

# **iFileAudit**

**Version 4**

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## Introduction

iFileAudit is a security application for your IBM System i computer system which includes the i5, iSeries and AS/400. For applications that use the OS file system for database files, iFileAudit allows you to keep track of all file changes on a record-by-record and field-by-field basis. Using iFileAudit, you can easily track when file records were changed, what fields were updated and who made those updates. Field changes are captured whether they are made by a user or as a result of program process updates.

For the purposes of this documentation, your system will be referred to as an “**iSeries**” system. This term is used generically and applies to all systems in the System i family, including your **Power** system, **i5** system, **AS/400** system or your **iSeries**.

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## Overview

iFileAudit allows you to select specific files on your System i and track changes made to records in that file. These changes are tracked on a record-by-record and on a field-by-field basis. To start tracking changes to any file, you must first register the file within iFileAudit. Once a file had been registered, then you just need to activate tracking and iFileAudit will start tracking all changes.

To view file changes, you must first run an analysis step. Once this is done, you can then view those changes in a variety of views. You can look at changes on a strict chronological basis, you can view changes based on record key, field name or user profile.

When you have the software installed and before you start using it, we recommend that you check the global settings from the INSTALL menu, option #9, to make sure they are set correctly for your installation.

In addition to the terminal interface, iFileAudit is also web-enabled using an interface that is built on a web browser. When initially installed, iFileAudit supports the terminal interface. Additional installation and configuration work will be needed to use the web-enabled browser interface. Please review the separate documentation for this feature for more details including installation and configuration requirements.

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## Installation and Security

Specific installation instructions are covered in the section of this manual titled "Installation". To install your product on trial, follow those instructions. iFileAudit can be installed from distribution media supplied by Kisco Information Systems or from a download file from the Internet. The initial installation will allow iFileAudit to run on your system for a period of at least thirty days. At the end of the trial period, the software will no longer function.

When you decide to keep iFileAudit, you must send your payment to Kisco Information Systems. At that time, Kisco must know the full serial number for your system. If you are not sure of your serial number, you can display it by using the following command:

DSPSYSVAL QSRLNBR

When Kisco receives your payment and serial number, they will issue a password to you. This password, when applied, will certify your copy of iFileAudit and will permanently activate the software on your system. The password and certification instructions will be provided in writing by email.

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## Kisco Software Support

Kisco Information Systems software support is available from 7am to 6pm eastern time. You can reach software support with the following methods:

Phone: 518-897-5002  
Email: [support@kisco.com](mailto:support@kisco.com)  
Fax: 518-897-5003  
Mail: Kisco Information Systems  
89 Church Street  
Saranac Lake, NY 12983

Off-hours support can be provided for all registered customers with advance notification. Contact our support staff at least 24 hours in advance when you think you will need off-hours support and we will provide instructions for contacting us during that time. If you have unscheduled off-hours support needs, you should place a phone call and send an email request. Support is generally available during off-hours.

Kisco Information Systems provides unlimited software support during your first year of ownership. This includes the time during your free trial. Following the first year of ownership, there is a modest fee structure to maintain support for your software.

The Kisco support policy program works as follows:

1. First year support will continue to be FREE! This will include unlimited telephone

support, unlimited E-mail support, free release updates and free license transfers.

2. After the first year, an annual charge will apply for support and software maintenance.
3. The annual fee will be charged at the rate of 15% of the current selling price.
4. Support covered by this annual fee includes:
  - a. Unlimited telephone support (518-897-5002)
  - b. Unlimited E-mail support (Support@kisco.com)
  - c. Defect analysis and correction
  - d. Free updates to correct known defects (Kisco PTFs)
  - e. Free license transfers (when you upgrade to a different system)
5. Customers who are not on maintenance will be charged \$100 for each license transfer.

At the end of your first year of ownership, you will receive an invoice from us for your next year's maintenance charge. Non-payment of this invoice will be taken to mean that you decline maintenance.

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### World Wide Web Support

You can also use the World Wide Web to reach us and to obtain software support information. Just set your web browser to our web address at:

<http://www.kisco.com>

Support information specifically for iFileAudit can be found at this address:

<http://www.kisco.com/iframeaudit/support>

At our Website, you will find:

- Product information about all Kisco software products for the IBM Midrange market.
- Customer support information including:
  - ▶ Latest release level information for all products
  - ▶ Technical bulletins
  - ▶ Frequently asked questions and answers
  - ▶ Problem reports including iFileAudit PTF availability
  - ▶ Descriptions for recent enhancements to products
  - ▶ E-mail contact information for getting in touch with us

- Information about consulting services available from Kisco Information Systems.
- Registration for automatic notification about iFileAudit enhancements and changes.
- ..... and more

The first time you visit the Customer support section of our website for iFileAudit, be sure to register for automatic notification. Once you are registered, we will automatically send Email notices to you about upgrades, enhancements and fixes for iFileAudit as soon as they become available.

We invite you to visit our Website, use the contact features to let us know what you think. We're always looking for ways to better serve you, our customer.

## The Master Menu

The main menu used by iFileAudit is called MASTER and is found in the library FILAUD. There are several ways to display the menu. You can issue the following GO command from any terminal command line:

```
GO FILAUD/MASTER
```

This method does not require that the library name be added to your library list. You can also add the library to your library list and display the menu with an easier format. To add the library to your library list and display the menu, enter the following two commands:

```
ADDLIBLE FILAUD
GO MASTER
```

The main iFileAudit menu appears as follows:

```

Session D - [24 x 80]
File Edit View Communication Actions Window Help
QSECDFR MASTER Menu KISC05
Select one of the following:

  1. Work With iFileAudit File Registrations      WRKFILAUD
  2. Analyze File                                 FILANZ
  3. Display File Analysis                         DSPFILA

  6. Purge File History                           AUDPRG
  7. Print Audit Report by Date & Time            RPTFILD1
  8. Print Audit Report by User, Date & Time      RPTFILD2
  9. Print Audit Report by Field, Date & Time     RPTFILD3
 10. Print Audit Report by Key, Date & Time       RPTFILD4
 11. Print Audit Report by Key, Field, Date & Time RPTFILD5

 15. Export File Information                       EXPFILINF
 16. Start Automatic Analysis                     STRIFAQ
 17. Stop Automatic Analysis                     ENDIFAQ
 18. Display Auto Analysis Status                DSPIFAQ

 20. To Install Menu                             (c) 2006-2009 Kisco Information Systems

Selection or command
==>
MA d 23/007
I902 - Session successfully started hp LaserJet 1320 PCL 6 on DOT4_001

```

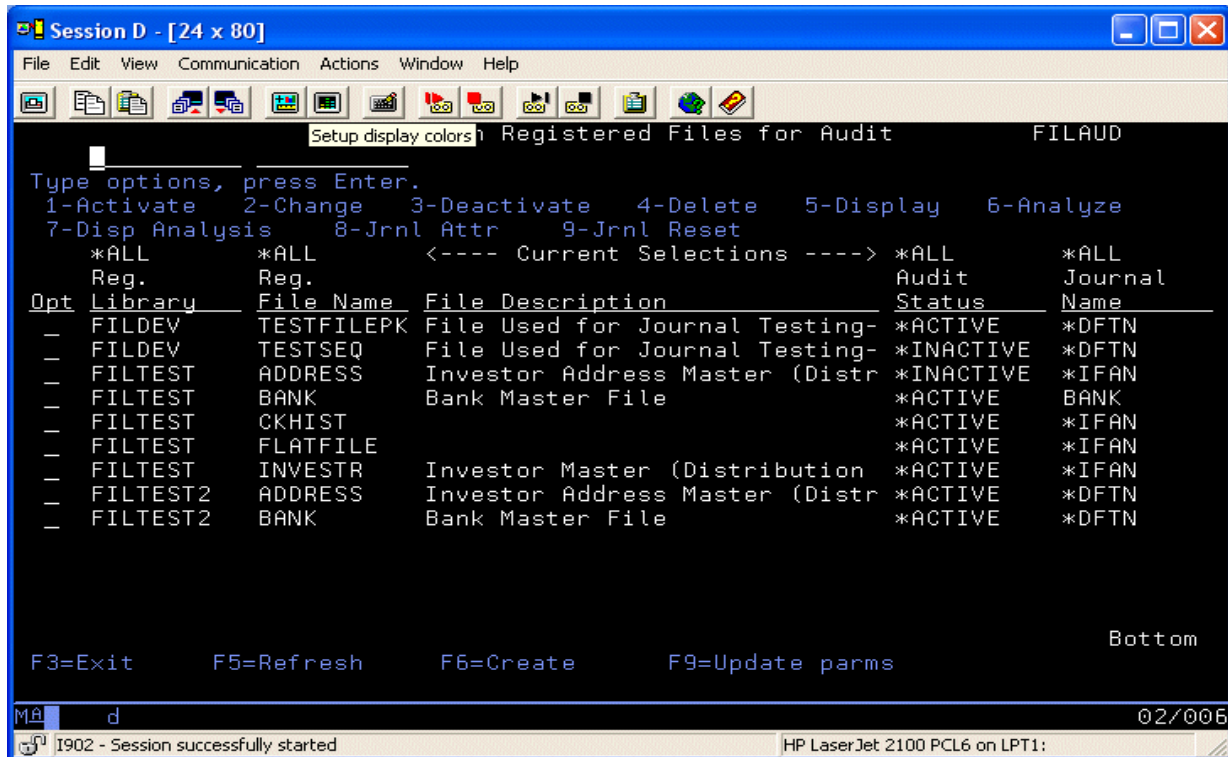
Each menu option handles the following functions. The right margin of the menu display shows the command that is run by that option. All commands are located in the application library named FILAUD. Each function is described in more detail later in this manual:

1. Work With iFileAudit File Registrations Lets you work with file registrations in iFileAudit.

- |   |  |
|---|--|
| 2. Analyze File                                   | Processes the iFileAudit file analysis for a registered file.  |
| 3. Display File Analysis                          | Displays the results of the file analysis with multiple views of the data available.   |
| 6. Purge File History                             | Lets you purge old audit information on a file by file basis.  |
| 7. Print Audit Report by Date & Time              | Prints an audit report for a file in chronological sequence.   |
| 8. Print Audit Report by User, Date & Time        | Prints an audit report for a file by user and time sequence.   |
| 9. Print Audit Report by Field, Date & Time       | Prints an audit report for a file by field and time sequence.  |
| 10. Print Audit Report by Key, Date & Time        | Prints an audit report for a file by record key and time sequence.   |
| 11. Print Audit Report by Key, Field, Date & Time | Prints an audit report for a file by record key, field name and time sequence.   |
| 15. Export File Information                       | Lets you extract information about a file that you are tracking into a normalized database file for your own use and reporting purposes. |
| 16. Start Automatic Analysis                      | Starts the automatic file analysis process to run on a scheduled basis.  |
| 17. Stop Automatic Analysis                       | Stops the automatic file analysis process currently running.   |
| 18. Display Auto Analysis Status                  | Displays the current status of the automatic file analysis feature.  |
| 20. To Install Menu                               | Switches to the iFileAudit Installation tasks menu.  |

## Work With File Registrations

To start tracking a file within iFileAudit, you must first register the file and then activate the tracking status for the file. This process is controlled from option #1 on the MASTER menu. When you start this option, the following screen will be displayed:



