

MEMBERS



ENTRUST

SECURING A WORLD IN MOTION

Groups

A group is a collection of users. You can create as many groups needed to control which users can access Instant ID as a Service.

Add a Group

To add a group, click on the **Main Menu** icon at the top left corner of the screen.

Dashboard

Home > Dashboard

ENTRUST Adaptive Issuance™ Instant ID

Printers 1

Designs 0

Credentials 0

★ Get Started

Step 1. Setup Printer

Step 2. Design a Credential

Step 3. Enroll an Applicant

Step 4. Issue a Credential

Audit Log

Click on a row in the table to see more details about the Audit Event

Authentication Issuance Management

Out...	Date ↓	Name	Type	Action	Resource Name	Subject Name	Event
No Rows To Show							

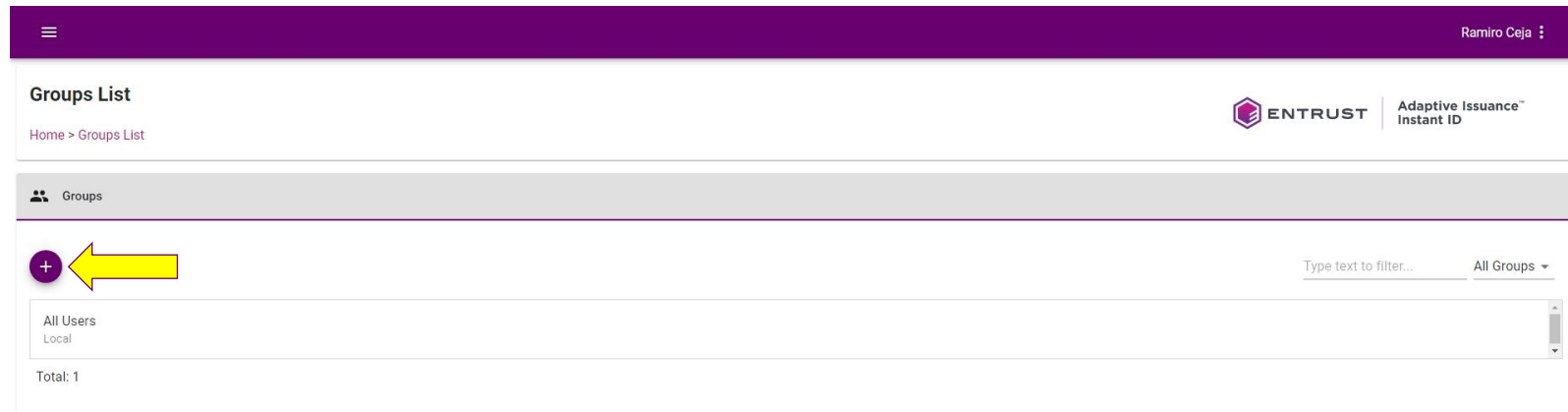
Add a Group

Navigate to and select **Groups**.

The screenshot displays the Entrust Groups List interface. On the left, a navigation sidebar lists various system components, with 'Groups' highlighted in pink and a yellow arrow pointing to it. The main content area is titled 'Groups List' and includes a breadcrumb trail 'Home > Groups List'. A search bar with the placeholder 'Type text to filter...' and a dropdown menu showing 'All Groups' are present. The dropdown menu is open, showing 'All Users Local'. Below the search bar, the text 'Total: 1' is displayed. The Entrust logo and 'Adaptive Issuance Instant ID' are visible in the top right corner. The footer contains copyright information: '© 2020 Entrust Corporation. All rights reserved.' and a URL: 'https://training2.us.dev.trustedauthdev.com/#/groups'.

Add a Group

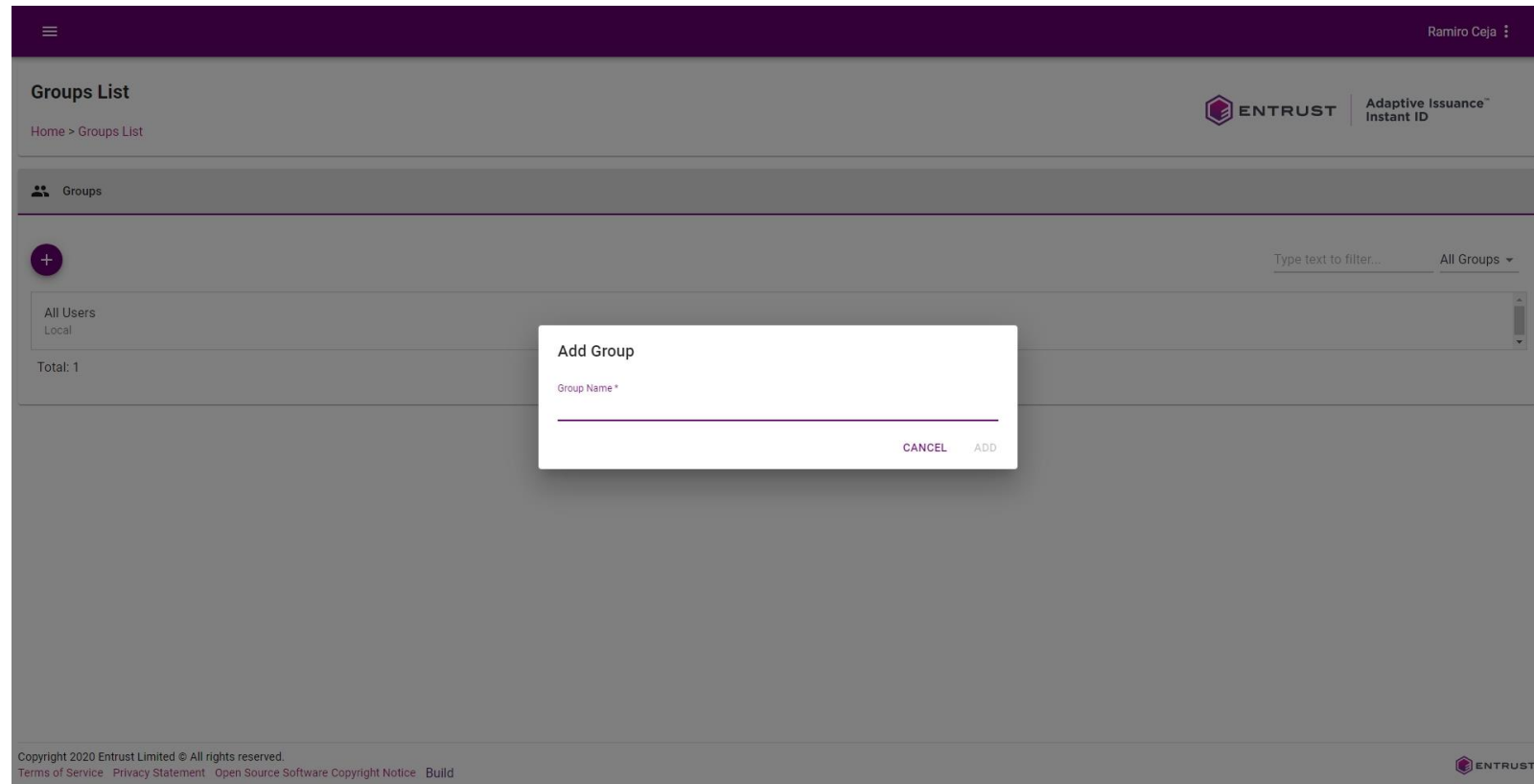
From the **Groups List** page, click on the **Add** icon.



The screenshot shows the 'Groups List' page. At the top, there is a purple navigation bar with a menu icon on the left and the user name 'Ramiro Ceja' on the right. Below the navigation bar, the page title 'Groups List' is displayed, along with the breadcrumb 'Home > Groups List' and the Entrust logo with the text 'Adaptive Issuance™ Instant ID'. A grey header bar contains a group icon and the text 'Groups'. The main content area features a purple plus icon in a circle, which is highlighted by a yellow arrow. To the right of this icon is a search input field labeled 'Type text to filter...' and a dropdown menu labeled 'All Groups'. Below the plus icon, a list of groups is shown, with 'All Users' and 'Local' visible. At the bottom of the list, it says 'Total: 1'.

Add a Group

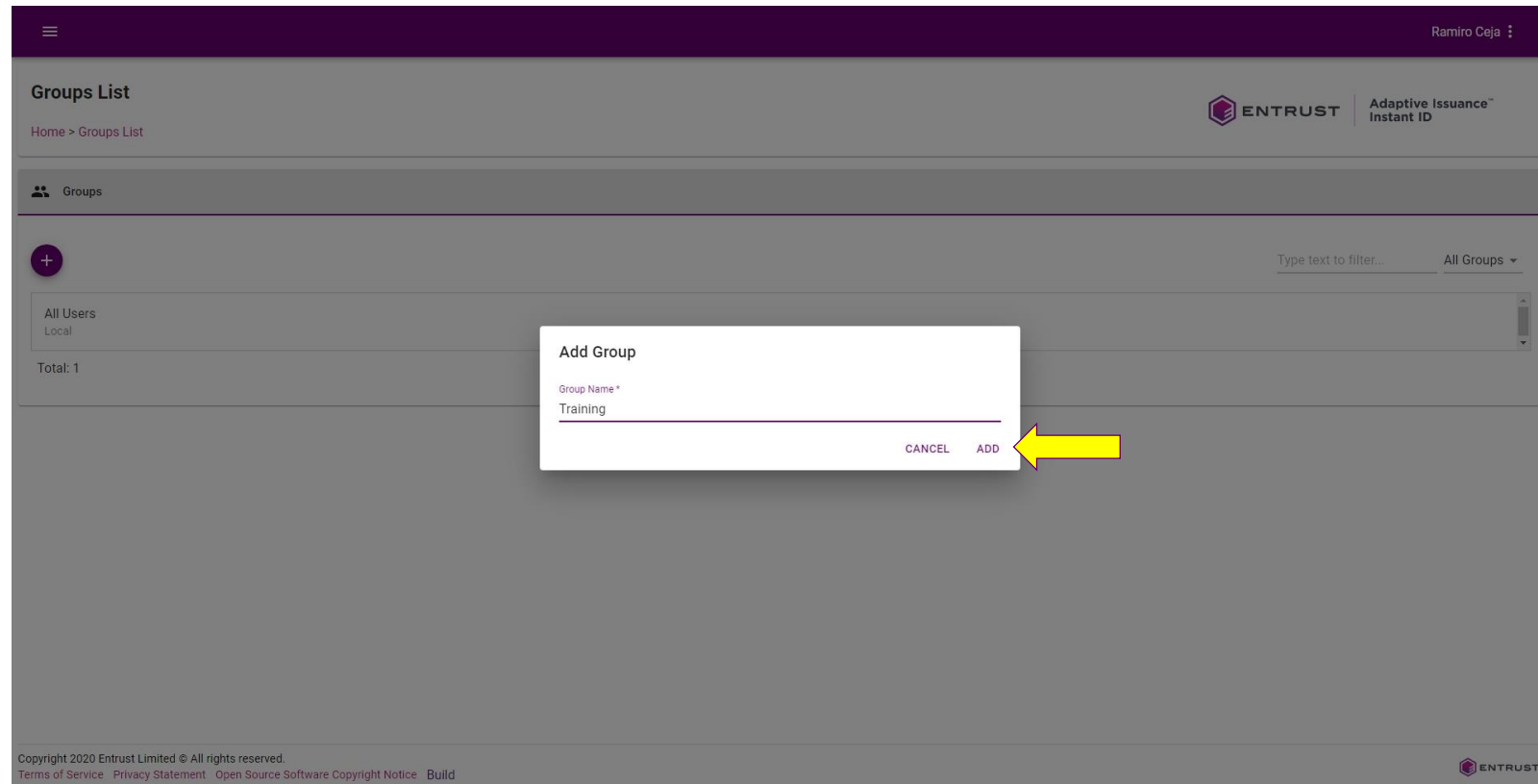
The **Add Group** dialog page appears.



The screenshot shows the 'Groups List' interface in a web application. The page title is 'Groups List' and the breadcrumb is 'Home > Groups List'. The Entrust logo and 'Adaptive Issuance™ Instant ID' are visible in the top right. A search bar with the placeholder 'Type text to filter...' and a dropdown menu 'All Groups' are present. A list of groups is shown, with one entry 'All Users Local' and a total count of 'Total: 1'. A purple plus icon is visible on the left side of the list. An 'Add Group' dialog box is open in the center, featuring a text input field labeled 'Group Name *' and two buttons: 'CANCEL' and 'ADD'. The footer contains copyright information: 'Copyright 2020 Entrust Limited © All rights reserved.' and links for 'Terms of Service', 'Privacy Statement', 'Open Source Software Copyright Notice', and 'Build'. The Entrust logo is also in the bottom right corner.

Add a Group

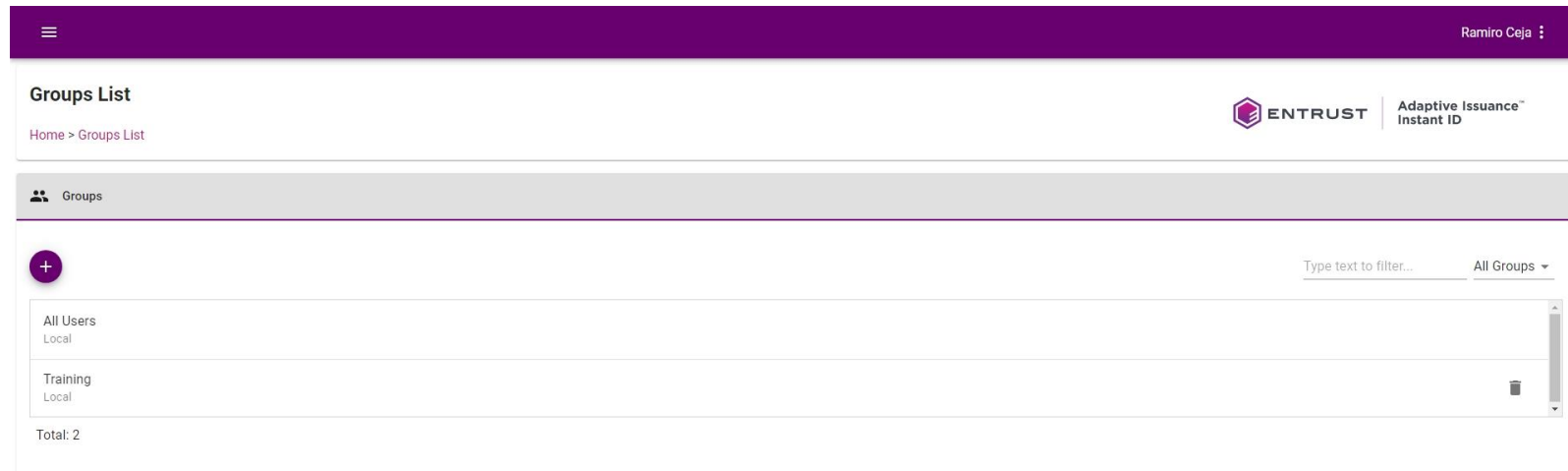
Enter the **Group Name** and click on **ADD**.



The screenshot shows the 'Groups List' page in the Entrust user interface. The page title is 'Groups List' and the breadcrumb is 'Home > Groups List'. The Entrust logo and 'Adaptive Issuance™ Instant ID' are visible in the top right. A search bar with the placeholder 'Type text to filter...' and a dropdown menu 'All Groups' are present. A list of groups is shown, with one entry 'All Users Local' and a 'Total: 1' count. An 'Add Group' modal is open in the center, containing a 'Group Name*' field with the text 'Training' and two buttons: 'CANCEL' and 'ADD'. A yellow arrow points to the 'ADD' button. The footer contains copyright information: 'Copyright 2020 Entrust Limited © All rights reserved. Terms of Service Privacy Statement Open Source Software Copyright Notice Build' and the Entrust logo.

Add a Group

The group is added to the **Group List** page.



The screenshot shows the 'Groups List' page in the Entrust application. The page has a purple header with a menu icon and the user name 'Ramiro Ceja'. Below the header, the page title 'Groups List' is displayed, along with the breadcrumb 'Home > Groups List' and the Entrust logo with the text 'Adaptive Issuance™ Instant ID'. A grey bar below the header contains a 'Groups' label with a group icon. The main content area features a purple plus icon in a circle on the left, a search bar with the placeholder 'Type text to filter...', and a dropdown menu set to 'All Groups'. A table lists two groups: 'All Users Local' and 'Training Local'. The 'Training Local' group has a trash icon on the right. Below the table, it says 'Total: 2'.

Group Name	Group Type	Actions
All Users	Local	
Training	Local	

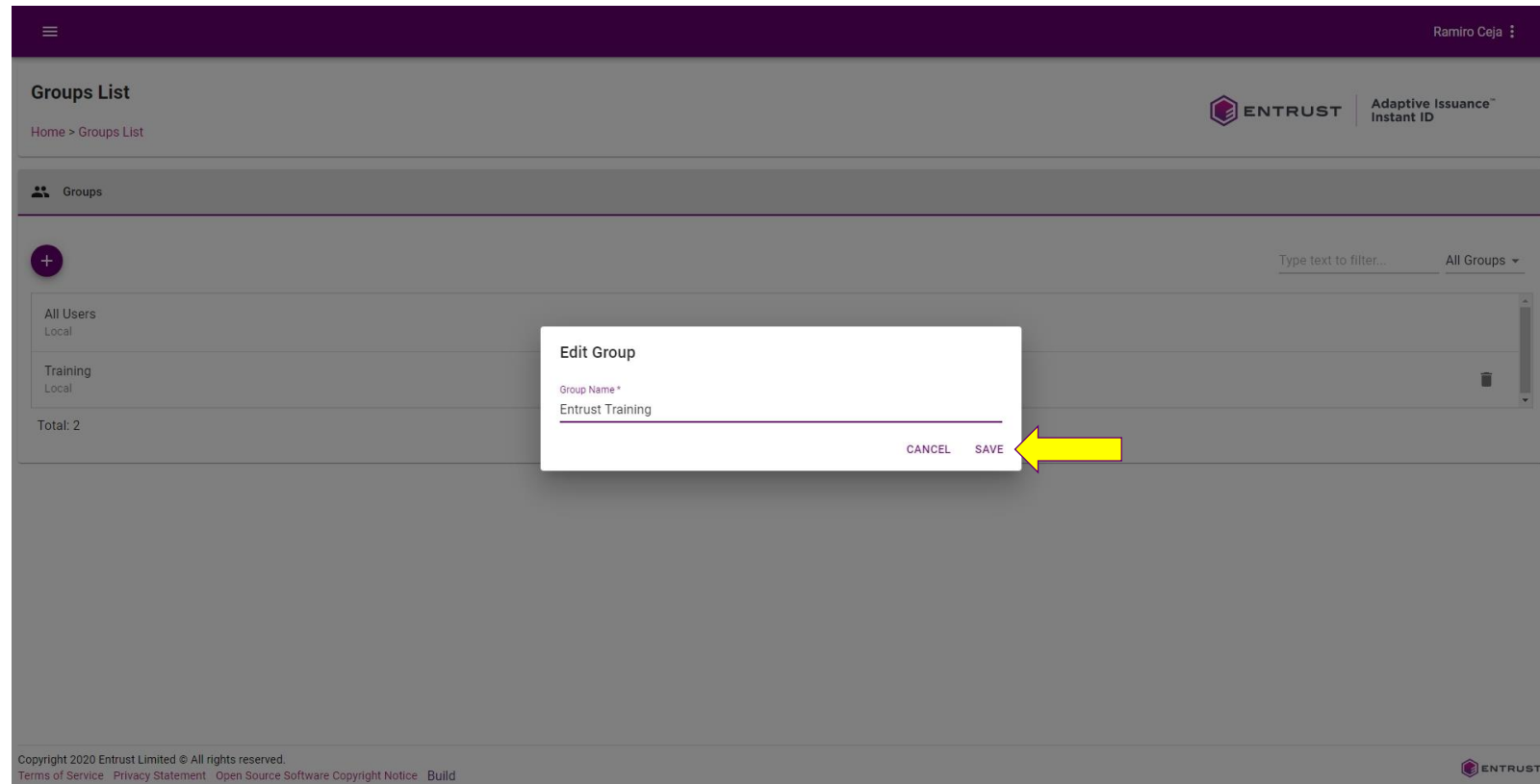
Edit a Group

To edit the **Group Name**, click on the group that you want to edit.

