Systems Administration for SunSystems v5.2

Duration: 1 Day – Scheduled on Demand

Prerequisite: No knowledge of SunSystems is assumed.

**Who Should
Attend:**   Those responsible for maintaining the system such as IT
personnel and the SunSystems System Administrator.

**What You Will
Learn:**   At the completion of this training session participants will be
competent to:

- Assist in development of a strategy for implementing
facilities such as security and general systems
maintenance for SunSystems and its companion
software.

Please see over page for course content

Course Content – Systems Administration for SunSystems v5.2

Introduction to SunSystems 5.2

- Overview of SunSystems 5.2
- Logging into SunSystems
- Changing passwords
- Working in Navigation manager
- Amending SunSystems preferences
- Using SunSystems forms
- Working in multiple business units
- Viewing current system defaults

SunSystems Security

- Overview of security
- Functional relationships
- Creating a new user account
- Creating operator groups
- Setting miscellaneous permissions
- Using navigation manager editor
- Creating and applying data access groups
- Defining a data audit plan
- Extracting the audit data

Companion Product Maintenance

- Reserialising companion products
- Functional security
- Data set security
- Creating users

Q&A/Vision Maintenance

- Overview of Q&A/Vision security
- Creating Q&A/Vision user profiles

- Creating Q&A/Vision users
- Assigning users to user profiles
- Allocating Q&A/Vision users
- Clearing locked Q&A/Vision users
- Reserialising Q&A/Vision

General Maintenance

- Steps to take after a system crash
- Re-serialising SunSystems
- Defining ledger setup rules
- Creating optional ledger tables
- Using business unit file backup and restore

Working with Forms

- Using form designer
- Working in various designer modes
- Checking out a form
- Form designer window
- Form controls
- Layout controls & toolbar
- Areas within forms designer
- Navigation controls
- Local compile
- Checking in a form
- Editing form permissions
- Accessing form permissions editor
- Editing permissions
- Default forms