



elproUSER

Operation Manual

ELPRO-BUCHS AG

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Used Symbols and Designations



Information



IMPORTANT INFORMATION AND WARNINGS

<xxxxxxxx>	Syntax for placeholders Placeholders are written between < > characters.
YYYYYYYY	General function names are written in light-blue italic capitals. For example: <i>SAVE</i>
→	Course of action
⇒	Reference to resuming chapter or document Example for a chapter: 2.1 <i>Login</i> / Database Settings / Session Time
	Current cursor position
elproMONITOR	elproMONITOR Application for the central monitoring of environment parameters including alarm and report functions ⇒ SM3031D
elproEVENT	elproEVENT logs all actions that occur while elproMONITOR is running. ⇒ SV3031D
ECOLOG-PRO / ECOLOG-NET	Name of the module series with network connection (Ethernet) Data is loaded to the elproMONITOR via the local network. The functional description and technical data of the modules are included in the corresponding operation manuals.



In the interests of our customers, we reserve the right to make any changes resulting from technical advancement. Therefore, schematic diagrams, descriptions, and scope of delivery are subject to change without notice.

1 Before You Start

1.1 Introduction to elproUSER

This application is used to manage access right to the various applications created by ELPRO-BUCHS.

Basic functions

The following functions are part of elproUSER:

- Organizing users
- Managing user rights
- Logging user activities

1.1.1 System Requirements

For details regarding system requirements, please refer to the system requirements of the applications for which elproUSER will be used to manage user rights.

1.1.2 Software Licensing

The elproUSER license is included in the license of the application for which user rights are managed by elproUSER.

2 Starting elproUSER

2.1 Login



1. Login screen of elproUSER

Start the software by:

Step 1

Enter your user name.

Step 2

Enter your password.

Login

The user is logged in.

2.2 User Interface

Once you have logged in, elproUSER switches over to the start screen which is split into 4 areas.



2. Start screen of elproUSER

Header

⇒ 2.2.1 Header

Overview bar

The overview bar lists the 3 parameters used by the elproUSER software and the associated parameter details. These parameters are:

⇒ 3 Administration

⇒ 4 Application

⇒ 5 User Settings

Details tab

This tab contains all the details on parameters selected from the overview column. The details tab consists of the tab header corresponding to the detail selected, and the associated parameter table.

Example

Users

Parameter table in the details tab

⇒ Legend for parameter table

Usable functions

These functions refer to the active details tab. They are described in the appropriate sections.







(Doc)

Name of logged-in user.



Icon for functions in the user interface.

Legend for parameter table

1.  Column headers in the parameter table
⇒ 3.2 *Users*
2.  ⇒ 4.3 *Active Directory*
3.  The usable functions are executed on all or individual selected rows at the same time.
4.  The rows can be sorted in ascending or descending order, depending on the content of a particular column. The arrow tips are only displayed after first-time sorting. Start the sorting procedure by clicking the mouse on the column header.
5.  These are functions executed directly on this row.
Example: EDIT
6.  Left-click on a row to open the detail view:
⇒ 3.2.4 *Users - Details*
⇒ 3.3.4 *Group - Details*

2.2.1

Header



Click on the ELPRO logo to open the elproUSER information screen and the current version number.



Version 

elproUSER.dll 

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Switzerland
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7. Info screen of elproUSER

- ⇒ Starts the elproMONITOR application; further details are contained in the operation manual SM3031Db.

MONITOR CALIBRATION DEVIATION SETTINGS



The menu options may vary depending on the applications used.

USER

⇒ 3.2 *Users*

BASE

⇒ Starts the configuration tool for ECOLOG-PRO Base; further details are contained in the operation manual EP6002D.



The menu options may vary depending on the applications used.

UTC + 00:00

Time zone selectable in: 5.2 *Profile* - Time zone for display

Logout (Doc)

- Logs out from elproUSER.
- Name of logged-in user: Doc

2.2.2

Frequently Used Functions

The functions listed below are used several times in the elproUSER software. They are not described again in the other explanatory sections in this operation manual.

REPORT

Generates a PDF file containing information on all users / groups.

ADD

Adds a new user / a new group.

EDIT

Edits a user / a group.

DELETE

Deletes a user / a group.

REMOVE

Removes a user / a group from the related configuration.

CANCEL

The last operation executed is canceled. Then the application returns to the previous screen.

CLOSE

Closes the current screen.

SAVE

Changes to settings are verified for feasibility. Valid inputs are saved. In all other cases, they issue an error message.

