



# An Introduction to Fastman Permissions Manager

# The Challenge

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- You need to ensure that corporate information security policies are applied validated and maintained.
- You need to be able to readily implement access changes based on changes within their organization or legal regulations.
- You want something simple that provides overall access transparency



# The Challenge

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Why do users need *Edit Permissions* to see Permissions?

How do I get an overview of Permissions in my folder structure?

How can I quickly edit permissions on many items?

How do we undo changes to permissions?

How do I quickly replace or remove a user on many items?

How can I be sure that the changes I am making have the desired outcome?

How do we see what access a user really has?



# The Challenge

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Managing Permissions in Content Server  
It doesn't need to be hard!

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any

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items?

How do we see what access a user really has?

# Fastman Permissions Manager

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Fastman Permissions Manager is the most complete permissions management solution for OpenText Content Server.

It simplifies management of Content Server access controls, reduces the risk of information leaks, and enables sound internal information controls.



*Thanks to Permissions Manager we are now able to prove our compliance almost immediately whenever audits take place.*

Markos Dolopikos  
Black Sea Trade and Development Bank

# Fastman Permissions Manager

The screenshot shows the 'Permissions Overview for: Projects' interface. A central white box with a black border contains the text: 'View and manage Content Server Permissions easily, quickly, safely'. Below this box, a table lists permissions for various groups. The table has columns for checkboxes, group names, and multiple columns of status indicators (green checkmarks and orange checkmarks).

Group	Public Access	Fastman Staff (13)	scrocker	Admin	DefaultGroup (47)	Public Access	Fastman Staff (13)
<input checked="" type="checkbox"/> Public Access	✓	✓	✓	✓	✓	✓	✓
<input checked="" type="checkbox"/> Fastman Staff (13)	✓	✓	✓	✓	✓	✓	✓
<input checked="" type="checkbox"/> scrocker	✓	✓	✓	✓	✓	✓	✓
<input checked="" type="checkbox"/> Admin	✓	✓	✓	✓	✓	✓	✓
<input checked="" type="checkbox"/> DefaultGroup (47)	✓	✓	✓	✓	✓	✓	✓
<input checked="" type="checkbox"/> Public Access	✓	✓	✓	✓	✓	✓	✓
<input checked="" type="checkbox"/> Fastman Staff (13)	✓	✓	✓	✓	✓	✓	✓

# Rich, Interactive Dashboard

Permissions Overview for: Corporate Services

Copy Permissions Rollback Permissions  Copy  Replace

Permissions Filter:    Show effective permissions

<input type="checkbox"/> Name	User/Group	See	See Contents	Modify	Attributes	Add Items	Remove	Delete Versions	Delete	Edit Permissions	Actions
<input type="checkbox"/> Corporate Services	<input checked="" type="checkbox"/> Admin	✓	✓	✓	✓	✓	✓	✓	✓	✓	<a href="#">Edit Permissions</a>
	<input checked="" type="checkbox"/> DefaultGroup (47)	✓	✓	✓		✓					
	<input checked="" type="checkbox"/> Public Access	✓	✓								
	<input checked="" type="checkbox"/> Fastman Staff (13)	✓	✓	✓	✓	✓	✓	✓	✓	✓	
	<input checked="" type="checkbox"/> julied (Delete) 282592	✓	✓	✓	✓	✓					
<input checked="" type="checkbox"/> Education	Admin	✓	✓	✓	✓	✓	✓	✓	✓	✓	<a href="#">Copy Permissions</a> <a href="#">Edit Permissions</a> <a href="#">Run Report</a>
	DefaultGroup (47)	✓	✓	✓		✓					
	Public Access	✓	✓								
	Fastman Staff (13)	✓	✓	✓	✓	✓	✓	✓	✓	✓	
	scrocker	✓	✓	✓	✓	✓	✓	✓	✓	✓	
<input type="checkbox"/> Certifications	Admin	✓	✓	✓	✓	✓	✓	✓	✓	✓	<a href="#">Copy Permissions</a> <a href="#">Edit Permissions</a> <a href="#">Run Report</a>
	DefaultGroup (47)	✓	✓	✓		✓					
	Public Access	✓	✓								
<input type="checkbox"/> Copy of PorinusCity.xls	Admin	✓	✓	✓	✓		✓	✓	✓	✓	<a href="#">Copy Permissions</a> <a href="#">Edit Permissions</a> <a href="#">Run Report</a>
	DefaultGroup (47)	✓	✓	✓							
	Public Access	✓	✓								
<input type="checkbox"/> PorinusCity.xls	Admin	✓	✓	✓	✓		✓	✓	✓	✓	<a href="#">Copy Permissions</a> <a href="#">Edit Permissions</a> <a href="#">Run Report</a>
	DefaultGroup (47)	✓	✓	✓							
	Public Access	✓	✓								



