

Security

Feature in Xspec® Versions 3.1 and 4.0

Manufacturing companies make, and therefore specify, products. By using Xspec, all business units can use the same data. A business unit is a company within a larger organization. For example, a multi-national organization can have a company in California that manufactures one product, and a company in Chicago that manufactures another product. These two different companies within a larger organization are business units. A “group” is one or more employees in a department, such as the Purchasing Department. A “user” is a member of one or more groups.

With Xspec you determine which groups should access a certain type of specification. For example, the Purchasing Department opens specifications containing purchasing information. Only members of this group can create, maintain, and approve purchasing documents. No other department can create a purchasing document. However, there are some documents that the Purchasing Department cannot create. For example, product designers create formula documents for production, but a company would never allow the Purchasing Department to create formulas. As a result, you maintain specification security to reflect each department's job requirements.

How it Works!!!

You can easily add, change, and delete users from Xspec with the System Users screen (figure 1). You also use this screen to create passwords for users, enable the users to create their own passwords, and determine alternate users for routing and approval purposes. An employee will not be able to access the Xspec database if he/she is not first entered as a user.

The names of the groups in the System Groups screen (figure 2) usually reflect the names of your company's departments. You can add, change, and delete groups from Xspec. You also determine what types of System Access a group has. System access is the actions a group can take on the database. For example, security is a type of system access. Any group with this access type can set security in Xspec. To assign a group with system access, click on the access type option button until an “X” appears.

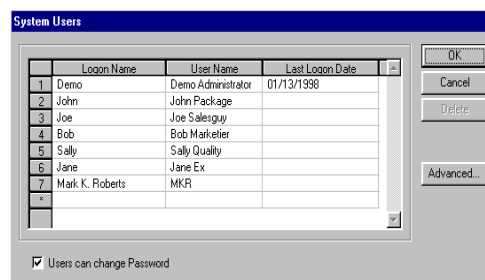


Figure 1

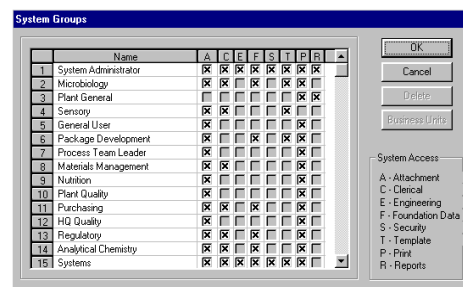


Figure 2

A system group represents a number of employees all involved in the same department, whereas an approval group consists of employees that review documents and may not necessarily be in the same department. For example, the Bakery Ingredient Specs approval group may contain two employees from the Microbiology department, one from the Regulatory department, and one from the Product Development department. You can add, change, and delete routing groups with the Approval Groups screen (figure 3). It is very important to create approval groups if your company plans to use the Xspec Routing and Approval module.

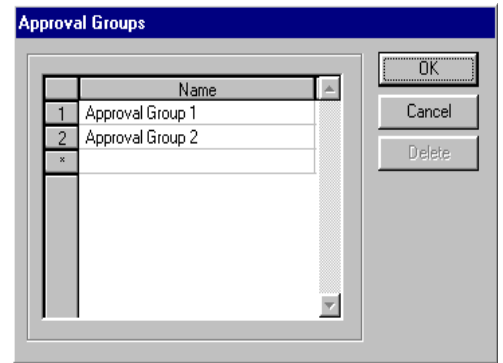


Figure 3

Once you have added all your system groups, approval groups, and user names to Xspec, you can add the users to the groups. You can add and delete users from groups in Xspec with the User-Group Assignment screen or the Group-User Assignment screen (figure 4). A user can belong to numerous groups. However, a user inherits the security access from the group that has the highest security level.