3 Administration

3.1 Organization Levels

Administration
Users
Groups

To handle access rights, elproUSER operates on 2 different organization levels: Users and Groups

Users

Users have access to all applications (and their functions) which are assigned to the "Group" they belong to. The administrator defines the password and access features for these users.

⇒ 3.2 Users

Groups

Functions as manager for rights to various applications.

⇒ 3.3 Groups

3.2 Users

This chapter describes the configuration of elproUSER users managed.



The screenshots below refer to the content of the details tab.

3

3.2.1 Users - Overview

Administration
Users
Groups

Users						REPORT	ADD	EDIT	DELETE
<input type="checkbox"/>	Username	Fullname	Phone	Email	AD				
<input type="checkbox"/>	admin	<none>	<none>	<none>	✓	EDIT DELETE			
<input checked="" type="checkbox"/>	Doc	<none>	<none>	<none>		EDIT DELETE			
<input type="checkbox"/>	Loren	Fullname	Phone	Email		EDIT DELETE			

8. List of users

REPORT

⇒ 3.2.5 Example: User Accounts Documentation

ADD

Use ADD to add new users managed by elproUSER.

⇒ 3.2.2 Users - ADD

EDIT

Use EDIT to modify existing users.

⇒ 3.2.3 Users - EDIT

DELETE

Deletes users selected.



Left-click to display the details of this user.

⇒ 3.2.4 Users - Details

3.2.1.1

Username, Fullname, Phone, Email

This contains general information about the recorded users.

3.2.1.2

AD



This is a user which is assigned to a group that is in the Active Directory. This type of user can no longer be modified by elproUSER.

⇒ 4.3 Active Directory

3.2.2

Users - ADD

3

Administration

Users

Groups

Users	Add
<div>Username: ▼</div> <div>admin</div> <div>Doc</div> <div>Ligon</div>	<div> <div>SAVE</div> <div>CANCEL</div> </div> <div>User Data</div> <div> <div>Username</div> <div>admin</div> </div> <div> <div>Password</div> <div></div> </div> <div> <div>Confirm password</div> <div></div> </div> <div>Account Details</div> <div> <div><input checked="" type="checkbox"/> Account never expires</div> <div>Account expire date</div> <div></div> </div> <div> <div><input type="checkbox"/> Account locked</div> </div> <div>Membership</div> <div> <div></div> <div>▼</div> <div>ADD</div> </div> <div>Member of</div> <div>No data available</div>

9. Add user

Default user

admin
Member of the "Default Supervisors" group

New user

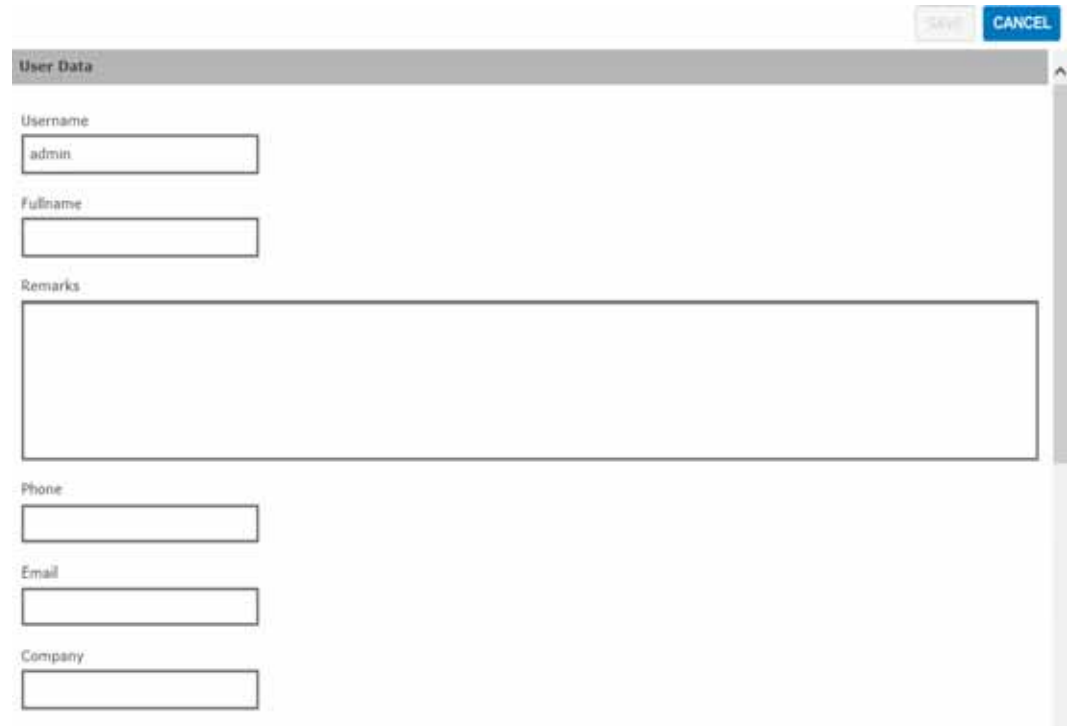
To create a new user, carry out the steps listed in the next 3 sections.

