

FacilitatePro v17.5 R1 Primer

FacilitatePro v17.5 R1 was released on April 2, 2024. This Primer introduces the enhancements and fixes contained in this product release for customers currently using FacilitatePro 17.0. Those on an earlier version should consult the v17.0, v16.0, v15.5, 15.0, or 14.0 Primers to get a full picture of the version-to-version product enhancements.

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17.5 R1 General Notes

First, a bit of history. Version 15 was released in March 2017 with a new facilitator and participant interface, along with four functional levels for leaders. Version 15.5 was released in May 2018 and represented one of the most significant upgrades to FacilitatePro's infrastructure and security. Version 16.0 became available in July of 2019. Version 17.0 was originally released in May 2021 and received a number of updates and enhancements over the years which resulted in the formal release of v17.5 R1.

This primer documents the enhancements and fixes incorporated in v17.5 R1.

Important Note: V17 introduced a new license number implementation. As a result, license numbers generated for use with previous versions will not work with v17. V17 license numbers will all include v17 or later in the company name field associated with the license number. If you have not received a v17 license number please contact Facilitate.com prior to upgrading to v17 or later. A v17 license number will work with v17.5 R1.

The following videos are available. The links are below and can also be found by clicking the HELP link on the left-hand toolbar on any FacilitatePro screen.

Available Videos	Video link
<i>FacilitatePro Overview</i>	https://www.youtube.com/channel/UCt9VPpZIGmEcOs4WghggRvQ
<i>Leader - Basic</i>	https://www.youtube.com/watch?v=fkoRO8NGnfU
<i>Leader - Plus</i>	https://www.youtube.com/watch?v=PUDxTForbZU
<i>Leader - Premium</i>	https://www.youtube.com/watch?v=XXpA5S1zZVE
<i>Leader - Pro</i>	https://www.youtube.com/watch?v=lZKWUzffgLk
<i>How to Create User IDs</i>	https://www.youtube.com/watch?v=4CmBeEl61xY
<i>What are Manual and Auto Modes?</i>	https://www.youtube.com/watch?v=yFy61u9yp4Q
<i>V16-17 Video Tutorial Series</i>	https://www.youtube.com/playlist?list=PL0eB3p6z9vqNiibYWhYEvmkZIdeMgihca

Support Withdrawn for v14 Interface: With the release of v16, we stopped supporting the v14 interface. It will still be available, but you will use it at your own risk. It is no longer tested, updated or fixed. The Facilitate.com team will be happy to help you transition your existing and new users to the current interface. Unless you have heavily customized your templates, all your existing conferences and default templates will transition seamlessly as soon as you reconfigure your user ID (and any existing participant ids that you still need).

Support Withdrawn for v16 and earlier: With the release of v17.5 R1, we will no longer be able to support clients running v16 or earlier. If they have any questions or problems which cannot quickly be resolved we will request they upgrade to v17.5 R1 to receive support. Clients using v17 will receive support on technical questions. Security updates or feature upgrades will only be available to clients running v17.5 R1 or later. As always product updates and new versions are available to licensed clients at no additional charge.

Leader Guides and Tech Notes

How-To Guides for older versions 14 and 15 are available by clicking the HELP link on the left-hand tool bar from any FacilitatePro screen. Version 16 and 17 leader guides and support materials for this new version will be included in the HELP section.

We publish single topic application and technical guides called Tech Notes. The most popular of these can be accessed from the HELP link. Any others will be emailed to you upon request. Earlier Tech Notes have accurate content and will be updated with current screenshots if needed. Currently available Tech Notes include:

- *13001: Using FacilitatePro for Testing*
- *13002: Creating Introductions Topics for Conferences and Webinars*
- *13003: Using Templates to Support Express (Premium) Facilitators*
- *15001: Custom Logon Screen to Allow Users to Create Their Own User Profiles*
- *15002: Troubleshooting Participant Security Violation Alerts*
- *15003: How to Create an Administrator User ID from the Server Interface*
- *15004: Setting the Auto Refresh Rate for Brainstorming*
- *15005: Setting the Follow Me Refresh Rate*
- *15006: Checking FacilitatePro Performance*
- *15007: Settings to Determine Maximum Number of Participants Using a Shared ID*
- *15008: Changing the SSL Cipher List*
- *15009: Security Q&A for Hosted Licenses*
- *15010: How to Remove the Enter and Item Columns from a Participant Main Screen*
- *15011: A New Classic Chart Type Option*
- *16001: XSS Vulnerability and Chrome Message ERR_Blocked_By_XSS_Auditor*
- *16002: Running FacilitatePro As a Service in v16*
- *16003: FAQ Customizing your Agenda Template*
- *16004: Logon Screens: How to Automatically Copy the Alias Field into an UpdateOrg Field*
- *16005: How to Allow Participants to Dynamically Change their Alias and Org Level 1 fields*
- *16006: How to Export Voting Results with Multiple Column Voting*
- *16007: Creating a Direct Topic Access URL with Demographic Data*
- *16008: Using FacilitatePro when not connected to a network with localhost 127.0.0.1*
- *16009: Customize Default Options for Basic and Plus Leaders*
- *17001: SSL and FacilitatePro*
- *17002: Creating and Working with Custom Logon Screens*
- *17003: Using Two Factor Authentication (2FA)*
- *17004: Migrating to a new server*

The enhancements and fixes that follow are a direct result of input and requests from our customers. Thank you for your ideas! The Primer is organized into sections, as described in the Table of Contents. We suggest you look through the TOC carefully and pick out any topics that are relevant to you. Then keep this Primer handy to refer to as new applications or questions come up.

For further technical support please call our customer help line at 1 (805) 682-6939 or send an email to GetInfo@Facilitate.com.

New Features & Changes

Reformatted fields for the Attach a File section

There is no longer a use for the rename file text box or the replace file checkbox option. The file names for attachments are now all controlled by the system.

The screenshot shows the FacilitatePro interface for the 'BRAINSTORM - COMMENTING' section. The sidebar on the left contains navigation options: MAIN SCREEN, HELP, CONFERENCES, USER PROFILES, TEMPLATES, SYSTEM, EXTRAS, and QUIT. The main content area has a 'Topic Mode' dropdown set to 'Brainstorm'. Below this is a section titled 'Testing Attachments' with a text input field for 'Enter your idea below:'. A yellow highlighted section contains the 'Attach a file' options: 'Display as Hyperlink' (selected) and 'Embed (JPG, GIF, or PNG only)'. There are buttons for 'Click here - file size', 'Choose File', and 'No file chosen'. At the bottom, there are buttons for 'Add My Idea', 'Refresh List', 'Use My Settings', 'Save and Finish', and 'Print'.

Go to the Language Profile screen to further customize this area (see image below).

<i>Attach a file as:</i>
<code>Attach a file - <i>select Hyperlink or Embed and choose file</i></code>
<i>Hyperlink:</i>
Display as Hyperlink
<i>JPG or GIF image in a flip chart:</i>
Embed (JPG, GIF, or PNG only)
<i>Attachment Name</i>
Click here - file size
<i>Replace existing file of the same name</i>
<code><i>replace existing file with a file of the same name</i></code>
<i>Your responses have been accepted. Thank you.</i>
<code><div class="mainScreenAlert">Your responses have been saved.</div></code>
<i>Your responses have been saved. Select .</i>
<input type="text"/>
<i>when finished.</i>
<input type="text"/>
<input type="button" value="Save Settings"/> <input type="button" value="Cancel"/>
— Brainstorming Build / Edit Screen Settings

When adding items with an attachment nothing is added if there is no headline or detail

This can be more annoying than items added without descriptions. We have therefore made it so if there is an attachment but no headline or detail a placeholder headline is included.

Delete all Auto Created User IDs for a Conference and its Topics when a conference is deleted

Previously when a conference was deleted only a user id auto generated at the Conference level was deleted. Now that and any and all auto generated user id's created at the Topic level for that conference are also deleted. If an individual topic is deleted and there is an auto generated user id for that topic, it will be deleted.

Update Conference Last Addition date in Conference Outliner to include when the last ballot was added or updated

Currently it only reflects when the last idea was added to the conference. It now will also update any time a new ballot is submitted.

Add the ability to search for Users created in the last X days

In addition to user who connected in the last X Days you can search for users created in the last X days. The created on option only works with days not hours and minutes. Also, using a negative number for either last connected or created on will return users who connected or were created over X days ago. The new search requires that Language Profiles wishing to use it also be updated. If you would like this feature, have upgraded to v17.5 R1 and it does not currently display, contact Facilitate.com and we will help you update the desired Language Profile. Currently we are assessing whether to make this available by default.

