Resolver.
A KROLL BUSINESS

Scope and Launch an Assessment

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Overview

When assessing risk within the Risk Management applications, users must complete the following stages for the assessment: create, launch, and scope. Once an assessment has been launched, **Risk Team** user group members must scope it to define its required risk categories, sub-categories, risks, or controls.

If an admin has enabled the option to reuse data from other assessments and you have permission to view those objects, users must review those before the assessment is launched. See the **Review Objects** section below for more information.

User Account Requirements

The user account you use to log into Resolver must have Administrator permission or be part of the Risk Team user group.

Related Setup/Information

For more information on why assessments are scoped and launched, see the Scope & Launch Overview article.

To learn more about the user interface of the scoping tool, see the Scope & Launch User Interface article.

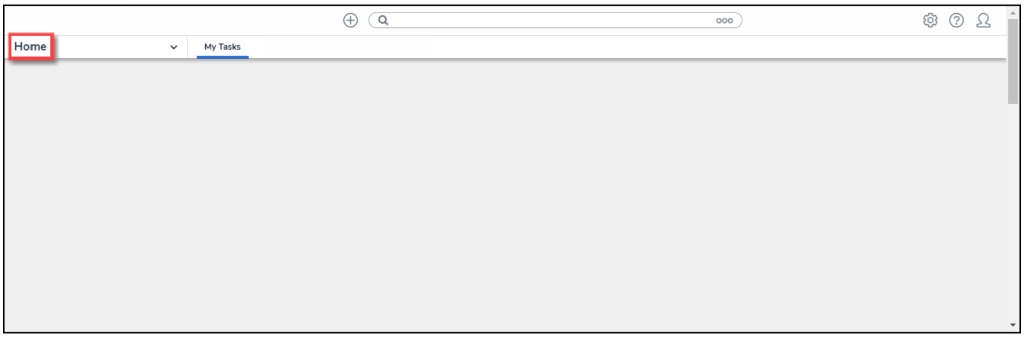
Please refer to the Rely on Previous Assessment Data article for more information on linking previous assessments to a new assessment.

Please refer to the Link to Existing (Rely On) Assessment Data article for more information on reusing data from other assessments.

Please refer to the Reviewing Assessment Objects article for more information on reviewing assessment objects before launching an assessment.

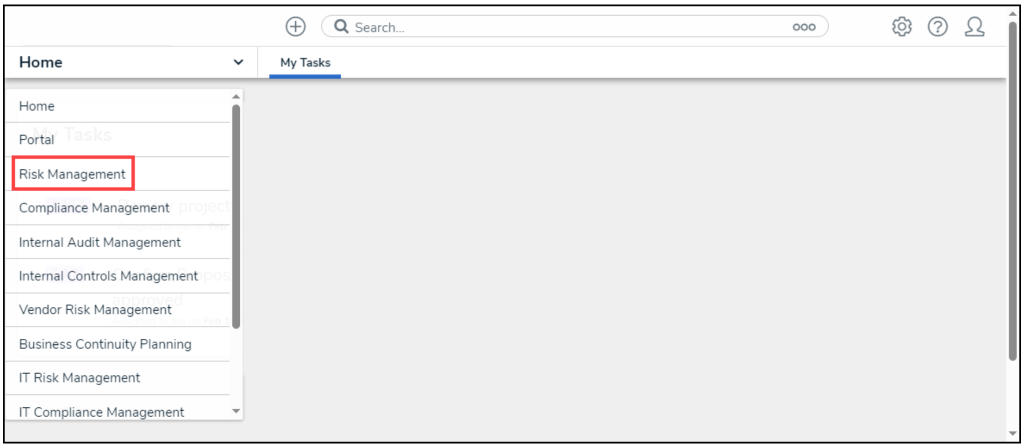
Navigation

1. From the ***Home*** screen, click the ***Home*** dropdown menu.



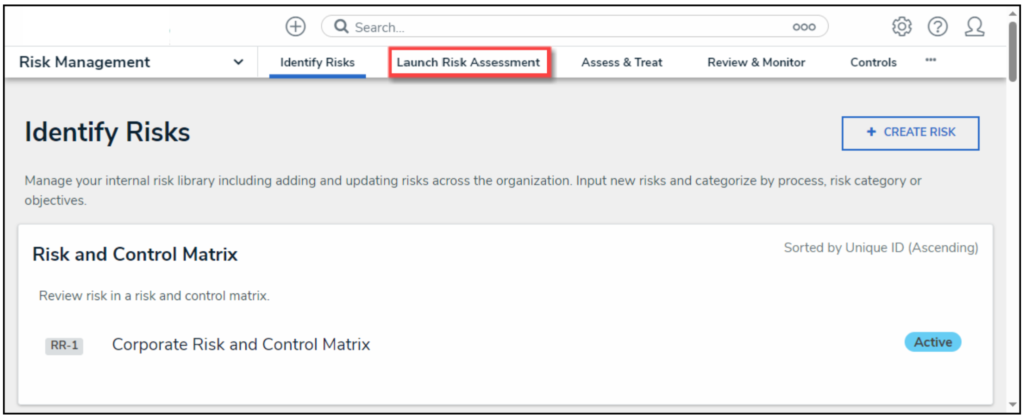
Home Dropdown Menu

2. Select **Risk Management** from the dropdown menu.



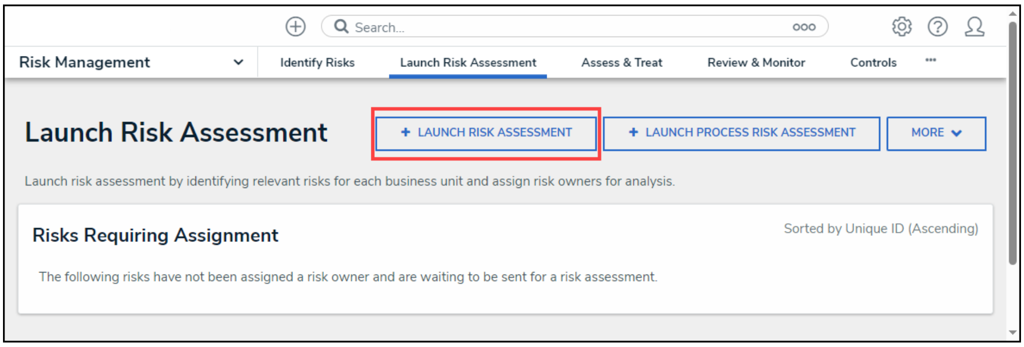
Risk Management

3. From the ***Identify Risk*** screen, click the **Launch Risk Assessment** tab.



Launch Risk Assessment Tab

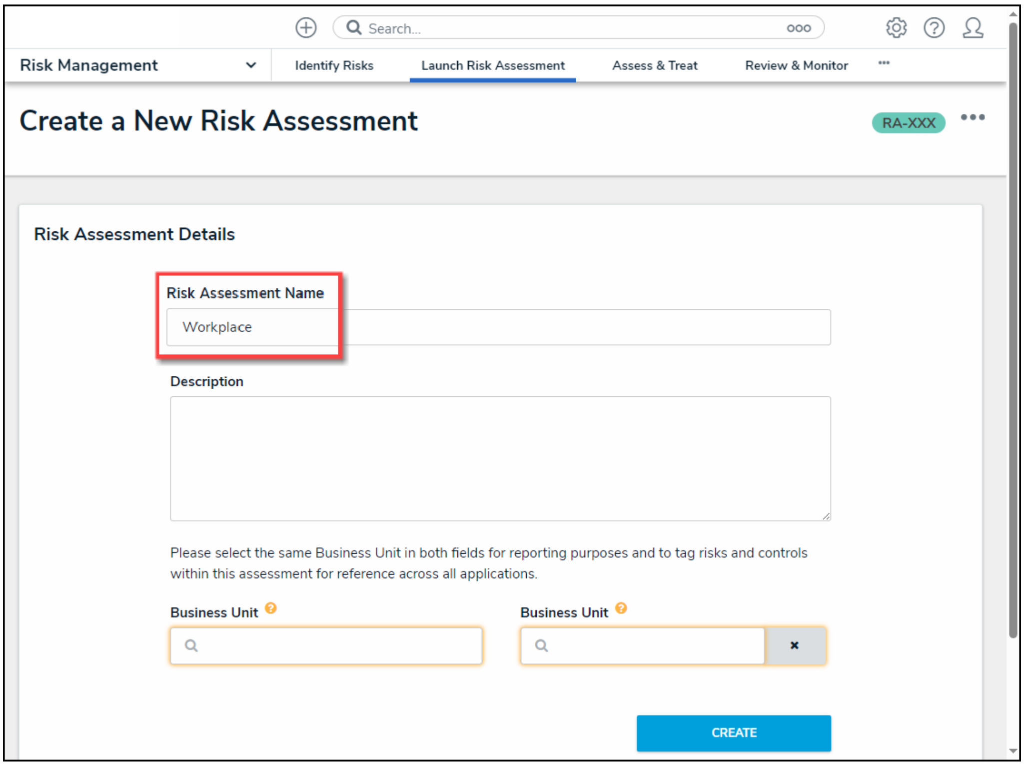
4. From the ***Launch Risk Assessment*** screen, click the **+ Launch Risk Assessment** button.



