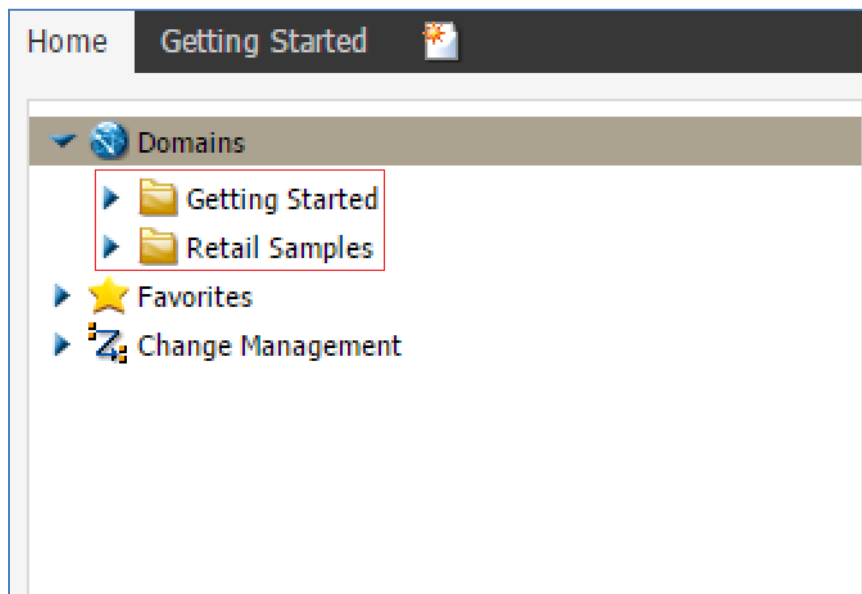




Module 2: Managing Your Resources → Lesson 1: Creating Domains → *Learn*

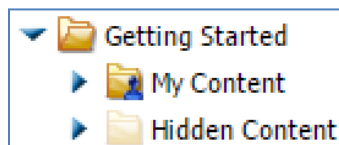
Welcome to *Module 2, Lesson 1*. In this lesson, you will learn how to create domains for the WebFOCUS Business User Edition portal and manage domain content.

On the Home page, the Resource tree provides access to a database and repository, where your data and content are stored. The top node of this tree is called Domains. Below this node are two sample domains, the Getting Started domain and the Retail Samples domain.

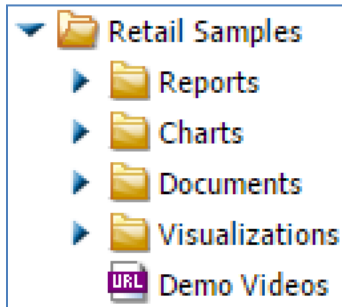


Domains are intended to be used as a means to group content for a particular business function or department (for example, Sales, Marketing, or Human Resources).

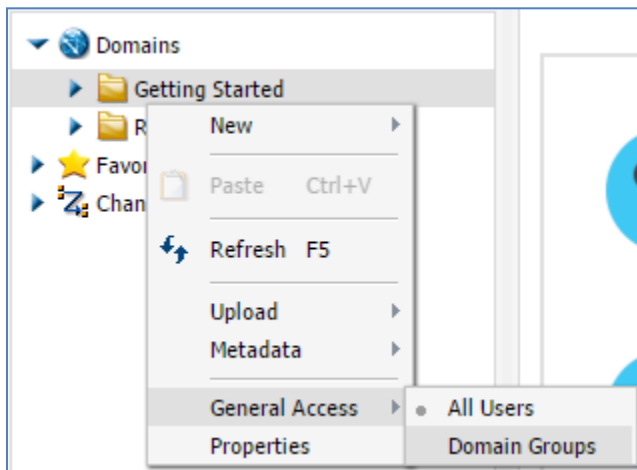
The Getting Started domain is a sample domain, or sandbox, where new users can begin using the WebFOCUS Business User Edition by uploading data and generating sample analytics content.



The Retail Samples domain contains the sample data and content examples, such as reports, charts, documents, and visualizations that are packaged with the software.

