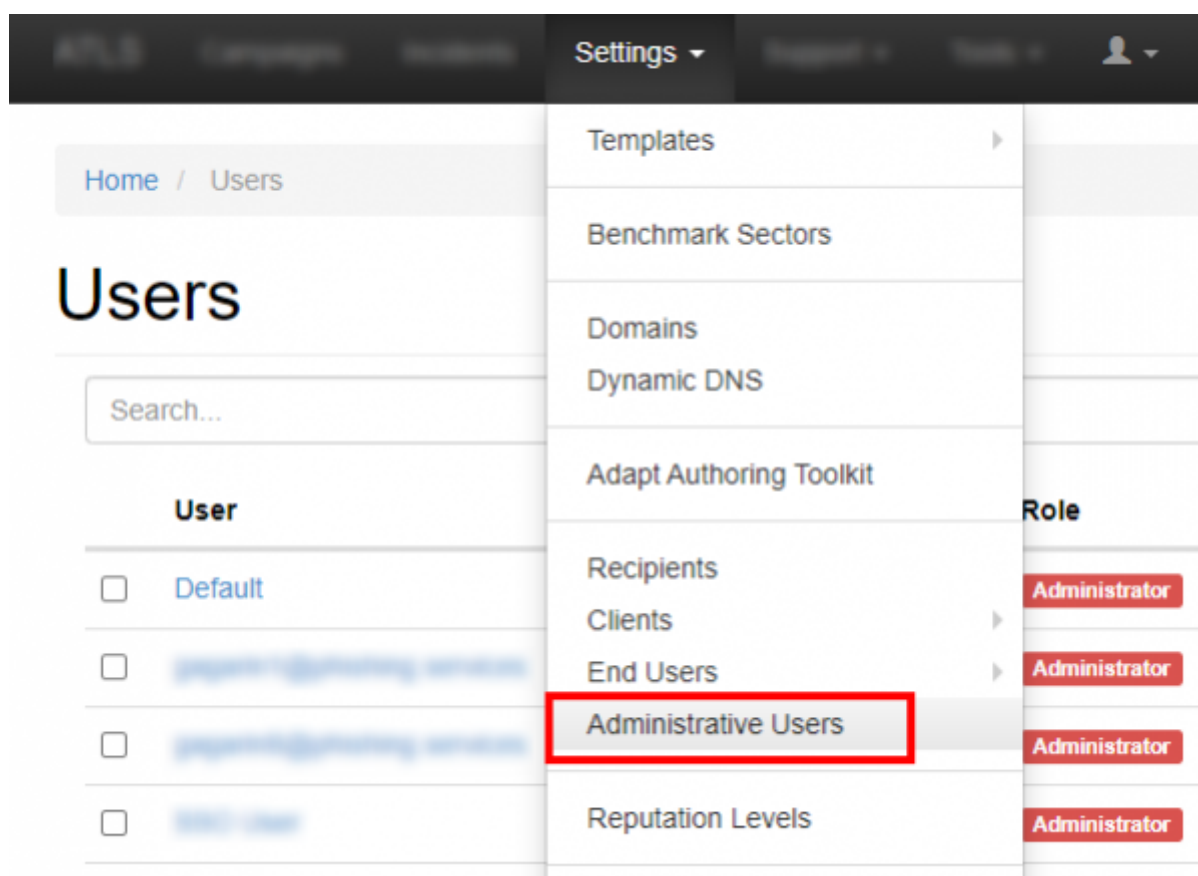


Introduction

LUCY offers a role-based access control (RBAC), restricting system access to authorized users. The permissions to perform certain operations are assigned to specific roles within the user settings. Members or staff (or other system users) are assigned particular roles, and through those role assignments acquire the computer permissions to perform particular LUCY functions.

Where can you configure the user settings?

In LUCY you will find the user settings under "Settings/Users":



Is there a limitation on how many users can access LUCY?

No. You have the ability to create as many LUCY users that can access the web console as you want.

What are the different user roles?

- **User:** this user role created by the admin user can be given individual rights for each LUCY feature. The user can later be added to a specific campaign.

New User

Email

test@user.com

Country Code

Please select...

Phone

Two-Factor Authentication is not configured.

Name

Role

User

Client

Test Client

Password

Password (repeat)

Lucy Phishi...