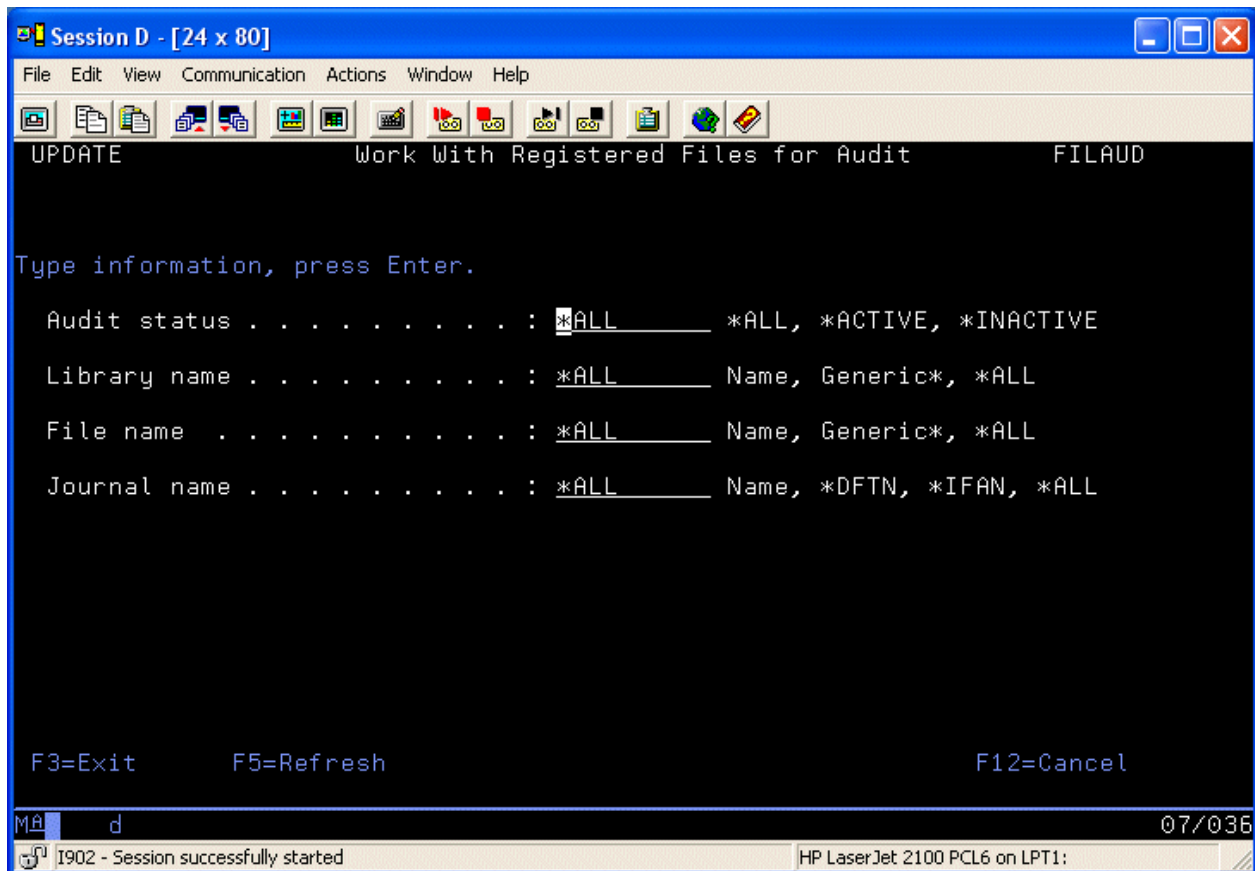
Initially, this display will come up with no items listed. To create your first entry, press the F6 key. Once you have entries defined, this screen will describe the file and tell you the current status of the file. If a file is showing as \*INACTIVE, that indicates that the file has been registered but it is not currently tracking activity. If a registered file is displayed in red on this screen, that indicates that the file is no longer present on your system.

The following options can be used on files that are registered to iFileAudit:

- 1 Will activate a registered file for tracking purposes.
- 2 Will allow you to make changes to certain descriptive fields for the file.
- 3 Will deactivate a registered file to stop tracking processing.
- 4 Will delete a registered file. The file must be at inactive status before it can be deleted.
- 5 Will display descriptive information for the file.

- 6 Will run the iFileAudit analysis process based on the current tracking information stored for the file.
- 7 Will display the tracking information on file from the most recent analysis process.
- 8 Will display information about the system journal objects being used for change tracking purposes.
- 9 Will reset the journal registration for the file. This should be used if a file is recompiled due to file changes and journalling needs to be reactivated. If a file journal is no longer active, it will display in yellow on this screen.

You can limit the number of files that are displayed from this option by applying filter selections. To change the selections, press the F9 key and the following will be displayed:



Fill in the selection criteria that you want applied and press ENTER. The display will now only show those files that meet the filter selection rules. You can start the display with filters in place by using the WRKFILAUD command. Type the command on the command line and press the F4 key to prompt the parameters.

When you press the F6 key to register a new file for tracking purposes, the following screen will be displayed:

```

Session D - [24 x 80]
File Edit View Communication Actions Window Help
ADD Work With Registered Files for Audit FILAUD
Type information, press Enter.
Registered Library . . . _____ F4 List
Registered File Name . . . _____ F4 List
File Description . . . _____
Status . . . . . *INACTIVE
Journal Library . . . *DFTL *DFTL, *IFAL, Library name
Journal Name . . . *DFTN *DFTN, *IFAN, Journal name
File Record Length . . .
Journal Setup . . . Kisco
Journal Type . . . Full Support
Last Trans Post Date . .
Last Trans Post Time . .
File Key Type . . .
Include Activity Type . Adds: X Deletes: X Mgmt: X Changes: X
Record lvl changes only? *NO *NO, *YES
User Profile Selection . *INCALL *INCALL, *INCLUDE, *EXCLUDE
Collect record Reads? . *NO *NO (Recommended), *YES
iFileAudit Member . . . Current # of records in member: 0
Current File Level . . .
F3=Exit F5=Refresh F8=Key Maint F9=Field Maint F12=Cancel
F14=User Selection F16=Read Filters
MA d 04/02
I902 - Session successfully started hp LaserJet 1320 PCL 6 on DOT4_001

```

To register a file, you will only need to supply the name of the file and the name of the library where the file is stored. When you have completed these two fields, press ENTER and the other fields specified will be filled in. If you are not sure about the library name or the file, you can use the F4 prompt key to see a list of libraries or files that are available on your system. When you find the library or file you want to register, select it using option '1' and the name will be posted on your file registration screen.

iFileAudit uses file journals available from the operating system (either i5/OS or OS/400). Choose the journal library and name as follows:

**\*DFTL/\*DFTN** Use this value to use default journal setup. If a journal already exists for the file, it will be selected and used. If a journal does not exist, one will be created with the same name as the file and it will be stored in the default journal library as specified on the WEBSET command. As shipped from Kisco, this library name is FILAUDJRN.

**\*IFAL/\*IFAN** To conserve some disk space, you may choose to use a special

shared journal set up by iFileAudit and stored in the default journal library. Multiple files can be journalled into the same journal objects and this will take advantage of this capability of the operating system. It will also give you fewer journals to manage. The journal objects in the default journal library are named IFAJRNL.

Library/Journal      To use a specific journal, enter the specific library and journal reference here. These must already exist on your system.

When registering new files, the only other variable that you should be concerned about is the option for “Record lvl changes only?”. The default shipped with iFileAudit is \*NO, but that default value can be changed from the INSTALL menu. If you leave this value set to \*NO, then full support for field level change information will be enforced by iFileAudit. For some customers, existing journals on their system do not capture both “before” and “after” file content images. When this happens, the effectiveness of iFileAudit is limited and a large number of additional analysis records are created by iFileAudit which are of dubious value to you. To adjust for this, you can tell iFileAudit to only create records that indicate which records were changed. This will save on disk space and eliminate a lot of information that is basically unusable. If at all possible, we recommend that you update your journals to allow storage of both the “before” and “after” images to allow for meaningful field level reporting.

After a file has been registered, you just need to activate it in order for tracking to start happening.

When you initially register the file, the file’s object description will be stored with the iFileAudit registration. You can change this once the file has been registered. In addition, several other fields are filled in to help describe the file as follows:

Journal Setup	If this is set to “Kisco”, then the journal is one that is set up by iFileAudit. If this reads “User”, then a pre-existing journal was found during registration and it is the one in use.
Journal Type	“Full Support” indicates that both “before” and “after” field images are available and supported. This is strongly recommended. If this reads “Partial Support”, then only the “after” field images are available and the usefulness of iFileAudit is limited. This will only happen when using your own pre-existing journals that are configured for this limited support.
Last Trans Post	These two fields will report to you the date and time of the last transaction analysis that has been run against this file. On a new registration, these will be blank.
File Key Type	If the file is keyed, this will read “Keyed File”. If the file is a sequential file, this will read “Sequential File, Key maintenance

allowed”. For sequential files, iFileAudit supports creation of a manual key to help you identify records in a sequential file. See the following section on function keys from this display screen. If a sequential file has had a key manually entered, this field will show as “Manually Keyed File”.

Include Activity Type	These are four fields that give you options for what kind of file activity you will be tracing. The default when you first register a file is to track all activity types by placing the letter ‘X’ in each of these fields. If you want to remove some of these activity types, you can remove the ‘X’. The four file activity types are as follows:
Adds	You are tracking records added to the file
Deletes	You are tracking records that are deleted from the file
Mgmt	You are tracking management changes made to the file
Changes	You are track record content change made to the file
Record lvl changes only?	It is strongly recommended that you leave this parameter set to the default setting of *NO.  For those customers that have pre-existing journals and those journals are only capturing "after" record images, then you might want to consider changing this value to *YES as the detail field level changes will not have much meaning as reported by iFileAudit.
User Profile Selection	Choose one of the following options:
*INCALL	This is the recommended setting. When set this way, all updates to the file will be captured by iFileAudit, regardless of the user profile used to make the update. If you are tracking file changes for security purposes, this is the setting you must use.
*INCLUDE	This option will let you specify a list of user profiles for iFileAudit to be included for file tracking. Once this parameter is set, then you must use the F14 option to create and maintain the user profile selection list.
*EXCLUDE	This option will let you specify a list of user profiles for iFileAudit to exclude from file tracking. Once this parameter is set, then you must use the F14 option to create and maintain the user profile selection list. All user profiles will be selected by

iFileAudit except those that are on the list.

- Collect record reads? This option controls whether or not you want to collect and report on record read operations on the registered file. Please review the separate section of this documentation about this feature. Kisco recommends that you set this to \*NO initially and then that you fully review how the feature works and consider the cautions about its use before activating it.
- iFileAudit Member This is an identifier for an internal name used by iFileAudit and may be requested from you by Kisco support staff in the event of support issues for the product.
- Current File Level This shows you the current file level identifier registered to iFileAudit. If the actual file level identifier for the file changes, then the next time the file is analyzed, iFileAudit will automatically adjust itself to the new file level identifier.

From this screen, you can choose three function key options to further tailor how iFileAudit treats the file you are registering.

F8 - lets you build your own record key on a sequential file.

F9 - lets you change iFileAudit processing for specific fields by letting you exclude some.

