Oracle® Financial Services

Admin Console User Guide

Release 26B
G55327-01
April 2026

ORACLE

Oracle Financial Services Admin Console User Guide, Release 26B

G55327-01

Contents

1 Introduction to Admin Console

Accessing Admin Console 1

2 System Configuration

Metering 1
Component Details 3
Audit Trail Report 4
Configurations 5
Reports For Download 6
- Prerequisites 6
- Access Reports for Download 6
- Data Reporting - Data View 6
- View the Report Details 7
- Apply a Custom Filter to the Data View 7

3 Allowing Domains to Receive Email Notifications

4 Identity Management

Users Summary Page 1
- User Details 2
- Mapped/Unmapped Groups 2
- Available Groups 3

Groups Summary Page 3
- Group Details 4
- Mapped/Unmapped Roles 4
- Available Roles 4
- Create custom groups 5

Roles Summary Page 5
- Roles Details 6
- Mapped/Unmapped Functions 6
- Available Functions 7

Functions Summary Page 7
Function Details 7
Folders Summary Page 7
Folder Details 8
Editing Folder Details 8

1

Introduction to Admin Console

Use the Admin Console to perform System Configuration and Identity Management.

Admin Console is the single point of access to manage identity functions and view administrative features such as Metering, Audit Trail Report and other miscellaneous configuration details in the Cloud Service.

The Admin Console has been updated to the Rapid UI for an improved user experience.

Accessing Admin Console

Access Admin Console from the home page of Financial Services Analytical Applications.

To access the Admin Console, ensure that the cloud administrator grants you administrative privileges by mapping your user account to the Identity Administrator and Identity Authorizer user groups. These user groups are seeded in Oracle Identity and Access Managment (IAM).

Before logging into the Admin Console, ensure that:

> **Note**
>
> - If the Cloud Administrator has granted only Identity Management privileges and no other cloud application privilege, you will be automatically redirected to the Admin Console specific to subscribed cloud service, after a successful login.
> - After a user signs in to the Cloud Service, the user to user-group Mapping created in the IAM Console will onboard into the Master and Mapping Tables. If you unmap a user from a group in the Admin Console, go to the IAM Console and open the **Assign User to Groups**. Unselect the user corresponding to the user group and click **Finish**. This step is mandatory to unmap the user.

To access the Admin Console:

1. Enter the application URL in the browser's address bar to access the Oracle Cloud Account Sign In page.
2. Enter the username and password on the Login page to log in to the **Financial Services Analytical Applications**.

   After successfully logging in, you can view the **Financial Services Analytical Applications** homepage and the list of subscribed cloud applications. Click **Navigation** to hide the Applications Navigation List.
3. Click **Admin Console** at the top of the Financial Services Analytical Applications home page.

   In the Admin Console, you can view the **System Configuration** and **Identity Management** tabs. Use these tabs to perform the following tasks:

   - **Administrator Tasks**:

  - View the **Metering Report**, **Audit Trial Report**, **Object Storage**, and **Object Authentication (OAUTH)** credential details in the **System Configuration** tab.
  - Perform the Identity and Access Management operations in the **Identity Management** tab.
- **Authorizer Tasks**:
  - Authorize the Identity and Access Management Operations in the **Identity Management** tab.

Role-Based Access

Access to Admin Console functionalities is controlled through role-based function mappings. The System Configuration and Identity Management options are displayed only if the user has the corresponding role and function mapping assigned (as shown in the table below). You can customize access to each Admin Console functionality by assigning appropriate role-function mappings. As a result, each administrator may have access only to specific functionalities based on their assigned role.

Admin Console functionality	Required Function Code/ Function Name	Required Role Code (Role Name)
System Configuration Tile	ADMIN_SYS_UI (Admin System Config Tile)	ADMIN_SYS_UI (Admin System Config Tile Role)
Identity Management Tile	ADMIN_IDNTY_UI (Admin Identity Config Tile)	ADMIN_IDNTY_UI (Admin Config Tile Role)
Configurations	ADMN_CONFIG_UI (Admin Configuration Viewer)	ADMN_CONFIG_UI (Admin Configuration Viewer Role)
Component Details	ADMN_COMPONENT_UI (Admin Component Details Viewer)	ADMN_COMPONENT_UI (Admin Component Details Viewer Role)
User Report	ADMN_USR_REPORT_UI (Admin User Report Viewer)	ADMN_USR_REPORT_UI (Admin User Report Viewer Role)
Audit Report	ADMN_AUDIT_UI (Admin Audit Report Viewer)	ADMN_AUDIT_UI (Admin Audit Report Viewer Role)
Notifications Broadcast	ADMN_NOTIF_SEND_UI (Admin Notification Broadcast Viewer)	ADMN_NOTIF_SEND_UI (Admin Notification Broadcast Viewer Role)

2

System Configuration

Administrators can monitor the usage of service units and user activities through the System Configuration.