⇒ 3.2.2.1 User Data, 3.2.2.2 Account Details, 3.2.2.3 Membership

3.2.2.1

User Data

User Data contains general data on a user.



10. User data

Username

Login name of the new user.

Password

Repeat password

A new password (+ repeat) must be issued for every new user.

Full Name

This information is documented in the elproEVENT report. You are therefore advised to fill out this field.

Remarks.... Company

This information is used for documentation purposes only.

3.2.2.2

Account Details

The following defaults are possible in Account Details.



11. Account details

☐ | ☒

Account never expires

Unlimited validity of user account, or alternatively, define an expire date for the user account.

Account expire date

Limits the login period, for example for a temporary user. When this date expires, this user can no longer log in to assigned applications.

☐ | ☒

Account locked

Forbids any further use of this account.

☐ | ☒

Password never expires

If this is NOT selected, the password expire date entered in "Account expire date" applies.

⇒ 4.2 Security Settings

☐ | ☒

Password properties:

- The user cannot change the password.
- The user has to change the password at next login.

3.2.2.3

Membership



FOR SECURITY REASONS, A USER SHOULD NEVER BE A MEMBER OF GROUPS IN WHICH THE "ELPROUSER" PROGRAM IS ONE OF THE SELECTED APPLICATIONS.

⇒ **ADD - group with no Active Directory**



12. Membership

All groups are contained in this list. Before a user can be assigned to a group, at least "Group Data" and "Access Rights" must be defined for this group.

A user may be a member of several groups. The access rights are cumulative.

3.2.3

Users - EDIT

Users

Username ▼

admin

elproservice

testoperator

Doc

Users

Add SAVE CANCEL

Username ▼

admin

Doc

Logon

User Data

Username

admin

Password

Confirm password

Account Details

☒ Account never expires

Account expire date

☐ Account locked

Membership

Member of

testoperator

REMOVE

13. Edit user

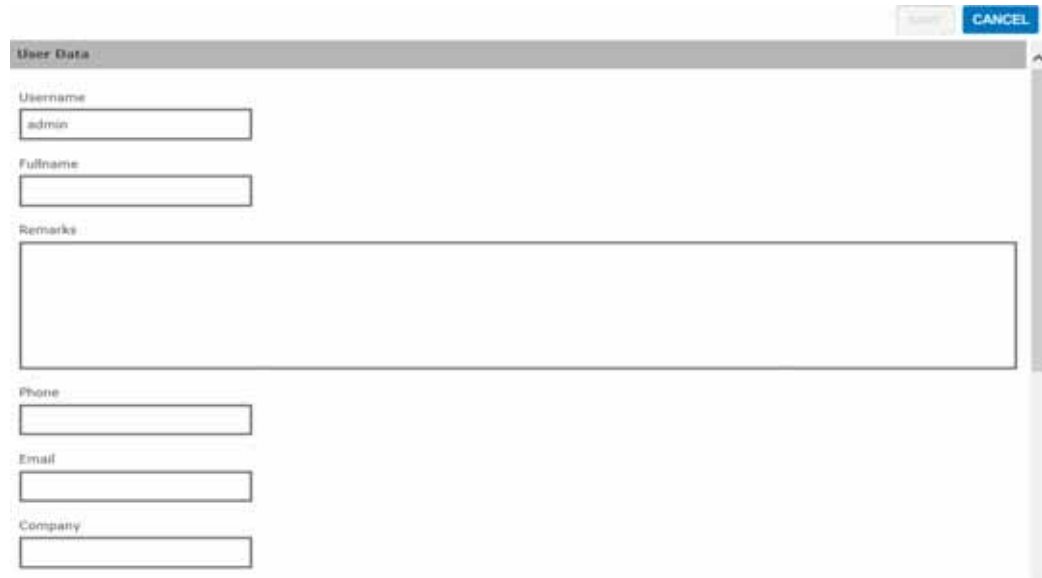
To edit a user, carry out the steps described in the next 3 sections.

