1. Change the database user account for a company

Open a browser on the SAP Business One server machine and navigate to [https://localhost:30010/ControlCenter](https://localhost:30010/ControlCenter).

Enter the site user password and login to the System Landscape Directory. Choose the Servers and Companies tab. Select a company and choose **Edit**.

In the pop-up window, select the option *Use Specified Database User*. Choose OK.

A database user will be generated for the company, instead of the user ‘sa’.

The new 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 company 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

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

Change the security level:

<table>
<thead>
<tr>
<th>Field</th>
<th>Values</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Security Level</strong></td>
<td>Select a different level, for example, <strong>High</strong></td>
</tr>
<tr>
<td><strong>Password Example</strong></td>
<td>Choose <strong>Generate</strong></td>
</tr>
</tbody>
</table>

Choose **Update**.

What is the implication of this change?

_______________________________________________________________________
3. Change a user’s password
Choose Administration → Setup → General → Users.
Select a user account. If there are no users defined in your system, switch to Add mode and add a new user.
Choose the browse button next to the Password field and 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 log
Choose Administration → System Initialization → Authorizations → General Authorizations.
In the General Authorizations window, select a user and make a change to one of the authorizations for the user.
Choose Update.
With the authorizations 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.