With System Configuration, administrators can view the consumption of service units. You can also view the following:

- The Audit Report to see what actions the users have performed in the application and when they have performed them
- The provisioned object storage details and the OAuth authentication details
- The production instance URL and the email ID of the login user

The components are as follows:

- **Metering**: Click **Metering** to view the usage of services using the Metering Report.
- **Audit Trail Report**: Click **Audit Trail Report** to view details such as the user's login and logout information, the action they performed, the status of the actions, and the date and time of each action.
- **Component Details**: Click **Component Details** to view details such as the Object Storage, Pre-Authenticated Request (PAR) URL, and OAuth authentication details.
- **Configurations**: Click **Configurations** to specify the instance name and the user(s) who receive emails related to operations tasks.

Metering

View annual usage of transactions and report types.

Use the **Metering** page to view the annual unit usage of the number of transactions and the number of report types within your cloud service.

The following table shows the methodology employed to measure the usage of each of the products.

Table 2-1 Metering Methodology

Product	Metering Methodology
Transaction Monitoring Cloud Service	Number of transactions per month.
Regulatory Reporting Cloud Service	Number of templates configured of a country or jurisdiction for filing to a regulator.

Table 2-1 (Cont.) Metering Methodology

Product	Metering Methodology
Know Your Customer (KYC) Cloud Service	Calculated based on the total number of “Full KYC” checks performed. This applies to both API-triggered onboarding and batch processes. • For KYC Onboarding, each API call that performs a “Full KYC” for a prospect—whether primary or secondary—counts towards metering. • For batch runs (including daily and deployment batches), metering is based on the total number of “Full KYC” checks completed across all relevant entities (primary customers and interested parties. • Special Note (Exclusion for Metering): – The Deployment Initiation (“Day 0”) batch run is excluded from metering, while all subsequent batch runs are counted. – For Migration Projects, Migrated Risk Assessments from OnPrem to SaaS are excluded from metering. – In migration projects, metering exclusions apply only to migrated risk assessments. Note the following regarding batch sequencing and billing: * **Standard Configuration**: Clients typically execute either a Migration batch or a Deployment Initiation (DI) batch, rather than both. * **Metering Impact**: If a Migration batch is followed by a Daily batch and a DI batch, both the First Daily batch and the First DI batch will be counted toward metering. * **Technical Note**: The system is optimized to process the first DI batch prior to the first Daily batch.
Customer Screening Cloud Service	Sum of customers screened via batch per day and via real time for a duration of one month.
Transaction Filtering Cloud Service	Sum of transaction messages screened via real time for a duration of one month.
Compliance Agent Cloud Service	Number of experiments run.
Investigation Hub Cloud Service	Pooled Named User (Defined as an individual authorized by you to access the hosted service, regardless of whether the individual is actively accessing the hosted service at any given time during one calendar month).
iHub Real-time Customer Screening	Pooled Named User (Defined as an individual authorized by you to access the hosted service, regardless of whether the individual is actively accessing the hosted service at any given time during one calendar month).
Studio Cloud Service	Number of Transactions

Table 2-1 (Cont.) Metering Methodology

Product	Metering Methodology
Monitor Cloud Service	Pooled Named User (Defined as an individual authorized by you to access the hosted service, regardless of whether the individual is actively accessing the hosted service at any given time during one calendar month).
Automated Scenario Calibration Cloud Service	Number of transactions per month
AI Assistant Cloud Service (AIACS)	Number of cases having AI generated narrative

Component Details

Use Component Details to view the object storage standard and archive details, and OAUTH authentication details.

Object storage is used for data to which you require fast, immediate, and frequent access. Archive storage is used for data which you do not access regularly but must be retained and preserved for long periods of time.

