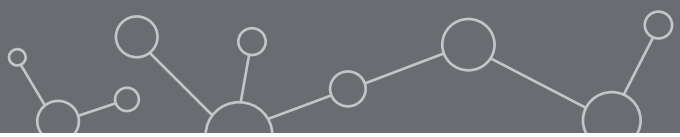
BioNumerics®

MICROBIAL DATA ANALYSIS SOFTWARE

User Management Tools plugin

PLUGINS

VERSION 7.6



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- The SPAdes genome assembler version 3.7.1 (http://bioinf.spbau.ru/spades).

Chapter 1

Starting and setting up BioNumerics

1.1 Introduction

The *User management tools plugin* provides an easy way to import new user information into a BioNumerics database from a text file, and makes it possible to exchange user information between databases using XML files. The general user management tools that are present in BioNumerics will not be covered in this manual. Detailed information can be found in the Reference manual, Chapter User management.

1.2 Startup program

When BioNumerics is launched from the Windows start panel or when the BioNumerics shortcut ( ) on your computer's desktop is double-clicked, the **Startup program** is run. This program shows the *BioNumerics Startup* window (see Figure 1.1).

A new BioNumerics database is created from the Startup program by pressing the button.

An existing database is opened in BioNumerics with or by simply double-clicking on a database name in the list.

1.3 Installing the User Management Tools plugin

If a database is opened for the first time, the *Plugins* dialog box will appear by default (see Figure 1.2).

If the database has already been opened previously, the *Plugins* dialog box can be called from the *Main* window by selecting ***File*** > ***Install / remove plugins...*** ( ).

When a particular plugin is selected from the list of plugins, a short description appears in the right panel.

A selected plugin can be installed with the <***Activate***> button. The software will ask for confirmation before installation. Some plugins depend on functionality offered by specific BioNumerics modules. If a required module is missing, the plugin cannot be installed and an error message will be generated.

Once a plugin is installed, it is marked with a green V-sign. It can be removed again with the <***Deactivate***> button.

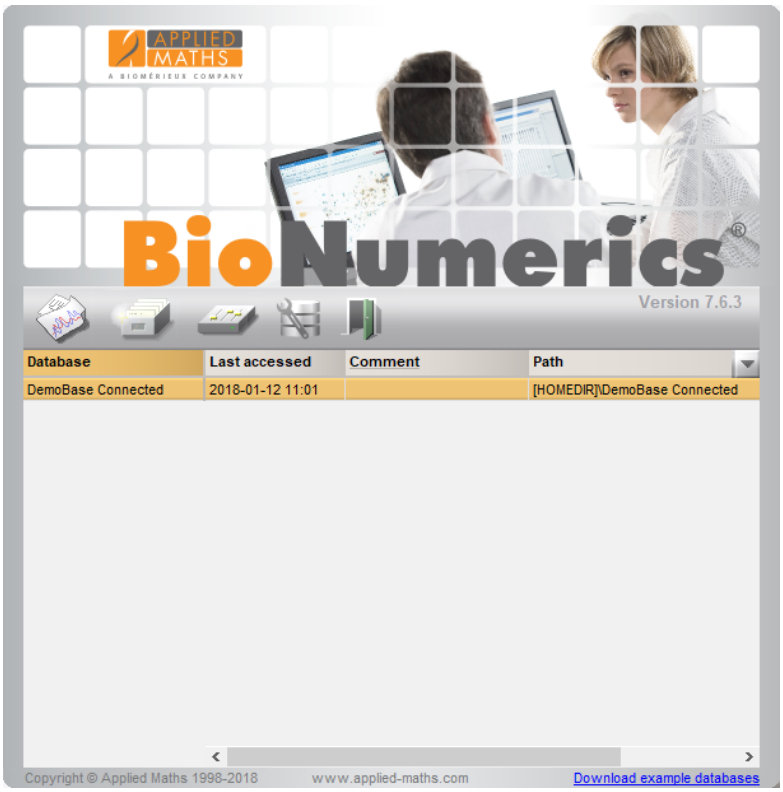

Figure 1.1: The *BioNumerics Startup* window.