# Rich, Interactive Dashboard

The screenshot shows a permissions management interface for 'Corporate Services'. It features a table with columns for 'User/Group', 'Show effective permissions', and 'Actions'. The table lists several groups like 'Admin', 'DefaultGroup (47)', 'Public Access', 'Fastman\_Staff (13)', and 'julied (Delete) 282592'. The interface includes a search filter, a tree view on the left, and various action buttons like 'Copy', 'Replace', and 'Remove User or Group'. Callouts highlight these features:

- Rollback Permissions to any point in time
- Detailed Permission search
- Integrated reporting
- Filter on specific user or Group Permissions
- Show effective Permissions
- Replace / Remove User or Group
- Copy, Replace or edit Permissions
- Select which Groups to apply
- Select one or multiple items to change
- Expandable tree view

User/Group	Show effective permissions	Actions
<input checked="" type="checkbox"/> Admin	✓	Copy Permissions Edit Permissions Run Report
<input checked="" type="checkbox"/> DefaultGroup (47)	✓	Copy Permissions Edit Permissions Run Report
<input checked="" type="checkbox"/> Public Access	✓	Copy Permissions Edit Permissions Run Report
<input checked="" type="checkbox"/> Fastman_Staff (13)	✓	Copy Permissions Edit Permissions Run Report
<input checked="" type="checkbox"/> julied (Delete) 282592	✓	Copy Permissions Edit Permissions Run Report

# CS16 fully supported

Enterprise > BDM Demo

BDM Demo ▾

Type Name ↑ Q Size Modified

<input type="checkbox"/>		discuss	1 item	05/03/201
<input type="checkbox"/>		vmware-2.log	350 KB	04/13/201

- Reserve
- Copy
- Move
- Add Version
- Delete
- Permissions Manager

# Edit Permissions

Changing owner/owner group, removing groups and adding groups can all be done on the Edit Permissions page

Edit permissions for: Virtual permissions

Edit Permissions for: Virtual permissions

Load template: Select Template...

User/Group	See	See Contents	Modify	Edit Attributes	Add Items	Reserve	Delete Versions	Delete	Edit Permissions
Admin	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
DefaultGroup (9)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public Access	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
demo-c-le	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Mode:  Item permissions  Virtual permissions

Default Access

Assigned Access

Update Reset Revert to item permissions Save as Template Close

User/group selection using auto-complete saves a lot of clicks

Permissions set can also be saved as reusable template

# Effective Permissions

So how are effective permissions accumulated?

Effective Permissions for: AIIM - Preparing for an ECM Project Janu

Groups contributing to the effective permissions of Suplin, Ingrid (isuplin)

Search user: "Suplin, Ingrid (isuplin)" Apply

User/Group	Less Detail	More detail	See	Contents	See	Modify	Attributes	Edit	Reserve	Versions	Delete	Delete	Permissions	Edit
DefaultGroup (7)	Less Detail	More detail	✓	✓										
Public Access			✓	✓										
DEMO-G-ICT (4)	Less Detail	More detail	✓	✓	✓	✓								
Webmasters Europe (3)	Less Detail	More detail	✓	✓	✓					✓	✓			
Suplin, Ingrid (isuplin)			✓	✓										
Suplin, Ingrid (isuplin) (effective)			✓	✓	✓	✓				✓	✓			

Show the effective permissions view for a different user

View how the permissions accumulate

# Virtual Permissions

Switch between “Item Permissions” and “Virtual Permissions”

- No longer limited to “what is actually set”
- Visually see differences between “ideal” and actual permissions

The screenshot shows a permissions management interface with a table comparing 'Item permissions' and 'Virtual permissions'. The 'Virtual permissions' mode is selected. The table has columns for 'User/Group', 'See', 'See Contents', 'Modify', 'Edit Attributes', 'Add Items', 'Reserve', 'Delete Versions', 'Delete', 'Edit Permissions', and 'Actions'. The 'Item permissions' section shows a list of users/groups with green checkmarks in the 'See' and 'See Contents' columns. The 'Virtual permissions' section shows the same list, but with orange checkmarks in the 'Modify', 'Edit Attributes', 'Add Items', 'Reserve', 'Delete Versions', 'Delete', and 'Edit Permissions' columns, indicating that these permissions are granted in the virtual view but not in the actual item permissions.

