Show Me: predefined user filters

Applies to userXpress 2.0.0.0

Find inactive, expired, technical and license-related accounts with the Global User Table's predefined filters.

Use **Show Me** to start a review of a familiar account condition without building a query yourself. Each choice filters the Global User Table using the loaded account information.

1. In the Global User Table, open **Show Me** and choose a filter.
2. Select the account rows you want to act on.
3. Open the appropriate user or role command.

A **Show Me** choice replaces the table criteria. To combine its condition with a system, client or user group, open **Edit Filter** afterwards and add the condition. You can save the combined query for the next review.

Users not logged on in last..

Choose a period when reviewing accounts with an old recorded logon. The filter includes accounts whose last-logon date is earlier than the cutoff. Accounts with no last-logon date have their own filter below.

Menu choice	Cutoff
30 Days	Today minus 30 days.
60 Days	Today minus 60 days.
3 Months	Today minus 90 days.
4 Months	Today minus 120 days.
5 Months	Today minus 150 days.
6 Months	Today minus 180 days.
1 Year	Today minus 365 days.

The month and year choices use those fixed day counts. A logon exactly on the cutoff date is excluded.

Account status and details

Menu choice	What it finds and when to use it
Users that never logged on	Accounts with no recorded last-logon date in the loaded data. Use this to review accounts that may still be awaiting their first logon.
Users without a license assigned	Accounts whose displayed license value is empty. Use it to prepare a review of missing license classifications.
Deactivated Users	Accounts with a deactivated password. Use it when reviewing password-based logon. For locked accounts, filter the lock status instead.
Technical Users	Accounts marked as technical users by SAP's address classification. Use it to distinguish these accounts when working with address and person details. This is a different classification from the logon user type.
Users that are expired	Accounts whose validity end date is earlier than yesterday. Blank dates are excluded. For example, on 23 October it includes 21 October and earlier, while 22 October is excluded.
Users with same User ID and Last Name	Accounts where the user ID and last-name values compare equal. Use it to review records where the ID may have been used as a name.
User ID's with non-printable characters	IDs containing a nonbreaking space. Use it when an ID appears to contain an ordinary space but behaves differently when copied or entered.

These filters use the data in the table. Refresh the selected accounts when you need updated values from SAP.

Developer classifications

Menu choice	What it finds
Developers with developer key and no license	A populated developer-key value together with an empty license value.
Developers with license and no developer key	An empty developer-key value together with the displayed license `SAP NetWeaver Developer`.

Use these lists to locate accounts whose developer key and license classification need review. The second filter specifically uses the SAP NetWeaver Developer description.

Everyone and Clear All Filters

Choose **Everyone** to remove the table criteria. Any text in the search box continues to limit the displayed rows.

Choose **Clear All Filters** to remove both the table criteria and the search text. This displays all accounts loaded in the table.