The screenshot shows the 'Groups List' page in the Entrust application. The page has a purple header with a menu icon on the left and the user name 'Ramiro Ceja' on the right. Below the header, the page title 'Groups List' is displayed, along with a breadcrumb 'Home > Groups List'. The Entrust logo and 'Adaptive Issuance Instant ID' are in the top right corner. A grey bar with a group icon and the text 'Groups' is below the header. The main content area features a purple plus icon on the left, a search bar with the placeholder 'Type text to filter...' and a dropdown menu 'All Groups' on the right. A list of groups is shown below, including 'All Users Local' and 'Training Local'. A 'Total: 2' summary is at the bottom of the list.

Edit a Group

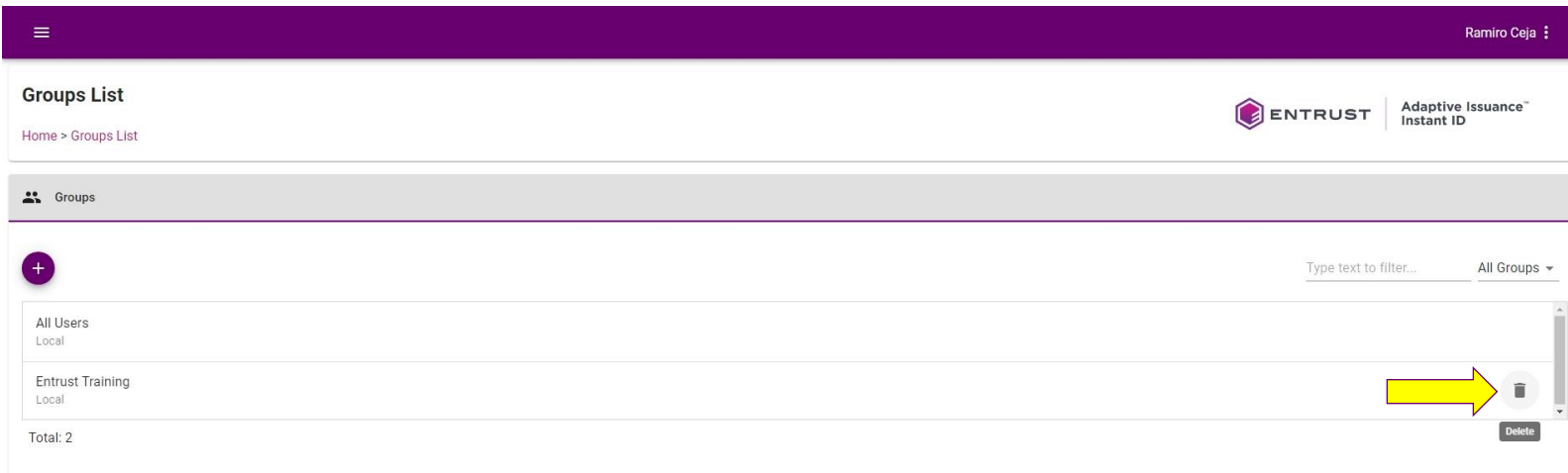
Edit the **Group Name**
and click on **SAVE**.



The screenshot shows the 'Groups List' page in the Entrust user interface. The page title is 'Groups List' and the breadcrumb is 'Home > Groups List'. The Entrust logo and 'Adaptive Issuance™ Instant ID' are visible in the top right. A search bar with the placeholder 'Type text to filter...' and a dropdown menu for 'All Groups' are present. The main content area displays a list of groups: 'All Users Local' and 'Training Local'. A 'Total: 2' summary is shown below the list. An 'Edit Group' modal is open in the foreground, containing a 'Group Name*' field with the text 'Entrust Training' and 'CANCEL' and 'SAVE' buttons. A yellow arrow points to the 'SAVE' button. The footer contains copyright information: 'Copyright 2020 Entrust Limited © All rights reserved. Terms of Service Privacy Statement Open Source Software Copyright Notice Build' and the Entrust logo.

Delete a Group

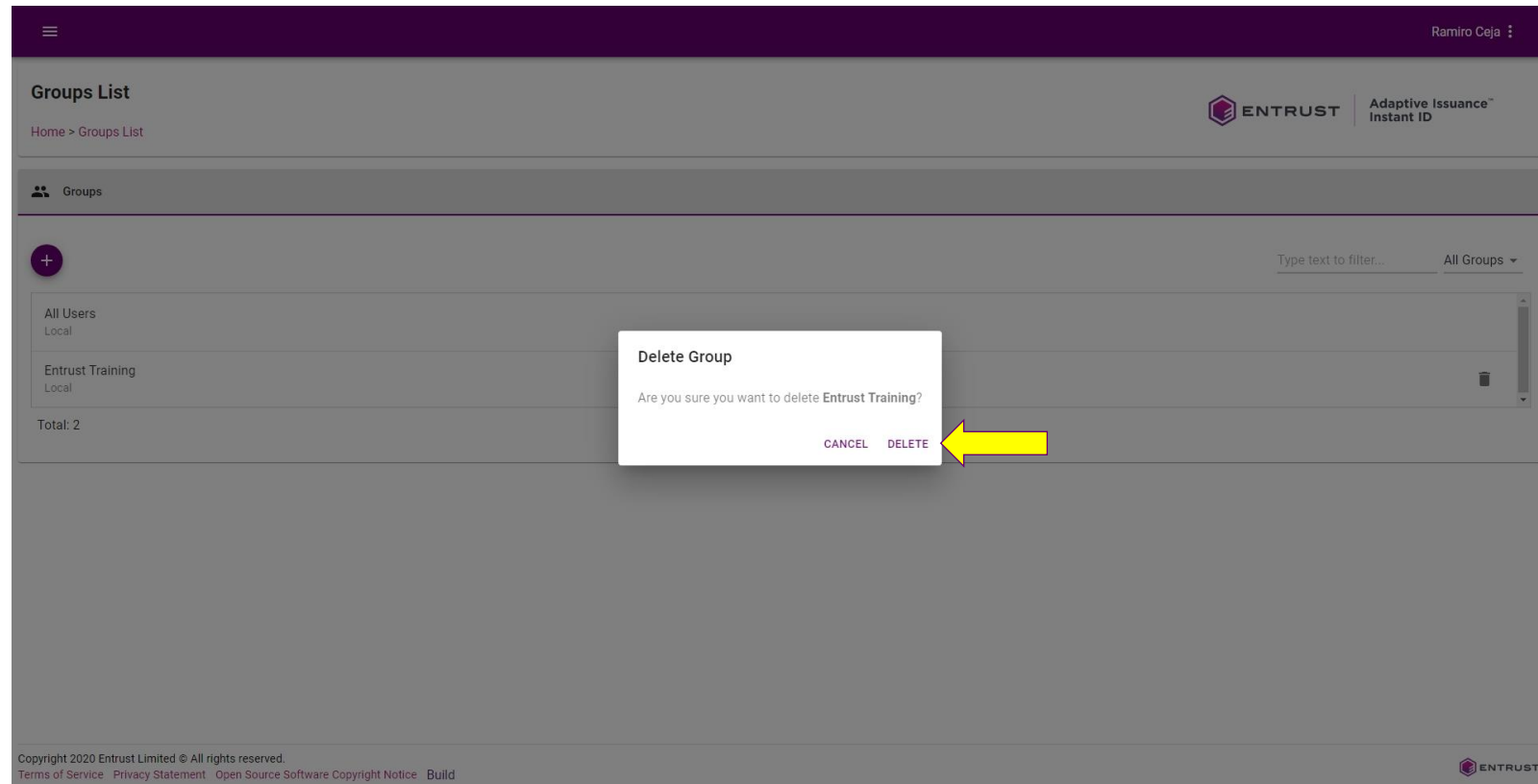
To delete a group, click on the **Delete** icon.



The screenshot shows the 'Groups List' page in the Entrust application. The page has a purple header with a menu icon and the user name 'Ramiro Ceja'. Below the header, the page title 'Groups List' is displayed, along with the breadcrumb 'Home > Groups List' and the Entrust logo with the text 'Adaptive Issuance™ Instant ID'. A grey bar below the header contains a 'Groups' label and a plus icon. The main content area features a search bar with the placeholder 'Type text to filter...' and a dropdown menu set to 'All Groups'. A table lists two groups: 'All Users' (Local) and 'Entrust Training' (Local). A yellow arrow points to the delete icon (a trash can) for the 'Entrust Training' group. Below the table, a 'Delete' button is visible. The total number of groups is shown as 'Total: 2'.

Delete a Group

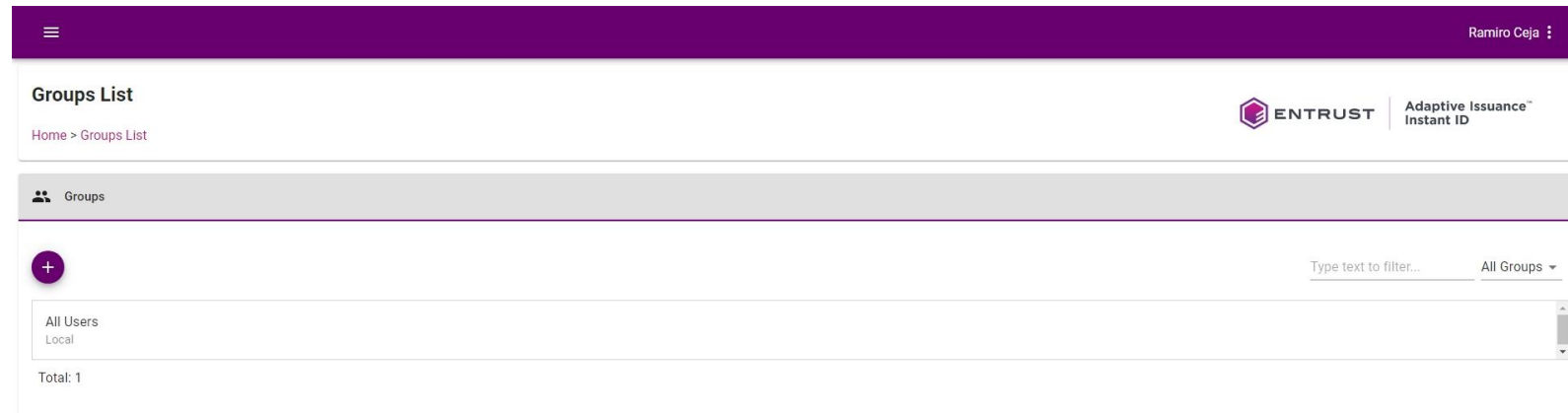
If you are sure that you want to delete the selected group, click on **DELETE**.



The screenshot displays the 'Groups List' page in the Entrust application. The page header includes the Entrust logo and 'Adaptive Issuance™ Instant ID'. The main content area shows a list of groups: 'All Users Local' and 'Entrust Training Local'. A 'Delete Group' dialog box is overlaid on the 'Entrust Training Local' group, asking for confirmation: 'Are you sure you want to delete Entrust Training?'. The dialog has two buttons: 'CANCEL' and 'DELETE'. A yellow arrow points to the 'DELETE' button. The footer contains copyright information and links to 'Terms of Service', 'Privacy Statement', 'Open Source Software Copyright Notice', and 'Build'.

Delete a Group

The deleted group no longer appears in the **Groups List** page.



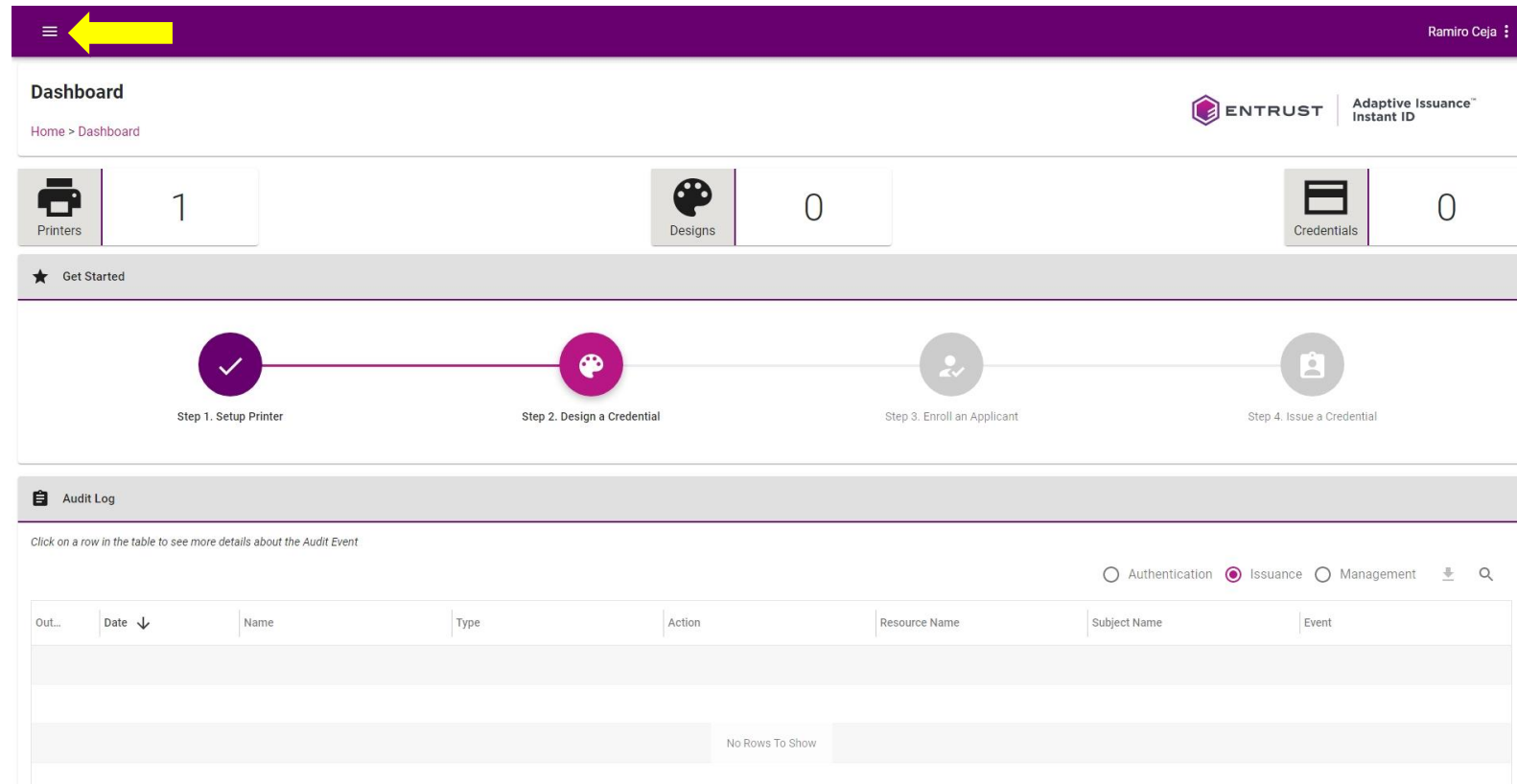
The screenshot shows the 'Groups List' page in the Entrust interface. The page has a purple header with a menu icon and the user name 'Ramiro Ceja'. Below the header, the page title 'Groups List' is displayed, along with a breadcrumb 'Home > Groups List' and the Entrust logo with the text 'Adaptive Issuance™ Instant ID'. A grey bar below the header contains a group icon and the text 'Groups'. The main content area features a purple plus icon in a circle on the left, a search bar with the placeholder 'Type text to filter...' and a dropdown menu set to 'All Groups'. A table below the search bar shows one group: 'All Users' with a sub-entry 'Local'. Below the table, it says 'Total: 1'.

Roles

Roles control the operations that a user can perform in their Adaptive Issuance Instant ID as a Service account. A role defines a list of system entities and the permissions for those entities. There are nine system-defined roles which can not be edited or deleted. Administrators can also create custom roles.

Add a Role

To add a role, click on the **Main Menu** icon at the top left corner of the screen.



The screenshot displays the Entrust dashboard interface. At the top left, a yellow arrow points to the Main Menu icon (three horizontal lines). The dashboard includes a navigation bar with the user name 'Ramiro Ceja' and the Entrust logo. Below the navigation bar, there is a 'Dashboard' section with a breadcrumb 'Home > Dashboard'. The dashboard features three summary cards: 'Printers' with a count of 1, 'Designs' with a count of 0, and 'Credentials' with a count of 0. A 'Get Started' section follows, showing a four-step process: Step 1. Setup Printer (completed), Step 2. Design a Credential (active), Step 3. Enroll an Applicant, and Step 4. Issue a Credential. Below this is an 'Audit Log' section with a table header and a search filter. The table has columns for Out..., Date, Name, Type, Action, Resource Name, Subject Name, and Event. The current state shows 'No Rows To Show'.

Dashboard

Home > Dashboard

ENTRUST Adaptive Issuance™ Instant ID

Printers 1

Designs 0

Credentials 0

★ Get Started

Step 1. Setup Printer

Step 2. Design a Credential

Step 3. Enroll an Applicant

Step 4. Issue a Credential

Audit Log

Click on a row in the table to see more details about the Audit Event

Authentication Issuance Management

Out...	Date ↓	Name	Type	Action	Resource Name	Subject Name	Event
No Rows To Show							

Add a Role

Navigate to and select **Roles**.

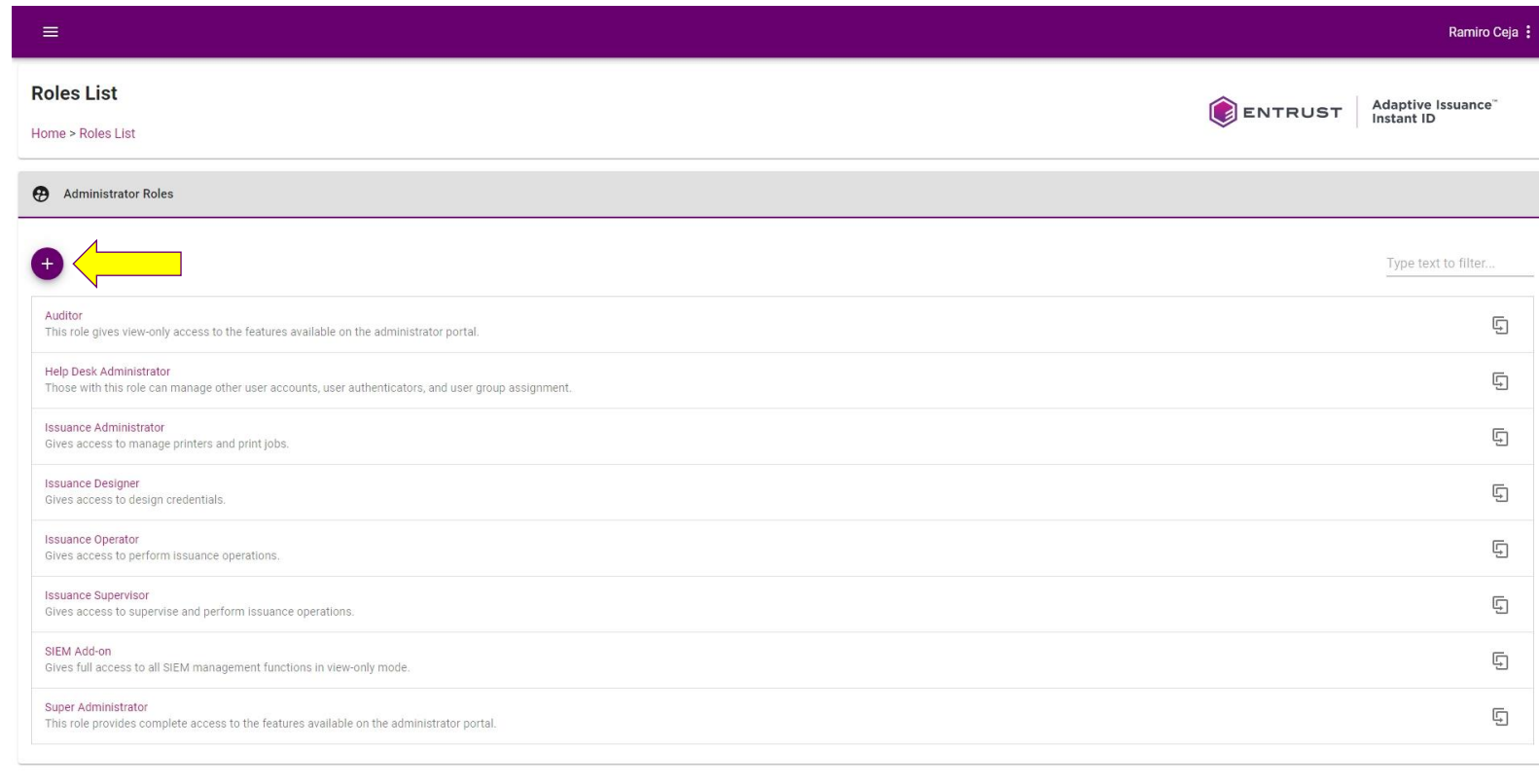
The screenshot shows the Entrust Roles List page. The left sidebar contains a navigation menu with the following items: Dashboard, Credentials, Credential Designs, Enrollment Designs, Mobile Flash Pass Designs, Printers, Print Queue, Bulk Operations, Administration (expanded), Members (expanded), Users, Groups, Roles (highlighted with a yellow arrow), Attributes, Resources, Settings, Reports, and Customization. The main content area is titled 'Roles List' and shows a breadcrumb 'Home > Roles List'. The page header includes the Entrust logo and 'Adaptive Issuance™ Instant ID'. The role list is titled 'Administrator Roles' and contains the following roles:

Role Name	Description	Action
Auditor	This role gives view-only access to the features available on the administrator portal.	[Copy]
Help Desk Administrator	Those with this role can manage other user accounts, user authenticators, and user group assignment.	[Copy]
Issuance Administrator	Gives access to manage printers and print jobs.	[Copy]
Issuance Designer	Gives access to design credentials.	[Copy]
Issuance Operator	Gives access to perform issuance operations.	[Copy]
Issuance Supervisor	Gives access to supervise and perform issuance operations.	[Copy]
SIEM Add-on	Gives full access to all SIEM management functions in view-only mode.	[Copy]
Super Administrator	This role provides complete access to the features available on the administrator portal.	[Copy]









URL: <https://training2.us.dev.trustedauthdev.com/#/roles>

Add a Role

From the **Roles List** page, click on the **Add** icon.