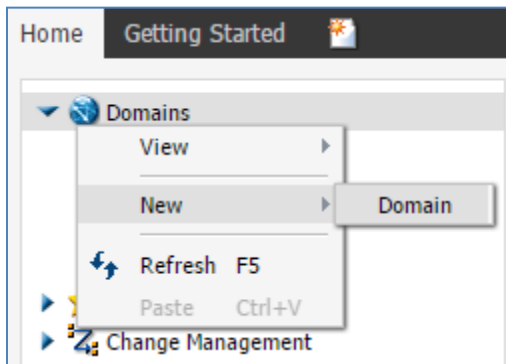


In the WebFOCUS Business User Edition portal, you will create most of your content in the Domains node. A domain includes a separate workspace for each user. Security options for a domain are set at the domain level for each user.

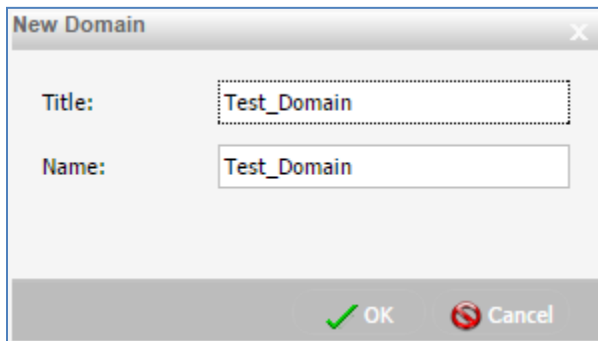


Users must be added to a domain-associated user-privilege group by the manager or group administrator in order to access a domain and create content within it. For each domain that is created, a corresponding folder is also created with the same name on the WebFOCUS Reporting Server where metadata is stored.

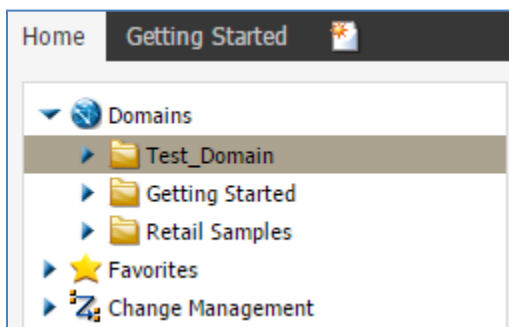
To create a domain, right-click the *Domains* node in the Resources tree, select *New* from the context menu, and then select *Domain*.



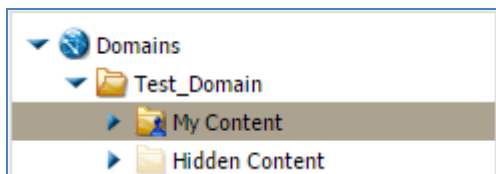
The New Domain dialog box opens.



Type a title for the domain and click *OK*. A name based on the title will be automatically generated for use in the file directory.



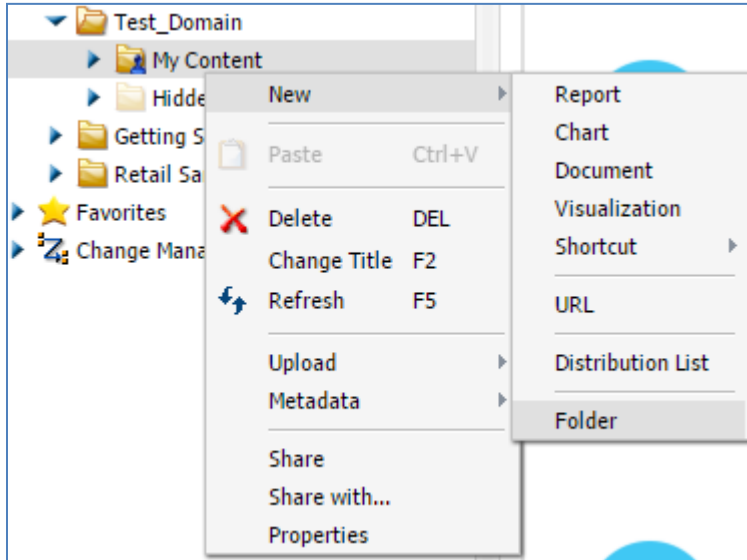
When a domain is created, it is automatically populated with a My Content folder for each person who can create content in the domain.



