Notification - the end of identity's last contract

> This notification is a part of the Extras module.

The LRT LastContractEndNotificationTask sends an email notification to holders of a specified role and optionally the manager of a contract that a user's last contract is ending, i. e., the user is leaving. The recipients of the notification can be modified in the LRT setup and the notification template can be modified as well.

There are two different notifications this LRT can send:

1. notification sent a specified number of days before the end of identity's last contract
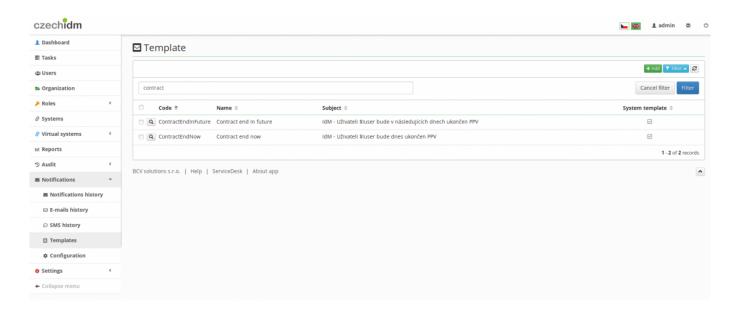2. notification sent the day that identity's last contract ends

Each notification can use a different notification template (and must use a different topic).

This tutorial describes how to prepare this notification.
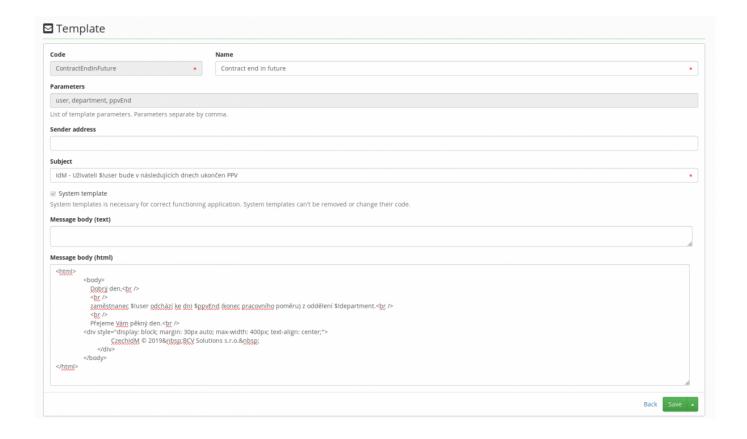
Prepare templates

The visual part of the notification can be configured since standard templates are used. Extras comes with two basic stub templates which can be used here.

To set it up, go the left panel, choose Notifications>Templates. Look for templates 'ContractEndInFuture' and 'ContractEndNow'. If you see them, you can edit them by clicking the magnifying glass if you want (see below).

If you don't see them, you will have to create them from the xml files with corresponding names. They

can easily be found [here](#).

You can create your own template by modifying the stubs. You have these objects available:
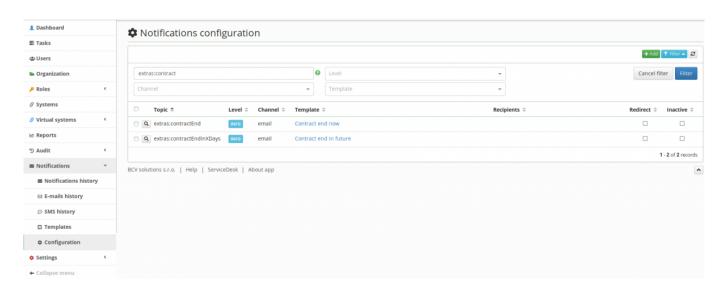
- user's full name (first name, last name, login, e. g., "Petra Šťastná, pstasna", String only)
- user's department from tree node (String only)
- the date of the end of the user's contract (String only)
- user's manager (full IdmIdentityDto)
- user (full IdmIdentityDto), since Extras 1.7.0

