NOTES:

- The eNICQ 6 application performs database transactions using the following isolation levels: RepeatableRead, ReadUncommitted, Snapshot, ReadCommitted. The SQL Server® database must allow usage of each of these isolation levels.
- To perform the following steps, you will need to have SQL Server® Management Studio (SSMS) installed and connected with the instance of SQL Server® where the eNICQ 6 Database resides. If you do not already have a copy you can download the installer for SQL Server® Management Studio Express from Microsoft's website, https://docs.microsoft.com/en-us/sql/ssms/download-sql-server-management-studio-ssms?view=sql-server-ver15.
- The following instructions should be carried out in SQL Server® Management Studio by a database administrator or IT professional with equivalent skills and permissions. These instructions focus on using Windows Authentication to manage database access. Additional options and tips are available in our documentation on troubleshooting database connectivity in eNICQ 6.
- 1. Open SQL Server® Management Studio.
- 2. Locate the Security folder at the server level in the object explorer.

Note that there is also a Security folder at the database level under the eNICQ6db database, *but that is not the correct Security folder to perform these actions*.

- 3. Expand the Security folder. Under the Security folder you will see the Logins folder.
- 4. Right-click on the Logins folder and choose New Login...



Figure 1 – Right click on the Logins folder located in the server Security folder, and select New Login

If the users have already been given permissions to another database on this server they will show in Logins already. Right click on them and select **Properties** and skip to step 19.

5. At the bottom of the Login – New dialogue, set the Default database to eNICQ6db unless you named it something other than the default name. In that case select the actual name of the database.

View connection properties Progress		Select eNICQ6db for the Default database	Remove
Ready	Default database: Default language:	eNICQ6db]
	·	ОК	Cancel

Figure 2 – Select eNICQ6db as the default database

- 6. Select the Windows authentication radio button.
- 7. Click the Search button

📑 Login - New				
Select a page	🔄 Script 🔻 🛐 Help	Select Windows authentication		
Server Roles Ser Mapping Securables Status	Login name: Windows authen SQL Server auther	ntication mentication	Click Search	Search
	Password:	d:		

Figure 3 - - at the top of the same screen select Windows authentication, and click Search

8. Click the Object Types button on the Select User or Group dialog.

Select User or Group	?	٢.
Select this object type:		
User or Built-in security principal	Object Types	
From this location:		
ENICOTEST DB	Locations	
Enter the object name to select (<u>examples</u>):		
1	Check Names	
		_
Advanced	OK Cancel	
		-111

Figure 4 – click the Object Types button

9. Uncheck Built-in security principals and Other objects.

10. Check **Groups** and/or **Users**, whichever you are using. For multiple users, managing through group membership is recommended.

Object Types	×
Select the types of objects you want to find.	
Object types:	
□ ■ Built in security principals □ ■ Groups □ ■ Groups □ ■ Users	Select either Groups if you are giving permissions using Active Directory groups, or Users if you are granting permissions on a user by user basis.
	OK Cancel

Figure 5 – unselect "Built-in security principals" and "Other objects" then select either Groups or Users

- **11.** Click **OK** to continue.
- 12. On the Select User, Service Account or Group dialog Click Locations...

Select User, Service Account, or Group	? ×
Select this object type:	
User or Group	Object Types
From this location:	
burlington.vtoxford.org	Locations
Enter the object name to select (<u>examples</u>):	
1	Check Names
Advanced	OK Cancel

Figure 6 – Click "Locations..."

13. Select the location for the Windows account or group and click ok.

Locations	? <mark>x</mark>
Select the location you want to search.	
Location:	
	OK Cancel

Figure 7 – After selecting the locations to find the user or group click OK

14. Enter the user or group in the space provided and click Check Names.

Select User, Service	Account, or Group	? 🔀
Select this object ty	pe:	
User or Group	Enter the user or group	Object Types
From this location:	name you are searching for.	
Entire Directory		Locations
Enter the sect na	me to select (<u>examples)</u> :	
enicquser	Click Check Names 🛁	Check Names
Advanced	OK	Cancel

Figure 8 – Enter name of group or user and click Check Names. "enicquser" is only an example and will not be located on your network unless you create this user.

15. If you have been unable to identify the correct user or group, click Advanced... on the Select User, Service Account or Group dialog for more search options. Otherwise, continue to step 19.

Select User, Service Account, or Group		? ×
Select this object type:		
User or Group		Object Types
From this location:		
burlington.vtoxford.org		Locations
Enter the object name to select (<u>examples</u>):		
1		Check Names
Advanced	ОК	Cancel

Figure 9 – Click the Advanced... button if the user or group is not found in previous step

16. Use the advanced features to find your user or group.

Select User, Servi	ice Account, or (Group				? <mark>-×</mark>
Select this object	t type:					
User or Group		Enter	Enter Search		pes	
From this location	n:		Para	meters		
Entire Directory					Location	IS
Common Querie	es					
Name:	Starts with 💌	enic				Columns
Description:	Starts with 💌					Find Now
Disabled a	accounts		Click F	ind Now		Stop
🔄 Non expiri	ng password					
Days since last logon:					P	
Search results:					ОК	Cancel
Name (RDN)	E-Mail Addres:	s Desci	ription	In Folder		
🎎 eNICQ Upgra.				ENICQTEST.L	.0	
A eNICQ Users				ENICQTEST.L	.0	
ENICODomai				ENICQTEST.L	.U 0	
& eNicoReadOr	nlu			ENICOTEST.L	.0	
& eNicqUser	-			ENICQTEST.L	.0	
		Sele	ect the co	orrectuser	orarou	D

Figure 10 – Use the Common Queries fields to find the user or group, then select them at the bottom.

- **17.** Please contact your System Administration team for assistance if you have difficulty with any of the following:
 - Locating the correct user or group.
 - Creating a user or group.
 - Adding or removing users to or from a group
- **18.** On the Login New screen, or the Login Properties screen if you are editing an existing user, click the User Mapping page.
- **19.** Check the **eNICQ6db** database in the upper panel if you kept the default name. If changed the name to something other than the default look for that in the upper panel and select it.
- 20. Check the roles EnicqDBUser and public in the lower panel.

📑 Login - New						
Select a page	🔄 Script 👻 🚺 Help					
Server Roles	Users mapped to this login:					
🚰 Securables 🚰 Status	Map Database	User	Default Schema	<u> </u>		
		10 m		=		
	eNICQ6db					
Connection				-		
Server: enicgtest-db	Database rele membership fo		Select these			
Connection:	db_accessadmin		unce boxes			
View connection properties	db_backupoperator db_datareader					
	db_datawriter					
	db_denydatareader					
Progress	db_owner	/				
Ready	EnicqDBUser	-				
.4 B.	public					
			ОК	Cancel		

Figure 11 – Select User Mapping on the left. Make sure only the eNICQ 6 database is selected then select EnicqDBUser at the bottom (public should be selected by default already).

- **21.** Click **OK** to complete Login creation.
- **22.** Test the end-user's database authentication capability from the client machine by having the end user launch the application once it has been installed.

23. Set up SQL backups and secure your data according to your organization's policies.