

Creating a New Entity

To create a new entity, you must have the Entity View and Entity Create permissions. The entity wizard takes you through the configuration of basic entity settings. For computer type entities, see [Creating a New Computer Type Entity](#) .

To create a new entity:

1. Go to **Entities > Entities** and select an entity group.
2. Click **New**. The **Add Entities to your Organization** page is displayed.

Add Entities to your Organization


While adding Entities to your organization, you can manually create/import from a file.
If you would like to export entities, select the folder and choose Export Entities of the Entities Grid.

Please select how you would like to add new Entities:

Use the Entity creation wizard to create an Entity



Enter the following information for the entity you wish to create.
The wizard will guide you to create an entity.

Name* DesktopID1012

Entity type* Computer 

Entity subtype Select a subtype

Description

Primary Owner*  

Import Entities from a file

Next

The Add Entities to your Organization page.

3. Set the name, type, and owner and then click **Next**. The **Create a Computer** wizard appears, showing the **Organization** wizard page.

Create a Computer
✕

1. Organization

2. Computer

3. Address

4. Classification

5. Ownership

Step 1: Select the organizational unit of the entity. Skip this option if the group is undefined. * = required

If there is an organizational unit associated with the entity, select it.

Available Hierarchies

1-3 of 3

Filter by: - Show all - Refresh

<input type="checkbox"/> Name	Path
<input checked="" type="checkbox"/> Datacenter	/Datacenter
<input checked="" type="checkbox"/> DNB Group	/DNB Group
<input type="checkbox"/> HQ	/HQ

>>
<<

Selected Hierarchies

Datacenter

DNB Group

Cancel
< Back
Next >

The Organization wizard page.

4. Select the organizational group to automatically set the organization fields. Skip this step if the organization has not been configured.

For more information on organizational groups, see [Defining a New Organization](#).

5. Click **Next**. Click **Next** again. The **Address** wizard page appears.

Create a Computer
✕

<p>1. Organization</p> <p>2. Computer</p> <p style="background-color: #0070C0; color: white; padding: 2px;">3. Address</p> <p>4. Classification</p> <p>5. Ownership</p>	<p>Step 3: Optionally, enter the geographic location of the entity. * = required</p> <div style="background-color: #ffffcc; padding: 5px; margin-bottom: 10px;"> <p><small>Skip this step, select an existing location, or choose 'Define a location' to create a new location. Use the other fields to edit the location. Define / Select a location and enter the details for mandatory fields such as Address 1, City, State / Province, Zip Code / Postal Code.</small></p> </div> <div style="border: 1px solid #ccc; padding: 10px;"> <p>Primary Address</p> <p>Location <input style="width: 100%;" type="text" value="Headquarters"/> ▼</p> <p>Address 1 <input style="width: 100%;" type="text" value="123 Main Street"/></p> <p>Address 2 <input style="width: 100%;" type="text"/></p> <p>City <input style="width: 100%;" type="text" value="Washington"/></p> <p>State / Province <input style="width: 100%;" type="text" value="DC"/></p> <p>Zip Code / Postal Code <input style="width: 100%;" type="text" value="20401"/></p> <p>Country <input style="width: 100%;" type="text" value="US"/></p> <p>Region <input style="width: 100%;" type="text"/></p> <p>Building <input style="width: 100%;" type="text"/></p> <p>Floor <input style="width: 100%;" type="text"/></p> </div>
<input type="button" value="Cancel"/>	<input type="button" value=" < Back"/> <input style="background-color: #0070C0; color: white; padding: 2px 10px;" type="button" value=" Next >"/>

The Address wizard page.

6. Enter the address and click **Next**. The **Classification** page is displayed.

Create a Computer ✕

1. Organization

2. Computer

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5. Ownership

Step 4: Select the criticality ratings and classification labels. * = required

Enter the new entity's security requirements, criticality ratings, and classification labels.

▼ Security Requirements

Confidentiality Unknown Low Medium High

Integrity Unknown Low Medium High

Availability Unknown Low Medium High

Accountability Unknown Low Medium High

▼ Classification

Classification Label ▼

Internal or external ▼

Cancel
< Back
Next >

The Classification wizard page.

7. Select the [criticality setting](#) . The **Ownership** page is displayed.

Create a Computer
✕

1. Organization

2. Computer

3. Address

4. Classification

5. Ownership

Step 5: Add owners involved with processes related to the entity. * = required

Add owners involved with the processes related to the entity. A primary owner is required.

Owners

Primary Owner* +

Additional Owners:

Add Owners
Delete
More Actions... ▼
Filter by - Show all - Refresh

<input type="checkbox"/>	Name	Type	Ownership Type
i	No additional owners defined.		

Cancel
< Back
Finish

The Ownership wizard page.

8. Change the primary owner and assign other users as owners. See [Configuring Owners](#) . While it is possible to import an entity without a primary owner, or to delete an entity's primary owner, many operations require that each entity has a primary owner. Creating a program that references an entity without a primary owner, for example, will cause an error.
9. Click **Finish**.

The entity is added to the system. If the entity is part of a dynamic group, an assessment automatically launches the entity depending on the program settings.