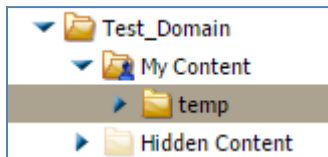
These folders are private by default, so only the folder assigned to the specific user will be visible in the Resources tree.

Users with developer and manager privileges will also have a hidden content folder. Each user will see their own pre-made folders and any content shared with them by other users, but they will not be able to see other users' My Content folders. Files in the Hidden Content folder can be published, making them appear in other users' Hidden Content folders if they have one.

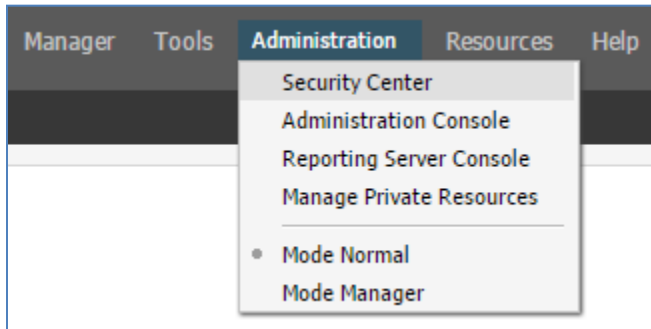
Users can create folders within their My Content folder in the domain. Group Administrators cannot.



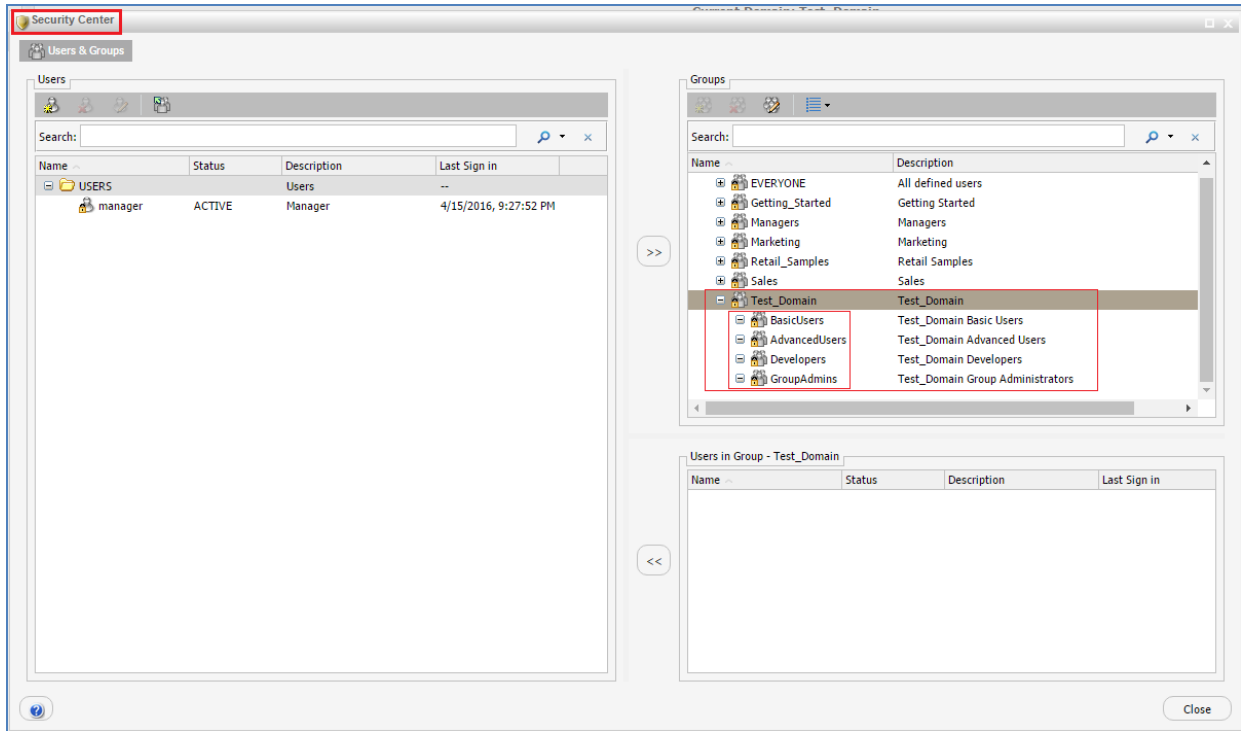
Published content within a user-created folder outside of the My Content folder will be visible to everyone with access to the domain, but new folders and content within them will be unpublished and private by default.



