

Terminal Operations

FUNCTION NAME: USER PROFILE MAINTENANCE

WHEN TO USE:

- For a delegated administrator (DA) to change, delete or enquire a user profile.

AVAILABLE MAINTENANCE FUNCTIONS:

- A. Change User Profile
To amend the details of a user profile.
- B. Delete User Profile
To delete a user profile.
- C. Enquire User Profile
To make enquiries on the details of a user profile.

AVAILABLE FUNCTION TIME:

- The functions must be performed between 7:00 a.m. and 7:00 p.m. Monday to Friday, and between 7:00 a.m. and 1:00 p.m. Saturday (except holidays).

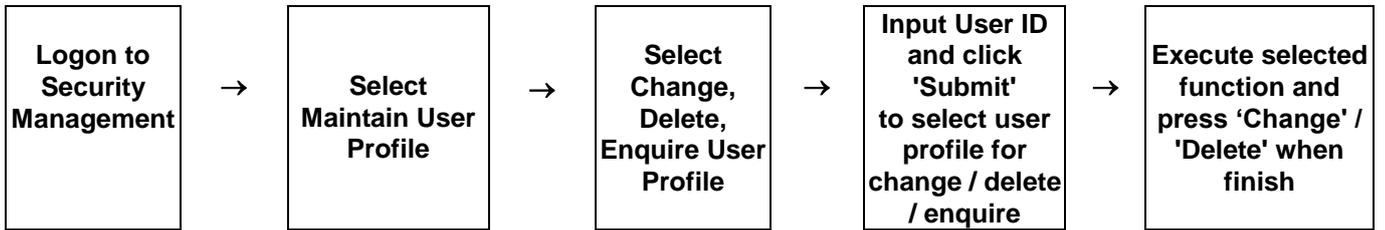
FUNCTIONAL DESCRIPTIONS:

- CCASS will assign a user ID and a smartcard for each DA of a designated bank.
- The DA can change and delete users, other than the DAs, of the designated bank.
- The DA of the designated bank can use the "Change User Profile" function to input the appropriate details of the users and assign the authority to the users.
- New user groups added to a user profile will be effective after two hours.
- The DA can use the "Change User Profile" function to enable or disable user profiles.
- The DA can use the "Delete User Profile" function to delete user profiles.
- The designated bank has to return the smartcards to HKSCC for assigning other user IDs to smartcards when the smartcards are reused.
- The DA can use the "Enquire User Profile" function to enquire the user profiles of all the users of the designated bank.
- For "Change User Profile" and "Delete User Profile", after the maker has completed the input, the checker has to input the checker ID and authorisation code to effect the changes.
- The user ID of the maker will be disabled after three accumulative failures by the checker to input the checker ID and authorisation code.

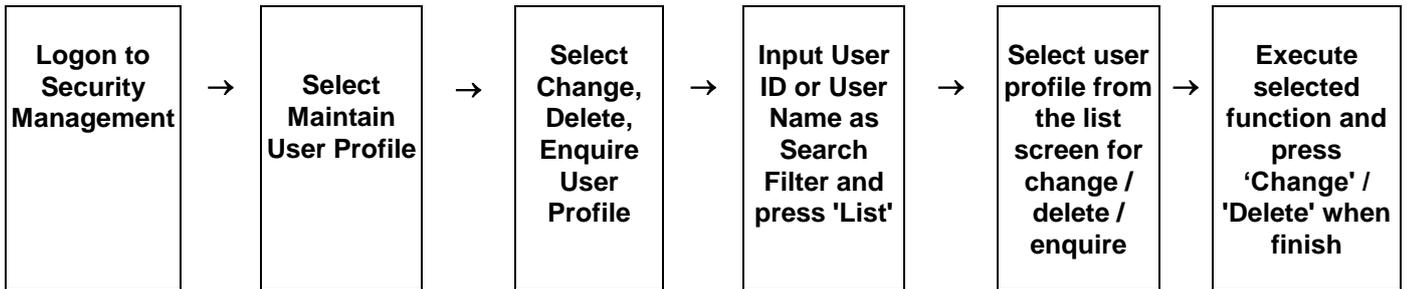
Section 7.3
User Profile Maintenance

The access paths for user profile maintenance function are:

