

# **Intrexx Professional**

# **Intrexx Compact**

RELEASE 5



System Applications

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## Writing Conventions

In this handbook, text passages will be displayed in *italics* when they refer to settings in the displayed dialogs. Menu items that are available in context menus can, in addition, always be selected from the main menu. Main menu items will not be described if they are not available in the context menu. A description of the general main menu items can be found in the  *Portals* handbook. Programming code in the text will be displayed in the `Courier` font. Context menus can be opened by clicking with the right mouse button on the described element.


In the following, `<intrexx>` refers to your Intrexx installation path; under Windows, for example, this is usually  `c:\intrexx\`. On Linux, the normal install path is  `/opt/intrexx/`. The following symbols will be used for designation of special kinds of information:

-  Information
-  References to an Intrexx handbook
-  Directories
-  URLs
-  Click on buttons

## Background Knowledge

For this handbook, you require no special previous training. You can find helpful information in the Intrexx handbooks  *Portals* and  *Applications*.

# 1. Introduction

All system applications can be found in a newly created portal under the *Extras* menu. System applications fulfill system-specific tasks and are not contained in the collection of templates. They can be renamed and assigned to other menu items. In the *Applications* module, all system applications can be opened and edited to your specifications like other applications (  *Applications*).

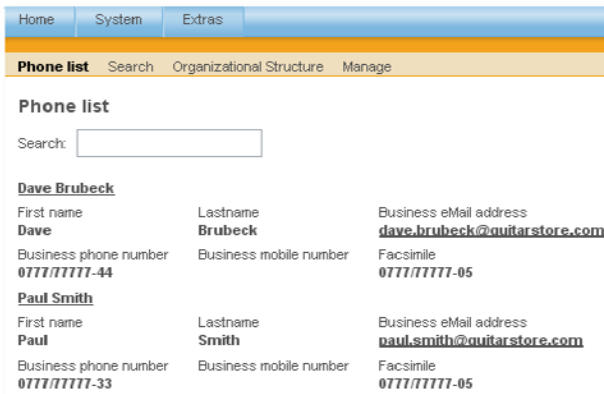
If you delete a system application, you cannot recreate it. You can, however, download it from the United Planet Service Portal **Intrex Live!** at any time. It is also possible to export a system application to a different portal and then import it in the current portal. This is not possible with the *User* application, however, which cannot be exported or deleted. The user accounts for the portal will be managed in this application.


# 2. User

In the *User* system application, all user accounts on the portal can be edited directly in the browser by users with appropriate access permissions. On the printable telephone list, the all-important contact data will be always shown up to date.

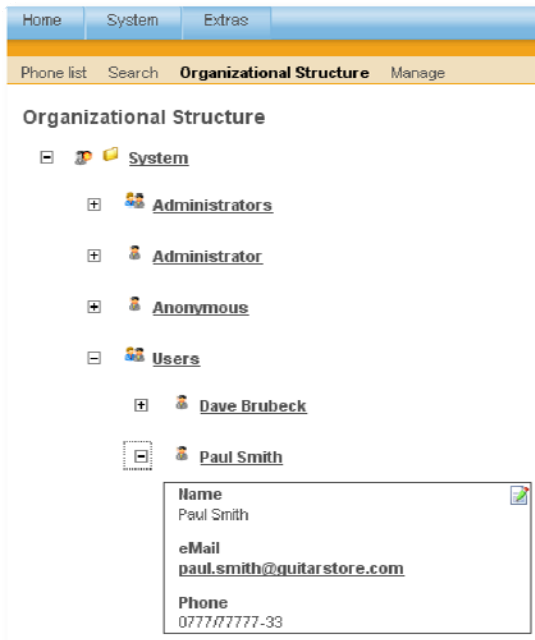
User accounts can be edited either directly in the *User Manager* module or in the *User* application. In the *User* data group, the main data group of the *User* application, no data fields may be entered. If you require additional data fields, please enter them as additional fields to the *User Manager* module. You can then access the new fields in the *User* application as usual and then combine them with edit or view elements.