The screenshot shows the 'Roles List' page in the Entrust Administrator portal. The page header includes the Entrust logo and 'Adaptive Issuance™ Instant ID'. The breadcrumb trail is 'Home > Roles List'. Below the header, there is a section for 'Administrator Roles'. A table lists various roles, each with a description and a copy icon. A yellow arrow points to a plus icon in the top left corner of the table, indicating where to click to add a new role.

Administrator Roles		Type text to filter...
Auditor This role gives view-only access to the features available on the administrator portal.		
Help Desk Administrator Those with this role can manage other user accounts, user authenticators, and user group assignment.		
Issuance Administrator Gives access to manage printers and print jobs.		
Issuance Designer Gives access to design credentials.		
Issuance Operator Gives access to perform Issuance operations.		
Issuance Supervisor Gives access to supervise and perform Issuance operations.		
SIEM Add-on Gives full access to all SIEM management functions in view-only mode.		
Super Administrator This role provides complete access to the features available on the administrator portal.		

Add a Role

Enter the role **Name**
and **Description**.

Add Role

Name* Entrust Training Description* Entrust Training Role

Managed Roles
 All Roles Selected Roles

Select Roles to Manage

Managed Groups
 All Groups Own Groups Selected Groups

At least one System Entity action must be selected.

Quick filter...

System Entity ↑	View	Add	Edit	Remove	All
Account and Authenticator Settings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Account Branding Customization	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Account Entitlement Status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Account Reports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Application Template Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Applications Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bulk Enrollments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CANCEL ADD

Add a Role

Select roles to manage or select **All Roles**.

Roles List
Home > Roles List

Administrator Roles

- Auditor: This role gives view-only access to the featur...
- Help Desk Administrator: Those with this role can manage other user...
- Issuance Administrator: Gives access to manage printers and print j...
- Issuance Designer: Gives access to design credentials.
- Issuance Operator: Gives access to perform issuance operation...
- Issuance Supervisor: Gives access to supervise and perform issu...
- SIEM Add-on: Gives full access to all SIEM management f...
- Super Administrator: This role provides complete access to the fe...

Add Role

Name *
Entrust Training

Description *
Entrust Training Role

Managed Roles
 All Roles Selected Roles

Managed Groups
 All Groups Own Groups Selected Groups

System Entity ↑

System Entity	View	Add	Edit	Remove	All
Account and Authenticator Settings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Account Branding Customization	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Account Entitlement Status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Account Reports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Application Template Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Applications Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bulk Enrollments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

At least one System Entity action must be selected.

Quick filter...

CANCEL ADD

Add a Role

Select groups to manage or select **All Groups**.

Roles List
Home > Roles List

Administrator Roles

+

Auditor
This role gives view-only access to the featur

Help Desk Administrator
Those with this role can manage other user

Issuance Administrator
Gives access to manage printers and print j

Issuance Designer
Gives access to design credentials.

Issuance Operator
Gives access to perform issuance operation

Issuance Supervisor
Gives access to supervise and perform issu

SIEM Add-on
Gives full access to all SIEM management f

Super Administrator
This role provides complete access to the f

Add Role

Name *
Entrust Training

Description *
Entrust Training Role

Managed Roles
 All Roles Selected Roles

Managed Groups
 All Groups Own Groups Selected Groups

i At least one System Entity action must be selected.

Quick filter...

System Entity ↑	View	Add	Edit	Remove	All
Account and Authenticator Settings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Account Branding Customization	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Account Entitlement Status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Account Reports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Application Template Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Applications Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bulk Enrollments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CANCEL ADD

Add a Role

Select the system entities and permissions for the role.

Add Role

Name *
Entrust Training

Description *
Entrust Training Role

Managed Roles
 All Roles Selected Roles

Managed Groups
 All Groups Own Groups Selected Groups

System Entity ↑

System Entity	View	Add	Edit	Remove	All
Account and Authenticator Settings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Account Branding Customization	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Account Entitlement Status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Account Reports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Application Template Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Applications Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bulk Enrollments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

At least one System Entity action must be selected.

Quick filter...

CANCEL ADD

Add a Role

Click on **ADD**.

Add Role

Name *
Entrust Training

Description *
Entrust Training Roles

Managed Roles
 All Roles Selected Roles

Managed Groups
 All Groups Own Groups Selected Groups

At least one System Entity action must be selected.

Quick filter...

System Entity ↑	View	Add	Edit	Remove	All
Account and Authenticator Settings	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Account Branding Customization	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Account Entitlement Status	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Account Reports	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Application Template Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Applications Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Bulk Enrollments	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

CANCEL ADD

Add a Role

The role is added to the **Roles List** page.

The screenshot shows the 'Roles List' page in the Entrust administrator portal. The page has a purple header with the Entrust logo and the user name 'Ramiro Ceja'. Below the header, there is a breadcrumb trail 'Home > Roles List'. The main content area is titled 'Administrator Roles' and contains a list of roles. A purple plus sign icon is visible in the top left of the list area, indicating that a new role can be added. The roles listed are:

- Help Desk Administrator**: Those with this role can manage other user accounts, user authenticators, and user group assignment.
- Issuance Administrator**: Gives access to manage printers and print jobs.
- Issuance Designer**: Gives access to design credentials.
- Issuance Operator**: Gives access to perform Issuance operations.
- Issuance Supervisor**: Gives access to supervise and perform Issuance operations.
- SIEM Add-on**: Gives full access to all SIEM management functions in view-only mode.
- Super Administrator**: This role provides complete access to the features available on the administrator portal.
- Entrust Training**: Entrust Training Roles.

At the bottom of the page, there is a footer with the following text: 'Copyright 2020 Entrust Limited © All rights reserved. Terms of Service Privacy Statement Open Source Software Copyright Notice Build'. The Entrust logo is also present in the bottom right corner of the page.

Clone a Role

To clone a role, click on the **Clone** icon of role that you want to clone.

The screenshot displays the 'Roles List' page in the Entrust system. The page header includes the Entrust logo and 'Adaptive Issuance™ Instant ID'. The main content area is titled 'Administrator Roles' and contains a list of roles. A search filter is present at the top right of the list. The roles listed are:

- Auditor**: This role gives view-only access to the features available on the administrator portal.
- Help Desk Administrator**: Those with this role can manage other user accounts, user authenticators, and user group assignment.
- Issuance Administrator**: Gives access to manage printers and print jobs.
- Issuance Designer**: Gives access to design credentials.
- Issuance Operator**: Gives access to perform Issuance operations.
- Issuance Supervisor**: Gives access to supervise and perform Issuance operations.
- SIEM Add-on**: Gives full access to all SIEM management functions in view-only mode.
- Super Administrator**: This role provides complete access to the features available on the administrator portal.

A yellow arrow points to the 'Clone' icon (a square with a document symbol) located at the end of the 'Super Administrator' row. A 'Clone' button is also visible at the bottom right of the list area.

Clone a Role

A clone of the originally selected role is created.

Add Role

Name *
Super Administrator Copy

Description *
This role provides complete access to the features available on the administrator po

Managed Roles
 All Roles Selected Roles

Managed Groups
 All Groups Own Groups Selected Groups

System Entity ↑

System Entity	View	Add	Edit	Remove	All
Account and Authenticator Settings	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Account Branding Customization	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Account Entitlement Status	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Account Reports	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Application Template Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Applications Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Bulk Enrollments	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

At least one System Entity action must be selected.

Quick filter...

CANCEL ADD

Clone a Role

Enter the new role **Name** and **Description** and if necessary, modify the **System Entities** and permissions.

The screenshot shows the 'Add Role' dialog box in the Entrust Roles List interface. The dialog is titled 'Add Role' and contains the following elements:

- Name ***: Entrust Training
- Description ***: Entrust Training Role
- Managed Roles**: All Roles Selected Roles
- Managed Groups**: All Groups Own Groups Selected Groups
- System Entity** table with columns: View, Add, Edit, Remove, All.
- Quick filter...** input field.
- CANCEL** and **ADD** buttons.

System Entity ↑	View	Add	Edit	Remove	All
Account and Authenticator Settings	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Account Branding Customization	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Account Entitlement Status	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Account Reports	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Application Template Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Applications Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Bulk Enrollments	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Clone a Role

Click on **ADD**.

Roles List
Home > Roles List

Administrator Roles

- Auditor**
This role gives view-only access to the featur
- Help Desk Administrator**
Those with this role can manage other user
- Issuance Administrator**
Gives access to manage printers and print j
- Issuance Designer**
Gives access to design credentials.
- Issuance Operator**
Gives access to perform issuance operation
- Issuance Supervisor**
Gives access to supervise and perform issu
- SIEM Add-on**
Gives full access to all SIEM management f
- Super Administrator**
This role provides complete access to the fe

Add Role

Name *
Entrust Training

Description *
Entrust Training Role

Managed Roles
 All Roles Selected Roles

Managed Groups
 All Groups Own Groups Selected Groups

At least one System Entity action must be selected.

Quick filter...

System Entity ↑	View	Add	Edit	Remove	All
Account and Authenticator Settings	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Account Branding Customization	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Account Entitlement Status	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Account Reports	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Application Template Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Applications Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Bulk Enrollments	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

CANCEL ADD

Clone a Role

The new role is added.

The screenshot displays the 'Roles List' page in the Entrust administrator portal. The page has a purple header with a menu icon on the left and the user name 'Ramiro Ceja' on the right. Below the header, the page title 'Roles List' is shown, along with a breadcrumb 'Home > Roles List'. The Entrust logo and 'Adaptive Issuance™ Instant ID' are in the top right corner. A grey bar labeled 'Administrator Roles' is below the header. The main content area features a list of roles, each with a description and a copy icon. A search filter 'Type text to filter...' is located at the top right of the list. A purple plus icon in a circle is on the left side of the list, indicating a 'Clone' or 'Add' action. The roles listed are: Help Desk Administrator, Issuance Administrator, Issuance Designer, Issuance Operator, Issuance Supervisor, SIEM Add-on, Super Administrator, and Entrust Training.

Role Name	Description	Action
Help Desk Administrator	Those with this role can manage other user accounts, user authenticators, and user group assignment.	Copy
Issuance Administrator	Gives access to manage printers and print jobs.	Copy
Issuance Designer	Gives access to design credentials.	Copy
Issuance Operator	Gives access to perform issuance operations.	Copy
Issuance Supervisor	Gives access to supervise and perform Issuance operations.	Copy
SIEM Add-on	Gives full access to all SIEM management functions in view-only mode.	Copy
Super Administrator	This role provides complete access to the features available on the administrator portal.	Copy
Entrust Training	Entrust Training Role	Copy, Delete

Delete a Role

To delete a role, click on the **Delete** icon.

The screenshot shows the 'Roles List' page in the Entrust system. The page header includes the Entrust logo and 'Adaptive Issuance™ Instant ID'. The breadcrumb trail is 'Home > Roles List'. The main content area is titled 'Administrator Roles' and contains a list of roles. A yellow arrow points to the 'Delete' icon (a trash can) next to the 'Entrust Training' role. The roles listed are:

Role Name	Description	Actions
Help Desk Administrator	Those with this role can manage other user accounts, user authenticators, and user group assignment.	Copy
Issuance Administrator	Gives access to manage printers and print jobs.	Copy
Issuance Designer	Gives access to design credentials.	Copy
Issuance Operator	Gives access to perform issuance operations.	Copy
Issuance Supervisor	Gives access to supervise and perform Issuance operations.	Copy
SIEM Add-on	Gives full access to all SIEM management functions in view-only mode.	Copy
Super Administrator	This role provides complete access to the features available on the administrator portal.	Copy
Entrust Training	Entrust Training Role	Copy, Delete

Note: System-defined roles can not be deleted.

Delete a Role

If you are sure that you want to delete the selected role, click on **DELETE**.

The screenshot displays the 'Roles List' page in the Entrust system. The page title is 'Roles List' and the breadcrumb is 'Home > Roles List'. The user is identified as 'Ramiro Ceja'. The page shows a list of roles under the 'Administrator Roles' section. A modal dialog box titled 'Delete Role' is open, asking 'Are you sure you want to delete role Entrust Training?'. The dialog has two buttons: 'CANCEL' and 'DELETE'. A yellow arrow points to the 'DELETE' button. The background shows a list of roles with their descriptions and icons for copy and delete.

Role Name	Description	Copy Icon	Delete Icon
Help Desk Administrator	Those with this role can manage other user accounts, user authenticators, and user group assignment.	Yes	No
Issuance Administrator	Gives access to manage printers and print jobs.	Yes	No
Issuance Designer	Gives access to design credentials.	Yes	No
Issuance Operator	Gives access to perform issuance operations.	Yes	No
Issuance Supervisor	Gives access to supervise and perform issuance operations.	Yes	No
SIEM Add-on	Gives full access to all SIEM management functions in view-only mode.	Yes	No
Super Administrator	This role provides complete access to the features available on the administrator portal.	Yes	No
Entrust Training	Entrust Training Role	Yes	Yes

Delete a Role

The deleted role no longer appears in the **Roles List** page.

The screenshot displays the 'Roles List' page in the Entrust Administrator portal. The page header includes the Entrust logo and 'Adaptive Issuance™ Instant ID'. The breadcrumb trail shows 'Home > Roles List'. The main content area is titled 'Administrator Roles' and contains a list of roles. A red plus sign icon is visible in the top left of the role list area, indicating a deleted role. The roles listed are:

Role Name	Description	Action
Auditor	This role gives view-only access to the features available on the administrator portal.	[Copy]
Help Desk Administrator	Those with this role can manage other user accounts, user authenticators, and user group assignment.	[Copy]
Issuance Administrator	Gives access to manage printers and print jobs.	[Copy]
Issuance Designer	Gives access to design credentials.	[Copy]
Issuance Operator	Gives access to perform Issuance operations.	[Copy]
Issuance Supervisor	Gives access to supervise and perform Issuance operations.	[Copy]
SIEM Add-on	Gives full access to all SIEM management functions in view-only mode.	[Copy]
Super Administrator	This role provides complete access to the features available on the administrator portal.	[Copy]

Attributes

User attributes are the information fields in a User Profile. There are two types of attributes in Adaptive Issuance Instant ID as a Service.

- **System User Attributes** are set by Adaptive Issuance Instant ID as a Service and can be set to required or not required but cannot be deleted.
- **Custom User Attributes** are additional user attributes that an administrator can add to a user profile.

Add or Edit an Attribute

To add or edit an attribute, click on the **Main Menu** icon at the top left corner of the screen.

Dashboard

Home > Dashboard

ENTRUST Adaptive Issuance™ Instant ID

Printers 1

Designs 0

Credentials 0

★ Get Started

Step 1. Setup Printer

Step 2. Design a Credential

Step 3. Enroll an Applicant

Step 4. Issue a Credential

Audit Log

Click on a row in the table to see more details about the Audit Event

Authentication Issuance Management

Out...	Date ↓	Name	Type	Action	Resource Name	Subject Name	Event
No Rows To Show							

Add or Edit an Attribute

Navigate to and select **Attributes**.

Attributes List

Home > Attributes List

ENTRUST Adaptive Issuance™ Instant ID

System User Attributes

Custom User Attributes

Type text to filter...

Custom Attributes **ADD**

No custom attributes added

Administration

Members

Users

Groups

Roles

Attributes

Resources

Settings

Reports

Customization

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https://training2.us.dev.trustedauthdev.com/#/userattributes

Add or Edit an Attribute

The **Attributes List** page opens with **System User Attributes** on the left side and **Custom User Attributes** on the right side.

The screenshot displays the 'Attributes List' page in a web application. The page has a purple header with a menu icon on the left and the user name 'Ramiro Ceja' on the right. Below the header, the page title 'Attributes List' is shown, along with a breadcrumb 'Home > Attributes List'. The main content area is split into two panels. The left panel, titled 'System User Attributes', contains a list of attributes: Email (Required), First Name (Required), Last Name (Required), Mobile (Optional), Phone (Optional), State (Optional), and User ID (Required). The right panel, titled 'Custom User Attributes', features a search filter 'Type text to filter...', a table with one row 'Custom Attributes' and an 'ADD' button, and a message 'No custom attributes added'.

Add or Edit an Attribute

To edit a **System Attribute**, click on the **System Attribute** that you want to edit.

The screenshot displays the 'Attributes List' page in the Entrust user interface. The page is divided into two main sections: 'System User Attributes' and 'Custom User Attributes'. The 'System User Attributes' section is active and shows a list of attributes with their respective requirements:

System Attributes	
Email	Required
First Name	Required
Last Name	Required
Mobile	Optional
Phone	Optional
State	Optional
User ID	Required

The 'Custom User Attributes' section is currently empty, showing a search filter and an 'ADD' button. The page header includes the Entrust logo and the text 'Adaptive Issuance Instant ID'. The user's name 'Ramiro Ceja' is visible in the top right corner.

Add or Edit an Attribute

Select or deselect
Attribute is required
(as necessary) and
click on **SAVE**.

The screenshot displays the 'Attributes List' page in the Entrust user management system. The page is divided into two main sections: 'System User Attributes' and 'Custom User Attributes'. The 'System User Attributes' section contains a list of attributes with their respective requirements:

Attribute	Requirement
Email	Required
First Name	Required
Last Name	Required
Mobile	Optional
Phone	Optional
State	Optional
User ID	Required

An 'Edit User Attribute' dialog box is open over the 'Email' attribute. The dialog box contains the following fields and options:

- User Attribute Name ***: A text input field containing the value 'Email'.
- Attribute is required**: A checked checkbox indicating that the attribute is required.
- CANCEL** and **SAVE** buttons: Located at the bottom right of the dialog box. A yellow arrow points to the **SAVE** button.

The background interface shows the 'Custom User Attributes' section with a search filter and an 'ADD' button. The footer of the page includes copyright information for Entrust Limited and links to Terms of Service, Privacy Statement, Open Source Software Copyright Notice, and Build.

Add or Edit an Attribute

To add a **Custom Attribute**, click on **ADD**.

The screenshot displays the 'Attributes List' page in the Entrust user interface. The page is divided into two main sections: 'System User Attributes' and 'Custom User Attributes'. The 'System User Attributes' section on the left contains a list of attributes with their respective requirements:

System Attributes	
Email	Required
First Name	Required
Last Name	Required
Mobile	Optional
Phone	Optional
State	Optional
User ID	Required

The 'Custom User Attributes' section on the right features a search bar with the placeholder text 'Type text to filter...'. Below the search bar, there is a text input field labeled 'Custom Attributes' and an 'ADD' button. A yellow arrow points to the 'ADD' button. Below the input field, the text 'No custom attributes added' is displayed.

Add or Edit an Attribute

The **Add User Attribute** dialog page appears.

The screenshot shows the 'Attributes List' page in the Entrust user interface. The page is divided into two main sections: 'System User Attributes' and 'Custom User Attributes'. The 'System User Attributes' section is active and displays a list of attributes with their respective requirements:

Attribute	Requirement
Email	Required
First Name	Required
Last Name	Required
Mobile	Optional
Phone	Optional
State	Optional
User ID	Required

The 'Add User Attribute' dialog box is open in the foreground, featuring a text input field for 'User Attribute Name *' and a checkbox labeled 'Attribute is required'. The dialog has 'CANCEL' and 'ADD' buttons at the bottom right. The background page is dimmed, and the Entrust logo and 'Adaptive Issuance™ Instant ID' are visible in the top right corner. The footer contains copyright information and links to 'Terms of Service', 'Privacy Statement', 'Open Source Software Copyright Notice', and 'Build'.