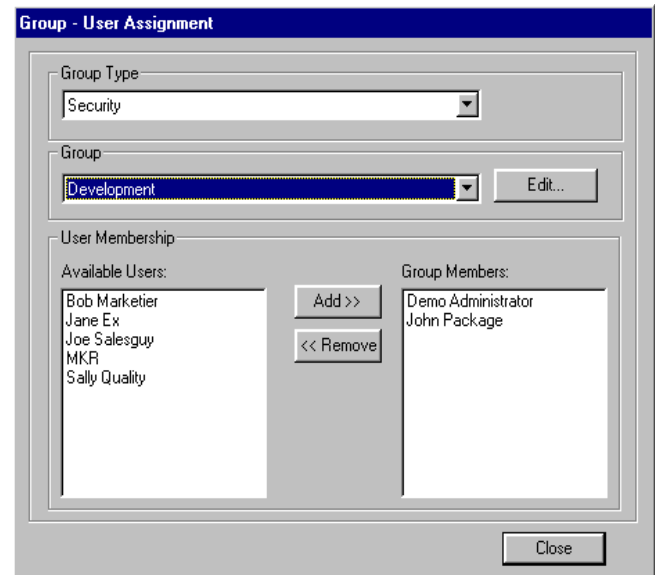


Figure 4

You secure company documents by document and section types in Xspec. You control which groups have access to different types of documents and different sections. Some types of documents and sections are not appropriate for all groups. You maintain document type and section security to reflect each department's job requirements

EXAMPLE: A data-entry employee has access to enter a Federal Regulation in a Text section, but does not have access to enter formula information in the Formula section.

You maintain section security with the Document Security-Section screen (figure 5). Just click on the specification or section name and click on the security access options for each group.

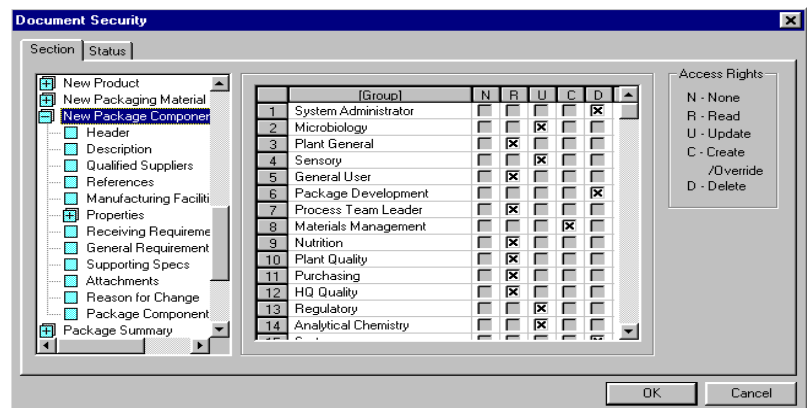


Figure 5

You also secure company documents by status types in Xspec. You control which groups can view documents of different status levels. A document of a higher status level means it has been routed and reviewed by the proper departments and passed all requirements. Some types of status levels are not appropriate for all groups. You maintain status type security to reflect each organization's job requirements.

EXAMPLE: A data-entry employee has access to create a document, but does not have access to change an approved document.

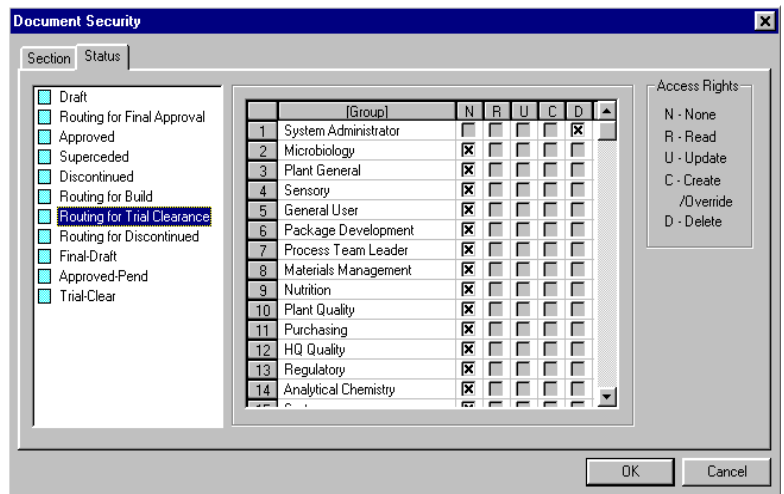


Figure 6

You maintain status security with the Document Security-Status screen (figure 6). Just click on the status type, then click on the option button for the access rights for each group.

How Do I Get More Information?

If you would like more information on Xspec version 3.1 or 4.0, please contact your IMAS sales representative at 800-977-3248.



Xspec®, WinSPEX™, and Dataflex Configurator™ are either trademarks or registered trademarks of the IMAS Corporation. Copyright© 1993-1999. All rights reserved.

Windows NT®, Windows 95®, and the Windows logo are either trademarks or registered trademarks of the Microsoft® Corporation. Copyright© 1983-1999. All rights reserved.

IMAS Corporation

675 Tollgate Road
Suite P
Elgin, Illinois 60123

800-977-3248
Fax: 847-608-7848
Sales@IMASLtd.com