+ Launch Risk Assessment Button

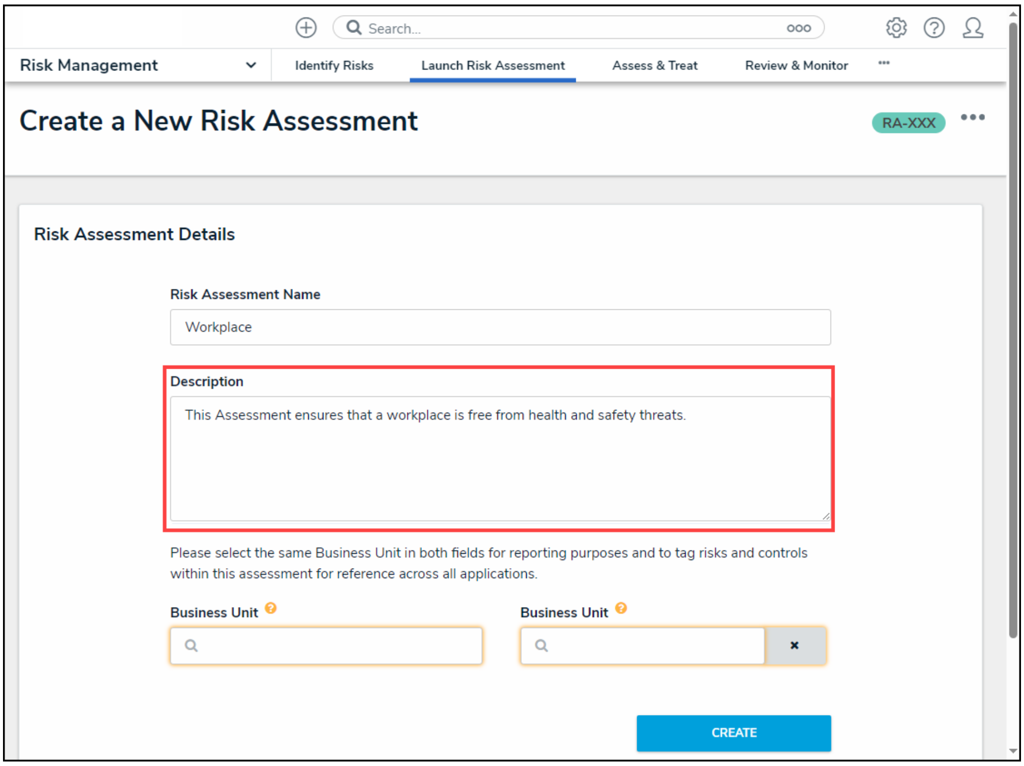
Launching an Assessment

1. From the ***Create a New Risk Assessment*** screen, enter a name for the Risk Assessment in the **Risk Assessment Name** field. The Risk Assessment name identifies the Risk Assessment throughout the system.



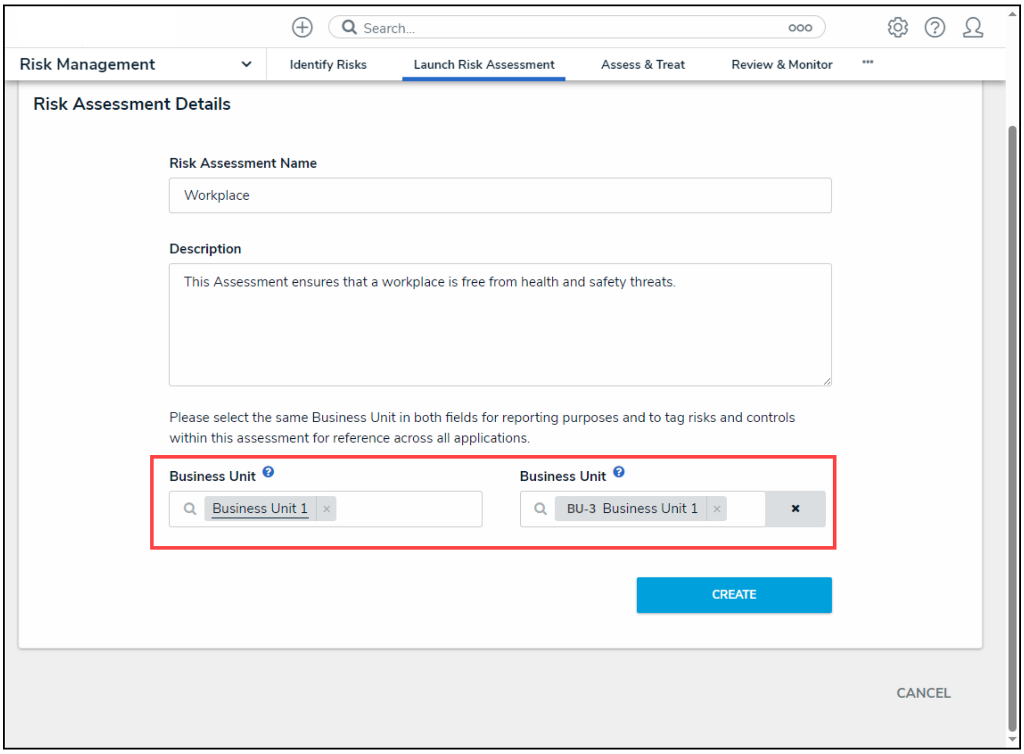
Risk Assessment Name Field

2. Enter a brief description outlining the Risk Assessment in the **Description** field. The **Description** field allows you to enter additional information about the Risk Assessment.



