

Section 7 – Security and Help

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Overview

Security for each screen is controlled through the Security Screen, which is accessed through the Administration menu item in the Main Menu.

All buttons and fields have security on them. By adding the name of the button to the security role, you will have access to that button. By adding the name of the Field to the security role, you will be blocked from using those fields. Check boxes are considered fields and can be blocked if put in the open and close tags for fields.

Not all buttons require security. For example, the “Close” and “Cancel” button do NOT require security. This means that there is no security on that button in the system and it does not need to be listed in the Security Role.

Security allows for multiple levels of restriction to be placed on different users of the system; from agents to service representatives and department managers. Access to the screen can be denied, while access to individual buttons on the screen can be granted. Access to perform certain tasks at the activity level can be granted or denied.

- Screen Level (No access to this screen)
- Field Level (No access to this field)
 - Button Level (No access to this button on this screen)
 - Action Level (No access to this action – e.g. process activity)
- Transaction Level (No access to this transaction – e.g. withdrawal)

OIPA Page/Field Level Security

Data Structure

Page/Field security in the OIPA system is controlled via business rules. These business rules are maintained in the table AsSecurityRole. Security roles are defined at the company level. The structure of this table is as follows:

AsSecurityRole			
Name	Datatype	Null Option	Comment
SecurityRoleGUID	uniqueidentifier	NOT NULL	
CompanyGUID	uniqueidentifier	NOT NULL	
SecurityRoleName	varchar(100)	NOT NULL	
XMLData	text	NULL	

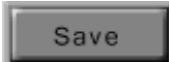
The XMLData for each record hold the business rule that allows the system to enforce the appropriate page, field, or button security in the system.

Although access to the system, in most cases, will be controlled via NT authentication or similar authentication methods provided by the operation system, the user IDs of the system users are maintained in the database. AsSecurity is the table that is used to store the system user names. The structure of this table is as follows:

AsSecurity			
Name	Datatype	Null Option	Comment
ClientGUID	uniqueidentifier	NOT NULL	Foreign key into AsClient
ClientNumber	varchar(50)	NOT NULL	Client logon ID
PersonalID	varchar(10)	NOT NULL	Client Password
SecurityRoleGUID	uniqueidentifier	NOT NULL	Links to AsSecurityRole

Button and Icon names

Save



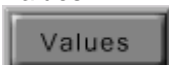
Activity



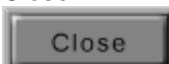
New



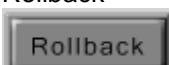
Values



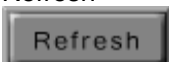
Close



Rollback



Refresh



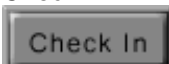
Delete



Withholding



Checkin



CheckOut



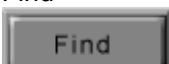
History



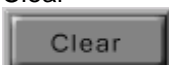
Migrate



Find



Clear



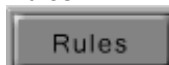
Add



Process



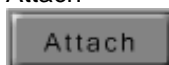
Rules



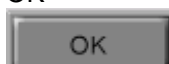
Download



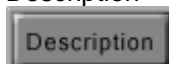
Attach



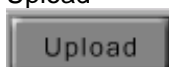
OK



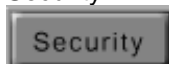
Description



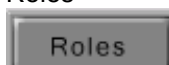
Upload



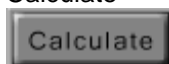
Security



Roles



Calculate



Comments



Recycle



Images



PolicyNumberButton



Accounting



DeleteOrReverse



Remove



New



Process



Filter Activity



Maintain Policy Roles



On the Policy Roles Screen

Detail



On the Policy Roles Screen

Edit Role Details



On the Policy Roles Screen

Address Screen

The Address Screen is accessed from the Client Screen.

ScreenName

Buttons

Access if present

AsAddress

OK

Security Profile Configuration Example

```
<AsAddress>
  <Buttons>
    <Button>OK</Button>
  </Buttons>
</AsAddress>
```

Note: Even though they are displayed on the AsAddress Screen, the Security for the “New” and “Save” button is configured on the S3Client Screen.

Add Help

The AddHelp Screen is accessed from any screen by clicking on the Question Mark icon on the upper right hand corner and then selecting the **Add** button.

ScreenName		AsAddHelp
Buttons	Access if present	New Save Delete
Fields	Restricted if present	Field Name

Security Profile Configuration Example

```

<AsAddHelp>
  <Fields></Fields>
  <Buttons>
    <Button>New</Button>
    <Button>Save</Button>
    <Button>Delete</Button>
  </Buttons>
</AsAddHelp>

```


Activity

The **Activity** Screen is accessed by selecting the Activity tab or button from the Policy Screen.

Policy	Roles	Segments	Activities
Company: Acme Life			
Plan Group: Term Plan Group			
Plan: ACME Term			
Entry Date: 09/19/2030		Issue State: CO	
Search Name:		Policy Number: Term30008945	
Policy Status: Active			

Policy

Display: ☐ Shadows ☐ Reversals ☐ Futures ☒ Documents ☒ Financial ☐ Delete
 Refresh Close

From Date: To Date: 09/19/2030 Filters: (All Activities)

Activity

Page 1 of 1 Page 1 Maximum Results: 100

Activity: DeathNotification Add ☐ Auto-Process Process

Activity(4)	Activity Date	Status	Amount	Attachments	Action
COIPayment	09/19/2030	Pending			
Issue	09/19/2030	Active			
Premium	09/19/2030	Active	\$5,735.00		
CoverageCalculation	09/19/2030	Active			

ScreenName

Buttons

Access if present

AsActivity

AddActivity
 Process
 ProcessAll
 ProcessAttachments
 DeleteOrReverse
 RecycleActivity
 ProcessActivity
 FilterActivity
 Field Name
 Name of TransactionsAllowed
 Edit
 Delete
 Add
 Recycle
 Reverse
 Process
 Name of TransactionsAllowed

Fields

TransactionsAllowed

Actions

Restricted if present

Allowed only if present

Allowed only if present

TransactionsNotAllowed

Not allowed only if present

Actions	Not allowed if present	Edit Delete Add Recycle Reverse Process ActivityEntry
---------	------------------------	---

Security Profile Configuration Example

```

<AsActivity>
  <Fields></Fields>
  <Buttons>
    <Button>AddActivity</Button>
    <Button>Process</Button>
    <Button>ProcessAll</Button>
    <Button>ProcessAttachments</Button>
    <Button>DeleteOrReverse</Button>
    <Button>RecycleActivity</Button>
    <Button>ProcessActivity</Button>
    <Button>FilterActivity</Button>
  </Buttons>
  <TransactionsAllowed>
    <Actions>
      <Action>Edit</Action>
      <Action>Delete</Action>
      <Action>Add</Action>
    </Actions>
    <TransactionsAllowed NAME="The Activity listed here">
      <Actions>
        <Action>Add</Action>
        <Action>Delete</Action>
        <Action>Recycle</Action>
        <Action>Reverse</Action>
        <Action>Edit</Action>
        <Action>Process</Action>
      </Actions>
    </TransactionsAllowed>
    <TransactionsNotAllowed NAME=" The Activity listed here">
      <Actions>
        <Action>Add</Action>
        <Action>Delete</Action>
        <Action>Recycle</Action>
        <Action>Reverse</Action>
      </Actions>
    </TransactionsNotAllowed>
    <TransactionsNotAllowed ACTIVITYENTRY="ReadOnly" NAME="...">
      <Actions>
        ...
        <Action>Edit</Action>
      </Actions>
    </TransactionsNotAllowed>
  </AsActivity>

```

Allocation

The Allocation Screen is accessed from the Policy, Segment or Plan Screen (if applicable to product)

Future Allocations

Number of Funds: 2

Allocation Method: Percent

☐ Equal %

Fund	Percent
ACME - Money Market	50.00
ACME - Equity Income	50.00
	100.00

DCA Funds

Number of from Funds:

Allocation Method: Amount

Fund	Amount
	0.00

Number of to Funds:

Allocation Method: Percent

☐ Equal %

Fund	Percent
	0.00

OK

Close

ScreenName

Buttons

Access if present

AsAllocation

OK

Security Profile Configuration Example

```

<AsAllocation>
  <Buttons>
    <Button>OK</Button>
  </Buttons>
</AsAllocation>

```

Batch Activity

The Batch Activity Screen is accessed from the Main Menu by selecting Batch.

