



One Identity Starling CertAccess

Web Portal Operations Support User Guide

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Legend

 **WARNING:** A WARNING icon highlights a potential risk of bodily injury or property damage, for which industry-standard safety precautions are advised. This icon is often associated with electrical hazards related to hardware.

 **CAUTION:** A CAUTION icon indicates potential damage to hardware or loss of data if instructions are not followed.

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Operations Support Web Portal

The Operations Support Web Portal helps you to manage and use your web applications. For more information, see the [An overview of the functions](#) on page 6.

Employees that use the Operations Support Web Portal, must be assigned the **Base roles | Operations support** application role.

Users with this application role:

- Monitor handling of Job queue processes.
- Monitor handling of the DBQueue.

An overview of the functions

This section gives you an overview of the different functions available in the Operations Support Web Portal.

With the Operations Support Web Portal, you can:

- Identify system problems ([view](#) and [rerun](#) frozen or faulty processes)
- [Manage](#) processes
- [View](#) the synchronization status of target systems
- [Check](#) the status of services
- [Gain](#) an overview of web applications
- [View](#) an object's change history
- [View](#) the database log
- [View](#) unresolved object references
- [View](#) current (and recommended) system values for analyzing and troubleshooting.

The user interface layout

The user interface of the Operations Support Web Portal is divided into several sections:

Top - header

The header shows the current user, the  (**Log off**) button, and the  (**Info**) button.

Top – menu bar

Using the menu bar, you can navigate within the Operations Support Web Portal to:

- Open an overview page
- [Monitor and manage](#) processes
- [Display](#) the database log
- [Display](#) unresolved object references
- [Display](#) all web applications
- [Get](#) an overview of the system status, restart and stop the [Job queue](#) and the [DBQueue](#)
- [Display](#) general and important system information

Work area

The work area changes depending on the menu you opened from the menu bar.

Structure of the Operations Support Web Portal

The user interface is composed of the following main sections.

Overview

The overview is also divided into the following sections:

Find

You can use the search to:

- [Search](#) by database object
- [Display](#) an object's Job queue and DBQueue tasks

Notifications

In the **Notifications** pane, you can:

- Quickly recognize if and how many errors occurred when processing/running [processes](#)
- Quickly recognize if and how many new [log entries](#) there are

Service issues

In the **Service issues** pane, you can:

- Quickly recognize if and how many [Processes](#) failed or contained errors
- Quickly recognize if and how many [Synchronization projects](#) failed or contained errors
- Quickly recognize if and how many [unresolved references](#) objects there are
- Quickly recognize if other errors were found in the system (such as incorrect compilation)

Status reports

In the **Status reports** pane, you can [check](#) the availability of services.

Processes

You can use the **Processes** tab to [monitor](#) processes.

Database log

You can use the **Database log** tab to [display](#) any information, warnings, and error messages for different components in Starling CertAccess.

Unresolved references

On the **Unresolved references** tab, you can [display](#) all objects with unresolved references. Unresolved references indicate problems with the synchronization or incorrectly configured synchronization projects.

Web applications

On the **Web applications** tab, you can [monitor](#) your HTML applications.


Logging in and out

You are required to log in before you can start working with Operations Support Web Portal.

To log in

1. In your internet browser, enter the address of the Operations Support Web Portal.
2. On the login page, select the authentication method you would like to use.
3. Enter your user name and password.
4. Click **Log in**.

To log out

- In the menu bar, click  (**Log off**).

System information

The Operations Support Web Portal keeps certain additional information about your system for diagnostics, analysis, and troubleshooting on the **System information** page. Use this information to collect general information about your system or to quickly identify problems in different categories and, if necessary, initiate prevention measures.

To find out how to display the page, see [Displaying system data](#) on page 11

On the **System information** page, you will see the following categories and recommended values:

TIP: For ease of use, values that have exceeded the recommended limit are highlighted in color. In addition, you can see your actual values and the values recommended by One Identity (in brackets).