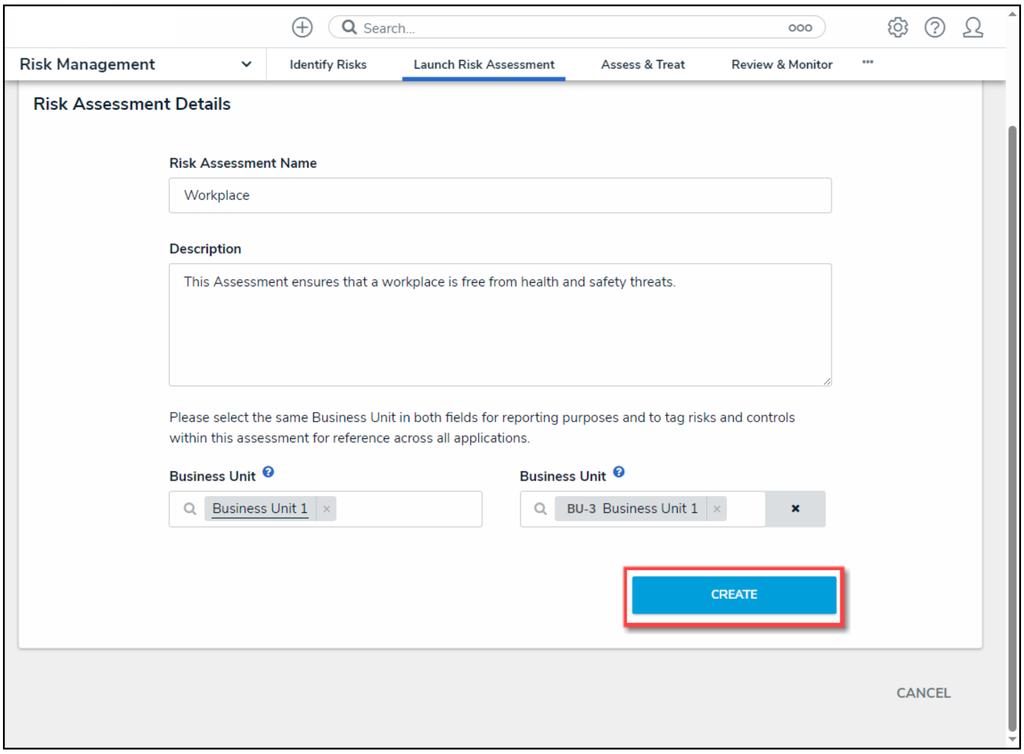
Description Field

3. Enter a business unit name in the first **Business Unit** field and select a business unit from the dropdown menu. The first **Business Unit** field is the Dimension field and tags data. Selecting the Dimension will tag the data with the appropriate business unit to help identify similar objects.
4. Enter the business unit used in the first **Business Unit** field in the second **Business Unit** field and select a business unit from the dropdown menu. The second Business Unit field is for reporting and establishes a link between the business unit and assessment.



Business Unit Fields

5. Click the **Create** button to create the assessment.

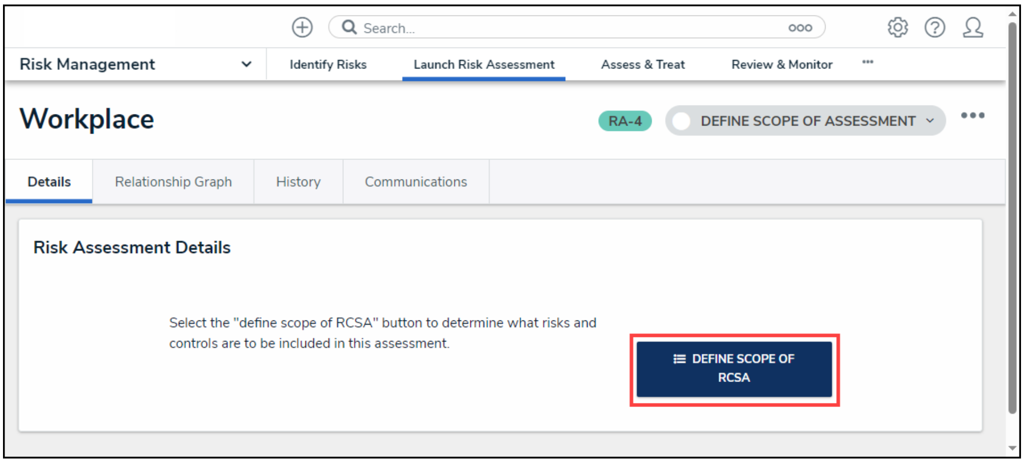


Create Button

Scoping an Assessment

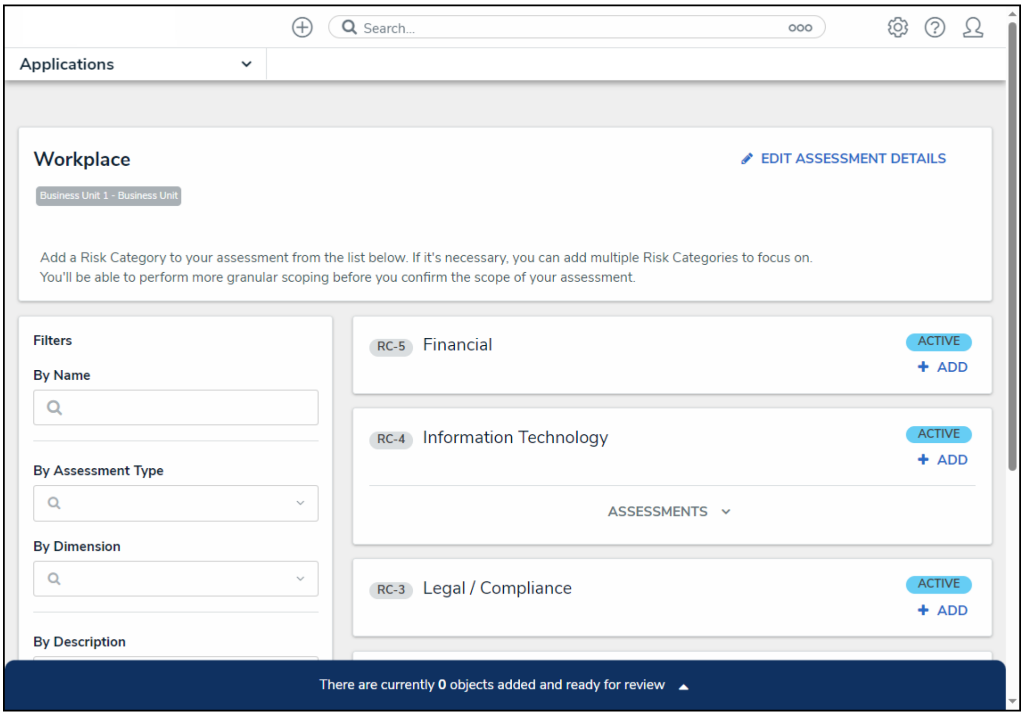
1. From the ***Risk Assessment Details*** tab, click the **Define Scope of RSCA** button to add

risks and controls to the assessment.