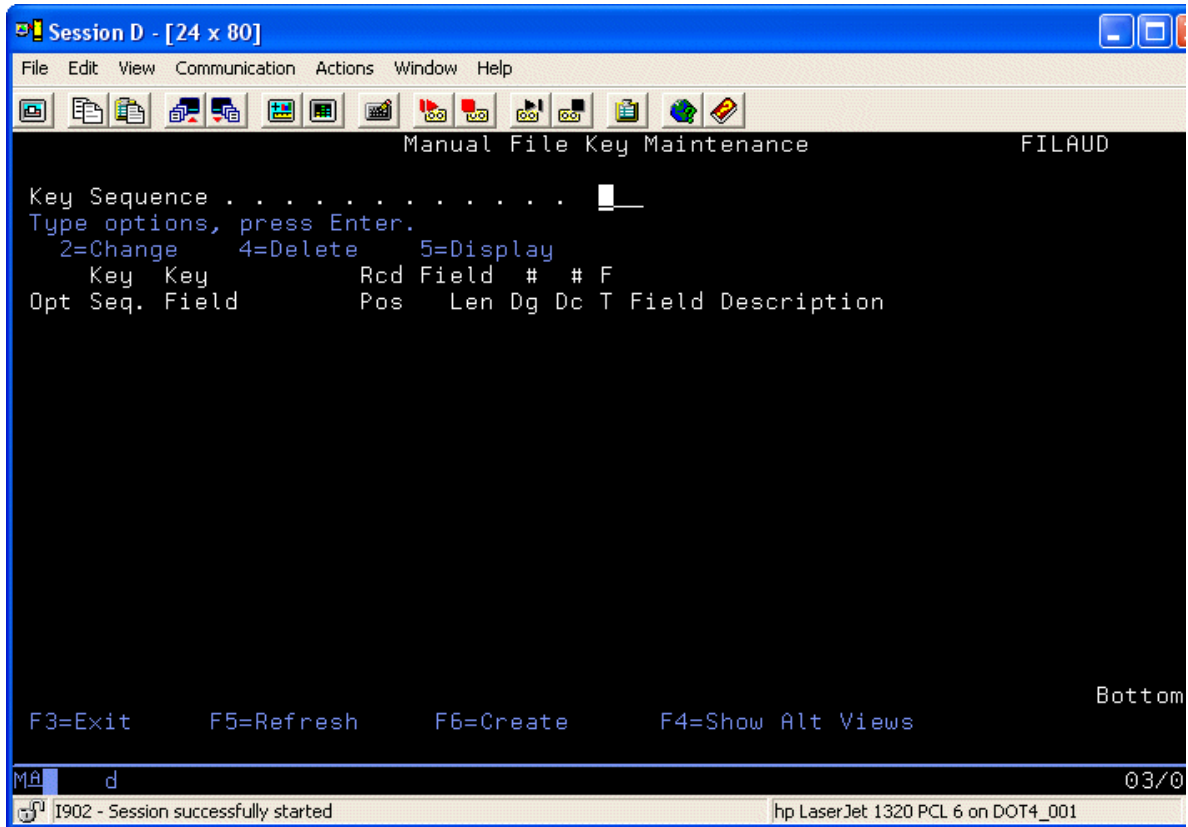
F14 - lets you build a list of user profiles for include/exclude filtering

F16 - lets you make changes to the read tracing filters set for this file

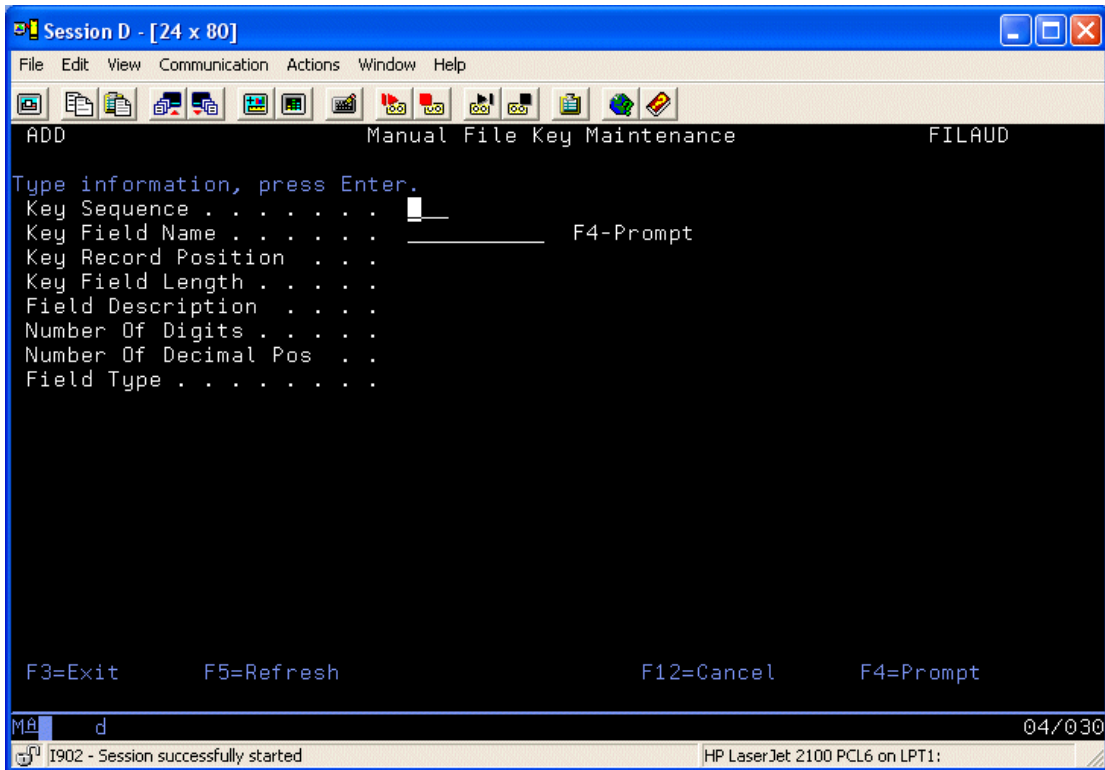
See the following sections for more information on each of these functions.

## Key Maintenance

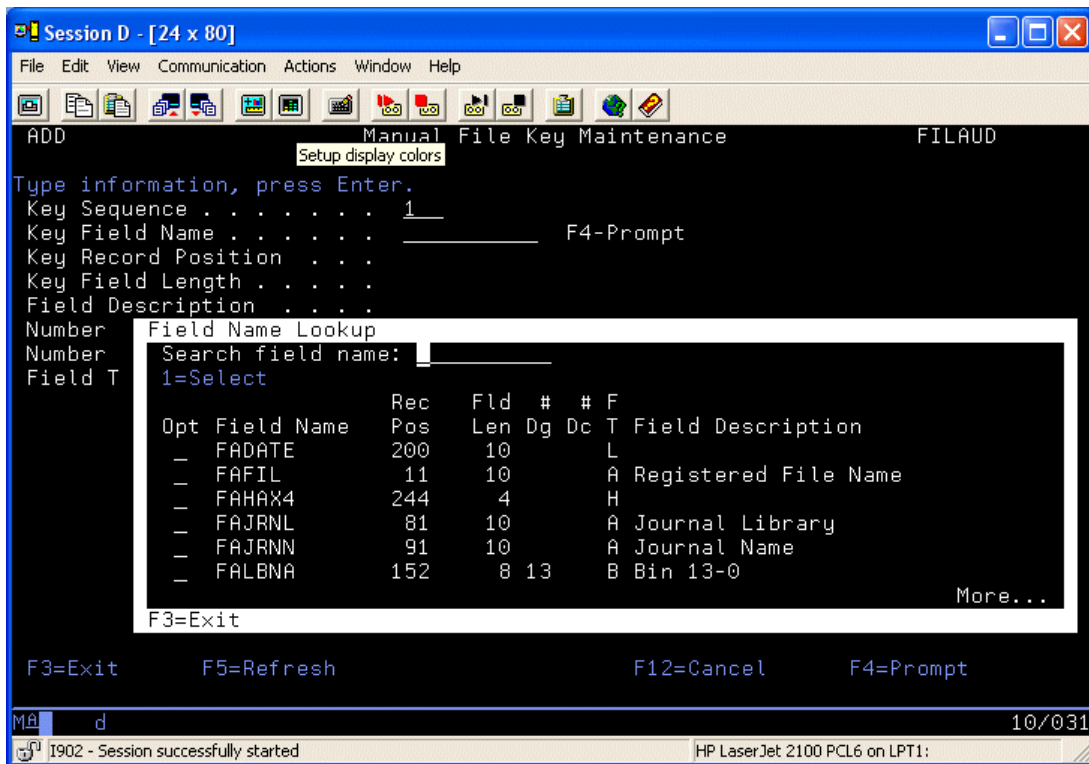
For sequential files, iFileAudit gives you the ability to define a key structure for the file using existing fields in the file. Without a key structure defined, records changed in a sequential file are only identified by their relative record number. When you select the F8 option for a sequential file, the following display will appear:



From here, you can build a manual record key using fields that are available in the registered file itself. To select a field to be used as the key (or part of the key), press the F6 key and the display on the next page will appear:



The key sequence field controls the position of the field within the key. Assign these values sequentially starting with the number one. To choose field names, position the cursor in the Key Field name and press the F4 key. A field selection window will appear as follows:



If your non-keyed file has associated logical files that contain key structures, you can ask iFileAudit to locate and list all of these logical files by using the F4=Show Alt Views functions from the initial key maintenance screen. To use one of these key structures, just select the one you want from the list and iFileAudit will automatically adapt to that key structure.

## Field Exclusion

For some customers, there may be critical fields that you are interested in and other fields that you are really not interested in tracking using iFileAudit. You can optionally decide to exclude specific fields from processing by the iFileAudit analysis function.

To access the field exclusion options for a file, press the F9 function key.

When you select the F9 Field Maintenance option, the following will be displayed:

```

UPDATE                               Field Selection Maintenance                               FLDMNT

Input buffer position . . . . .
Type options, Press enter.
2=Change    4=Delete    5=Display

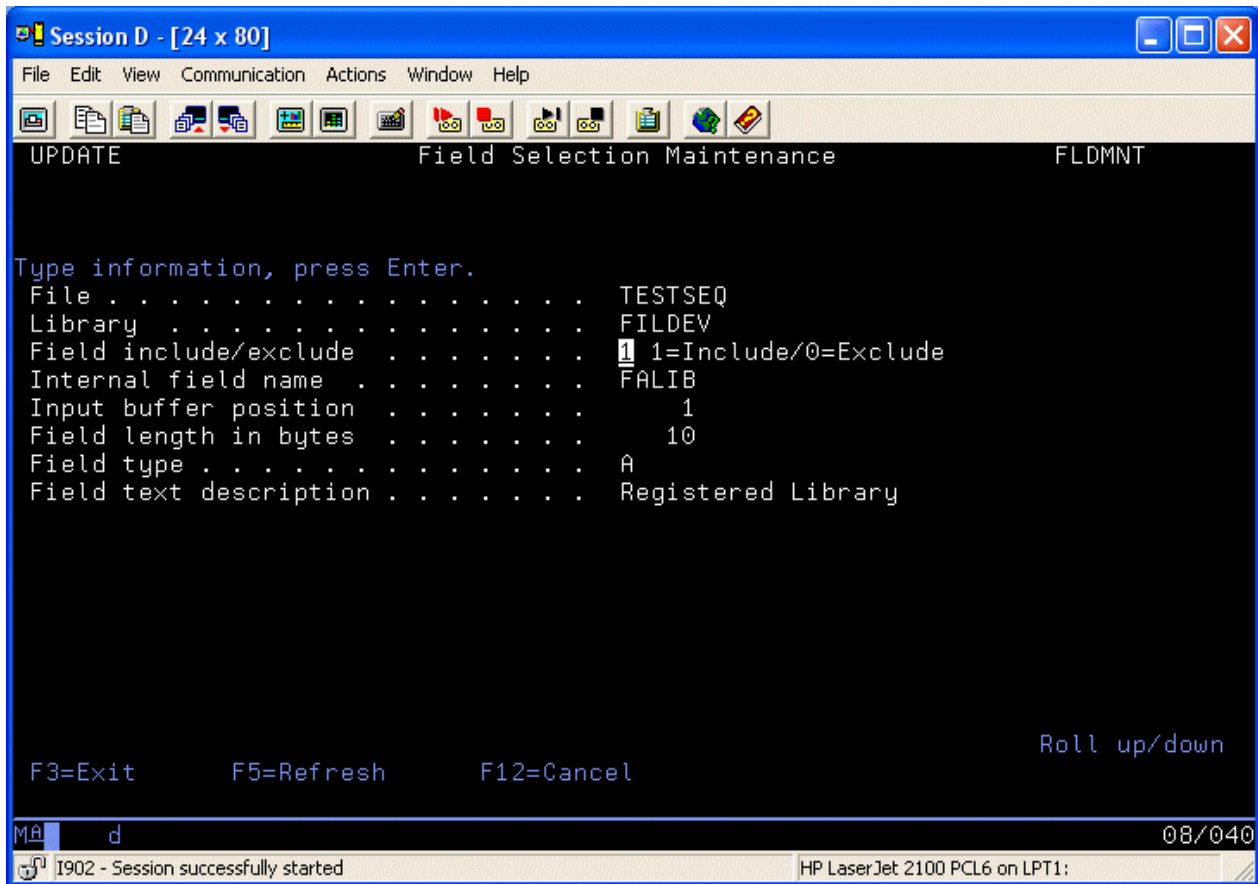
Opt File      Field Name  Inc  Rec  Pos  Len Typ  Field Description
-  -  -  -  -  -  -  -  -
  TESTSEQ    FALIB      1    1   10  A   Registered Library
-  TESTSEQ    FAFIL      1    11  10  A   Registered File Name
-  TESTSEQ    FATEXT     1    21  50  A   File Description
-  TESTSEQ    FASTS      1    71  10  A   Status
-  TESTSEQ    FAJRNL     1    81  10  A   Journal Library
-  TESTSEQ    FAJRNN     1    91  10  A   Journal Name
-  TESTSEQ    FALREC     1   101  5   S   Record Length
-  TESTSEQ    FALBN1     1   106  2   B   Bin 4-0
-  TESTSEQ    FALBN2     1   108  4   B   Bin 5-0
-  TESTSEQ    FALBN3     1   112  4   B   Bin 6-0
-  TESTSEQ    FALBN4     1   116  4   B   Bin 7-0
-  TESTSEQ    FALBN5     1   120  4   B   Bin 8-0
-  TESTSEQ    FALBN6     1   124  4   B   Bin 9-0
-  TESTSEQ    FALBN7     1   128  8   B   Bin 10-0

F3=Exit    F5=Refresh    F6=Add mode
All records processed successfully - continue

MA d                                           08/003
I902 - Session successfully started           HP LaserJet 2100 PCL6 on LPT1:

```

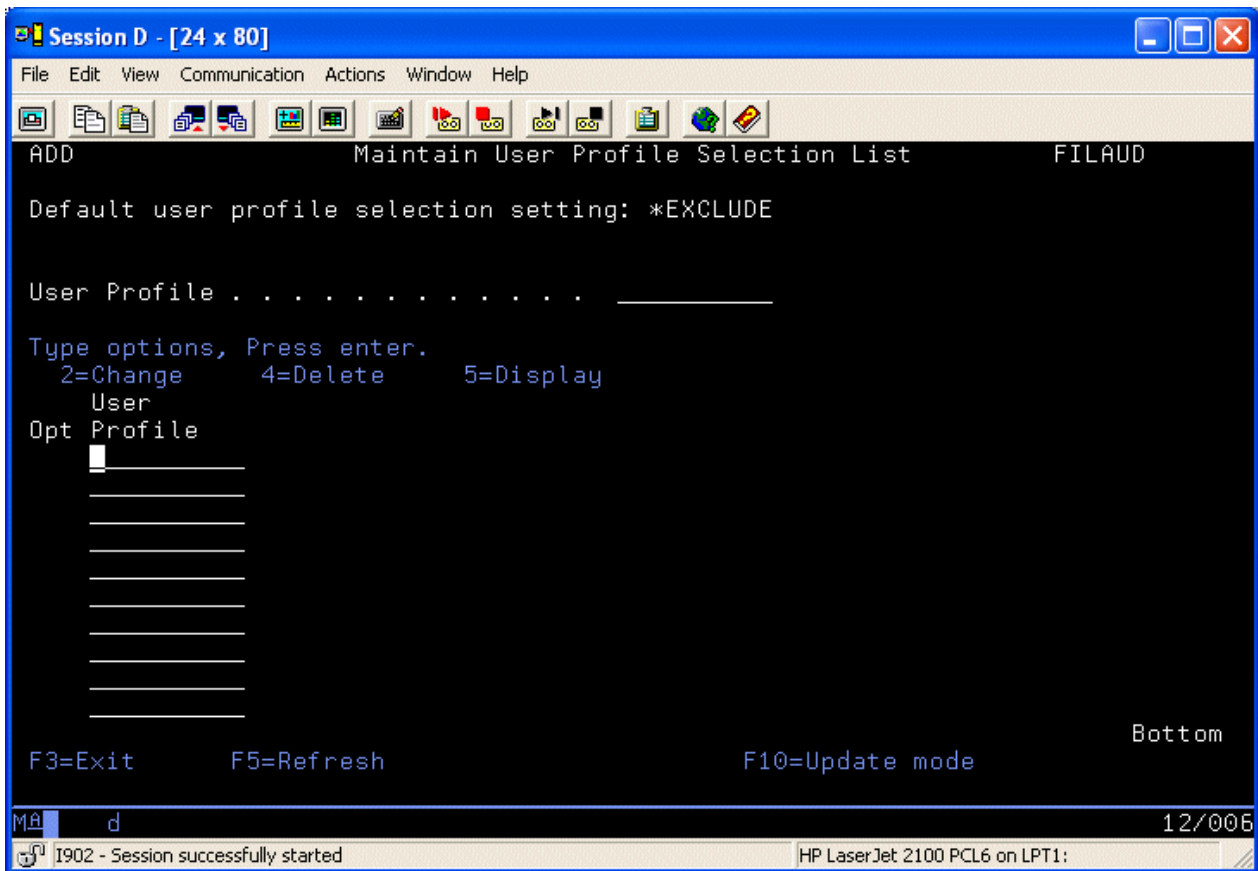
The default setting for all fields is that they are automatically included in the iFileAudit analysis process. To exclude a field, find it in the field list and place a 2 next to it. Press ENTER and the display on the following page will come up:



The only field that you will have access to is the Field Include/Exclude field. Leaving the value set to '1' will include the field in the iFileAudit analysis process. Changing the value to '0' will exclude the field from all iFileAudit processing.

## User Profile Selection

iFileAudit will let you control which user profiles are included in the analysis process. The default setup option of \*INCALL will include all user profiles and no additional setup is needed. If you want to only include certain user profiles or exclude certain profiles, then you must change this option to either \*INCLUDE or \*EXCLUDE. When you have done this, then use the F14 function key to bring up the following screen where you can enter the user profiles you want to either include or exclude from processing:



From this screen, you can enter user profiles and build a list of include or exclude profiles. After this is done, whenever you run an analysis process, these user profiles will either be included or excluded from the analysis depending on the global option set for this file.

### Additional Commands

In addition to the menu options already documented, iFileAudit contains two more standard commands that will help with registering files and updating the registration status of files. Both of these commands let you work on multiple files with a single processing of the command.

The two additional commands are:

    Create iFileAudit Registration (CRTIFAREG)

    Work with iFileAudit Status (WRKIFAREGS)

The Create iFileAudit Registration (CRTIFAREG) command will help you when initially setting up iFileAudit. Using this command, you can register multiple files in a library (or all files) with a single call of the command. You can also, optionally, activate iFileAudit tracking on the files during the registration process.

The Work with iFileAudit Status (WRKIFAREGS) command lets you activate or deactivate iFileAudit tracking on multiple files in a library with a single call to the command. When deactivating files, options are provided to also remove the file registrations giving you an easy way to perform mass updates to your registered files if needed.

To use either command, add the iFileAudit application library to your session library list with the following command:

    ADDLIBLE FILAUD

The type in the command you want to use and press the F4 key to prompt the parameters.

## Read Tracing Feature

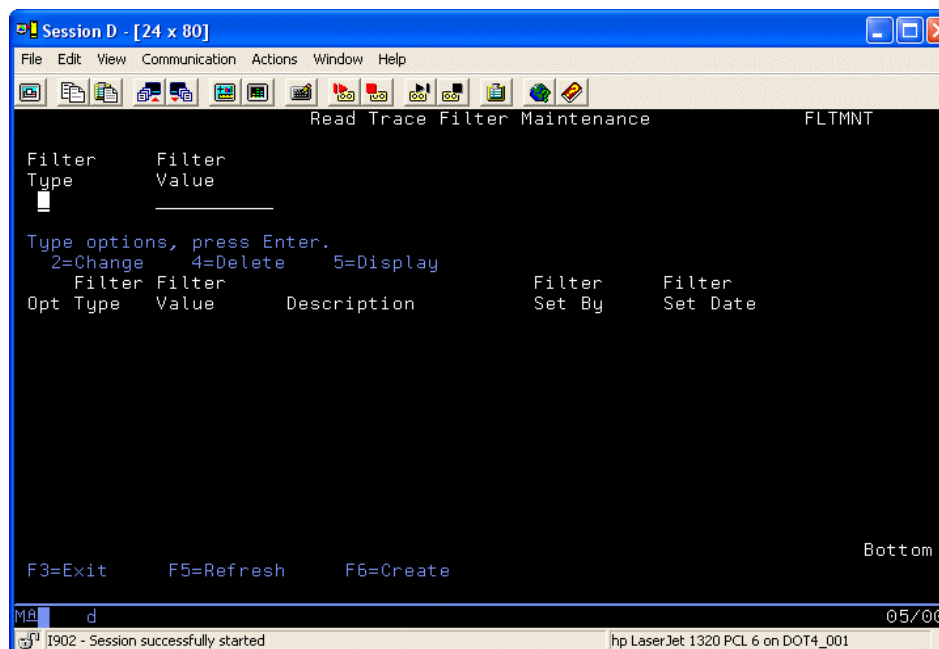
Several customers have requested that we provide the ability to trace when specific files have been read, even when they have not been updated. This is required for additional security concerns to know if specific users or jobs are looking at specific records.

Release 4 of iFileAudit implements this feature. When you first register a new file, the default for this feature is that read tracing will not be performed on a file. In order to activate the feature, you must select the registered file and then change the setting to activate read tracing. You should be aware that when you activate read tracing for a file, a trigger program is registered for the selected file. From that point, whenever a read operation is performed on the file, the trigger program will be called. This could have a negative effect on application performance and we recommend testing the feature for a file before you adopt it in normal production.