## 2.1. Telephone List

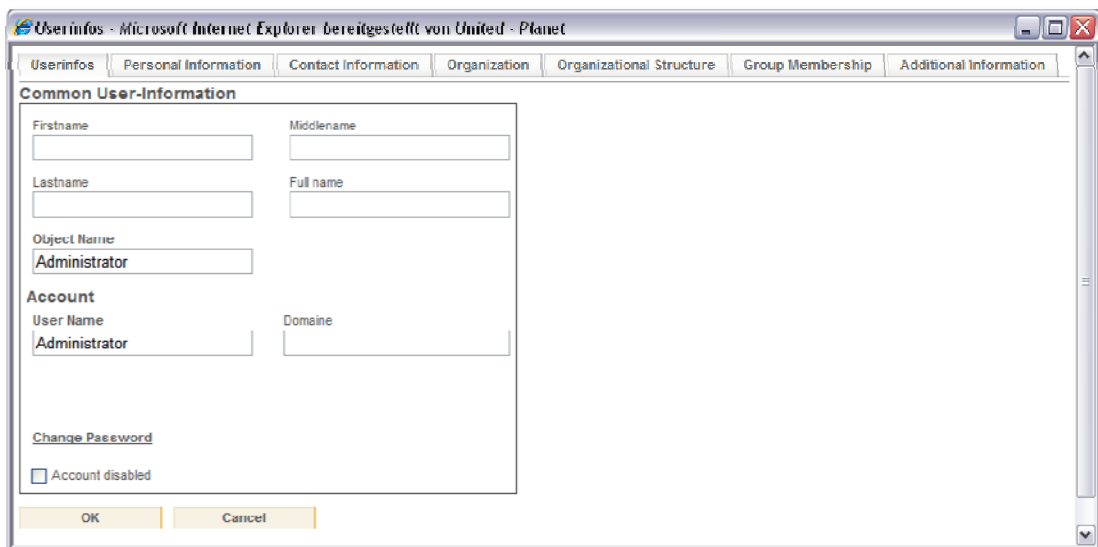


In the browser, the home page of the application will show a telephone list with the contact data of all users on it. In the search field of the telephone list, one may specifically search for individual users. When you place the mouse on the name of a user in the list, a tooltip will open with additional information. Click  *Print* to print out the complete telephone list.

## 2.2. Organizational Structure



On the *Organizational Structure* page, the organizational structure will be displayed as entered in the module *Users*. The various levels can be shown or hidden by clicking the  and  symbols respectively. Clicking  *Edit* allows the data of an object in the structure to be directly changed here.



## 2.3. Managing User Accounts

Phone list Search Organizational Structure **Manage**

**Administrate Users**

Login  Last Name  Name

User name	Domain	Last name	First name
Administrator			
Anonymous			

By clicking on a user name in the table, with sufficient permissions a tooltip will open, in which user data can be edited ( Users).

Userinfos Personal Information Contact Information Organization Organizational Structure Group Membership

**Additional Information**

**Common User-Information**

First name  Middle name

Last name  Full name

Object name

**Account**

User name  Domain

Change Password

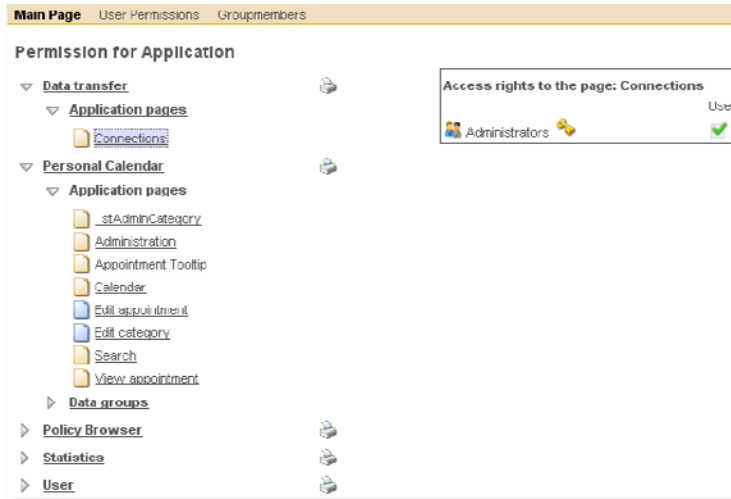
Account disabled

## 3. Security Policies

Which user has which access permissions to which applications in the portal? With security policies, you will have a central overview in the browser of the current configuration of application permissions. Here all page and data group permissions, which you have set up in the *Applications* module for users, user groups, and organizational units, will be displayed.