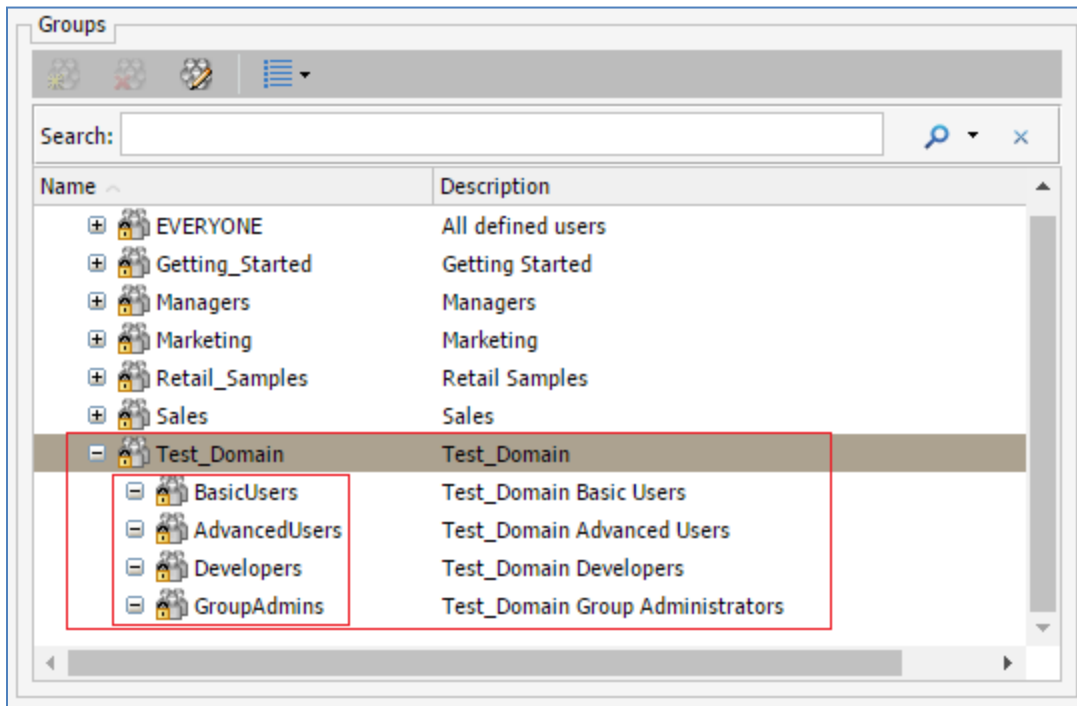
When a domain is first created, only the manager will have access to it. They can assign users to the domain and grant them permissions within that domain by using the Security Center.



A new user group is automatically created for each domain.