⇒ 3.2.3.1 Users - Details, 3.2.3.2 Account Details, 3.2.3.3 Membership

3.2.3.1

Users - Details

General data belonging to a user is edited in User Data.



14. User data

Username

The user's login name

3

Fullname

This information is documented in the elproEVENT report. You are therefore advised to fill out this field.

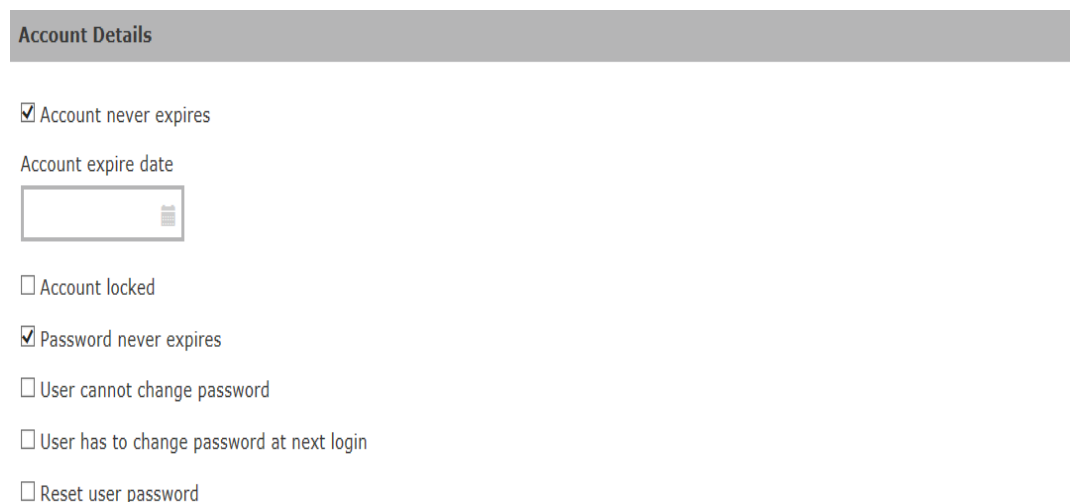
Remarks.... Company

This information is used for documentation purposes only.

3.2.3.2

Account Details

The properties of the current account are edited in Account Details.



15. Account details

☐ | ☒

Account never expires

Unlimited validity of user account, or alternatively, define an expire data for the user account.

Account expire date

Limits the login period, for example for a temporary user. When this date expires, this user can no longer log in to assigned applications.

☐ | ☒

Account locked

When activated, it is no longer possible to use this account.

☐ | ☒

Password never expires

If this is NOT selected, the password expire date entered in "Account expire date" applies.

⇒ 4.2 Security Settings

☐ | ☒

Password properties:

- User cannot change password
- User has to change password at next login.

☐ | ☒

Reset password

Change the password for an existing user. This checkbox is only visible for an existing user.

Password Repeat password

Input fields for a password change

These fields are only displayed when the tick is set.

3.2.3.3

Membership



FOR SECURITY REASONS, A USER SHOULD NEVER BE A MEMBER OF GROUPS IN WHICH THE "ELPROUSER" PROGRAM IS ONE OF THE SELECTED APPLICATIONS.

⇒ **ADD - group with no Active Directory**



16. Membership

This list contains all the groups to which the user is not yet assigned. A user may be a member of several groups. The access rights are cumulative.

REMOVE

Removes a user / a group from the related configuration.

3.2.4

Users - Details

The data shows all the information related to the selected user.

Shows the details:

⇒ 2.2 *User Interface* - Legend for parameter table - Section 6

Details**User Data**

Username
admin

Fullname
<none>

Phone
<none>

Email
<none>

Account Details

Account never expires
true

Account locked
false

Password never expires
true

User cannot change password
false

User has to change password at next login
false

Account Informations

Account created
<none>

Password expires
<none>

Last login
2017-11-23 08:43

Number of failed logins
0

17. Users - Details

3.2.5

Example: User Accounts Documentation



User Accounts Documentation

Login name: admin
 Full name: <none>
 Remarks: <none>
 Phone number: <none>
 Fax number: <none>
 E-Mail address: <none>
 Company: <none>
 Account created: 1970-01-01 01:00:00
 Account expire date: never
 Account locked: no
 Last login: 2017-11-20 07:54:11
 Number of failed logins: 0
 Password changeable: yes
 Password expires: never

Group name	Description	AD
Default Supervisors	Default Supervisor Group	no

Login name: Damart
 Full name: <none>
 Remarks: <none>
 Phone number: <none>
 Fax number: <none>
 E-Mail address: <none>
 Company: <none>
 Account created: 2016-12-20 13:34:53
 Account expire date: never
 Account locked: no
 Last login: 2017-03-27 15:26:30
 Number of failed logins: 0
 Password changeable: yes
 Password expires: never

Group name	Description	AD
Default Supervisors	Default Supervisor Group	no

3.3

Groups

This chapter describes the configuration of the user groups managed by elproUSER and the user rights assigned to the groups.