- **Customer:** Information about the customer
- **DBServer:** Information about the database server
- **Database:** Information about the database
- **Starling CertAccess:** Information about Starling CertAccess (modules, version, and so on)

Related topics

- [Displaying system data](#) on page 11

Displaying system data

You can display information about your system at any time.

To display system information

1. In the header, click **i** (Info).
2. In the dialog, click the **System information** tab.
3. On the **System information** tab, expand a category by clicking **▸** in front of it.

This displays the values of the selected category.

4. If you use the data outside the Operations Support Web Portal, for example, for analysis, you can:
 - Click **Copy to clipboard**, to copy all your data to the clipboard and paste it somewhere else.
 - Click **Export as CSV**, to export the data to a comma delimited CSV file.

Related topics

- [System information](#) on page 11

Searching

You can use the search function to find objects in the database.

There are certain rules that make successful searching possible. The following table uses examples to describe these rules.

Table 1: Rules with examples for searching

Example	Description
John Doe	Finds John Doe but not John Donut. Search results must contain all of the separate terms in the query. A logical AND is used.
John OR Doe	Finds Jane Doe and John Donut. Placing OR between the search terms acts as a logical OR operator. The results of this search contain at least one of the two search terms.
John NOT Doe	Finds John but not John Doe. The results of this search do not contain the term that comes after NOT .
J*	Finds John and Joanna. The * functions as a wildcard for any number of characters to complete the term.
Do?	Finds Doe but not Donut. The ? functions as a wildcard for a single character to complete the term.
"John Doe"	Provides results in which the search terms John and Doe follow one another. Results of this search contain the string in quotes as phrase.
John Doe~	Finds Jon Doe and also other similar results. A tilde ~ after the search term indicates that the search should also find similar results. This means that incorrectly spelled terms can be found, as well. You can specify the level of similarity by adding a number between 0 and 1 (with decimal point) after the tilde ~. The higher the number, the more similar the results.

Related topics

- [Running a search](#) on page 14
- [Displaying Job queue and DBQueue tasks](#) on page 17

Running a search

You can search for objects at any time.

To run a search

1. In the menu bar, click **Overview**.
2. (Optional) In the overview, click **Search in** in the **Search** section and select the tables that you want to search in.
3. In the search field, enter a search term.
4. In the result list below the search field, click the required result.

In the overview, processes in the Job queue associated with the object are displayed on the **Queues** tab under **Job queue** and the respective DBQueue tasks under **DBQueue**. You can also [view](#) the history of an object in a timeline or table.

Related topics

- [Searching](#) on page 13
- [Displaying Job queue and DBQueue tasks](#) on page 17
- [Viewing object history](#) on page 16

Object history

The Operations Support Web Portal allows you to display any changes to an object (for example, an identity) in a timeline or table.

To find out how to display the page, see [Viewing object history](#) on page 16.

You can view the following information in the change history table view.

Table 2: Object history

Column	Description
Modification date	Shows the date of the change.
Change type	Shows the type of change.
Name	Shows the name of the modified object.
Long name	Shows the long name of the modified object.
Type	Shows the type of the modified object.
User	Shows the user that made the change.

TIP: You can use the elements beneath the table to:

- Specify how many entries you want to display per page.
- Navigate to other pages.

Related topics

- [Viewing object history](#) on page 16
- [Searching](#) on page 13

Viewing object history

To view the history of an object

1. In the menu bar, click **Overview**.
2. (Optional) In the overview, in the **Search** pane, click **Search in** and select the tables that you want to search in.
3. In the search field, enter the name of the object for which you would like to view its history.
4. In the result list below the search field, click the required result.
5. In the overview, switch to the **History** tab.
6. Perform one of the following tasks:
 - To display the history graphically in a timeline, in the **View as** list, select the value **Timeline**.
 - To display the history in a table, select the value **Table** in the **View as** menu.