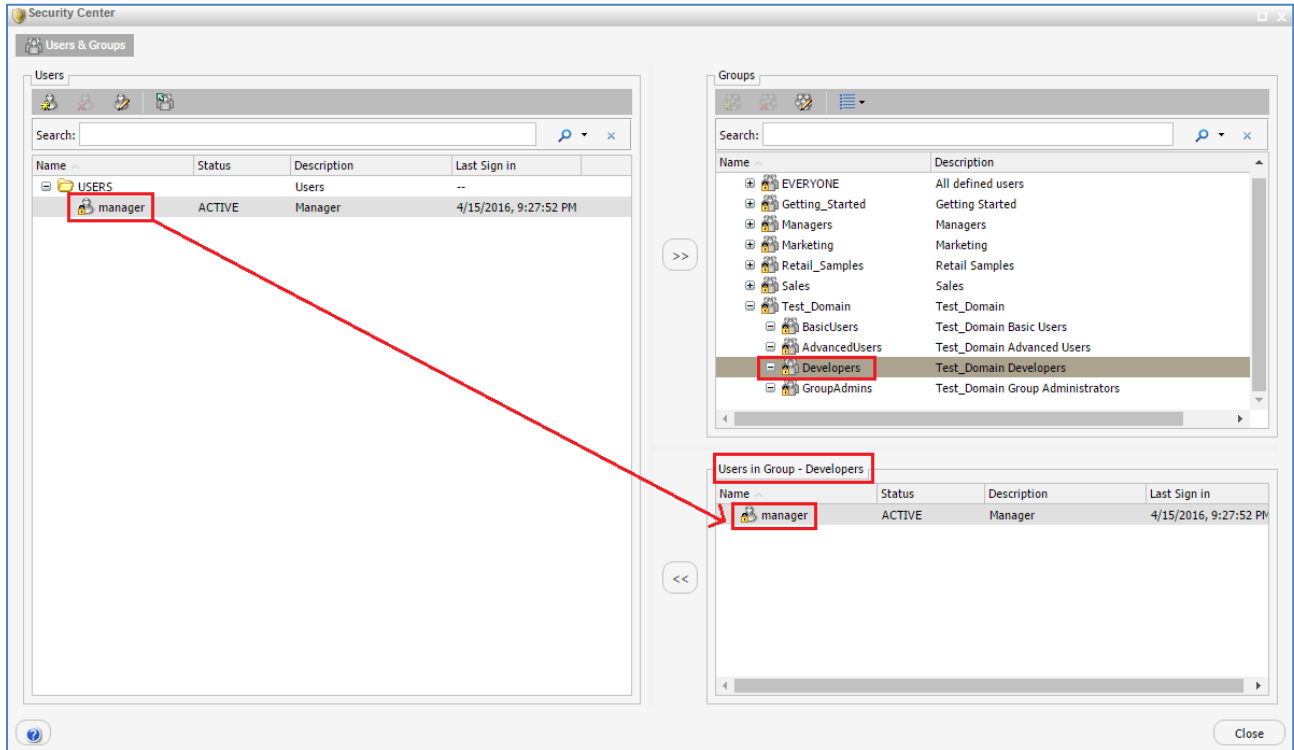
Within this domain-associated group, subgroups are automatically created with pre-set privileges. These are Basic User, Advanced User, Developer, and Group Administrator.



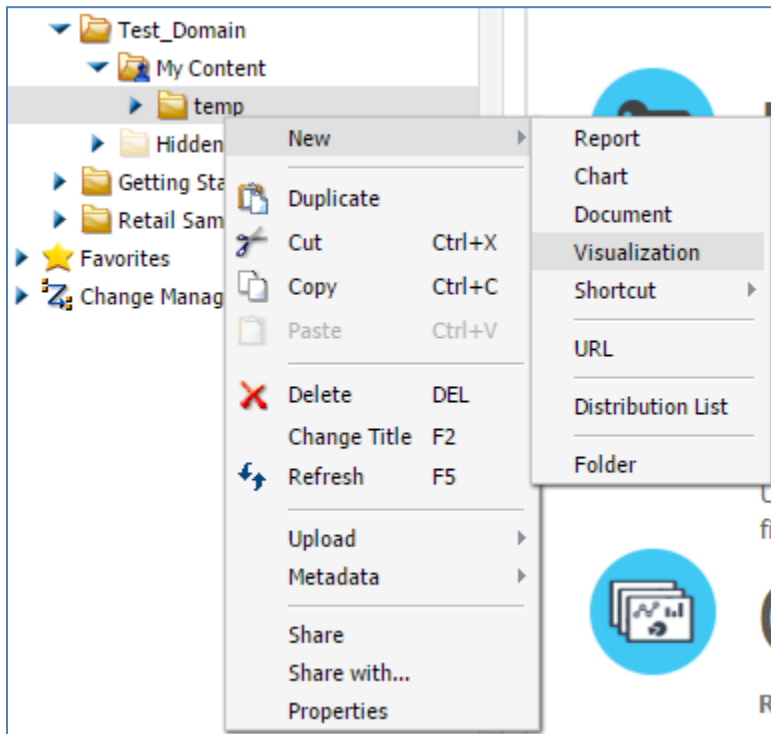
You can put users into these groups to give them the specified permissions in the domain that they are tied to.