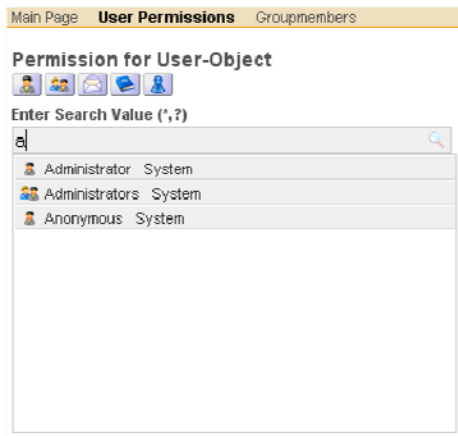
### 3.1. Permissions by Application

On the start page in the browser, all applications of the portal will be listed in link format. In the subordinate level, which you can open by clicking on a link, the page and data group permissions will be shown. If you click on a page or data group, the access permissions will be shown in the area to the permission.



With *Print*, all page and data group permissions to the portal applications can be printed out.

### 3.2. Permissions by Users



On this page, the display of permissions can be filtered with the buttons above the search field for users, user groups, distribution lists, organizational units, or roles. Additional information on this topic can be found in the *Permissions* handbook.

If you enter a name into the search field, all results will be listed. Double clicking on a result shows the current permissions for that user.


### 3.3. Group Members



Here you can search for members of user groups. Enter the name of the group into the search field, then click on a result to show the members.

## 4. Personal Calendar

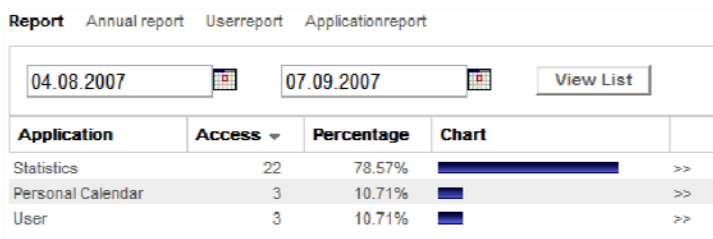
In the personal calendar, access permissions to appointments will be controlled by a unique *Datahandler* in the background. The permissions are set up in such a way that only the currently logged in user has access to his individual appointments. Other users, administrators, or members of the management will not be able to view the appointments entered to the personal calendar.




The personal calendar offers the same functions as an application created based on the *Calendar* template. A complete description can be found in the  *Application Templates* handbook.

## 5. Statistics

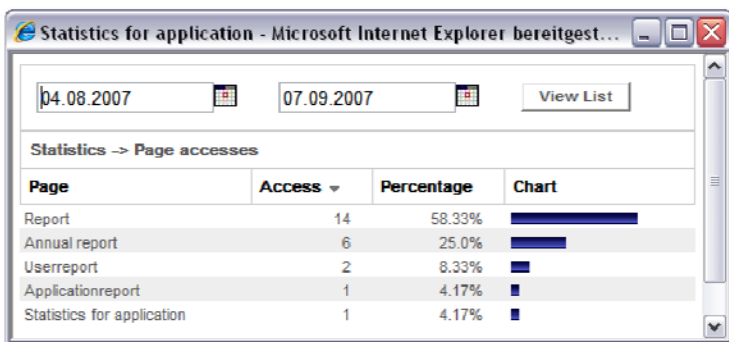
The statistics application analyses access to applications in the portal. With this, you will be able to quickly recognize the applications that are visited frequently. Applications that are never or only seldom used will also be recognized. In the year overview, accesses per month for the current year will be output.