since version 3.2.3

- userIdentity - full IdmIdentityDto
- user - full name as String
- department - department from tree node as String
- ppvEnd - date of contract end as String
- manager - full IdmIdentityDto of user's manager
- identityUrl - URL to user's dashboard
- identityEav - user's EAV as list of IdmFormInstanceDto
- identityEavMap - user's EAV as Map of name of EAV and it's value as String
- identityContract - user's contract as IdmIdentitycontractDto
- rolesAllNames - list of all user's roles as names, sorted alphabeticaly
- rolesAllDto - list of all user's roles as IdmRoleDto
- rolesDirectNames - list of directly assigned user's roles as names
- rolesAutoNames - list of automaticly assigned user's roles as names

Configure topics

Next, we have to define the topics for the notification. In the left panel, click Notifications>Configuration and search topics extras:contractEnd and extras:contractEndInXDays.

If you don't find them, click the green button Add and fill them out as shown below:

extras:contractEndInXDays item configuration details   ×

Topic

| extras:contractEndInXDays | * |

Level

| INFO | × ▾ |

Channel

| email | × ▾ |

Template

| Contract end in future | × ▾ |

Description

| Contract end in x days notification |

Recipients

| |

Additional notification will be sent to configured recipients. Recipients are required, if notification is redirected.

☐ Redirect

Notification will be redirected to configured recipients. Notification to original recipient will be not sent.

☐ Inactive

Notifications will not be sent.

Close   Save

extras:contractEnd item configuration details ✕

Topic

extras:contractEnd *

Level

INFO ✕ ▾

Channel

email ✕ ▾

Template

Contract end now ✕ ▾

Description

Contract end notification

Recipients

Additional notification will be sent to configured recipients. Recipients are required, if notification is redirected.

☐ Redirect
Notification will be redirected to configured recipients. Notification to original recipient will be not sent.

☐ Inactive
Notifications will not be sent.

Close | Save

You can specify additional recipients of the notification in the topic description.

Set up the Long running task (LRT)

Finally, we can set up the LRT. In the left menu, go to Settings>Task scheduler>Scheduled tasks and click the green button Add. Select the task type LastContractEndNotificationTask and specify the configuration of the LRT.

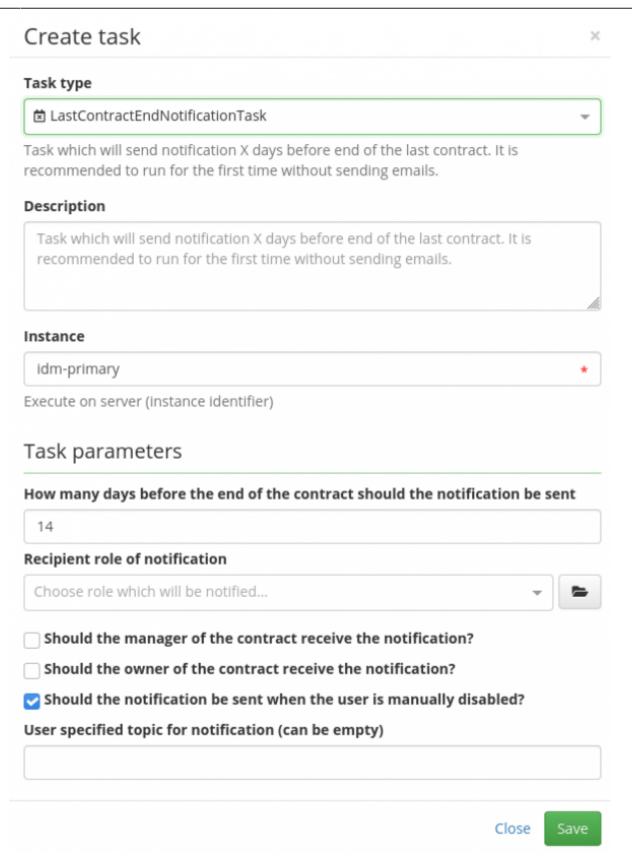## Create task   ✕

Task type

📅 LastContractEndNotificationTask   ▾

Task which will send notification X days before end of the last contract. It is
recommended to run for the first time without sending emails.