Add or Edit an Attribute

Enter the **User Attribute Name** and select or deselect **Attribute is required** (as necessary).

The screenshot displays the 'Attributes List' page in the Entrust user management system. The page is divided into two main sections: 'System User Attributes' and 'Custom User Attributes'. The 'System User Attributes' section lists several attributes with their respective requirements:

Attribute Name	Requirement
Email	Required
First Name	Required
Last Name	Required
Mobile	Optional
Phone	Optional
State	Optional
User ID	Required

The 'Custom User Attributes' section is currently empty, with a search bar and an 'ADD' button. A modal dialog box titled 'Add User Attribute' is open in the foreground, showing the following details:

- User Attribute Name ***: Salesforce
- Attribute is required**
- Buttons: CANCEL, ADD

The footer of the page contains the following text: Copyright 2020 Entrust Limited © All rights reserved. Terms of Service Privacy Statement Open Source Software Copyright Notice Build

Add or Edit an Attribute

Click on **ADD**.

The screenshot shows the 'Attributes List' page in the Entrust Adaptive Issuance Instant ID interface. The page is divided into two main sections: 'System User Attributes' and 'Custom User Attributes'. The 'System User Attributes' section lists several attributes with their requirements: Email (Required), First Name (Required), Last Name (Required), Mobile (Optional), Phone (Optional), State (Optional), and User ID (Required). The 'Custom User Attributes' section is currently empty, with a search bar and an 'ADD' button. An 'Add User Attribute' dialog box is open in the foreground, showing the 'User Attribute Name' field with the value 'Salesforce' and a checked checkbox for 'Attribute is required'. The 'ADD' button in the dialog box is highlighted with a yellow arrow.

Attributes List

Home > Attributes List

ENTRUST Adaptive Issuance™ Instant ID

System User Attributes

Custom User Attributes

Type text to filter...

ADD

Add User Attribute

User Attribute Name *

Salesforce

Attribute is required

CANCEL ADD

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ENTRUST

Add or Edit an Attribute

The new **Custom Attribute** is added.

The screenshot displays the 'Attributes List' page in the Entrust Adaptive Issuance Instant ID interface. The page is divided into two main sections: 'System User Attributes' and 'Custom User Attributes'. The 'System User Attributes' section lists several attributes with their respective requirements: Email (Required), First Name (Required), Last Name (Required), Mobile (Optional), Phone (Optional), State (Optional), and User ID (Required). The 'Custom User Attributes' section shows a search filter and a list of custom attributes, including 'Salesforce' (Required), which has a delete icon next to it. The Entrust logo and 'Adaptive Issuance Instant ID' are visible in the top right corner of the interface.

Add or Edit an Attribute

To edit a **Custom Attribute**, click on the **Custom Attribute** that you want to edit.

The screenshot displays the 'Attributes List' page in the Entrust user interface. The page is divided into two main sections: 'System User Attributes' and 'Custom User Attributes'. The 'System User Attributes' section contains a list of attributes with their respective requirements:

System Attributes	
Email	Required
First Name	Required
Last Name	Required
Mobile	Optional
Phone	Optional
State	Optional
User ID	Required

The 'Custom User Attributes' section features a search bar with the placeholder text 'Type text to filter...'. Below the search bar, there is a list of custom attributes. One attribute, 'Salesforce', is currently visible and is marked as 'Required'. An 'ADD' button is located at the top right of this section, and a trash icon is next to the 'Salesforce' attribute.

Add or Edit an Attribute

Edit the name and select or deselect **Attribute is required** (as necessary) and click on **SAVE**.

The screenshot displays the 'Attributes List' interface in the Entrust Adaptive Issuance Instant ID system. The interface is divided into two main sections: 'System User Attributes' and 'Custom User Attributes'. The 'System User Attributes' section lists several attributes with their respective requirements: Email (Required), First Name (Required), Last Name (Required), Mobile (Optional), Phone (Optional), State (Optional), and User ID (Required). The 'Custom User Attributes' section is currently empty, with a search bar and an 'ADD' button. A modal dialog box titled 'Edit User Attribute' is open in the foreground, showing the 'User Attribute Name' field with the value 'Salesforce' and an unchecked checkbox for 'Attribute is required'. The 'SAVE' button in the dialog is highlighted with a yellow arrow. The footer of the interface contains copyright information for Entrust Limited and links to Terms of Service, Privacy Statement, Open Source Software Copyright Notice, and Build.

Delete an Attribute

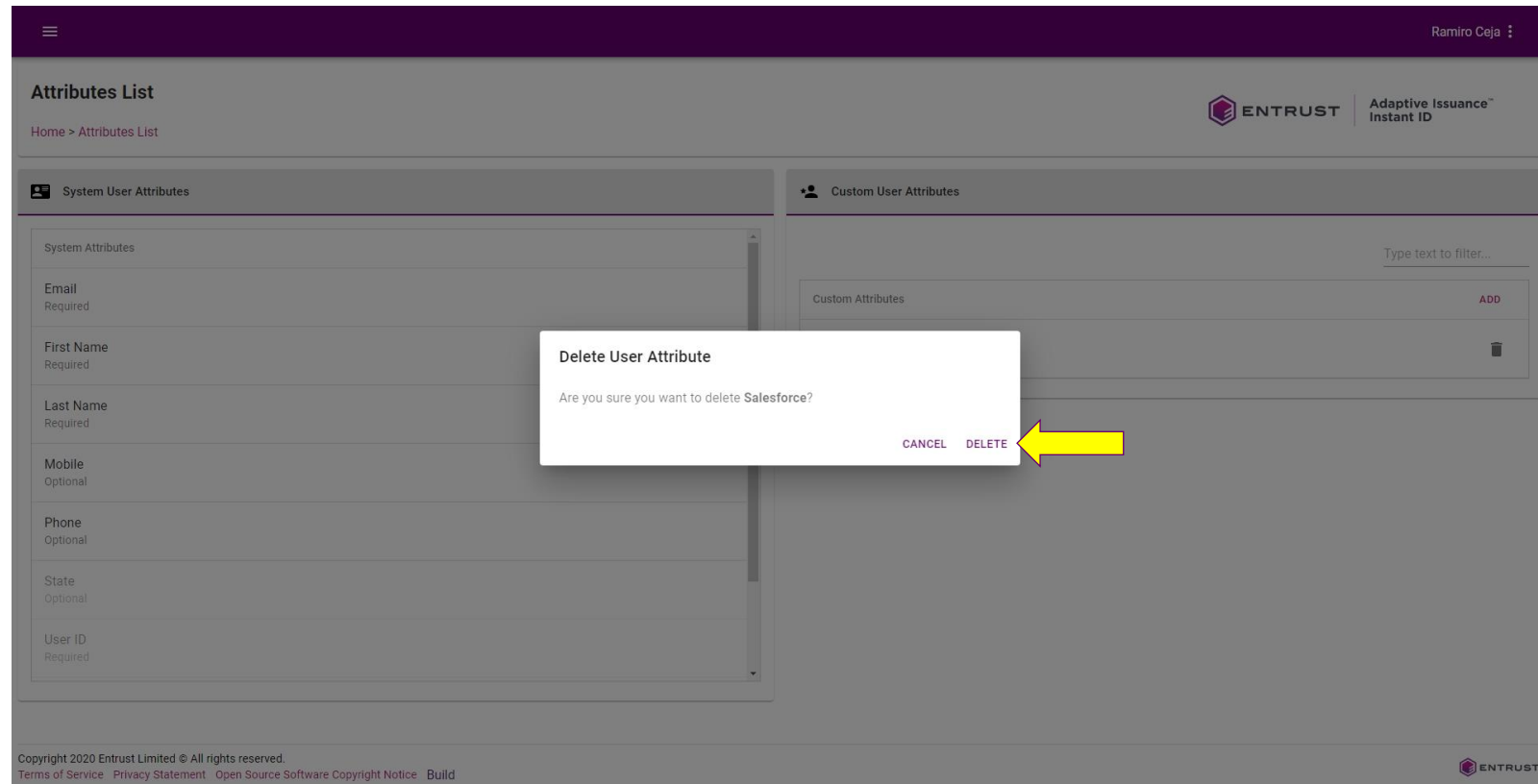
To delete an attribute, click on the **Delete** icon.

The screenshot displays the 'Attributes List' page in the Entrust user interface. The page is divided into two main sections: 'System User Attributes' and 'Custom User Attributes'. The 'System User Attributes' section on the left lists several attributes: Email (Required), First Name (Required), Last Name (Required), Mobile (Optional), Phone (Optional), State (Optional), and User ID (Required). The 'Custom User Attributes' section on the right shows a search bar and a table with one attribute: 'Salesforce' (Optional). A yellow arrow points to a trash can icon next to the 'Salesforce' attribute, which is labeled 'Delete'.

Note: System User Attributes can not be deleted.

Delete an Attribute

If you are sure that you want to delete the selected **User Attribute**, click on **DELETE**.



The screenshot displays the 'Attributes List' page in the Entrust user interface. The page is divided into two main sections: 'System User Attributes' and 'Custom User Attributes'. The 'System User Attributes' section contains a list of attributes: Email (Required), First Name (Required), Last Name (Required), Mobile (Optional), Phone (Optional), State (Optional), and User ID (Required). The 'Custom User Attributes' section is currently empty, with a search bar and an 'ADD' button. A modal dialog box titled 'Delete User Attribute' is overlaid on the page, asking 'Are you sure you want to delete Salesforce?'. The dialog has two buttons: 'CANCEL' and 'DELETE'. A yellow arrow points to the 'DELETE' button. The footer of the page contains copyright information for Entrust Limited and links to Terms of Service, Privacy Statement, Open Source Software Copyright Notice, and Build.

Delete an Attribute

The deleted attribute no longer appears in the **Attributes List** page.

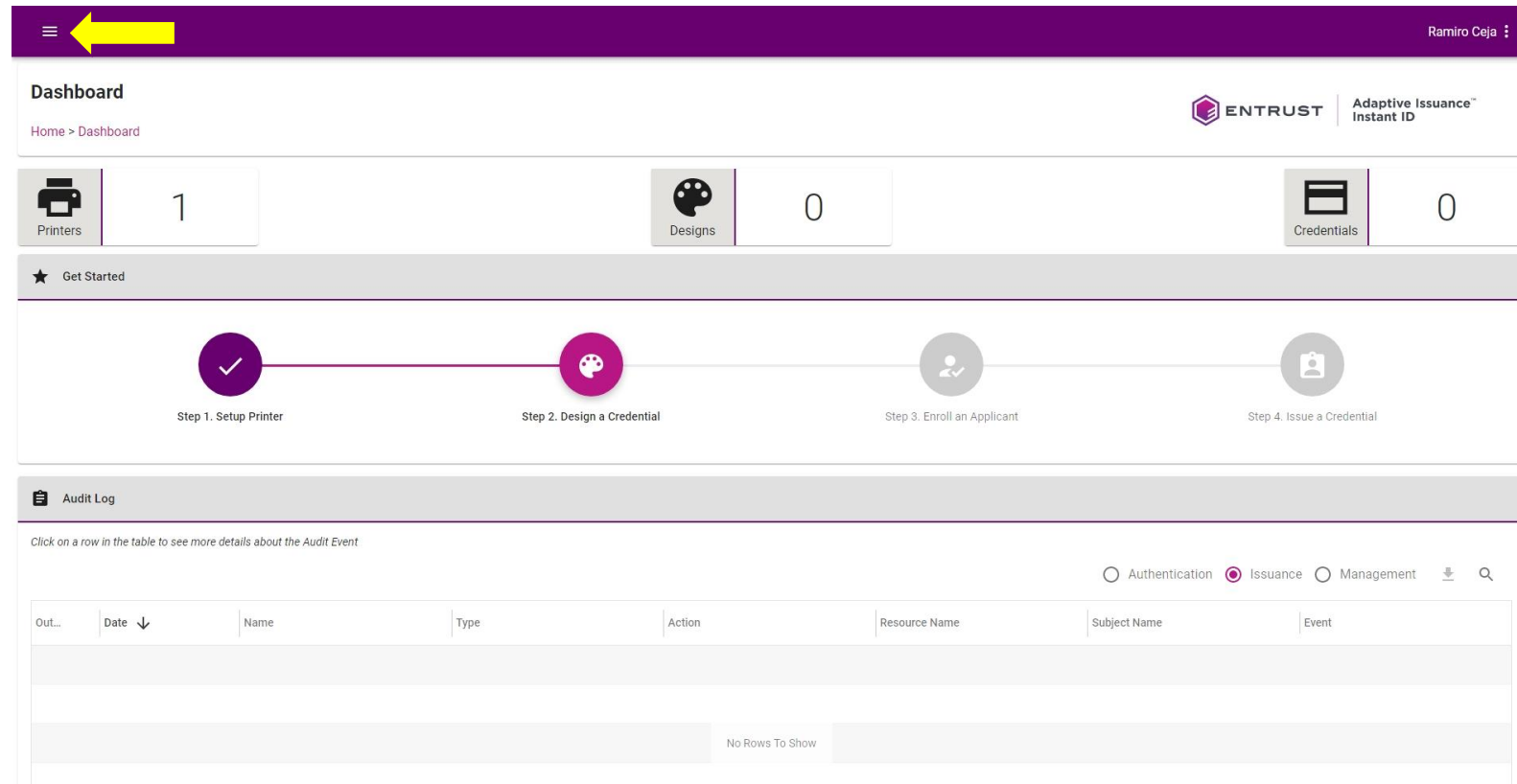
The screenshot displays the 'Attributes List' page in a web application. The page has a purple header with a menu icon on the left and the user name 'Ramiro Ceja' on the right. Below the header, the page title 'Attributes List' is shown, along with a breadcrumb 'Home > Attributes List'. The Entrust logo and 'Adaptive Issuance™ Instant ID' are in the top right corner. The main content area is split into two panels: 'System User Attributes' and 'Custom User Attributes'. The 'System User Attributes' panel contains a list of attributes: Email (Required), First Name (Required), Last Name (Required), Mobile (Optional), Phone (Optional), State (Optional), and User ID (Required). The 'Custom User Attributes' panel has a search bar with the placeholder 'Type text to filter...', an 'ADD' button, and a message 'No custom attributes added'.

Users

The role you assign to a user determines the functionality available for that user.

Add a User

To add a user, click on the **Main Menu** icon at the top left corner of the screen.



The screenshot displays the Entrust dashboard interface. At the top left, a yellow arrow points to the main menu icon (three horizontal lines). The dashboard includes a navigation bar with the user name 'Ramiro Ceja' and the Entrust logo. Below the navigation bar, there is a 'Dashboard' section with a breadcrumb 'Home > Dashboard'. A summary row shows three metrics: 'Printers' with a count of 1, 'Designs' with a count of 0, and 'Credentials' with a count of 0. A 'Get Started' section features a four-step process flow: Step 1. Setup Printer (checked), Step 2. Design a Credential, Step 3. Enroll an Applicant, and Step 4. Issue a Credential. Below this is an 'Audit Log' section with a table header and a search filter. The table is currently empty, displaying 'No Rows To Show'.

Dashboard

Home > Dashboard

ENTRUST Adaptive Issuance™ Instant ID

Printers 1

Designs 0

Credentials 0

★ Get Started

Step 1. Setup Printer

Step 2. Design a Credential

Step 3. Enroll an Applicant

Step 4. Issue a Credential

Audit Log

Click on a row in the table to see more details about the Audit Event

Authentication Issuance Management

Out...	Date ↓	Name	Type	Action	Resource Name	Subject Name	Event
No Rows To Show							

Add a User

Navigate to and select **Users**.

Users List

Home > Users List

ENTRUST Adaptive Issuance™ Instant ID

Users List

<input type="checkbox"/>	State	User ID ↑	First Name	Last Name	Email	Source	Last Authentication Time	Actions
<input type="checkbox"/>		cejar	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	08 Dec 2020 15:33:55	

Rows per page: 50

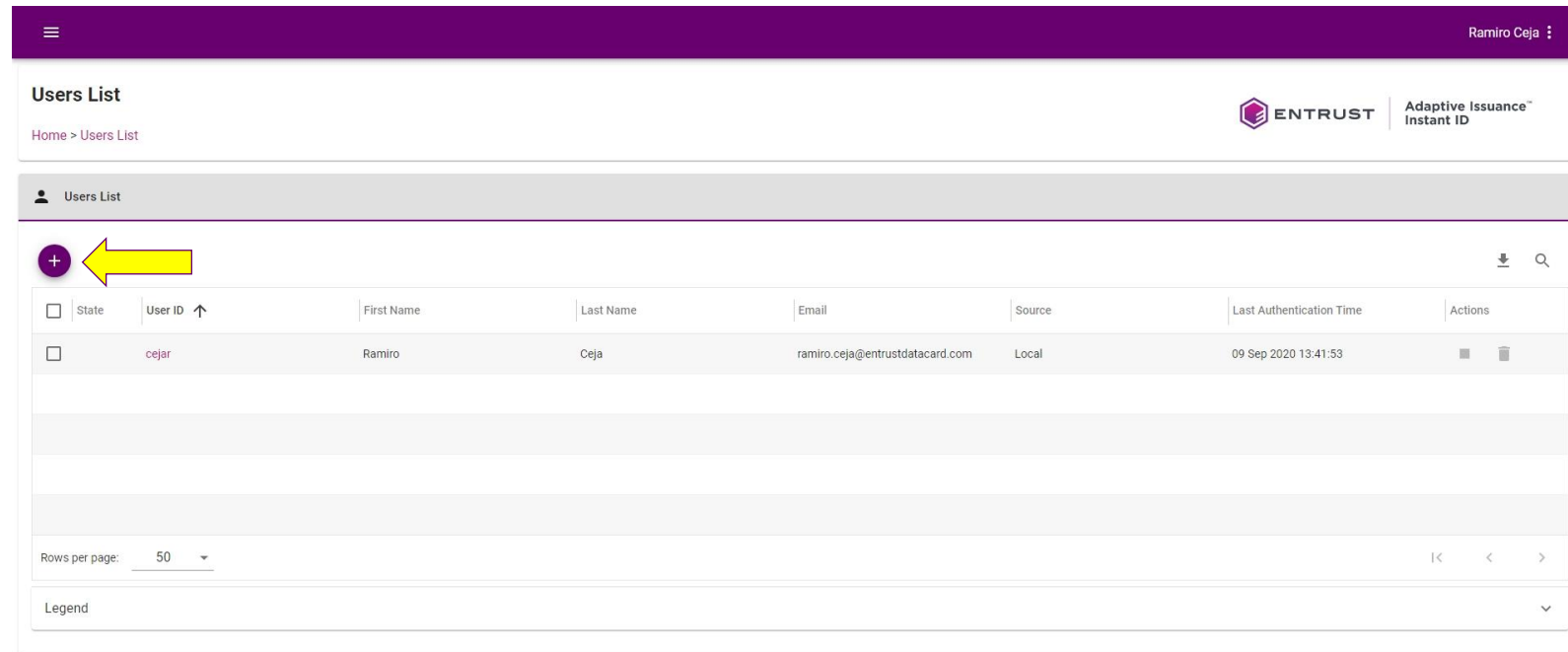
Legend

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https://training2.us.dev.trustedauthdev.com/#/Users

Add a User

From the **Users List** page, click on the **Add** icon.



The screenshot shows the 'Users List' page in the Entrust interface. The page has a purple header with a menu icon and the user name 'Ramiro Ceja'. Below the header, there is a breadcrumb 'Home > Users List' and the Entrust logo with 'Adaptive Issuance™ Instant ID'. The main content area is titled 'Users List' and contains a table with the following columns: State, User ID (sorted ascending), First Name, Last Name, Email, Source, Last Authentication Time, and Actions. A single user is listed with the User ID 'cejar', First Name 'Ramiro', Last Name 'Ceja', Email 'ramiro.ceja@entrustdatacard.com', Source 'Local', and Last Authentication Time '09 Sep 2020 13:41:53'. A purple plus icon in the top left corner of the table area is highlighted with a yellow arrow, indicating the 'Add' button. The table also includes a 'Rows per page' dropdown set to 50 and a 'Legend' section at the bottom.

<input type="checkbox"/>	State	User ID ↑	First Name	Last Name	Email	Source	Last Authentication Time	Actions
<input type="checkbox"/>		cejar	Ramiro	Ceja	ramiro.ceja@entrustdatacard.com	Local	09 Sep 2020 13:41:53	 

Add a User

The **Add User** page opens with **Personal Information** on the left side and **Permissions** on the right side.