ScreenName		AsBatchActivity
Buttons	Access if present	Find New Save Edit Release OK
Fields	Restricted if present	

Security Profile Configuration Example

```

<AsBatchActivity>
  <Fields></Fields>
  <Buttons>
    <Button>Find</Button>
    <Button>New</Button>
    <Button>Save</Button>
    <Button>Edit</Button>
    <Button>Release</Button>
    <Button>OK</Button>
  </Buttons>
</AsBatchActivity>

```

Batch Activity Search

The Batch Activity Search Screen is accessed by selecting the **Find** button on the Batch Screen.

Search Criteria

Batch Number

Effective Date

Billing Date

Policy Number

Status Code

Transaction

Find

Close

Search Results

Page 1 of 6

Page 1 2 3 4 5 6

Maximum Results: 10

Batch Number	Status Code	Transaction	Billing Date Start	Billing Date End	
122620060000002	Pending				
122620060000001	Pending				
122220060000024	Pending				
122220060000023	Released				
122220060000022	Released				
122220060000021	Pending				
122220060000020	Pending				
122220060000019	Pending				
122220060000018	Pending				
122220060000017	Pending				

ScreenName

Buttons

Access if present

AsBatchActivitySearch

Find

Security Profile Configuration Example

```
<AsBatchActivitySearch>
  <Buttons>
    <Button>Find</Button>
  </Buttons>
</AsBatchActivitySearch>
```

BatchScreen

The BatchScreen is used to configure Batch Rules. The Batch Screen is accessed from the Main Menu by selecting **Rules** then **Batch**.

ScreenName		AsBatchScreen
Buttons	Access if present	Checkin Checkout Migrate History
Fields	Restricted if present	

Note: The Check-In button is the only button on the screen until the user has created a new batch.

Security Profile Configuration Example

```
<AsBatchScreen>
  <Fields></Fields>
  <Buttons>
    <Button>Migrate</Button>
    <Button>History</Button>
    <Button>Checkin</Button>
    <Button>Checkout</Button>
  </Buttons>
</AsBatchScreen>
```

Batch Suspense

The BatchSuspense Screen is accessed from the Main Menu by selecting **Administration** then **Batch Suspense**.

Batch Suspense Record[s]							
Company: Acme Life		Servicer: sueg					
Batch Effective Date: 09/19/2030							
Batch Number:							
Page 0 of 1		Page 1		Maximum Results: 5			
Amount	Check #	Last Name	Policy	Account #	Bank #	Suspense #	Status
Policy Number:		Effective Date: 09/19/2030					
Amount:							
Last Name:		First Name:					
>Account Number:		>Check Number:					
>Bank Name:		>Bank Number:					
Type: EFT							
Suspense From Company: N/A		From Contract No:					
Attached Amount: 0.00		Status:					
Suspense Number:							
Running Check Count: 0		Running Total: 0.00					
ReCount: 0		ReCalculate:					
<div> <div>New</div> <div>Add</div> <div>Find</div> <div>History</div> <div>Close</div> </div>							

ScreenName

Buttons

Access if present

AsBatchSuspense

New
Add
Find
History
Save
Delete
Comments
Images
Accounting

Fields

Restricted if present

Security Profile Configuration Example

```
<AsBatchSuspense>
  <Fields></Fields>
  <Buttons>
    <Button>New</Button>
    <Button>Add</Button>
    <Button>Find</Button>
    <Button>History</Button>
    <Button>Save</Button>
    <Button>Delete</Button>
    <Button>Comments</Button>
    <Button>Images</Button>
    <Button>Accounting</Button>
  </Buttons>
</AsBatchSuspense>
```

Batch Suspense History

The **BatchSuspenseHistory** is accessed by selecting the **History** button on the Batch Suspense Screen.

The screenshot shows a window titled "Suspense Batch History". At the top, it indicates "Page 0 of 1" and "Page 1". On the right, there is a "Maximum Results:" dropdown set to "5". Below this is a table with the following data:

Changed By	Type Change	Changed Date	5
sueg	Add	Sunday, February 04, 2007 9:20:12 PM	

Below the table, there is a list of field changes:

- Field: ClientNumber
Changed From: sueg
Changed To:
- Field: EffectiveDate
Changed From: 09/19/2030
Changed To:
- Field: BatchNumber
Changed From: 0919203000000015
Changed To:
- Field: EffectiveFromDate
Changed From: 09/19/2030
Changed To:

At the bottom of the window, there is a "Close" button.

ScreenName		AsBatchSuspenseHistory
Buttons	Access if present	Comments
Fields	Restricted if present	

Security Profile Configuration Example

```
<AsBatchSuspenseHistory>
  <Fields></Fields>
  <Buttons>Comments</Buttons>
</AsBatchSuspenseHistory>
```

Business Rules

The BusinessRules/Rule Detail Screen is accessed from the Main Menu by selecting **Rules** then **Business Rules**.

Business Rule

Rule: (New Business Rule) [v]
 Plan Group: (All Plan Groups) [v]
 Plan: (All Plans) [v]
 Type Code: (All Types) [v]

Global/Override(s)

Company	Plan	Fund	Transaction	State	>>
(Global)					

Rule Detail

Rule Name: [] Rule Type: CopyBook [v] Version: []
 Long Name: []
 Keywords: [] Comments: []
 Error Message: [v]
 XML Data: []

[Check In] [Close]

Upon initial entry of the screen only the **Check In** button is visible. Once the rule has been saved other buttons can be accessed.

ScreenName		AsBusinessRules
Buttons	Access if present	Attach Download New Delete Checkout Checkin History Migrate
Fields	N/A	

Security Profile Configuration Example

```

<AsBusinessRules>
  <Fields></Fields>
  <Buttons>
    <Button>Attach</Button>
    <Button>Download</Button>
    <Button>New</Button>
    <Button>Delete</Button>
    <Button>Checkout</Button>
    <Button>Checkin</Button>
    <Button>History</Button>
    <Button>Migrate</Button>
  </Buttons>
</AsBusinessRules>

```

Chart of Accounts

The **ChartofAccounts** Screen is accessed from the Main Menu by selecting **Administration** then **Chart of Accounts**.

