Active Directory Groups window

OnCommand Workflow Automation

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Active Directory Groups window

The Active Directory Groups window enables you to view, create, edit, and delete the OnCommand Workflow Automation (WFA) Active Directory groups. You can access this window by selecting **Settings**, and under **Management** click **Active Directory Groups**.

Depending on your role and account privileges, this window might not be displayed.

- Active Directory groups table
- Toolbar

Active Directory Groups table

The Active Directory Groups window displays existing Active Directory groups. You can customize the table display by using the filtering and sorting features available for each column, as well as by rearranging the column order.

- enables or disables filtering for the entire table. A red "x" appears over the icon if filtering is disabled.
- Double-clicking clears and resets the filtering selections.
- on each column header enables you to filter based on the content of the columns. Clicking in a column allows you to filter on a specific item from the drop-down list or on all available items.
- Clicking the column header toggles between ascending and descending order of sorting. You can identify the applied sort order by the sort arrows (for ascending and for descending).
- To rearrange the location of columns, you can drag and drop columns to place them in any required order. However, you cannot hide or delete any of these columns.
- Clicking the **Search** filter text box allows you to search for specific content. In addition, you can search using supported operators for the applicable column type, Alphabetic or Numeric.

The following table lists the supported operators for alphabetic and numeric columns in the Active Directory Groups table, available from the **Search** filter text box.

Alphabetic	Numeric
• Contains • Does not contain • Starts with • Ends with • Equals • Does not equal • Reset	• Equals • Does not equal • Less than • Greater than • Less than or equal to • Greater than or equal to • Between • Reset

The Active Directory Groups table contains the following columns:

- **Group Name**

Displays the group name for the Active Directory.

- **Role**

  Displays the assigned role for the group. Roles can include any of the following:

  - **Guest**

    This group can only view the status of a workflow execution or be notified of a change in the status of a workflow execution.

  - **Operator**

    This group is allowed to preview and execute workflows for which the group is provided access.

  - **Approver**

    This group is allowed to preview, execute, approve, and reject workflows for which the group is provided access.

    > You must provide the email ID of the approver and the status of the workflow that is to be notified to the approver. If there are multiple approvers, you can provide a group email ID in the **E-mail** field.

  - **Architect**

    This group has full access to create workflows, but is restricted from modifying global WFA server settings.

  - **Admin**

    This group has complete access to the WFA server.

- **Categories**

  Displays the workflow category assigned to an operator, which provides workflow authorization and privileges to the designated operator.

  You can set this authorization setting by clicking **Content Management** > **Categories**.

- **E-mail**

  Displays the email address for the group. You can use this email for notification about the workflow status.

- **Notifications Enabled**

  Indicates whether the group can receive email notifications (true or false) about the status of workflow executions that were triggered by that group.

Toolbar

The toolbar is located above the column header. You can use the icons in the toolbar to perform various actions. These actions can also be accessed from the right-click menu in the window.

- **(New)**

  Opens the New Active Directory Group dialog box, which enables you to add a new Active Directory group.

  > Before adding the Active Directory group, you need to enable or configure the Active Directory group.

- **(Edit)**

  Opens the Edit Active Directory Group dialog box, which enables you to edit the selected Active Directory group.

- **(Delete)**

  Opens the Delete Active Directory Group dialog box confirmation dialog box, which enables you to delete the selected Active Directory group.

New Active Directory Group dialog box

The New Active Directory Group dialog box enables you to create a new OnCommand Workflow Automation Active Directory group.

- **Group Name**

  Specifies the group name.

- **Role**

  Enables you to select one of the following group roles:

  - **Guest**

    This group can only view the status of a workflow execution or be notified about a change in the status of a workflow execution.

  - **Operator**

    This group is allowed to preview and execute workflows for which the group is provided access.

  - **Approver**

    This group is allowed to preview, execute, approve, and reject workflows for which the group is provided access.