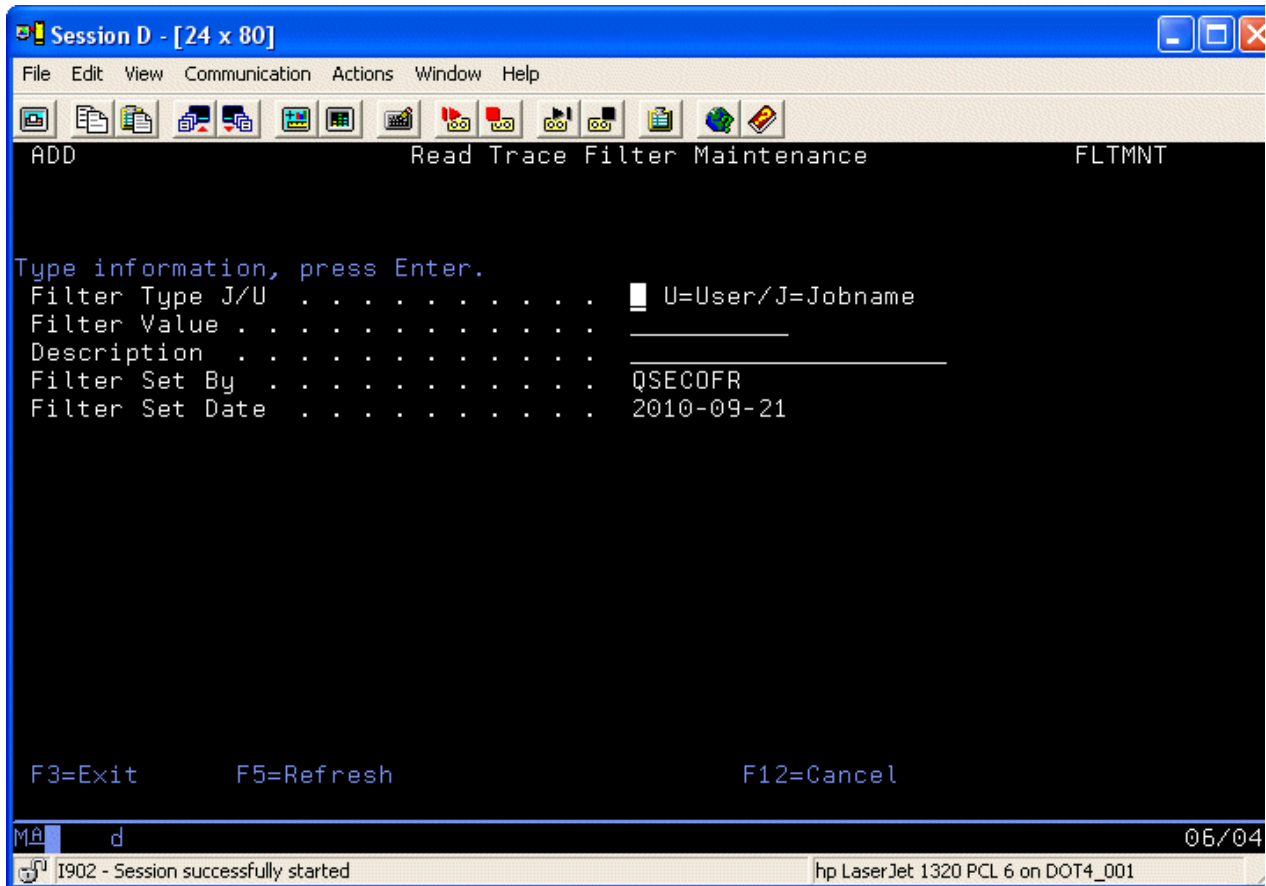
Before activating any files for read tracing, you should review the options on the IFASET command (option #9 on the INSTALL menu) that affect how read tracing is processed. Review these options before you get started.

Read tracing requires filters to be put in place. Using the options on the IFASET command, you can specify how these filters will be treated. We recommend that you configure read tracing to ignore all reads performed in a batch environment. You must also include specific selections by user profile and job name. If you select by user profile (\*INCLUDE on the IFASET option), then you must set up to ignore job name (\*EXCLUDE). If you select by job name, then you must ignore given user profile.

When you activate read tracing from the Work With File Registrations option (option #1 on the MASTER menu), the following filter screen will be displayed:



Initially, this screen will be blank as shown here. When initially setting up a file for read tracing, you are required to enter at least one filter record. You can create filter records for user profiles or for job names. To create a new record, use the F6 option. When you select to create a new filter record, the following screen will be displayed:



Fill in the three entry fields as follows:

- |                 |  |
|-----------------|--|
| Filter Type J/U | Enter the type of filter record. J indicates this is a job name filter. U indicates that this is a user profile filter.      |
| Filter Value    | If you are entering a job name filter, enter the job name here. If it is a user profile filter, enter the user profile here. |
| Description     | Enter any descriptive information you want associated with the filter.   |

When these three fields have been entered, press ENTER and the previous list screen will be displayed..

As an example of how the read trace can be set up, if you want to trace all changes done interactively for a specific file by a single user profile, then you would set up to \*INCLUDE user profiles, \*EXCLUDE job names and ignore all batch update. Then, when registering the file and activating read tracing, you would enter a single user profile record for the user you want to follow.

Here is what the list would then look like if you were tracking update done under the user profile RICH:

```

Session D - [24 x 80]
File Edit View Communication Actions Window Help
Read Trace Filter Maintenance FLTMNT

Filter Type      Filter Value
|               |
|               |
Type options, press Enter.
 2=Change   4=Delete   5=Display
  Filter Filter           Filter   Filter
Opt Type   Value      Description   Set By   Set Date
_  U       RICH      Only for this user   QSECOFR  2010-09-21

F3=Exit    F5=Refresh  F6=Create

Bottom

MA d 05/00
I902 - Session successfully started hp LaserJet 1320 PCL 6 on DOT4_001

```

When file read activity is traced, keep in mind that all of the individual fields will not be captured by iFileAudit, just the record key for the file. Because of this, it is important that any non-keyed files have a key structure specified for them to make record identification easier.

### Analyze File

Once a file has been registered and activated, you will need to run the Analyze File option before you can see the tracking information. You can do this using option 6 from the Work With iFileAudit File Registrations display or you can select option #2 from the MASTER menu. When running from the menu, you will need to fill in the file name and library name. The analysis will then run and prepare the tracking information for viewing. If you want to analyze all files in a given library, the command supports the \*ALL option. To analyze a group of files, the command also supports the generic\* option. An option on the prompt will also allow you to run the analysis process in a job queue. If you leave this blank, then the analysis job will run immediately and tie up your terminal session until it is completed.

When running the file analysis from the menu option or the FILANZ command, you can also specify an optional purge for historical information stored for the file being tracked.

## Display File Analysis

Once the Analyze File process has been run, you can then display the results on-line. This can be done from option 7 on the Work With iFileAudit File Registrations display or by running option #3 on the MASTER menu. When you run it from the menu, you will have to enter the filename and library.

The initial file information display will appear as follows:

```

Session D - [24 x 80]
File Edit View Communication Actions Window Help
Display File Audit Details DSPFIL
FILDEV  PRODTEST  Test File
Start at Date/Time---> _____ / _____
Type options, press Enter.
  5=Display  6=Report

  Opt Record Identifier  Aud Update   Update   Field
  Cod Date       Time     Changed   Changed Field
  ---
  12 12            FA 2008-04-01 13.47.28 PMPDT    0001-01-01
  12 12            FA 2008-04-01 13.47.28 PMTCM    0000
  12 12            FA 2008-04-01 13.47.28 PMDCR    0001-01-01
  10 10            FU 2008-04-01 13.57.12 PLTNO    001
  10 10            FU 2008-04-01 14.01.04 PLTNO    003

F3=Exit          Bottom
F5=Refresh      F7=By User     F8=By Field    F9=By Key     F10=Key/Field  F11=Report
M@d 08/003
I902 - Session successfully started HP LaserJet 2100 PCL6 on LPT1:

```

This display will show you all of the file changes that have been made to this file in chronological order. For details about a specific change, place a 5 next to the line in question and press ENTER. A detail screen will be displayed. You can also use option 6 on any line to start a report prompt using the values for the record displayed.

From this screen, you can choose alternate views of the information that may help you to zero in on the specific information you are looking for:

- F7 Will display the information organized by the user profile
- F8 Will display the information organized by field name

- F9 Will display the information organized by the record key for the file
- F10 Will display the information by record key and field name for the file
- F11 Will start a report session for this information to produce this on a printed report

The detail information screen will provide you with detail information about the specific change. A typical detail screen might look like this:

```

Session D - [24 x 80]
File Edit View Communication Actions Window Help
DSPLAY          Display File Audit Details          DSPFIL
  PRODTEST     FILDEV          Test File

Type information, press Enter.
Library/File/Member . . . FILDEV          PRODTEST     PRODTEST     Keyed
Audit Type Code . . . . . FU Field update
Record Length . . . . . 2139
Record ID . . . . . 10
Update Date/Time . . . . . 2008-04-01 13.57.12.921008 Journal Seq:      25
Update By Profile . . . . . QSECQFR
Update By Job . . . . . KISCO2
Update By Program . . . . . QDZTD00001
Update By Job User . . . . . QSECQFR
Update Job Number . . . . . 354458
Field Name . . . . . PLTNO
Field Description . . .
Field Start Pos/Length . . . 4      2 Type: P Packed Decimal

Field Contents Change:
  Before: 000
  After: 001

F3=Exit      F5=Refresh      F12=Cancel      F9=Field Details

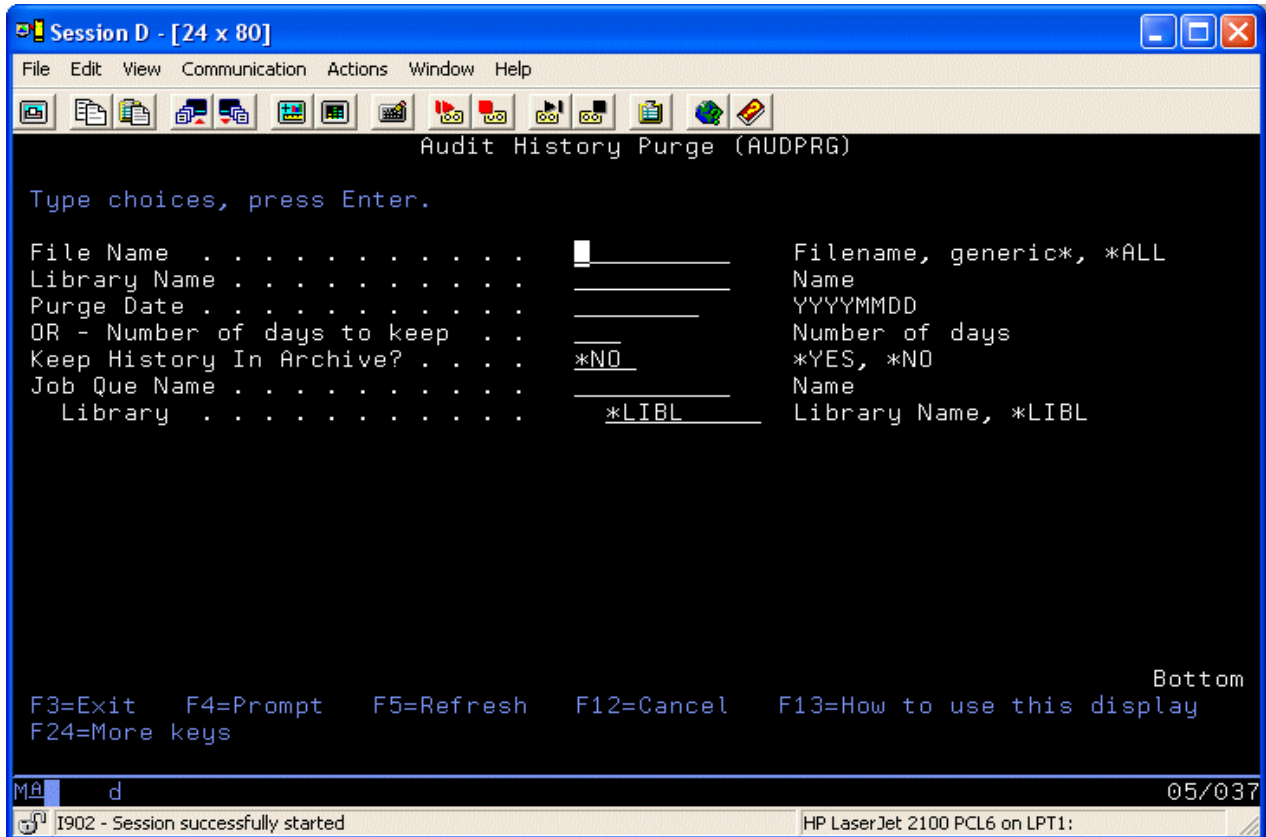
MA d 01/001
I902 - Session successfully started HP LaserJet 2100 PCL6 on LPT1:

```

Information on this screen will tell you the type of change that was made, a date and time stamp of when the change was made, the user profile that was used and the job name and program name that was used. Field contents will also be displayed. For new fields added and fields deleted, the field contents will be shown. For field changes, both the before and after field contents will be displayed as shown in this example.

