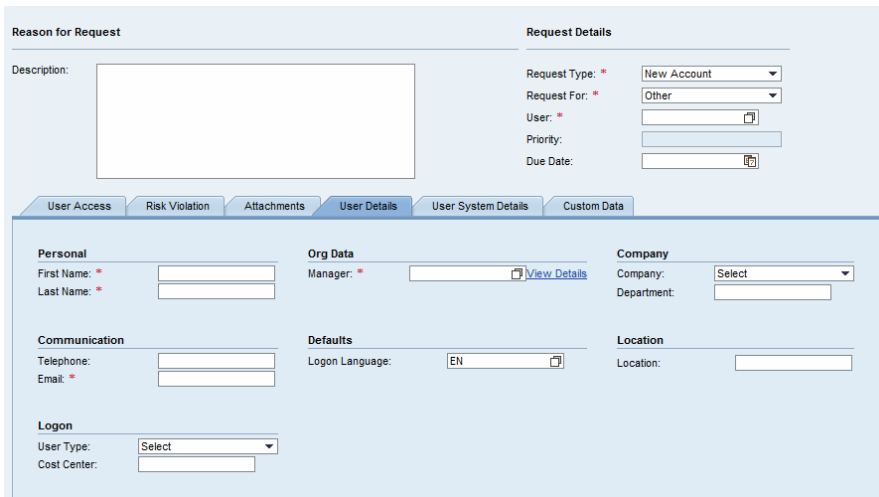


NOTE AUGUST 2011

How to customize an AC10 access request form

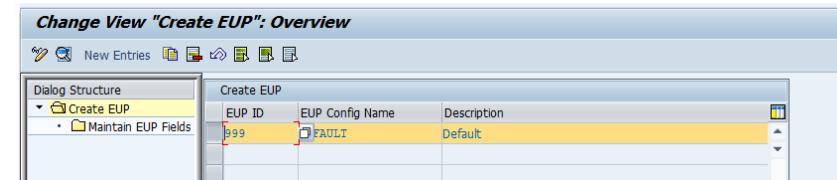
The Access Request (AR) form can be called via the **NWBC** → Access Management → Access Request



The individual fields in this form can be customized.

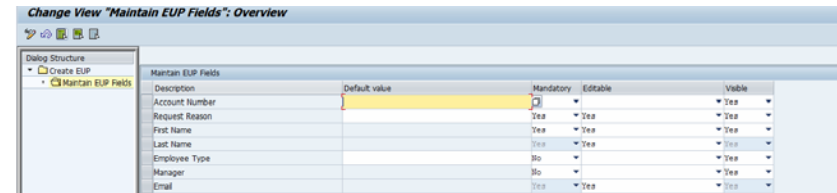
To do this - go to the IMG (transaction **SPRO**) → Governance, Risk and Compliance → Access Control → User Provisioning → Maintain End User Personalization

Mark the line entry (Default):



EUP ID	EUP Config Name	Description
999	FAULT	Default

Double-click onto "Maintain EUP Fields" on the left:



Description	Default value	Mandatory	Editable	Visible
Account Number		Yes	Yes	Yes
Request Reason		Yes	Yes	Yes
First Name		Yes	Yes	Yes
Last Name		Yes	Yes	Yes
Employee Type		No	Yes	Yes
Manager		No	Yes	Yes
Email		Yes	Yes	Yes

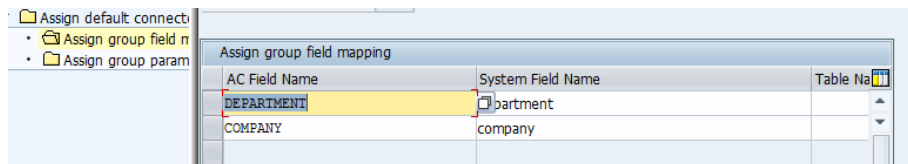
It is possible to define "Default" values that will populate the AR form when called. Fields can be set as "Mandatory" (**Yes** or **No**). Fields defined as mandatory should of course be set to "Visible" (Yes).

The "Editable" status can be set to **Yes**, **No**, or **Yes, if data is missing**.

Please be aware that the **User Data Sources** can directly interact with the pre-population of the respective fields.

The *User Search Data Source* as well as the *User Detail Data Source* is defined in **SPRO** → Governance, Risk and Compliance → Access Control → Maintain Data Sources Configuration.

For data sources such as LDAP the corresponding fields need to be mapped to AC fields, group parameters need to be assigned, too. This can be done in **SPRO** → Governance, Risk and Compliance → Access Control → Maintain Mapping for Actions and Connector Groups.



The screenshot shows the 'Assign group field mapping' table in SAP SPRO. The table has three columns: 'AC Field Name', 'System Field Name', and 'Table Name'. Two rows are visible: one for 'DEPARTMENT' mapped to 'Department' and one for 'COMPANY' mapped to 'company'.

AC Field Name	System Field Name	Table Name
DEPARTMENT	Department	
COMPANY	company	

The AR form can pull the user relevant data from the data source, and by setting a form field to **Yes, if data is missing** – the field will only be open for editing, if the connected data source does not contain any information for the field.