USER PROFILE LIST

Show me all User ID's

Search for value: Primary Partition equals

Search for: ID Is a Partition ID is equal to Yes No

Connected within the last: -5000 Minutes Hours Days

Sort by: Last Use Low to High High to Low

[Create a new User](#) Search and Sort Search within your selection

Your search has returned 45 users.

Click on an individual user's ID to view and edit their settings:

USER PROFILE LIST

Show me all User ID's

Search for value: User ID contains d

Search for: ID Is a Partition ID is equal to Yes No

Connected Created within the last: 500 Minutes Hours Days

Sort by: Last Use Low to High High to Low


[Create a new User](#) Search and Sort Search within your selection


Add New “Brainstorm – Action Plan – text” Topic Mode


Some clients preferred more of the legacy look to our Action Planning charts. They especially wanted the option to more readily have access to the text so they could cut and paste it into other


programs. We therefore added a new Topic Mode named “Brainstorm – Action Plan - text.” The screenshots below show the difference between this and the “Brainstorm – Action Planning” mode. The “Brainstorm – Action Plan – text” mode also produces just a text based report when selected from the Print Screen (see the third screenshot below). That is the specific feature some clients were most interested in with respect to copying and pasting it into Word.

ACTION PLANNING


 Manual Is On


 Prepare Vote


 Settings


 Follow Me

Topic Mode:
Brainstorm - Action Planning

Action Plan

Refresh List
Use My Settings
Save and Finish
Print

Action Plan




Start Date: 04/05/2024 - End Date: 08/13/2024

Task	Apr	May	May	May	Jun	Jun	Jul	Jul	Jul	Aug
This is the first step we must take to move forward. Owner: Bob Davis	[Progress Bar]									
This is the second step we must take. Owner: Melinda Thompson		[Progress Bar]								
This is the third step we must take to complete this project Owner: Tim Duncan				[Progress Bar]						

This is the second step we must take.
 Start: 05/05/2024 - End: 06/05/2024
 0% Complete

Show item numbers: through
Label Font Size (6-72)

How to label Items: Complete Headline (w/o numbers)
Chart Size (H x W): x

ACTION PLANNING Back to Agenda   




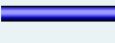


Manual Is On Prepare Vote Settings Follow Me Topic Mode: **Brainstorm - Action Plan - text**

Action Plan

Refresh List Use My Settings Save and Finish Print

Electronic Flip Chart

This session is anonymous. The following 3 items have been contributed to this Topic:

	4/5/2024	8/5/2024
1  This is the first step we must take to move forward. Who: Bob Davis 60 % Completed 04/05/24 to 05/05/24		
2  This is the second step we must take. Who: Melinda Thompson 0 % Completed 05/05/24 to 06/05/24		
3  This is the third step we must take to complete this project Who: Tim Duncan 0 % Completed 06/05/24 to 08/05/24		

Mike1 - Discussion Topics

Conference Agenda

Topic 0: Action Plan

	Start Date	End Date	Percent Complete	Status	Who
1. This is the first step we must take to move forward.	4/5/2024	5/5/2024	60%	On Schedule	Bob Davis
2. This is the second step we must take.	5/5/2024	6/5/2024		On Schedule	Melinda Thompson
3. This is the third step we must take to complete this project	6/5/2024	8/5/2024		On Schedule	Tim Duncan

FacilitatePro Conference Report

As a reminder Action Plan field names can be readily customized

Field names like start date, end date, who, status etc. as well as the background colors for the status cell can be customized via the Language Profile screens and by modifying the Report Template screen. The Report Template screen requires advanced html and javascript skills however.

The screenshot shows the FacilitatePro interface. On the left is a dark sidebar with the following navigation options: MAIN SCREEN, HELP, CONFERENCES, USER PROFILES, TEMPLATES, SYSTEM, EXTRAS, and QUIT. The main content area is titled 'Brainstorming Action Planning Labels' and contains a table with the following rows:

Who	<input type="text" value="Who"/>
Start Date	<input type="text" value="Start Date"/>
End Date	<input type="text" value="End Date"/>
Status	<input type="text" value="Status"/>
% Completed	<input type="text" value="% Completed"/>
to	<input type="text" value="to"/>
On Schedule	<input type="text" value="On Schedule"/>
Not Started	<input type="text" value="Not Started"/>
Behind Schedule	<input type="text" value="Behind Schedule"/>
Ahead of Schedule	<input type="text" value="Ahead of Schedule"/>
Completed	<input type="text" value="Completed"/>

At the bottom of the table are two buttons: 'Save Settings' and 'Cancel'.

Name	Date modified	Type	Size
<input checked="" type="checkbox"/> Default-ActionPlanning.txt	10/25/2018 9:51 AM	Text Document	2 KB
<input type="checkbox"/> Default-Brainstorm.txt	10/9/2018 3:48 PM	Text Document	2 KB
<input type="checkbox"/> Default-Brainstorm-Likes.txt	7/28/2014 5:27 PM	Text Document	2 KB
<input type="checkbox"/> Default-VotingResults-DetailedOneCo...	1/8/2010 11:59 AM	Text Document	3 KB
<input type="checkbox"/> Default-VotingResults-DetailedOneCo...	1/8/2010 11:59 AM	Text Document	3 KB
<input type="checkbox"/> Default-VotingResults-Graphs - Copy.t...	12/22/2009 5:59 PM	Text Document	2 KB
<input type="checkbox"/> Default-VotingResults-Graphs.txt	9/11/2018 1:16 PM	Text Document	2 KB
<input type="checkbox"/> Default-VotingResults-Multi-Column.txt	11/6/2018 4:23 PM	Text Document	2 KB
<input type="checkbox"/> ReportMaster-Report-III-OneColumnV...	1/18/2019 8:02 AM	Text Document	6 KB
<input type="checkbox"/> ReportMaster-Report-II-VotingDistrib...	1/18/2019 8:03 AM	Text Document	6 KB
<input type="checkbox"/> ReportMaster-Report-I-QuickSummar...	1/18/2019 8:03 AM	Text Document	6 KB
<input type="checkbox"/> ReportMaster-Report-I-QuickSummar...	1/18/2019 8:03 AM	Text Document	6 KB
<input type="checkbox"/> ReportMaster-Report-IV-OneColumnV...	1/18/2019 8:04 AM	Text Document	6 KB

Customization Features

Automatically update all Language Profiles to replace default text which was changed in 17.5 R1

Rather than requiring that the entire Language Profiles be updated we updated just the appropriate values. The changes mainly updated the version numbers and copyright dates found in the Modify Copyright Notice Section.

Modify the Copyright Notice Section :
Special Commands: 'Copyright Only' and 'No Broadcast'

```
<div class="PleaseKeep"> </div>
<div class="participant_footer">
FacilitatePro v 17.5 © Copyright 2024 Facilitate.com
```

Save Settings
Cancel

+
Conference and Topic Name Alias Settings

Request for Customization to the XYZ voting

The intent was to provide both greater flexibility in labeling the chart as well as the ability to have three criteria and one which was the result of multiplying 2 or the 3. The X axis uses the values defined for X. The Y Axis however is the result of multiplying the score for Y times the score for Z. To use the new format with any voting profile you need to do two key things with respect to the Voting Profile Name. In the first screenshot below you'll see that the name needs to include the characters "YXZ" (item 1 – not "XYZ") followed by specifying a custom layout template (item 2) which controls other key aesthetic and labeling settings. The custom layouts are found in the CodeLibrary directory of the Database directory. We include an example file named Chart_FC_Quadrant_Smiths.txt. You can copy and rename it and experiment if you like. Variations of these templates can be created via a text file fairly easily if you need options with different labels for the X or Y axis. If the Voting Profile name does not include the two elements mentioned above then it will not work using the new format. In addition you need to specify which voting column should be used for the X axis and which for the Y (item 3). Again, the Y axis value is calculated by multiplying the value for column Y times column Z. And, you'll need to specify the quadrant names (item 4 on Screenshot 3).