Related topics

- [Object history](#) on page 15
- [Searching](#) on page 13
- [Running a search](#) on page 14

Displaying Job queue and DBQueue tasks

Starting from an object, you can display the Job queue and DBQueue.

To display the Job queue and DBQueue tasks

1. In the menu bar, click **Overview**.
2. (Optional) In the overview, click **Search in** in the **Search** section and select the tables that you want to search.
3. In the search field, enter the name of the object for which you would like to view the Job queue and DBQueue tasks.
4. In the result list below the search field, click the required result.

On an overview page, on the **Queues** tab in the **Job queue** pane, you can see the processes in the Job queue that exist for this object. In the **DBQueue** pane, DBQueue tasks associated with the object are displayed.

The following table lists the tasks that can be found for an object.

Table 3: Overview of tasks for an object

Object type	Task
<ul style="list-style-type: none"> • Hierarchical roles • Organizations • Departments • Cost centers • Locations • Business roles • Application roles 	<ul style="list-style-type: none"> • Tasks for the object • Tasks for assignment requests for the object • Tasks for attestation cases for the object
Employee	<ul style="list-style-type: none"> • Tasks for the identity

Object type	Task
	<ul style="list-style-type: none"> • Tasks for hierarchical roles of which the identity is a member • Tasks for requests received by the identity • Tasks for requests placed by the identity • Tasks for attestation cases for the identity • Tasks for system entitlements where a user account is assigned to the identity • Tasks for the identity's user accounts <p>Shared and subidentity user accounts also belong to the "Identity user accounts".</p>
User accounts	<ul style="list-style-type: none"> • Tasks for the user account • Tasks for system entitlements to which the user account is assigned • Tasks for attestation cases for the user account
Groups	<ul style="list-style-type: none"> • Task for the system entitlement • Tasks for attestation cases of the system entitlement

Related topics

- [Searching](#) on page 13
- [Running a search](#) on page 14

Status reports

Status reports give you a quick overview of your HTML applications and their status.

Related topics

- [Availability check](#) on page 19
- [Check service availability](#) on page 20

Availability check

The **Service availability check** page shows whether your services are available. For example, you should perform an availability check if you suspect that services are not functioning properly (for example, because the server is unavailable).

To find out how to display the page and check availability, see [Check service availability](#) on page 20.

You can view the following information on the **Service availability check** page.

Table 4: Availability check

Column	Description
Server	Shows the name of the server upon which the service runs.
Connection	Shows whether the server is connected.
Last fetch time	Shows the last time the server was called.
URL	Shows the URL used to access the service.
Executing server	Shows the server upon which the service is run.
IP address (IPv4)	Shows the IPv4 address used to access the service.

TIP: You can use the elements beneath the table to:

- Specify how many entries you want to display per page.
- Navigate to other pages.

Related topics

- [Check service availability](#) on page 20

Check service availability

You can check the availability of your services at any time.

To check service availability

1. In the menu bar, click **Overview**.
2. In the overview, click **Run** in the **Service availability check** tile in the **Status reports** section.
3. In **Service availability check**, click **Check all services**.
4. See the services/server details list.

Related topics

- [Status reports](#) on page 19
- [Availability check](#) on page 19

Manage processes

In the Operations Support Web Portal, you can use the following pages to manage processes at any time:

- [Process overview](#) on page 21
- [Process details](#) on page 22
- [Process steps](#) on page 24
- [Performance](#) on page 25
- [Synchronization](#) on page 26

Process overview

The **Processes** page shows all processes running in the Job queue and allows you to rerun failed processes.

To find out how to display the page, see [Viewing processes and details](#) on page 23 and how to rerun failed processes, see [Rerun processes](#) on page 23.

You can view the following information on the **Processes** page.