User/Group	See	See Contents	Modify	Edit Attributes	Add Items	Reserve	Delete Versions	Delete	Edit Permissions	Actions
<input checked="" type="checkbox"/> Admin	✓	✓	✓	✓	✓	✓	✓	✓	✓	<a href="#">Edit Permissions</a>
<input checked="" type="checkbox"/> DefaultGroup(9)	✓	✓								
<input checked="" type="checkbox"/> Public Access	✓	✓								
<input checked="" type="checkbox"/> DEMO-C-GENERALUSERS(GU)(1)	✓	✓								
<input type="checkbox"/> Admin	✓	✓	✓	✓	✓	✓	✓	✓	✓	<a href="#">Copy Permissions</a> <a href="#">Edit Permissions</a> <a href="#">Run Report</a>
<input type="checkbox"/> DefaultGroup (9)	✓	✓								
<input type="checkbox"/> Public Access	✓	✓								
<input type="checkbox"/> DEMO-C-GENERALUSERS(GU) (1)	✓	✓								
<input type="checkbox"/> DEMO-C-LEG-MANAGER(M) (1)	✓	✓	✓	✓	✓	✓	✓	✓		
<input type="checkbox"/> DEMO-C-LEGAL(LEG) (1)	✓	✓	✓	✓		✓				

# Read Only View

I need to enable general users to see who has access...

Same familiar interface

Actual permissions respected (users see only what they have access to)

No ability to actually change permissions

Name	User or Group	See	Copy	Move	Edit	Address	Remove	Delete	Edit Permissions
Corporate Services	Admin DefaultGroup (0) Public Access	✓	✓	✓	✓	✓	✓	✓	✓
Company Notices	Admin DefaultGroup (0) Public Access	✓	✓	✓	✓	✓	✓	✓	✓
Finance	Admin DefaultGroup (0) -No Public Access+	✓	✓	✓	✓	✓	✓	✓	✓
Payroll	Admin C-FINANCE-PAVROLL (1) -No Public Access+	✓	✓	✓	✓	✓	✓	✓	✓
Human Resources	Admin C-HR-MANAGERS (3) -No Public Access+	✓	✓	✓	✓	✓	✓	✓	✓
Employee Files	Admin C-HR-MANAGERS (3) -No Public Access+	✓	✓	✓	✓	✓	✓	✓	✓
Jane Doc	Admin C-HR-MANAGERS (3) -No Public Access+	✓	✓	✓	✓	✓	✓	✓	✓

Access to advanced functions (if authorized)

Item level actions respected



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*We feel like our information is safer because we are more easily able to understand the security setup and have more effective control over its use.*

Tina Willetts  
WEL Networks

# Permissions Templates

Select an existing permissions template

Load templates

Select Template...

- Personal templates
  - Legal Team Manager
  - Legal Team User
- System templates
  - Browse templates

Mode:  Item permissions  Virtual permissions

User/Group	See	Contents	See	Modify	Edit Attributes	Add Items	Reserve				
<b>Default Access</b>											
demoadminuser	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
DefaultGroup (9)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public Access	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Assigned Access</b>											
DEMO-C-CEQ (3)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DEMO-C-DOCUMENTCONTROLLERS(DC) (1)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DEMO-C-LEG-MANAGER(M) (1)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Update Reset Revert to item permissions Save as Template Close