With every instance of the application provisioned, two buckets are provisioned: a standard storage bucket and an archive storage bucket. The data files that you want to load into the application for processing must be uploaded to the standard storage bucket. The files are automatically moved to the archive storage bucket after a period of 7 days.

To access Component Details:

1. Login to the Admin Console.
2. Go to the **System Configuration** tab and click **Component Details**.

   You can access the following tabs from the Component Details tab:

   - **OCI Console** : Access the **OCI Console URL** from the **OCI Console** tab.
   - **Object Storage Standard** : When you provision an instance of the application, two buckets, a standard storage bucket and an archive storage bucket are automatically provisioned. The objects data that you want to load into the application for processing must be uploaded to the standard storage bucket.
     Access and copy the following details related to the objects which are currently in use and require fast, immediate, and frequent access.
     - **Object Store Bucket Name**: The logical container in which objects are stored
     - **Pre-Authenticated URL (PAR URL)**: Request that enables you to access a bucket without providing any credentials
   - **Object Storage Archive** : Archive storage is used for storing objects that are not actively in use but need to be retained and preserved for extended periods. Objects are automatically moved from standard to archive storage after 7 days.
     Access and copy the following details related to the archived objects.
     - **Object Store Bucket Name**: The logical container in which objects are stored
     - **Pre-Authenticated URL (PAR URL)**: Request that enables you to access a bucket without providing any credentials
   - **OAUTH Creds** : Use OAUTH credentials (Client ID and Client secret) are used for implementing authentication in cloud services.
     Access and copy the following OAUTH credentials:

- **OAUTH Client ID**: ID of the OAuth client used for OAuth authentication performed by IAM during any API calls.
- **OAUTH Client Secret**: Password of the OAuth client secret used for OAuth authentication performed by IAM during any API calls

Audit Trail Report

Use the Audit Trail Report to check user activities, including logins, added actions, their status, and associated machine names.

To generate an Audit Trail Report:

1. Log in to the **Admin Console**.
2. Go to **System Configuration** and click **Audit Trail Report** to access the **Audit Trail Report** page.
3. Enter the following values and click **Search** to generate the **Audit Trail Report** for all users or a specific user, to view a specific audit trail report.

Table 2-2 Audit Trail Report Filters

Field	Description
User Name	Enter or Search for a user name to view the report for the selected user.
Action	Select the Action from the list of actions to generate a report for a specific action.
From Date	Select the start date for the report.
To Date	Select the end date for the report.
Action Detail	Enter the string to search and filter the audit trail report for a specific action.

You can get the following details from an **Audit Trail Report**.

Table 2-3 Audit Trail Report Details

Field	Description
User Name	The user name selected in the **User Name** filter field.
Action Details	The action selected in the **Action Detail** filter field.
Action Code	The type of action performed by the user.
Status	The status of the action performed. The values are **Successful** or **Failure**.
Action Subtype	The sub type of the action.
Operation Time	The date and time of the action performed.

4. Click **Reset** to clear all values from the filter fields and enter new search criteria.

Configurations

Use the Configurations page to update user preferences, master encryption key, notification preferences, and allowed email domains.

You can set the user preferences such as time zone and locale, master encryption key, notification configuration details, and update allowed email domains using the **Configurations** page.

To update the configuration details from the **System Configuration** tab:

1. Click the **Configurations** tile, to view and edit the user preferences, master encryption key and the notification details.
2. Click the required tab and modify the details.

- Preferences
- Master Encryption Key
- Notification Configuration
- Email Domains
- IDCS Sync Details

Preferences

Select the following details in the **Preferences** tab and click **Save** to update the details.

- **Time Zone** - The time zone displayed in the application.
- **Locale** - The language to access the application. The default value is **en - US English**.
- **Date Format** - The format in which the date is displayed.

Master Encryption Key

Enter the **Master Encryption key** and click **Save** to update the key value.

Notification Configuration

Enter the number of days after which the notification will be deleted automatically, and click **Save**.

Email Domains

Enter the allowed email domains, and click **Save**. Separate domains with commas, omitting the '@' symbol. Example: oracle.com, gmail.com.

> **Note**
>
> Only users with the domains specified here will receive email notifications. To allow all domains, leave the field blank.

