X-ROAD

MISP2 MANAGER'S GUIDE

CONTENTS

1   INTRODUCTION

This paper describes the use and management of MISP2 application. The structure of the document is divided according to user roles, each describing this role's actions.

1.1   X-ROAD

X-Road is a secure data exchange layer connecting the main databases of Estonian state. Many data producers who provide services and organizations using these services have joined X-Road.

The following figure describes X-Road infrastructure:
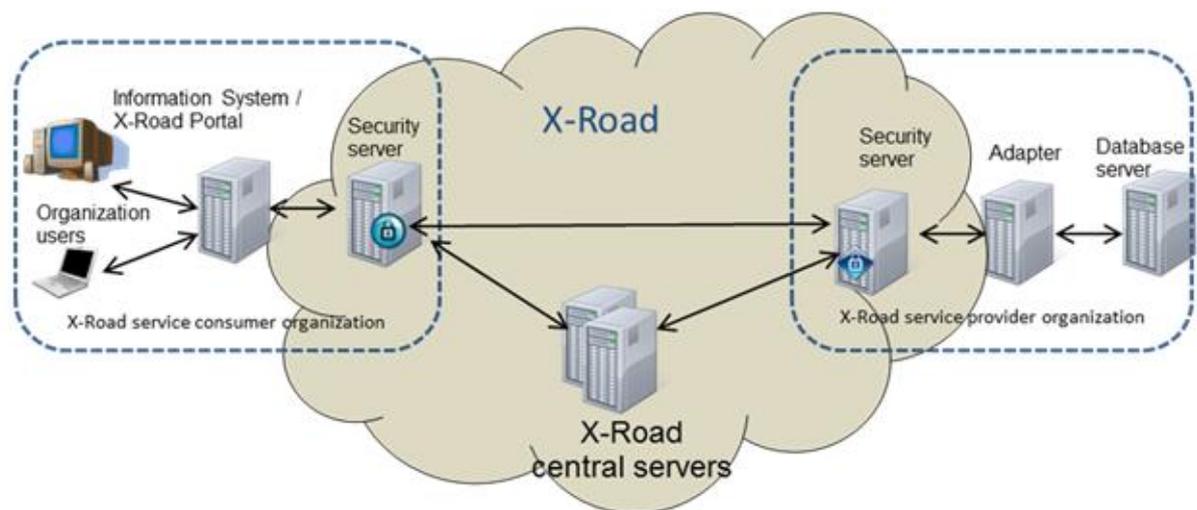
User communicates to the producer over X-Road which guarantees security of the data exchange. This is accomplished by using security servers and other X-Road infrastructure components. X-Road producers use adaptation servers to assure data conversion from database to X-Road data format.

1.2   MISP2 APPLICATION

MISP2 (*universal portal*) is an application that allows organizations to execute X-Road services opened to them.

1.2.1 Portal types

One can create and use four different types of portals In MISP2 application. This paragraph describes their main aspects and differences towards others.

The portal types are:

- **Information system of organization.**
  - o   One consumer organization is bound to the portal.

- o User can only use e-services on behalf of the bound organization. User must also have user role and query permissions given by this organization.
- o Services of X-Road producers are opened to the bound organization.

- **Citizen portal**
  - o Citizen portal is a portal for public e-services.
  - o Organization portal's special case where public user group is used. All authenticated users are considered to be in public user group.
  - o User account is not required to enter the portal and use e-services.
  - o Authenticated user may use all e-services which are opened in portal.

- **Universal portal**
  - o Only one organization is bound to portal (organization managing the portal).
  - o There is used a concept of unit. User roles and user permissions are bound to the portal unit. These roles and permissions are valid only under the bound unit.

    For example in family physician portal the portal unit is a doctor.

  - o E-services can only be used as a unit's representative, meaning query permissions and user role are required under the unit.
  - o To use the portal, a new unit has to be registered by the representative person, whose representation rights are checked using X-Road producers standard representation rights query.
  - o Under portal's organization rights (while not representing any unit) only meta-services are executed.
  - o Services of X-Road producers are opened (depending of portal configuration):
    - To the bound organization.
    - To the portal unit organization

- **Business portal**
  - o Special case of universal portal, where units are registered in Business Register of Estonia.
  - o During unit registration, check query is sent to CCR. The response may include businesses with single or unknown representation rights. Unknown representation rights mean that additional confirmations are required from other unit's representatives to set units permissions managers.

1.2.2 User roles

The following user roles are used in MISP2 (roles in bold are thoroughly described in this document):

- **Service manager**

  o   Manages metadata of e-services used in portal (refreshes query lists, service user interfaces and XSL stylesheets)

- **Portal administrator (Application administrator)**

  o   Adds new portal and configures all required parameters (incl. portal managers setting).

- **Portal manager**

  o   Manages metadata of e-services used in portal (refreshes query lists, service user interfaces and producer classifiers).

  o   In the case of organization information system:

  o   Manages portals query rights, user accounts and groups.

- **Portal manager (universal portal)**

  o   Manages portals global user groups and their query rights.