Developers can create content and upload and connect to data, Advanced Users can create content, Basic Users can view content, and Group Administrators can add or remove users to and from groups to give them access to a domain.

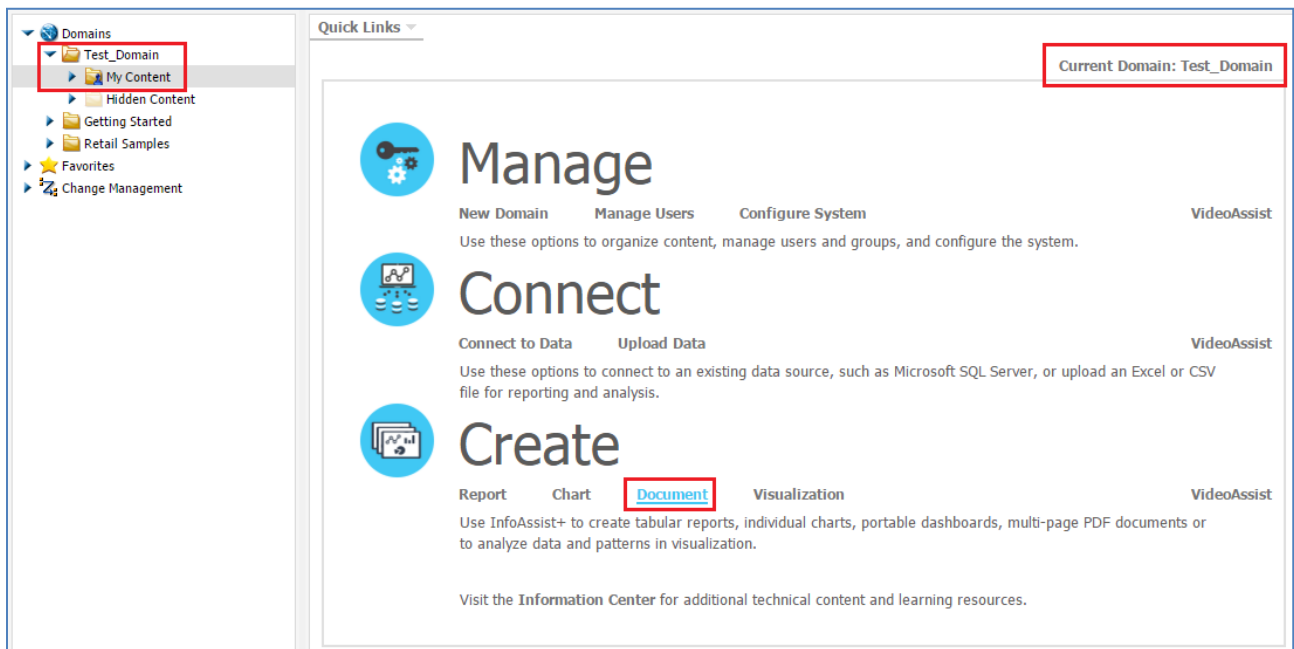
Permissions are based on the domain-affiliated group that a user is assigned to. Users can be members of more than one of these subgroups and can have different privileges in different domains.