Home > Users List

ENTRUST Adaptive Issuance™ Instant ID

Personal Information

Permissions

First Name *

Last Name *

Email *

User ID *

User Principal Name

Mobile

Phone

Language Preference
Account Default (English)

State
Active

Select Group to add

Select Role *

No groups assigned to user

Add a User

Enter the following **Personal Information**, as required:

1. First Name
2. Last Name
3. Email
4. User ID
5. Mobile

Note: The email is used to send authenticator and account information emails.

The screenshot shows the 'Add User' interface. The top navigation bar includes a menu icon, the user's name 'Ramiro Ceja', and the Entrust logo with 'Adaptive Issuance™ Instant ID'. The main content area is split into two panels. The left panel, titled 'Personal Information', contains the following fields: 'First Name *' with the value 'Ramiro' (annotated with a yellow circle 1), 'Last Name *' with the value 'Ceja' (annotated with a yellow circle 2), 'Email *' with a masked email address (annotated with a yellow circle 3), 'User ID *' with the value 'cejar-administrator' (annotated with a yellow circle 4), 'User Principal Name' (empty), 'Mobile' with a masked number (annotated with a yellow circle 5), 'Phone' (empty), 'Language Preference' set to 'Account Default (English)', and a 'State' section with a radio button selected for 'Active'. The right panel, titled 'Permissions', contains two dropdown menus: 'Select Group to add' and 'Select Role *'. Below these is a message box that says 'No groups assigned to user'.

Add a User

By default, the **State** is **Active**. You can toggle this setting to **Inactive** if you do not want the user to have access to their account.

The screenshot displays the 'Add User' interface. The top navigation bar is purple with a menu icon on the left and the user name 'Ramiro Ceja' on the right. Below the navigation bar, the page title 'Add User' is shown, along with a breadcrumb 'Home > Users List'. The Entrust logo and 'Adaptive Issuance™ Instant ID' are in the top right corner. The form is split into two main sections: 'Personal Information' and 'Permissions'. The 'Personal Information' section contains the following fields: 'First Name *' with the value 'Ramiro', 'Last Name *' with the value 'Ceja', 'Email *' with a masked email address, 'User ID *' with the value 'cejar-administrator', 'User Principal Name', 'Mobile' with a country selector (USA) and a masked number, 'Phone' with a country selector (USA) and a masked number, 'Language Preference' set to 'Account Default (English)', and 'State' which is a toggle switch currently set to 'Active'. A yellow arrow points to the 'Active' toggle. The 'Permissions' section has two dropdown menus: 'Select Group to add' and 'Select Role *'. Below these is a box containing the text 'No groups assigned to user'.

Add a User

Under **Permissions**, use the **Select Group to add** drop-down list to assign the user to the required group. If no group is selected, the user is assigned to the **All IntelliTrust Users** group.

The screenshot shows the 'Add User' interface. The top navigation bar includes a menu icon, the title 'Add User', and the user's name 'Ramiro Ceja'. Below the navigation bar, there is a breadcrumb trail 'Home > Users List' and the Entrust logo with the text 'Adaptive Issuance™ Instant ID'. The form is divided into two main sections: 'Personal Information' and 'Permissions'. The 'Personal Information' section contains the following fields: First Name (Ramiro), Last Name (Ceja), Email (ramiro.ceja@entrust.com), User ID (cejar-administrator), User Principal Name, Mobile (with a country code dropdown), Phone (with a country code dropdown), Language Preference (Account Default (English)), and State (Active). The 'Permissions' section contains a 'Select Group to add' drop-down menu, a 'Select Role' drop-down menu, and a message box stating 'No groups assigned to user'. A yellow arrow points to the 'Select Group to add' drop-down menu.

Add a User

Under **Permissions**, use the **Select Role** drop-down list to assign the user role.

Home > Users List

ENTRUST Adaptive Issuance™ Instant ID

Personal Information

First Name *
Ramiro

Last Name *
Ceja

Email *
[Redacted]

User ID *
cejar-administrator

User Principal Name

Mobile
[Redacted]

Phone
[Redacted]

Language Preference
English

State
Active

Permissions

Select Group to add

Select Role *
Issuance

No groups assigned to user

Add a User

Click on **SAVE**.

☰

Ramiro Ceja

Phone

Language Preference
English

State

Active

★ Required Attributes

No required user attributes are defined

☆ Optional Attributes

No optional user attributes are defined

👤 Aliases

ADD

No Aliases added

* Required

SAVE

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ENTRUST

Add a User

The user is added.

The screenshot displays the 'Users List' page in the Entrust interface. The page header includes the Entrust logo and 'Adaptive Issuance Instant ID'. The breadcrumb trail shows 'Home > Users List'. A '+ Users List' header is present above the table. The table contains two user entries:

<input type="checkbox"/>	State	User ID ↑	First Name	Last Name	Email	Source	Last Authentication Time	Actions
<input type="checkbox"/>		cejar	Ramiro	Ceja	ramiro.ceja@entrustdatacard.com	Local	09 Sep 2020 13:41:53	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-administrator	Ramiro	Ceja	ramiro.ceja@entrustdatacard.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>

Below the table, there is a 'Rows per page: 50' dropdown menu and navigation arrows. A 'Legend' section is located at the bottom of the table area.

Add a User

Repeat the process to add as many users as required.

The screenshot displays the 'Users List' page in the Entrust system. The page header includes the Entrust logo and 'Adaptive Issuance Instant ID'. The main content area features a table with the following columns: State, User ID, First Name, Last Name, Email, Source, Last Authentication Time, and Actions. The table lists seven users, all with the last name 'Ceja' and first name 'Ramiro'. The 'User ID' column contains roles such as 'cejar', 'cejar-administrator', 'cejar-designer', 'cejar-operator', 'cejar-super-administrator', and 'cejar-supervisor'. The 'Last Authentication Time' column shows '09 Sep 2020 13:41:53' for the first user and 'Never' for the others. The 'Actions' column includes icons for edit and delete. Below the table, there is a 'Rows per page' dropdown set to 50 and a 'Legend' section.

<input type="checkbox"/>	State	User ID ↑	First Name	Last Name	Email	Source	Last Authentication Time	Actions
<input type="checkbox"/>		cejar	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	09 Sep 2020 13:41:53	
<input type="checkbox"/>		cejar-administrator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	
<input type="checkbox"/>		cejar-designer	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	
<input type="checkbox"/>		cejar-operator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	
<input type="checkbox"/>		cejar-super-administrator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	
<input type="checkbox"/>		cejar-supervisor	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	

Edit a User

To edit a user, click on the **User ID**.

Users List

Home > Users List

ENTRUST Adaptive Issuance™ Instant ID

Users List

<input type="checkbox"/>	State	User ID ↑	First Name	Last Name	Email	Source	Last Authentication Time	Actions
<input type="checkbox"/>		cejar	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	09 Sep 2020 13:41:53	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-administrator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-designer	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-operator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-super-administrator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-supervisor	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>

Rows per page: 50

Legend

Note: Only users with a Super Administrator role can change the role assigned to another user.

Edit a User

Make the required changes.

The screenshot displays the 'User Details' page for a user named Ramiro Ceja. The page is divided into two main sections: 'Personal Information' and 'Permissions'. The 'Personal Information' section includes fields for First Name (Ramiro), Last Name (Ceja), Email, User ID (cejar), User Principal Name, Mobile, Phone, and Language Preference. The 'Permissions' section shows a dropdown for 'Select Group to add' and a 'Select Role' dropdown set to 'Super Administrator'. A message indicates 'No groups assigned to user'.

User Details
Home > Users List

ENTRUST Adaptive Issuance™ Instant ID

Ramiro Ceja / cejar

PROFILE AUTHENTICATORS AUDITS

Personal Information

First Name *
Ramiro

Last Name *
Ceja

Email *
[Redacted]

User ID *
cejar

User Principal Name

Mobile
[Redacted]

Phone
[Redacted]

Language Preference

Permissions

Select Group to add

Select Role
Super Administrator

No groups assigned to user

Edit a User

Click on **SAVE**.

Language Preference
English

State
 Active

Unique User ID *
6d7b54e3-0bad-4ddb-ae0a-f11ff158a28c

Source
Local

★ Required Attributes
No required user attributes are defined

☆ Optional Attributes
No optional user attributes are defined

Aliases
ADD
No Aliases added

* Required

CANCEL SAVE

Disabling/Enabling a User

If you want to prevent a user from logging into their account, you can disable the user.

Disable a User

To disable a user, click on the **Disable** icon.

The screenshot shows the 'Users List' page in the Entrust management console. The page header includes the Entrust logo and 'Adaptive Issuance Instant ID'. The main content area features a table with columns for State, User ID, First Name, Last Name, Email, Source, Last Authentication Time, and Actions. A yellow arrow points to the 'Disable' button in the Actions column for the 'cejar-supervisor' user.

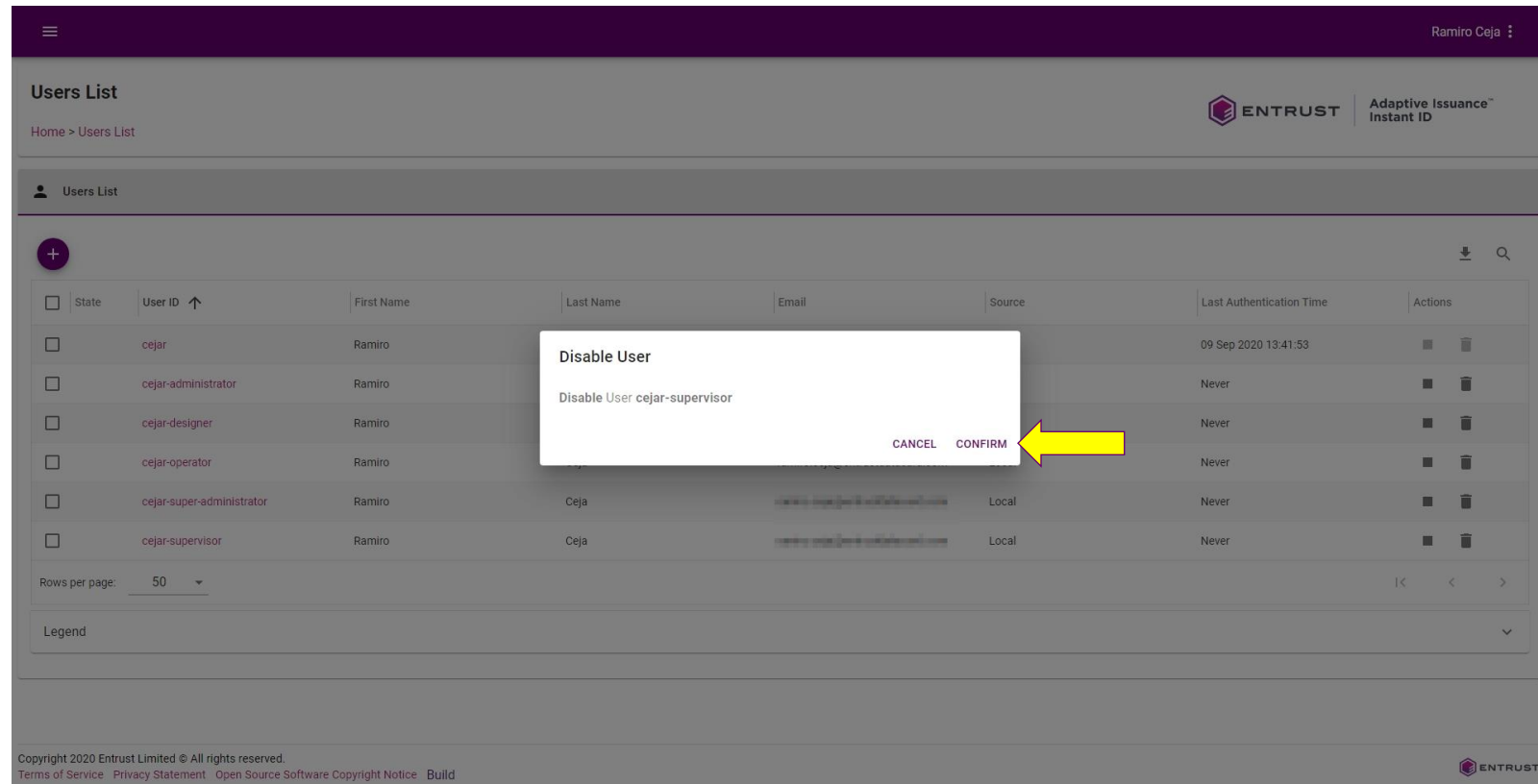
<input type="checkbox"/>	State	User ID ↑	First Name	Last Name	Email	Source	Last Authentication Time	Actions
<input type="checkbox"/>		cejar	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	09 Sep 2020 13:41:53	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-administrator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-designer	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-operator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-super-administrator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-supervisor	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>

Rows per page: 50













Legend

Disable a User

If you are sure that you want to disable the selected user, click on **CONFIRM**.



The screenshot displays the 'Users List' page in the Entrust system. A modal dialog box titled 'Disable User' is open, showing the text 'Disable User cejar-supervisor'. The dialog has two buttons: 'CANCEL' and 'CONFIRM'. A yellow arrow points to the 'CONFIRM' button. The background shows a table of users with columns for State, User ID, First Name, Last Name, Email, Source, Last Authentication Time, and Actions.

State	User ID ↑	First Name	Last Name	Email	Source	Last Authentication Time	Actions
<input type="checkbox"/>	cejar	Ramiro				09 Sep 2020 13:41:53	 
<input type="checkbox"/>	cejar-administrator	Ramiro				Never	 
<input type="checkbox"/>	cejar-designer	Ramiro				Never	 
<input type="checkbox"/>	cejar-operator	Ramiro				Never	 
<input type="checkbox"/>	cejar-super-administrator	Ramiro	Ceja		Local	Never	 
<input type="checkbox"/>	cejar-supervisor	Ramiro	Ceja		Local	Never	 

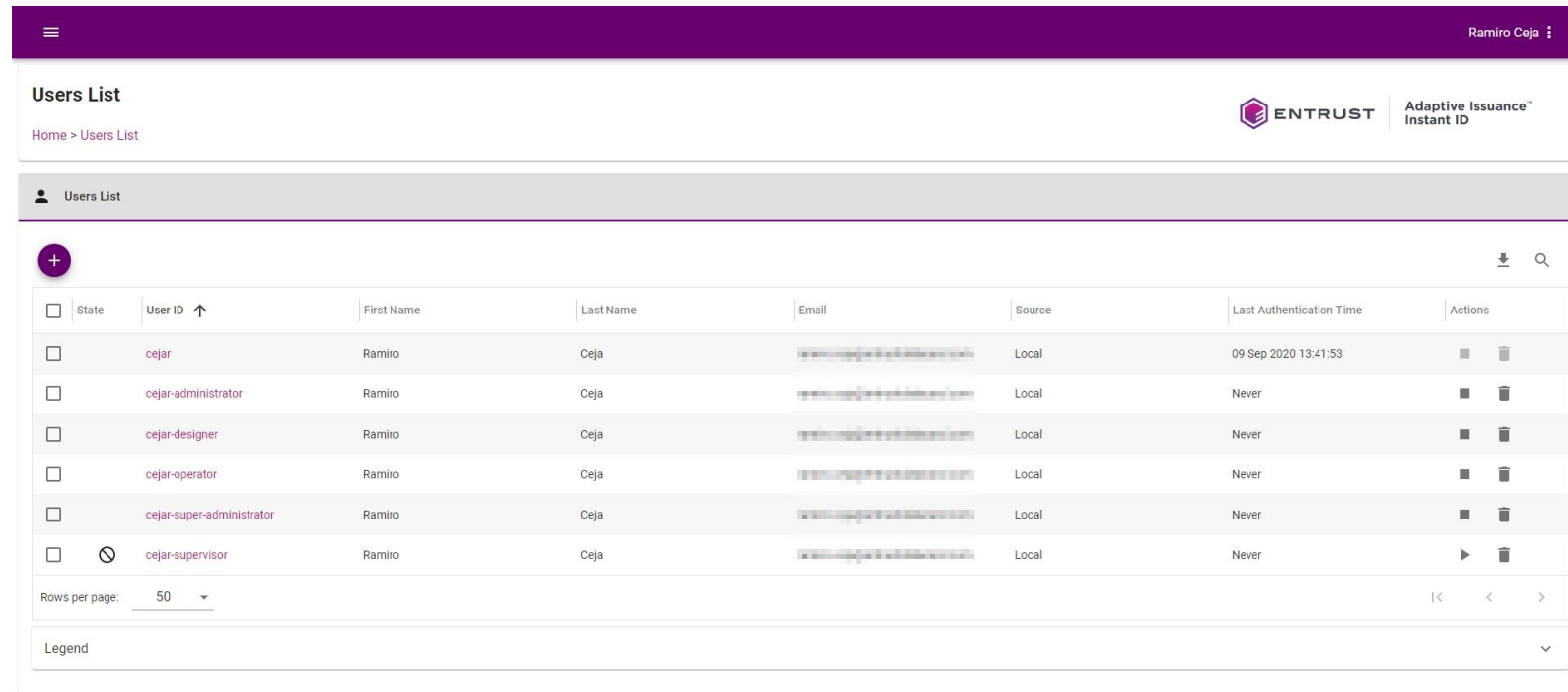
Rows per page: 50

Legend

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Disable a User

The user is disabled.

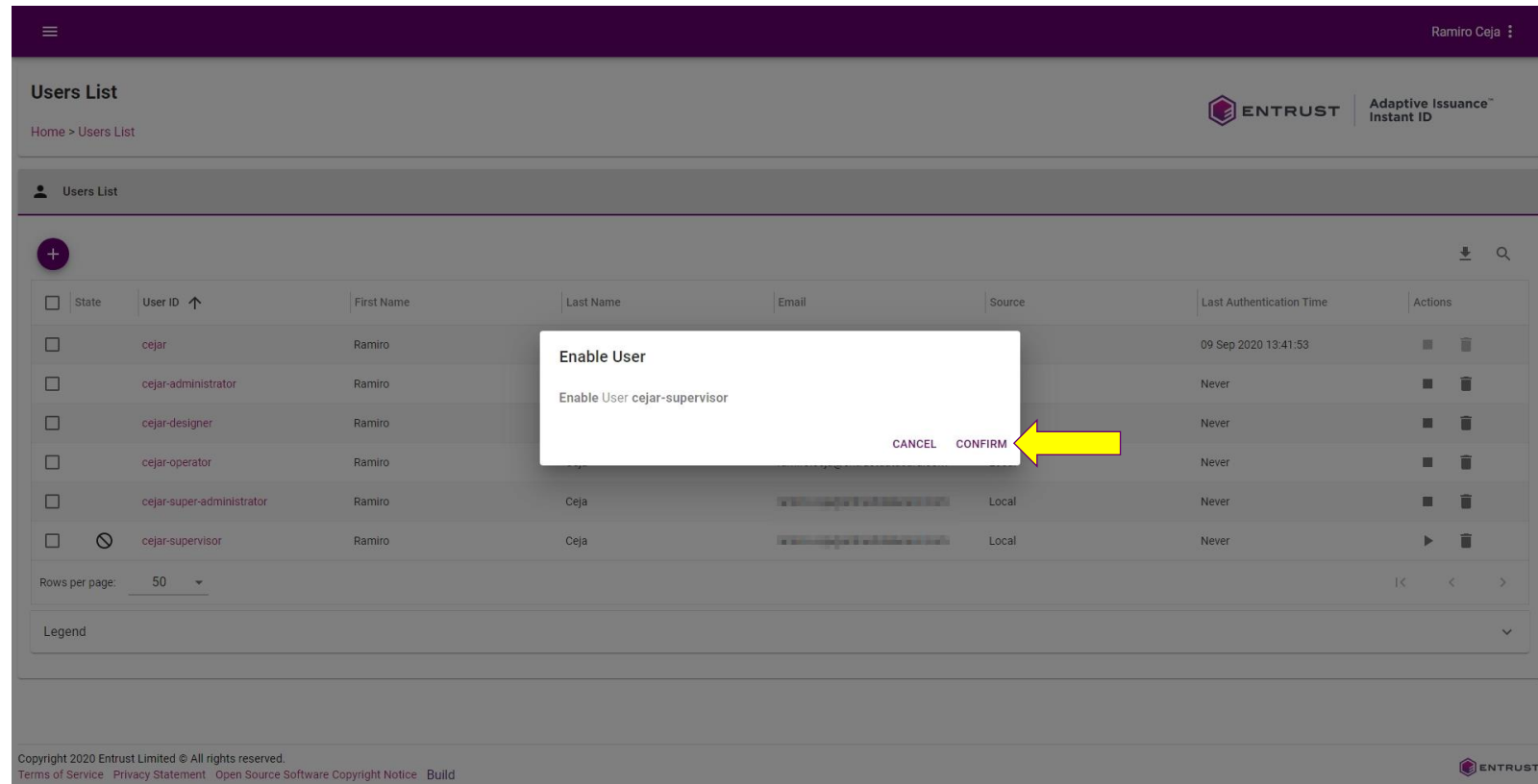


The screenshot displays the 'Users List' page in the Entrust management console. The page header includes the Entrust logo and 'Adaptive Issuance Instant ID'. The breadcrumb trail shows 'Home > Users List'. Below the header, there is a 'Users List' section with a search icon and a '+ Add User' button. The main content is a table with columns for State, User ID, First Name, Last Name, Email, Source, Last Authentication Time, and Actions. The table lists several users, including 'cejar-supervisor', which has a disabled status icon (a circle with a slash) next to its User ID. The 'cejar-supervisor' row shows a last authentication time of 'Never'. Below the table, there is a 'Rows per page' dropdown set to 50 and a 'Legend' section.