IDCS Sync Details

By default, the **Enable Group Sync** option is turned off. Turn it on if you want the application to remove user-to-group assignments based on Oracle IAM/IDCS updates. After you enable it, the application automatically unmaps any custom application groups that do not exist in IAM/IDCS. This setting keeps user and group mappings fully synchronized with IDCS.

Reports For Download

The Reports for Download tile in the Admin Console consists of a set of pre-defined and pre-configured reports that are available for download. You can use the functions in the interface such as filter and sort to segregate the data and drill down to the details of the reports. You can then investigate the information, analyze, and export the data in CSV format.

In the Admin Console, you can download reports from Reports for Download in the System Configuration tab.

Prerequisites

To use Reports for Download from the Admin Console, your user profile must be mapped to the Data Maintenance Admin group to access the Reports for Download menu.

Access Reports for Download

To access the Data View window, click **Reports for Download** in the **System Configuration** tab. The **Data Reporting - Data View Page** is displayed.

Data Reporting - Data View

You can view the list of reports available for download, from the Data Entry window. Use one of the following criteria to view various reports.

- To search reports, click the Search field to display the search criteria pop-up. Enter search terms in the Name, Description, or Created By fields, or use a combination of the fields, and click Search.
  The search result displays reports that match the criteria.
- To sort reports, click the Sort By drop-down and select from the options: Name, Description, or Created By.
  The reports are displayed in ascending order for the selected option.
- To view the report creation and modification details, click the More Options (three dots) icon of a report to display the pop-up with the details for the following:
  - **Created By** - Displays the User ID of the user who created the report.
  - **Created Date** - Displays the date and time of the creation of the report.
  - **Last Modified By** - Displays the User ID of the user who last modified the report.
  - **Last Modified Date** - Displays the date and time of the last modification of the report.
  - **Authorizer** - Displays the User ID of the authorizer who approved the report to be displayed in the window.

  - **Authorizer Comments** - Displays the comments entered by the authorizer when approving the report to be displayed in the window.

- To view a report, mouse over the record, and the hidden menu appears. Click View from the menu.
  The details for the selected report are displayed in the Data Entry window.

View the Report Details

The Data Entry window is the interface where you can apply filter conditions (optional) on the reports and export the details.

You can apply the filter conditions (optional) to the reports in the Attributes Selection tab, and the results are displayed in the Data Preview tab from where you can export the report in the CSV format.

The procedure to view report details is described as follows:

1. In the **Data View** window, click **Attributes Selection**.
   The Attributes Selection tab displays the details for the database table name in View Name and the table columns in Attribute Name. Expand View Name to display the columns in Attribute Name.
2. Click **Apply**.
   The Data Preview tab displays the report details. The number of records displayed in the Data Preview tab is pre-configured in the system. However, you can export the details in the CSV format by clicking Download CSV.

Apply a Custom Filter to the Data View

In addition to the reports that you can view, you can also use the filter provided in the Data View window to custom filter the data in the reports for analysis purposes.

To apply a custom filter to the data view, follow these steps:

1. Click **Launch Filter** Condition to display the Filter Condition window.
2. Select **AND** or **OR** from the drop-down.
3. Select the required report column from **Select a Column**.
4. Select the required condition from **Select a Condition**.
5. Click **+ Condition** to add more conditions and click **+ Group** to add more groups.

   Repeat the selection procedure to add details. To remove a condition or group, click Remove.
6. Click **Apply** in the **Filter Condition** window to save the custom filter condition.
7. Click **Apply** in the **Attributes Selection** tab.

   The Data Preview tab displays the results of the Attributes filtered in the Attributes Selection tab. The number of records displayed in the preview is pre-configured in the system. However, you can export the details in the CSV format by clicking Download CSV.

3

Allowing Domains to Receive Email Notifications

The application sends email notifications from the following domain. To receive these notifications, you must add this domain to your Allow List: `no-reply-fsgbu-erfplatform@ps1.erf.<region>.ocs.oraclecloud.com`

Replace `<region>` with the value appropriate for your region. Contact Support for details.

4

Identity Management

Using Identity Management, administrators can manage fine-grained and coarse-grained entitlements. Coarse-grained entitlements consist of fewer functions than fine-grained entitlements. Authorizers can authorize the entitlement mappings.

