

## Technology Accountant

### Overview

This column review recent technological developments/ trends/ usages/ Tips n Tricks/ Applications for Accountants/ Highlights/ IT Funda/ IS Audit Funda.

This month IT Funda is on Sharing files on the network - the tips and tricks thereof. Continuing with this theme, we have also reviewed the IS Audit Funda regarding security issues and how to resolve them. Details of Router contribution are provided in the section on IT Quiz. Salient features of MS-Office 2003 (dubbed as Office 13) have been covered under is

### IT Developments Pace and Outlook

Last month we mentioned about the slow down in the pace of IT developments and the need to keep moving ahead. Now, we are talking about the release of Beta Version of MS-Office 2003, the most popular Office Suite today, by Microsoft. Yes, things are moving ahead! Please do see the highlights on the said software in a subsequent section.

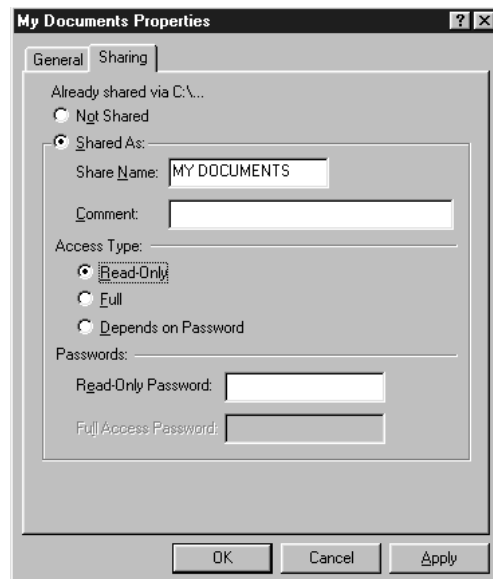
### IT Funda - Sharing Snares

An interesting trend in India and abroad is to towards networking (LAN) and sharing files amongst users, particularly in Accounts Department. The CEO of an organization was surprised to see important Accounts Needless to say that all hell broke loose and everyone was told to set their house right immediately! Files were available for viewing and changing on the LAN/ intranet! One could not only see but also modify payment, budget, payroll and other files! Many share all their work files in 'My Documents!' The process is rather simple

- Click at 'My Computer' icon
- Click at C:\ Drive
- Select 'My Documents' by clicking at it
- Right Click on the mouse
- Select Sharing
- Click at "Shared As"
- Click at "Ok".

The following is the screen display when you share

a directory on your computer:



Voila, everyone on the network can now see the files. If 'Access Type' is full, they can also change file contents (increase salary by Rs.1,000/-) and add files there! This only highlights the need to implement a suitable policy within the office prohibiting such a practice and listing out the do's and don'ts regarding it. Critical issues and the ways/ means thereof have been discussed in subsequent parts of this article.

Suppose, you have a directory named SHARED on your desktop and you share it on your computer. How do you know that it is shared? One simple way is to look at the folder name. If it has the picture of a hand below it, it means that it is shared and users on the network can access contents therein..



The above IT Funda has some Merits & De-Merits. The advantage is in making available files for review and modification within the department without redundancy and associated problems in copying of files on floppy, physical transfer, copying on other computers. The major disadvantage is security flaw of unauthorized access/ modification. This would be covered under the IS Audit Funda section.

### IS Audit Funda

Sharing of files on LAN is good but others snooping

- **Windows NT / 2000/ 2003 Server Login:** This process enforces login and authentication of users on the network. Hence, only authorized users are allowed on the network and we can ensure access thereby. Share level access to members of a group is one way. Another is to have a file server, which grants access to authorized personnel only.

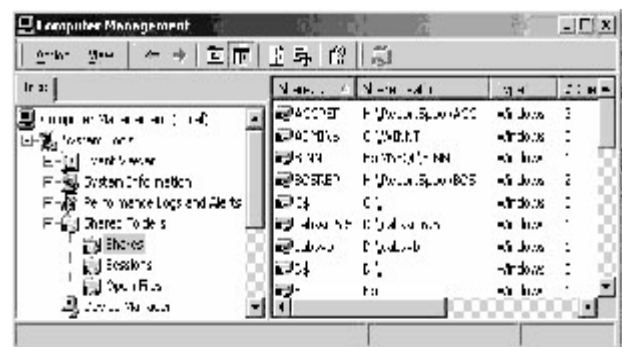
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- Run** ? X
- Type the name of a program, folder, document, or Internet resource, and Windows will open it for you.
- Open: \\wavi.arora
- OK Cancel Browse...

A screenshot of an Internet Explorer browser window. The address bar shows "hp.laserjet.com". The page displays a printer icon and the text "hp laserjet". The status bar at the bottom indicates "1 object(s)".

- been shared with READ password, it can only be viewed by users if they provide the requisite password for this. If they provide the FULL password, they can not only view, but also change or add files to directories thus shared. We may incidentally mention that assigning password to a share is an integral part of sharing a directory, and is available as an option. Once you provide a password for READ or FULL access, you are asked to type them again, and confirm.

