Using the Role Description Reports

The Role Descriptions reports have been updated to more clearly correspond to the terms used in the UAccess Access Provisioning Tool (APT). Use the reports to find the following types of information:

- Description for a given Technical Role Name
- Functional Role Name for a given Technical Role Name
- APT selections for requesting access to a given Technical Role Name
- Training Requirements and contact information, including Prerequisites and Business Training

See also Understanding Prerequisites, Training Requirements, and When to Request Access, an available document on the EAST Access Provisioning documentation site.

There are separate reports for each UAccess system, with titles matching the Systems listed in the APT on the first System selection page. The reports are sorted alphabetically by Subject, then Functional Role Name.

Finding a Role

To find a Role in the report, use Cntl-F to open a Find window, and search by whatever portion of the Role Name is known such as the Technical or Functional Role Name as listed in UAccess Analytics Dashboards > Security > Security > All Roles.

Identifying the APT Selections for a Role

Use the Request Access Provisioning Tool Path information to identify the System, Subject, and Role Name for a Role. To request access for this Role, follow these precise selections in the APT.

When there is no Request Access Provisioning Tool Path and the On APT flag is not checked, the Role is not listed in the APT. Contact EAST (UITS-EASecurityTeam@email.arizona.edu) to request access to this Role.

Training

All Training Requirements given for a Role must be completed prior to provisioning. The Training Information listed here is provided so that Users and their APLs may make arrangements for training in advance of submitting requests for access. Note many roles have multiple training requirements.
Role Descriptions  UAccess Research - Campus

Subject Area: Institutional Review Board
Request Access Provisioning Tool Path: UAccess Research - Campus Users > Institutional Review Board > View Protocols - College

**Functional Name**  View Protocols - College
**Technical Name**  10890
**Functional Desc.** Allows access to view protocols for a college and any departments associated with the college.

Subject Area: Proposals/Awards/Negotiations/Subawards
Request Access Provisioning Tool Path: UAccess Research - Campus Users > Proposals/Awards/Negotiations/Subawards > Approve Proposals - College Level

**Functional Name**  Approve Proposals - College Level
**Technical Name**  UNIT_16
**Functional Desc.** Allows access to approve proposals at the College Level.

Subject Area: Proposals/Awards/Negotiations/Subawards
Request Access Provisioning Tool Path: UAccess Research - Campus Users > Proposals/Awards/Negotiations/Subawards > Approve Proposals - Department Level

**Functional Name**  Approve Proposals - Department Level
**Technical Name**  UNIT_16
**Functional Desc.** Allows access to approve proposals at the Department Level.

Subject Area: Proposals/Awards/Negotiations/Subawards
Request Access Provisioning Tool Path: UAccess Research - Campus Users > Proposals/Awards/Negotiations/Subawards > Approve Proposals - Lead Unit Level

**Functional Name**  Approve Proposals - Lead Unit Level
**Technical Name**  LEAD_17
**Functional Desc.** Allows access to approve proposals at the Lead Department Pre-Approval level. Department proposal owner reviews for quality assurance before other approvers.

Last Updated: Tuesday, January 21, 2020
### Role Descriptions  UAccess Research - Campus

**Subject Area:** Proposals/Awards/Negotiations/Subawards

**Request Access Provisioning Tool Path:**

<table>
<thead>
<tr>
<th>Functional Name</th>
<th>Technical Name</th>
<th>Functional Desc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept Management</td>
<td>1213</td>
<td>Allows access to view proposals/institute proposals/awards/negotiations.</td>
</tr>
</tbody>
</table>

**On APT:** □

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**Subject Area:** Proposals/Awards/Negotiations/Subawards

**Request Access Provisioning Tool Path:**

UAccess Research - Campus Users > Proposals/Awards/Negotiations/Subawards > View Proposals/Awards/Negotiations/Subawards - College

<table>
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<th>Functional Desc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>View Proposals/Awards/Negotiations/Subawards</td>
<td>1213</td>
<td>Allows access to view proposals/Awards/Negotiations/Subawards for a college and any departments associated with the college.</td>
</tr>
</tbody>
</table>

**On APT:** ✔