The screenshots below refer to the content of the details tab.

3.3.1

Groups - Overview



Groups				REPORT	ADD	EDIT	DELETE
<input type="checkbox"/>	Group Name	Description	AD				
<input type="checkbox"/>	Default Operators	Default Operator Group					
<input checked="" type="checkbox"/>	Default Supervisors	Default Supervisor Group	✓				
<input type="checkbox"/>	elproUSER Admins	<none>					

19. Details tab containing current groups

Generates a report containing all groups.

⇒ 3.3.5 Example: Group Access Rights Documentation

Use ADD to add new groups to be managed by elproUSER.

⇒ 3.3.2 Groups - ADD

Use EDIT to modify existing groups.

⇒ 3.3.3 Groups - EDIT

Deletes the selected group from the overview.

Left-click to show group details.

⇒ 3.3.4 Group - Details

3.3.1.1

Group Name

Default Groups

- Default Operators
This group has no access to elproUSER. This is the group where members are operators.
- Default Supervisors
This group has access to elproUSER.
The Default Supervisors group cannot be deleted.

New group

Refer to this reference section to create a new group:

⇒ 3.3.2 Groups - ADD

3.3.1.2

Description

This contains general information on this group.

3.3.1.3

AD



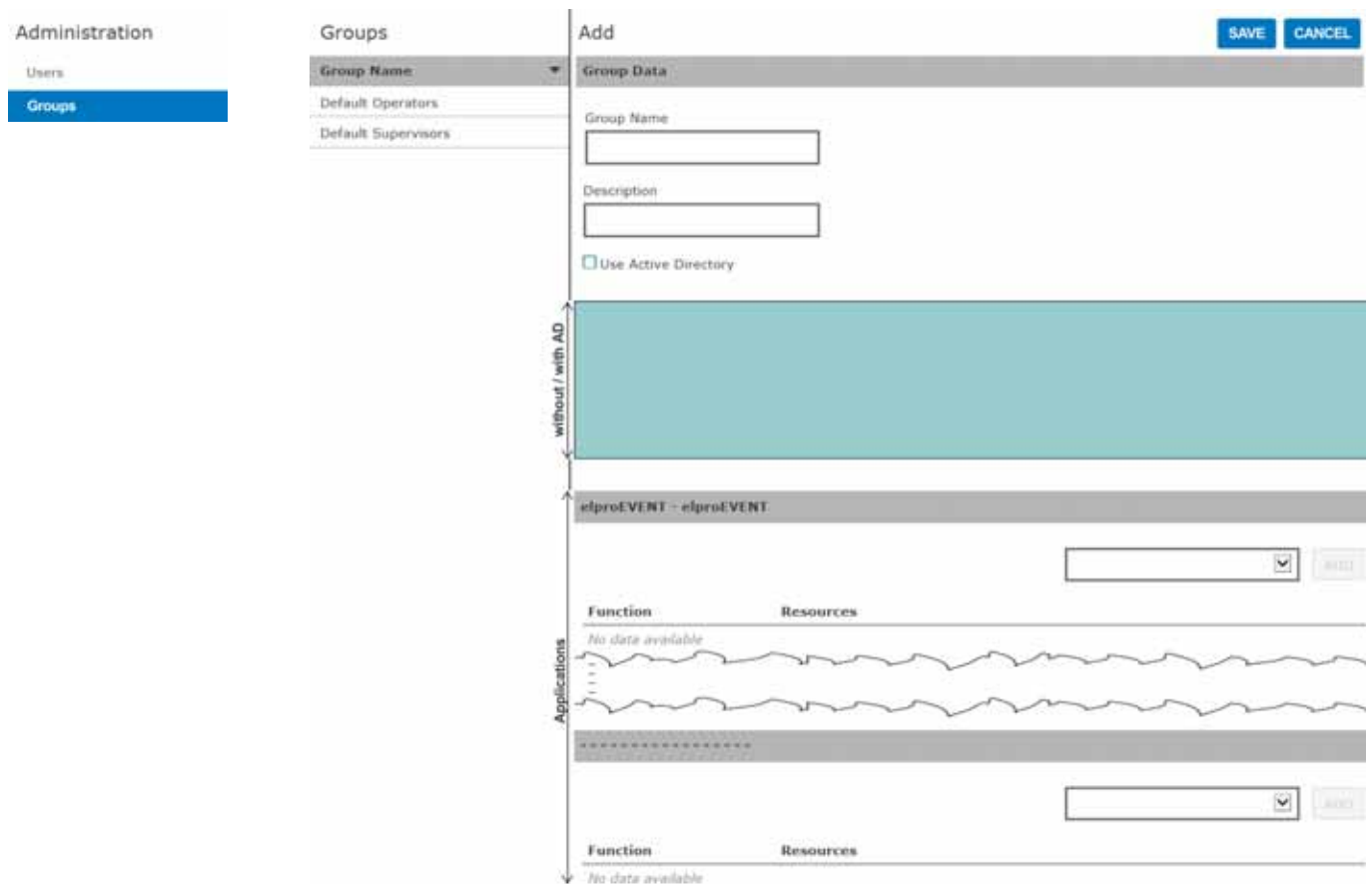
This group uses an Active Directory.