- **Permission manager**

  o   Manages user groups and accounts of the unit.

  o   Manages user's e-service query rights of the unit.

- Registrar (universal portal)

  o   Registers new units if allowed in the portal configuration. This role is automatically assigned to all portal users when it is allowed in portal configuration.

- Representative person (universal portal)

  o   Registers new units.

  o   Manages permission manager accounts of the unit.

  o   In case of simplified permission management, manages user's e-service query rights of the unit.

- E-service user

  o   Uses e-services open to their user group in the portal.

  o   Uses public e-services in the portal.

1.3   SYSTEM REQUIREMENTS

1.3.1 Browser

The portal is available in the recent versions of popular browsers (Internet Explorer 8+, Firefox 3+)

To use this portal, following options have to be enabled in your browser:

- session cookies

- JavaScript

See your browsers manual how to enable them.

2   GENERAL INFORMATION

For general information about portal functionality please refer to the documentation "MISP2 user guide".

3   SERVICE MANAGER

3.1   E-SERVICE MANAGEMENT

Only developers and portal managers are allowed to manage e-services. To manage e-service, select the tab "Services" from the menu and you will be provided with a list of producers saved in the portal:

Producer	Description
aar	Ühine õiguste haldamise infosüsteem
ads	Aadressandmete süsteem
aktorstest	Test database for xroad ver.5 doc/literal style
aktorstest2	Aktors test DB 2
aktorstest3	Phonebook service producer
alkor2	Alkoholi liikumise andmebaas

3.1.1 Refreshing X-Road producers list

To refresh the producers list, click on the "All producers" button and then click on the button „Refresh producers". A meta-query is sent to the secure server to access the X-Road producers list.

[Refresh producers] [Save complex producers]

	Producer	Description
✓	aar	Ühine õiguste haldamise infosüsteem
✓	ads	Aadressandmete süsteem
✓	aktorstest	Aktors test DB 1
✓	aktorstest2	aktors test db 2
✓	aktorstest3	Aktorsi testandmekogu 3
✓	alkor2	Alkoholi liikumise andmebaas

In order to add a producer to the system, select the desired producer's checkbox and it will be added immediately to the producers list.

3.1.2 Refreshing organisation's allowed services

Refreshing a query list is done on the producer's form it belongs to. To get the list of the producers see the beginning of paragraph **Error! Reference source not found.**. After selecting the desired producer, a list of its services is displayed:

Producer: Aktors test DB 1				
WSDL URL	http://192.168.219.122/cgi-bin/uriproxy?producer=aktorstest	Default URL		
URL prefix for XForms descriptions	http://192.168.219.122/cgi-bin/uriproxy?service=	Default URL	Fill out selected XForms URLs	
Refresh services	From security server From WSDL			
Refresh XForms descriptions of selected services	Load from URL Generate from WSDL			
			Check all this producers services	☐
Change Address	aktorstest.changeAddress.v1	▶	Genereeritud andmebaasi 11.01.2013 10:50:12	☐
File download	aktorstest.fileDownload.v1	▶	Genereeritud andmebaasi 11.01.2013 10:50:12	☐
File Download (MTOM)	aktorstest.fileDownloadMTOM.v1	▶	Salvestatud andmebaasi 11.01.2013 12:24:23	☐

In order to refresh the services list (shown above), click either on the button „From security server" or "From WSDL" and the system will then request open queries for the active unit's selected producer and display the results.

Refresh services   From security server   From WSDL

When refreshing the list of services, if services are found, which previously were in the list, however are missing in the new list acquired from either the security server or WSDL, the option to remove these missing services is presented:

The following services, which are currently in the list of services, are not allowed in the security server.

Do you want to remove them from the list of services?

✘ changeAddress.v1
✘ fileDownload.v1

Yes   No

If "Yes" is chosen, the services are removed, including their XForms descriptions, XSLs (which are applied specifically to the service being removed), query permissions and everything else linked to the services, except for entries in the service history.

3.1.3 XForms descriptions update (addition or modification).

In order to design an e-service input/output form in MISP2 the XForms standard has been introduced. Consequently every e-service must have an input/output XForms description, which describes that specific forms user interface and data structure (SOAP queries). MISP2 application uses Orbeon XForms engine. You can load the XForms description into the portal from the internet or create a new one using

XForms generator in MISP2 portal. XForms generator takes producers WSDL description as an input. Producers WSDL descriptions are accessible through X-Road from the corresponding producer. XForms generated by the generator are saved to MISP2 database automatically.

In order to update XForms go to the producers open service list form (see above). Select the services you wish to update by checking the box on their right and enter the URLs to the places where the XForms descriptions are located. If the above is done, press the button „Load from URL" and the system will load XForms descriptions from the given URL and save it to the database. You will be notified about the success or failure of the saving process.