Purge File History

Option #6 on the MASTER menu will let you remove audit information about a file from the history kept by iFileAudit. When you select this option, the following screen will be displayed:



Enter the parameters as follows:

- File Name                      Enter the name of the file for which you want to purge audit information from iFileAudit. To purge for all files in a library, use the special value of \*ALL. To purge a group of files in a library, use the generic\* option.
  
- Library Name                    Enter the name of the library where the file or files to be purged are stored.
  
- Purge Date                      Enter the purge date you want to apply in form YYYYMMDD. All record prior to this date will be removed from iFileAudit.
  
- Number of days to keep        If you prefer, you can enter this value instead of the previous parameter. You cannot enter both. If you choose this

parameter, enter the number of days (ie: 30) that you want to keep on file. Older records will be purged.

Keep History In Archive? If you change this value to \*YES, the purged audit history will be transferred to a member in file FAANZARC in the FILAUD library.

Job Que Name This optional parameter can be used to run the purge in a system job queue. If you leave it blank, the purge will run from your terminal session and tie up your session until it is completed.

When the parameters are set, press ENTER and the information purge will process. This purge uses a standard OS command object called AUDPRG which can be used in your own CL programs if you choose to automate this process.

When running this purge, make sure that no file analysis jobs are also running as they may not be run concurrently. Doing so will result in errors and unpredictable results. If you choose to implement the analysis and purge processes in your own CL programs, it is the user's responsibility to make sure that they do not conflict with one another.

## Reports

Using menu options 7 through 11 on the MASTER menu, you can run a variety of reports for iFileAudit information on the files that are registered and active. Each of these reports can be run for selected information. When you choose each menu option, it will prompt you for the file to be reported and the selection criteria for the specific report in question.

You can also run any of these reports from the analysis display function. Generally, the F11 function key will prompt for the report associated with the display. You can also use option 6 on the displayed record line to prompt for a report using the record values.

When running the reports from the menu options, you can request that the reported information be taken from the archived information and not from the current history. The default value for this is set to use the current information. This provides you with a method of accessing historical information that has been previously purged.



deleted and re-created during the export process.

Export To Library Name	Enter the name of the library where you want the export file placed.
Replace or add records	This option controls whether you add records to the output file or replace records that are already in the output file. Choose one of the following values:
*ADD	Exported records are added to the output file.
*REPLACE	Existing records in the output file are replaced with the new records from this export process.
Create file	Controls whether the output file is to be created during this export process. Choose one of the following values:
*NO	The output file will not be created. The file named must already exist before you start this export.
*YES	The output file will be created during this process. If a file already exists with the specified name, it will be deleted and rebuilt.
Starting Date	Enter one of the following values to specify the starting date for updates to be exported:
*CURRENT	Use today's date.
*START	Export for all transactions currently on file.
*YESTERDAY	Use yesterday's date.
*WEEK	Use the date from one week ago.
date	Enter a specific date in the format of YYYY-MM-DD, including the dashes.
Starting Time	Enter one of the following values to specify the starting time for record to be exported:
*AVAIL	Export for all transactions starting at midnight for the date specified in the STRDAT parameter.

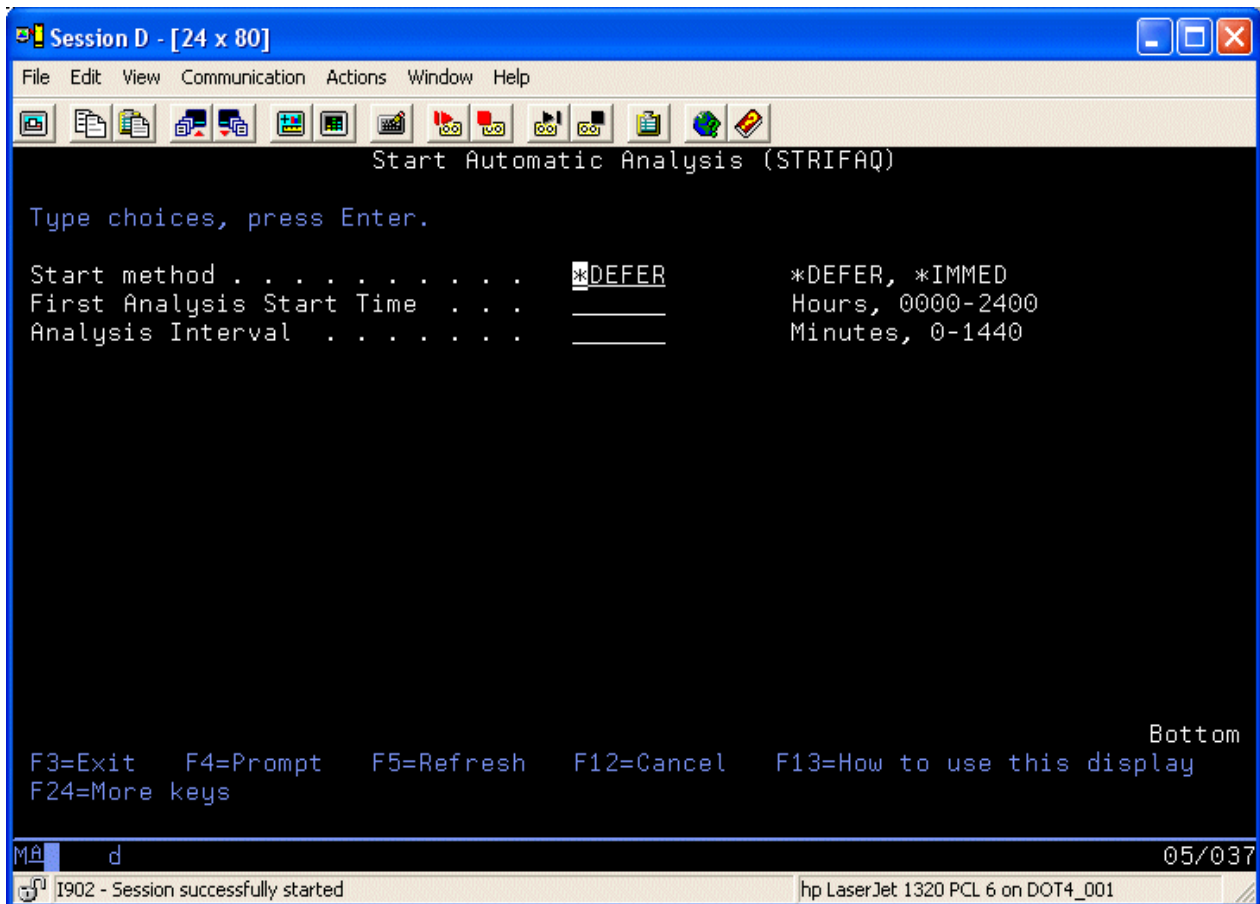
time	Enter a specific time in the format HH.MM.SS, including the dots.
Ending Date	Enter one of the following values to specify the ending date for updates to be exported:
*CURRENT	Use today's date.
*YESTERDAY	Use yesterday's date.
date	Enter a specific date in the format of YYYY-MM-DD, including the dashes.
Ending Time	Enter one of the following values to specify the ending time for updates to be exported:
*AVAIL	Export for all transactions through midnight for the date specified in the ENDDAT parameter.
time	Enter a specific time in the format HH.MM.SS, including the dots.
Job Que Name	To run the export on-line, leave this parameter blank. To run the export in batch, enter the name of the batch jobque you want to use (ie: QBATCH) and press enter. If you are using a jobque name that is not in your library list, change the second part of this parameter to the name of the library where the jobque is located.

The file created by this process is a normal database file that you can then use to create your own reports using Query/400, SQL, RPG programs or any other data handling utility that you prefer.

## Automatic File Analysis

iFileAudit works by periodically analyzing the journals for the files that have been registered and are at active status. With this version, Release 3, an automatic analysis process has been added to iFileAudit. Using this feature, a background task can be established and controlled that will periodically run the file analysis process for all registered files.

To start the Automatic File Analysis, select option #16 from the MASTER menu. The following prompt will be displayed:



Complete the parameter options as follows:

Start method

Choose one of the following options:

\*DEFER

Do not run a file analysis right away. Wait until the scheduled time specified in the next parameter.

\*IMMED

Run a file analysis right away.

First Analysis Start Time	Specify the time when you want the next analysis process to start. If you want to run the analysis once per day at 8pm, for example, enter the value "2000" here.
Analysis Interval	Enter a value in minutes for the time pause between when you want the analysis to run. If you want to run the analysis once per day, then enter the maximum number of minutes allowed, "1440".

When you complete the parameters and press ENTER, iFileAudit will activate a new subsystem on your system named IFILEAUDIT and a single job will be started named IFANAL. If you indicated that you want an immediate analysis done, all of your registered files will then be analyzed. If you indicated you wanted the analysis deferred, then the job will wait until the specified start time. In either case, once the analysis of all files has been completed, the job will go into a wait state for the analysis interval time period entered and then the analysis process for all files will be repeated.

To end automatic analysis processing, select menu option #17. The analysis task and the subsystem will be ended gracefully.

To view the current status of the analysis process, use menu option #18. The current status of iFileAudit automatic file analysis processing will be shown on your terminal session.

## Installation and Configuration

Before any iFileAudit functions will work, the initial install procedure must be run. iFileAudit can be installed from media received with a shipment from Kisco Information Systems or from a download file obtained from the Internet. If you received a direct shipment from Kisco, use the *Installation from Media* instructions. If you downloaded a file from the Internet, use the *Installation from Internet* instructions.

This installation procedure will only install the base support for iFileAudit when used with a standard terminal-based interface. To use the web-enabled features of iFileAudit from your web browser, you must do additional installation and configuration steps. Please see the separate documentation that arrived with your software for these instructions.

---

### Installation from Media

You can install iFileAudit by following these easy instructions:

1. Sign on using the QSECOFR user profile.
2. Check the following system values. They should be set as indicated here. If they are not, note the current settings then change them to these settings:

QALWOBJRST - \*ALL  
 QVFYOBJRST - value 3 or lower  
 QFRCCVNRST - value 0

3. Place the installation CD in your system's CD reader and key the following command:

**LODRUN DEV(xxxx)**

where xxxx is the name of your CD drive (normally "OPT01").

4. During installation, iFileAudit does the following:
  - Checks to see if this is a new install or an update install.
  - For update installs, the old iFileAudit program library is saved in library FILAUDOLD and history information is transferred to the newly installed library.
  - For new installs, the software is initialized for the free 30 days trial period.
  - Additional documentation is printed which covers topics that have been added or changed since this user documentation manual was last printed.
5. When the command finishes, the iFileAudit Master Menu will be displayed.
6. If you changed any system values at step #2, reset them back to their original values now.

When the procedure finishes, your copy of iFileAudit will be successfully installed for your thirty day trial period. At the end of the trial period, iFileAudit will cease functioning until either an extension password or a permanent password is entered. The additional documentation printed during the installation covers features and functions that have been added or changed since your copy of the manual was printed. Before using iFileAudit, please review this manual and the additional documentation in detail.

If you upgraded from an earlier release of iFileAudit, you may delete the library named FILAUDOLD created during the installation after you are certain that the new release is working to your satisfaction. Kisco recommends keeping the FILAUDOLD library on your system for a period of at least two weeks.

Before you start using iFileAudit for the first time, we recommend a full review of the documentation plus a review of the default values setup. This is done using the IFASET command from the INSTALL menu. These values should be set the way you want before you start using the product.

---

### Release Upgrade Installation

When Kisco Information Systems completes work on a new Release of iFileAudit, you will be notified of the availability for the new release. New releases are normally shipped on install media rather than via the Internet.

To install an upgrade from media received from Kisco Information Systems, follow the instructions provided along with the upgrade install media.