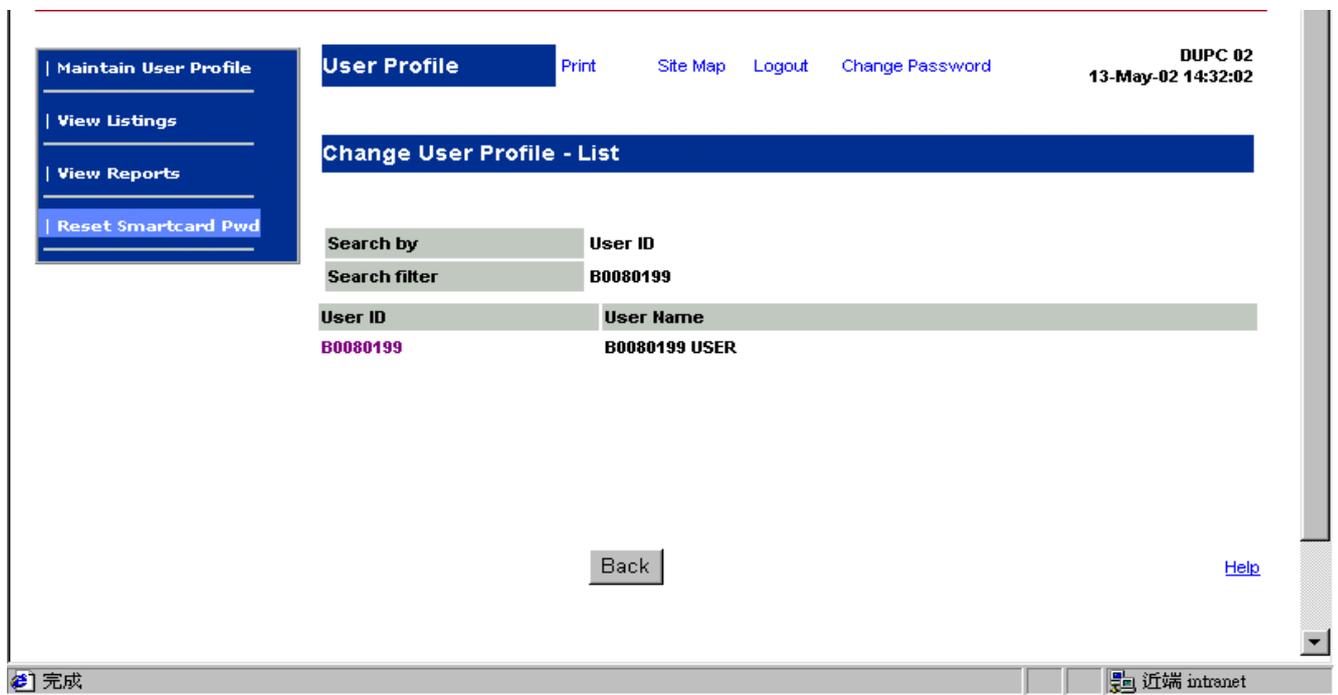
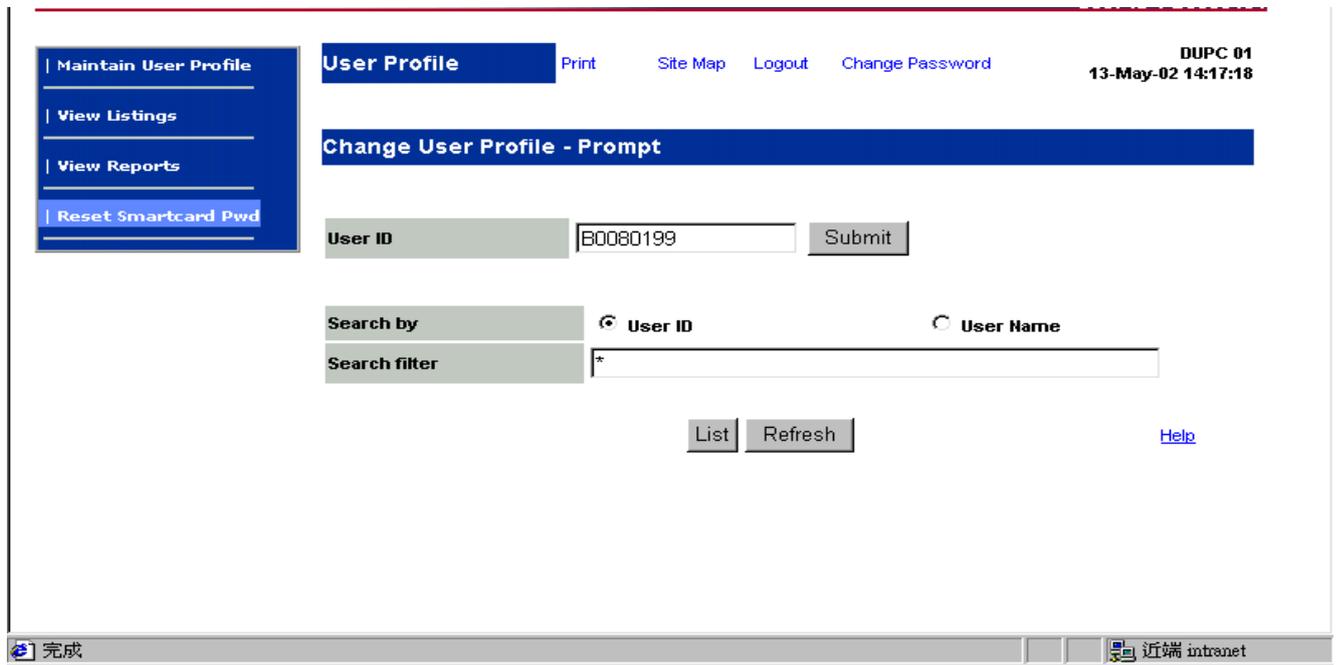
A. Attempt by direct input of User ID



