

QUICK REFERENCE GUIDE

Main Security indicators

R*STARS

96A Screen

ACCOUNTING TRANS (Page 10)

This field indicates the following accounting transaction authority:

Blank No access to accounting transactions. User cannot create or modify a transaction. Inquire only for Security Agency, Batch Agency, Agency Range or Group. User cannot create or modify a transaction.

Used for single agency access

1 User can create and change transactions only for the agency specified in the Security Agency field.

3 User can create *and change* transaction information on approved documents only for the agency specified in the Security Agency field.

Used for multiple agency access (Agency Group)

2 User can create and change transactions for the agency specified in the Batch Agency, Agency Group, Agency Ranges or Security Agency fields.

4 User can create *and change* transaction information on approved documents for the agency specified in the Batch Agency, Agency Group, Agency Ranges or Security Agency fields.

RELEASE FLAG (Page 10)

Determines whether the user can release the batch

0 Not Allowed to release batches

1 Release batches

BATCH EDIT MODE (Page 11)

Determines when the Data Element edits and the Financial table postings occur.

0 Edits profiles and posts to financial tables only after batch is released and nightly batch cycle runs.

1 Edits against data profiles when batch is entered. Information is not posted to the Financial tables until the batch is released and nightly batch cycle runs.

2 System edits data profiles and posts transactions to the financial tables when batch is entered. Batch will not save if there are errors

DISBURSEMENT METHOD (Page 11)

Designates disbursement authority for warrants.

Blank User cannot enter a DMI on accounting transactions.

0 User can enter "H" hold a warrant. (Screen 41)

1 User can enter "H" hold or "M" manual for warrants

2 User can enter "H" hold, "M" manual, or "R" release for warrants.

3 User can enter "H" hold, "M" manual, "R" release, and "E" expedite for warrants

96B Screen (Page 14)

Blank No Access allowed.

0 Inquiry only.

1 Inquiry, adding, and changing allowed.

2 Inquiry, adding, changing, and deleting allowed.

3 Inquiry and adding allowed

ADPICS

7700 Screen (Page 9)

X No Access
I Inquiry Capabilities Only
U Add, Modify, and Inquiry Capabilities
D Add, Modify, Delete, and Inquiry Capabilities

Printer Table (Page 6)

4 character Printer ID
60 Laser printer
66 impact printer
POC Purchase Orders
BPO Blanket Purchase Order
ITB Invitation to Bid

OSPA

PUSC Screen (Page 2)

N No Access
D Display Access
U Update Access

** Indicated page numbers correspond to the current system's security manual.

REDUNDANT USER CLASS LIST R*STARS

Some user classes duplicate access (on 96B screen or on D66 T-code access), and would be redundant if a user had others within the same grouping. Below is a list of some of the redundancies. It's possible that a redundant user class might be needed, however an explanation of the need would be required in the access request.

With user class **11** you do not need user classes 24 or 25.

With user class **13** you do not need user classes 24 or 25.

With user class **16** you do not need user classes 24 or 25.

With user class **17** you do not need user class 20 (**UC 17, 20, 84 or 88 not allowed with UC 28 or 98**)

With user class **19** you do not need user classes 11, 16, 24 or 25.

With user class **23** you do not need user classes 24, 25* or 26.

With user class **25** you do not need user class 24.

With user class **26** you do not need user classes 24 or 25*.

With user class **27** you do not need user classes 11, 13, 16, 19, 23, 24, 25*, 26, 29, 32, 33, 34 or 41.

With user class **29** you do not need user classes 11, 13, 16, 19, 24, 32, 33, or 34.

With user class **31** you do not need user classes 24 or 25*.

With user class **32** you do not need user classes 24 or 25*.

With user class **33** you do not need user classes 24 or 25*.

With user class **34** you do not need user classes 24 or 25*.

With user class **41** you do not need user classes 24.

With user class **98** you do not need user class 28.