XForms refreshed (changeAddress.v1)
XForms refreshed (fileDownload.v1)
XForms refreshed (fileDownloadMTOM.v1)
XForms refreshed (fileUploadMTOM.v1)
XForms refreshed (isikOtsing.v1)
XForms refreshed (isikuteList.v1)

←Back

Producer: Aktors test DB 1		
WSDL URL	http://192.168.219.122/cgi-bin/uriproxy?producer=aktorstest	Default URL
URL prefix for XForms descriptions	http://www.aktors.ee/support/xroad/xforms/aktorstest/	Default URL Fill out selected XForms URLs
Refresh services	From security server From WSDL	
Refresh XForms descriptions of selected services	Load from URL Generate from WSDL	

### 3.1.4 Generating XForms description according to WSDL

It is possible to generate XForms description using producer's WSDL description. To generate an XForms description, select the desired queries and then click the button "Generate from WSDL". The system will request the producer's WSDL and generate XForms description according to it. The resulting XForms is then saved to the database and URL row will be set to "Genereeritud andmebaasi", in order to mark its existence.

3.1.5 Viewing XForms description

To view XForms descriptions first go to the producers open services list form (see above).

Ametikohad	aar.ametikohad.v1	▶	Genereeritud andmebaasi 30.10.2012 09:14:46	

By clicking on the query name the system will display the XForms description form, which contains XForms description of the service and short note that is shown to user as a quick tip during form execution:
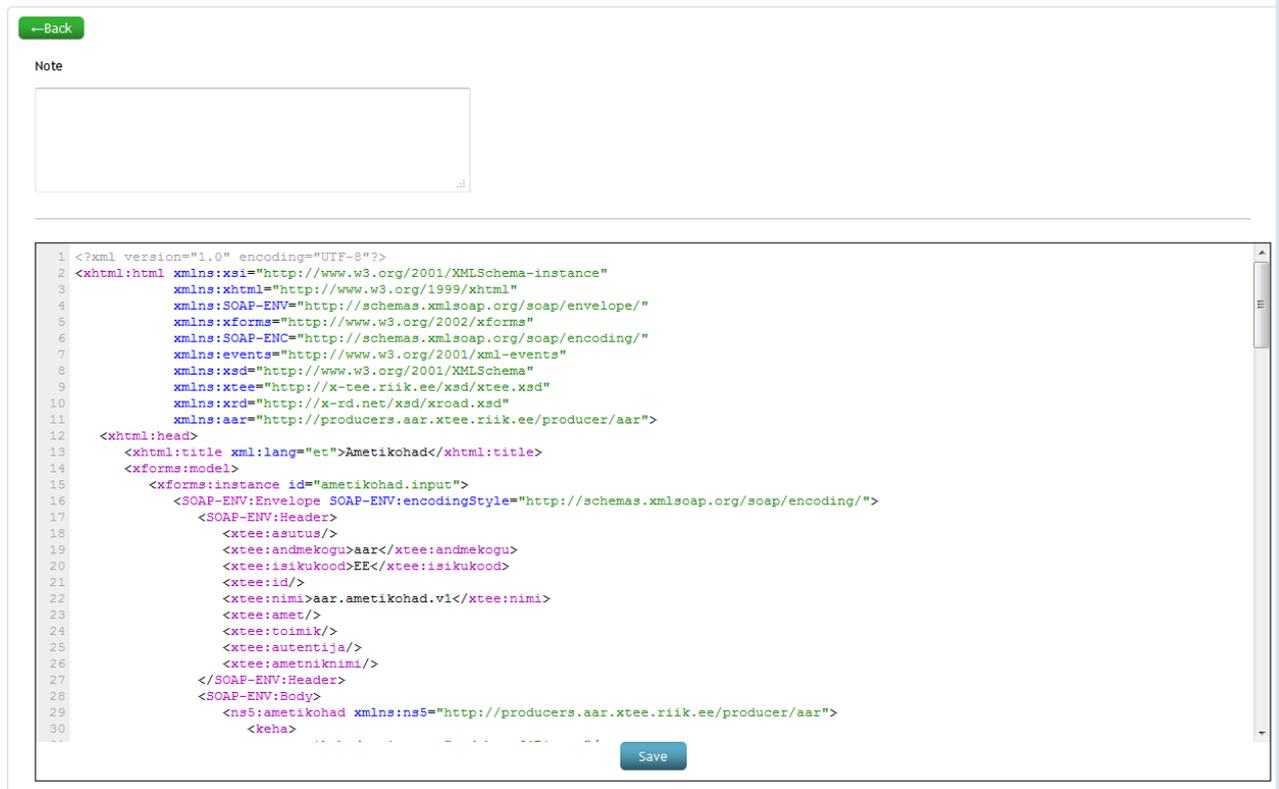
```
←Back

Note
[                                                    ]

  1  <?xml version="1.0" encoding="UTF-8"?>
  2  <xhtml:html xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
  3              xmlns:xhtml="http://www.w3.org/1999/xhtml"
  4              xmlns:SOAP-ENV="http://schemas.xmlsoap.org/soap/envelope/"
  5              xmlns:xforms="http://www.w3.org/2002/xforms"
  6              xmlns:SOAP-ENC="http://schemas.xmlsoap.org/soap/encoding/"
  7              xmlns:events="http://www.w3.org/2001/xml-events"
  8              xmlns:xsd="http://www.w3.org/2001/XMLSchema"
  9              xmlns:xtee="http://x-tee.riik.ee/xsd/xtee.xsd"
 10              xmlns:xrd="http://x-rd.net/xsd/xroad.xsd"
 11              xmlns:aar="http://producers.aar.xtee.riik.ee/producer/aar">
 12     <xhtml:head>
 13        <xhtml:title xml:lang="et">Ametikohad</xhtml:title>
 14        <xforms:model>
 15           <xforms:instance id="ametikohad.input">
 16              <SOAP-ENV:Envelope SOAP-ENV:encodingStyle="http://schemas.xmlsoap.org/soap/encoding/">
 17                 <SOAP-ENV:Header>
 18                    <xtee:asutus/>
 19                    <xtee:andmekogu>aar</xtee:andmekogu>
 20                    <xtee:isikukood>EE</xtee:isikukood>
 21                    <xtee:id/>
 22                    <xtee:nimi>aar.ametikohad.v1</xtee:nimi>
 23                    <xtee:amet/>
 24                    <xtee:toimik/>
 25                    <xtee:autentija/>
 26                    <xtee:ametniknimi/>
 27                 </SOAP-ENV:Header>
 28                 <SOAP-ENV:Body>
 29                    <ns5:ametikohad xmlns:ns5="http://producers.aar.xtee.riik.ee/producer/aar">
 30                       <keha>

                                                              Save
```