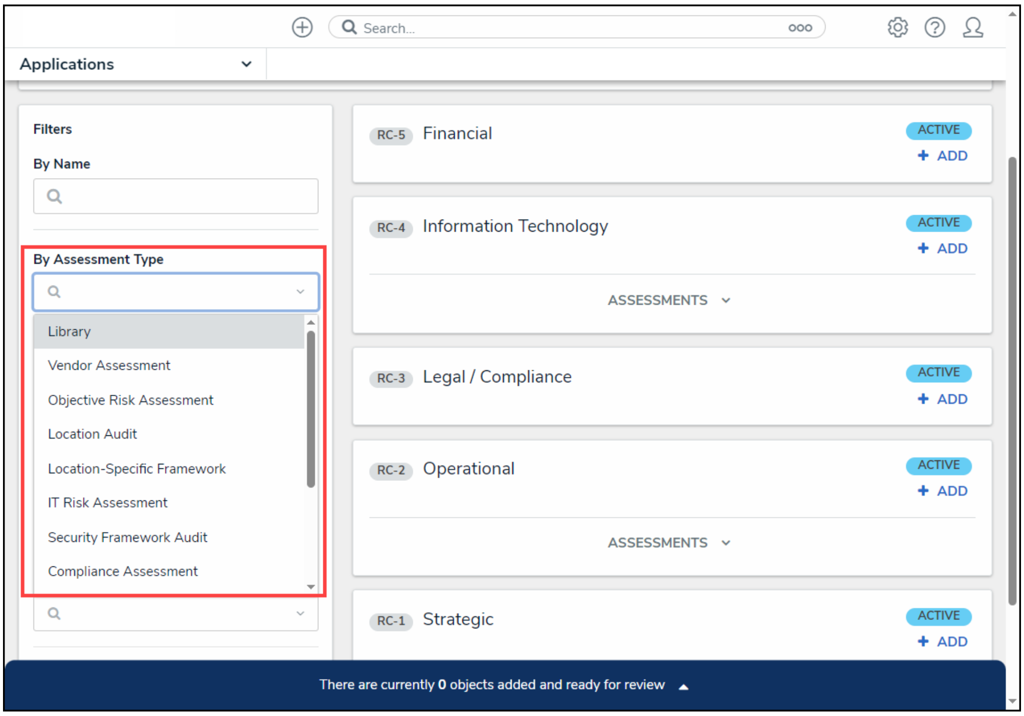
Define Scope of RSCA Button

2. The ***Risk Assessment*** screen will appear.



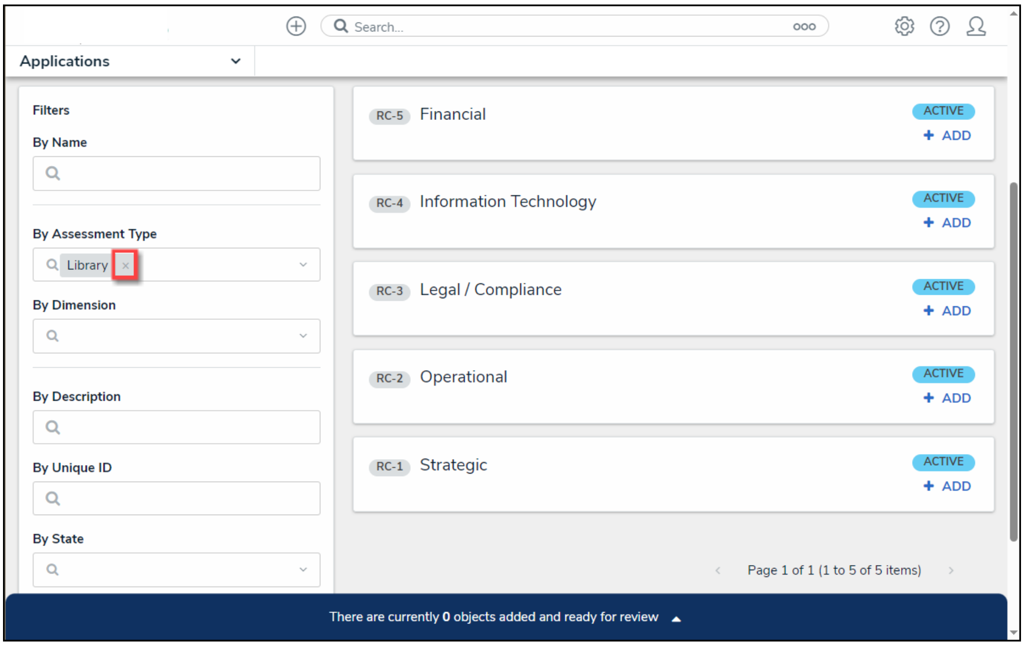
Risk Assessment Screen

3. **(Optional)** Use the **Filter** fields to narrow the search results by entering the corresponding keyword in the **Filter** field (e.g., Library in the **By Assessment Type** field) and selecting a filter from the dropdown list.



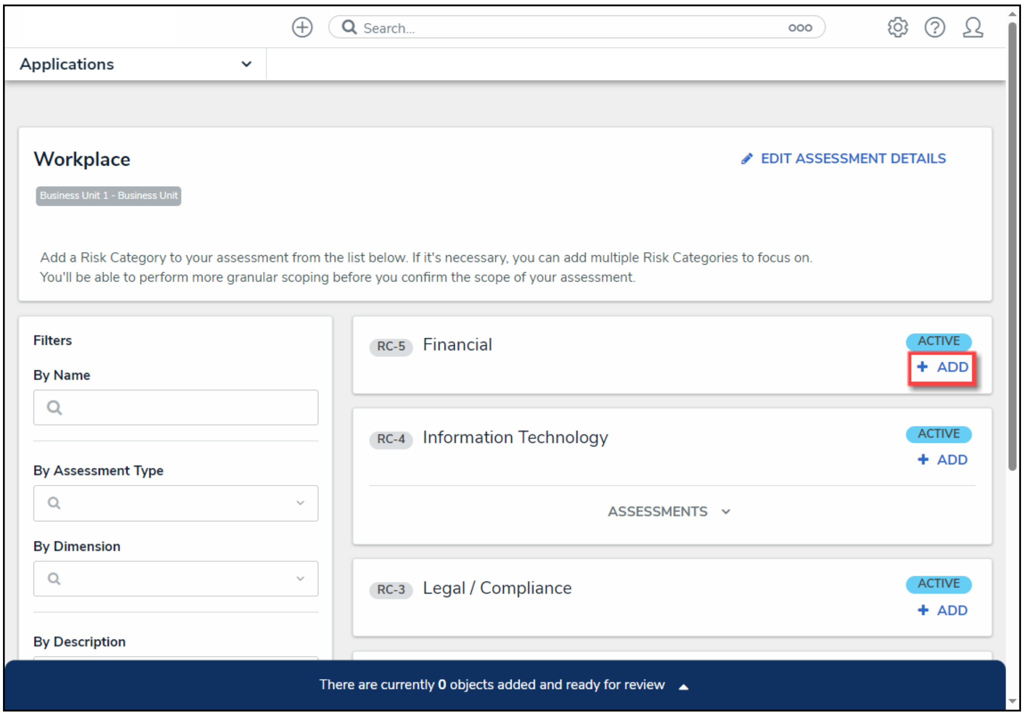
Filter Fields

4. Click the **Delete (x)** icon next to a filter on a Filter field to remove a filter.



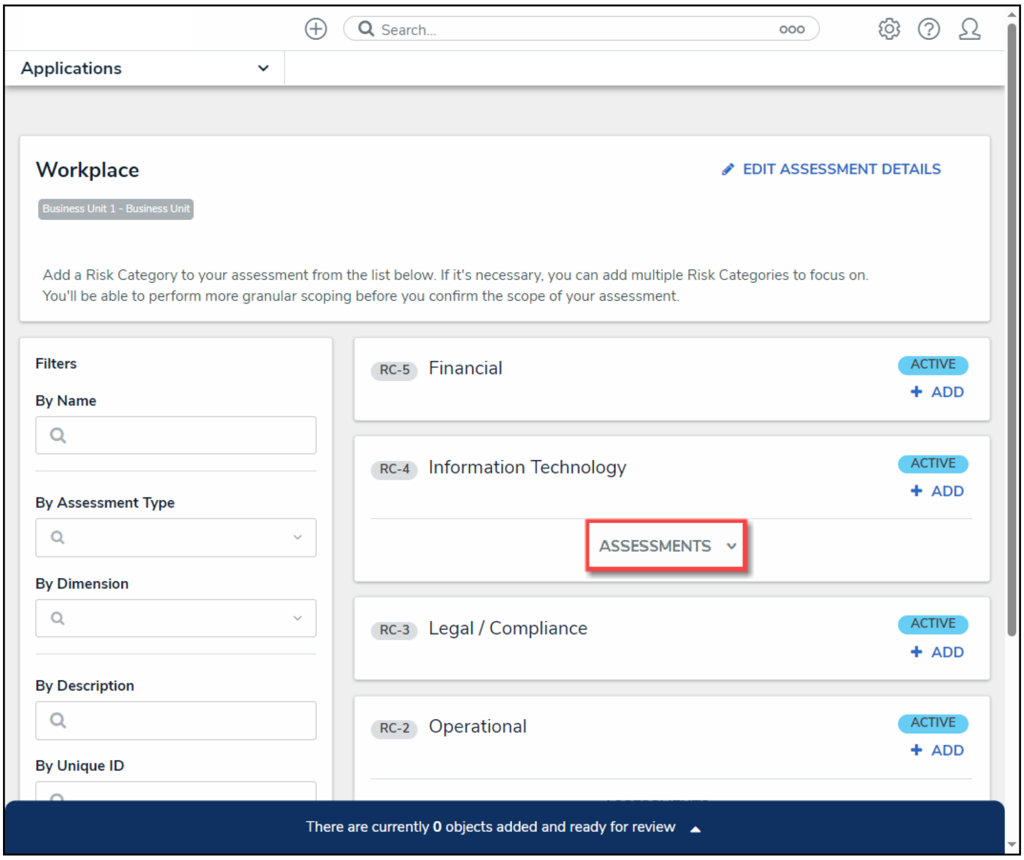
Delete Icon

5. Click the **+Add** link on risk categories, processes, or objectives to create the assessment focus. Users can select multiple risk categories, processes, or objectives to add to the assessment.