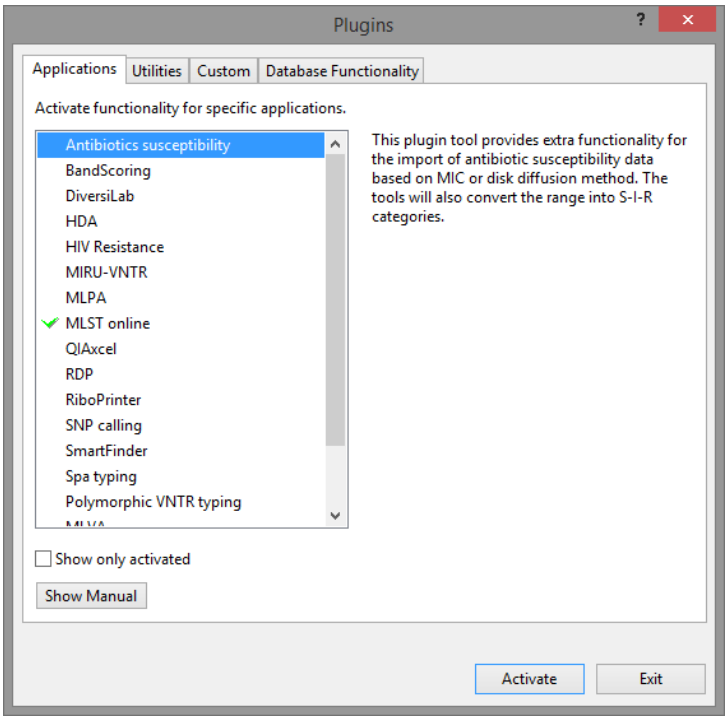

Figure 1.2: The *Plugins* dialog box.

If the selected plugin is documented, pressing <***Show Manual***> will open its manual in the *Help* window.

3.1 To install the *User management tools plugin* in your database, select the *Utilities tab* and select the *User management tools plugin* from the list of plugins.

3.2 Press the <***Activate***> button, confirm the installation of the plugin and close the *Plugins* dialog box.

3.3 Close and reopen the database to activate the features of the *User management tools plugin*.

Chapter 2

User Management Tools

2.1 The User management window

1.1 Select ***Database*** > ***User management...*** to call the *User management* window (see Figure 2.1).

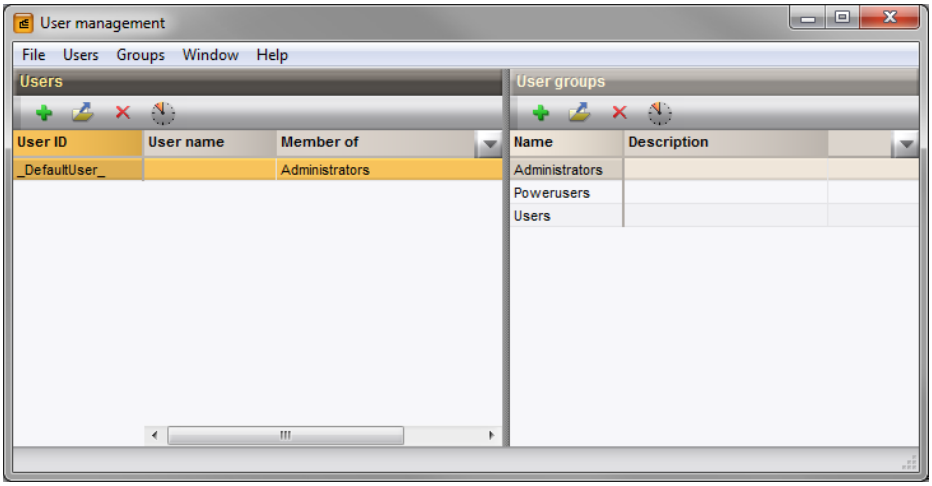

Figure 2.1: The *User management* window.

The *Users* panel lists the users assigned to the database. The ***User ID*** uniquely identifies each user in the database. User descriptions (***User name*** column) are optional. Each database user can be assigned to one or more user groups (***Member of*** column). The user groups are listed in the *User groups* panel.

The *User management tools plugin* installs menu items in the menu of the *User management* window under ***File*** (see Figure 2.2).

