
- Schedule (see page 29)
- Identities (see page 28)
- Tokens (see page 30)
- Blob (see page 26)
- User Defined (see page 31)
- Roles (see page 31)

Pelco Digital Sentry Edit Screen

When you add the **Events - Pelco Digital Sentry** screen, an edit screen like this appears:

The editable pages on this screen include:

- Pelco Digital Sentry
- Events (see page 27)

The Pelco Digital Sentry page includes the following fields:

Name	Enter or modify the name of this device.
Installed	Check to indicate that this device is connected and communicating with the appliance.
Appliance	Indicates the appliance to which this device is connected.

Type	Indicates the device type.
Host	Enter the name of the host computer where this database resides. Include the domain and computer name where appropriate.
Port Number	Enter the port number at the host computer that should be used for extracting the database information from the specified host.
Require TCP	Check this box to indicate that the transfer of data between the designated host server that contains the database and this application is being conducted over the network.

Pelco Endura Edit Screen

When you add a database with the **Events - Pelco Endura** option, an edit screen like this appears:

The editable pages on this screen include:

- Pelco Endura
- Events (see page 27)

Pelco Endura Page

The Pelco Endura page includes the following additional fields:

Host	Enter the name of the host computer where this database resides. Include the domain and computer name where appropriate.
Port Number	Enter the port number at the host computer that should be used for extracting the database information from the specified host.
Require TCP	Check this box to indicate that the transfer of data between the designated host server that contains the database and this application is being conducted over the network.

SNMP Edit Screen

If you edit an **Events - SNMP** collaboration type, a screen like this example appears:

These editable pages appear:

- SNMP
- Events (see page 27)

For a description of each page and the type-specific fields that appear on them, see below.

SNMP Page

This page includes these type-specific fields:

Host	Enter the name of the host computer where this database resides. Include the domain and computer name where appropriate.
Port Number	Enter the port number at the host computer that should be used for extracting the database information from the specified host.
Require TCP	Check this box to indicate that the transfer of data between the designated host server that contains the database and this application is being conducted over the network.

Splunk Edit Screen

If you edit an **Events - Splunk** collaboration type, a screen like this example appears:

The editable pages on this screen include:

- Splunk
- Events (see page 27)

The pages and the type-specific fields that appear on them are described below.

Splunk Page

This page includes these type-specific fields:

Host	Enter the name of the host computer where this database resides. Include the domain and computer name where appropriate.
Port Number	Enter the port number at the host computer that should be used for extracting the database information to the specified host.
Require TCP	Check this box to indicate that the transfer of data between the designated host server that contains the database and this application is being conducted over the network.

SQL Edit Screen

If you edit an **Identity SQL Server Pull** collaboration type, a screen like this example appears:

The screenshot shows a configuration window with tabs for Source, Schedule, Identities, Tokens, Blob, User Defined, and Roles. The 'Identities' tab is active. The form contains the following fields:

- Name:** SQL HR Pull
- Appliance:** redcloud
- Type:** Identity SQL Server pull
- Partitions:** A list box containing HQ, NC, and New York - Long Island Warehouse.
- Host:** 192.168.1.122
- Port Number:** 222
- User Name:** as
- Password:** (masked with dots)
- Database:** (dropdown menu)
- Installed:** (checkbox, currently unchecked)

At the bottom, there are 'Save' and 'Cancel Changes' buttons.

This screen includes the following tabbed pages:

- Blob (see page 26)
- Identities (see page 28)
- Roles (see page 28)
- Source (see page 29)
- Schedule (see page 29)
- Tokens (see page 30)
- User Defined (see page 31)

The type-specific fields associated with them are defined below.

Syslog Edit Screen

If you edit an **Events - Syslog** collaboration type, a screen like this example appears:

The screenshot shows a configuration window with tabs for Syslog and Events. The 'Events' tab is active. The form contains the following fields:

- Name:** Syslog Sample
- Appliance:** redcloud
- Type:** Events - Syslog
- Partitions:** A list box containing HQ, NC, and New York - Long Island Warehouse.
- Host:** 134.123.123.1
- Port Number:** 514
- Require TCP:** (checkbox, currently unchecked)
- Installed:** (checkbox, currently unchecked)

At the bottom, there are 'Save' and 'Cancel Changes' buttons.

This screen includes these tabbed pages:

- Syslog
- Events (see page 27)

These editable pages and the type-specific fields on them are described below.

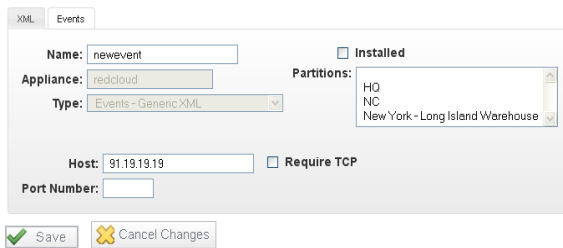
Syslog Page

This page includes these type-specific fields:

Host	Enter the name of the host computer where this database resides. Include the domain and computer name where appropriate.
Port Number	Enter the port number at the host computer that should be used for extracting the database information to the specified host.
Require TCP	Check this box to indicate that the transfer of data between the designated host server that contains the database and this application is being conducted over the network.