### 5.1. Overview



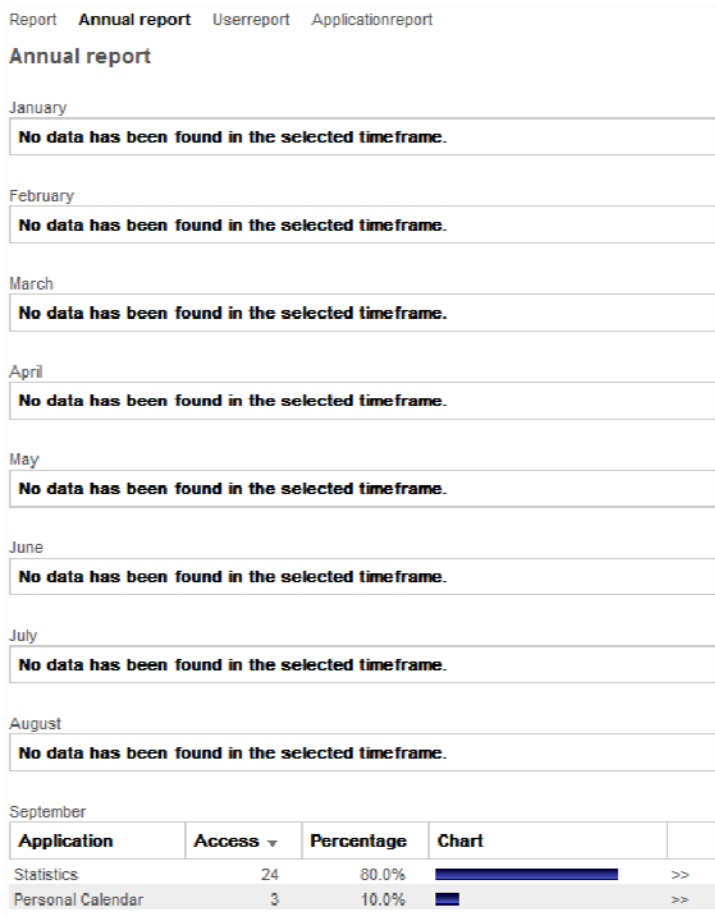
Application	Access	Percentage	Chart	
Statistics	22	78.57%		>>
Personal Calendar	3	10.71%		>>
User	3	10.71%		>>

The start page of the application is the *Overview* page, which will output the rankings of the applications by accesses. In the dual edit fields at the top of the page, a date range can be entered. By clicking the link to *Show List*, all accesses in the entered time frame will be displayed. If you click on the >> icon in the last column, the corresponding application will be loaded in the browser. Clicking on the link to an application name will open an additional window, in which the hits for individual pages will be shown.



Page	Access	Percentage	Chart
Report	14	58.33%	
Annual report	6	25.0%	
Userreport	2	8.33%	
Applicationreport	1	4.17%	
Statistics for application	1	4.17%	

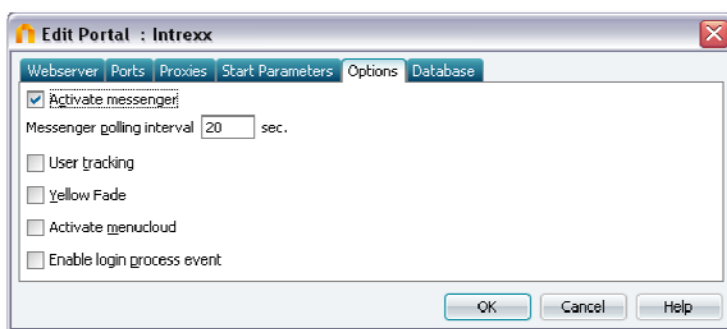
## 5.2. Annual report



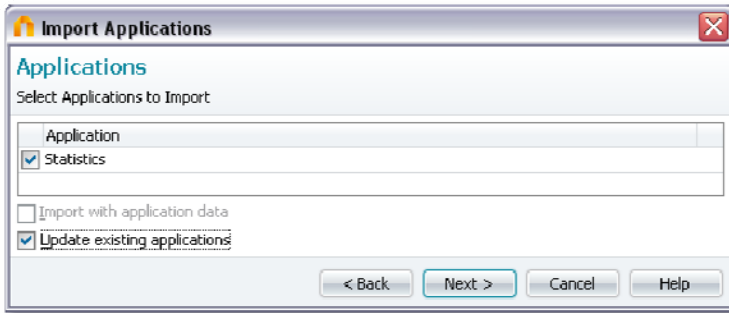
On this page, accesses per month for the year in progress will be listed.

## 5.3. User Report

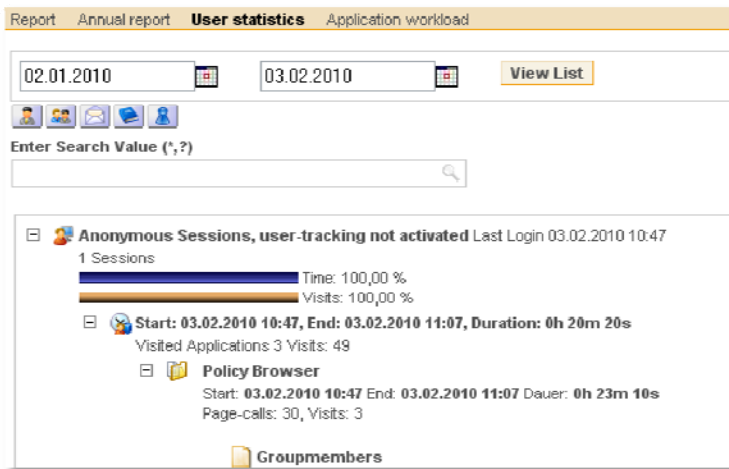
The user report will only be output if you have activated user tracking in the portal properties (🌐 *Portals*).