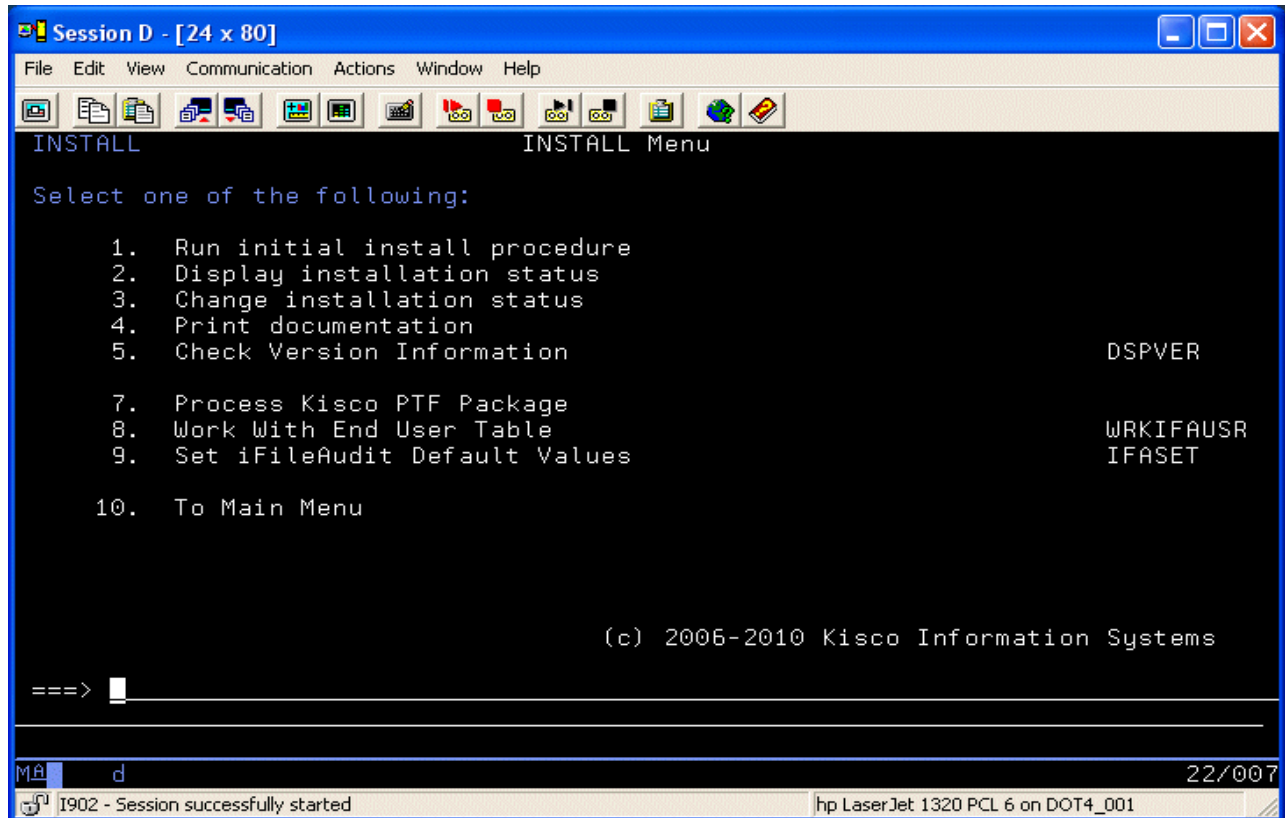
---

### Installation from Internet

We recommend that you use the install instructions from the iFileAudit Download web page. After you download the install file from the website, please print the Download page and use it for reference while completing the installation.

## The Install Menu

When you select item 10 from the main menu, the installation menu is displayed as follows:



Menu items perform the following functions. Each function is discussed in greater detail later in this document:

- |                                    |  |
|------------------------------------|--|
| 1. Run initial install procedure - | Do not use this option unless directed to do so by Kisco Support staff. This option is automatically run during normal install processing. |
| 2. Display installation status -   | Displays a screen showing the current installation status for the software.  |
| 3. Change installation status -    | Displays the current software installation status and allows for changes to be made.   |
| 4. Print documentation -           | Prints this documentation manual to the default print device.  |
| 5. Check Version Information -     | Displays information about the specific version of iFileAudit that is installed on your system.  |

- 7. Install Kisco PTF package - Allows you to process a corrective PTF package received from Kisco for program fixes.
- 8. Work With End User Table Lets you configure end user profiles to be able to access display and reporting functions within iFileAudit.
- 9. Set iFileAudit Default Values Lets you set up default settings for iFileAudit.
- 10. To Main Menu - Will display the iFileAudit MASTER menu.

### Display installation status

At any time, you can check the current installation status of your copy of iFileAudit by selecting this menu option. You must be signed on with security authority of QSECOFR or equivalent. The following screen will be displayed:

```

Session D - [24 x 80]
File Edit View Communication Actions Window Help
Free Trial -- Dynamic Software Security -- INSTALLATION Procedure

Installation for      FILAUD      Developer ID code  KISCO
Machine serial number 104A60F      Current Library    FILAUD
Sec.serial number    104A60F      Sec.install date.  070327
Machine run date.... 090625      Sec.expire date..  999999
Sec.partition....   001

Security Status PERMANENTLY INSTALLED...Z-003

Please enter:
Type of install .....  T for trial, or P for permanent
Install password .... Blank for trial, or permanent password
New expire date..... Blank for trial, or 999999 for permanen

Cm3,7-Return to menu      HELP      ENTER-process installatio

Free Trial (c)1990, 1992 Monahon
MA d 17/0
I902 - Session successfully started      hp LaserJet 1320 PCL 6 on DOT4_001

```

The message at the center of the screen indicates your current installation status. You should also check the Sec. expire date for an expired trial period. iFileAudit may still show as installed on a trial basis but, if the trial is expired, it will no longer function.

The following are the possible status messages that can appear on this display:

<u>Message</u>	<u>Explanation</u>
Z-001 NOT INSTALLED	Trial installation not started
Z-002 TRIAL EXPIRED	Trial period has ended
Z-003 PERMANENTLY INSTALLED	Software is permanently installed
Z-004 INSTALLED ON TRIAL	Software is installed on trial
Z-005 PASSWORD NOT ACCEPTED	Password keyed is not valid
Z-006 WRONG LIBRARY	Programs must run from our library
Z-007 PLEASE RUN TRIAL INSTALL	Must have trial install before perm.
Z-008 INVALID INSTALL REQUEST	Must be P or T
Z-009 INVALID SECURITY (REC#6)	Call Kisco
Z-010 INVALID SECURITY (NO ZZ)	Call Kisco

Z-011 INVALID SECURITY (HASH.) Call Kisco

### Change installation status

To make changes to your installation status, use this menu option. The changes processed can include both a trial period extension and permanent installation. You must be signed on with QSECOFR security authority or equivalent. When you select this option, the following screen is displayed:

```

Session D - [24 x 80]
File Edit View Communication Actions Window Help
Free Trial -- Dynamic Software Security -- INSTALLATION Procedure

Installation for      FILAUD      Developer ID code  KISCO
Machine serial number 104A60F      Current Library    FILAUD
Sec.serial number    104A60F      Sec.install date. 070327
Machine run date.... 090625      Sec.expire date.. 999999
Sec.partition....   001

Security Status PERMANENTLY INSTALLED...Z-003

Please enter:
Type of install .....  T for trial, or P for permanent
Install password .... : Blank for trial, or permanent password
New expire date..... : Blank for trial, or 999999 for permanent

Cm3,7-Return to menu      HELP      ENTER-process installatio

Free Trial (c)1990, 1992 Monahon
M d 17/0
I902 - Session successfully started      hp LaserJet 1320 PCL 6 on DOT4_001

```

### Trial extension

To extend a trial period, contact Kisco Information Systems and request an extension. We will provide you with an extension password and new expiration date. On the above screen, enter the following:

Type of install	Enter 'T' for trial
Install password	Enter all six digits of the extension password provided, including any leading zeros
New expire date	Enter the new expiration date in the format YYMMDD (ie: Jan 12, 2006 would be 060112)

When the parameter fields have been completed, press enter to reactivate your software.

### Permanent installation

To permanently install your software package, use the permanent password provided by Kisco Information Systems following receipt of payment. On the above screen, enter the following:

Type of install	Enter 'P' for permanent
Install password	Enter all six digits of the extension password provided, including any leading zeros
New expire date	Enter all 9's (ie: 999999)

When the parameter fields have been completed, press enter. Your software is now permanently installed.

### Print additional documentation

At any time, you can reproduce the additional documentation by using this menu option. A full copy of the additional documentation topics will be printed.

### Display Software Version Information

This menu option will display the current release level and PTF information for your version of iFileAudit. The developer may need to verify this when working with you on a support issue.

## Install Kisco PTF Package

iFileAudit supports distribution of program updates remotely via the Internet. When programs in iFileAudit are updated or program fixes are required, Kisco Information Systems can send the updates directly to you via the Internet. If needed, we will send E-mail to you with an attached PC file. This file, when loaded into a folder on your system, can be used to post program updates and changes to your copy of iFileAudit.

When you receive a PTF update package from Kisco, you will be given an eight character PTF Package Name. To load and apply the PTF to your system, follow these steps:

### Step# Instructions

1. Create a folder on your system named KISCO. You can do this with the following command:

```
CRTFLR FLR(KISCO)
```

Note: This folder only has to be created the first time you install a PTF.

2. From a PC that is attached to your system, move the PTF Package file that you received from Kisco into this folder. If you are not familiar with this process, please check the following URL at the Kisco website for specific instructions:

```
http://www.kisco.com/pctoflr.htm
```

3. Sign on to any terminal or terminal session as QSECOFR.
4. Make sure that no iFileAudit functions are in use and that no users are logged into any iFileAudit menu.
5. Type the following command:

```
FILAUD/KISPTF
```

and press the F4 prompt key. You can also choose option #7 from the INSTALL menu.