Description

Task which will send notification X days before end of the last contract. It is
recommended to run for the first time without sending emails.

Instance

idm-primary   *

Execute on server (instance identifier)

Task parameters

How many days before the end of the contract should the notification be sent

14

Recipient role of notification

Choose role which will be notified...   ▾   📂

☐ **Should the manager of the contract receive the notification?**

☐ **Should the owner of the contract receive the notification?**

☑ **Should the notification be sent when the user is manually disabled?**

User specified topic for notification (can be empty)

Close   Save

You can specify how many days before the contract's end the notification should be sent. If you set it
to 0 the notification will be sent the day the contract ends and the extras:contractEnd topic will be
used. If you write a positive integer x (1, 2, …) the notification will be sent x days before the contract
ends and the extras:contractEndInXDays topic will be used.

The notification is sent x days before the end of the contract or sooner. This is useful if for some reason the LRT did not run one day, it will simply be sent the next day.

You can select the role that the recipients of the notification will have assigned. You can only select one so if you need multiple ones, you have define multiple LRTs.

Since 3.2.0, you can also select whether the notification should be sent if the user is manually disabled. By default, this is set to true.
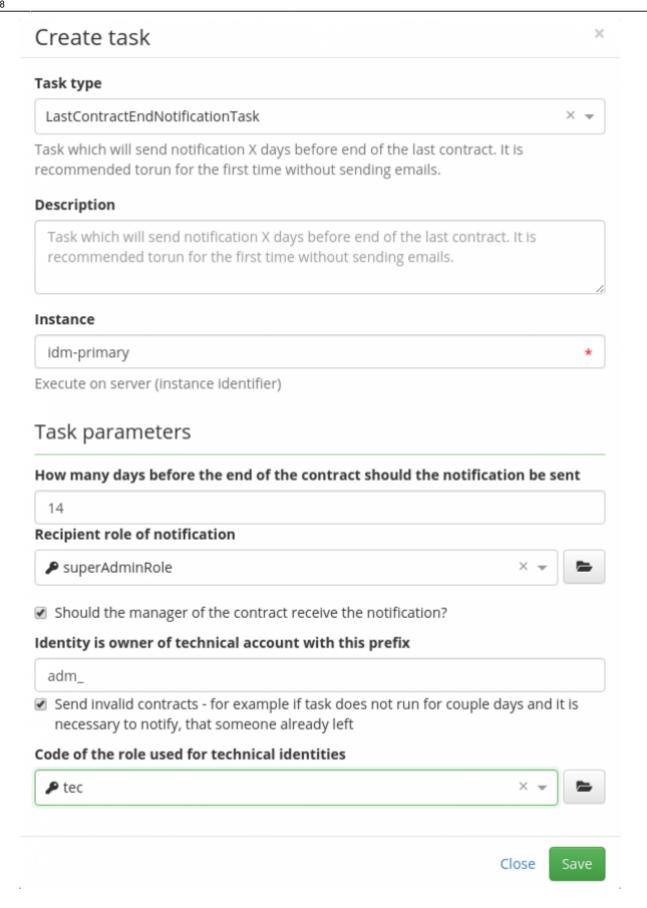
And finally, you can check the box and select whether the user's manager is to be notified as well. Only one manager will receive the notification!

Set up the Long running task (LRT) with technical identities

Technical identities are supported in this task since version 1.9.0 of the extras module.

Finally, we can set up the LRT. In the left menu, go to Settings>Task scheduler>Scheduled tasks and click the green button Add. Select the task type LastContractEndNotificationTask and specify the configuration of the LRT.

Create task ✕

Task type

| LastContractEndNotificationTask | ✕ ▾ |

Task which will send notification X days before end of the last contract. It is recommended torun for the first time without sending emails.