Screenshot 1

Profile Name:

Profile Owned By:

Partition Access:

To copy this profile, first type a new profile name above and then click the 'Save As' button below.
 To avoid conflicts with existing surveys, profile name changes will not be saved unless you use Save As.

confirm profile deletion

Expand All +

Basic Column Settings

Column Hdgs	Residual Risk	Likelihood	Satisfaction				Overall_Wtg
Ballot Options							
Column Use/Off	Use ▾	Use ▾	Use ▾	Off ▾	Off ▾	Off ▾	N/A
Check Box Voting	<input type="checkbox"/> Enable	<input type="checkbox"/> Enable	<input type="checkbox"/> Enable	<input type="checkbox"/> Enable	<input type="checkbox"/> Enable	<input type="checkbox"/> Enable	N/A
Default Value	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	N/A
Item Min	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	N/A
Item Max	<input type="text" value="10"/>	<input type="text" value="10"/>	<input type="text" value="4"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	N/A
Column Max	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	N/A
Tabulation Options							
Tabulate or Off	Tab ▾	Tab ▾	Tab ▾	Tab ▾	Tab ▾	Tab ▾	Off ▾
Avg or Sum	Avg ▾	Avg ▾	Avg ▾	Avg ▾	Avg ▾	Avg ▾	WtAvg ▾
Column Weighting	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	N/A
Quad Axis - X/Y	Y	Z	X				N/A
Custom Voting Scales							
Custom Scale	<input type="checkbox"/> Enable	<input type="checkbox"/> Enable	<input type="checkbox"/> Enable	<input type="checkbox"/> Enable	<input type="checkbox"/> Enable	<input type="checkbox"/> Enable	N/A
Select a Scale:	Sliding_Scale_101_pixels ▾						
Quadrant Descriptors							
Monitor Risks	Improve						
Accept / Optimise	Monitor Controls						

Screenshot 2

— **Pull Down Menu and Radio Button Options**

1) Ignore results receiving a value of: (e.g., did not respond)

2) Ignore results receiving a value of: (e.g., responded but no opinion)

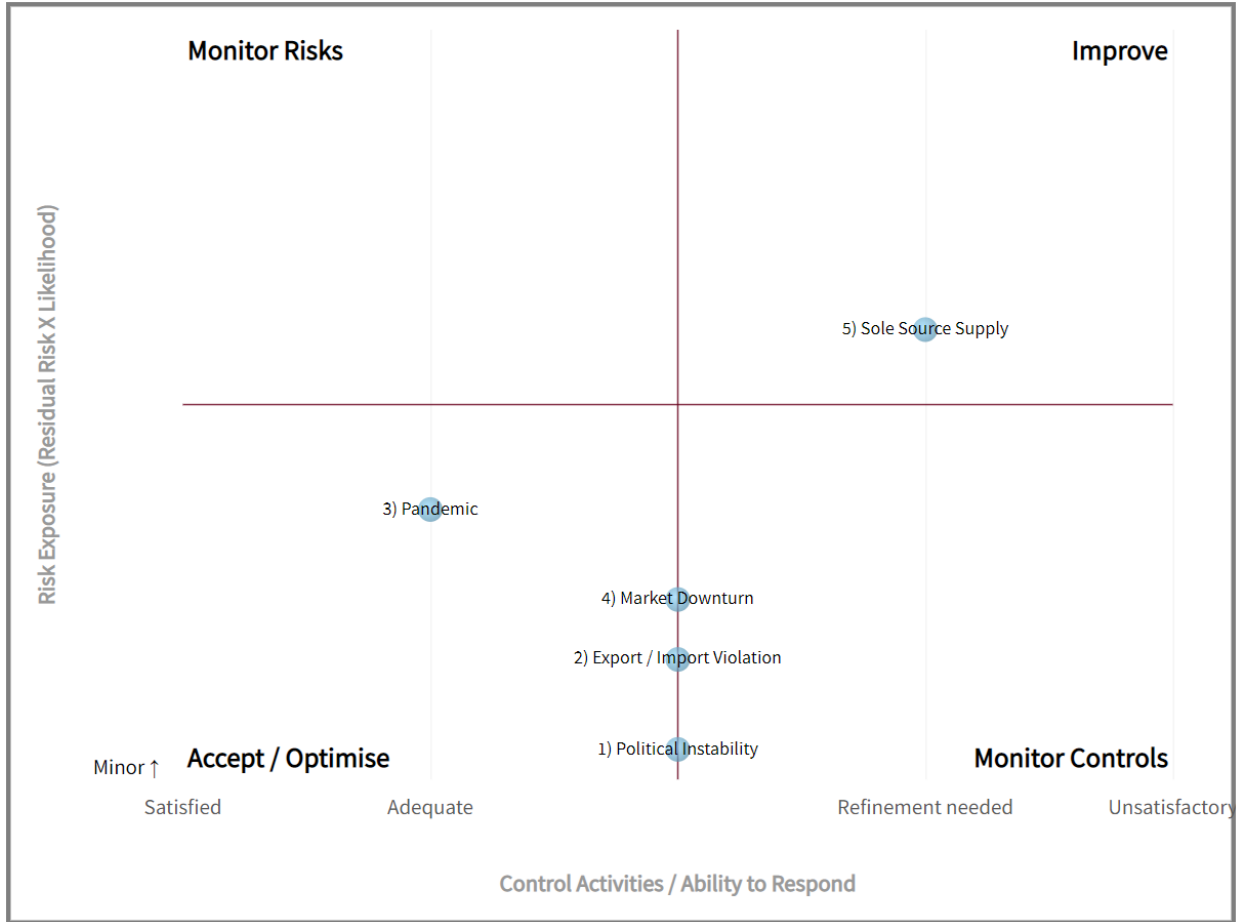
Use Drag and Drop voting for Column 1 - see note 3 below

Use forced rank voting for Column 1 - see note 2 below

Use a line break after each radio button descriptor

Column 1		Column 2		Column 3		Column 4	
<input checked="" type="checkbox"/> Pull Down Entry		<input checked="" type="checkbox"/> Pull Down Entry		<input checked="" type="checkbox"/> Pull Down Entry		<input type="checkbox"/> Pull Down Entry	
<input type="checkbox"/> Radio Button Entry		<input type="checkbox"/> Radio Button Entry		<input type="checkbox"/> Radio Button Entry		<input type="checkbox"/> Radio Button Entry	
Description	Value	Description	Value	Description	Value	Description	Value
Select One	99	Select One	99	Select One	99		0
Very Low	1	Very Low	1	Unsatisfied	1		0
Low	2	Low	2	Refinement N	2		0
Medium	3	Medium	3	Adequate	3		0
High	4	High	4	Satisfied	4		0
Very High	5	Very High	5		0		0
	0		0		0		0

Example Report with custom labels



XYZ Quadrant Map – New Option to not display the item number

It is now possible on the Print Options screen to choose an option which will not display the item number next to the items in a Bubble Chart:

Summary Voting, Bubble, and Gantt Chart Options - Show / Hide


How to label Items:	Complete Headline (w/o numbers) ▾	<input checked="" type="checkbox"/> Quadrant charts only
Set the default Bubble size:	Default - 100% ▾	
Label Font Size (6-72)	12	
Minimum Bubble Radius	15	
<input checked="" type="checkbox"/> Include Item number prior to character abbreviation:		
<input checked="" type="checkbox"/> For non-Classic Graphs print as .png images:		


Premium Users see options To Copy Conferences and edit and add new topics at the top of their Conference Editor Screen Change

They are not available options for them. These options can be hidden from them by editing the Custom Screen Template and Language Profile they are using (see the before and after screenshots below). Important Note: The change must be made to both the Language Profile and the Custom Screen template for this to work. If after upgrading you are still experiencing this issue with select users, we can provide more information on how to resolve it.

Before

CONFERENCE EDITOR

- ▶ [Copy this Conference](#)
- ▶ [View / Edit Topics for this Conference](#)
- ▶ [Return to full list of Conferences](#)
-  [Create a new Topic for this Conference](#)

Edit the name and description of this Conference: [return to top](#) - 

Conference name:

FacilitatePro Demonstration Conference - MM

After

CONFERENCE EDITOR

Edit the name and description of this Conference:

Conference name:

This is not a test topics

Conference description:

Welcome! This will be our online workspace for the asynchronous p
components of our course. Your input will help guide our course de
and challenges you are experiencing as leaders of virtual teams. <b

Save Changes

Generate New ID

Other Enhancements

No Change

Description:

ADMINISTRATOR SECTION

Updated the look of the Append a link section

This was done via a minor change to the Language Profile (see screenshot below).

