

Education Identity & Access Management (EDIAM) IOwA Training: How to Reauthorize Expiring User Access

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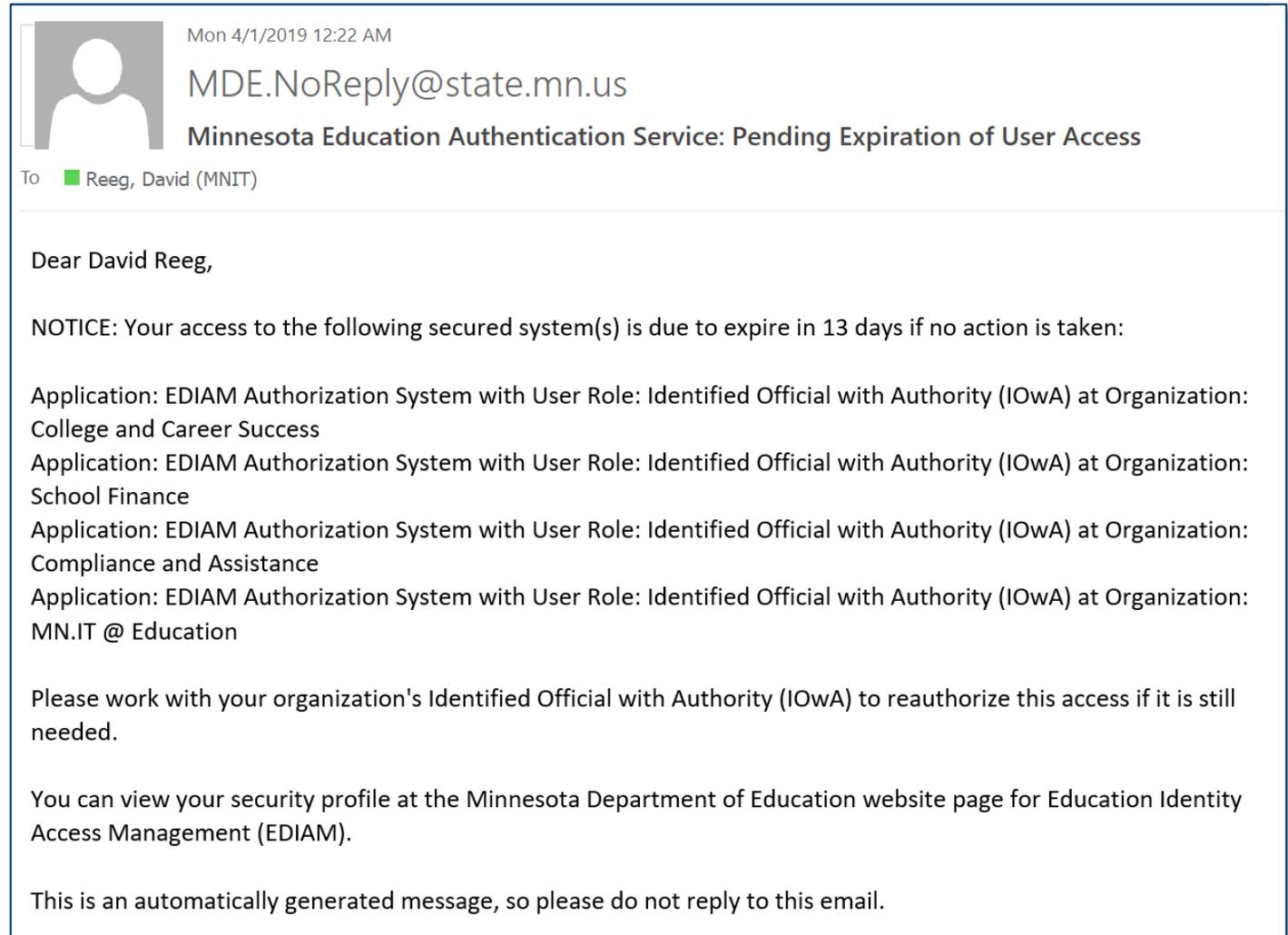


Introduction: All User Access Has an Expiration Date

- Currently in MIDMS, once a user role is granted, it persists until it is revoked. There is no way to automatically “expire” access in MIDMS, which makes it difficult to enforce Minnesota IT Enterprise Security Policy & Standards.
- In EDIAM, all user access is granted with an expiration date. By default, all user roles will expire after 365 days of being granted.
- The user will receive two notification emails: first two weeks prior to expiration, and second after their access has been revoked. However, once the IOwA reauthorizes the user’s access, then notification emails will no longer be sent.
- The IOwA and IOwA Proxy(s) will receive monthly notification emails listing users with access on behalf of their organization which will expire within the next 45 days if not reauthorized and including a link to the EDIAM Authorization system.