The various **components** of Identity Management are:

- **Users**: A user is a person who has access to **Admin Console** and can perform specific actions based on the user group or groups they are mapped to. Before you can map a user to a user group, your Administrator must have created and authorized the user. After the user is authorized, they are added in the Users Summary. Click **Users** to access the **Users Summary** page.
- **Groups**: Groups are a set of users who can perform specific activities. For example, the administrator role performs administrative activities. Any user who belongs to a specific user group can access the roles mapped to that user group.
  To add a user group, click **Add** in the **Groups** tile. Click **Groups** to view the list of user groups in Groups Summary.
- **Roles**: Roles are a set of functions grouped together and having specific privileges. Any user who belongs to a specific role can access functions mapped to that role. Click **Add** to add a role or click **Roles** to view the list of roles in **Roles Summary**.
  To add a user role, click **Add** in the **Roles** tile. Click **Roles** to view the list of user groups in Roles Summary.
- **Folders**: Folders are used to control access rights on defined list of objects. They are mapped to a specific Information Domain. Click **Folders** to view the list of folders and edit the access rights in Folders Summary.
- **Functions**: Functions enable users to perform a specific activity. Any user who belongs to a specific function can access the folders mapped to the function. Click **Functions** to view the list of functions in Functions Summary.

> **Note**
>
> Only those user groups and roles which are authorized are displayed in the **Groups Summary** page and **Roles Summary** page, respectively.

Users Summary Page

The Users Summary page shows the list of available users. You can view the details of a user and map the user to one or more user groups.

To access the Users Summary page:

1. Click **Identity Management** tab in the **Admin Console** page.
2. Click the **Users** tile to access the **Users Summary** page.
3. Select a specific user name in the **Users Summary** page and then click **Details** to view the associated **User ID** and **User Name**.

4. Select a user name and click **Mapped Groups** to view the list of groups that are mapped to the particular user.

   To map/unmap a user group, refer to Mapped and Unmapped Groups.

   To search for a specific user, type the first few letters of the user name that you want to search in the Search box and click **Search**. The results will show users matching your input.

   At the bottom of the page, adjust the number of entries displayed per page using the up and down arrows in the Records box. To navigate between pages in the View bar, use these buttons:

   - **First page** to go to the first page.
   - **Previous page** to go back.
   - **Next page** to move to the next page.
   - **Last page** to go to the last page.

   You can directly navigate to a specific page by entering its number in the View bar and pressing **Enter**.

User Details

In the User Details, you'll find the User ID and User Name of the selected user from the User Summary page.

- Click a specific user listed in the **User Summary** page and then click **Details** to view the **User ID** and the **User Name** of that user.

Mapped/Unmapped Groups

As an Administrator, you can map/unmap a user to/from a user group from the **Users Summary** page.

To map/unmap a user to a user group:

1. Select the user name in the **Users Summary** page.
2. Select **Mapped Groups** to access the list of groups mapped to the selected user.
3. To map a user group:
   a. Click **New Mapping**.

      The list of user groups you can map the user to appears in the **Available Groups** page.

   b. Click **Map**.

      A confirmation message is displayed after successful mapping. The mapping will be completed after authorization.
4. To unmap a user group:
   a. Select the check box corresponding to a user group or click **Select All** to choose all available user groups.
   b. Click **Unmap**.

      A confirmation message will be displayed after successful unmapping. The unmapping will be completed after authorization.

5. After mapping/unmapping a user group, ensure to authorize it accordingly. To authorize a mapping/unmapping:
   a. In **Mapped Groups**, select the user-user group mapping or unmapping that requires authorization. Each identity object displays the current status of its mapping. The status can be one of the following:
      - Approved
      - Waiting for Mapping
      - Waiting for Unmapping
   b. Click **Authorize/Reject** to approve or cancel the mapping/unmapping request.
6. Click on **New Mapping** and then switch to **Authorization View** to retrieve the pending authorization.

> **Note**
>
> Any other user from the requestor is required to authorize any new mapping requests.

Available Groups

Click New Mapping to view the list of user groups you can map to the user.

To select a user group, select the check box corresponding to the user group. To select all user groups, click **Select All**.

Groups Summary Page

The Groups Summary page shows the list of available groups. You can view the details of a group and map the group to one or more user roles.