Campaign Status: Running

+ Add User

Results

Summary

Statistics

Reports

Exports

Name	Role	All Campaigns Access
SergeUser	User	✓
Serge	User	- ✕
Nolan	User	- ✕

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Configuration

Base Settings

Awareness Settings

Schedule

Recipients

Advanced Settings

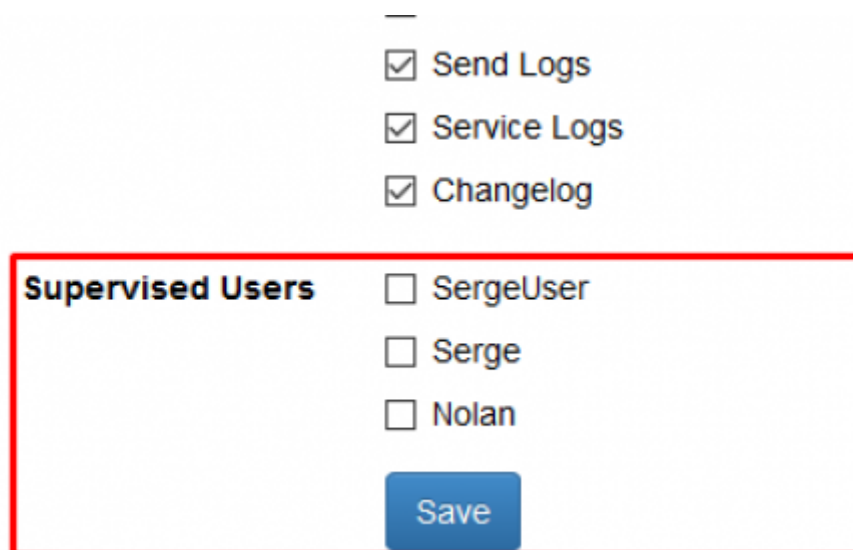
User Settings

Custom Fields

Reminders

- **Supervisor:** Maintain the overview with access to the campaign specifications. Communicate directly with the campaign creator (user) to suggest changes and give approval to green light the campaign. The supervisor is in the hierarchy above the user. Therefore it is not possible to

supervise a system admin. The Supervisor is technically the same as the user account, but you may assign users to the supervisor account and approve/reject their campaigns. Within the settings you can select which users you want to supervise:



—

☒ Send Logs

☒ Service Logs

☒ Changelog

Supervised Users

☐ SergeUser

☐ Serge

☐ Nolan

Save

You have the ability to define a supervisor who is able to START/STOP the campaign which was created by a user. To do so add an user to a campaign with all permissions selected, add his supervisor to the same campaign with "Campaign start/stop" permission selected. As a result the supervisor will only be able to go into the campaign and approve or reject the start.

- **Administrators:** The LUCY admin can save all settings within LUCY and run the campaign. This is the user that you need to perform your awareness campaigns. You cannot segregate administrators in a way, that an admin A doesn't see the clients from an admin B. This can only be done in the LUCY SaaS edition.
- **View Only Users:** The View Only User can only see certain statistics of the campaign. This user cannot start/stop a campaign. The user also has no rights in viewing or changing any of the campaign settings. First, you need to create a client name. The client name is always associated with a campaign. Then you can associate that user with the client. As a result the View Only User will only see all the campaigns which belong to that specific client.

New User

E-mail	<input type="text" value="test@test.com"/>
Country Code	<input type="text" value="Please select..."/>
Phone	<input type="text"/>
Two-Factor Authentication is not configured.	
Name	<input type="text" value="test"/>
Role	<input type="text" value="View"/>
Client	<input type="text" value="Please select..."/>
Password	<input type="password"/>
Password (repeat)	<input type="password"/>

Please make sure you also add the view only user to the specific campaign:

Lucy Phishi... Campaign Status: Running

Results	Name	Role	All Campaigns Access
Summary	SergeUser	User	✓
Statistics	Serge	User	- ✕
Reports	Nolan	User	- ✕
Exports	test	View	- ✕

Configuration

- Base Settings
- Awareness Settings
- Schedule
- Recipients

Advanced Settings

- User Settings**
- Custom Fields
- Reminders

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Can I enforce a password policy or strong authentication?

In LUCY there is no option for strong authentication or minimal password complexity. Therefore it is the responsibility of the administrative user to choose secure passwords:

- Passwords should have at least eight characters.
- Passwords can't contain the user name or parts of the user's full name, such as his first name.
- Passwords must use at least three of the four available character types: lowercase letters, uppercase letters, numbers, and symbols.

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