Access Expiration: Email Notifications

- EDIAM Authorization sends an automated email notification to you two weeks before your access is scheduled to expire.
- A similar automated email notification is sent when your access has expired and is automatically revoked.
- Because access expiration is automated, there is no Identified Official with Authority contact specified. Instead, then email directs you to the designated IOwA for your organization for any questions.



Mon 4/1/2019 12:22 AM

 MDE.NoReply@state.mn.us
Minnesota Education Authentication Service: Pending Expiration of User Access

To  Reeg, David (MNIT)

Dear David Reeg,

NOTICE: Your access to the following secured system(s) is due to expire in 13 days if no action is taken:

Application: EDIAM Authorization System with User Role: Identified Official with Authority (IOwA) at Organization: College and Career Success
Application: EDIAM Authorization System with User Role: Identified Official with Authority (IOwA) at Organization: School Finance
Application: EDIAM Authorization System with User Role: Identified Official with Authority (IOwA) at Organization: Compliance and Assistance
Application: EDIAM Authorization System with User Role: Identified Official with Authority (IOwA) at Organization: MN.IT @ Education

Please work with your organization's Identified Official with Authority (IOwA) to reauthorize this access if it is still needed.

You can view your security profile at the Minnesota Department of Education website page for Education Identity Access Management (EDIAM).

This is an automatically generated message, so please do not reply to this email.

Launching the EDIAM Authorization System

The IOwA launches the EDIAM Authorization System.

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Home Actions Instructions david Iowa

EDIAM User Profile - DEVSQL

Announcements

Authorized Applications:

Application Link	User Actions	Description	More Information
EDIAM Authorization System	View Access Details	This system is used to grant user access to EDIAM-secured applications.	

Consenting to the Education Security Policy

Each user of the EDIAM Authorization System must consent to communicate the **Education Secured Website User Access Agreements and Acknowledgements** to each person who they grant access to EDIAM-secured systems.

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EDIAM Authorization - DEVSQL

Security Policy Review

Welcome to the Education User Access Authorization System. Only the organization's Identified Official with Authority (e.g. Superintendent, Executive Director or Board Chair) and their proxies are allowed to authorize access to State of Minnesota Education secured websites. By using this system, you are asserting that you are the Identified Official with legal Authority to authorize persons to access State of Minnesota Education secured websites for the organizations that you represent.

You must agree to communicate the Education Secured Website User Access Agreements and Acknowledgements with each person who you authorize to access Education Secured Websites.

[View the Education Secured Website User Access Agreements and Acknowledgements](#)

Yes consent to communicate these policies with each person who I authorize to access Education Secured Websites.

No I do not consent. I understand that I will be logged out of the Education User Access Authorization System.

EDIAM Authorization - User Search

The IOwA can search for the user by either EDIAM User ID or Email Address. The IOwA must know the exact User ID or Email Address; no partial search is allowed.

The screenshot shows the EDIAM Authorization - User Search interface. The navigation bar includes 'Home', 'Review', and 'User Search' options. The 'User Search' dropdown menu is open, showing 'User by Id' (highlighted with a red circle) and 'User by Email'. The main content area is titled 'EDIAM Authorization - DEVSQL' and contains a search form with the text 'Enter complete User Id of User' and a 'Search' button. Below the form, it says '(Exact User Id only search done for security reasons)'. The page also includes an 'Overview' section with a welcome message and an 'Authorization' section with a paragraph about user access authorization.

Access Revocation and Reauthorization: Review Access

- After searching for a user, the IOwA or IOwA Authorizer can select Review Access for access revocation and reauthorization on behalf of their organization.
- IOwAs can ONLY review access for role authorizations that they are permitted to add. If the selected user has none, EDIAM will inform the IOwA that this user has no authorizations for their review.


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EDIAM Authorization - DEVSQL

Enter complete User Id of User

(Exact User Id only search done for security reasons)

User found for User Id provided

Actions	User Id	First Name	Last Name	Email
Add User Role Review	daviduser	David	Reeg	david.reeg@state.mn.us

Access Revocation and Reauthorization Confirmation

On the Review Access Page:

- Select Reauthorize for all the user's roles to be reauthorized (resetting the days until expiration).
- Select Skip to take no action on the role at this time.
- Select Revoke for any role which should be revoked.
- Select Confirm to complete all of the selected actions for this user.