ChartOfAccounts

Company: Acme Life

View by: ☒ Transaction ☐ Account

Refresh Close

Transactions / Suspense

View:
☒ Transaction
☐ Suspense

Page 1 of 1
Page 1
Maximum Results: 20

Transaction	11
AABChange	
AABPremium	
AABStart	
AABStop	
AdditionalPayment	
COIPayment	
DeathClaimPayout	
FundTransfer	
Premium	
PremiumRefund	
WaiverPremium	

Available Transactions:

New Save

ScreenName

Buttons

Access if present

AsChartOfAccounts

Refresh
Add
New
Remove
Save
Delete
Find
DeleteTransaction
NewTransaction
SaveTransactionTransactionView
DeleteEntityAccount
NewAccount
SaveAccount
DeleteEntryGUID
NewEntryDetail
SaveEntryDetail
DeleteAccount
DeleteEntityTransaction
SaveTransactionAccountView

Fields

Restricted if present

Security Profile Configuration Example

















```

<AsChartOfAccounts>
  <Fields></Fields>
  <Buttons>
    <Button>Refresh</Button>
    <Button>Add</Button>
    <Button>New</Button>
    <Button>Remove</Button>
    <Button>Save</Button>
  </Buttons>
</AsChartOfAccounts>

```

Client Group

The ClientGroup Screen is accessed by selecting the Group button on the Client Screen (based on configuration of Client Screen).

Policies Related to Group				
Page 1 of 1		Page 1		Maximum Results: 10
PolicyNumber	Effective Date	Owner Name	Premium Paid	
vpsg-1	01/09/2007	Age60, Over	2000.0	 
Term30008914	01/09/2007	Agira, Nyrat	1000.0	 
vpsg-1	01/02/2007	Age60, Over	12.0	 
vpsg-1		Age60, Over	1000.0	 
vpsg-1		Age60, Over	2.0	 
vpsg-1	01/01/2007	Age60, Over	1000.0	 
vpsg-1		Age60, Over	1000.0	 
UL30008898		Corleone, Michael	100.0	 
Total:			6114.0	
<div> <div>Add</div> <div>Close</div> </div>				

ScreenName		AsClientGroup
Buttons	Access if present	Add Edit Delete
Fields	Restricted if present	

Security Profile Configuration Example

```

<AsClientGroup>
  <Fields></Fields>
  <Buttons>
    <Button>Add</Button>
    <Button>Edit</Button>
    <Button>Delete</Button>
  </Buttons>
</AsClientGroup>

```

Client Group Add

The AsClientGroupAdd is accessed by selecting the **Add** button on the Client Group Screen.

ScreenName		AsClientGroup
Buttons	Access if present	PolicyNumberButton Search OK
Fields	Restricted if present	

Security Profile Configuration Example

```

<AsClientGroupAdd>
  <Fields></Fields>
  <Buttons>
    <Button>PolicyNumberButton</Button>
    <Button>Search</Button>
    <Button>OK</Button>
  </Buttons>
</AsClientGroupAdd>

```

Code

The Code Screen is accessed from the Main Menu by selecting **Tables** then **Code**.

ScreenName		AsCode
Buttons	Access if present	Save New Delete
Fields	Restricted if present	SystemIndicator

Security Profile Configuration Example

```

<AsCode>
  <Fields>
    <Field>SystemIndicator</Field>
  </Fields>
  <Buttons>
    <Button>Save</Button>
    <Button>New</Button>
    <Button>Delete</Button>
  </Buttons>
</AsCode>

```

Data Dictionary

The **DataDictionary** Screen is accessed from the Main Menu by selecting **Tables** then **Data Dictionary**.

ScreenName		AsDataDictionary
Buttons	Access if present	Save New

Security Profile Configuration Example

```
<AsDataDictionary>
  <Buttons>
    <Button>New</Button>
    <Button>Save</Button>
  </Buttons>
</AsDataDictionary>
```

Disbursement

The Disbursement Screen is accessed from the Main Menu by selecting **Administration** then **Disbursement**.

ScreenName

Buttons

Access if present

AsDisbursement

Refresh

New

Save

Delete

Fields

N/A

Security Profile Configuration Example

```
<AsDisbursement>
  <Fields></Fields>
  <Buttons>
    <Button>Refresh</Button>
    <Button>New</Button>
    <Button>Save</Button>
    <Button>Delete</Button>
  </Buttons>
</AsDisbursement>
```


Disbursement Approval

The DisbursementApproval is accessed from the Main Menu by selecting **Administration** then **DisbursementApproval**.

Payee Name	Policy Number	Amount	TransactionName	Processor	Approve	Disapprove	Disapprove Reason
Mosser	UL30008795	1000.0	Disbursement	stevem	<input type="checkbox"/>	<input type="checkbox"/>	
Mosser	UL30008795	2000.0	Disbursement	stevem	<input type="checkbox"/>	<input type="checkbox"/>	
Mosser	UL30008797	1000.0	Disbursement	stevem	<input type="checkbox"/>	<input type="checkbox"/>	
Mosser	UL30008797	1000.0	Disbursement	stevem	<input type="checkbox"/>	<input type="checkbox"/>	
Mosser	UL30008797	1005.0	Disbursement	stevem	<input type="checkbox"/>	<input type="checkbox"/>	
	UL30008797	1003.0	Disbursement	stevem	<input type="checkbox"/>	<input type="checkbox"/>	
	UL30008797	1007.0	Disbursement	stevem	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	UL30008797	1008.0	Disbursement	stevem	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	UL30008798	1020.0	Disbursement	stevem	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	UL30008798	1030.0	Disbursement	stevem	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

ScreenName		AsDisbursementApproval
Buttons	Access if present	Save Find Submit
ThresholdLimit	Cannot exceed amount specified	Integer
RestrictByFieldValue	Cannot access field if Value of field equal value entered.	

Security Profile Configuration Example

```

<AsDisbursementApproval>
  <Buttons>
    <Button>Save</Button>
    <Button>Find</Button>
    <Button>Submit</Button>
  </Buttons>
  <ThresholdLimit>200000</ThresholdLimit>
  <RestrictByFieldValues>
    <Field>
      <Name>DisbursePaymentMethod</Name>
      <Group>ActivityField</Group>
      <Values>
        <Value>03</Value>
      </Values>
    </Field>
  </RestrictByFieldValues>
</AsDisbursementApproval>

```

Error

The Error Screen is accessed from the Main Menu by selecting **Tables** then **Error**.

ScreenName

Buttons

Fields

Access if present

AsError

Save

Security Profile Configuration Example

```
<AsError>
  <Fields></Fields>
  <Buttons>
    <Button>Save</Button>
  </Buttons>
</AsError>
```

File

The File Screen is accessed from the Main Menu by selecting **Rules** then **File**.

ScreenName

Buttons

Access if present

AsFile

Checkin
Checkout
New

Fields

Security Profile Configuration Example

```
<AsFile>
  <Fields></Fields>
  <Buttons>
    <Button>Checkin</Button>
    <Button>Checkout</Button>
    <Button>New</Button>
  </Buttons>
</AsFile>
```

Fund

The Fund Screen is accessed from the Main Menu by selecting **Rules** then **Fund**.