⇒ 4.3 Active Directory

3.3.2

Groups - ADD

ADD opens the “Add” column in the details tab.



20. Details tab with Add column

3.3.2.1

Group Data

Group Data defines the group name, specifies a keyword description of the group, and is assigned an Active Directory.

Group Name
Description

The group name provides mandatory, unique information to define a new group. The group name and the group description are included in the details.

⇒ 3.3.4 Group - Details

☐ | ☒

Select the option “Use Active Directory” to change the content of the Add column.

ADD - group with no Active Directory

This assigns members to a group.



21. Members

List of users not yet added to the current group.

Member

List of users assigned to the group.

REMOVE

Removes a member from the current group.

ADD - group with Active Directory

This assigns an Active Directory to a group.



22. Active Directory

[Details on the Active Directory](#)

⇒ 4.3 Active Directory

3.3.2.2

Applications

Applications are software modules produced by ELPRO-BUCHS AG and managed by elproUSER. The necessary defaults are made in the applications.

elproEVENT



23. Group - elproEVENT

List of functions that were not added. All other functions are described in the elproEVENT operation manual.

⇒ elproEVENT Operation Manual, SV3031Dx

Function

Functions available in this group.

Resources

Global This function cannot be limited any further.

elproUSER



24. Group - elproUSER

List of functions that were not added.

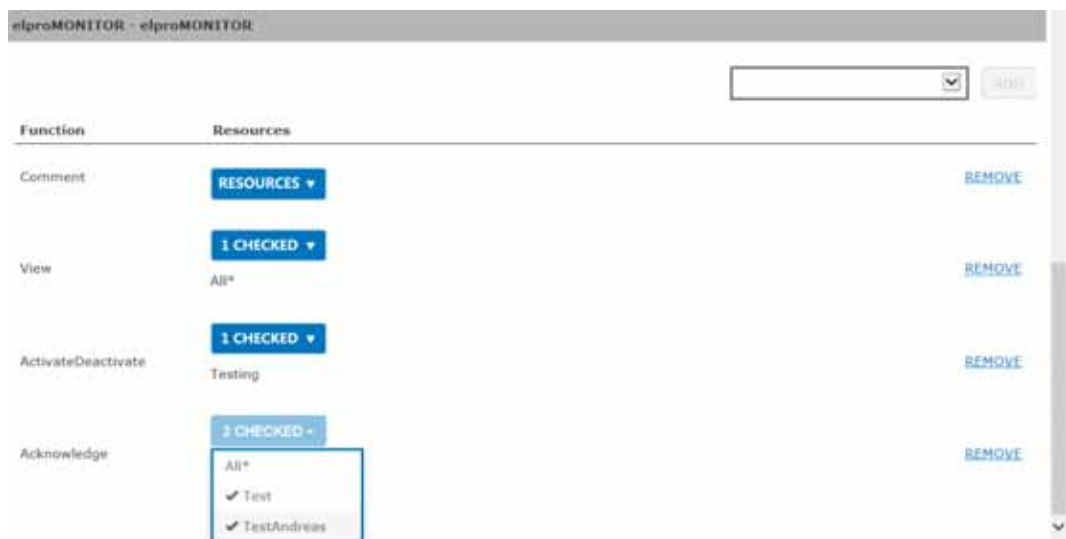
Function

Run Program and Manage Users
When you add this function to a group, elproUSER can start and configure this group.