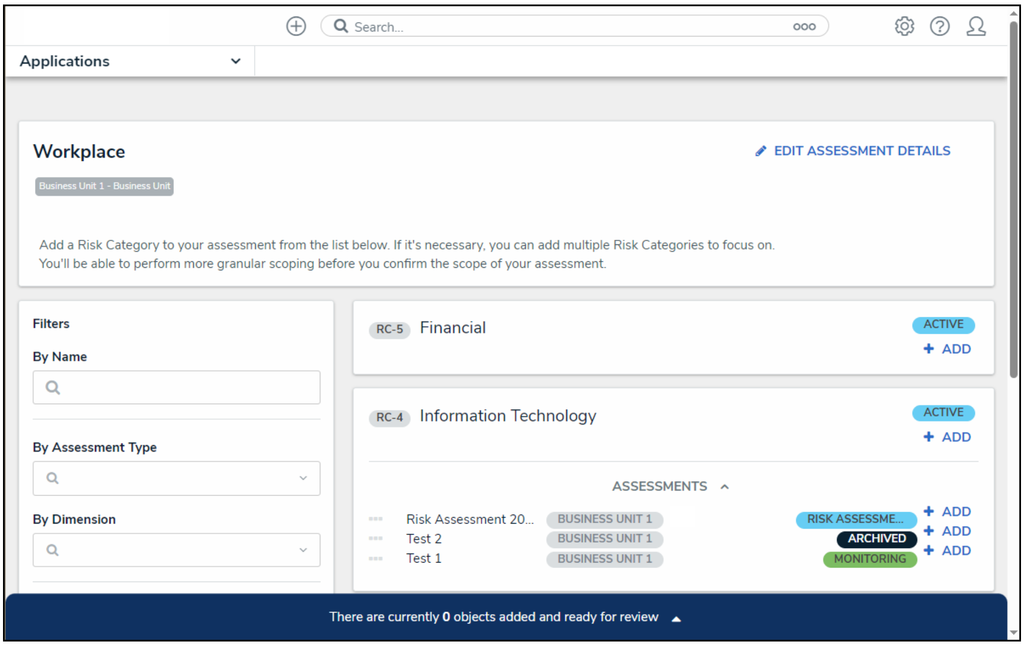
+ Add Link

6. An **Assessment** dropdown menu link will appear under an object if the object has previous assessments.



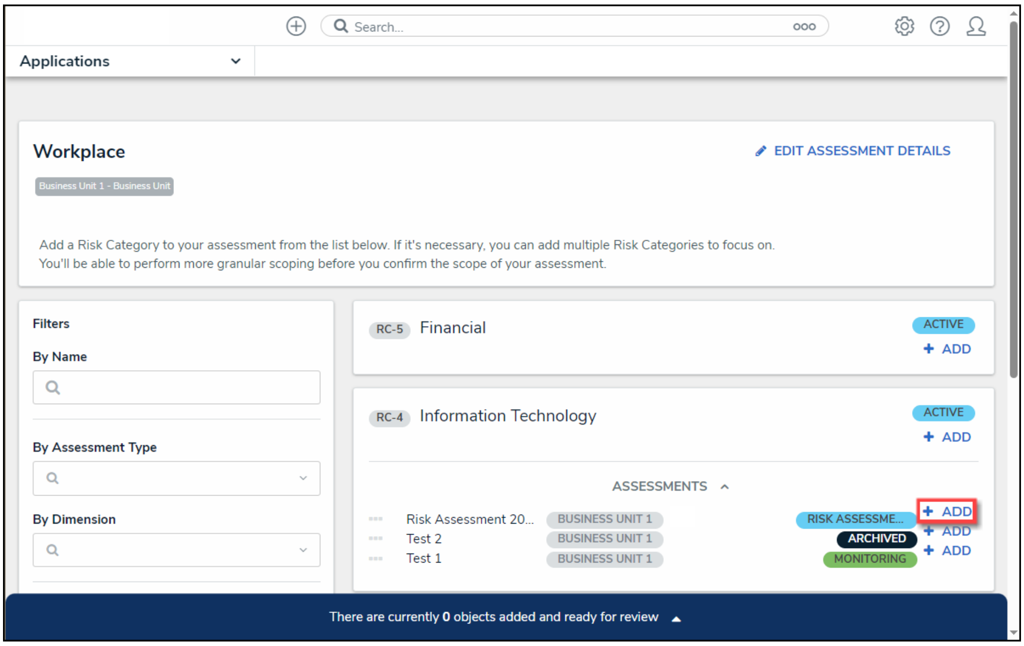
Assessment Dropdown Link

7. Click the **Assessment** dropdown menu to view the object's previous assessments.



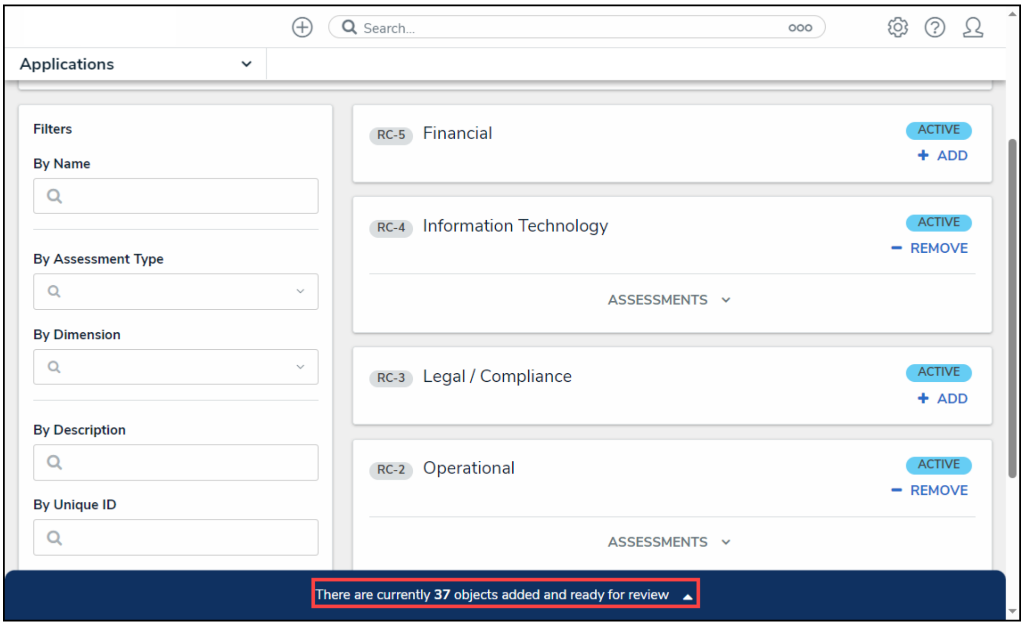
Assessment Dropdown Menu

8. Click on the **+ Add** link next to an assessment to add a previously assessed object to the new assessment.



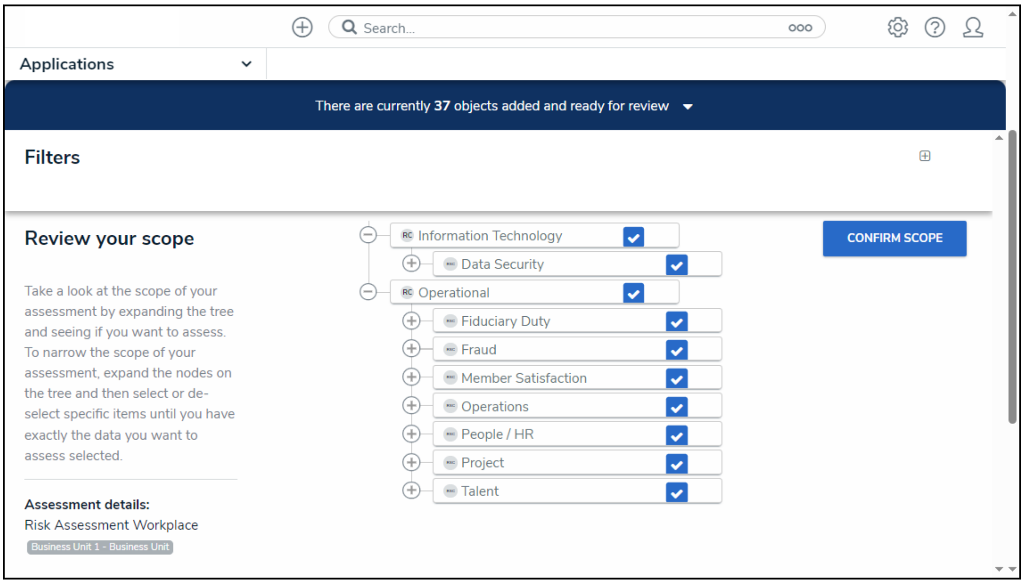
+ Add Link

9. As you add risk categories, processes, or objectives, the banner at the bottom of the screen will track the number of objects added to the assessment for review.