Plans		
Company:	Acme Life	Plan: ACME Indexed Universal Life
EffectiveDate:	06/24/2002	
Fund(s)		
Fund:	(New Fund)	
Page 1 of 1	Page 1	Maximum Results: 5
Effective Date	Status Code	
Name:	Status:	Active
Type:	Effective Date:	
Removal Precedence:	Removal Method:	
ACME Fund Code:		
<div>Save</div> <div>New</div> <div>Close</div>		

ScreenName

Buttons

Access if present

AsFund

New
Rules
Load
Save


Fields

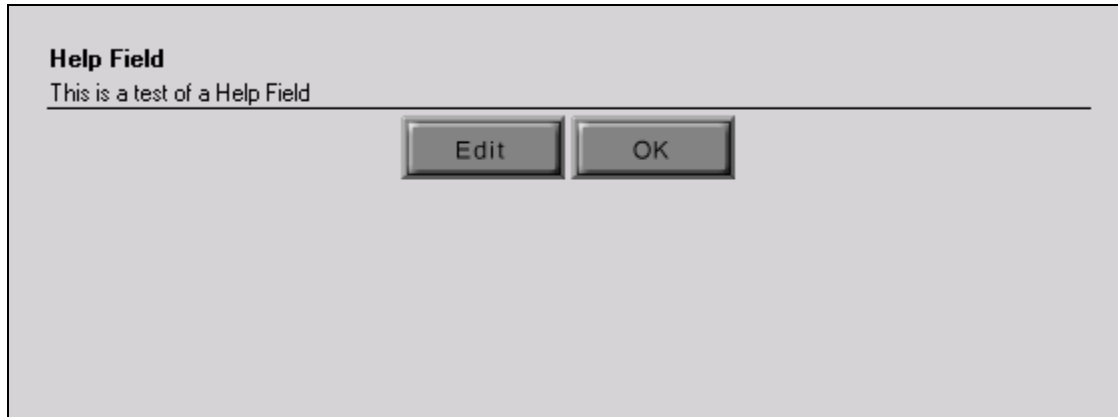
Restricted if present

Security Profile Configuration Example

```
<AsFund>
  <Fields></Fields>
  <Buttons>
    <Button>New</Button>
    <Button>Rules</Button>
    <Button>Load</Button>
    <Button>Save</Button>
  </Buttons>
</AsFund>
```

Help

The Help Screen is accessed from any screen by clicking on the Question Mark icon  located in the upper right hand corner of the screen title bar.



ScreenName		AsHelp
Buttons	Access if present	Add OK Edit

Security Profile Configuration Example

```

<AsHelp>
  <Buttons>
    <Button>Add</Button>
    <Button>OK</Button>
    <Button>Edit</Button>
  </Buttons>
</AsHelp>

```

Inquiry Screen

The Inquiry Screen is accessed from the Main Menu by selecting **Rules** then **Inquiry**.

ScreenName

Buttons

Access if present

AsInquiry

New
Save
History
Migrate
Checkin
Checkout

Fields

Security Profile Configuration Example

```
<AsInquiry>
  <Fields></Fields>
  <Buttons>
    <Button>New</Button>
    <Button>Save</Button>
    <Button>History</Button>
    <Button>Migrate</Button>
    <Button>Checkin</Button>
    <Button>Checkout</Button>
  </Buttons>
</AsInquiry>
```

Net Asset Value

The Net Asset Value Screen is accessed from the Main Menu by selecting **Tables** then **Net Asset Value Screen**.

Net Asset Values

Company: Plan:
Fund:
Start Date: End Date:

Net Asset Value(s)

Page 1 of 1 Page 1 Maximum Results:

Date	Unit Value	Net Asset Value
Effective Date: <input type="text" value="12/31/2049"/>	Mortality And Expense: <input type="text"/>	
Net Asset Value: <input type="text"/>	Unit Value: <input type="text"/>	
Dividend: <input type="text"/>	Outstanding Units: <input type="text"/>	

ScreenName

Buttons

Access if present

AsNetAssetValue

Refresh
Calculate
Save
Delete
Rollback

Fields

Security Profile Configuration Example

```
<AsNetAssetValue>
  <Fields></Fields>
  <Buttons>
    <Button>Refresh</Button>
    <Button>Calculate</Button>
    <Button>Save</Button>
    <Button>Delete</Button>
    <Button>Rollback</Button>
  </Buttons>
</AsNetAssetValue>
```

Plan

The Plan Screen is accessed from the Main Menu by selecting **Administration** then **Plan**.

Plan	
Company:	Acme Life
Plan Group:	Term Plan Group
Plan:	ACME Term
Effective Date:	01/01/2002
<div>Withholding</div> <div>Allocate</div> <div>Activity</div>	
Billing Lead Days:	28
Plan Rate Prefix:	Term_20_
Flat Rate Description:	
Minimum Issue Age:	18
Default Expiry Age:	85
NY Expiry Age:	80
Base Rate Description:	Premium
Maximum Conversion Length:	10
Annual Modal Factor:	1.00
Quarterly Modal Factor:	0.2675
PCS Modal Factor:	0.0863
Max Issue Charge:	\$540.00
Maximum Q:	0.0833333333
GSP Int:	0.06
Partial Surrender Fee:	\$25.00
Death Claim Interest Percent:	0.025
Grace To Lapse Days:	61
Base Rate Description:	Premium
Waiver Rate Description:	WSP
Maximum Issue Age:	70
Maximum Issue Age NY:	60
Plan Rate Prefix:	Term_20_
Minimum Conversion Length:	5
Conversion Age Reference:	75
Semi Annual Modal Factor:	0.5175
Monthly Modal Factor:	0.09
Disability Waiver Expiry Age:	65
Prem Load:	0.055
GLP Int:	0.04
TAMRA Int:	0.04
Age 100 Eligible:	
<div>Save</div> <div>Close</div>	

ScreenName

Buttons

Access if present

AsPlan

Attach
Download
New
Save
Checkout
Checkin
Allocate
Activity
Withholding

Fields

Security Profile Configuration Example

```
<AsPlan>
  <Fields></Fields>
  <Buttons>
    <Button>Attach</Button>
    <Button>Download</Button>
    <Button>New</Button>
    <Button>Save</Button>
    <Button>Checkout</Button>
    <Button>Checkin</Button>
    <Button>Allocate</Button>
    <Button>Activity</Button>
    <Button>Withholding</Button>
  </Buttons>
</AsPlan>
```

Plan Activity

The PlanActivity Screen is accessed by selecting the Activity button on the Plan Screen.

The screenshot displays the 'Plan Activity' screen. At the top, there's a 'Plan' header bar. Below it, three dropdown menus are set to 'Acme Life', 'Term Plan Group', and 'ACME Term'. A 'Display' section includes checkboxes for 'Shadows', 'Reversals', 'Futures', and 'Documents' (which is checked). To the right are 'Refresh' and 'Close' buttons. Below this, 'From Date' is '07/14/2096' and 'To Date' is '07/15/2096', both with calendar icons. The 'Filters' dropdown is set to '(All Activities)'. A green bar separates this from the 'Activity' section below. The 'Activity' section has a 'Page 1 of 1' indicator, 'Page 1' text, and a 'Maximum Results' dropdown set to '100'. Below this is an 'Activity' dropdown, an 'Add' button, an 'Auto-Process' checkbox, and a 'Process' button. At the bottom, a table header is visible with columns: 'Activity', 'Activity Date', 'Status', 'Attachments', and 'Action'.

ScreenName		AsPlanActivity
Buttons	Access if present	AddActivity ProcessAll ProcessAttachments DeleteOrReverse RecycleActivity ProcessActivity Allocate
Fields		

Security Profile Configuration Example

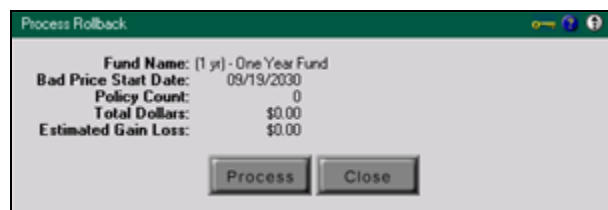
```

<AsPlanActivity>
  <Fields></Fields>
  <Buttons>
    <Button>AddActivity</Button>
    <Button>ProcessAll</Button>
    <Button>ProcessAttachments</Button>
    <Button>DeleteOrReverse</Button>
    <Button>RecycleActivity</Button>
    <Button>ProcessActivity</Button>
    <Button>Allocate</Button>
  </Buttons>
</AsPlanActivity>

```

Process Rollback

The ProcessRollback Screen is accessed by selecting the Rollback button on the Net Asset Values Screen.



