

Security and users

Introduction

AWB Editor supports security and users that when enabled users will have to log in when the program starts. When security is enabled there will be the following changes in the program:

- Users have to log in using an user name and a password
- Documents' log will contain the name of the user that did each action
- Regular users will not be able to delete documents from the trash bin and so it would be impossible for them to hide activity in the program.

Setup

Security can be used while using the default desktop database, but in general it will be used while sharing a database with other users. When you setup security on one computer it will be setup on all.

To setup security go to File->Configuration and then on the left select "Security". In that screen add new users, at least one will have to be an administrator user which will be able to add more users and do high privileges tasks such as deleting documents from the trash bin. There can be more than one administrator. After adding some users select the option "enable security" and click on "Save changes".

After that each time the program starts users will be asked for a user name and a password.

Change password

All users will be able to change their password, to do so they will have to go to File->Configuration and on the left select "Change password".

Administrators will be able to change all users' password.

Regular users restrictions

This is what is restricted to administrator users in the program:

- Disable security
- Add, modify or delete users
- Change the database configuration
- Delete files from the trash bin

Tracking activity

Users' activity can be tracked from the document's log. To see the log of a document open the document and click on the "Log" button on top. There you will see who created, modified, deleted and printed the document. Each time the document is printed a log entry will be created. Also it is possible to see each version of the document by selecting the entry and clicking on "Open".