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- The screenshot shows the Net Watcher 0.0.1.0 application window. The title bar reads "Net Watcher - 0 Connection(s) to \\RAVI.AB00A". The menu bar includes "Administer", "View", and "Help". Below the menu is a toolbar with icons for file operations. The main window is divided into two panes. The left pane, titled "Connections to this server", contains a table with columns: "User", "Computer", "Shares", "Open Files", "Connected Time", and "Idle Time". The table is currently empty. The right pane, titled "Shared folders", is also empty. At the bottom of the window, a status bar displays the text "No active connections.".

- Net Watcher in Windows XP/ 2000: Net Watcher functionality is available under Setup - Control Panel —Administrative Tools - Computer Management - Shared Folders.



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The following screen shows the files currently being shared from your computer.



- **Kick-off Unauthorized Users:** You have the option of stopping someone from accessing your shared resources. This does not stop him/ her permanently. To do this, you have to use Windows NT Security/ Passwords/ or Hidden Shares.

You may like to make use of one, two or all of the above measures to stop unauthorized access to your files.

## Office Office - MS Office 2003 Beta

Beta here neither stands for our good son (Beta) nor a baby version. It is a software release to select audience to check efficacy of a software. Microsoft, true to its traditions, has released its next release of MS-Office Suite dubbed as Office 11. For many isolated users, it may not result in major improvements in use of Word/ Excel. Some areas where it is said to excels are highlighted below:

- *Workgroup* environments for collaborative development of documents under the SharePoint Team Services 2.0 (Under Windows Server 2003). On-line meetings with Presentations, document sharing & follow-ups are possible.
- InfoPath for generating *XML Documents* for the web
- Contact Manager for Outlook.

- *Sharing of Address books* of co-workers to which one has permission
- *PowerPoint Presentation* CD Packaging with requisite PowerPoint viewer software to ensure that it runs even on those computers that do not have the release of MS Office with which it has been made.
- *One Note* - new component to take handwritten & typewritten notes, as also audio and web inputs. These can in turn be e-mailed or used in other components of the software.

## IT Quiz

We thankfully acknowledge receipt of the following entry from Mr. Mr. PJ. Mathew, a member from Kerala on Router topic proposed in the last issue of Technology Accountant:

The Term "Router" is derived from the function the device performs, ie, selecting the best route for the information packet to travel through a network to reach its destination. It may be either a hardware device or software. A router is a necessity when two or more net works are involved. In that case, it is connected to the gateway. It may also find its place as part of network switch. A layer-3 switch is a switch that can perform routing functions.

In OSI (Open System Interconnect) model of networking, the routing function is associated with the network layer.

An edge router is a router that interfaces with an asynchronous transfer mode (A.T.M.) network. A router has a network bridge combined. In fact the router is like a traffic policeman of a network. (More information can be had from the site <http://www.networking.ittoolbox.com>)

We do hope that the above details help readers in having a better understanding of routers. Readers are requested to send their entries for Switch - introduction and what to look for in about 200 words to [raviarora@icai.org](mailto:raviarora@icai.org) within 10 days from the dispatch of the journal to enable us to incorporate entries.

## IT Funda, IS Audit Funda, IT Quiz, IT Fun

Readers are requested to send their entries for above features for inclusion in forthcoming issues of Technology Accountant, as introduced in June 2003 issue of The Chartered Accountant.

## IT Fun

All work and no fun makes jack a dull boy - so the old saying goes. Perhaps you may like to test the computer vocabulary of yourself and your friends from the following list:

Term	What it is	What it is NOT
<b>ISDN</b>	It Still Does Nothing!	Integrated Services Digital Network
<b>DOS</b>	Defective Operating System!	Disk Operating System
<b>IBM</b>	I Blame Microsoft	International Business Machines
<b>WWW</b>	World Wide Wait!	World Wide Web
<b>MIPS</b>	Meaningless Indication of Processor Speed!	Million Instructions Per Second
<b>COPY</b>	What we have to do for H.W. & Tests as most of our time is used on the computer.	Command that enables you to replicate an item on the computer.
<b>ERROR</b>	The first and last mistake we did in getting involved with computers.	A computer condition caused by wrong command.
<b>MENU</b>	What we may never ever see after buying a computer!	A set of options on computer to choose from.
<b>PROGRAMS</b>	Those interesting things we used to see on television before we got hooked to the computer.	A set of instructions to achieve a specific task / objective.
<b>WINDOW</b>	Something you look for, to throw the computer, you loose important programs or data collected after days/ weeks/ months of effort!	Name of popular an operating system.

Well Well! There is always something interesting to learn or unlearn, discover or rediscover, forget and learn in more useful terms, view under candid camera! Please do share interesting real life situations by sending contributions to this column.

**Flight Worthy Software** - This story is about a group of computer engineers boarding a flight for an important assignment. The flight commander greeted them with his customary remarks and added that the

flight guidance and control auto pilot supplied by their company was being tested on this flight! Everyone on the flight was surprised and demanded an explanation. His reason for staying on for the flight was rather simple - he did not expect the plane to reach the runway! Where is the danger? Fortunately NOW, times are changing and software reliability is on the increase. But, an important lesson is learnt - you are prepared for the worst!

## ANNOUNCEMENT

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