ScreenName		AsProcessRollback
Buttons	Access if present	Process
Fields	Restricted if present	

Security Profile Configuration Example

```

<AsProcessRollback>
  <Fields></Fields>
  <Buttons>
    <Button>Process</Button>
  </Buttons>
</AsProcessRollback>

```

Rate

The Rate Screen is accessed from the Main Menu by selecting **Tables** then **Rate Tables**.

Rate Description	Rate Activation Date	Transaction From Date	Transaction To Date
IS_CTR	01/01/2001	01/01/2001	

ScreenName

Buttons

Access if present

AsRate

Delete
Edit
Find
Save
Description
Upload

Fields

Restricted if present

Security Profile Configuration Example

```
<AsRate>
  <Fields></Fields>
  <Buttons>
    <Button>Delete</Button>
    <Button>Edit</Button>
    <Button>Find</Button>
    <Button>Save</Button>
    <Button>Description</Button>
    <Button>Upload</Button>
  </Buttons>
</AsRate>
```

Rate Group

The RateGroup Screen is accessed by selecting the Description button on the Rate Tables Screen.

ScreenName

Buttons

Fields

Access if present

AsRateGroup

Save

Security Profile Configuration Example

```
<AsRateGroup>
  <Fields></Fields>
  <Buttons>
    <Button>Save</Button>
  </Buttons>
</AsRateGroup>
```

Rate Import

The RateImport Screen is accessed by selecting the **Upload** button on the Rate Tables Screen.

ScreenName

Buttons

Fields

Access if present

AsRateImport

Save

New

Upload

Delete

Security Profile Configuration Example

```
<AsRateImport>
  <Fields></Fields>
  <Buttons>
    <Button>Save</Button>
    <Button>New</Button>
    <Button>Upload</Button>
    <Button>Delete</Button>
  </Buttons>
</AsRateImport>
```

Rollback NUV

The RollbackNUV is accessed by selecting the **Rollback** button on the Net Asset Value Screen.

ScreenName

Buttons

Fields

Access if present

AsRollbackNUV

Process

Refresh

Security Profile Configuration Example

```
<AsRollbackNUV>
  <Fields></Fields>
  <Buttons>
    <Button>Process</Button>
    <Button>Refresh</Button>
  </Buttons>
</AsRollbackNUV>
```

Rollback

The Rollback Screen is accessed from the Main Menu by selecting **Tables** then **Rollback**.

ScreenName
Buttons

Access if present

AsRollback
Process
Refresh

Security Profile Configuration Example

```
<AsRollback>
  <Buttons>
    <Button>Refresh</Button>
    <Button>Process</Button>
  </Buttons>
</AsRollback>
```

Search Suspense

The Search Suspense Screen is accessed by selecting the **Find** button on the Suspense Records Screen.

Search Criteria

Suspense Number

Effective Date

Amount

Policy Number

Last Name

UniqueID

Open ☒

Closed ☐

Pending ☐

Shadowed ☐

Find

Close

Search Results

Page 1 of 49

Page 1

2

3

4

5

6

7

8

9

10

11

12

13

14

15

16

17

18

19

20

21

22

23

24

25

26

27

28

29

30

31

32

33

34

35

36

37

38

39

40

41

42

43

44

45

46

47

48

49

Maximum Results:

10

	Number	Company	Search Name	Effective	Last Name	First Name	Amount	Attached	
	23445	Acme Life		07/15/2096			\$500,000.00	\$7,000.00	
	23425	Acme Life		01/10/2007			\$250.00	\$0.00	
	23365	Acme Life		11/15/2006	TestCases	VA	\$100,000,000,000.00	\$906,703.56	
	23325	Acme Life		07/10/2005			\$500,000.00	\$20,412.30	
	23308	Acme Life		07/10/2005			\$500,000.00	\$698.30	
	23307	Acme Life		07/10/2005			\$500,000.00	\$412.30	
	23306	Acme Life		07/10/2005			\$200,000.00	\$263.00	
	23305	Acme Life		07/10/2005			\$200,000.00	\$23,536.13	
	23285	Acme Life		12/31/2049			\$2,000,000.00	\$47,917.74	
	23244	Acme Life		07/10/2005			\$200,000.00	\$7,335.00	

ScreenName

Buttons

Access if present

AsSearchSuspense

Find

Comments

Fields

Restricted if present

Security Profile Configuration Example

```
<AsSearchSuspense>
  <Fields></Fields>
  <Buttons>
    <Button>Find</Button>
    <Button>Comments</Button>
  </Buttons>
</AsSearchSuspense>
```

Security Role

The Security Role Screen is accessed from the Main Menu by selecting **Administration** then **Security**.

ScreenName

Buttons

Access if present

AsSecurityRole

History
Migrate
Checkout
Checkin
Save

Fields

Security Profile Configuration Example

```
<AsSecurityRole>
  <Fields></Fields>
  <Buttons>
    <Button>History</Button>
    <Button>Migrate</Button>
    <Button>Checkout</Button>
    <Button>Checkin</Button>
    <Button>Save</Button>
  </Buttons>
</AsSecurityRole>
```

Segment Name

The AsSegmentName Screen is accessed from the Main Menu by selecting **Rules** then **Segment**.

The screenshot shows the 'AsSegmentName' screen within the 'Plans' application. The interface includes the following elements:

- Company:** A dropdown menu with 'Acme Life' selected.
- Plan Group:** A dropdown menu with '[All Plan Groups]' selected.
- Plan:** A dropdown menu with '[All Plans]' selected.
- Effective Date:** A date input field.
- Segment Name(s):** A section header with a question mark icon.
- Segment:** A dropdown menu with '(New Segment Name)' selected.
- Name:** An input field.
- Type:** A dropdown menu with 'Accidental Death Benefit' selected.
- Version:** An input field.
- XML Data:** A large text area for entering XML data.
- Buttons:** 'Check In' and 'Close' buttons at the bottom.

ScreenName		AsSegmentName
Buttons	Access if present	History Migrate Save Checkin Checkout
Fields	Restricted if present	

Security Profile Configuration Example

```

<AsSegmentName>
  <Fields></Fields>
  <Buttons>
    <Button>History</Button>
    <Button>Migrate</Button>
    <Button>Save</Button>
    <Button>Checkin</Button>
    <Button>Checkout</Button>
  </Buttons>
</AsSegmentName>

```

Suspense

The Suspense Screen can be accessed from the Main Menu by selecting **Administration** then **Suspense Records**.

The screenshot shows a window titled "Suspense Record(s)". It contains several input fields and dropdown menus organized into sections:

- Company:** A dropdown menu with "Acme Life" selected.
- Policy Number:** A text input field.
- Amount:** A text input field showing "\$0.00".
- Effective Date:** A date picker showing "07/15/2096".
- Last Name:** A text input field.
- First Name:** A text input field.
- Account Number:** A text input field.
- Check Number:** A text input field.
- Bank Name:** A text input field.
- Bank Number:** A text input field.
- Type:** A dropdown menu with "AOC - Direct" selected.
- Statutory Company:** A dropdown menu with "ACME Life" selected.
- From Contract No:** A text input field.
- UniquelD:** A text input field.
- NBCIndicator:** A dropdown menu with "Yes" selected.
- Attached Amount:** A text input field showing "\$0.00".
- Status:** A text input field.
- Suspense Number:** A text input field.

At the bottom of the window, there is a row of six buttons: "New", "Find", "History", "Save", "Delete", and "Close".