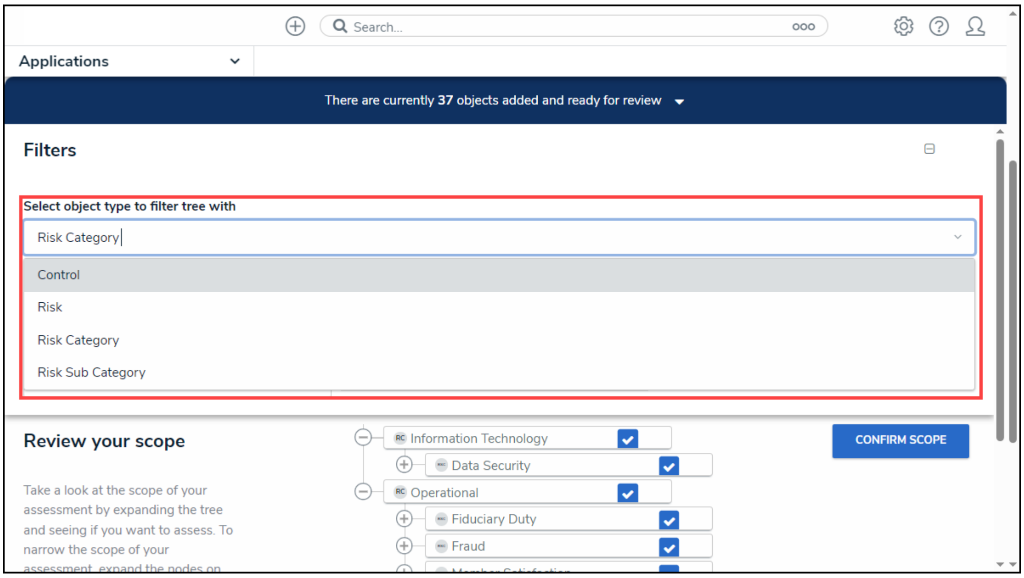
Banner

10. Click the **Banner Arrow** to open the ***Assessment Scope*** screen.



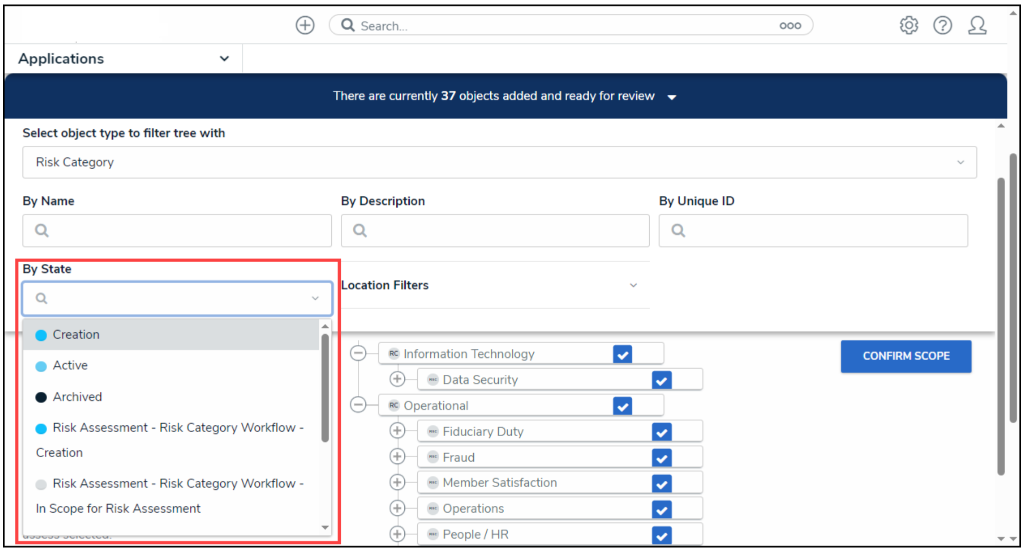
Assessment Scope Screen

11. **(Optional)** Click the **Expand** icon in the ***Filters*** section and select an **Object Type** from the **Select Object Type to Filter Tree With** dropdown menu to show the available plain text, select list, and property filters for that object type. The Navigation Tree will be filtered using the object type selected from the Select Object Type to Filter Tree With dropdown menu.



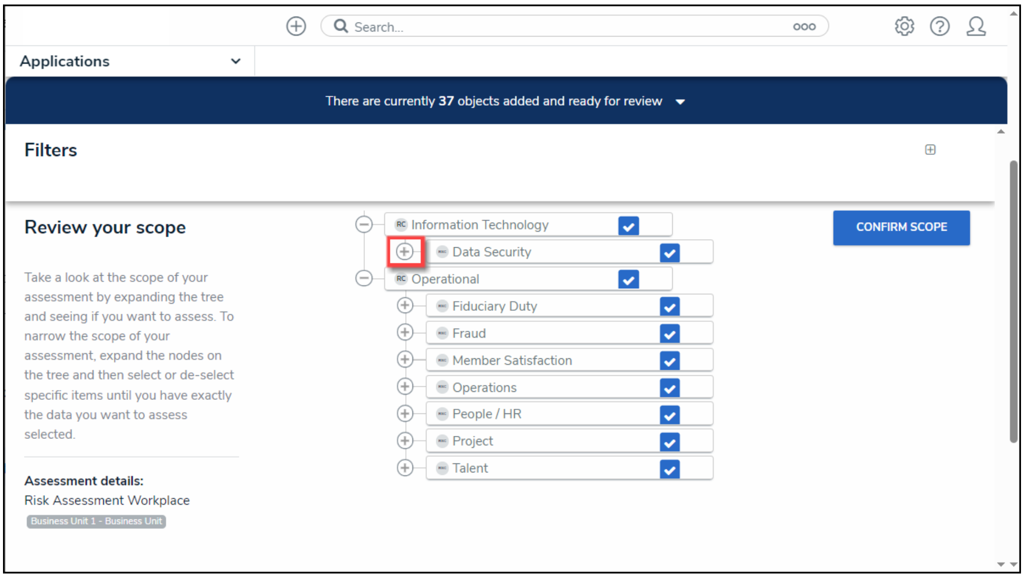
Select Object Type to Filter Tree with Dropdown Menu

12. **(Optional)** Use the **Filter** fields to narrow the search results by entering the corresponding keyword in the **Filter** field (e.g., Creation in the **By State** field) and selecting a filter from the dropdown list.



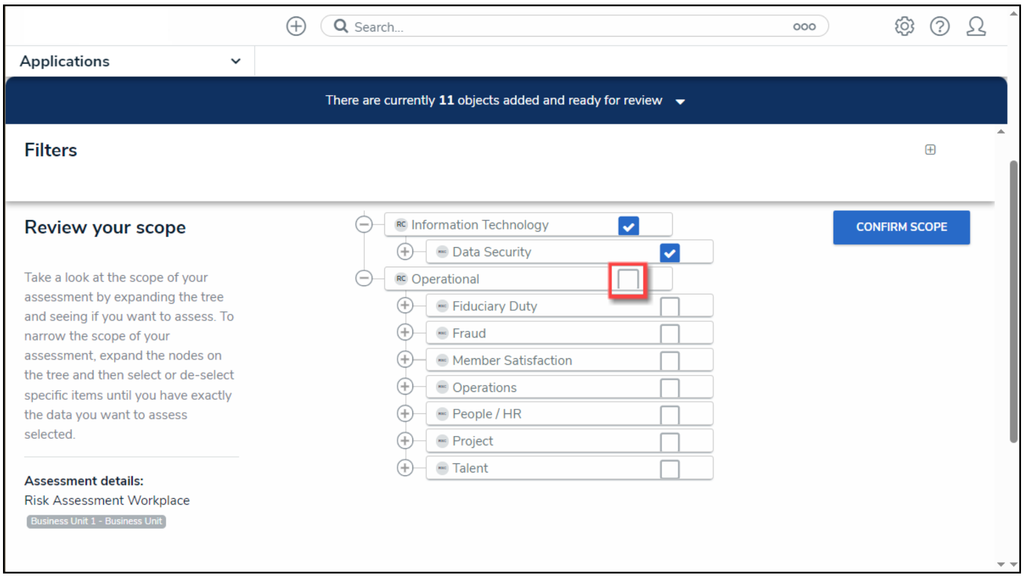
Filter Fields

13. Review the assessment's scope by clicking the **Expand** icons on the **Navigation Tree Nodes** to review the object's relationships and references. Data Definitions determine the objects that appear on the Navigation Tree.