Description

Task which will send notification X days before end of the last contract. It is recommended torun for the first time without sending emails.

Instance

| idm-primary | * |

Execute on server (instance identifier)

Task parameters

How many days before the end of the contract should the notification be sent

| 14 |

Recipient role of notification

| 🔑 superAdminRole | ✕ ▾ | 📂 |

☑ Should the manager of the contract receive the notification?

Identity is owner of technical account with this prefix

| adm_ |

☑ Send invalid contracts - for example if task does not run for couple days and it is necessary to notify, that someone already left

Code of the role used for technical identities

| 🔑 tec | ✕ ▾ | 📂 |

Close   Save

You can specify how many days before the contract's end the notification should be sent.

💡 The notification is sent x days before the end of the contract or sooner. This is useful if

for some reason the LRT did not run one day, it will simply be sent the next day.

* You can select the role that the recipients of the notification will have assigned. You can only select one so if you need multiple ones, you have defined multiple LRTs. * You can also check the box and select whether the user's manager is to be notified as well. Only one manager will receive the notification!

There is also support for technical identities. There are two options:

* If you provide prefix, then the task will look for username with this prefix (for identity whose contract is going to end). If some are found, then it sends the notification. * If you select a role in "Code of the role used for technical identities" then it will look if identity with ending contract has some subordinates with this role.

Do not use a combination of these two. Create a new task if both needed!

The last option (Send invalid contracts) is if you want to send only valid users or all. The reason for putting this option to this setting is this case: Task did not run a couple of days and some users are already not valid. So it admin can decide if those identities will be sent too.
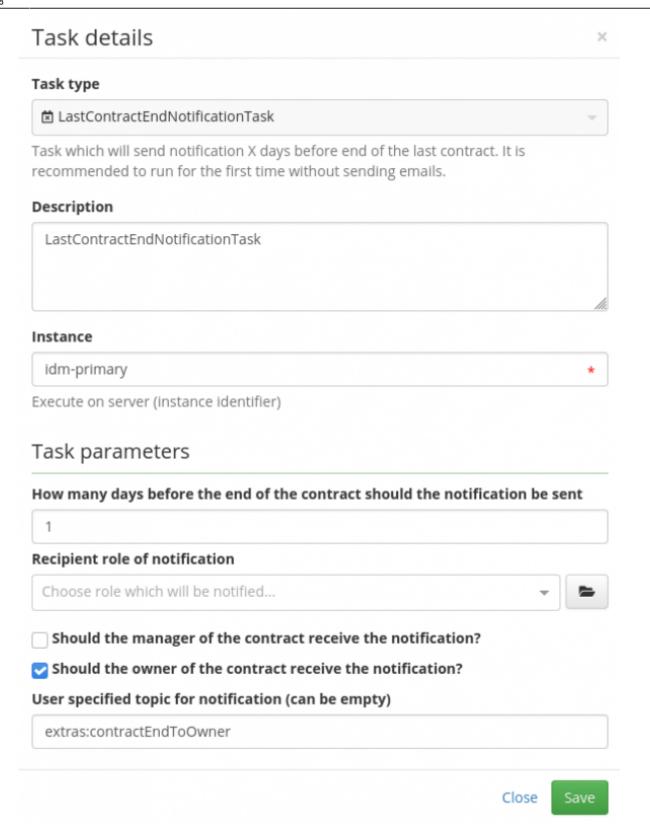
Set up the Long running task (LRT) to notify owner of the contract