ScreenName		AsSuspense
Buttons	Access if present	New Find History Save Delete Comments
Fields	Restricted if present	

Security Profile Configuration Example

```

<AsSuspense>
  <Fields></Fields>
  <Buttons>
    <Button>New</Button>
    <Button>Find</Button>
    <Button>History</Button>
    <Button>Save</Button>
    <Button>Delete</Button>
    <Button>Comments</Button>
  </Buttons>
</AsSuspense>

```

Suspense Refund

The Suspense Refund Screen can be accessed from the Main Menu by selecting **Administration** then **Suspense Refund**.

Suspense Refund

Company:

Acme Life

Plan:

Acme Fixed

Refund Number:

Status:

Pending

Save

Activity

Find

New

Close

Suspense Refund Roles

Maintain:

Trade Authorized

Role	Name	Tax ID	Percent	Edit

ScreenName		AsSuspenseRefund
Buttons	Access if present	Save Activity New Find EditRoleDetails EditClient
Fields	Restricted if present	

Security Profile Configuration Example

```

<AsSuspenseRefund>
  <Fields></Fields>
  <Buttons>
    <Button>Save</Button>
    <Button>Activity</Button>
    <Button>New</Button>
    <Button>Find</Button>
    <Button>EditRoleDetails</Button>
    <Button>EditClient</Button>
  </Buttons>
</AsSuspenseRefund>

```

Transaction

The Transaction Screen can be accessed from the Main Menu by selecting **Rules** then **Transaction**.

The screenshot shows the 'Transaction' screen with the following details:

- Plan Section:**
 - Company: Acme Life
 - Plan Group: [All Plan Groups]
 - Plan: [All Plans]
 - Effective Date: [Empty]
- Transaction(s) Section:**
 - Transaction: [New Transaction]
 - Name: [Yellow highlighted field]
 - Status: Active
 - Version: [Empty]
 - Rule Type: Client-Batch
 - Order: [Empty]
 - XML Data: [Large empty text area]
- Buttons:** Check In, Close

ScreenName		AsTransaction
Buttons	Access if present	Rules Save History Migrate Checkin Checkout Copybook
Fields	Restricted if present	

Security Profile Configuration Example

```

<AsTransaction>
  <Fields></Fields>
  <Buttons>
    <Button>Rules</Button>
    <Button>Save</Button>
    <Button>History</Button>
    <Button>Migrate</Button>
    <Button>Checkout</Button>
    <Button>Checkin</Button>
    <Button>Copybook</Button>
  </Buttons>
</AsTransaction>

```

Withholding

The Withholding Screen can be accessed from the Main Menu by selecting **Administration** then **Plan** and the Withholding button.

The screenshot shows a window titled "Withholding" with a green header bar. Inside the window, there are five rows of input fields, each with a label on the left and a text box on the right. To the right of each text box is a small calendar icon. The labels are: "Federal Percent:", "Federal Flat Amt:", "State Taxable %:", "State Flat Amt:", and "State % Of Fed:". At the bottom of the window, there are three buttons: "Save", "Delete", and "Close".

ScreenName		AsWithholding
Buttons	Access if present	Save Delete
Fields	Restricted if present	

Security Profile Configuration Example

```

<AsWithholding>
  <Fields></Fields>
  <Buttons>
    <Button>Save</Button>
    <Button>Delete</Button>
  </Buttons>
</AsWithholding>

```

State Approval

The StateApproval Screen can be accessed from **Tables** then **StateApproval**.

State Approvals

Company: Plan: State:

State Approvals

Page 1 of 1 Page 1 Maximum Results:

State Approval Type	Effective Date	Expiration Date
<input type="button" value="Close"/>		

ScreenName		StateApproval
Buttons	Access if present	Save Add Delete Refresh
Fields	Restricted if present	

Security Profile Configuration Example

```
<StateApproval>
  <Fields></Fields>
  <Buttons>
    <Button>Save</Button>
    <Button>Add</Button>
    <Button>Delete</Button>
    <Button>Refresh</Button>
  </Buttons>
</StateApproval>
```

State Approval New State

The StateApprovalNewState Screen can be accessed by going to the StateApproval screen and selecting the **Add** button.

ScreenName

Buttons

Fields

Access if present

Restricted if present

StateApprovalNewState

OK

Security Profile Configuration Example

```
<StateApprovalNewState>
  <Fields></Fields>
  <Buttons>
    <Button>OK</Button>
  </Buttons>
</StateApprovalNewState>
```

Benefit Split

The BenefitSplit Screen can be accessed by choosing a Variable Plan Group Policy and going to the Segments Screen. You will see an icon that looks like a bar graph next to the Comments icon. That button will take you to the Benefit Split Screen.



Benefit Split Info				
Activity	Effective	Fund	Old Amount/Units	New Amount/Units
<input type="button" value="Close"/>				

ScreenName		S3BenefitSplit
Buttons	Access if present	
Fields	Restricted if present	

Client

The Client Screen can be accessed by going to the Client drop down box and selecting **New** from the drop down box.

ScreenName		S3Client
Buttons	Access if present	New Save Security Delete History Roles NewAddress SaveAddress Activity DeleteAddress Group
Fields	Restricted if present	

The Button Element under S3Client has an optional Attribute, RESTRICTEDADDRESSTYPE. This attribute specifies all restricted address codes using a comma delimiter.restrict New/Save/Delete capability for an address by the address type, for any given security profile. This Attribute is only used for button Elements with the value of DeleteAddress, NewAddress or SaveAddress.

Element	Attribute	Definition	Values	Data Type
<Buttons>		Exists		
<Button>		Exists		
	RESTRICTEDADDRESS TYPE	Specifies the address type codes for which the button will be restricted.	Coma delimited Address type codes	String

Security Profile Configuration Example

```

<S3Client>
  <Buttons>
    <Button>New</Button>
    <Button>Save</Button>
    <Button>Security</Button>
    <Button>Delete</Button>
    <Button>History</Button>
    <Button>Roles</Button>
    <Button RESTRICTEDADDRESS TYPE="01">NewAddress</Button>
    <Button RESTRICTEDADDRESS TYPE="01">SaveAddress</Button>
    <Button RESTRICTEDADDRESS TYPE="01">DeleteAddress</Button>
    <Button>Activity</Button>
    <Button>Group</Button>
  </Buttons>
</S3Client>

```

Client Duplicate

The ClientDuplicate Screen can be accessed by going to the Administration drop down box and selecting the Duplicate Client from the list. The **Find** button will appear on the screen and you can perform a search. After you have finished, you must then select a name from the list. The combine button will appear on the screen.

ScreenName		S3ClientDuplicate
Buttons	Access if present	Combine Find
Fields	Restricted if present	

Security Profile Configuration Example

```
<S3ClientDuplicate>
  <Fields></Fields>
  <Buttons>
    <Button>Combine</Button>
    <Button>Find</Button>
  </Buttons>
</S3ClientDuplicate>
```

Client History

The ClientHistory Screen can be accessed by clicking on the **History** button on the S3 Client Screen. There are no buttons that need security on this screen. There is only a **Close** button.

ScreenName		S3ClientHistory
Buttons	Access if present	
Fields	Restricted if present	

Security Profile Configuration Example

```
<S3ClientHistory>
  <Buttons></Buttons>
</S3ClientHistory>
```

Client Search

The ClientSearch Screen can be accessed by going to the Client tab and selecting **Search** from the drop down box.

ScreenName		S3ClientSearch
Buttons	Access if present	Find
Fields	Restricted if present	

Security Profile Configuration Example

```
<S3ClientSearch>
  <Fields></Fields>
  <Buttons>
    <Button>Find</Button>
  </Buttons>
</S3ClientSearch>
```

Company

The Company Screen can be accessed by going to the drop down box under Administration and selecting **Company**.