XML Edit Screen

If you edit an **Events - Generic XML** collaboration type, a screen like this appears:



The editable pages on this screen include:

- XML
- Events (see page 27)

These pages and the type-specific fields on them are defined below.

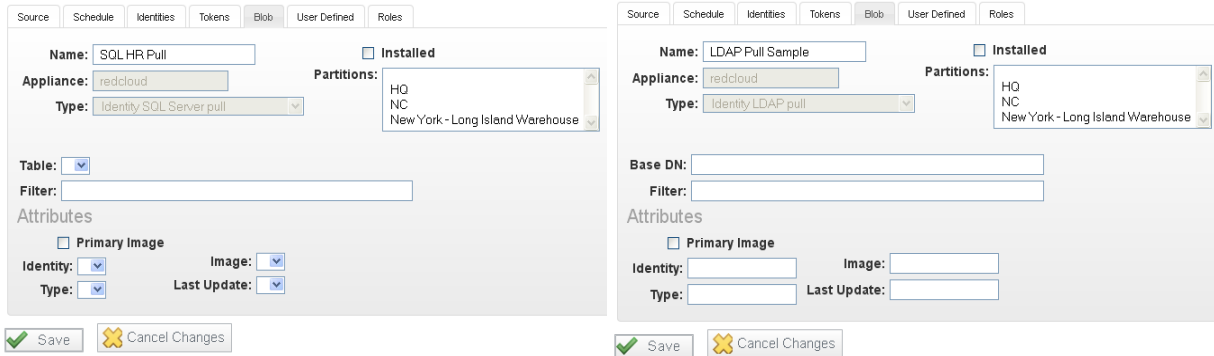
XML Page

This page includes these type-specific fields:

Host	Enter the name of the host computer where this database resides. Include the domain and computer name where appropriate.
Port Number	Enter the port number at the host computer that should be used for extracting the database information to the specified host.
Require TCP	Check this box to indicate that the transfer of data between the designated host server that contains the database and this application is being conducted over the network.

Blob Page

When you click the **Blob** tab from the LDAP, Oracle RDBMS Pull, or SQL edit screen, a page like these examples appear:

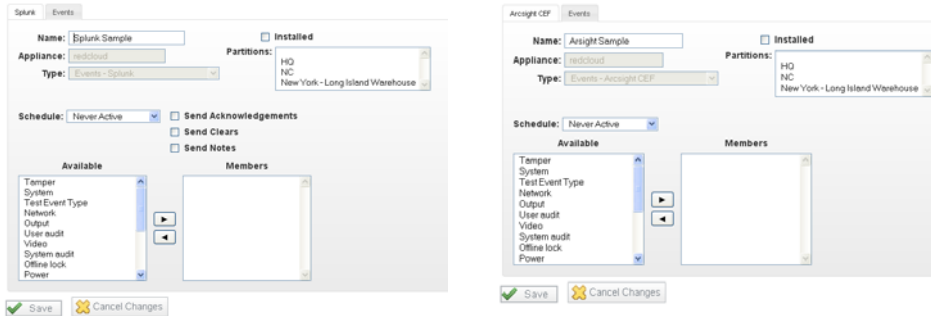


The Blob page includes the following type-specific fields:




Table	Select the database table from which the data will be extracted.
Base DN	Enter the distinguished name for this database source from which the data will be extracted.
Filter	Enter the criteria to use in selecting elements within the scope of available blobs (binary large objects).
Attributes	Specify each field type to be extracted. Select the relevant qualifying element from the drop-down list.
Primary Image	Check this box to indicate that this blob is the primary image.
Identity	Select the criteria to use when selecting the identities associated with these blobs.
Image	Select the criteria to use when selecting images to be transferred.
Type	Select the criteria to use when selecting the type of blobs to be transferred.
Last Update	Select the criteria specifying the last update.

Events Page

If you select the **Events** tab from the ArcSight CEF, Splunk Edit, Milestone, Pelco Digital Sentry, Pelco Endura, SNMP, SysLog, or XML edit screen, a page like one of these examples appears:



The type-specific fields on this page include:

Schedule	Select from the drop-down list the schedule during which this collaboration is operative. Only those schedules previously defined by the system or the operator are shown in this list. The default value is Never Active .
Send Acknowledgements	If applicable to this collaboration type, check this box to indicate that this collaboration can send acknowledgements with event collaborations.
Send Clears	If applicable to this collaboration type, check this box to indicate that this collaboration can send clears with event collaborations.
Send Notes	If applicable to this collaboration type, check this box to indicate that this collaboration can send notes with event collaborations.
Available	This window lists all events available for this collaboration. From the list of available events, select those events which are required to collaborate for this database transfer and move them to the Members window. To move one or more events to the Members window, click to select one event, Ctrl + click to select a non-consecutive group of events, or Shift + click to select a consecutive group of events then click the  button.
Members	This window lists all events that have been added to this collaboration. All events in this window are included in the collaboration. For more on this, refer to <i>Assigning Events to a Collaboration</i> on page 3.
	Click this symbol to move one or more selected event types from the Available window to the Members window.
	Click this symbol to move one or more selected event types from the Members window back to the Available window.