You can change XForms description and note description and save the changes made. Clicking on the "Back" button bring you to the list of this producer's services.

3.2 ACTIVE AND COMPLEX PRODUCERS AND THEIR SERVICES EXPORT/IMPORT

3.2.1 Export

Open tab "Services" and click on button "Export services". Choose appropriate active and complex producers wholly or only some of their services and click on button "Export chosen services".

Then an opportunity arises to download file in zip format, which contains all the chosen services XForms and also information about those services and their corresponding active and complex producers.

3.2.2 Import

Open tab "Services" and click on button "Import services". Click on button "Browse" and from opened file dialog choose file in zip format to which services are exported. Click on button "Upload zip file with services".

Then a chosen zip file with services is uploaded to the server and user is represented with an opportunity to choose from those services which services exactly will be imported. For chosen services their XForms and information about them will be imported and their corresponding active and complex producers will be added or updated.

For each service it is reported whether it already exists in database. If it exists, then when it is imported, it will be updated. If it does not exist, then it will be added on import.

3.3   XSL STYLESHEETS MANAGEMENT

XSL style sheets can be used to introduce miscellaneous changes and additions to the services' XForms form, e.g. adding a „debug" button to the form for SOAP XML. Stylesheets can be either global (applicable to all producers' services) or service based (add information to XForms description for given service). Only portal managers and developers can manage XSL style sheets. In order to manage a style sheet select „XSL" from the menu after which system will display style sheet's filtering form where you can search required style sheets.

XSL filter conditions

Stylesheet name [   ]

Producer   [   ]

Service   [   ]

[Search]

Found stylesheets

Stylesheet name	Producer	Service	In use
attachments		-- All services --	
attachments	-- All producers --	-- All services --	✔
debug	-- All producers --	-- All services --	✔
debug2	-- All producers --	-- All services --	
debug_xroad	-- All producers --	-- All services --	
headers	-- All producers --	-- All services --	✔
http://pub.e-tervis.ee/standards2/Standards/3.0/XSL/main.xsl	-- All producers --	-- All services --	
i18n	-- All producers --	-- All services --	✔
orbeon	-- All producers --	-- All services --	✔
rets-teenused	rets-complex	-- All services --	✔

[Add new stylesheet]

You can add new style sheets by clicking the button „Add new stylesheet" for more details see next paragraph.

3.3.1 Adding an XSL stylesheet

To add a XSL style sheet you first have to be on the style sheet filter page, where you'll click the button „Add new stylesheet", after which the system will display style sheets change/addition form

Stylesheet name	
In use	☐
Producer	-- All producers -- ▾
Service	-- All services --
Form type	HTML ▾
Priority	
Stylesheet URL	[Refresh XSL contents from URL]

XSL

```
1
```

[Save]

Fill in the following parameters (* marks fields that are required).

- **Name (*)** – name of the style sheet. It is recommended that it describes the intended purpose of the style sheet.

- **In use** – shows, if the style sheet is in use

- **Producer** – name of the producer, which can use this style sheet. All producers are selected by default.

- **Service –** name of the service, where this style sheet is used. A producer must be selected in order to choose services. All services are selected by default.

- **Form type –** shows, if this style sheet is applied on XForms (HTML) or PDF (used to save service results as PDF file).

- **Priority –** style sheets are applied in a specific order. Priority is used to mark importance over other style sheets. If two or more style sheets have the same or no priority, then they are applied using the style sheets name.

- **Stylesheet URL (*) –** an address, where style sheets contents are located. After entering the address, the contents of the XSL file can be loaded into the text area named „XSL" using the button „Refresh XSL contents from URL". Before the contents are actually inserted to the field, it is validated and if everything is ok it is loaded, if any errors arise, the error message is shown instead.