<input type="checkbox"/>	State	User ID ↑	First Name	Last Name	Email	Source	Last Authentication Time	Actions
<input type="checkbox"/>		cejar	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	09 Sep 2020 13:41:53	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-administrator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-designer	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-operator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-super-administrator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>	🚫	cejar-supervisor	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>

Enable a User

If you are sure that you want to enable the selected user, click on **CONFIRM**.



The screenshot displays the 'Users List' page in the Entrust system. A modal dialog titled 'Enable User' is open, showing the text 'Enable User cejar-supervisor'. The dialog has two buttons: 'CANCEL' and 'CONFIRM'. A yellow arrow points to the 'CONFIRM' button. The background shows a table of users with columns for State, User ID, First Name, Last Name, Email, Source, Last Authentication Time, and Actions. The user 'cejar-supervisor' is highlighted in the table.

State	User ID	First Name	Last Name	Email	Source	Last Authentication Time	Actions
<input type="checkbox"/>	cejar	Ramiro				09 Sep 2020 13:41:53	
<input type="checkbox"/>	cejar-administrator	Ramiro				Never	
<input type="checkbox"/>	cejar-designer	Ramiro				Never	
<input type="checkbox"/>	cejar-operator	Ramiro				Never	
<input type="checkbox"/>	cejar-super-administrator	Ramiro	Ceja		Local	Never	
<input checked="" type="checkbox"/>	cejar-supervisor	Ramiro	Ceja		Local	Never	

Enable a User

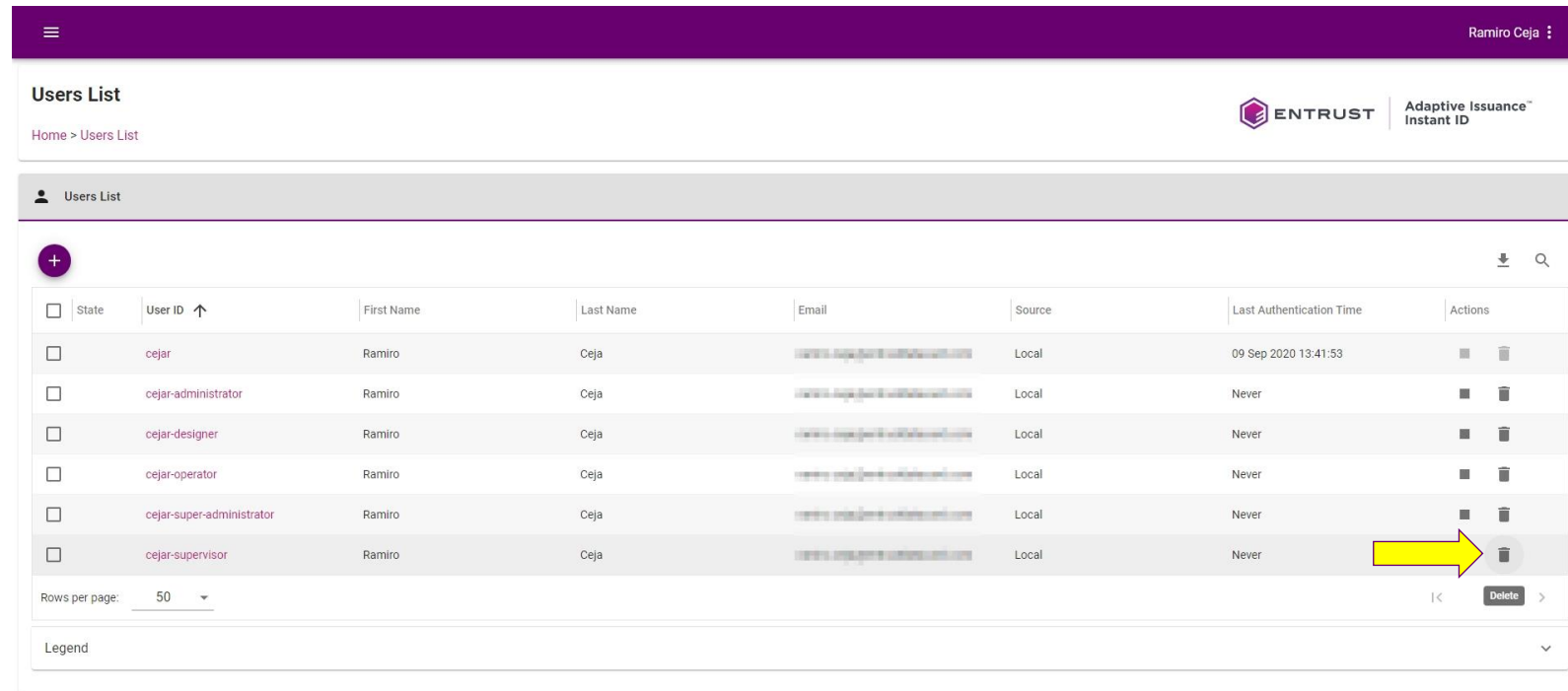
The user is enabled.

The screenshot displays the 'Users List' page in the Entrust interface. The page header includes the Entrust logo and 'Adaptive Issuance Instant ID'. The breadcrumb trail shows 'Home > Users List'. Below the header, there is a 'Users List' section with a search icon and a '+ Add' button. The main content is a table with the following columns: State, User ID (sorted ascending), First Name, Last Name, Email, Source, Last Authentication Time, and Actions. The table lists seven users, all with 'Local' as the source and 'Never' as the last authentication time. The 'Actions' column contains icons for enabling/disabling and deleting users. At the bottom of the table, there is a 'Rows per page' dropdown set to 50 and navigation arrows. A 'Legend' section is located below the table.

<input type="checkbox"/>	State	User ID ↑	First Name	Last Name	Email	Source	Last Authentication Time	Actions
<input type="checkbox"/>		cejar	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	09 Sep 2020 13:41:53	<input type="checkbox"/>
<input type="checkbox"/>		cejar-administrator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/>
<input type="checkbox"/>		cejar-designer	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/>
<input type="checkbox"/>		cejar-operator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/>
<input type="checkbox"/>		cejar-super-administrator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/>
<input type="checkbox"/>		cejar-supervisor	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/>

Delete a User

To delete a user, click on the **Delete** icon.

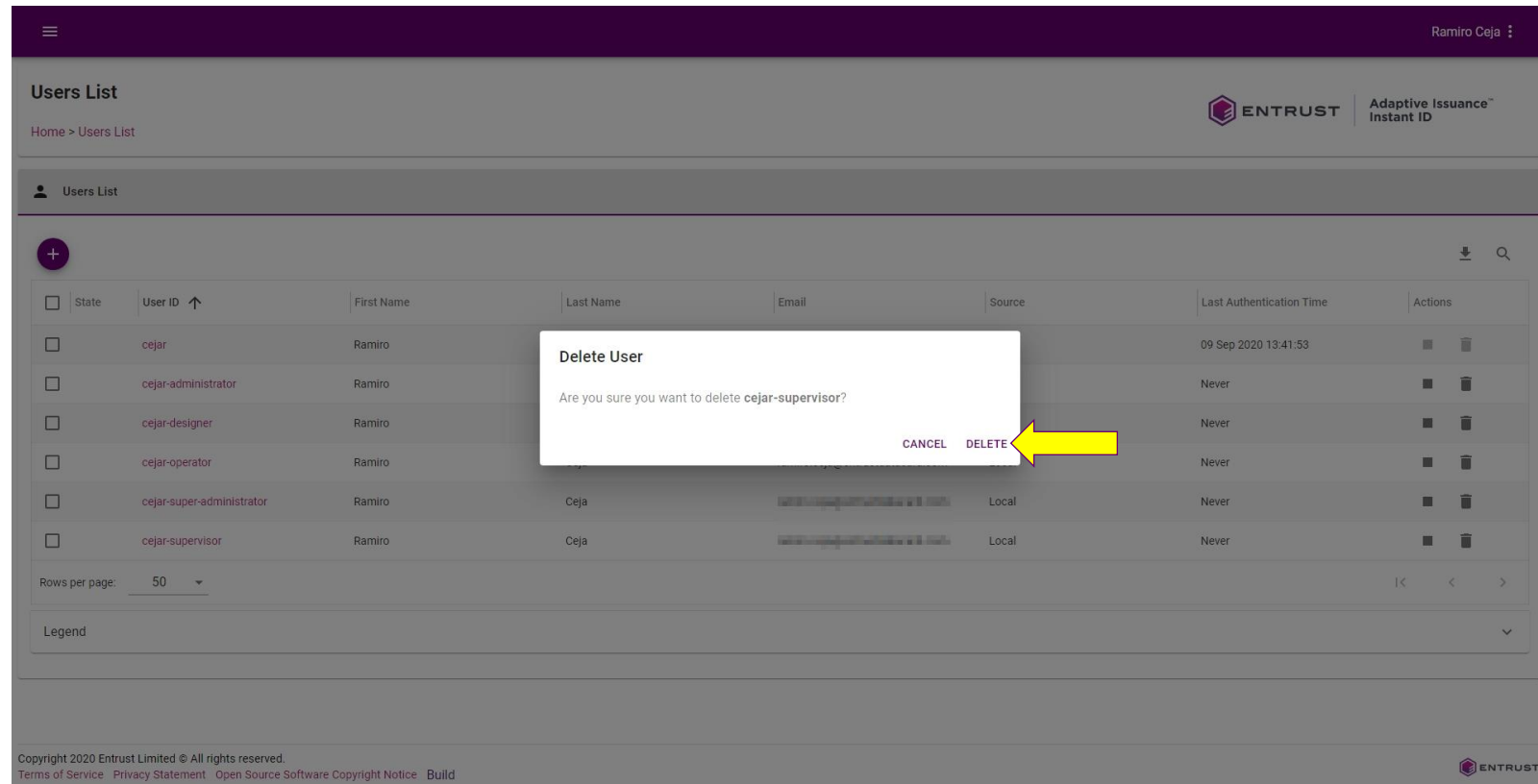


The screenshot shows the 'Users List' page in the Entrust interface. The page header includes the Entrust logo and 'Adaptive Issuance Instant ID'. The main content area displays a table of users with columns for State, User ID, First Name, Last Name, Email, Source, Last Authentication Time, and Actions. A yellow arrow points to the delete icon (trash can) in the Actions column for the user 'cejar-supervisor'. Below the table, there is a 'Rows per page' dropdown set to 50 and a 'Delete' button.

<input type="checkbox"/>	State	User ID ↑	First Name	Last Name	Email	Source	Last Authentication Time	Actions
<input type="checkbox"/>		cejar	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	09 Sep 2020 13:41:53	<input type="checkbox"/>
<input type="checkbox"/>		cejar-administrator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/>
<input type="checkbox"/>		cejar-designer	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/>
<input type="checkbox"/>		cejar-operator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/>
<input type="checkbox"/>		cejar-super-administrator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/>
<input type="checkbox"/>		cejar-supervisor	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/>

Delete a User

If you are sure that you want to delete the selected user, click on **DELETE**.

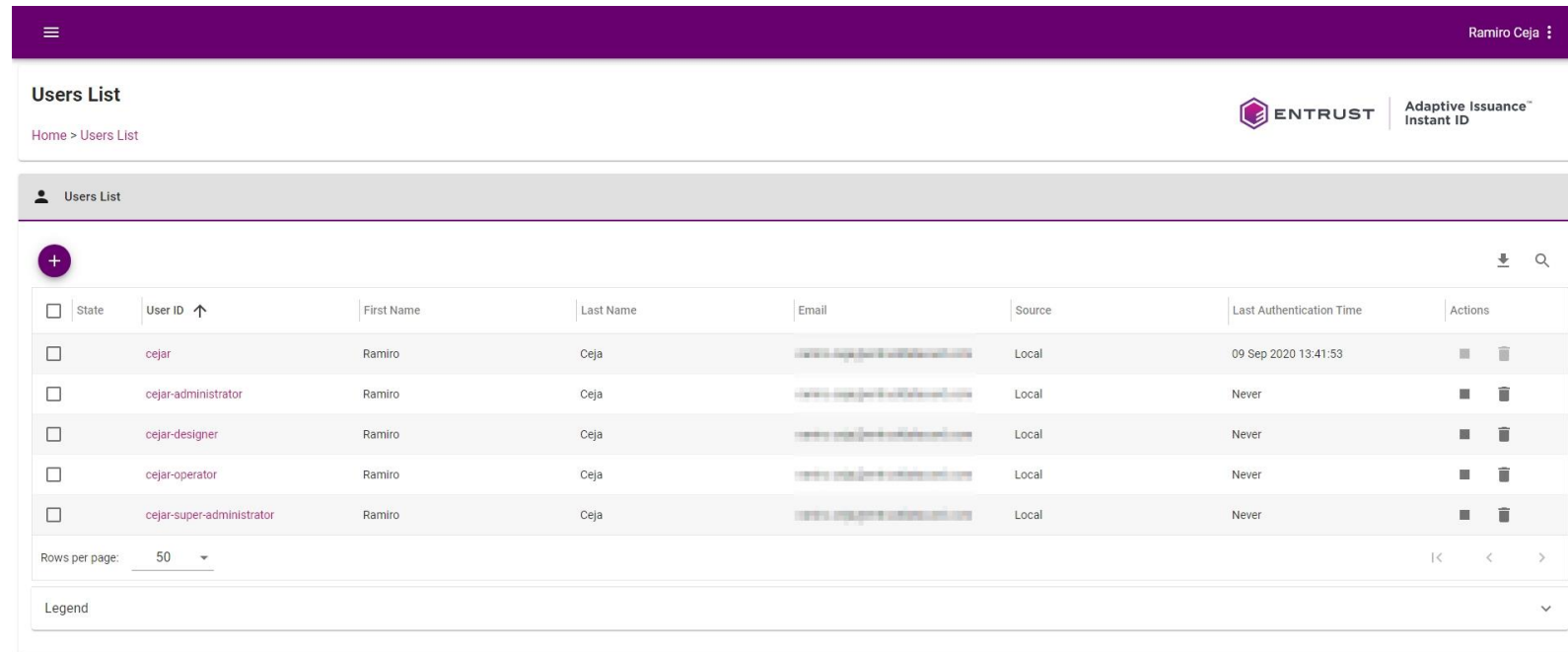


The screenshot shows the 'Users List' page in the Entrust system. A modal dialog box titled 'Delete User' is displayed, asking for confirmation to delete the user 'cejar-supervisor'. The dialog has two buttons: 'CANCEL' and 'DELETE'. A yellow arrow points to the 'DELETE' button. The background shows a table of users with columns for State, User ID, First Name, Last Name, Email, Source, Last Authentication Time, and Actions.

State	User ID	First Name	Last Name	Email	Source	Last Authentication Time	Actions
	cejar	Ramiro				09 Sep 2020 13:41:53	
	cejar-administrator	Ramiro				Never	
	cejar-designer	Ramiro				Never	
	cejar-operator	Ramiro				Never	
	cejar-super-administrator	Ramiro	Ceja		Local	Never	
	cejar-supervisor	Ramiro	Ceja		Local	Never	

Delete a User

The user is deleted and no longer appears in the **Users List** page.



The screenshot shows the 'Users List' page in the Entrust interface. The page header includes the Entrust logo and 'Adaptive Issuance Instant ID'. The breadcrumb trail is 'Home > Users List'. Below the header, there is a 'Users List' section with a '+ Add User' button and a search icon. The main content is a table with the following columns: State, User ID, First Name, Last Name, Email, Source, Last Authentication Time, and Actions. The table contains six rows of user data. The 'Actions' column for each row contains a delete icon (trash can). Below the table, there is a 'Rows per page' dropdown set to 50 and a 'Legend' section.

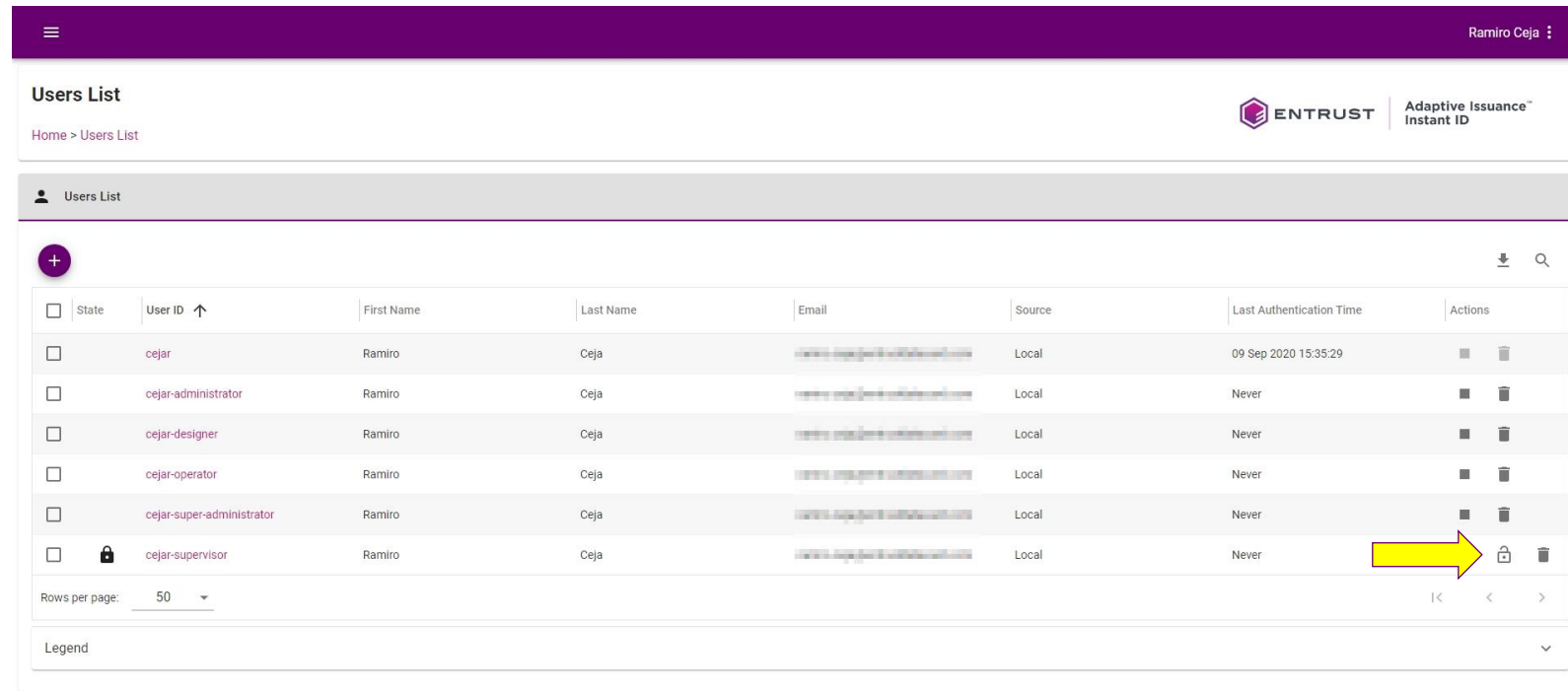
State	User ID ↑	First Name	Last Name	Email	Source	Last Authentication Time	Actions
	cejar	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	09 Sep 2020 13:41:53	■ 🗑️
	cejar-administrator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	■ 🗑️
	cejar-designer	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	■ 🗑️
	cejar-operator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	■ 🗑️
	cejar-super-administrator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	■ 🗑️

Unlocking a User

A user can lock their account by failing an authentication attempt too many times.