The screenshot shows the 'Brainstorming Screen Settings' interface with the following fields:

- Add Idea Section Header:** Add An Idea:
- Brief Description Text:** Add An Idea:
- Additional Detail Text:** Additional Detail:
- URL Heading Opening Text:** To append a link - <i>select type and enter a description and the address</i>
- URL Heading Closing Text:**
- URL Example Text:** <i>(e.g., Facilitate Proceedings Blog / www.facilitate.com/blog)</i>
- Place in Category Text:** Category:
- Your Current Idea Has Not Been Placed in a Category Message In Pull Down Menus:**

Enhance the Who is on Log to provide IP address and complete http header

To provide an administrator with additional logged information in the event of suspicious activity, the Who Is On Log now includes the TCP/IP address and the HTTP header:

WHO IS ON										
Search for: - Restricted Path										
Occurring: Between 07/13/2022 and 07/14/2022										
Where: equals										
Search and Sort										
11 of 180										
Date	Time	User	Access	Alias	Shared ID	TCP/IP	Hits	Event Type	Event Name	Event Detail
07/13/2022	12:47:19					192.168.31.229	0	Security	Restricted Path	Page 404 Alert: File 4dAction\FC_Web_Secure not found Received Header: GET /4dAction/FC_Web_Secure HTTP/1.1 Accept:
07/13/2022	12:40:20					192.168.31.229	0	Security	Restricted Path	treePage 404 Alert: File 4dAction\FC_Web_Secure not found Received Header: GET /4dAction/FC_Web_Secure HTTP/1.1 Accept:
07/13/2022	12:38:04					192.168.31.229	0	Security	Restricted Path	Page 404 Alert: File 4dAction\FC_Web_Secure not found Received Header: GET /4dAction/FC_Web_Secure HTTP/1.1 Accept:

Performance and Security

Upgraded the development environment from 4D v18 to v20.3

4D v20.3 was released on March 2024. This is their most current official release and includes numerous infrastructure enhancements and fixes.

OpenSSL updated to 3.1.1

Updated from 1.1.1i

FacilitatePro Certified for Windows 10 - 11 and Windows Server 2016 through 2022.

Latest release of major version is required such as Windows 11 23H2. Windows Server 2012 R2 and earlier are no longer supported.

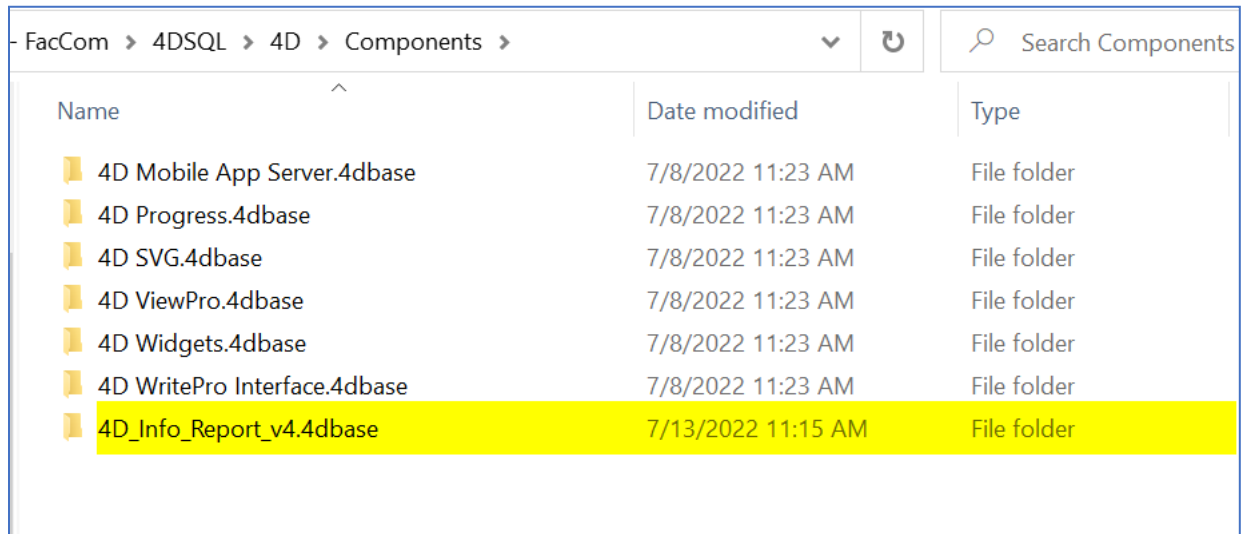
Address issues with malformed headers

This is a security addition to address a potential vulnerability.

Add Performance Tracking Comparison Logs

This allows you to view a history to isolate exactly when there may have been a performance spike. This could be used to help you isolate when activity may have spiked so you can then go back and look at the detailed HTTP Web Logs and Debug Logs for more information. This capability would likely be seldom if ever needed by most clients.

The 4D_Info_Report_v4.4dbase component needs to be in the Components directory.



The screenshot shows a file explorer window with the path FacCom > 4DSQL > 4D > Components. A search bar is visible at the top right. The main area displays a table of files and folders:

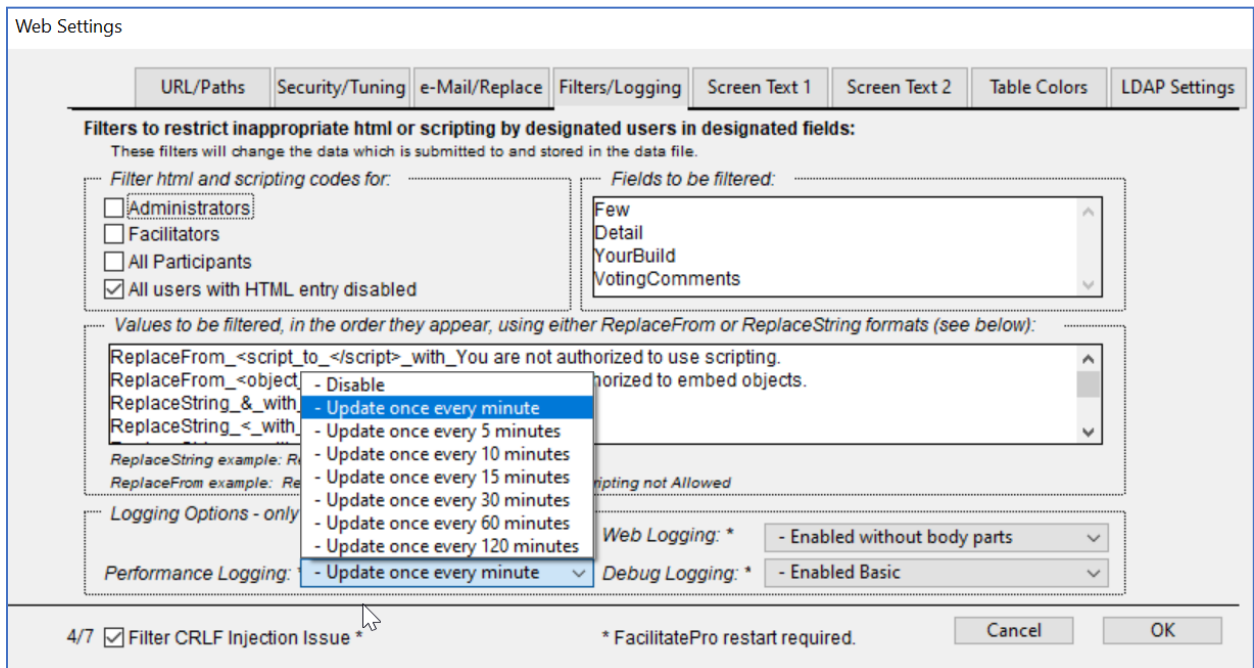
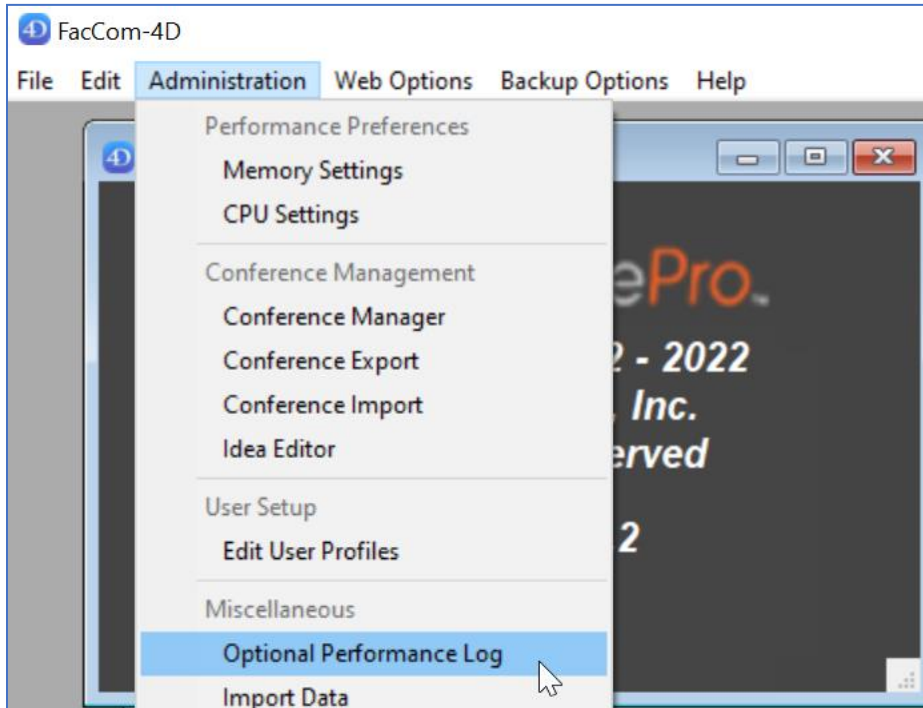
Name	Date modified	Type
4D Mobile App Server.4dbase	7/8/2022 11:23 AM	File folder
4D Progress.4dbase	7/8/2022 11:23 AM	File folder
4D SVG.4dbase	7/8/2022 11:23 AM	File folder
4D ViewPro.4dbase	7/8/2022 11:23 AM	File folder
4D Widgets.4dbase	7/8/2022 11:23 AM	File folder
4D WritePro Interface.4dbase	7/8/2022 11:23 AM	File folder
4D_Info_Report_v4.4dbase	7/13/2022 11:15 AM	File folder