    > You must provide the email ID of the approver and the status of the workflow that is to be notified to the approver. If there are multiple approvers, you can provide a group email ID in the **E-mail** field.

  - **Architect**

    This group has full access to create workflows, but is restricted from modifying global WFA server settings.

- **Admin**

  This group has complete access to the WFA server.

  > You must configure at least one admin group.

- **E-mail**

  Enables you to specify the group's email address to which notifications are sent if the **Notify On** option is selected.

- **Notify On**

  Enables you to select when the active directory group should be notified by email. The workflow execution status notifications are specific to the workflows executed by the group. You can select any combination of the following options:

  - Workflow execution started: Notifies the group when the workflow execution begins.
  - Workflow execution failed/partially successful: Notifies the group if the workflow execution fails or if the workflow was successfully executed even though one or more steps failed.

    The execution is completed because the failed steps were configured to allow the workflow execution to continue even when the step fails.

  - Workflow execution completed successfully: Notifies the group when the workflow execution is completed successfully.
  - Workflow execution waiting for approval: Notifies the group if the workflow execution is waiting for approval from the Approver, Architect, or Operator group, depending on the WFA configuration setting.

Command buttons

- **Save**

  Saves the configuration settings and closes the dialog box.

- **Cancel**

  Cancels changes, if any, and closes the dialog box.

Edit Active Directory Group dialog box

The Edit Active Directory Group dialog box enables you to view and modify the OnCommand Workflow Automation Active Directory group settings.

Depending on your Active Directory group privileges and role, you might not have access to the Active Directory Groups window. However, you can edit the settings for your Active Directory group by selecting **Settings**, and under **Management** click **Active Directory Groups**.

> The fields that are available to you for editing depend on your Active Directory group privileges.

- **Group Name**

Displays the group name for the Active Directory group.

- **Role**

  Displays the assigned role for the user account.

  Displays one of the following group roles assigned for the Active Directory group:

  - **Guest**

    This group can only view the status of a workflow execution or be notified about a change in the status of a workflow execution.

  - **Operator**

    This group is allowed to preview and execute the workflows for which the group is provided access.

  - **Approver**

    This group is allowed to preview, execute, approve, and reject the workflows for which the group is provided access.

    > You must provide the email ID of the approver and the status of the workflow that is to be notified to the approver. If there are multiple approvers, you can provide a group email ID in the **E-mail** field.

  - **Architect**

    This group has full access to create workflows, but is restricted from modifying global WFA server settings.

  - **Admin**

    This group has complete access to the WFA server.

    > You must configure at least one admin group.

- **E-mail**

  Specifies the email for the Active Directory group to which notifications are sent if the **Notify On** option is selected.

- **Notify On**

  Enables you to select when the active directory group should be notified by email during the workflow execution triggered by that active directory group. You can select any combination of the following options:

  - Workflow execution started: Notifies the user when the workflow execution begins.
  - Workflow execution failed/partially successful: Notifies the user if the workflow execution fails or if the workflow was successfully executed even though one or more steps failed.

    The execution is completed because the failed steps were configured to allow the workflow execution to continue even when the step fails.

- Workflow execution completed successfully: Notifies the user when the workflow execution is completed successfully.
- Workflow execution waiting for approval: Notifies the user if the workflow execution is waiting for approval from either an Operator or Architect user, depending on the WFA configuration setting.

Command buttons

- **Save**

  Saves the configuration settings and closes the dialog box.

- **Cancel**

  Cancels changes, if any, and closes the dialog box.

Approval Portal window

The Approval Portal window enables you to approve or reject a workflow.

You can log in to the Approval Portal window from the link provided in the email notification for the approval of the workflow.

- **Return to WFA**

  Takes you back to the WFA application from the Approval Portal window.

Approval Portal

- **Enter Comment**

  Enables you to enter your comment for the approval or rejection of the workflow.

Command buttons

- **Approve & Resume**

  Enables you to approve the workflow, which resumes the workflow.

- **Reject & Abort**

  Enables you to reject the workflow, which aborts the workflow.

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