B. Attempt by selection from list screen



USER PROFILE MAINTENANCE – Sample Screen:



Section 7.3 User Profile Maintenance

[Maintain User Profile](#)
[View Listings](#)
[View Reports](#)
[Reset Smartcard Pwd](#)

User Profile [Print](#) [Site Map](#) [Logout](#) [Change Password](#)

DUPC 03
 13-May-02 14:32:08

Change User Profile - Detail

User ID	B0000199		
User Status	<input checked="" type="radio"/> ENABLED <input type="radio"/> DISABLED		
Surname	<input type="text" value="CHAN"/>		
Other names	<input type="text" value="TAIMAN"/>		
Enable from	<input type="text"/>	DD-MMM-YY	
Disable after	<input type="text"/>	DD-MMM-YY	
Clearing House Options	<input type="text" value="Cash"/>		

Transaction limit (HKD)

Default	<input type="text" value="0.00"/>	DI Requirement	<input type="text" value="1,000,000"/>
DI	<input type="text" value="1,000,000"/>	Recall Request	<input type="text"/>
ISI	<input type="text"/>	ATI	<input type="text" value="500,000"/>
Cash Compensation Indicator	<input type="text"/>	SI	<input type="text" value="100,000"/>
Cash Prepayment	<input type="text"/>		

Selected User Groups

A
C
D
E
F
G
11

Available User Groups

H
J
K
L
M
N

DESCRIPTION OF FIELDS:

<u>Field</u>	<u>Description/Format</u>
User ID	- the user ID of the user.
Search By	- for specifying the type of the search. Click either 'User ID' or 'User Name' to specify the desired search filter.
Search Filter	- input a specific User ID or User Name to search for user profile that match with the search filter. - input * to search for all records. - default value of the field is *.
User Name	- the user name of the user.
SRN (for user using smartcard)	- Subscriber Reference Number of the user's smartcard.
User Status	- Select 'Enabled' if the user profile is to be effected immediately. - Select 'Disabled' if the user profile is to be disabled.
Surname	- the surname of the user.
Other Names	- the other names of the user.
Enable From	- if a date is input and the user status is 'Enabled', the user profile will be enabled from the date. - if the field is blank and the user status is 'Enabled', the user profile will be effective after execution until the 'Disable after' date.
Disable After	- if a date is input and the user status is 'Enabled', the user profile will be disabled after the date. - if the field is blank and the user status is 'Enabled', the user profile will be effective after execution immediately or from the 'Enable from' date.
Clearing House Options	- For determining whether the user is a CCMS user, and if yes, whether the user is a firm-level or designated bank-level user. - Can only select between "CASH" and "NONE SELECTED" in the initial launch of CCMS. - Select "NONE SELECTED" if user is not allowed to access CCMS, else select "CASH".
Access Channel	- For enquiry only. Input is not allowed. - 'C3T' for CCASS/3 Terminal. - 'PG' for Designated bank Gateway.

Section 7.3

User Profile Maintenance

<u>Field</u>	<u>Description/Format</u>
Transaction Limit (HKD) - Default - DI / ISI / Cash Compensation Indicator / Cash Prepayment / DI Requirement / Recall Request / ATI / SI	<ul style="list-style-type: none">- the transaction limit will apply for DI / ISI / Change Cash Compensation Indicator / Cash Prepayment / Change DI Requirement / Recall Request / ATI / SI functions if there are no specific transaction limits set for the functions.- if the user inputs a transaction above the transaction limit, the transaction would need a checker to authorise. - the transaction limit of the respective function. This transaction limit will supersede the default transaction limit.
Selected User Group	<ul style="list-style-type: none">- the user groups selected to be assigned to the user.- highlight the user groups and click the ">>" button to remove the user groups from the selected groups.
Available User Group	<ul style="list-style-type: none">- the user groups not yet selected to be assigned to the user.- highlight the user groups and click the "<<" button to add the user groups to the selected group.