Table 5: Processes

Column	Description
Process name	Shows the name of the process.
Process task	Shows which process task is currently running.
Actions	<p>Actions that you can perform for the process:</p> <ul style="list-style-type: none"> • Retry: Reruns the process. You can rerun processes that have the status Frozen or Overlimit only. <p>NOTE: Processes with the status Frozen or Overlimit are marked with a beetle icon.</p> <ul style="list-style-type: none"> • Details: Shows the details view of a process.

TIP: Use the filter above the table to limit the number of processes displayed.

TIP: You can use the elements beneath the table to:

- Specify how many entries you want to display per page.
- Navigate to other pages.

Related topics

- [Viewing processes and details](#) on page 23
- [Process details](#) on page 22
- [Rerun processes](#) on page 23

Process details

You can access the **Process details** page through the **Processes** page. The page provides you with detailed information about a specific process. Any steps belonging to the process and their dependencies are displayed.

To find out how to display process details, see [Viewing processes and details](#) on page 23.

You can view the following information on the **Process details** page.

Table 6: Process details

Column	Description
Process task	Shows the name of the process task that is currently running.
Created on	Shows when the process started.
Steps completed	Shows how many process steps have already been completed (status Completed).
Progress state	Shows the process status. The following types of status may be shown: <ul style="list-style-type: none">• True: The process is currently running.• False: The process cannot run yet. The process is waiting for another process to end.• Frozen: The process cannot run. An error has occurred.• Overlimit: The process has been running for too long without changing to the status Completed or Frozen.• Completed: The process was successfully completed.• Delete: The process is being deleted (after completing successfully).

TIP: You can use the elements beneath the table to:

- Specify how many entries you want to display per page.
- Navigate to other pages.

Related topics

- [Manage processes](#) on page 21
- [Viewing processes and details](#) on page 23

Viewing processes and details

To view processes

- In the menu bar, click **Processes > Processes**.
The **Processes** page is opened, displaying any ongoing processes.
| **TIP:** Use the filter above the table to limit the number of processes displayed.

To view process details

1. In the menu bar, click **Processes > Processes**.
2. On the **Processes** page, click **Details** in the relevant process row in the **Actions** column.
The **Process details** page is opened, displaying the details of the relevant process (see [Process details](#) on page 22).

Related topics

- [Manage processes](#) on page 21
- [Process details](#) on page 22

Rerun processes

You can rerun processes in the process overview that have the status **Frozen** or **Overlimit**. You can also rerun processes in the failed processes overview (see [Display failed Job queue processes](#) on page 24).

To rerun a process

1. In the menu bar, click **Processes > Processes**.
2. In the **Processes** window, click **Retry** in the relevant process row in the **Actions** column.

To rerun several processes

1. In the menu bar, click **Processes > Processes**.
2. In the **Processes** window, enable the check box next to the processes that you would like to rerun.
3. Click **Actions > Retry**.

Related topics

- [Manage processes](#) on page 21
- [Viewing processes and details](#) on page 23

Display failed Job queue processes

On the page **Processes with status "Frozen" "<Jobqueue>"**, you can display failed Job queue processes and their details (see [Viewing processes and details](#) on page 23) and rerun processes (see [Rerun processes](#) on page 23). Unlike the normal process overview, only failed processes are displayed on this page.

To display failed processes

1. In the menu bar, click **Overview**.
2. On the overview page, under **Service issues** in the **Process issues** tile, click **View**.

The page **Processes with status "Frozen" "<Jobqueue>"** is opened.

Related topics

- [Manage processes](#) on page 21
- [Process details](#) on page 22

Process steps

The **Process steps** page shows any processes currently in the Job queue and the number of process steps that must be run for the process.

To find out how to display process steps, see [Viewing process steps](#) on page 25.

You can view the following information on the **Process steps** page.

Table 7: Process steps

Column	Description
Process name	Shows the name of the process.
Count	Shows the number of process steps contained in the process.

TIP: You can use the elements beneath the table to:

- Specify how many entries you want to display per page.
- Navigate to other pages.