If it is enabled and started it will generate files every 5 minutes.

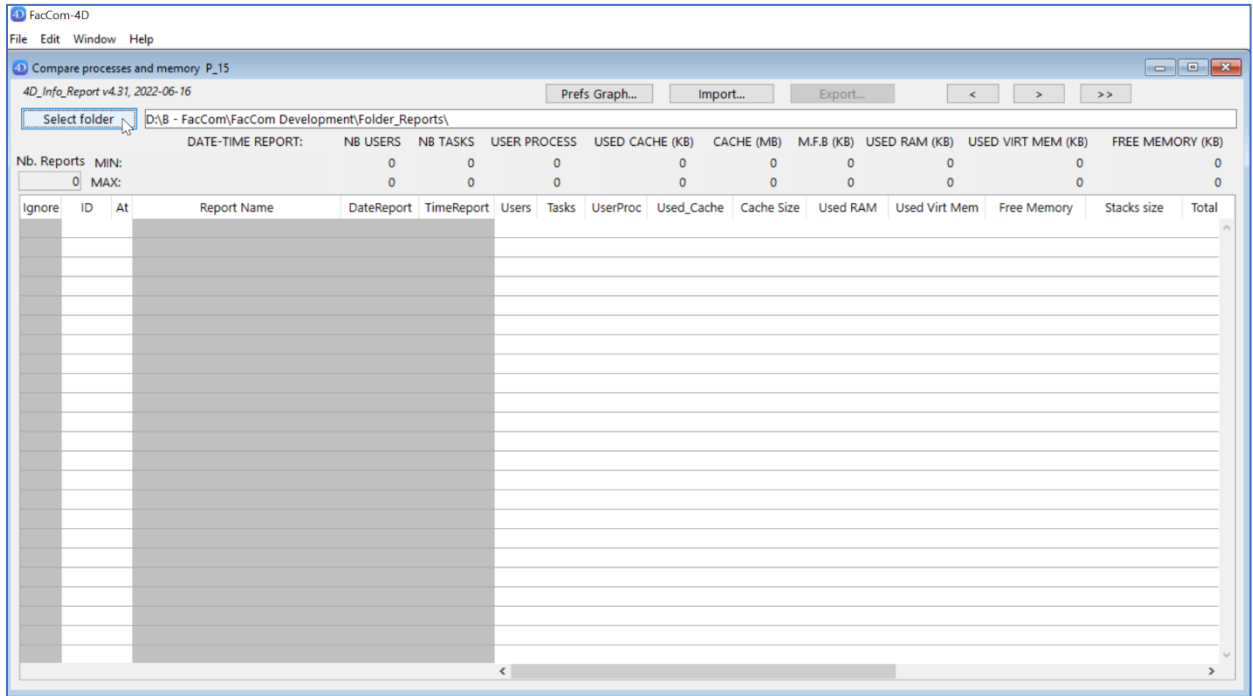
Name	Date modified	Type	Size
Array_profiler.txt	7/13/2022 4:22 PM	Text Document	1 KB
Attention_report.txt	7/13/2022 4:27 PM	Text Document	1 KB
Info_SQL_Naming.txt	7/13/2022 4:22 PM	Text Document	1 KB
Report_2022_07_13_15_50_59.txt	7/13/2022 3:50 PM	Text Document	11 KB
Report_2022_07_13_15_51_29.txt	7/13/2022 3:51 PM	Text Document	11 KB
Report_2022_07_13_15_56_23.txt	7/13/2022 3:56 PM	Text Document	11 KB
Report_2022_07_13_16_01_16.txt	7/13/2022 4:01 PM	Text Document	11 KB
Report_2022_07_13_16_06_09.txt	7/13/2022 4:06 PM	Text Document	11 KB
Report_2022_07_13_16_11_03.txt	7/13/2022 4:11 PM	Text Document	11 KB
Report_2022_07_13_16_15_56.txt	7/13/2022 4:15 PM	Text Document	11 KB
Report_2022_07_13_16_20_50.txt	7/13/2022 4:20 PM	Text Document	11 KB
Report_2022_07_13_16_22_16.txt	7/13/2022 4:22 PM	Text Document	11 KB
Report_2022_07_13_16_27_10.txt	7/13/2022 4:27 PM	Text Document	11 KB
Report_2022_07_13_16_32_03.txt	7/13/2022 4:32 PM	Text Document	11 KB
Report_2022_07_13_16_36_56.txt	7/13/2022 4:36 PM	Text Document	11 KB
Report_2022_07_13_16_41_49.txt	7/13/2022 4:41 PM	Text Document	11 KB
Report_2022_07_13_16_46_43.txt	7/13/2022 4:46 PM	Text Document	11 KB
Report_2022_07_13_16_51_36.txt	7/13/2022 4:51 PM	Text Document	11 KB
Report_2022_07_13_16_56_29.txt	7/13/2022 4:56 PM	Text Document	11 KB
Report_2022_07_13_17_01_23.txt	7/13/2022 5:01 PM	Text Document	11 KB
Report_2022_07_13_17_06_16.txt	7/13/2022 5:06 PM	Text Document	11 KB

The files can either be assessed by your staff or sent to us or for review and assessment or they can be viewed using the server interface. Remember you can only run the desktop interface if you are not running it as a service.

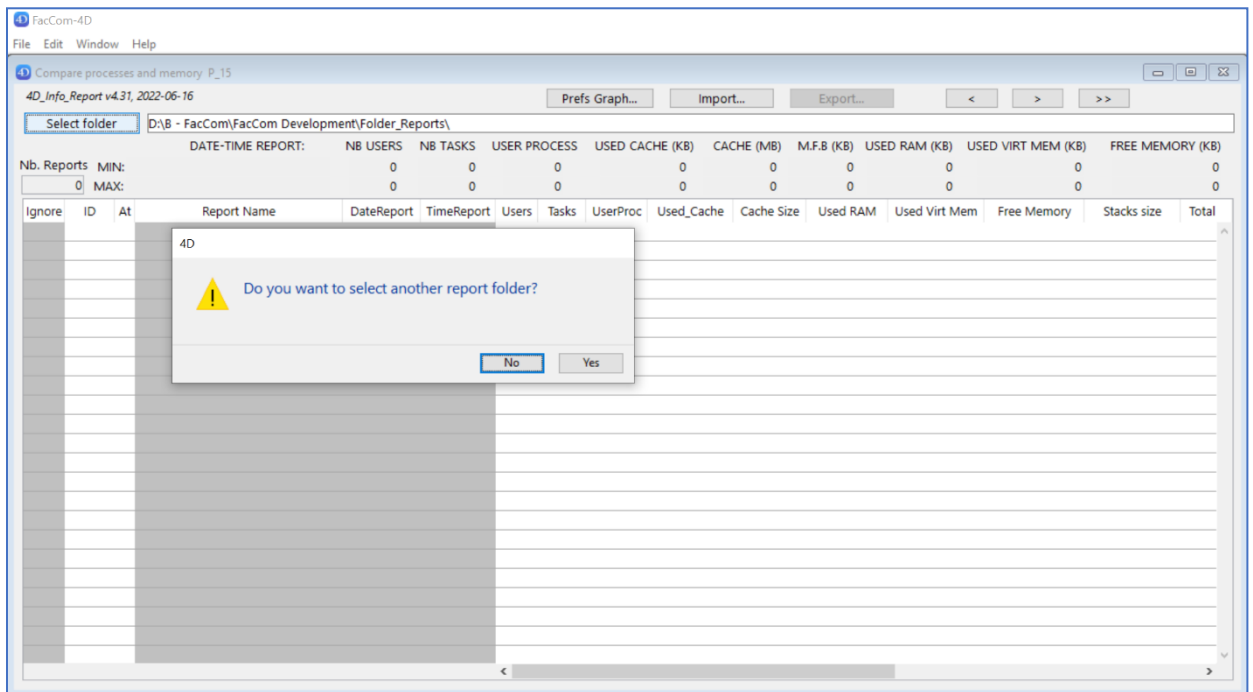
Below are the setting screens.