To access the Groups Summary page:

1. Click the **Identity Management** tab in the **Admin Console** page.
2. Click the **Groups** tile, to access the **Groups Summary** page.
3. Select a specific group name in the **Groups Summary** page and then click **Details** to view the associated **Group ID**, **Group Name** and Group Description.
4. Select a group name and click **Mapped Roles** to view the list of roles that are mapped to the particular group.

   To map/unmap roles, refer to mapped/unmapped roles.

   To search for a specific user group, type the first few letters of the user group name that you want to search in the Search box and click **Search**. The results will show users matching your input.

   At the bottom of the page, adjust the number of entries displayed per page using the up and down arrows in the Records box. Use the navigation buttons, to go to the first page, last page, previous page and next page. You can also directly navigate to a specific page by entering its number in the View bar and pressing **Enter**

Group Details

In the Group Details, you'll find the Group ID, Group Name, and Group Description of the selected user group.

- Click a specific group name listed in the **Group Summary** page and then click **Details** to view the **Group ID**, **Group Name**, and **Group Description** of that user group.

Mapped/Unmapped Roles

As an Administrator, you can map/unmap a role to/from a user group from the **Groups Summary** page.

To map/unmap roles to user groups:

1. Select the user group in the **Groups Summary** page.
2. Select **Mapped Roles** to access the list of roles mapped to the user group. Each identity object displays the current status of its mapping. The status can be one of the following:
   - Approved
   - Waiting for Mapping
   - Waiting for Unmapping
3. To map roles to user groups:
   a. Click **New Mapping**.

      The list of user roles you can map the group to is displayed in the **Available Roles** page.

   b. Select the check box corresponding to a user role or click **Select All** to select all the available user roles.

   c. Click **Map**.

      A confirmation message is displayed after successful mapping. The mapping will be completed after authorization.
4. To unmap roles from user groups:
   a. Select the check box corresponding to a user role or click **Select All** to select all the available user roles.

   b. Click **Unmap**.

      A confirmation message is displayed after successful unmapping. The unmapping will be completed after authorization.
5. After mapping/unmapping a role, ensure to authorize it accordingly. To authorize a mapping/unmapping:
   a. In **Mapped Roles**, select the role-user group mapping or unmapping that requires approval.

   b. Click **Authorize/Reject** to approve or cancel the mapping/unmapping request.

Available Roles

Click New Mapping to view the list of roles you can map to the user group.

To select a role, select the check box corresponding to the role. To select all roles, select the check box marked **Select All**.

Create custom groups

You can create custom groups to cater to specific tasks within the application.

While seeded groups support a broader range of application and scenarios, custom groups enable the precise grouping of users for targeted and specialized application usage.

Example: You can create a user group which assigns the role of uploading files. This way you have a dedicated user or a standalone user that is not accessing the application but is just ingesting data.

You can create new groups using the following:

1. PBSM Admin Console

   When you create a custom group in the PBSM Admin Console, you must also create the same group in the IDCS Admin Console and add the user to it for the group assignment to persist in PBSM across logins.

2. IDCS Admin Console

   When you create a new group in IDCS Admin Console and map it to a user, this will automatically create the group in the application after the login.

   After creating the group, assign the required permissions to it and add the roles. For information, see Creating a New User Group.

Roles Summary Page

The Roles Summary page shows the list of available user roles. You can view the details of a role and map the role to one or more user functions.

To access the **Roles Summary** page:

1. Click the **Identity Management** tab in the **Admin Console** page.
2. Click the **Roles** tile, to view the **Roles Summary** page.
3. Select a specific role name in the **Roles Summary** page and then click **Details** to view the associated **Role Code**, **Role Name**, and Role Details.
4. Select a role name and click **Mapped Functions** to view the list of functions that are mapped to the particular role.

   You can also unmap a role from a specific function. To map/unmap functions, refer to mapped/unmapped functions.

   To search for a specific role, type the first few letters of the role name that you want to search in the Search box and click **Search**.

   At the bottom of the page, adjust the number of entries displayed per page using the up and down arrows in the Records box. To navigate between pages in the View bar, use these buttons:

   - **First page** to go to the first page.
   - **Previous page** to go back.
   - **Next page** to move to the next page.
   - **Last page** to go to the last page.