# Rollback Options

Granular Rollback options, you are in control

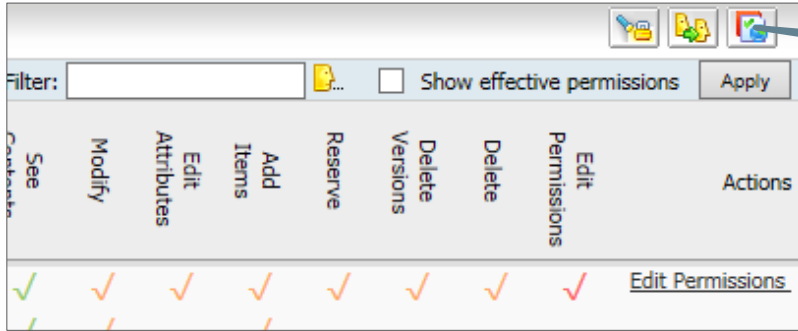
<b>Items to rollback permissions for:</b>		Corporate Services
<b>Items:</b>	<b>Type</b>	Name
		DOC-1001-102-01
		DOC-1001-102-05
		Education
		Finance
		Health & Safety
<b>Rollback options:</b>	<b>Rollback to:</b>	09/07/2015 <input type="text"/> , 3 <input type="text"/> : 12 <input type="text"/> PM <input type="text"/> <input type="button" value="Clear"/>
	<b>Cascade:</b>	<input checked="" type="checkbox"/> Yes; Number of levels: All <input type="text"/>
	<b>Include:</b>	<div style="border: 1px solid black; padding: 2px;"><p>All Types</p><hr/><p>Documents</p><p>Folders</p><p>Tasks</p></div> <small>Select item types that are included when performing a rollback with the cascade option</small>
	<b>Permission types:</b>	<input checked="" type="checkbox"/> Owner <input checked="" type="checkbox"/> Owner Group <input checked="" type="checkbox"/> Public Access <input checked="" type="checkbox"/> Assigned users and groups

List of items and folders to roll-back

Select target date, number of folder layers, what types of objects and what permission changes to process

# Reporting Module

Keep and share reports, fully integrated



Access directly from dashboard

LiveReports and WebReports

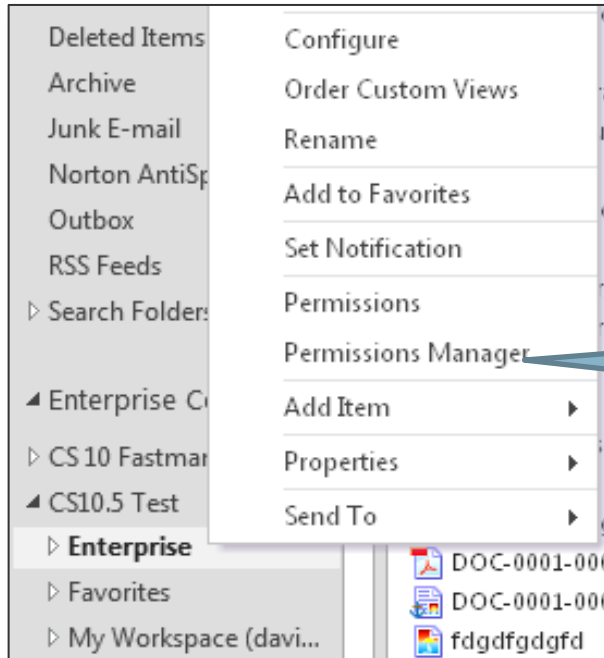
Use ours or write your own

Folder Name	Audit Date	Old Perms	New Perms	Performer	User/Group Affected
<a href="#">Electricity &amp; Gas</a>	23-Oct-2012 11:38:AM	No Rights	Full Permissions	dominic	husong (Delete) 46911
<a href="#">Electricity &amp; Gas</a>	23-Oct-2012 11:34:AM	Full Permissions	No Rights	husong (Delete) 46911	husong (Delete) 46911
<a href="#">Electricity &amp; Gas</a>	23-Oct-2012 11:26:AM	No Rights	Full Permissions	dominic	husong (Delete) 46911
<a href="#">Electricity &amp; Gas</a>	23-Oct-2012 10:55:AM	Full Permissions	No Rights	husong (Delete) 46911	husong (Delete) 46911
<a href="#">Electricity &amp; Gas</a>	23-Oct-2012 09:52:AM	No Rights	Full Permissions	Admin	husong (Delete) 46911

[Export to MS Excel](#) [Return](#)

# Support for Enterprise Connect

“I spend most of my time in Outlook or Windows Explorer”



Access Permissions Manager directly from the Enterprise Connect function Menu in Outlook

# Brava! Integration

## Brava! installed?

*Brava adds a custom set of permissions to Livelink. Depending on the settings these can consist of: "Download & Print", "Print in Brava!", "Publish & Redact", "Review Markups", "Create & Edit Markups", "Create Dynamic Stamps" and/or "Create Group-based Views". The options below allow you to enable support for these permissions throughout the Permissions Manager functions.*