1.2 Choose ***File*** > ***Exit*** to close the *User management* window.

2.2 Importing user information from a text file

User information stored in a text file can be added to the database with the command ***File*** > ***Import users from text file***. To import user information from a text file into the BioNumerics database, the text file must have the following format:

`UserID<tab>UserName<tab>UsergroupName`

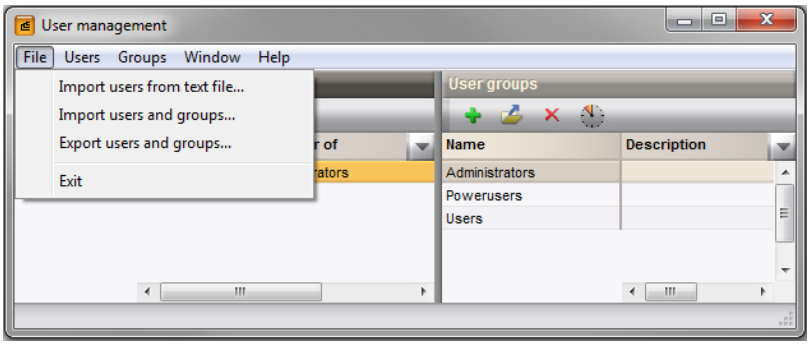

Figure 2.2: The *User Management Tools plugin* menu items.

- **UserID**: This column should hold the unique IDs. After import, this information is displayed in the ***User ID*** column of the *User management* window.
- **UserName**: User information present in this column will be displayed in the ***User name*** column of the *User management* window after import. Providing user information in the ***UserName*** column is optional. Leave blank if no user name information should be imported in the database.
- **UsergroupName**: This column should list the user group names. Before importing the information in the database, make sure all user groups present in the text file are defined in the database (see *User groups* panel in Figure 2.1). After import, the user group name information is displayed in the ***Member of*** column of the *User management* window.

2.1 Select ***Database*** > ***User management...*** in the *Main* window to call the *User management* window.

2.2 Choose ***File*** > ***Import users from text file*** in the *User management* window.

Since this action will modify the structure of the database in an unrecoverable way, it is recommended to take a backup of the database before taking this action. The software warns for this.

2.3 Press <***OK***> to continue with the import and navigate to the path where the tab-delimited text file is stored and select the file.

In a final step, the software asks if all existing non-active users should to be removed from the database (see Figure 2.3).

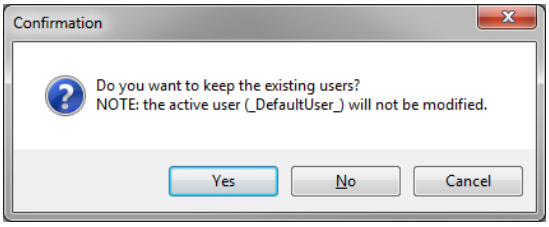

Figure 2.3: Confirmation dialog box.

2.4 Press <***No***> if you only want the active user and the users in the text file to be stored in the database. Press <***Yes***> to keep all existing users.

The user information is imported in the BioNumerics database and the database is restarted to actualize the changes.

A dialog box pops up, prompting for the ***UserID*** and ***Password*** (see Figure 2.4).

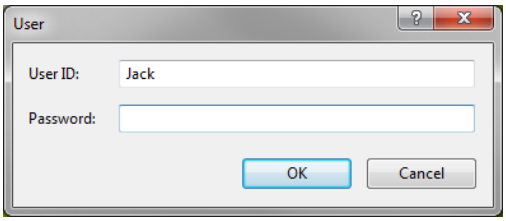

Figure 2.4: Database prompts for User ID and password.

By default, the name of the Windows user is displayed in the ***UserID*** text box. Users added to the database using the plugin action ***File*** > ***Import users from text file*** are not assigned a password. The ***Password*** field can be left blank for these users.

2.5 To continue press the <***OK***> button.

If the option ***Require passwords*** or ***Require strong passwords*** is checked in the *Security tab* of the *Database settings* dialog box, users having no password, are asked to specify a (strong) password when logging onto the database (see Figure 2.5).

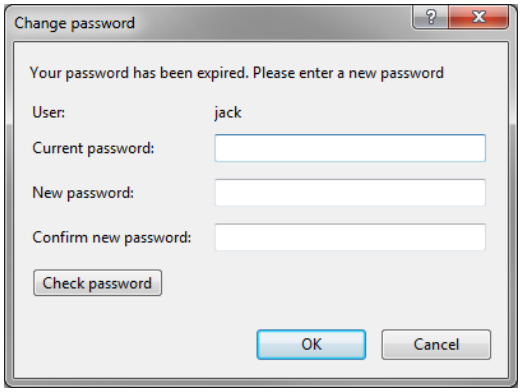

Figure 2.5: The *Change password dialog box*.