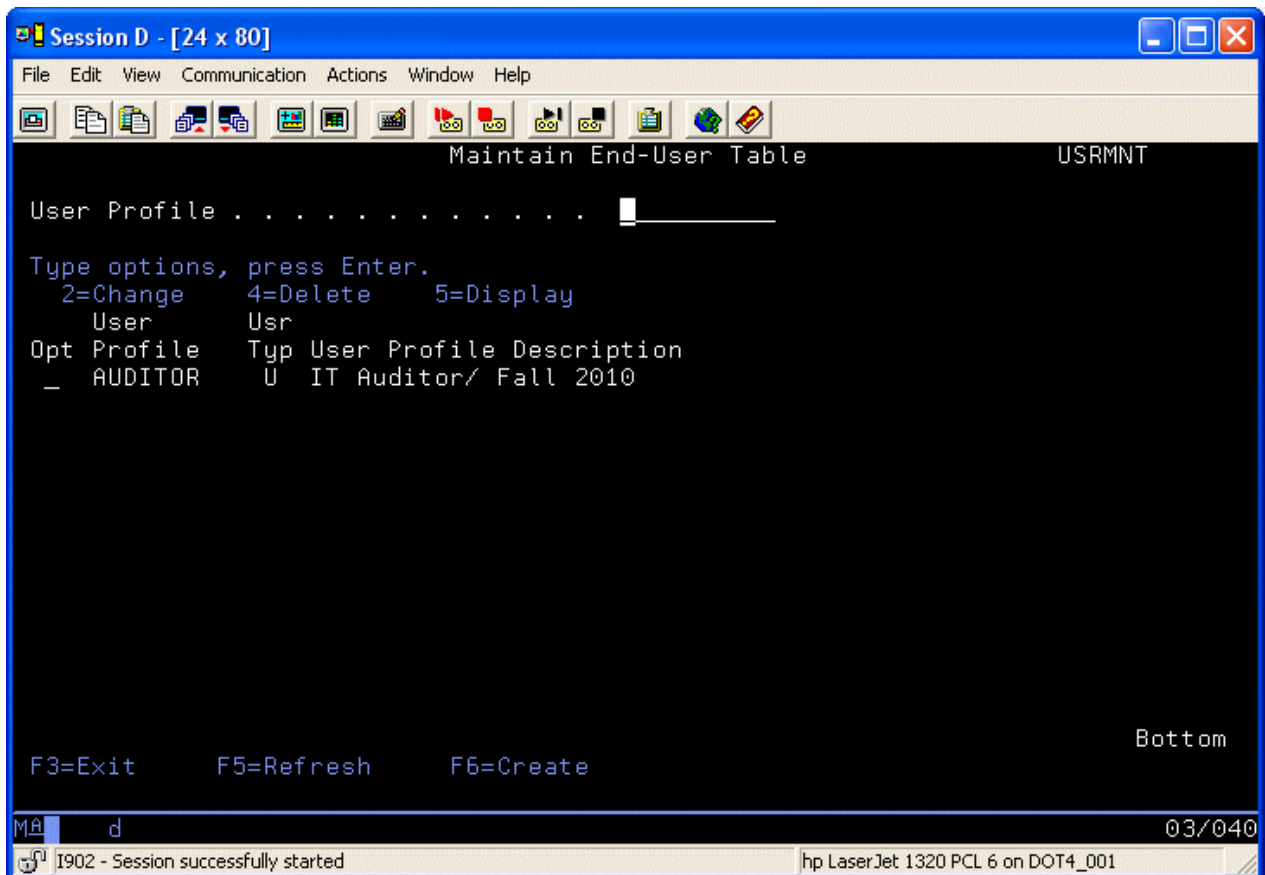
6. The command will prompt for two values. The first is the name of the iFileAudit application library and should not be changed. The second command must contain the eight character name of the PTF Package File. When both parameters are set, press ENTER and the PTFs will be loaded and applied to your copy of iFileAudit.
7. All Kisco PTFs are loaded so that the prior version of any program objects is saved. This will allow for the effects of a PTF to be reversed at a later time should a defect be identified in the PTF. This can only be done via direct instruction from a Kisco support

representative.

During the PTF installation process, one or two printouts can be created. The first of these will be the PTF Cover Letter Documentation. The second is optional and, if printed, will be a fresh update of the additional documentation topics for all iFileAudit changes. Kisco recommends that you read both documents before starting to use iFileAudit again.

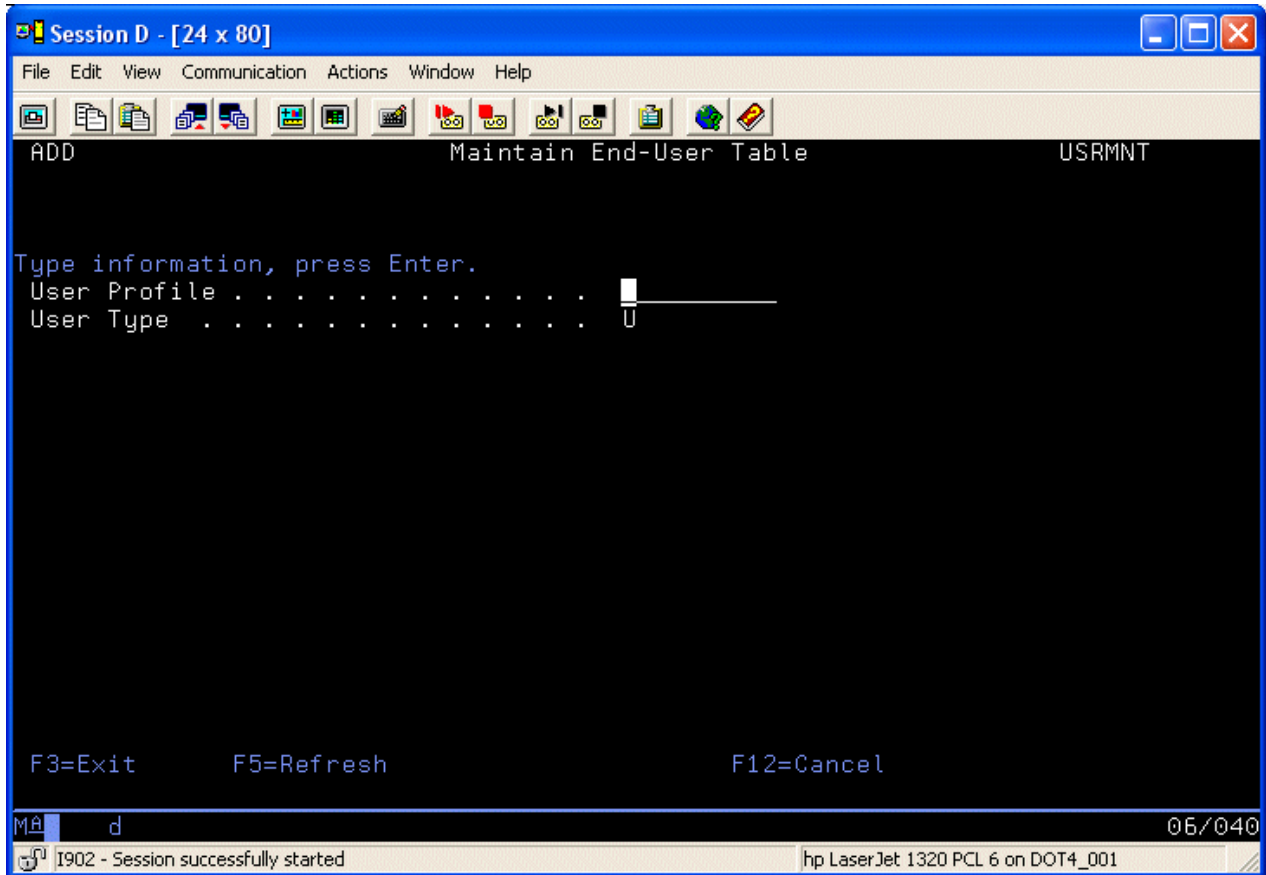
### Work With End User Table

As initially installed, iFileAudit can only be used by user profiles that are defined on your system as security officers. For some customers, there may be a requirement to allow end users with lesser permission to have access to the reports and/or displays contained within iFileAudit. For these customers, there is a feature on the INSTALL menu that lets you define additional end user access permission. This can be started using option #8 on the INSTALL menu or by using the WRKIFAUSR command. When you select this, the following will be displayed:



When first installed, this display will show a blank list. To create a new entry, press the F6 function key.

When you select to add a new entry, the following display will show:



Just enter the user profile that you want to be authorized to the display and reporting functions in iFileAudit. Leave the user type field set to U (for end user). Press ENTER and the user will now be authorized to the reporting functions within iFileAudit. They will not be able to use any of the options in the product for changing your audit tracking configuration.

## iFileAudit Global Settings

Choose menu option #9 from the INSTALL menu to set the global settings. The following prompt will be displayed:

```

Session D - [24 x 80]
File Edit View Communication Actions Window Help
Set iFileAudit Values (IFASET)

Type choices, press Enter.

Journal process scope . . . . . > *CURCHAIN   *CURCHAIN, *CURRENT
Member name prefix . . . . . > IF         2 letter code
Record level changes only? . . . . > *NO       *NO, *YES
Default date & time stamp . . . . > *NONE     *NONE, *CURRENT
File views disposition . . . . . > *KEEP     *KEEP, *DROP
Default journal library . . . . . > FILAUDJRN Library name
DSPJRN *ALLFILE Scope? . . . . . > *NO       *NO, *YES
Read trace user control . . . . . > *INCLUDE  *INCLUDE, *EXCLUDE
Read trace jobname control . . . . > *EXCLUDE  *INCLUDE, *EXCLUDE
Exclude batch read tracing . . . . > *YES      *YES, *NO

Bottom
F3=Exit  F4=Prompt  F5=Refresh  F12=Cancel  F13=How to use this display
F24=More keys

MA d 05/037
I902 - Session successfully started hp LaserJet 1320 PCL 6 on DOT4_001

```

Set these parameters as follows:

Journal process scope

Choose one of the following values:

\*CURCHAIN - recommended - when the iFileAudit analysis process runs, all journals on the system for a file will be searched for transaction activity.

\*CURRENT - only the current active journal will be searched.

Member name prefix

Only change this value at the direction of support staff from Kisco Information Systems.

Record level changes only? Choose one of the following values as your system-wide

default setting:

\*NO - recommended - all field level changes will be captured and reported by iFileAudit.

\*YES - not recommended - only record level information will be captured. No field level information will be reported. (Normally only used for customers who have existing journalling in place that does not report both the “before” and “after” record images.

Default date & time stamp	This parameter controls how the initial file update analysis will be run by iFileAudit. Enter one of the following values:
*NONE	The last transaction date and time stamp will be set up as blank fields. When iFileAudit runs its initial analysis, it will search all available journal for activity going back as far as possible, assuming the first option here is *CURCHAIN. For some installations, this can be time consuming. (Recommended setting).
*CURRENT	The last transaction date and time stamp will be set to the current date and time when the file is registered. Then, the first analysis run will only start from this point in time.
File views disposition	This parameter lets you control whether or not the various logical views of the tracking history in iFileAudit will be maintained permanently or created as needed and then removed.
*KEEP	Setting this value to *KEEP will speed up display and reporting operations in iFileAudit but may result in additional overhead for processing during iFileAudit analysis. Keeping the views active may also use up additional disk space.
*DROP	Setting the LFOPR to *DROP will save disk space and improve analysis processing speed, but will cause iFileAudit to rebuild these views as needed for display and reporting purposes.
Default journal library	Enter the name of the library you want to use for default journals created by iFileAudit. This is shipped from Kisco with the library name FILAUDJRN which is created during install processing. You can change this to whatever name

you want to use if you want to specify a different library.

DSPJRN \*ALLFILE Scope? Gives you control over the way iFileAudit extracts information from your journals for analysis processing. Kisco recommends that this be set to \*NO unless you specifically want to track changes to source physical files.

\*NO This is the recommended setting. When set this way, journal extract processing will be just for the registered files from the iFileAudit registration.

\*YES When set to \*YES, iFileAudit will always extract all activity from the journal. This can slow down journal analysis processing, but in the rare case when you need all activity for source physical files, this is the only way to do so.

If you want to track file activity for source physical files, then you will have to change this value to \*YES since not all journal activity codes will be retrieved otherwise. Keep in mind, however, that tracking changes in source physical files is problematic in iFileAudit due to the way their maintenance is normally implemented. For more information about this, please see the Frequently Asked Questions section of the iFileAudit Customer Support website at [www.kisco.com](http://www.kisco.com).

Read trace user control When using the option to trace file read activity, iFileAudit requires that you limit the access by user profile selection and jobname selection. If you choose to include activity for specific user, you must then exclude selection for jobname and vice versa.

\*INCLUDE Read trace activity will only be recorded in iFileAudit for users specifically set up for any file where read tracing has been activated.

\*EXCLUDE Read trace activity will only be recorded in iFileAudit for all users except those users specifically set up for any file where read tracing has been activated.

Read trace jobname control When using the option to trace file read activity, iFileAudit can filter the activity based on the jobname. The setting here cannot match the setting for the immediately previous option.

\*INCLUDE Read trace activity will only be recorded in iFileAudit for jobnames specifically set up for any file where read tracing has been activated.

\*EXCLUDE Read trace activity will only be recorded in iFileAudit for all jobnames except those jobnames specifically set up for any file where read tracing has been activated.

Exclude batch read tracing This global setting controls read tracing activity for jobs running in batch. Kisco recommends that you set this value to \*YES and this is the default value as shipped. When set to \*YES, no read tracing activity for batch jobs will be recorded in iFileAudit for files that are tracking read activity.