<b>Permissions Manager / Overview:</b>	<input type="radio"/> True <input checked="" type="radio"/> False <i>Enable additional columns on the Permissions Manager / Overview page to show Brava Permissions.</i>
<b>Edit Permissions:</b>	<input type="radio"/> True <input checked="" type="radio"/> False <i>Enable additional columns on the Edit Permissions page to handle Brava Permissions.</i>
<b>Replace User:</b>	<input type="radio"/> True <input checked="" type="radio"/> False <i>Enable additional checkboxes on the Replace User page to handle Brava Permissions.</i>

Manage Brava! permissions automatically if Brava! is installed

Administrators can control access to Brava Functions

# Permissions Manager for Outlook

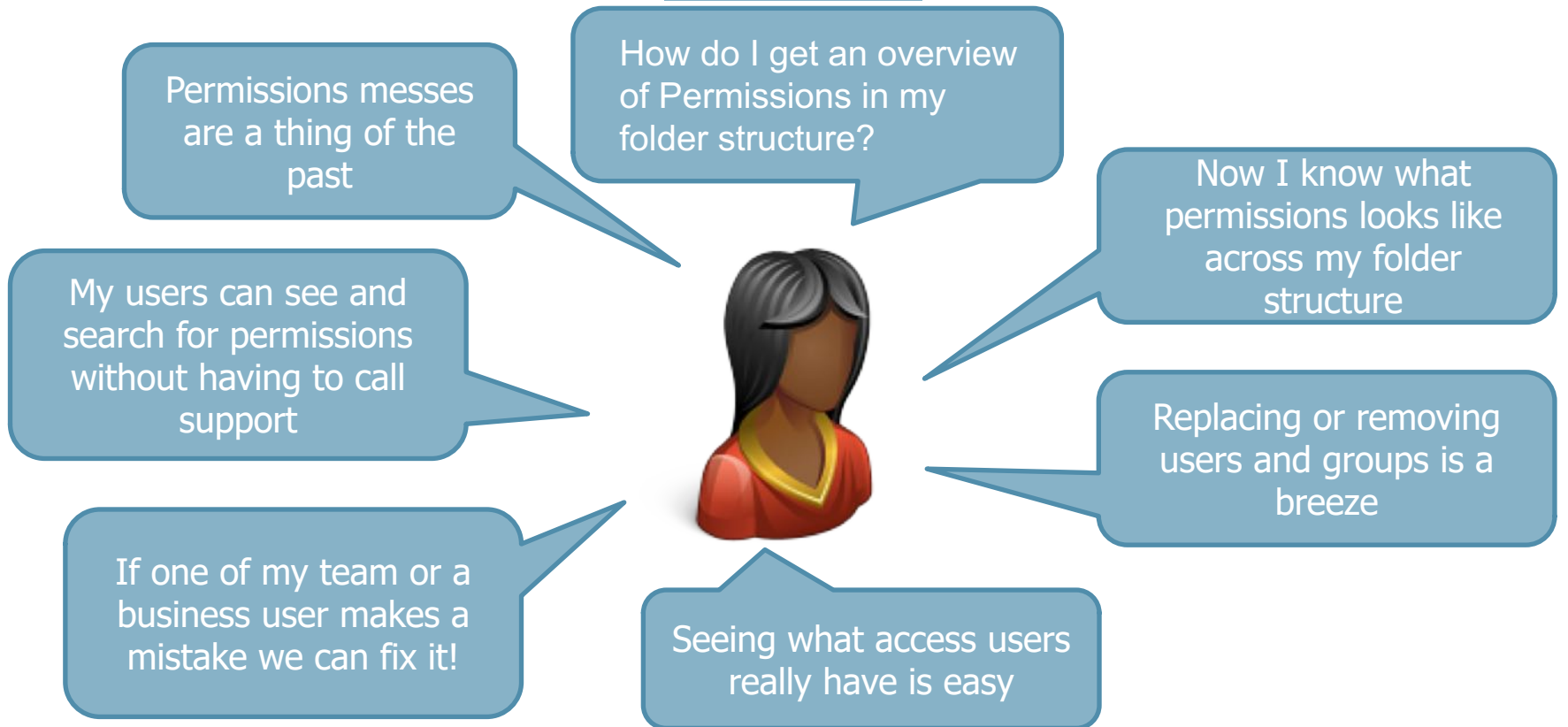
“We send links to documents rather than attach them to emails”

The screenshot shows an Outlook window titled 'Untitled - Message (HTML)'. The email content includes several links labeled 'bdmstub1' through 'bdmstub5', all pointing to the same URL: [http://cs105/otcs\\_sso/llisapi.dll/properties/1555877](http://cs105/otcs_sso/llisapi.dll/properties/1555877). The 'Fastman Permissions Manager Links' pane is open, displaying a table of links and their accessibility for different recipients.