ScreenName		S3Company
Buttons	Access if present	New Save CreateCompany
Fields	Restricted if present	

Security Profile Configuration Example

```

<S3Company>
  <Fields></Fields>
  <Buttons>
    <Button>New</Button>
    <Button>Save</Button>
    <Button>CreateCompany</Button>
  </Buttons>
</S3Company>

```

The screenshot shows a web application window titled "Company". Inside the window, there is a header bar with a green background and a title "Company". Below the header, there is a section labeled "Parent: ACME Holding Corporation". The main content area contains two input fields: "Company:" and "Effective Date:". The "Company:" field is a text box with a small icon to its right. The "Effective Date:" field is a date picker with a calendar icon. At the bottom of the form, there are three buttons: "New", "Save", and "Close".

Main Menu

The MainMenu Screen is the first screen you access. It is the hub of the system. There are many drop down boxes with many different screens you can select. This page also holds all of your information, such as security level and the company in which you are working. There are no buttons on this screen that need security.

Policy	Client	Inquiry	Batch	Tables	Rules	Administration	System						
<div> <div>User Information</div> <div> <div>User Name: <input type="text"/></div> <div>Company: ACME Holding Corporation</div> <div>Security Level: Super</div> </div> <div> <div>Page 1 of 1</div> <div>Page 1</div> <div>Maximum Results: 10 <input type="text"/></div> </div> <table> <tr> <th>Company</th> <th>Plan Group</th> <th>Plan</th> <th>Policy(s)</th> <th>Errors</th> <th>Warnings</th> </tr> </table> </div>								Company	Plan Group	Plan	Policy(s)	Errors	Warnings
Company	Plan Group	Plan	Policy(s)	Errors	Warnings								

ScreenName

Buttons

Access if present

Fields

Restricted if present

S3MainMenu

Security Profile Configuration Example

```
<S3MainMenu>
  <Fields></Fields>
  <Buttons></Buttons>
</S3MainMenu>
```

Migration

The Migration Screen can be accessed by selecting the **Migration** button on any of the following screens: the Business rule screen, the Security Role screen, the Transaction screen, the Batch Screen, the Inquiry screen and the Segment screen.

ScreenName

Buttons

Access if present

S3Migration

New

Find

History

Save

Delete

Comments

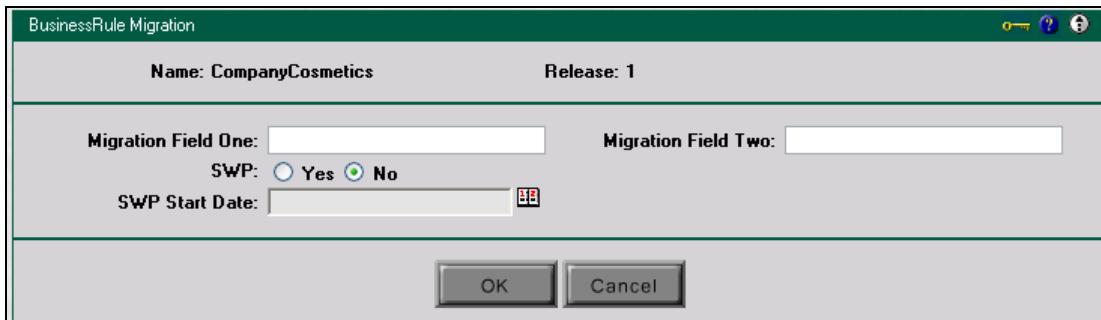
Fields

Restricted if present

Security Profile Configuration Example

```
<S3Migration>
  <Fields></Fields>
  <Buttons>
    <Button>OK</Button>
  </Buttons>
```

</S3Migration>



The image shows a 'BusinessRule Migration' dialog box. It has a title bar with a green background and icons for help, search, and close. The main area is divided into sections. The top section has 'Name: CompanyCosmetics' and 'Release: 1'. Below this, there are two text input fields: 'Migration Field One:' and 'Migration Field Two:'. Under 'Migration Field One:', there is a radio button group for 'SWP:' with 'Yes' and 'No' options, where 'No' is selected. Below that is a 'SWP Start Date:' text input field with a calendar icon. At the bottom, there are 'OK' and 'Cancel' buttons.

Policy

The Policy Screen can be accessed by going to the Policy drop down box and selecting **New**. After you create a new policy, these buttons will appear on the Policies Screen.

Policies	Splash Page	Segments	Roles	Clients	Activities	Policy Values
Company: Acme Life Plan Group: UL Plan Group Plan: UL Entry Date: 09/19/2030 Issue State: Search Name: Policy Number: Policy Status: Pending						
Policy						
Date Activated: KSP Calculate Value Field: Free Look End Date: Receipt Signed Date: Grace Period End Date: Unisex Issue: <input type="checkbox"/> Policy Lapse Date: Line of Business: Billing/Bank Mode: Annual Billing Suppress Date: Bank Draft Suppress Date: Loan Interest Payment Method: Interest Paid In Arrears Policy permitted as MEC: <input type="checkbox"/> Policy is a MEC: <input type="checkbox"/>						
Date Issued: App Signed Date: Delivery Date: Policy Grace: <input type="checkbox"/> Grace Amount: \$0.00 Policy Lapse: <input type="checkbox"/> Tax Test: Guideline Premium Test Death Benefit Option: Level - Option A Payment Method: Direct Bill Billing Date: Bank Draft Date: Modal Payment: \$0.00 MEC Permission Date: MEC Start Date:						
Target Annual Premium: \$0.00 Guideline Level: \$0.00 Seven Pay: \$0.00 Policy Maturity Date: Minimum Initial Premium: \$0.00 Guideline Single: \$0.00 Policy Year: 1 Policy Issue Age: 0						
<div>Save Activity New Values Close</div>						

ScreenName

Buttons

Access if present

S3Policy

Save

Activity

Allocate

Values

New

EditRoleDetails

MaintainPolicyRoles

EditClient

Field Name

Name of RoleLockoutStatus

Edit

Delete

Add

Fields

RoleLockoutStatus

Actions

Restricted if present

Allowed only if present

Allowed only if present

Security Profile Configuration Example

<S3Policy>

<Fields></Fields>

<Buttons>

<Button>Save</Button>

```

<Button>Activity</Button>
<Button>Allocate</Button>
<Button>Values</Button>
<Button>New</Button>

```

These buttons are not on the Policy Screen but are on the Roles Screen under Policy Roles.

```

<Button>EditRoleDetails</Button>
<Button>MaintainPolicyRoles</Button>
<Button>EditClient</Button>
</Buttons>

```

Note: This code will filter the drop down box and block the roles that are listed in the code. You will not have access to these roles. There can be more than one role listed.

```

<RoleLockoutStatus>
  <RoleStatus>
    <Role>01</Role>
    <Status>01</Status>
    <Actions>
      <Action>Edit</Action>
      <Action>Delete</Action>
      <Action>Add</Action>
    </Actions>
  </RoleStatus>
</RoleLockoutStatus>
</S3Policy>

```

Policy Search

The PolicySearch Screen can be accessed by going to the Policy drop down box and selecting **Search** from the list.