NOTE: If you configure a Splunk connection, the Splunk link word appears in the basic link section at the top of the Access Control Manager home page.

Identities Page

When you click the **Identities** tab from the LDAP, Oracle RDBMS Pull, or SQL edit screen, a page like this example appears:

The Identities page includes the following type-specific fields:

Table	Select the database table from which the data will be extracted.
Filter	Enter the criteria to use in selecting elements within the scope of available identities.
Attributes	Specify each field type to be extracted. Select the relevant qualifying element from the drop-down list.

Roles Page

When you click the **Roles** tab at the SQL Edit screen, a page like this example appears:

The Roles page includes the following type-specific fields:

Table	Select the database table from which the data will be extracted.
Attributes	Specify each field type to be extracted. Select the relevant qualifying element from the drop-down list.

Schedule Page

When you click the **Schedule** tab from the LDAP, Oracle RDBMS Pull, or SQL edit screen, a page like this example appears:

The screenshot shows the 'Schedule' tab for a configuration named 'SQL HR Pull'. It includes fields for Name, Appliance (redcloud), Type (Identity SQL Server pull), Partitions (HQ, NC, New York - Long Island Warehouse), Every (interval and unit), Start Date, Ending Date, and Last Transfer. There are 'Save' and 'Cancel Changes' buttons at the bottom.

The Schedule page includes the following type-specific fields:

Every	Enter the interval required during the active period that a transfer can take place. Specify both the value and select the appropriate unit (seconds, minutes, hours). For example, if you specify 30 minutes, the Access Control Manager engine will connect to the SQL Server every 30 minutes during the period specified by the State and Ending date fields.
Start date	Enter the date on which the transfers begin. Click the field to bring up the calendar and locate the date you need.
Ending date	Enter the date on which the transfers end. Click the field to bring up the calendar and locate the date you need.
Last transfer	Specify the last transfer allowed from the SQL Server to the Access Control Manager engine.

Source Page

When you click the **Source** tab from a LDAP, Oracle RDBMS Pull, or SQL edit screen, a page like one of these examples appear:

The first screenshot shows the 'Source' tab for 'SQL HR Pull' with fields for Host (192.168.1.122), Port Number (222), User Name (as), Password, and Database. The second screenshot shows the 'Source' tab for 'LDAP Pull Sample' with fields for Host (134.123.123.1), Port Number (389), Bind DN, Password, and an SSL? checkbox. Both screenshots include 'Save' and 'Cancel Changes' buttons.

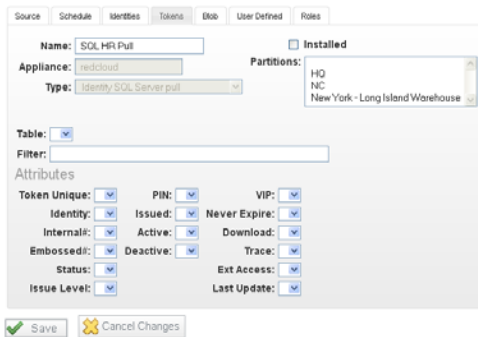
The source page includes the following type-specific fields and buttons:

Host	Enter the name of the host database server where this database resides. Include the domain and computer name where appropriate.
Port Number	Enter the port number at the host computer that should be used for extracting the database information to the specified host.
User Name	Enter the user name required to access this database server. This is SQL or Oracle only.
Password	Enter the password required to access this database server.

Connection Options	Enter the options required for the connection between the database server and the Access Control Manager engine. This is SQL or Oracle only.
Database	Enter the name of the database within the database server to transfer to the Access Control Manager engine. This is SQL or Oracle only.
Instance	Enter the instance within the database to which to connect. This is SQL or Oracle only.
SSL	Check this box to indicate that the transfer of data between the designated database host server and this application is being conducted using SSL. This is LDAP only.
Bind DN	Enter the DN (distinguished name) used to authenticate this client to the server. This is LDAP only.
Password	Enter the password used to authenticate this client.

Tokens Page

When you click the **Tokens** tab from the LDAP, Oracle RDBMS Pull, or SQL edit screens, a page like this example appears:



The Tokens page includes the following type-specific fields:

Table	Select the database table from which the data will be extracted.
Base DN	Enter the distinguished name of the entry at which to start the search. This is LDAP only.
Filter	Enter the criteria to use in selecting elements within the scope of available tokens.
Attributes	Specify each field type to be extracted. Select the relevant qualifying element from the drop-down list.

User Defined Page

When you click the **User Defined** tab from the LDAP, Oracle RDBMS Pull, or SQL edit screens, a page like this example appears:

The User Defined page includes the following type-specific fields:

Table	Select the database table from which the data will be extracted.
Filter	Enter the criteria to use in selecting elements within the scope of available user definitions.
Attributes	Specify each field type to be extracted. Select the relevant qualifying element from the drop-down list.
Identity	Select the criteria to use in searching for a person in this database.
Birthday	Select the criteria to use when selecting a birthday in this database.