Resources

Global This function cannot be limited any further.

elproMONITOR



25. Group - elproMONITOR

List of functions not added. All other functions are described in the elproMONITOR operation manual.

⇒ elproMONITOR Operation Manual, SM3031Dx

Function

Functions available in this group.

Resources

The resources correspond to the sensor groups created in elproMONITOR.

No sensor groups are assigned to the current function yet.

1 CHECKED ▾

One sensor is assigned to the current function. The same view is used when All* is selected (see below).

2 CHECKED ▾

2 sensor groups are assigned to the current function.

All*

Grants access to all current and future resources.

Global

This function cannot be limited any further.


REMOVE

Removes a group from the corresponding configuration.

3.3.3

Groups - EDIT

EDIT opens the tab: "Edit" in the details tab:



26. Details tab with Edit column

3.3.3.1

Group Data

General data belonging to a group is edited in Group Data. A distinction is made between groups with and with no Active Directory.

"EDIT" cannot be used to add or remove a group to or from an Active Directory, i.e. a new group should be created in this case.

Group Name
Description

The group name provides mandatory unique information that defines a group. The group name and the group description are listed in the details.

⇒ 3.3.4 Group - Details

EDIT - group with no Active Directory



27. Member

The group name, description, and members can be edited.

EDIT - group with Active Directory



28. Active Directory

The group name and description can be edited.

3

3.3.3.2

Applications

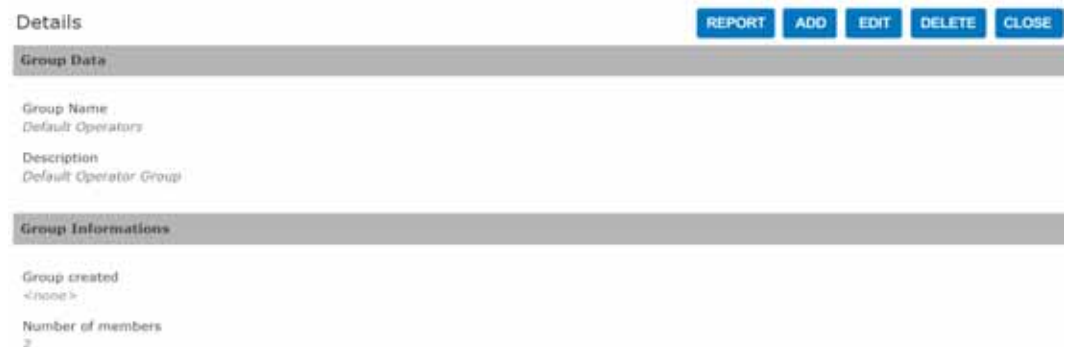
The defaults required in the applications are modified.

⇒ 3.3.2.2 Applications

3.3.4

Group - Details

All the data referring to the selected group is contained in the Details tab in the "Details" column.

29. Details tab with Details column

⇒ 2.2 User Interface - parameter table - Section 6

3.3.5

Example: Group Access Rights Documentation



Access Rights Documentation

Group Name: Default Supervisors
Group Created: 1970-01-01 01:00:00
Description: Default Supervisor Group
Active Directory: <none>

Application	Function	Resource
elproEVENT	Start Application	* - All
elproEVENT	Change Program Settings	* - All
elproEVENT	Export Data	* - All
elproEVENT	Print	* - All
elproEVENT	Comment Entries	* - All
elproUSER	Run Program and Manage Users	* - All
elproMONITOR	Configure	* - All
elproMONITOR	View	* - All
elproMONITOR	Activate/Deactivate	* - All
elproMONITOR	Acknowledge	* - All
elproMONITOR	Comment	* - All

Login Name	Full Name	AD
admin	<none>	no
Damart	<none>	no
TestUser	<none>	no
elproservice	<none>	no

Group Name: Default Operators
Group Created: 1970-01-01 01:00:00
Description: Default Operator Group
Active Directory: <none>

Application	Function	Resource
elproMONITOR	View	* - All
elproMONITOR	Activate/Deactivate	* - All
elproMONITOR	Acknowledge	* - All
elproMONITOR	Comment	* - All

Login Name	Full Name	AD
philosi	Philipp Osi	no
testoperator	<none>	no
Doc	Doc	no

Group Name: elproUSER Admins
Group Created: 2017-10-30 16:32:38
Description: <none>
Active Directory: <none>

Application	Function	Resource
elproUSER	Run Program and Manage Users	* - All

| elproUSER
 | Page 1 / 2

30. Group Access Rights Documentation, page 1 of 2

4 Application

4.1 Application Settings

These are general settings which are used by elproUSER for database entries and reporting.