After you have inserted all required parameters, you can save the data by clicking the button „Save", after which a new stylesheet will be added to the system or error messages are displayed.

3.3.2 XSL style sheets changing (viewing)

In order to change/view a style sheet use XSL filter form to find required XSL style sheet. You can view/change a stylesheet by clicking on its name in the search results. After applying all changes, you can save them by clicking the button „Save".

XSL contents are loaded automatically on the XSL style sheet form, meaning there is no need to click the „ Refresh XSL contents from URL" button. If the user inserts style sheets data, including style sheet URL and presses the button „Save", the system will load the Xsl description from the given URL and saves all the data to database. If XST contents have been changed but URL is left untouched and button „Refresh…" is not specifically pressed, then XSL content is saved using the value of the text area instead the original from the URL preserving users' changes made to the Xsl.

3.3.3 XSL style sheet deleting

To delete a stylesheet, open the Xsl changing form (see above) and press the button

4   PERMISSION MANAGER

4.1   USER GROUPS AND QUERY RIGHTS MANAGEMENT

In this chapter we are going to look into user groups' management – adding, deleting and changing. User groups can be managed only by portal managers and permission managers. In order to manage a user group select „Groups" from the main menu after which the system will display a list with all user groups:

In case of *universal and organization portal* where only one organization is bound to the portal (organization managing the portal) and units can be bound to it, it is possible to manage groups globally and locally. Globally managed groups are managed in organizations rights and they are visible to all units using the portal. Global groups' query rights can only be set in a user role bound to the organization. Every unit can manage global groups' members separately without any collision with other units. Unit's managed groups are groups which are defined in the unit's scope. Group management in the unit's scope means that the user doing the management has to be in a role bound to that unit. Unit's groups and their query rights are not visible to other units or the organization. In the above group list the global groups are coloured gray (official1) and unit's groups link is highlighted (zx).

4.1.1   Creating user group

In order to create a user group, press the button „Add new", after which an input form will be displayed:

Edit group

Name [   ]

Save

Group name is the only and mandatory field that has to be filled when creating a new group. Group name must be unique in the unit. After creating the new group you will be redirected to group list page.

4.1.2 Changing user group

In order to change user group select the group you want to change from the group list by clicking on its name. Then the system will display the groups' management form where you can change the groups' name. Group name has to be unique in the unit's scope.

Edit group uus22

Name [uus22   ]

Save   Delete

4.1.3 Removing user group

To remove user group go to the user group management form (see above) where you can press the button „Delete". When pressed you will be asked for confirmation and once confirmed the group will be deleted. If you refuse the group will not be deleted.

4.1.4 Viewing and changing groups' query permissions.

To add query permissions to a group, select the tab „Groups" from the menu, after which the system will display group list. Choose the group whose query permissions you want to change/view and click on the button ⓘ on that groups' row. System will display that group's query rights in the currently active unit.

Service permissions of group uus22

Save

Is allowed	Is hidden	Service description	Service short name
			Koodikeskus
			Maksu- ja Tolliameti andmekogud
			Maksu- ja Tolliameti andmekogud (v5)
			Medre
			Mobiilsed teenused
☑	☐		mteenus.annaTeenus.v1
☐	☐		mteenus.SMSteavitus.v2
☐	☐	Check all this producers services	
			REKK Riigieksamite infosüsteem
			Retseptikeskus
			Äriregistri andmekogu uus
			Ühine õiguste haldamise infosüsteem
☐	☐	Check all	

Save

In this query list you can select checkboxes in „Is allowed" column to allow execution of that specific query in a given groups' (zx) rights. Groups of queries can be hidden and shown. After selecting all desired queries press the button „Save" to save changes.

In the case of universal or organization portal: Since you can't change global groups' permission rights in the scope of the unit, you can only view groups' query permission rights (tick denotes checked and empty field denotes unchecked):

Service permissions of group globaalne

Is allowed	Is hidden	Service description	Service short name
		Phonebook service producer	
			aktorstest3.phoneListByPin.v1
		Test database for xroad ver.5 doc/literal style	
✔		Change Address	aktorstest.changeAddress.v1
		File download	aktorstest.fileDownload.v1
		File Download (MTOM)	aktorstest.fileDownloadMTOM.v1
		File Upload	aktorstest.fileUpload.v1
		File Upload (MTOM)	aktorstest.fileUploadMTOM.v1

4.1.5 Hiding allowed queries from the user

The aim of hiding open queries from the user is to hide queries which are used by complex queries. To hide queries navigate to the groups' permission management form (see above) and check the checkbox in the column „Is hidden" in the desired rows of the queries and press „Save".

4.1.6 Removing permission rights from group

Removing permission rights is basically same as setting them (see 4.1.4**Error! Reference source not found.**) except when removing permission rights you should uncheck the box instead of checking it.

4.1.7 Viewing user groups' members and adding/removing users to/from a group

Firstly navigate to the user groups' management form (see **Error! Reference source not found.** beginning). Then select group and click on the button ![icon] in its row, after which the system will display all the users in a list. You can add or remove users from a group by checking or un-checking the checkbox next to the user's name.