Notification for owner is supported since 2.8.0 of the extras module.
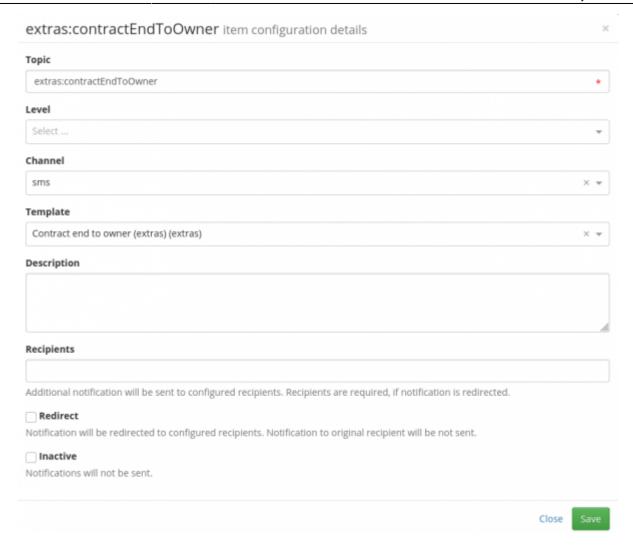
For notification of owner of the contract we can set up the LRT. In the left menu, go to Settings>Task scheduler>Scheduled tasks and click the green button Add. Select the task type LastContractEndNotificationTask and specify the configuration of the LRT.

IE. you can use this setup for sending extra notification directly to identity via sms (selected in notification topic).

Task details   ✕

Task type

📅 LastContractEndNotificationTask   ▾

Task which will send notification X days before end of the last contract. It is
recommended to run for the first time without sending emails.

Description

LastContractEndNotificationTask

Instance

idm-primary   *

Execute on server (instance identifier)

Task parameters

How many days before the end of the contract should the notification be sent

1

Recipient role of notification

Choose role which will be notified...   ▾   📂

☐ **Should the manager of the contract receive the notification?**

☑ **Should the owner of the contract receive the notification?**

User specified topic for notification (can be empty)

extras:contractEndToOwner

Close   Save

You check "Should the owner of the contract receive the notification?" and you can fill name of the topic for notification. If you dont select any topic default will be selected.

Notification is set in the left panel, click Notifications>Configuration and search topics extras:contractEnd and extras:contractEndInXDays.

extras:contractEndToOwner item configuration details ✕

Topic

extras:contractEndToOwner ·

Level

Select ... ▼

Channel

sms ✕ ▼

Template

Contract end to owner (extras) (extras) ✕ ▼

Description

Recipients

Additional notification will be sent to configured recipients. Recipients are required, if notification is redirected.

☐ **Redirect**

Notification will be redirected to configured recipients. Notification to original recipient will be not sent.

☐ **Inactive**

Notifications will not be sent.

Close   Save

Notification is set for sending via SMS channel.

LRT setting from version 3.2.3

From version 3.2.3 there are additional options for this LRT.

- User type - You can select user type (projection). Only users of selected type will be processed. Leave it empty to process all users
- Account on system - If you want process only users with account on some system you can select one. Leave empty to process all users
- Tree node - Process users only in selected node (no recursion!)

Task parameters

Number of days before end

14

How many days before the end of the contract should the notification be sent

Recipient role

Choose role which will be notified...

Recipient role of notification.

☐ **Notify manager**

Should the manager of the contract receive the notification?

☐ **Notify user**

Should the owner of the contract receive the notification?

☑ **Notify manually blocked**

Should the notification be sent when the user is manually blocked?

Notification topic

By topic you can specify the content of notification based on recipients.

User type

Choose user type...

Choose user type, leave empty if you want to search all users.

Account on system

Choose system...

In case some system is selected, only users with account on this system will be searched.

Tree node

Choose tree node...

Only users in selected tree node will be searched.

CLOSE   SAVE

Run the long running task (LRT)

The last thing remaining is to run the LRT using the green arrow button. You can user CRON to plan when the LRT should be run.

> ⚠ I highly recommend you turn off sending emails before the first run which will send notification about the end of all contracts in x days. Alternatively, for the first time you run the LRT, send the notification without recipients.

> ⚠ Each entity will only be processed once by the LRT. If the notification about the end of a contract was sent before, the same LRT will not send it again. Since 3.2.0, however, if the contract is extended, it will be removed from the processed queue. Once the end of its validity approaches again, the notification will be sent. This isn't the case in earlier versions.)

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