Application Settings

Application

Language
English

Language in which the events will be written in the database

Date Format
dd.MM.yy

☒ settings.applicationSettings.use24HourFormat

31. Application - Application Settings

Language

The language used by elproUSER for audit trail entries.

Date Format

The date format used by elproUSER.

Use 24 Hour Format

When activated, elproUSER uses the 24-hour format.

4

4.2 Security Settings

Security settings specify the properties of passwords and user accounts.

Security Settings

Passwords

☐ Password Never Expires

☒ Password Expires After:

Days
60

Minimal Password Length
6

Length of Password History
0

☐ Password Complexity

User Accounts

☒ Auto Locking Disable

☐ Auto Locking Enable:

Failed logins until locking
3

32. Application - Security Settings

Passwords

Various conditions related to password validity.

Passwords Never Expires

User passwords remain valid for an unlimited period.

Password Expires After

Users are obliged to change their passwords periodically. Otherwise, they may no longer be able to log in.

Days

Number of days after which users must change their passwords.

Minimal Password Length

Defines the minimum permissible length of passwords.
Default: 6 characters

Length of Password History

Determines the number of password changes required until the first password can be used again.

☐ | ☒

Password Complexity

- Passwords may not contain account names or the display name of the user.
- Passwords must contain characters from three out of the following five categories:
 - Uppercase letters of European languages (A to Z, Ä, Ö, Ü, Greek and Cyrillic characters).
 - Lowercase letter of European languages (a to z, ß, ä, ö, ü, Greek and Cyrillic characters).
 - Numerals 0 to 9.
 - Special characters ~! @ # \$ % ^ & * _ - + = ` | \ () { } [] ; : " ' < > , . ? /
 - All Unicode characters which are categorized as characters of the alphabet but which are not uppercase or lowercase letters. This includes Unicode characters of Asian languages.

4

User Accounts

Auto Locking Disable
Auto Locking Enable
Failed logins until locking

Enable account locking after a specified number of failed login attempts.

4.3

Active Directory

Settings for the database used by elproUSER.

Active Directory SAVE CANCEL

Server

Server

Naming Context
 GET NAMING CONTEXT

Authentication

Username

Password

33. Application - Active Directory

Server

Server

Naming Context

Server Name

GET NAMING CONTEXT

- Click the GET NAMING CONTEXT button and select the required subnode for users and groups. (If in doubt, simply select the root node.)
- Click OK to save the changed settings.

4

Authentication

Username and Password

Name and password of user for access to the Active Directory.

5 User Settings

The user settings provides defaults for the login password, application language, and time zone. These settings refer to the login user.

5.1 Change Password



The 'Change Password' form is a web interface for updating a user's password. It features a title bar with 'Change Password' and 'CANCEL' buttons. Below the title bar is a section header 'Change Password'. The form contains three input fields: 'Old Password', 'New Password', and 'Confirm Password'. Each field is a simple text box with a placeholder for the password.

34. Application - Change Password

Input fields for the user to change the user password

5.2 Profile



The 'Profile' form is a web interface for editing user-specific defaults. It features a title bar with 'Profile' and 'CANCEL' buttons. Below the title bar is a section header 'User Profile'. The form contains two dropdown menus: 'Language' (set to 'English') and 'Display Timezone (applies only to current user)' (set to '(UTC) Coordinated Universal Time'). Below the 'Display Timezone' dropdown is a checkbox labeled 'Adjust for Daylight Savings Time' which is checked. A small note below the checkbox states: 'During Daylight Saving Time an additional offset of 1:00 h is applied'.

35. Application - Change language and time zone

The Profile function is used to edit user-specific defaults.

Language

At present the software is only available in German and English.

Display Timezone

(applies only to current user)

Defines the time zone used in the display.

☐ | ☒

Adjust for Daylight Savings Time

Tick the checkbox to adjust for summer and winter time automatically.

Revision History

Author	Date	Version	Description
AG	Feb. 20, 2015	SU3031D	First release
AG	May 14, 2018	SU3031Da	Adjust to new user interface; USER and BASE added

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ELPRO-BUCHS AG
Langäulistrasse 45
9470 Buchs
SWITZERLAND



E-Mail: swiss@elpro.com

Für lokale Vertretungen siehe:
www.elpro.com