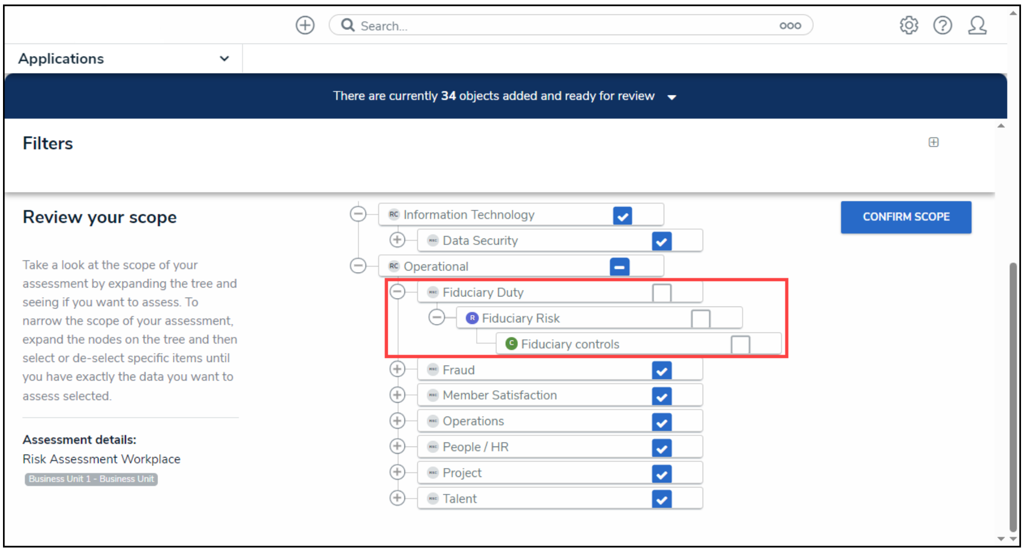
Expand Icon

14. By default, all objects and their relationships and references are automatically selected, including them in the assessment scope. Deselect the checkbox next to an object to remove it from the assessment's scope.



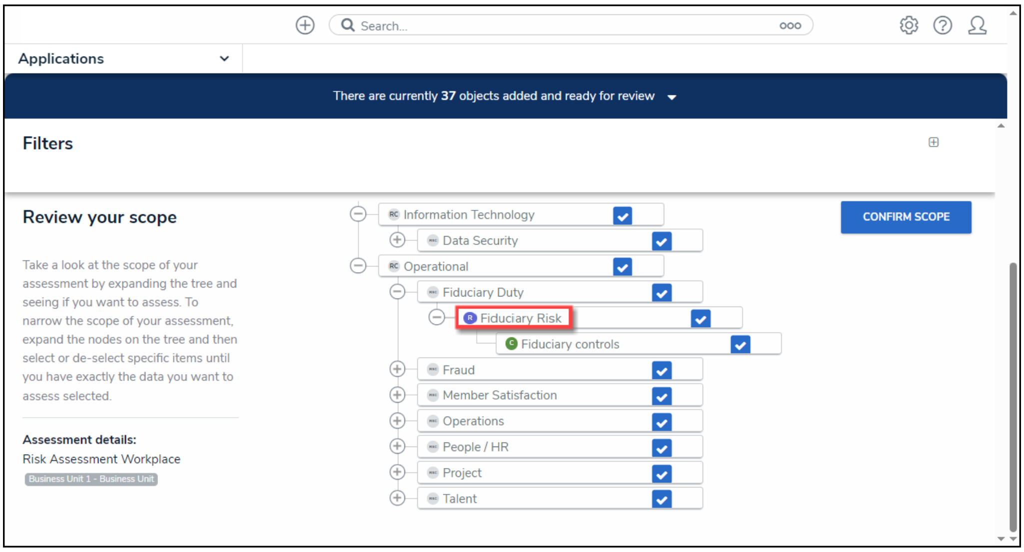
Object Checkbox

15. Deselecting an object in an upper node will automatically deselect the objects in the sub-nodes below it.



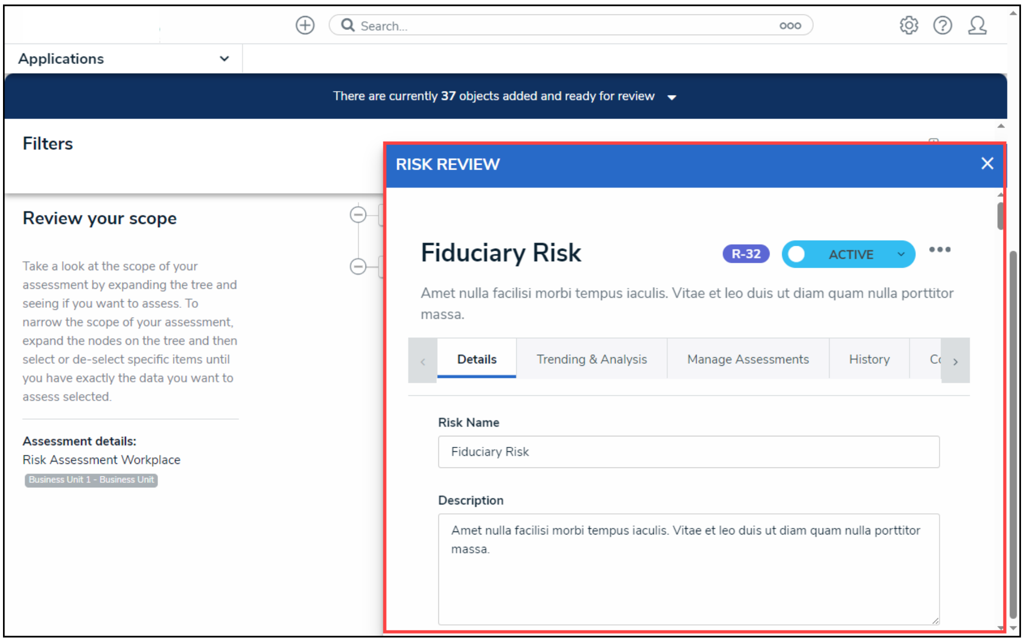
Deselected Sub-Nodes

16. Click an **Object Name**.



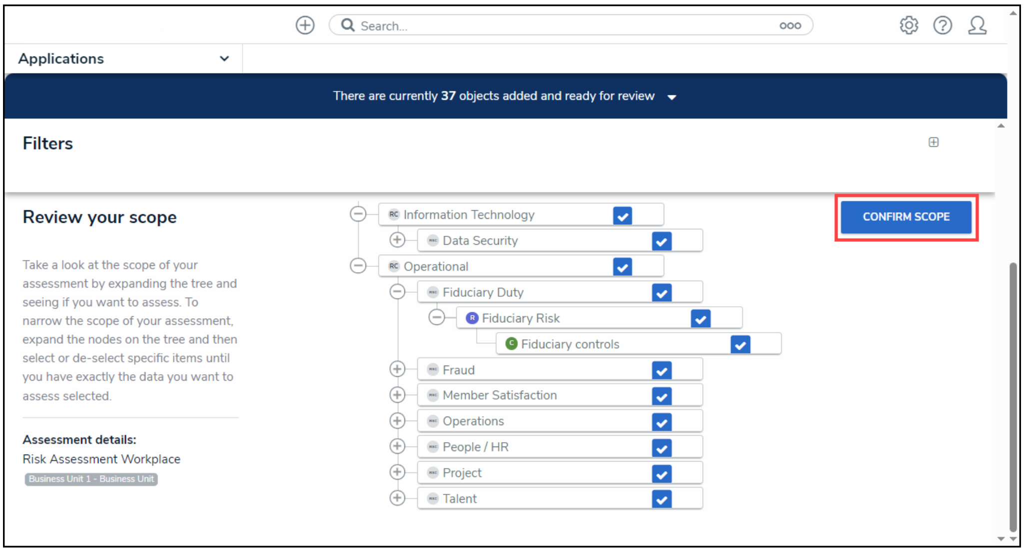
Object Name

16. Depending on the Object (e.g., relationship, references, risk, or control) selected, a pop-up listing more detailed object information will appear. Users may be able to edit the object's content form, depending on their role's workflow permissions.