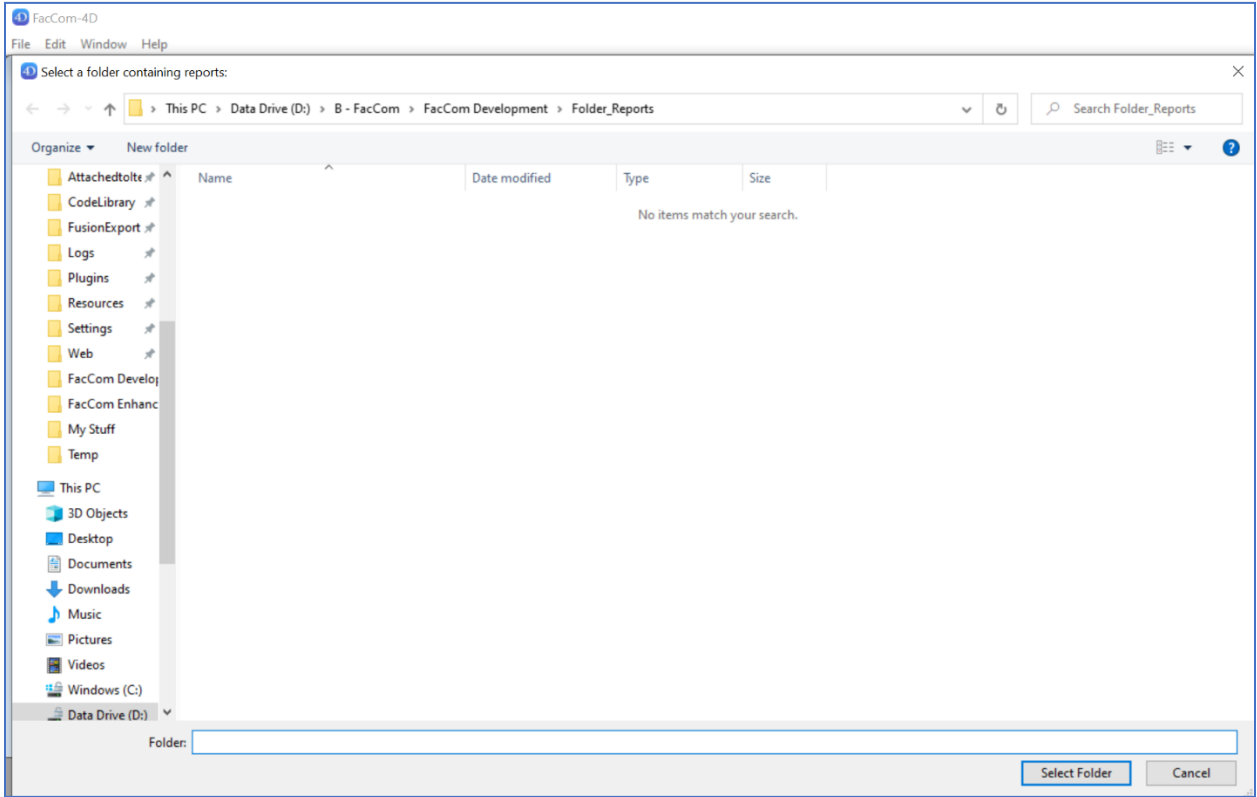
Once started it brings up the following screen. Choose select folder. You may wish to copy the files from a specific time frame to a new folder and just use those to produce a report for a specific timeframe.



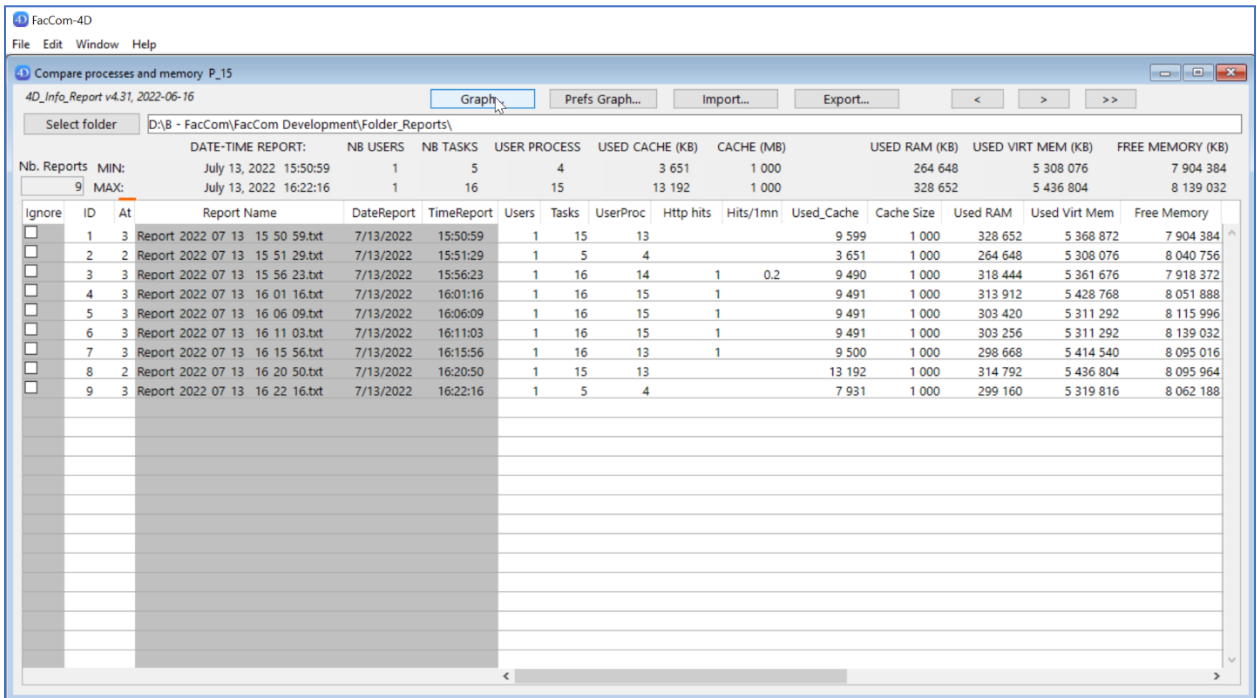
It will ask if you want to select another report folder. Say yes even if it appears to have the correct folder selected since it won't show the files until you do.