Recipient	Link	Accessible	Action
Demo System <DemoSystem@fastman.com>	<a href="http://cs105/otcs_sso/llisapi.dll/properties/1555877">http://cs105/otcs_sso/llisapi.dll/properties/1555877</a>	User not Found	Action
	<a href="http://cs105/otcs_sso/llisapi.dll/properties/1556769">http://cs105/otcs_sso/llisapi.dll/properties/1556769</a>	User not Found	Action
	<a href="http://cs105/otcs_sso/llisapi.dll/properties/1555878">http://cs105/otcs_sso/llisapi.dll/properties/1555878</a>	User not Found	Action
	<a href="http://cs105/otcs_sso/llisapi.dll/properties/1556770">http://cs105/otcs_sso/llisapi.dll/properties/1556770</a>	User not Found	Action
	<a href="http://cs105/otcs_sso/llisapi.dll/properties/1555879">http://cs105/otcs_sso/llisapi.dll/properties/1555879</a>	User not Found	Action
Fastman Jobs <jobs@fastman.com>	<a href="http://cs105/otcs_sso/llisapi.dll/properties/1555877">http://cs105/otcs_sso/llisapi.dll/properties/1555877</a>	User not Found	Action
	<a href="http://cs105/otcs_sso/llisapi.dll/properties/1556769">http://cs105/otcs_sso/llisapi.dll/properties/1556769</a>	User not Found	Action
	<a href="http://cs105/otcs_sso/llisapi.dll/properties/1555878">http://cs105/otcs_sso/llisapi.dll/properties/1555878</a>	User not Found	Action
	<a href="http://cs105/otcs_sso/llisapi.dll/properties/1556770">http://cs105/otcs_sso/llisapi.dll/properties/1556770</a>	User not Found	Action
	<a href="http://cs105/otcs_sso/llisapi.dll/properties/1555879">http://cs105/otcs_sso/llisapi.dll/properties/1555879</a>	User not Found	Action
info <info@fastman.com>	<a href="http://cs105/otcs_sso/llisapi.dll/properties/1555877">http://cs105/otcs_sso/llisapi.dll/properties/1555877</a>	User not Found	Action
	<a href="http://cs105/otcs_sso/llisapi.dll/properties/1556769">http://cs105/otcs_sso/llisapi.dll/properties/1556769</a>	User not Found	Action
	<a href="http://cs105/otcs_sso/llisapi.dll/properties/1555878">http://cs105/otcs_sso/llisapi.dll/properties/1555878</a>	User not Found	Action
	<a href="http://cs105/otcs_sso/llisapi.dll/properties/1556770">http://cs105/otcs_sso/llisapi.dll/properties/1556770</a>	User not Found	Action
	<a href="http://cs105/otcs_sso/llisapi.dll/properties/1555879">http://cs105/otcs_sso/llisapi.dll/properties/1555879</a>	User not Found	Action

Ensure that people who should be able to see documents can, and those that shouldn't can't

# Happy customers



# About Fastman

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- OpenText Technology Partner (Finalist 2017)
- 10+ years in business
- Offices in North America, Australia, and Asia. Presence in Europe
- Focused OpenText ECM Partner
  - Products, Services
- Over 120 satisfied customers globally

# Some Happy Customers





# Contacts

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- Americas / EMEA
  - Alister Grigg
  - [alister.grigg@fastman.com](mailto:alister.grigg@fastman.com)
  - +1 310 721 2626
  
- Australia / New Zealand / Asia
  - Weng Mong
  - [weng.mong@fastman.com](mailto:weng.mong@fastman.com)
  - +61 478 136 188

## CONTACT US

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[info@fastman.com](mailto:info@fastman.com)

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[www.fastman.com](http://www.fastman.com)

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North America +1 949 955 4949

Australia / NZ +61 3 9804 8251

Asia +65 6679 5686

Europe +31 6 4206 3775

