Exercises

Unit: Administration Tools

Topic: Security

1. Change the database user account for a company

Note: To perform this step, you need access to the SAP Business One server.

Open the *System Landscape Directory* in a browser on the SAP Business One server machine.

Login to the System Landscape Directory.

Choose the *Servers and Companies* tab.

Select a company and generate a database user to replace the default user “sa”.

The new database user will be displayed for the selected company.

What is the implication of this change?

- ☐ Users will need to supply new database credentials when accessing a company
- ☐ Access to the database is more secure since the new database user does not have system admin rights
- ☐ When you backup the company database, you will need to provide the new user and password

2. Set the Password Policy in SAP Business One

Choose ***Administration*** → ***Setup*** → ***General*** → ***Security*** → ***Password Administration.***

Change the security level:

Field	Values
Security Level	Select a different level, for example, **High**.
Password Example	Choose **Generate**

Choose ***Update.***

What is the implication of this change?

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3. **Change a user's password**

   Choose ***Adminstration*** → ***Setup*** → ***General*** → ***Users.***

   Select a user account. If there are no users defined in your system, add a new user.

   Set the user password according to the new policy.

4. **View the access log**

   Choose ***Tools*** → ***Access log***.

   Review the access log for your system.

   Double-click a row to see the details.

5. **View the change history log**

   Choose ***Adminstration*** → ***System Initilaization*** → ***Authorizations*** → ***General Authorizations.***

   In the General Authorizations window, select a user and make a change to one of the authorizations for the user.

   With the authorizatons window still active and the user selected, choose ***Tools*** → ***Show History.***

   Select the first row and choose ***Show Differences.***

   Double-click a row to see the original window.

   Create a sales document and save it to the system.

   Re-open the sales document and change the quantity on the row.

   Choose **Update**.

   Choose ***Tools*** → ***Show History*** to open the change log.

   Select the first row and choose ***Show Differences.***