Policy Search Criteria

Company: Acme Life

Plan Group: UL Plan Group

Plan: UL(06/24/2002)

Policy Number: %

Tax ID:

Company:

Plan Date:

Issue State Code:

Search Name:

Last Name:

First Name:

Creation Date:

Line of Business:

Find

Close

Search Results

Page 1 of 11

Page 1 2 3 4 5 6 7 8 9 10 11

Maximum Results: 10

Policy Number	Search Name	Status	Owner	Tax ID	
UL30009030	UL Test SM 01	Active	Simpson, Homer	145-76-8976	
UL30009029	Test UL SM 01	Pending	Simpson, Homer	145-76-8976	
UL30009006	QA Test 011	Grace	Simpson, Homer	145-76-8976	
UL30008989	QA Test 001	Grace	Mosser, Steven Matthew	123-90-4212	
UL30008995	TEST CASE 2 02	Pending	Simpson, Homer	145-76-8976	
UL30008898	Deesissueasj638	Active	Corleone, Michael	333-22-1111	
UL30008996	TestCase 02	Pending	Simpson, Homer	145-76-8976	
UL30008933	TestingMaximumResult	Active	Zale, Zack	045-00-0035	
UL30008994	TESTCASE0101QA	Pending	Simpson, Homer	145-76-8976	
UL30008993	Test Case QA01	Pending	Mosser, Steven Matthew	123-90-4212	

Security Profile Configuration Example

```

<S3PolicySearch>
  <Fields></Fields>
  <Buttons>
    <Button>Find</Button>
    <Button>Delete</Button>
  </Buttons>
</S3PolicySearch>

```


Roles Details

The RolesDetails Screen can be accessed by going to the Splash page and selecting the **Edit Role Details** button. The Roles Details Screen will open.

ScreenName

Buttons

Access if present

S3RolesDetails

New
Find
History
Save
Delete
Comments

Fields

Restricted if present

Security Profile Configuration Example

```
<S3RoleDetails>
  <Fields></Fields>
  <Buttons>
    <Button>Add</Button>
    <Button>OK</Button>
  </Buttons>
</S3RoleDetails>
```

Security

The Security Screen can be accessed by going to the S3Clients Screen and selecting the **Security** button. A Security Screen will open.

ScreenName

Buttons

Access if present

S3Security

Save
Delete
New

Fields

Restricted if present

Security Profile Configuration Example

```
<S3Security>
  <Fields></Fields>
  <Buttons>
    <Button>Save</Button>
    <Button>Delete</Button>
    <Button>New</Button>
  </Buttons>
</S3Security>
```

Segments

The Segments Screen can be accessed after you have opened a new policy and gone to the Segment tab in the policy. After the data is entered the **Save** button and the **Calculate** button will no longer be on the screen.

ScreenName

Buttons

Access if present

S3Segments

Allocate
Find
Calculate
Comments
Save
Delete

Fields

Restricted if present

Security Profile Configuration Example

```
<S3Segment>
  <Fields></Fields>
  <Buttons>
    <Button>Allocate</Button>
    <Button>Find</Button>
    <Button>Calculate</Button>
    <Button>Comments</Button>
    <Button>Save</Button>
    <Button>Delete</Button>
  </Buttons>
```

</S3Segment>

Help Screen Maintenance

The Basics

All records must have Page Name, Type Code, and Dialog Name fields filled, as described below. With the exception of records of Type Code “01,” the Screen Object Name field must also be populated for all records.

A description should be manually added through an SQL editor for all records in the AsHelpScreen table.

Certain screens require a Related GUID, as their appearance and functionality are distinguished by either a Company, Plan, Transaction, or Segment Name GUID. Screens that require Related GUIDs are listed below.

Page Name	RelatedGUID
S3Client	PrimaryCompanyGUID
AsChartOfAccountsList	PrimaryCompanyGUID
AsChartOfAccountsBody	PlanGUID
AsActivity	PlanGUID
AsActivityDetail	TransactionGUID
AsDisbursementList	PrimaryCompanyGUID
AsDisbursementBody	PlanGUID
AsNetAssetValueList	PrimaryCompanyGUID
AsRollbackList	PrimaryCompanyGUID
AsTransactionList	PrimaryCompanyGUID
AsWithholding	PlanGUID
AsChooseHelp	PrimaryCompanyGUID
AsSegmentNameList	PrimaryCompanyGUID
S3Segment	SegmentNameGUID
AsFundList	PrimaryCompanyGUID
S3Policy	PlanGUID

Adding Help Screen Records

Adding help records happens at the following four fundamental levels.

New Screen

If a new screen is added to the system, a record must be added for each object on the screen that will use help (text boxes, buttons, etc.). In addition, a screen record must be added with Type Code “01” and

the image name of a screen shot of the screen. This must be done manually through SQL Server Enterprise Manager.

New Related GUID

There is currently a utility for adding a new set of records for existing screens that require RelatedGUIDs. However, this can be done more accurately in the same manner as described above for new screens. This utility is named AddPagesToHelp.exe.

New Screen Field

Currently, the easiest way to add new field help is through Enterprise Manager. Ensure that the page name and dialog name (and RelatedGUID, if it exists) match with the existing records for this screen. Then add the record for the new field. This can also be done through a SQL editor. Below is an example that would add a new field for the AsWithholdingEntry screen. It is recommended that this statement be preceded by a BEGIN TRANSACTION statement. After running the statement, ensure that the desired result has been obtained. If so, be sure to run a COMMIT statement to end this transaction. Should there be an undesired result, simply run a ROLLBACK statement instead of the COMMIT and try again.

```
INSERT Into AsHelpScreen (HelpScreenGUID, PageName, DialogName, ScreenObjectName,  
TypeCode, Title, Description)  
(SELECT NewID(), 'AsWithholdingEntry', 'AsWithholdingEntry', 'Withholding', '02', 'Withholding Entry  
Screen', 'Enter Withholding Details')
```

Updating Existing Help Records

In this case, the best approach is to use the UPDATE command in a SQL editor. The syntax should be as follows for an individual record:

```
UPDATE AsHelpScreen SET {FieldName} = {New Value} WHERE HelpScreenGUID =  
{'HelpScreenGUID'}
```

Other options are, of course, available for UPDATE queries, but these are too numerous and varied to cover here. For the most part, an update will either cover one single record or all records for a particular page name, in which case the above WHERE clause can be replaced and, if necessary, the RelatedGUID can be specified as well:

```
WHERE PageName = {PageName} [AND RelatedGUID = {'RelatedGUID'}]
```

Go to a SQL editor and query AsHelpScreen. Find the proper screen and RelatedGUID and add the description. The description of these type codes can be found in the AsCodeHelpType table.

Type Codes

Each record in the AsHelpScreen table has a type code that describes that record's purpose. The following is a list of type codes:

- Type code "01" is an image of a screen. This appears in the User manual before the related description. Every distinct Page/RelatedGUID combination should have a corresponding record with a type code of "01" and a screen description. This record should also contain an ImageName field that represents an image file in the ..\Images\HelpImages directory.
- Type code "02" is any field/object on the screen where there is a help record, with the exception of buttons, images, and fields, which are built from an XML screen description at runtime.
- Type code "03" is any field/object on the screen that has been built from an XML screen description at runtime.
- Type code "04" is any button or icon on the screen for which there is a help description.
- Type code "05" is reserved for generated buttons and icons but not used. Currently, generated buttons and icons (those that are built from an XML screen description) are described with type code "04".

Updating an Image

If Type = 01,

- Get picture in a *.GIF file.
 - Go to screen online.
 - CTRL/PrintScreen.
 - Open in an image editor (Photoshop/Fireworks/etc.).
 - Open new document.
 - Paste from clipboard.
 - Crop image to reveal only the screen/table in description.
 - For wide tables (S3Policy.asp/S3Client.asp), reduce to 550px wide.
 - For more narrow tables (less than 550px wide), reduce to 400px wide.
- Export to .GIF with image name same as SourceSafe name (S3Policy.GIF).
- Check into SourceSafe under Website\Images\HelpImages.
- Move to application server.