Related topics

- [Manage processes](#) on page 21
- [Viewing process steps](#) on page 25

Viewing process steps

To view process steps

- In the menu bar, click **Processes > Process steps**.
The **Process steps** page opens.

Related topics

- [Manage processes](#) on page 21

Performance

The **Processing performance** page displays information about a Job queue's performance.

To find out how to display the page, see [Viewing performance](#) on page 26

You can view the following information on the **Processing performance** page.

Table 8: Performance

Column	Description
Process task	Shows the name of the process task.
Class	Shows the process component class that the process task belongs to.
Process steps/minute	Shows how many process steps can be handled per minute.

TIP: You can use the elements beneath the table to:

- Specify how many entries you want to display per page.
- Navigate to other pages.

Related topics

- [Manage processes](#) on page 21
- [Viewing performance](#) on page 26

Viewing performance

To view Job queue performance

- In the menu bar, click **Processes > Performance**.
The **Processing performance** page opens.

Related topics

- [Performance](#) on page 25
- [Manage processes](#) on page 21

Synchronization

NOTE: You have to set up synchronization before you can view the synchronization status in the Operations Support Web Portal. For more information, see the *Starling CertAccess Administration Guide for One Identity Active Roles Integration*.

The **Synchronization** page shows you information about synchronizing your target systems with the database.

To find out how to display the synchronization status, see [Viewing synchronization status and log](#) on page 28

You can view the following information on the **Synchronization** page.

Table 9: Synchronization

Column	Description
Display name	Shows the name of the synchronization project.
Description	Shows the description of the synchronization project.
Next synchronization	Shows when the synchronization project will be run the next time.

Column	Description
Errors	Shows how many errors occurred the last time the synchronization project was run.
Affected objects	Shows the objects that had to be changed during synchronization, as they deviated from the database.

TIP: You can use the elements beneath the table to:

- Specify how many entries you want to display per page.
- Navigate to other pages.

Related topics

- [Manage processes](#) on page 21
- [Viewing synchronization status and log](#) on page 28

The synchronization project log

From the **Synchronization** page, you can navigate to the **Synchronization log: <name of synchronization project>** page. This page provides you with detailed information about a specific synchronization project. In addition, you can [display a detailed report](#) of every synchronization run.

To find out how to display synchronization projects, see [Viewing synchronization status and log](#) on page 28.

You can view the following information on the **Synchronization log: <name of synchronization project>** page.

Table 10: Synchronization log

Column	Description
Creation time	Shows when the synchronization project started.
Synchronization workflow	Shows the workflow used for this synchronization project.
Synchronization state	Shows the synchronization project's status.
Start configuration	Shows the name of the start configuration used.

TIP: You can use the elements beneath the table to:

- Specify how many entries you want to display per page.
- Navigate to other pages.

Related topics

- [Synchronization](#) on page 26
- [Viewing synchronization status and log](#) on page 28
- [Displaying a synchronization report](#) on page 28

Viewing synchronization status and log

To view the synchronization status of your target systems

- In the menu bar, click **Processes > Synchronization**.
The **Synchronization** page is opened.

To view a synchronization project log

1. In the menu bar, click **Processes > Synchronization**.
2. On the **Synchronization** page, in the **Actions** column of the relevant synchronization project row, click **Details**.
The **Synchronization log: <name of synchronization project>** opens, displaying the log of the relevant synchronization project (see [The synchronization project log](#) on page 27).

Related topics

- [Synchronization](#) on page 26
- [The synchronization project log](#) on page 27

Displaying a synchronization report

To view a detailed report about a synchronization project run through

1. In the menu bar, click **Processes > Synchronization**.
2. On the **Synchronization** page, in the **Actions** column, in the relevant synchronization project row, click **Details**.
3. On the **Synchronization log: <name of synchronization project>** page, in the **Actions** column, click **Show report** in the row corresponding to the synchronization run.