On **Intrexx Live!**, the service portal from United Planet, you will find the *Statistics* application, which you must download and import in order to activate the user and application statistics. You can find everything on the topic of importing applications in the handbook 🌐 *Applications*. When you import the *Statistics* application, you can activate the setting to *Update existing applications*.

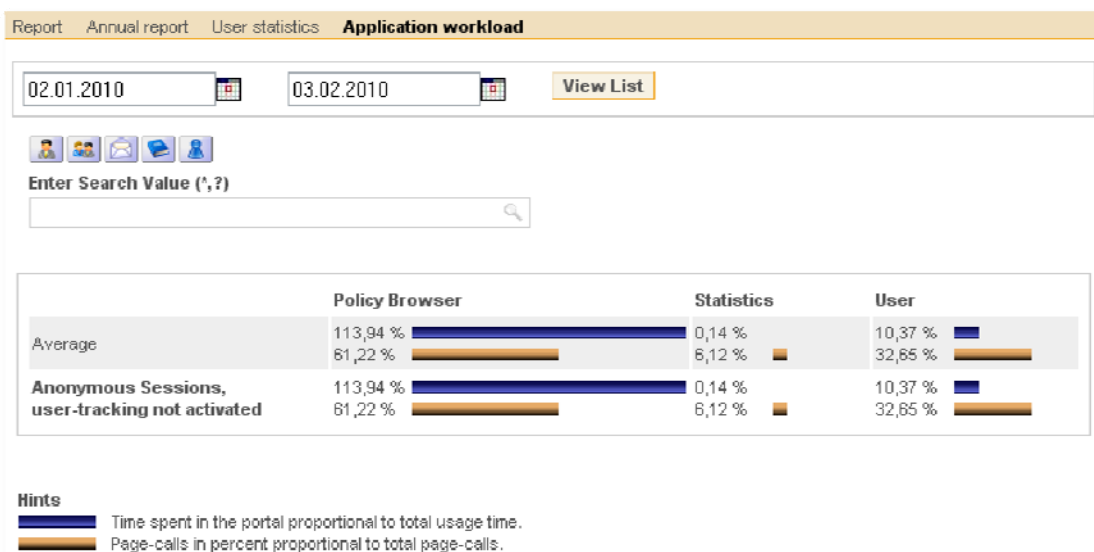


This causes the existing statistics application to be expanded with the menus *User statistics* and *Application statistics*.



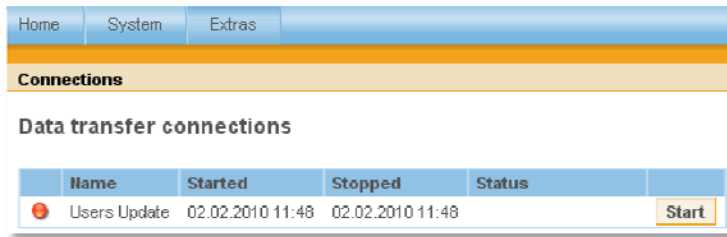
Here, the access of individual users to portal applications will be listed. With the plus symbol to the left of an application, you can show the accesses per year and for the entire time of operation. With the symbols above the search field, the list can be filtered (see chapter *Users / Permissions By Users*).

## 5.4. Application Load



The user statistics per application will be output on this page.

## 6. Data Transfer



Name	Started	Stopped	Status
Users Update	02.02.2010 11:48	02.02.2010 11:48	

With the *Data transfer* tool, connections for the export or import of application data can be set up. In the *Data transfer* system application, all jobs will be listed with their starting time, ending time, and status. Each job can be started here by users with permissions to the *Integration* module (🔗 *Permissions*) with a click. Additional information about the topic of *Data transfer* can be found in the 🔗 *Integration* handbook.