2.6 Leave the ***Current password*** field blank, type the ***New password*** and re-enter the new password for confirmation (***Confirm new password***). Press the <***Check password***> button to check if the password meets the password criteria. Press <***OK***>.

The ***UserID*** is displayed in the status bar of the *Main* window.

2.7 Select ***Database*** > ***User management...*** to call the *User management* window.

All imported users are listed in the *Users* panel.

2.8 Choose ***File*** > ***Exit*** to close the *User management* window.

2.3 Copying user information to other databases

2.3.1 Introduction

Using the plugin commands ***File*** > ***Import users and groups*** and ***File*** > ***Export users and groups***, user data can be transferred from one database to another in a user-friendly way. User data includes user IDs, user names, user group names and user group privileges. Passwords are not transferred along.

2.3.2 Exporting user information to an XML file

Using the plugin command ***File*** > ***Export users and groups***, user data that is present in the database is exported from the database and stored in an XML file.

3.1 Select ***Database*** > ***User management...*** in the *Main* window to call the *User management* window.

3.2 Choose ***File*** > ***Export users and groups*** in the *User management* window to export all user data present in the database to an XML file, saved in the database folder.

A confirmation message pops up (see Figure 2.6).

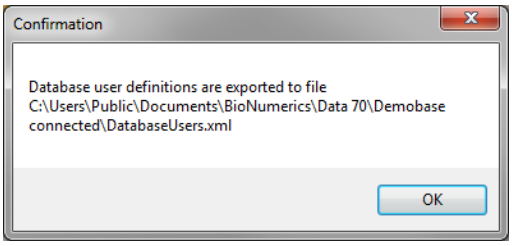

Figure 2.6: Confirmation dialog box.

3.3 Close the confirmation message.

3.4 Choose ***File*** > ***Exit*** to close the *User management* window.

2.3.3 Importing user information from an XML file

Using the plugin command ***File*** > ***Import users and group***, user data exported from a database can be imported into another database.

3.5 Select ***Database*** > ***User management...*** in the *Main* window to call the *User management* window.

3.6 Choose ***File*** > ***Import users and groups*** in the *User management* window.

Since this action will modify the structure of the database and user privileges in an unrecoverable way, it is recommended to take a back-up of the database before taking this action. The software warns for this.

3.7 Press <***OK***> to continue with the import and navigate to the path where the XML file is stored and select the file.

All user information (user IDs, user names, user group names and user group privileges) detected in the XML file is imported in the database. The BioNumerics database is restarted to actualize the changes.

A dialog box pops up, prompting for the ***UserID*** and ***Password*** (see Figure 2.7).

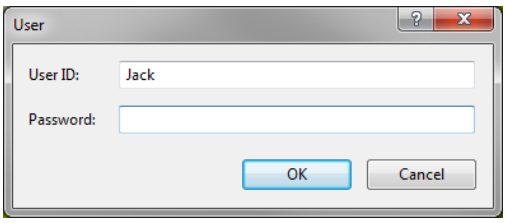

Figure 2.7: Database prompts for User ID and password.

By default, the name of the Windows user is displayed in the ***UserID*** text box. Users added to the database using the plugin action ***File*** > ***Import users and groups*** are not assigned a password. The ***Password*** field can be left blank for these users.

3.8 To continue press the <***OK***> button.

If the option ***Require passwords*** or ***Require strong passwords*** is checked in the *Security tab* of the *Database settings* dialog box, users having no password are asked to specify a (strong) password when logging onto the database (see Figure 2.8).

Figure 2.8: The *Change password dialog box*.

3.9 Leave the ***Current password*** field blank, type the ***New password*** and re-enter the new password for confirmation (***Confirm new password***). Press the <***Check password***> button to check if the password meets the password criteria. Press<***OK***>.

The ***UserID*** is displayed in the status bar of the *Main* window.

3.10 Select ***Database*** > ***User management...*** to call the *User management* window.

All imported user data is displayed in the *User management* window.

3.11 Choose ***File*** > ***Exit*** to close the *User management* window.

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