

## Data Privilege Completing an Entitlement Review

Information Technology conducts a semi-annual Security Access Review, now termed an **Entitlement Review**, to improve the security of our information systems and to comply with the recommendations of our auditors. The paper review has been replaced with an automated process within the *Data Privilege* application.

*Data Privilege* identifies security groups within your department and the names of individuals, “Users”, within each group.

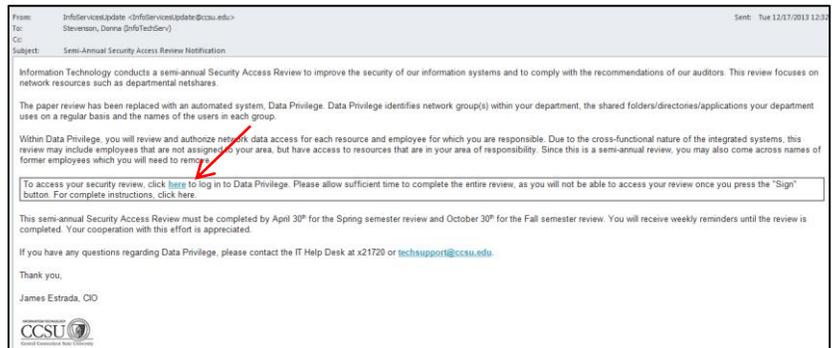
Within *Data Privilege* you can review and authorize network data access (Entitlement Review) for each resource and employee for which you are responsible as an Owner or Authorizer. As an Owner you can also designate\* others as Authorizers (individuals permitted to review and authorize network data access for your resources and employees).

*Entitlement Reviews should be completed on campus. However, if remote access is necessary, log into Outlook via the Remote Applications Server at <https://apps.ccsu.edu>  
You can also access Entitlement Reviews directly from <http://datapriv.ccsu.edu> (see page 3).*

\*Separate instructions available for [Adding/Removing Authorizers](#)

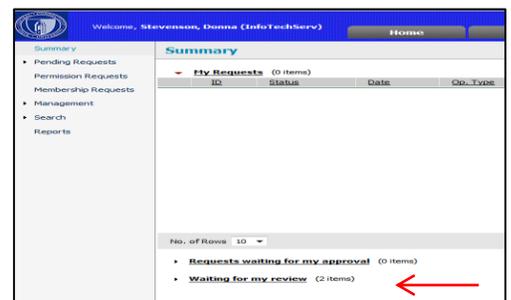
### To Complete an Entitlement Review

1. When an Entitlement Review is due, you will receive an email as pictured to right.  
Click on the link, “[click here](#)”.  
If prompted, enter your **BlueNet username**, your **BlueNet password**, and click “**OK**”.  
This will bring you to the *Data Privilege* “Summary” screen.



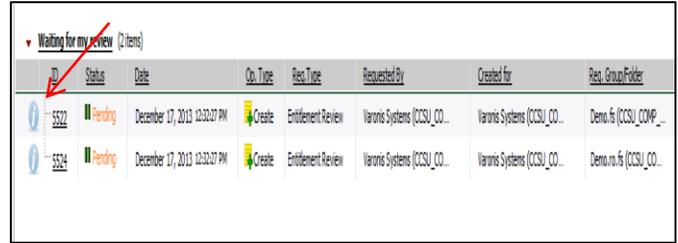
2. From the “Summary” screen access your Entitlement Reviews by clicking on the “**Waiting for my review**” link, which will bring you to the **list of groups** you will be reviewing.

*At any step, you can return to the “Summary” screen by clicking the Summary link at the left top corner.*



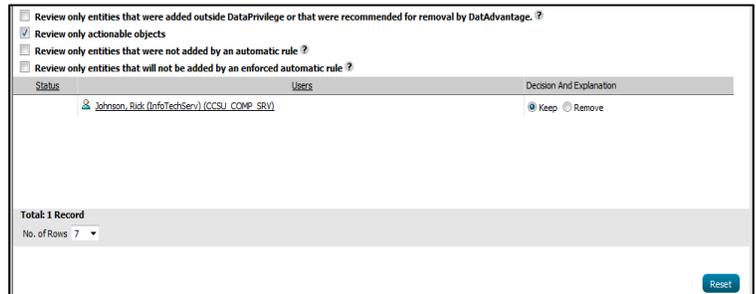
## Data Privilege Completing an Entitlement Review

- Click on the **“Request details”** icon  or the ID number to display the “Entitlement Review Details” screen, which shows your **review options** and the **list of individuals, “Users”**, who are members of the group you are reviewing.