Members of group uus22

Save

Is member	Users
☐	Jones Tester (EN1111115)
☐	Jones Tester (EN1111114)
☐	KAROL KARTAU (EE38908160330)
☑	Marti Pillo (EE37910115231)
☑	MIHHAIL KORNÕŠEV (EE38706150225)
☑	Mirjam Võsaülane (EE50708319990)
☐	RAIGO LINNA (EE37007160274)
☐	Check all

Save

4.2   USER ACCOUNT MANAGEMENT

Portal managers and permission managers can manage user accounts. To manage user accounts select the tab „Users", after which the system will display a form to search users and a button to add new users:

Users filter conditions

Social security number	-- All countries -- ▼	
Givenname		
Surname		
Filter all users	☐	

Search

Add new user

4.2.1 Adding a new user account

To add a new user account press the button „Add new user", thereupon you will be redirected to user account's form

User data

Social security number	Estonia ▼	39876543210
Givenname		
Surname		
E-mail	aadress@domeen.ee	
Roles	☐ User	
	☐ Permission manager	
	☐ Services manager	
	☐ Portal manager	
Profession	Profession in free text	

User groups

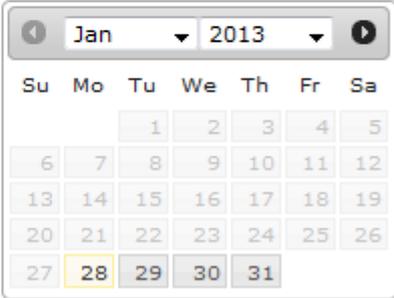|	
aktorsi stuff	☐
asd	☐
koolitus	☐
test	☐
test_eng	☐
uus22	☐

Save

- **PIN –** User's identification code has to be unique in the entire portal and it must be valid.

- **Given name –** user's given name

- **Surname –** user's surname

- **Father's name –** father's name

- **E-mail –** e-mail address, which is used to notify user about changes made to their account. E-mail is bound to the active unit and is not global in the portal; it should satisfy common e-mail rules (can't contain illegal characters etc).

- **Roles –** user's role in the active unit. One user can have 0 to many roles; if no roles given, then no binding is done with the active unit. Since group affiliation and profession are bound with the active unit as well,

neither is saved if no role selected. If you are not in the portal manager's role you can't set others or yourself as portal manager. For more information about roles see the respective chapter in this document.

- **Profession** – profession is freely chosen „position" for the user, which he/she fills in the unit. Profession could be for instance „developer" or „doctor".
- **User groups** – user groups are groups which are visible in the unit. You can manage groups affiliation here or in the group's management (see **Error! Reference source not found.**) where you can add multiple users at once.
    - o **Deadline** determines when user's group affiliation ends. After the deadline has passed the user can no longer see or execute queries set to that group. You can select a deadline using calendar widget.

User groups

aktorsi stuff	☐	
asd	☐	
koolitus	☑	
test	☐	
test_eng	☐	
uus22	☐	

Calendar widget:
Jan ▼ 2013 ▼

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

[Save] [Delete]

Also, for users with certificates you can generate passcode, that will conclude their authorization in the portal.

Once the form has been filled press „Save", which binds the user with active unit and saves all the information entered into database, gives group permission rights and roles. If any errors occurred with concrete field, the label of that field will turn red and when hovering over it with your mouse, you can see the error message.

Social security number	United Kingdom ▼	1111116
Givenname	John	
Surname	Tester	
E-mail	aadress	

4.2.2 User account changing

To change a user account you firstly need to find the user you want to change, using user search form. Once you have found the user, you can open the user management form by clicking on the user's name, after which the system will display the user's data in form which was described in chapter 4.2.1. The maid difference between user addition and changing is the fact that when changing the user, you can't change his/her id-code or country.

4.2.3 User account deletion

There are two ways to delete a user account. First of the two is done in portal administration mode (see chapter **Error! Reference source not found.**) using the button „Delete". The other method is using the user's management form and pressing button „Delete" on it after which the system will ask for your confirmation and once given it will try to delete the selected user from the portal.
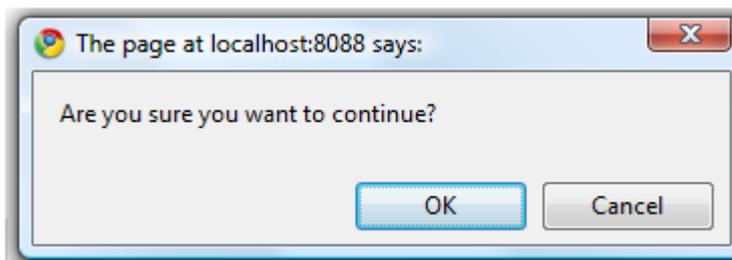
However, if the user has query rights under the unit, you will be asked for additional confirmation.

Once you have confirmed the action, the user will be deleted. In case of the user has query rights in any other unit, you are not allowed to delete that user until all the query rights are removed.