Related topics

- [Synchronization](#) on page 26
- [The synchronization project log](#) on page 27

Database log

The **Database log** tab displays any information, warnings, and error messages for different components in Starling CertAccess.

To learn how to display the page, see [Viewing the database log](#) on page 31.

You can view the following information on the **Database log** page.

Table 11: Database log

Column	Description
Date	Shows the date that the message appeared.
Program	Shows the name of the components that generated the message.
Message	Shows the message text.
Host	Shows the name of the host on which the event occurred.
Logged in system user	Shows the name of the system user who ran the command.

TIP: You can use the elements beneath the table to:

- Specify how many entries you want to display per page.
- Navigate to other pages.

TIP: Use the filter above the table to limit the number of messages displayed.

Related topics

- [Viewing the database log](#) on page 31

Viewing the database log

To view the database log

- In the menu bar, click **Database log**.
The **Database log** page is opens.

Related topics

- [Database log](#) on page 30

Unresolved references

On the **Unresolved references** page, you can view unresolved references at any time. Use this function to quickly identify synchronization issues and to take any action as necessary. For more information, see the *Starling CertAccess Target System Synchronization Reference Guide*.

To find out how to display the page, see [Displaying unresolved references](#) on page 32

You can view the following information on the **Unresolved references** page.

Table 12: Unresolved references

Column	Description
Display name	Shows the name of the property whose value cannot be resolved.
Object	Shows the name of the object containing the reference that cannot be resolved.
Synchronization project	Shows the synchronization project in which the unresolved reference occurred.
System	Shows the system in which the unresolved reference appeared.
Data	Shows the value of the property that cannot be resolved.

TIP: You can use the elements beneath the table to:

- Specify how many entries you want to display per page.
- Navigate to other pages.

Related topics

- [Displaying unresolved references](#) on page 32

Displaying unresolved references

You can display unresolved references at any time.

To display unresolved references

- In the menu bar, click **Unresolved references**.
This opens the **Unresolved references** page.

Related topics

- [Unresolved references](#) on page 32

Web applications

On the **Web applications** page, you can view running web applications at any time and see the details.

To find out how to display the page, see [Opening the web application overview](#) on page 34

You can view the following information on the **Web applications** page.

Table 13: Web applications

Column	Description
URL	Shows the URL used to access the web application.
Web application	Shows the name of the web application.
Debug	Shows whether (Yes) or not (No) the web application runs in debug mode.
Private	Shows whether (Yes) or not (No) the web application runs in private mode (that means if it is generally accessible).
Auto update level	Shows whether (active) or not (inactive) automatic updates are enabled for the web application.

TIP: You can use the elements beneath the table to:

- Specify how many entries you want to display per page.
- Navigate to other pages.

Related topics

- [Opening the web application overview](#) on page 34

Opening the web application overview

You can open the web application overview at any time.

To open the web application overview

- In the menu bar, click **Web applications**.
The **Web applications** page is opened.

Related topics

- [Web applications](#) on page 34

One Identity solutions eliminate the complexities and time-consuming processes often required to govern identities, manage privileged accounts and control access. Our solutions enhance business agility while addressing your IAM challenges with on-premises, cloud and hybrid environments.

Contacting us

For sales and other inquiries, such as licensing, support, and renewals, visit <https://www.oneidentity.com/company/contact-us.aspx>.

Technical support resources

Technical support is available to One Identity customers with a valid maintenance contract and customers who have trial versions. You can access the Support Portal at <https://support.oneidentity.com/>.

The Support Portal provides self-help tools you can use to solve problems quickly and independently, 24 hours a day, 365 days a year. The Support Portal enables you to:

- Submit and manage a Service Request
- View Knowledge Base articles
- Sign up for product notifications
- Download software and technical documentation
- View how-to videos at www.YouTube.com/OneIdentity
- Engage in community discussions
- Chat with support engineers online
- View services to assist you with your product

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