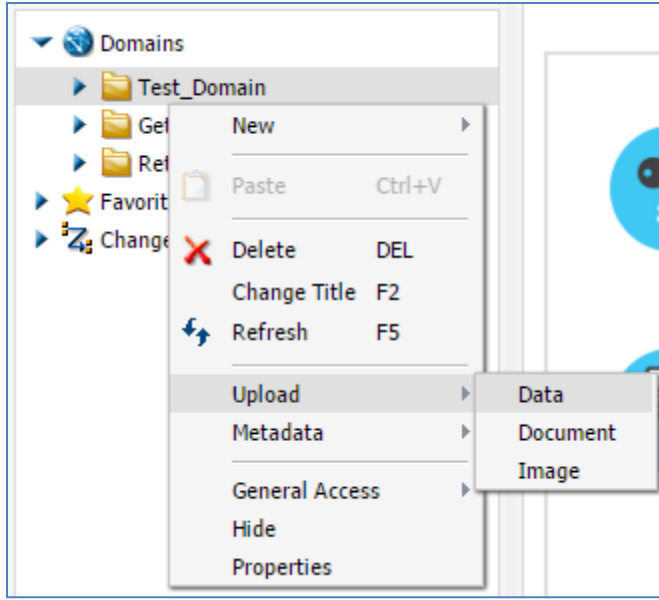
Users with the ability to create content in a domain can do so by right-clicking a folder and creating a chart, report, document, or other type of content.



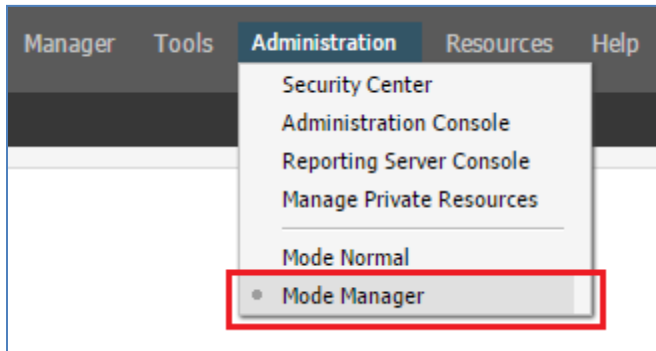
Alternatively, they can select a domain or folder and create content using one of the options from the Quick Links tab.



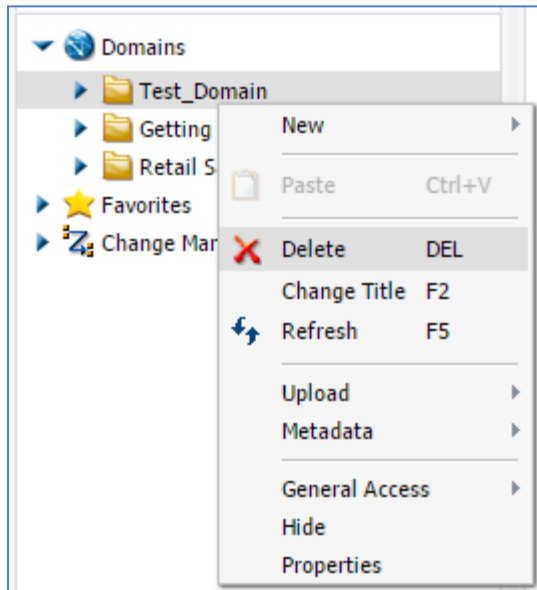
Developers can also upload their own data or connect to any data sources that they have access to.



Only the manager has the ability to delete a domain.



Deleting a domain will delete all content within it, all associated user groups, and the corresponding application folder on the WebFOCUS Reporting Server. The users will still exist, but will need to be added to groups within another domain in order to access or create content.



Domains are a convenient way to organize content within an organization. Domains can serve to organize users and the content that they create into a useful scheme, and they provide an easy way to assign user permissions.

You are now ready to create a domain on your own as described by the *Try Now!* exercise that is provided for this lesson.

After you complete the exercise, you can move on to *Module 2, Lesson 2*, where you will learn how to create new users for the WebFOCUS Business User Edition portal and then assign these users into groups based on roles.