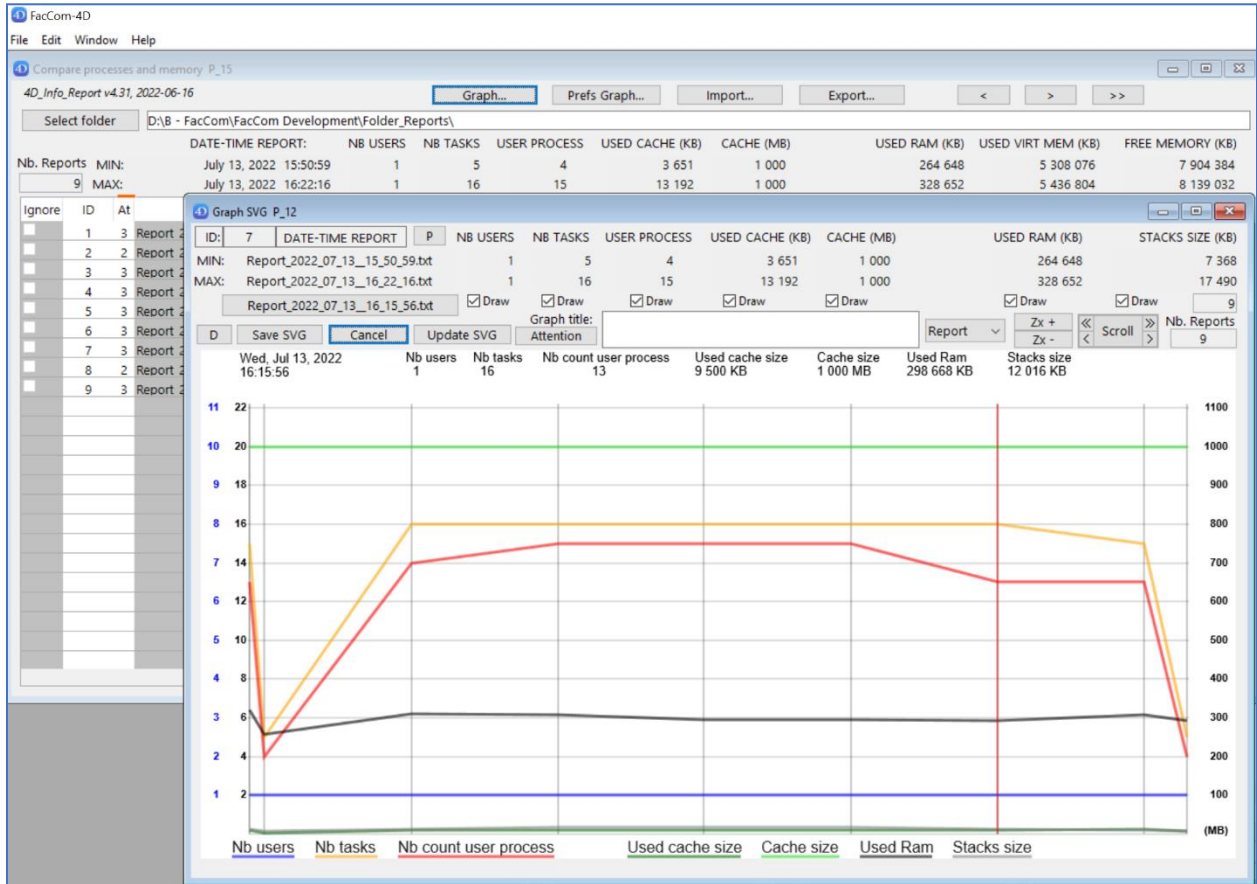
Choose the folder with the file or file subset you are interested in.



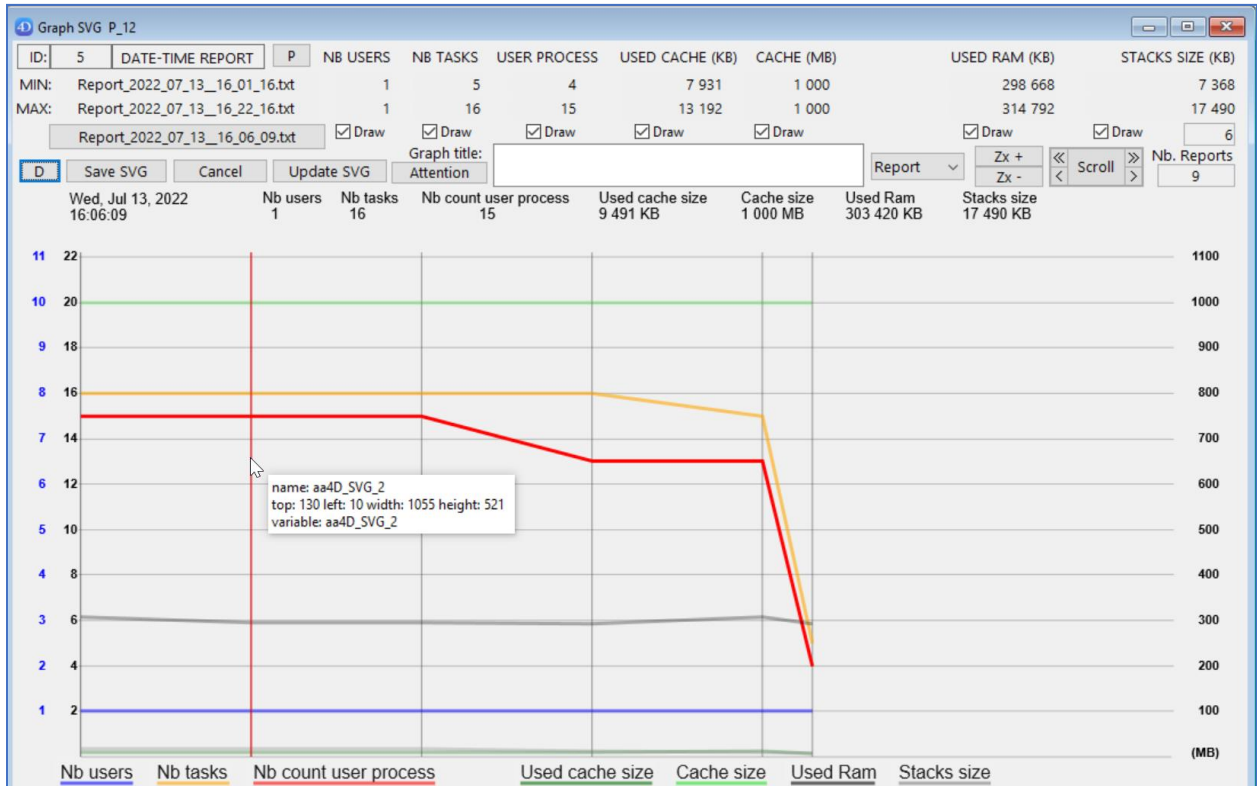
It will then show a list of files in the folder you selected you can check to ignore as many as you wish. Once you've selected the files to view choose Graph.



A graph will be displayed with key performance data. Each vertical bar represents the data for one of the reports selected. You can scroll from one screen to the next if there are more reports than will fit on one screen.



This is scrolling to the last screen.

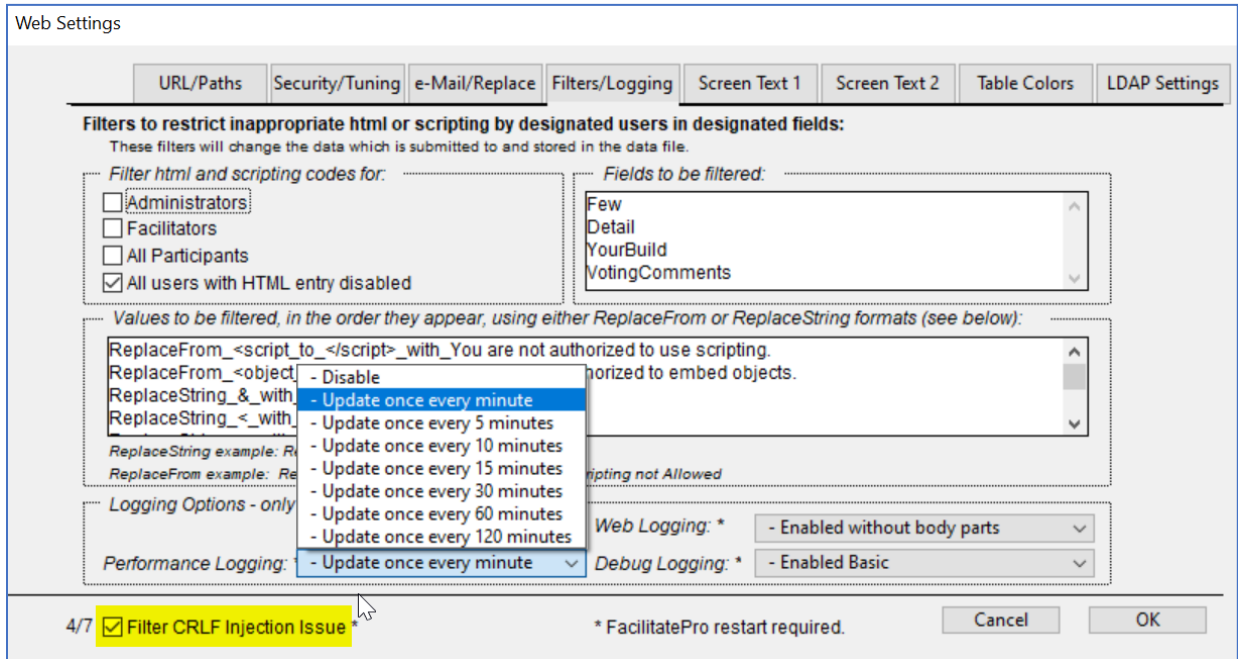


We have added XSS Protection to additional parameters

This will ensure even greater security.