Unlocking a User

In the **Users List** page, users with a locked account will have a lock appear in the **Actions** column.



The screenshot displays the 'Users List' page in the Entrust interface. The page header includes the Entrust logo and 'Adaptive Issuance™ Instant ID'. The main content area shows a table of users with the following columns: State, User ID, First Name, Last Name, Email, Source, Last Authentication Time, and Actions. A yellow arrow points to a lock icon in the Actions column for the user 'cejar-supervisor'.

<input type="checkbox"/>	State	User ID ↑	First Name	Last Name	Email	Source	Last Authentication Time	Actions
<input type="checkbox"/>		cejar	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	09 Sep 2020 15:35:29	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-administrator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-designer	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-operator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-super-administrator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>	🔒	cejar-supervisor	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Rows per page: 50

Legend

Unlocking a User

If you are sure that you want to unlock the selected user, click on **CONFIRM**.

The screenshot displays the 'Users List' page in the Entrust management console. A modal dialog titled 'Unlock User' is open, showing a 'One Time Password Locked' status for the user 'cejar-supervisor'. The dialog asks for confirmation to unlock the user. A yellow arrow points to the 'CONFIRM' button.

State	User ID ↑	First Name	Last Authentication Time	Actions
<input type="checkbox"/>	cejar	Ramiro	09 Sep 2020 15:35:29	
<input type="checkbox"/>	cejar-administrator	Ramiro	Never	
<input type="checkbox"/>	cejar-designer	Ramiro	Never	
<input type="checkbox"/>	cejar-operator	Ramiro	Never	
<input type="checkbox"/>	cejar-super-administrator	Ramiro	Never	
<input type="checkbox"/>	cejar-supervisor	Ramiro	Never	

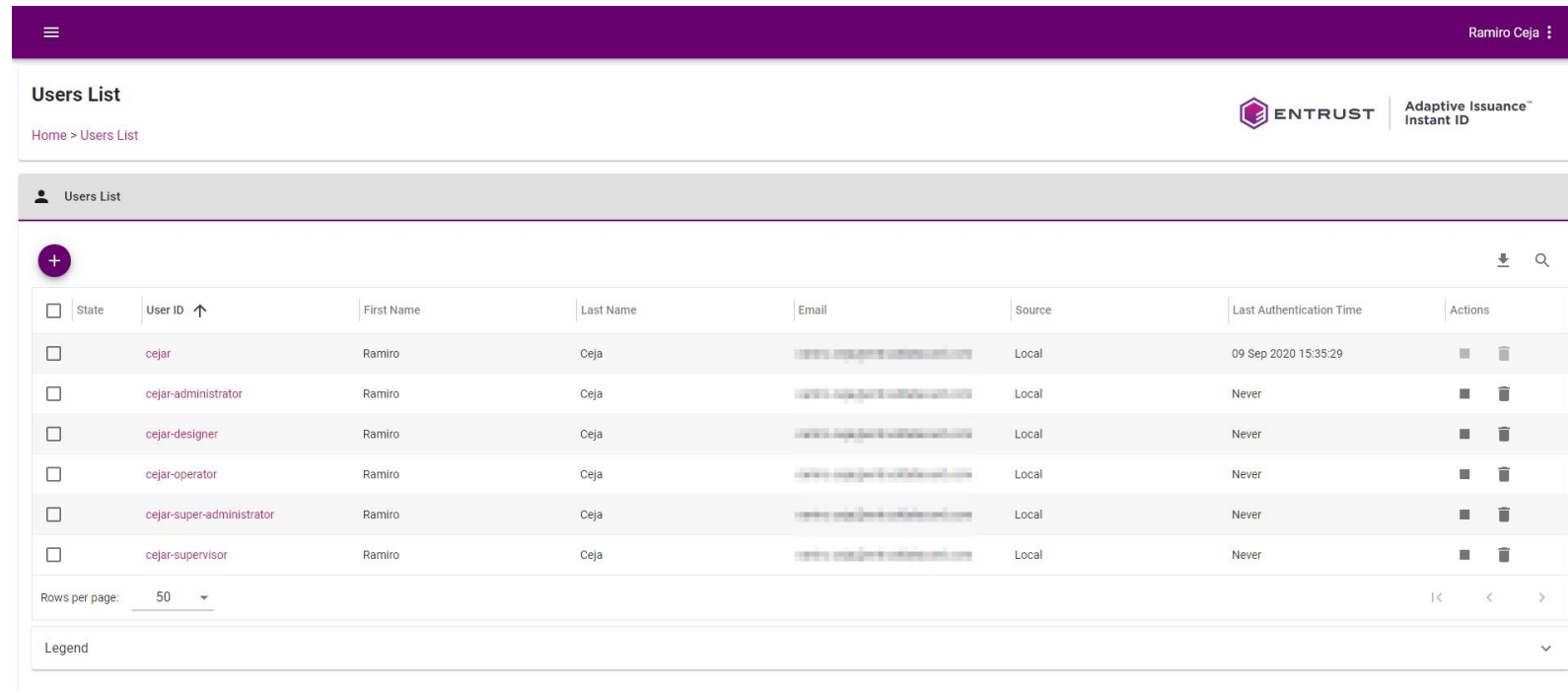
Rows per page: 50

Legend

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Unlocking a User

The user is no longer locked.

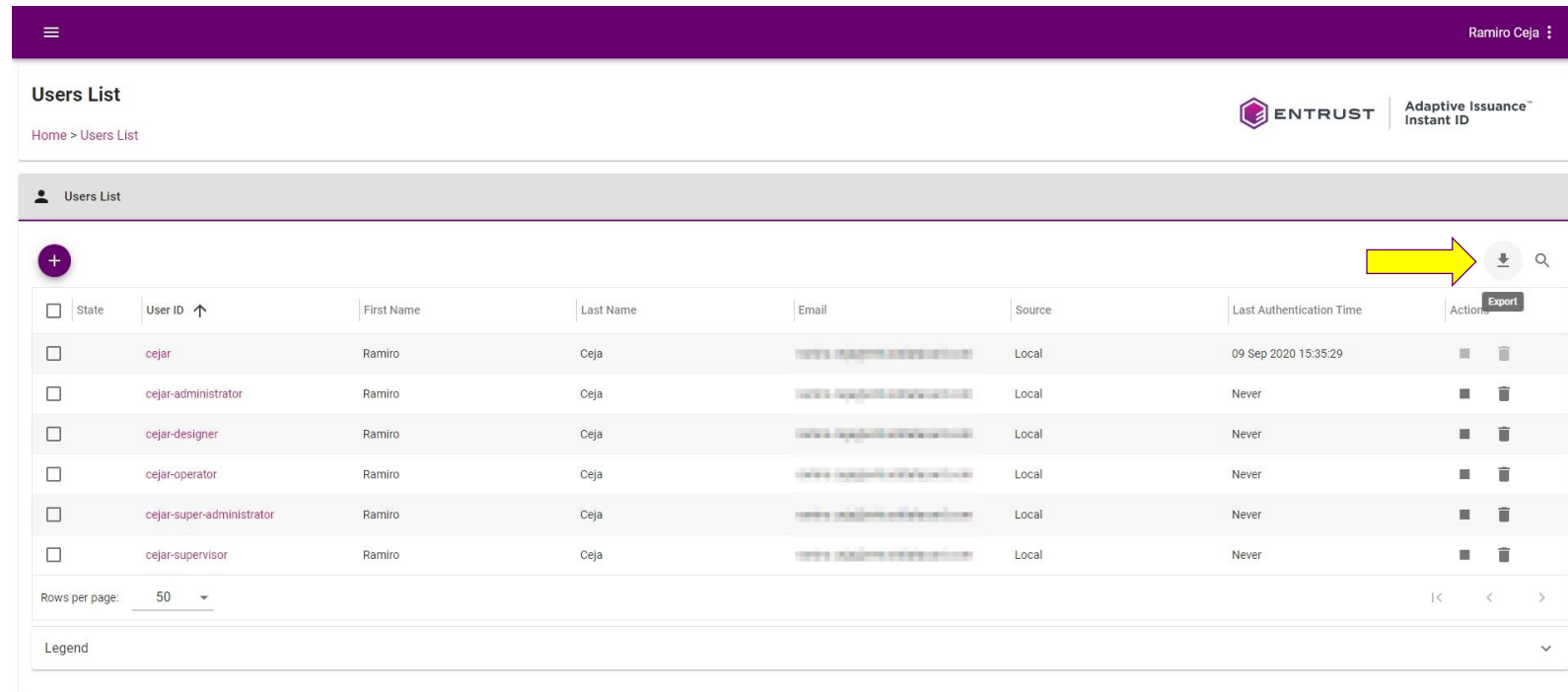


The screenshot displays the 'Users List' page in the Entrust management console. The page features a purple header with the user's name 'Ramiro Ceja' and a navigation menu. Below the header, the 'Users List' title is shown along with the breadcrumb 'Home > Users List'. The main content area contains a table with the following columns: State, User ID, First Name, Last Name, Email, Source, Last Authentication Time, and Actions. The table lists seven users, all with the first name 'Ramiro' and last name 'Ceja'. The 'User ID' column is sorted in ascending order. The 'Last Authentication Time' for the first user is '09 Sep 2020 15:35:29', while the others are 'Never'. The 'Actions' column for each user includes a lock icon and a trash icon. At the bottom of the table, there is a 'Rows per page' dropdown set to '50' and navigation arrows. A 'Legend' section is located below the table.

<input type="checkbox"/>	State	User ID ↑	First Name	Last Name	Email	Source	Last Authentication Time	Actions
<input type="checkbox"/>		cejar	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	09 Sep 2020 15:35:29	
<input type="checkbox"/>		cejar-administrator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	
<input type="checkbox"/>		cejar-designer	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	
<input type="checkbox"/>		cejar-operator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	
<input type="checkbox"/>		cejar-super-administrator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	
<input type="checkbox"/>		cejar-supervisor	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	

Export Users

From the **Users List** page click on the **Export** icon to export the Users List.



The screenshot displays the 'Users List' interface. At the top right, there is a user profile 'Ramiro Ceja'. The main content area features a table with the following columns: State, User ID (sorted ascending), First Name, Last Name, Email, Source, Last Authentication Time, and Actions. The table contains seven rows of user data. A yellow arrow points to the 'Export' icon in the top right corner of the table's header row. Below the table, there is a 'Rows per page' dropdown set to 50 and a 'Legend' section.

<input type="checkbox"/>	State	User ID ↑	First Name	Last Name	Email	Source	Last Authentication Time	Actions
<input type="checkbox"/>		cejar	Ramiro	Ceja	[redacted]	Local	09 Sep 2020 15:35:29	[edit] [delete]
<input type="checkbox"/>		cejar-administrator	Ramiro	Ceja	[redacted]	Local	Never	[edit] [delete]
<input type="checkbox"/>		cejar-designer	Ramiro	Ceja	[redacted]	Local	Never	[edit] [delete]
<input type="checkbox"/>		cejar-operator	Ramiro	Ceja	[redacted]	Local	Never	[edit] [delete]
<input type="checkbox"/>		cejar-super-administrator	Ramiro	Ceja	[redacted]	Local	Never	[edit] [delete]
<input type="checkbox"/>		cejar-supervisor	Ramiro	Ceja	[redacted]	Local	Never	[edit] [delete]

Export Users

The **Export Users** dialog page is displayed.

The screenshot shows a web application interface with a 'Users List' table and an 'Export Users' dialog box. The dialog box is titled 'Export Users' and contains the following elements:

- Name:** A text input field.
- Description:** A text input field.
- Select file delimiter:** Two radio buttons: 'Comma (,)' (selected) and 'Pipe (|)'.
- Select attributes to export:** A list of attributes with checkboxes. The instruction reads: 'To export the default attributes, do not select any attributes.' The attributes are:
 - Directory DN
 - Directory ID
 - Directory Name
 - Directory Object GUID
 - Email
 - First Name
 - Last Authentication Time
 - Last Name
 - Locale
 - Locked
 - Lockout Expiry
 - Migrated
 - Mobile
 - Phone
 - Source
 - State
 - Unique User ID
 - User ID
 - User Principal Name
- Filters:** A blue information icon and the text: 'The default sorting order and filters will be applied.'
- Buttons:** 'CANCEL' and 'EXPORT' at the bottom right.

The background 'Users List' table has columns for 'State', 'User ID', and 'First Name'. It lists several users with IDs like 'cejar', 'cejar-administrator', etc. The footer of the application contains copyright information for Entrust Limited, 2020.

Export Users

1. Enter a **Name**.
2. Enter a **Description**.
3. Select file delimiter, Comma (,) or Pipe (|).
4. Select the attributes to export.

The screenshot shows the 'Users List' interface in the Entrust system. An 'Export Users' dialog box is open, allowing users to export the current list. The dialog box contains the following fields and options:

- Name:** Users (1)
- Description:** Users List (2)
- Select file delimiter:** Comma (,) (3) or Pipe (|)
- Select attributes to export:** (4) To export the default attributes, do not select any attributes. The attributes listed are: Directory DN, Directory ID, Directory Name, Directory Object GUID, Email, First Name, Last Authentication Time, Last Name, Locale, Locked, Lockout Expiry, Migrated, Mobile, Phone, Source, State, Unique User ID, and User ID.

At the bottom of the dialog box, there are 'CANCEL' and 'EXPORT' buttons. A filter note at the bottom states: 'The default sorting order and filters will be applied.'

Export Users

Click on **EXPORT**.

The screenshot shows the 'Users List' page in the Entrust system. The 'Export Users' dialog box is open, allowing users to select file delimiters and attributes to export. The dialog includes a 'Name' field with 'Users' entered, a 'Description' field with 'Users List' entered, and a 'Select file delimiter' section with 'Comma (,)' selected. The 'Select attributes to export' section lists various user attributes with checkboxes, and the 'Filters' section includes a note about default sorting and filters. A yellow arrow points to the 'EXPORT' button at the bottom right of the dialog.

Export Users

Name
Users

Description
Users List

Select file delimiter

Comma (,) Pipe (|)

Select attributes to export
To export the default attributes, do not select any attributes.

Directory DN Directory ID
 Directory Name Directory Object GUID
 Email First Name
 Last Authentication Time Last Name
 Locale Locked
 Lockout Expiry Migrated
 Mobile Phone
 Source State
 Unique User ID User ID
 User Principal Name

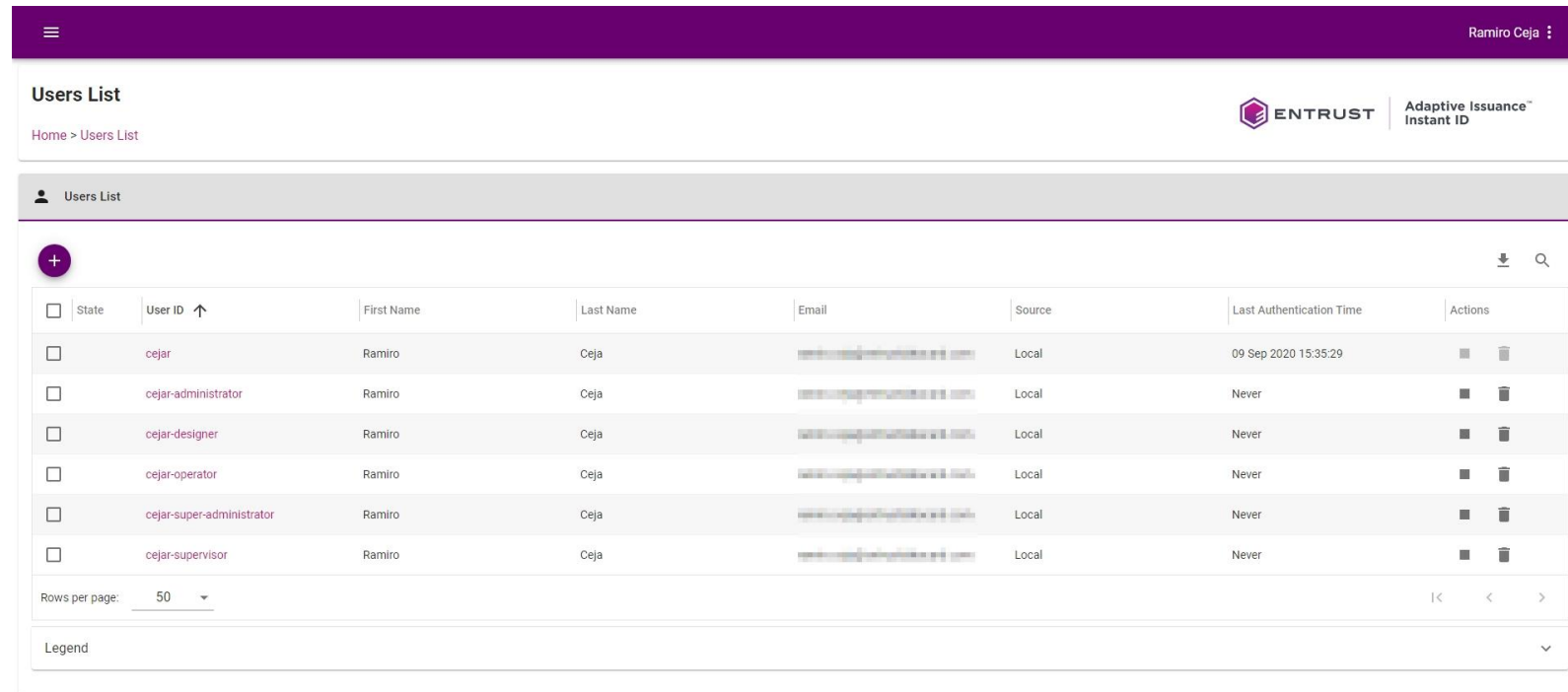
Filters
The default sorting order and filters will be applied.

CANCEL EXPORT

Export Users

The report is created.

To view the report, click on **View**.



The screenshot shows the 'Users List' page in the Entrust system. The page header includes the Entrust logo and 'Adaptive Issuance Instant ID'. The main content area displays a table of users with columns for State, User ID, First Name, Last Name, Email, Source, Last Authentication Time, and Actions. The table lists several users, including 'cejar', 'cejar-administrator', 'cejar-designer', 'cejar-operator', 'cejar-super-administrator', and 'cejar-supervisor'. A notification at the bottom of the page states 'Report has been successfully created' with a 'VIEW' button highlighted by a yellow arrow.

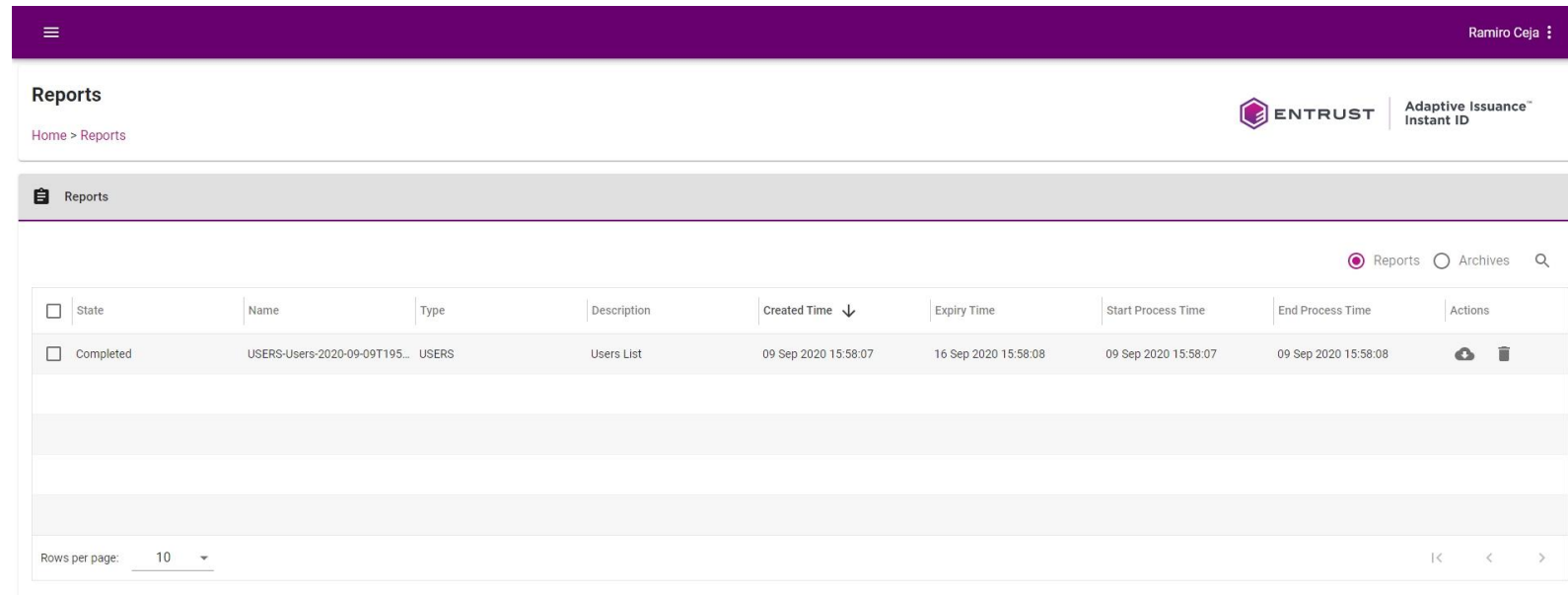
<input type="checkbox"/>	State	User ID ↑	First Name	Last Name	Email	Source	Last Authentication Time	Actions
<input type="checkbox"/>		cejar	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	09 Sep 2020 15:35:29	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-administrator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-designer	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-operator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-super-administrator	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>		cejar-supervisor	Ramiro	Ceja	ramiro.ceja@entrust.com	Local	Never	<input type="checkbox"/> <input type="checkbox"/>

✓ Report has been successfully created [VIEW](#)





Export Users

The report is exported to the **Reports** page.