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EDIAM Authorization - DEVSQL

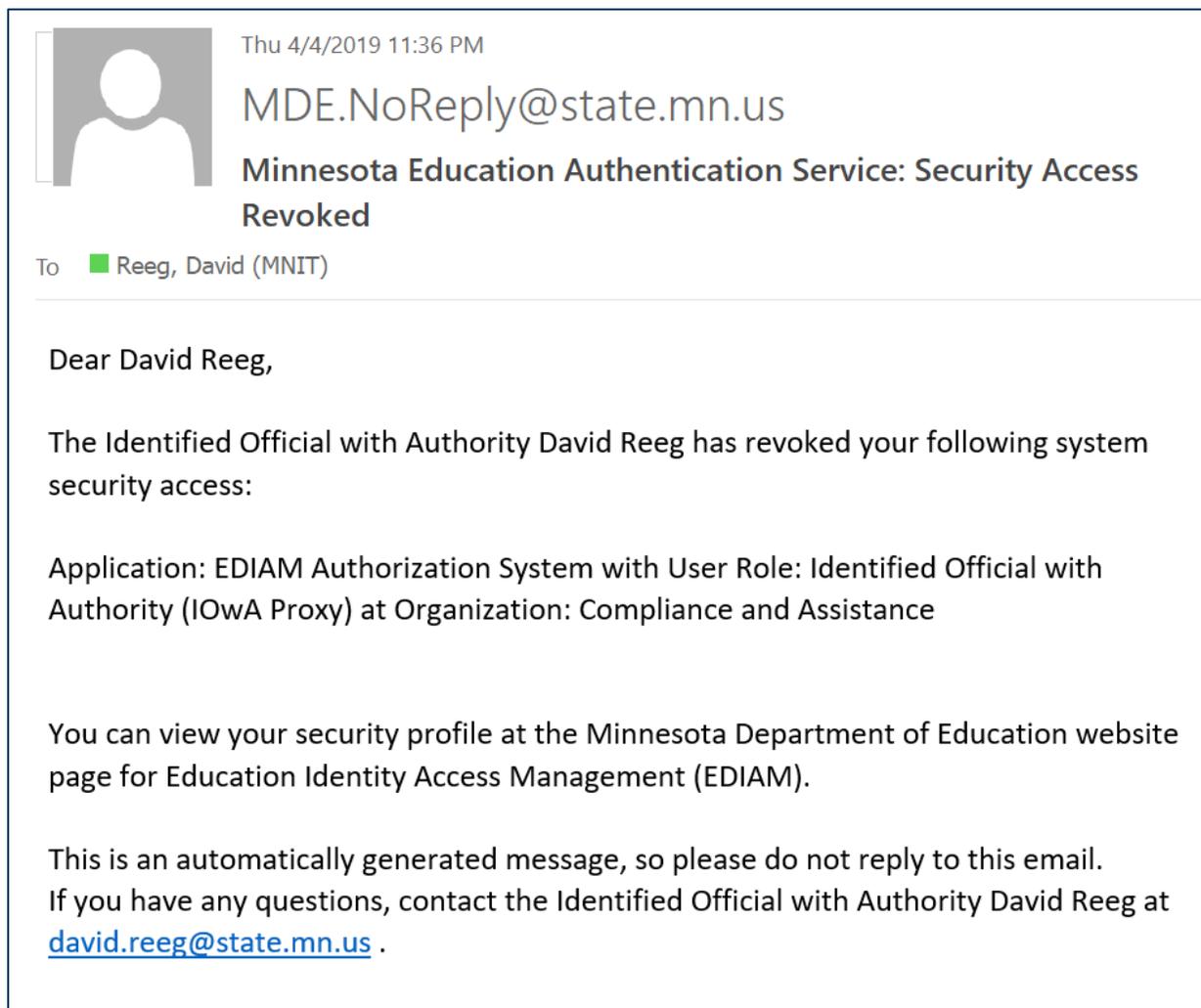
David Reeg (daviduser)

Authorize	Application	Role	Organization	Days Until Expiration	Notes
<input checked="" type="radio"/> Reauthorize <input type="radio"/> Skip <input type="radio"/> Revoke	ComplianceDataTracking	Helpdesk User	0010-99 Compliance and Assistance	20	
<input checked="" type="radio"/> Reauthorize <input type="radio"/> Skip <input type="radio"/> Revoke	Maltreatment of Minors (MOMA)	Help	0010-99 Compliance and Assistance	20	

Confirm
Cancel

Access Revoked Email Notification

- EDIAM Authorization sends an automated email notification to the user informing them when they have had user role(s) revoked.
- The email notification provides the user with contact information for the Identified Official with Authority (IOwA) who revoked the access.



Thank You!

David Reeg

MNIT Services partnering with Minnesota Dept. of Education

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