You can directly navigate to a specific page by entering its number in the View bar and pressing **Enter**.

Roles Details

Access Roles Details, to view the Role Code, Role Name, and Role Description of the selected role.

- Click a specific role listed in the **Roles Summary** page and then click **Details** to view the **Role Code**, **Role Name**, and **Role Description** of that role.

Mapped/Unmapped Functions

As an Administrator, you can map/unmap a role to/from a function user group from the **Roles Summary** page.

To map/unmap roles to functions:

1. Select the role name in the **Roles Summary** page.
2. Select **Mapped Functions** to access the list of functions mapped to the specific role. Each identity object displays the current status of its mapping. The status can be one of the following:
   - Approved
   - Waiting for Mapping
   - Waiting for Unmapping
3. To map roles to functions:
   a. Click **New Mapping**.

      The list of user functions you can map the role to appears in the **Available Functions** page.

   b. Select the check box corresponding to a function or click **Select All** to select all the available functions.

   c. Click **Map**.

      A confirmation message is displayed after successful mapping. The mapping will be completed after authorization.
4. To unmap roles from functions
   a. Select the check box corresponding to a function or click **Select All** to select all the available functions.

   b. Click **Unmap**.

      A confirmation message is displayed after successful unmapping. The unmapping will be completed after authorization.
5. After mapping/unmapping a function, ensure to authorize it accordingly. To authorize a mapping/unmapping:
   a. In **Mapped Functions**, select the role-function mapping or unmapping that requires approval.

   b. Click **Authorize/Reject** to approve or cancel the mapping/unmapping request.

Available Functions

Click New Mapping to view the list of functions that you can map to a role.

To select a function, select the check box corresponding to the function. To select all functions, click **Select All**.

Functions Summary Page

The **Functions Summary** page shows the list of available functions. You can view the function details.

To access the **Functions Summary** page:

1. Click the **Identity Management** tab in the **Admin Console** page.
2. Click the **Functions** tile to access the **Functions Summary** page.
3. Select a specific function name in the **Functions Summary** page and then click **Details** to view the associated **Function ID**, **Function Name**, and **Function Description**.

   To search for a specific function, type the first few letters of the function name that you want to search in the search box and click **Search**.

   At the bottom of the page, adjust the number of entries displayed per page using the up and down arrows in the Records box. Use the navigation buttons, to go to the first page, last page, previous page and next page. You can also directly navigate to a specific page by entering its number in the View bar and pressing **Enter**.

Function Details

Using the Function Details options, you can view the Function ID, Function Name, and Function Description from the Functions Summary page.

- Click a specific function listed in the **Functions Summary** page and then click **Details** to view the **Function ID**, **Function Name**, and the **Function Description** of that function.

Folders Summary Page

Create multiple folders, store objects and assign access rights based on the security level of the user.

The **Folders Summary** page shows the list of available groups. You can view the details of a group and map the group to one or more user roles.

To access the **Folders Summary** page:

1. Click **Identity Management** tab in the **Admin Console** page.
2. Click the **Folders** tile to access the **Folders Summary** page.

   The **Folders Summary** page is displayed.

   Select a specific folder name in the **Folders Summary** page and then click **Details** to view the associated **Folder ID**, **Folder Name** and **Folder Type**. For more information refer to Folder Details

   To search for a specific folder, type the first few letters of the folder name that you want to search in the search box and click **Search**.

At the bottom of the page, adjust the number of entries displayed per page using the up and down arrows in the Records box. Use the navigation buttons, to go to the first page, last page, previous page and next page. You can also directly navigate to a specific page by entering its number in the View bar and pressing **Enter**.

Folder Details

In the Folder Details, you'll find the Folder ID, Folder Name, and Folder Type of the selected folder from the Folders Summary page.

- Click a specific folder name listed in the **Folders Summary** page and then click **Details** to view the **Folder ID**, **Folder Name**, and **Folder Type** of that user.

Editing Folder Details

You can edit the Folder Type from the folder details page.

1. Click **Edit** on the **Folder Details** page.
2. Set the Folder Type to one of the following options:
   - **Public** - These folders are accessible to all users.
   - **Private** - These folders can be viewed only by the users associated with that folder.
   - **Shared** - These folders can be accessed by users mapped to specific user groups. These user groups are mapped to specific roles that are associated with the folder.