5   PORTAL MANAGERS

5.1   SERVICE MANAGEMENT

The same as 3.1

5.2   XSL STYLESHEETS MANAGEMENT

The same as 3.2

5.3   USER GROUPS MANAGEMENT

The same as 4.1

5.4   TOPICS

If portal settings allow usage of topics, queries are grouped according to topics rather than producers. If it is not allowed then no topics are used and queries are grouped according to producers.

Topics management enables basic CRUD functionality for topics and a way to manage which queries belong to which topic. Topic can be empty, meaning it can have no queries bound to it, in that case that topic isn't in use. Topic management can be done only by portal managers.

General settings

Topic short name	person
Description in Estonian	Isiku teenused
Description in Russian	Isiku teenused
Description in English	Person's services
Priority	1

Set services which are bound with current topic:

Connected with theme	Service description	Service short name
Aktors test DB 1		
☐	Change Address	aktorstest.changeAddress.v1
☐	File download	aktorstest.fileDownload.v1
☐	File Download (MTOM)	aktorstest.fileDownloadMTOM.v1
☐	File Upload (MTOM)	aktorstest.fileUploadMTOM.v1
☑	List of persons	aktorstest.isikuteList.v1
☐	loadClassification	aktorstest.loadClassification
☑	Search person by Id-code	aktorstest.isikOtsing.v1
☐	unitRepresent	aktorstest.unitRepresent
☐	unitValid	aktorstest.unitValid
☐	Check all this producers services	
EDSS-AK03		
☐	Test DOC Legacy	edss-ak03.legacy_epn.v1
☐	Test X-Tee EMDE Message	edss-ak03.xteeEMDE.v1
☐	Check all this producers services	

In case of that kind of topic (picture above) the queries grouping is done the following way:

Person's services

❋ List of persons
❋ Search person by Id-code

5.5 CLASSIFIERS MANAGEMENT

Classifiers can be managed by portal managers. MISP2 application requires at least 1 classifier for each language used. That classifier is country names and codes classifier. Without it, it is not possible to create or search users, since both these forms use those classifiers. Pressing on the classifier's name shows you the content of that classifier as XML. In order to reload a classifier, click on the name of the desired classifier.

Classifiers loaded to portal:

Systemic classifiers

| xtee.riigid |
| xroad.countries |
| maakonnad |
| asulad |
| ehak |
| vallad |
| tis.riigid |

Producers classifiers

| aktorstest.riigid |

Load new classifier

Button „Load new classifier" allows you to load classifiers from producers.

5.6   VIEWING SERVICE HISTORY

To view service history of all portal users select the tab "Service history". The system will display the service history filter with the following fields: "Between" "Service name" and "User".

Between	12/27/2012 📅 - 01/28/2013 📅				
Service name					
User	All users ▾				
Query id					

Search

Description	User	Query time	Id	Query time	Size
Retsepti vaatamine (arst) (rets.retseptide_loetelu_arst.v1)	RAIGO LINNA ▮	01/28/2013 11:59:33.660	c6efde40-0472-4b0b-bb1d-c03984adbdc6	0.769	
Retsepti vaatamine (arst) (rets.arsti_erialad_list.v1)	RAIGO LINNA ▮	01/28/2013 11:59:08.923	c6efde40-0472-4b0b-bb1d-c03984adbdc6	0.895	
List of persons (aktorstest.isikuteList.v1)	KAROL KARTAU ▮	01/25/2013 16:29:42.996	fc60cb968d9d8c05a056a35c8f6cd353e5702a90	0.104	
Isiku andmete otsimine isikukoodi järgi (aktorstest.isikOtsing.v1)	KAROL KARTAU ▮	01/25/2013 16:29:29.656	7a8590f2a8579d90e5d1f6d63ff0b65ecd149bae	0.171	
Search person by Id-code (aktorstest.isikOtsing.v1)	MIHHAIL KORNÕŠEV ▮	01/25/2013 16:26:33.744	745bd834050cfee30b4132b94b20f8792decb7f4	0.163	
Isikute nimekirja teenus (aktorstest.isikuteList.v1)	MIHHAIL KORNÕŠEV ▮	01/25/2013 16:26:22.238	7546b4731cd9078fc7ea7c748dc6cb4068041161d	0.232	

When the form is displayed, service history of the last month are automatically searched and displayed in a table.

5.7   UNITS MANAGEMENT

Units management allows portal manager to add new portal units and to remove or modify existing units.

5.7.1 View and search units

To find units registered in the portal you have to select the tab "units", which will display the unit search form with the input fields for unit name and registration code. When entering one of these parameters, the units are searched and displayed in a list. When opening the search form, automatically all the units are displayed in the result list.

Enter unit search criterias

Name

Registration code

Search

Units found:

Aktors (11333578)

Add new unit

5.7.2 Adding a new unit

New units can be added in portal manually. For this click on button "Add new unit" which opens the form where you can add data for the new unit. The name and registration code are required fields, and the registration code can not be changed after adding the new unit.

←Back

Name (ET)

Registration code

Save   Save and add permission managers

For saving data there are two options. "Save" button saves only the data of the new unit. And the button "Save and add permission managers" saves the data and forwards user to the page where you can manage access rights and you are assigned you automatically the role of representative of this unit. About managing unit's access rights see the topic 4. "Representative person" in MISP2 Guide for Business portal.