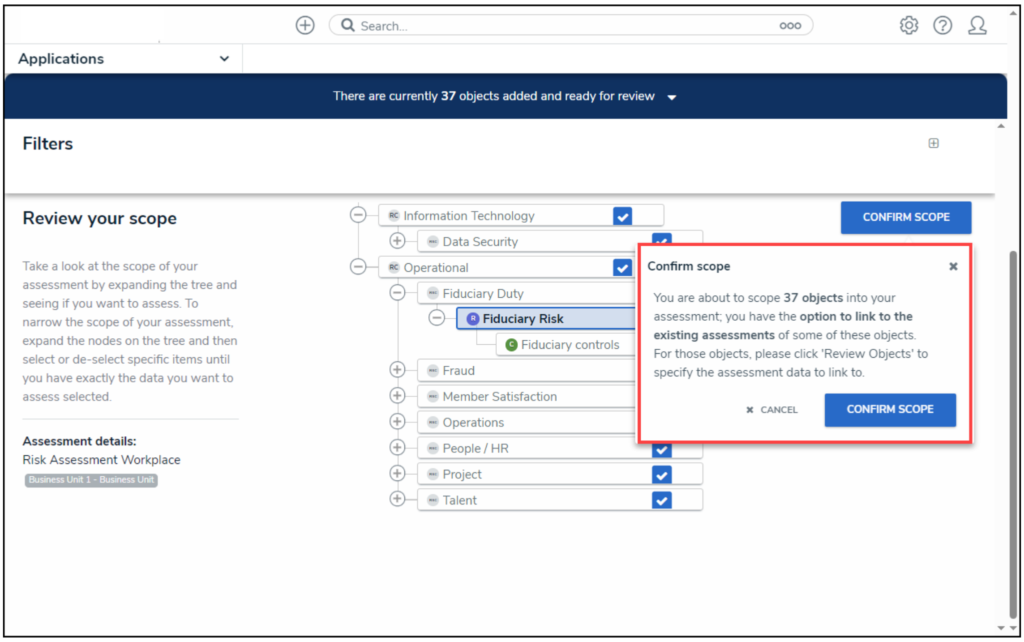
Pop-up

17. After you have reviewed the assessment scope, click the **Confirm Scope** button.



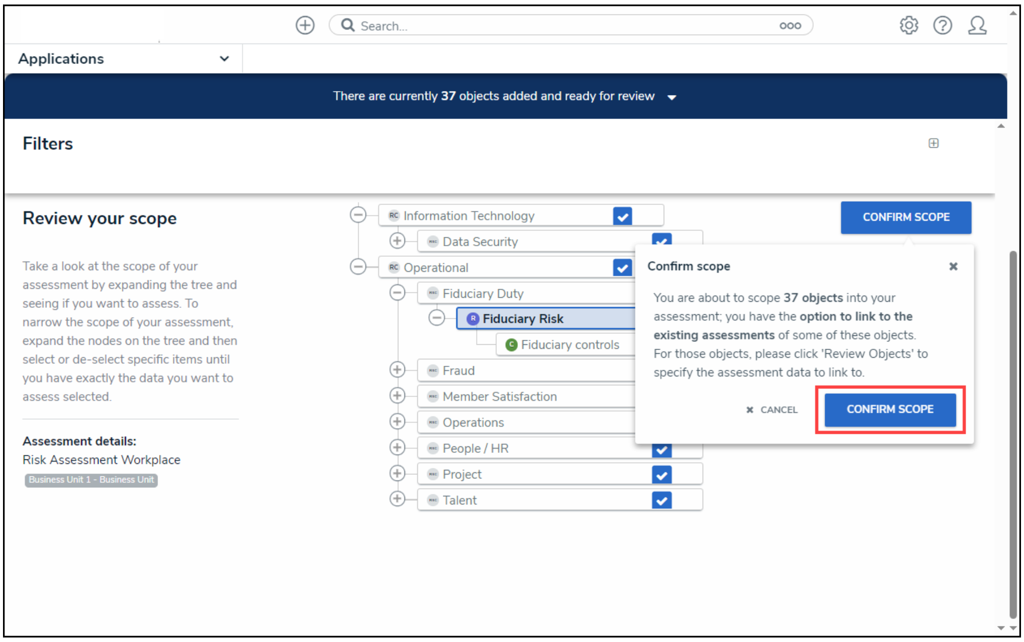
Confirm Scope Button

18. The ***Confirm Scope*** pop-up will appear, indicating the number of objects in the assessment and if the option to link to existing assessments exists.



Confirm Scope Pop-up

19. Click the **Confirm Scope** button to confirm the assessment's scope and launch the assessment.

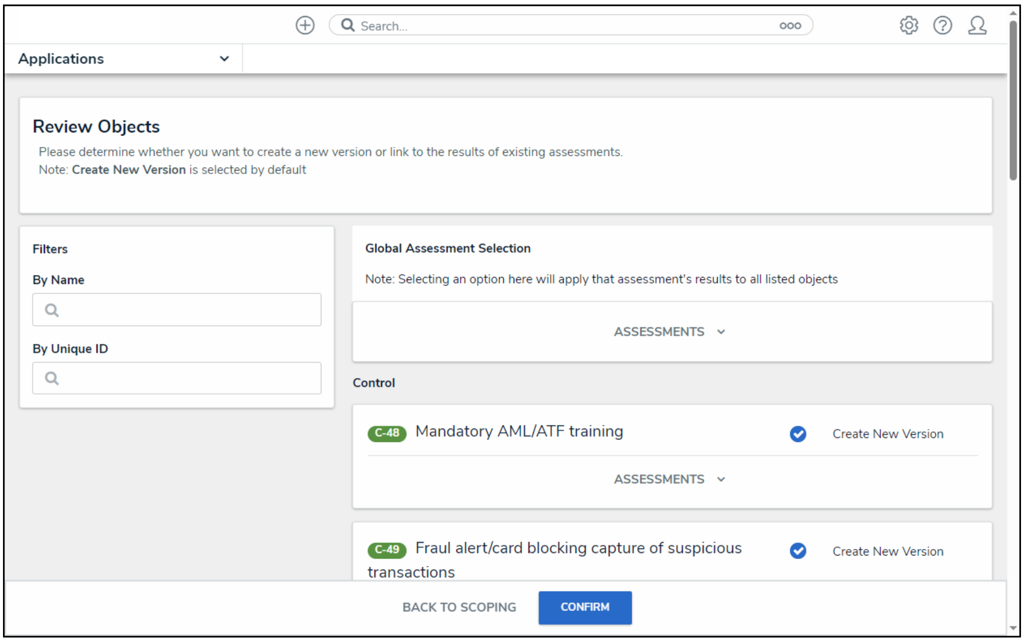


Confirm Scope Button

20. If you created the assessment and accessed it from a view, the form selected for that view will be displayed after clicking the **Confirm Scope** button**.** Otherwise, the form used to create the assessment initially will be displayed.
21. If an Administrator enabled the ***Link to Existing*** feature on the ***Configuration tab*** on the ***Admin: Editing Assessment*** screen, and you have the appropriate user permissions. Clicking the **Confirm Scope** button will open the ***Review Objects*** screen, allowing the

user to review the data before the assessment is launched.

Related Information/Setup:
Please refer to the Activating the Link to Existing Feature article for more information on reusing data from other assessments.



Review Options Screen