Security Training Checklist

APSCN representative conducting the training: _____

Name of person being trained: _____

Please initial the topics below to verify your understanding:

_____ No user will have resource codes with "Reserved" in the name.

_____ No user will have resource codes with "PEI" or "Sungard" in the name.

_____ Only **one user** will have resource 3 or 4
(you may give another user the same full access with the exception of access to the fund accounting profile with the substitute codes).

_____ No user will have resource codes 12, 13, or 15.

_____ Review all user resources and eliminate resource codes not needed.

_____ If user has "Supervisor" top resource in any package or sub-package, this is full security so no other codes in the package/sub-package should be used.

_____ If you are in violation, we will remove resource 190 until you are retrained.

_____ If a user does not have resources, either give them resources or delete the user. (Must delete them from UNIX and SSO as well.)

_____ If the profile is not set up for Warehouse, do NOT give resource 202 System Administrator for Warehouse.

_____ Only one login per user – violation will result in district on "Multi-User" report.