5.7.3 Changing units

To change units, click on the appropriate name, which opens the same form as when adding a new unit,

only now it is filled with unit data. Registration code can not be changed, this should be done by removing the existing unit and adding a new one.

5.7.4 Removing units

To remove the unit from the portal you must go to the same for form as changing the unit data, and click on the "delete" button. This removes the unit and also all its relationships to other objects from the database.

5.8   LOGS

These logs are system logs; they represent actions made by users. These logs are only viewable to portal managers and are saved by meta-service that should be configured in the portal. By clicking the tab „Managers logs" on main menu you are shown a form with 1 select box from where you can select the type of log you want to see:
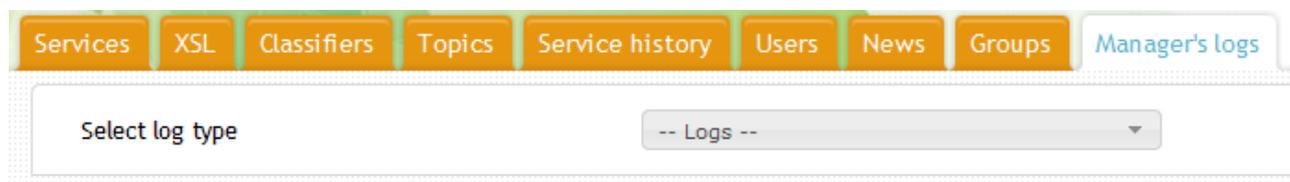
Once you have selected the type of a log you want to view, you are given an input form, which varies according to the log type. This form is used to filter logs. Once filled with desired parameters (empty fields are left out)   and „Search" button pressed, the system will find and display filtered logs according to the parameters you set. For example, for „Logs of check query with negative answer" the search form looks like:
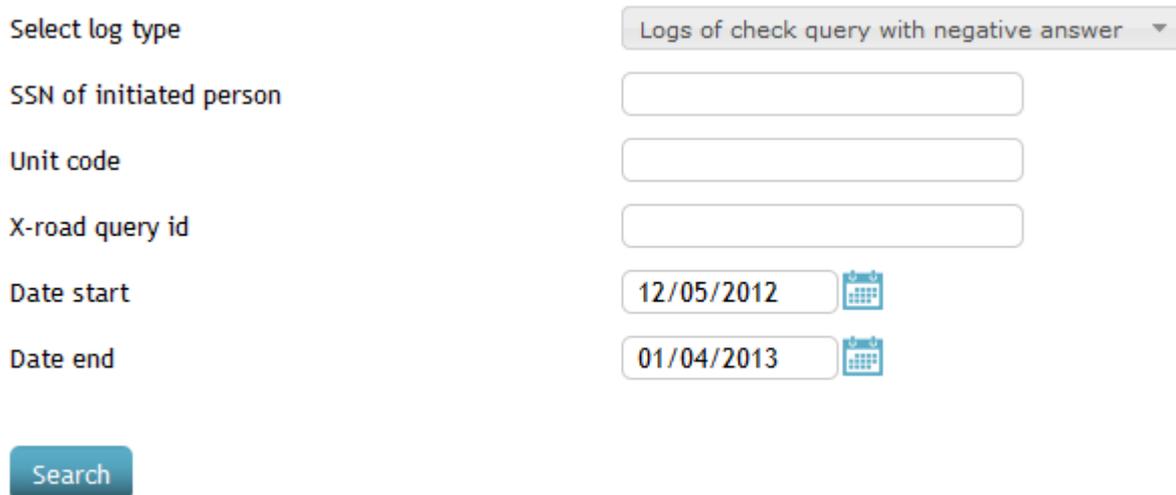
The table below describes all log actions in MISP2.

Action name	Log type name in filter	Description	User role
Manager added	Logs of managers actions	Adding permission manger or portal manager role to user	Portal manager
Manager deleted	Logs of managers actions	Removing permission manger or portal manager role from user.	Portal manager
Group added	Logs of groups actions	Adding new user group to portal	Portal manager, permisssion manager
Group removed	Logs of groups actions	Removing a user group from portal	Portal manager, permisssion manager
Person added to group	Logs of group person actions	User is added to a user group	Portal manager, permisssion manager
Person removed from group	Logs of group person actions	User is removed from a user group	Portal manager, permisssion manager
Permission added	Logs of group permission actions	Adding service permission to user group	Portal manager, permisssion manager
Permission removed	Logs of group permission actions	Removing service permission from user group	Portal manager, permisssion manager
Person added	Logs of person actions	New user account was added to portal	Portal manager, permisssion manager
Person removed	Logs of person actions	User account was deleted from portal	Portal manager, permisssion manager, administrator
Org added	Logs of portal/org actions	New organization or unit was added to portal	Portal manager, administrator

Org removed	Logs of portal/org actions	Organization or unit was removed from portal	Portal manager, administrator
Auth query control	Logs of auth query	Data about authorization query execution.	User