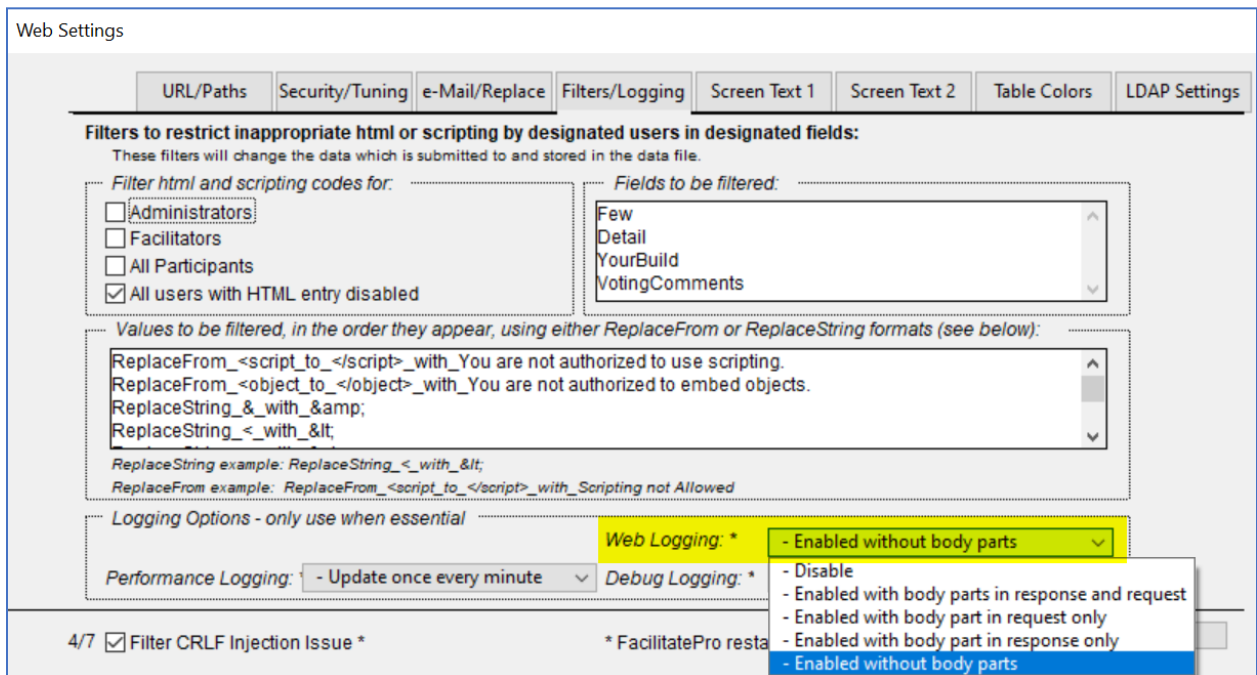
We have optional protection against CRLF Injection

We do not see any vulnerability within our code to CRLF Injection we have added the ability to filter out some of the problem header information just to be safe.



Added the ability for HTTP Logging

This should only be enabled if you are experiencing specific issues and need this additional information.



Added 4D debug log which tracks methods and commands

Given that these logs could provide more information than should be shared except in extreme circumstances they are not available to all clients. The instance either has to be licensed to a

company name of “Facilitate.com, Inc.” or include “Debug” in the title. Again, this will only be provided if problems are encountered and the FacilitatePro support team assess that it may help to resolve them.

Fixes

2FA checks and sends emails more often then it should

An attempt was made to always send out the 2FA code for some reason regardless of whether the participant had 2FA required or didn't and whether they had successfully logged on. Have added vb_2FA_Required which indicates whether that user is required to use 2FA and vb_2FA_Valid_Code_Entered was added to indicate whether they have successfully entered their code already. Only if they 2FA is required and they have not entered a valid code should the 2FA send code be executed.

X Failed Attempts resets password to blank instead of a random string

Code was added to correct an issue which resulted in the password being reset to blank. That obviously caused a security issue. Now it is set as it should have been to a random 8 character string.

Fix minor security issues which could allow Plus and Basic users to change conference name

It was possible to adjust the User Access Level on users main screen by saving the source to a webserver and then upgrading it from what it should be to Admin. This is only a minor issue because it just affects the items displayed on the user's Main Screen and will show them all of the Administrator options as screen elements. If they try to go into any of them however they would for the most part receive a message stating that they are not authorized to use the that option. There was a minor exception in that they could potentially rename their own conference. That is allowed for all leader levels aside from Plus and Basic. We therefore corrected that exposure in code and secured a few other minor issues.

FacilitatePro is not affected by Log4j

Neither FacilitatePro v17 nor v17.5 R1 use the this library

Premium Level Leaders could not create or edit conferences

In certain situations Premium Level Leaders could not create or edit conferences. This has been corrected.

Remove unnecessary calls to jquery.min.js

The User Profile and several other screens made calls to this file to assist with legacy expand and collapse capabilities. This file is no longer needed and has been removed. If still called by legacy Screen Templates an empty file by that name can be created.

Conference and Topics as Templates did not work with uncategorized voting

Conference and Topic set for use as templates did not work with voting if the items were uncategorized. Instead they would provide inconsistent or erratic results. This was the result of the B_Category and the B_Identifier fields not being correctly updated at time of creation via the template if the items were not categorized. This has been corrected for both Conference and Topic Templates.

Important Note: To view and use a Conference Template the Owner of the Conference to be set as the master Template should be either “Conference Template” or “Template”. To use Topics as Templates when creating Topics, the Conference in which the Topic Templates reside must have its owner named “Topic Templates” and the Topics within it to be used as templates must have their owner set to “Template”. All the conference and topics must have a group access which is appropriate for which groups should have access to it. If it is set to all then all groups will have access to it.

Who Is On – Last and Previous x period of time pull down question

At first this appeared to be a bug. It seemed as though a search for the last 3 days (whichever period of time was selected) should be the same as a search for the previous 3 days and yet they yielded different results. In examining the code it was determined that they were intended to be different. The last 3 days would be today and the 2 previous days. The Previous 3 days would be the Previous 3 days to the last 3 days. So, if you counted today as day one the Previous 3 days would be items which occurred the day period 4 to 6 days ago. Not exactly sure why we felt we should have those options but we do.

Classic Interface

How to Upgrade a User from the Classic to the Current Interface

Support for the Classic Interface otherwise known as the pre version 15 interface was withdrawn in 2018. We are no longer supporting or updating that interface and strongly recommend that if you have any users still using it, you upgrade them to the current interface. Upgrading a user is easy. You simply need to change three fields in their user profile: the “Agenda Template”, “Language Profile” and the “Facilitator or Participant Access Level.” The example below shows how you would change a Pro level leader to use the current interface. It’s that easy. For the “Facilitator or Participant Access Level” field ensure you choose the level appropriate for the specific user.

EDIT USER PROFILE
Back to Agenda

▶ [Edit Access Control Options](#)

▶ [Edit Viewing Options](#)

▶ [Edit Additional Settings](#)

User ID	Ron.Johnson	no photo available	Level 1	<input type="text"/>
Password	<input type="password"/>		Level 2	<input type="text"/>
Alias	<input type="text"/>		Level 3	<input type="text"/>
Shared ID	<input type="checkbox"/> Yes <input type="checkbox"/> May be used as a Session ID		Note	<input style="width: 100%;" type="text"/>
Active Conference	Best Ever Conference ▼			
Agenda Template	Agenda - Reserved - All Users ▼			
Language Profile	Default - Primary ▼			

Return to List
Cancel
Save
Next
Previous
Save As
Log User Off

— Access Control Options: -
?

If using a Direct Topic Access template, enter the session details below:

Specify a session	Conference # <input type="text" value="3033"/>	Topic # <input type="text"/>	Subtopic # <input type="text"/>
URL when finished	<input type="text"/>		
	e.g., ServerURL/SurveySubmit.shtml or HTTP://www.CNN.com		
Restrict user access	<input type="checkbox"/> Non-facilitator may only access their Active Conference or specified session <input type="checkbox"/> This user may not enter restricted HTML or scripting codes		

Primary Partition Number	<input type="text" value="55"/>
Secondary Partitions (e.g., 3,4,5)	<input type="text"/>
Facilitator Control for Partitions (required to be a Facilitator - cleared if a Participant)	<input type="text" value="55"/>
Facilitator or Participant Access Level	Leader - Pro ▼ <input style="width: 40px;" type="text" value="0"/>

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