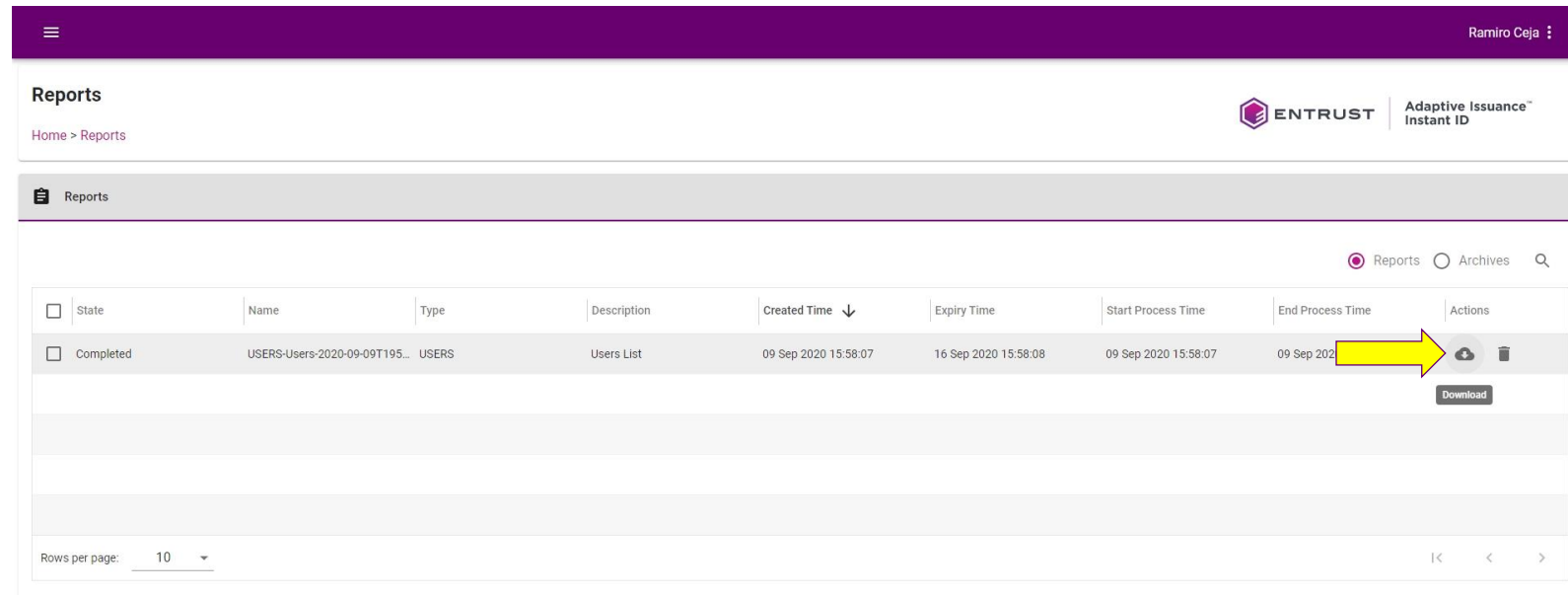


The screenshot displays the 'Reports' page in the Entrust system. The page header includes the Entrust logo and 'Adaptive Issuance Instant ID'. The breadcrumb trail shows 'Home > Reports'. Below the header, there is a 'Reports' section with a search bar and tabs for 'Reports' and 'Archives'. A table lists the reports with columns for State, Name, Type, Description, Created Time, Expiry Time, Start Process Time, End Process Time, and Actions. The table contains one entry: a 'Completed' report named 'USERS-Users-2020-09-09T195...' of type 'USERS' with a description of 'Users List'. The report was created on 09 Sep 2020 at 15:58:07 and expires on 16 Sep 2020 at 15:58:08. The start and end process times are both 09 Sep 2020 at 15:58:07. The Actions column shows a download icon and a trash icon. At the bottom of the table, there is a 'Rows per page' dropdown set to 10 and navigation arrows.



<input type="checkbox"/>	State	Name	Type	Description	Created Time ↓	Expiry Time	Start Process Time	End Process Time	Actions
<input type="checkbox"/>	Completed	USERS-Users-2020-09-09T195...	USERS	Users List	09 Sep 2020 15:58:07	16 Sep 2020 15:58:08	09 Sep 2020 15:58:07	09 Sep 2020 15:58:08	 

Export Users

To download the report, click on the **Download** icon.



The screenshot shows the Entrust Reports interface. At the top, there is a purple header with a menu icon and the user name 'Ramiro Ceja'. Below the header, the page title is 'Reports' and the breadcrumb is 'Home > Reports'. The Entrust logo and 'Adaptive Issuance Instant ID' are in the top right. A secondary header contains 'Reports' and a search icon. The main content area features a table with columns: State, Name, Type, Description, Created Time, Expiry Time, Start Process Time, End Process Time, and Actions. A single row is visible with the state 'Completed' and a description 'USERS-Users-2020-09-09T195... USERS'. A yellow arrow points to a download icon in the Actions column of this row. Below the table, there is a 'Rows per page: 10' dropdown and navigation arrows.

<input type="checkbox"/>	State	Name	Type	Description	Created Time ↓	Expiry Time	Start Process Time	End Process Time	Actions
<input type="checkbox"/>	Completed	USERS-Users-2020-09-09T195...	USERS	Users List	09 Sep 2020 15:58:07	16 Sep 2020 15:58:08	09 Sep 2020 15:58:07	09 Sep 2020 15:58:07	  Download

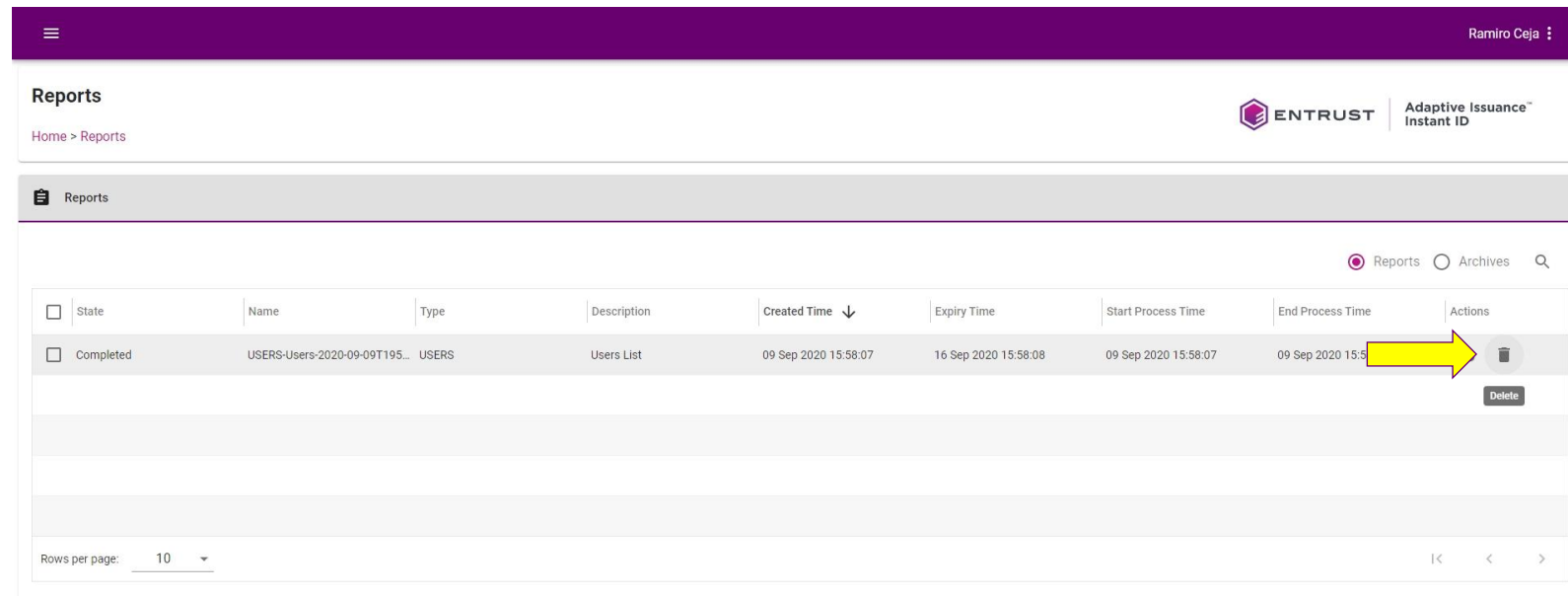
Export Users

The report is downloaded as a .csv file.


A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	
1	id	userid	firstName	lastName	email	mobile	phone	userPrinci	locale	state	migrated	locked	lockoutEx	type	directoryI	directoryC	lastAuthT	directoryName											
2	6d7b54e3-cejar	Ramiro	Ceja	ramiro.cej	1.81E+10			en	ACTIVE		FALSE		MGMT_UI			2020-09-09T19:35:29Z													
3	62390fe4-cejar-adm	Ramiro	Ceja	ramiro.cej	1.81E+10			en	ACTIVE		FALSE		MGMT_UI																
4	df2db3eb-cejar-desi	Ramiro	Ceja	ramiro.cej	1.81E+10			en	ACTIVE		FALSE		MGMT_UI																
5	9bf3d56b-cejar-opei	Ramiro	Ceja	ramiro.cej	1.81E+10			en	ACTIVE		FALSE		MGMT_UI																
6	c61788a3-cejar-supe	Ramiro	Ceja	ramiro.cej	1.81E+10			en	ACTIVE		FALSE		MGMT_UI																
7	845e1d7b-cejar-supe	Ramiro	Ceja	ramiro.cej	1.81E+10			en	ACTIVE		FALSE		MGMT_UI																
8																													
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Export Users

To delete the report, click on the **Delete** icon.

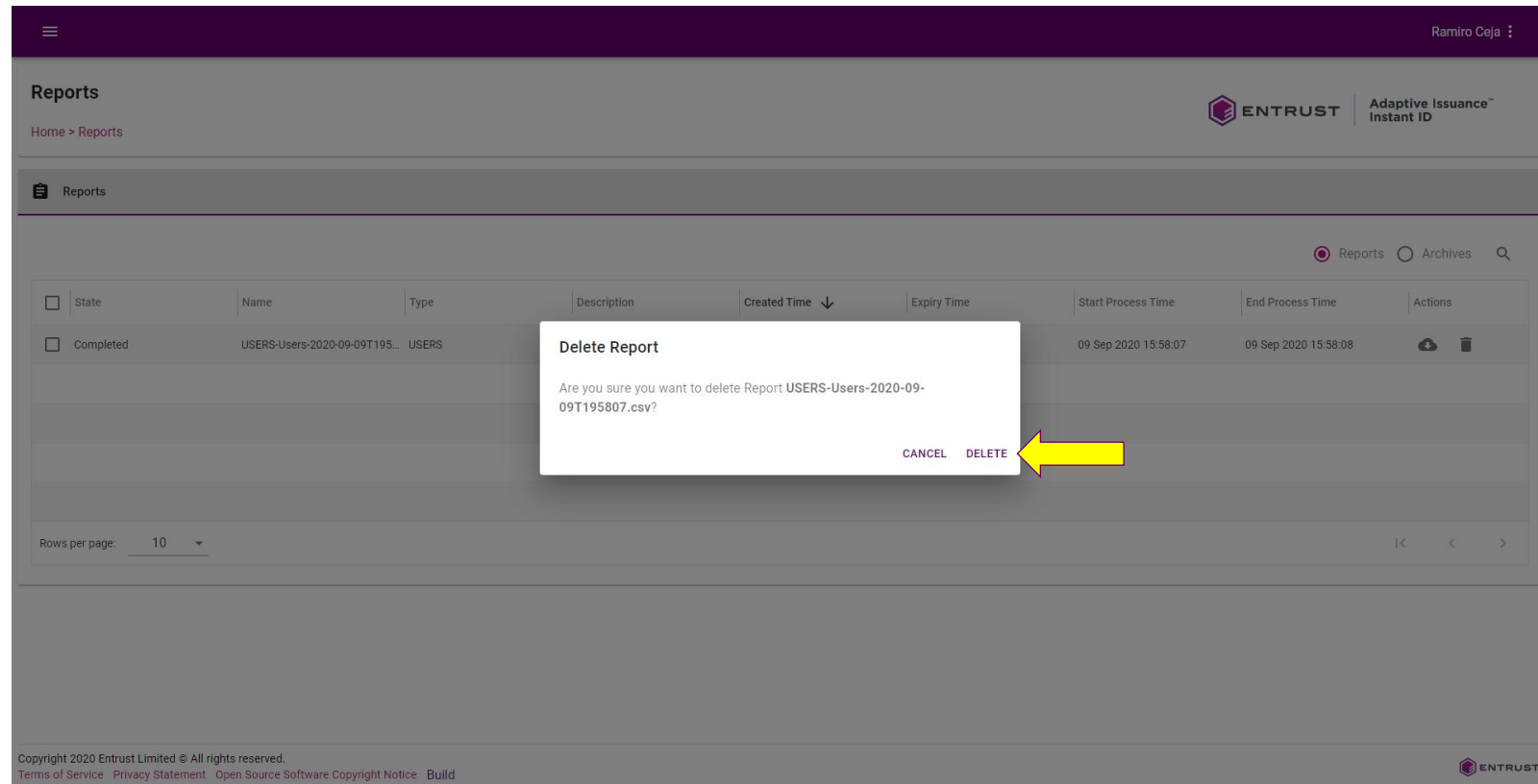


The screenshot shows the Entrust Reports interface. At the top, there is a purple header with a menu icon and the user name 'Ramiro Ceja'. Below the header, the page title 'Reports' is displayed, along with the Entrust logo and 'Adaptive Issuance™ Instant ID'. A breadcrumb trail shows 'Home > Reports'. A secondary header contains a 'Reports' icon and label. The main content area features a table with columns: State, Name, Type, Description, Created Time (sorted descending), Expiry Time, Start Process Time, End Process Time, and Actions. The first row is highlighted in grey and contains the following data: State: Completed, Name: USERS-Users-2020-09-09T195..., Type: USERS, Description: Users List, Created Time: 09 Sep 2020 15:58:07, Expiry Time: 16 Sep 2020 15:58:08, Start Process Time: 09 Sep 2020 15:58:07, End Process Time: 09 Sep 2020 15:58:07. A yellow arrow points to a trash can icon in the Actions column of this row, which is labeled 'Delete' below it. At the bottom of the table, there is a 'Rows per page: 10' dropdown menu and navigation arrows.



<input type="checkbox"/>	State	Name	Type	Description	Created Time ↓	Expiry Time	Start Process Time	End Process Time	Actions
<input type="checkbox"/>	Completed	USERS-Users-2020-09-09T195...	USERS	Users List	09 Sep 2020 15:58:07	16 Sep 2020 15:58:08	09 Sep 2020 15:58:07	09 Sep 2020 15:58:07	 Delete

Export Users

If you are sure that you want to delete the report, click on **DELETE**.

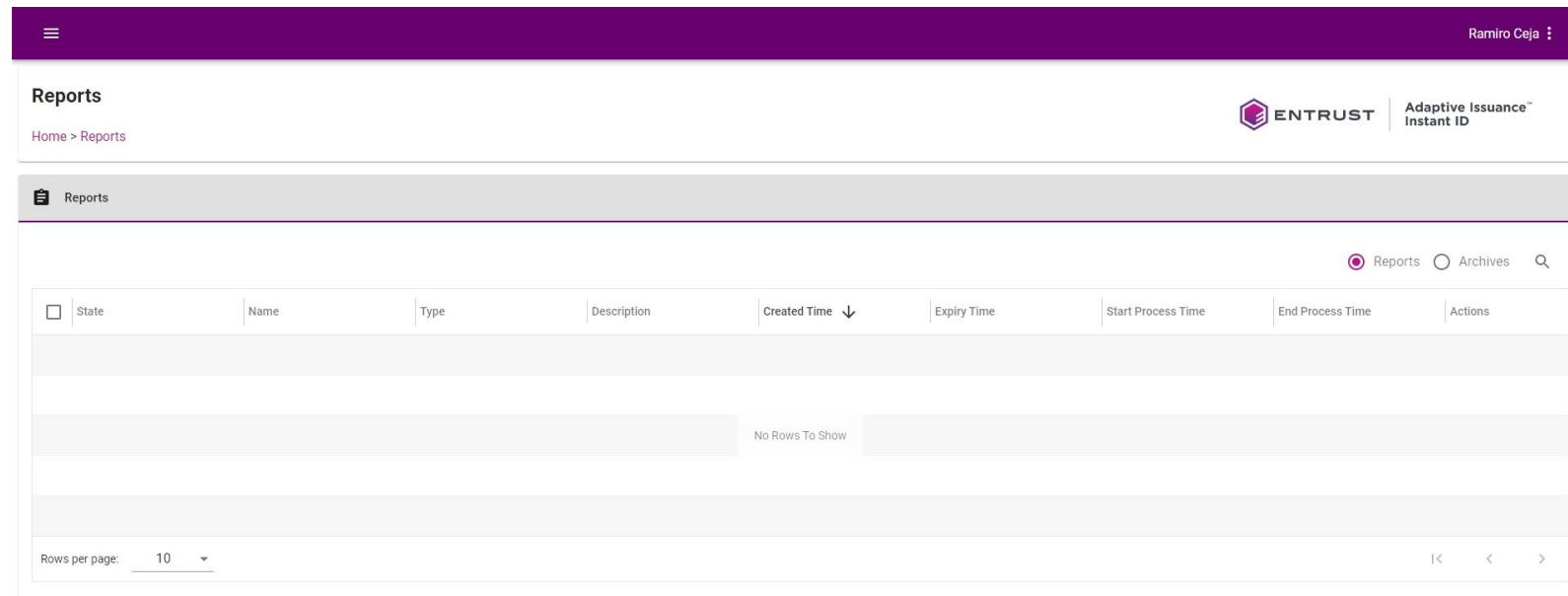


The screenshot displays the Entrust Reports management interface. A modal dialog box titled "Delete Report" is open, asking for confirmation to delete a report. The dialog contains the text: "Are you sure you want to delete Report USERS-Users-2020-09-09T195807.csv?". At the bottom of the dialog, there are two buttons: "CANCEL" and "DELETE". A yellow arrow points to the "DELETE" button. The background interface shows a table of reports with columns for State, Name, Type, Description, Created Time, Expiry Time, Start Process Time, End Process Time, and Actions. The current report in the table is "USERS-Users-2020-09-09T195807.csv" with a state of "Completed".

State	Name	Type	Description	Created Time	Expiry Time	Start Process Time	End Process Time	Actions
Completed	USERS-Users-2020-09-09T195807.csv	USERS		09 Sep 2020 15:58:07		09 Sep 2020 15:58:07	09 Sep 2020 15:58:08	 

Export Users

The report is deleted and no longer appears in the **Reports** page.



The screenshot shows the 'Reports' page in the Entrust system. The page header includes the Entrust logo and 'Adaptive Issuance Instant ID'. The breadcrumb trail is 'Home > Reports'. The main content area features a table with the following columns: State, Name, Type, Description, Created Time (sorted descending), Expiry Time, Start Process Time, End Process Time, and Actions. The table is currently empty, displaying 'No Rows To Show'. The footer of the page contains copyright information and navigation links.

<input type="checkbox"/>	State	Name	Type	Description	Created Time ↓	Expiry Time	Start Process Time	End Process Time	Actions
No Rows To Show									