ID	Status	Date	Op. Type	Req. Type	Requested By	Created for	Req. Group/Folder
5527	Pending	December 17, 2013 12:32:27 PM	Create	Entitlement Review	Varonis Systems (CCSU_CO...	Varonis Systems (CCSU_CO...	Demo.f6 (CCSU_COMP_...
5524	Pending	December 17, 2013 12:32:27 PM	Create	Entitlement Review	Varonis Systems (CCSU_CO...	Varonis Systems (CCSU_CO...	Demo.ro.f6 (CCSU_CO...

- On this screen there are four check boxes for **review options**. **Keep them set to their defaults**. Below the gray bar on the screen is the list of individuals, **“Users”**, who are members of the group you are reviewing.



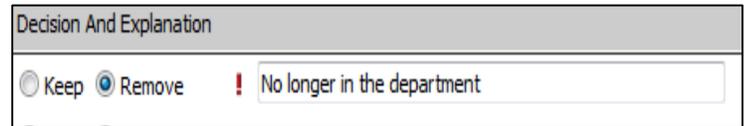
Review only entities that were added outside DataPrivilege or that were recommended for removal by DatAdvantage. ?  
 Review only actionable objects  
 Review only entities that were not added by an automatic rule ?  
 Review only entities that will not be added by an enforced automatic rule ?

Status	Users	Decision And Explanation
	Johnson, Rick (InfoTechServ) (CCSU_COMP_SRV)	<input checked="" type="radio"/> Keep <input type="radio"/> Remove

Total 1 Record  
No. of Rows: 7

[Reset](#)

- For each individual determine if they should keep the access provided by the group or not:  
**If yes**, leave the default action which is set to **“Keep”**.  
**If no**, click on the **“Remove”** button and type an explanation in the text box to the right of the red exclamation mark.



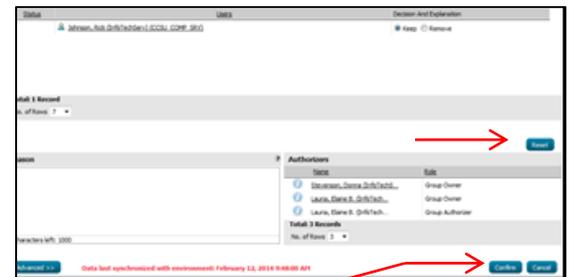
Decision And Explanation

Keep  Remove

! No longer in the department

*If you click “Remove” in error, click the “Reset” button.*

- When you are finished with the Entitlement Review select the **“Confirm”** button at the bottom right and you will be presented with a **Confirmation** dialog box. To confirm your review enter your **BlueNet password**, and click the **“Sign”** button.



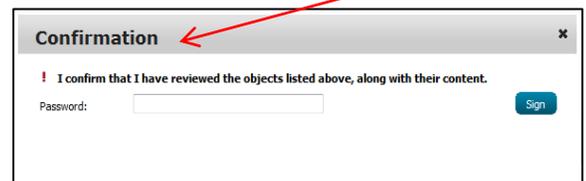
Decision And Explanation

Keep  Remove

! No longer in the department

Total 1 Record  
No. of Rows: 7

[Reset](#)



**Confirmation**

! I confirm that I have reviewed the objects listed above, along with their content.

Password:

[Sign](#)

*This action will return you to the “Summary” screen where you can complete any additional Pending Entitlement Reviews through the same process.*

## Data Privilege Completing an Entitlement Review

### To Access an Entitlement Review Directly

1. You can access *Data Privilege* and your Entitlement Review by opening a browser from a computer on campus and navigating to <http://datapriv.ccsu.edu>.

If prompted, enter your **BlueNet username**, your **BlueNet password**, and click “OK”.

This will bring you to the *Data Privilege* “Welcome” screen.

2. Navigate to the “Summary” screen by clicking on “**Summary**” at the top left corner of the screen.
3. Go back to page 1 of this document, To Complete an Entitlement Review, continue from Step # 2.



### To Exit Data Privilege

There is no logout option for this program. Close browser window to exit.

### COMMON ACTIVE DIRECTORY SECURITY GROUP SUFFIXES

<b>Suffix</b>	<b>Purpose</b>
.fs	File Share Permissions
.mgt / .admins	Admin rights on specific server
.gpo	Targeting of Group Policy
.mbox	Access to Shared Mailbox or Shared Calendar
.sql	Access to a SQL Database
.web	File Share permissions for a Website
.list	Distribution List
.role	Web Application Role
.print	Access to a locked down printer
.usr	User level rights to a computer or server
.job	Job roles (i.e. student worker roles with multiple rights)
.users	Users of an application
.sqlrpt	Users who have access to reports in SQL Reporting Server
.ctx	Access to application via Citrix
.dept	Members of a department