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HiSoftware Compliance Deputy V4.2.12 User Guide

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1. About HiSoftware Compliance Deputy

Designed to work with HiSoftware Compliance Sheriff Web®, HiSoftware Compliance Deputy is an on-demand browser-based solution that allows developers and content providers to test and repair content prior to publishing them into the production environment. It leverages the checkpoints and rules designed in Compliance Sheriff to test page content as it is being created to ensure only compliant content is published to live sites. Address web governance issues including privacy factors like personally identifiable information (PII) and protected health information (PHI), Web accessibility, site quality, offensive content and more.
2. Using HiSoftware Compliance Deputy

With the HiSoftware Compliance Deputy toolbar, you can quickly scan the current browser page against a selected Checkpoint Group.

To scan a page:

1. In the browser, type the address of the page you want to scan.
2. In the Compliance Deputy toolbar, select the Checkpoint group you want to scan the page against.
3. Click Start Scan. A scan status of “Scan Running” will be displayed. When the scan is completed, a new tab is opened to display the scan result, and the status changes to “Complete”.

Note: If you’re prompted to log in to HiSoftware Compliance Sheriff when attempting to open the scan result page, HiSoftware Compliance Sheriff may have been upgraded from an earlier version. See Appendix A.1.

4. To view the scan status, click the status message in the toolbar.

5. To view the highlights of issues identified by the Checkpoint, click on the message link. Click on ‘Source’ to display the page source, or ‘Rendered view” to show the actual web page.
6. The result allows you to review the page you’re currently developing, make the necessary changes, save and deploy the page, and re-run the same scan.

Scan using a different checkpoint group:

1. When the issue has been identified and corrected, open the same page and re-run the scan against the same checkpoint group to confirm the fixes.

2. Alternatively, from the Deputy toolbar drop down list, you can select another checkpoint group to scan the page against.

3. If the checkpoint group is not available in the list, notify your HiSoftware Compliance Sheriff administrator. The administrator will need to create or edit the Compliance Deputy configuration file to include the appropriate Checkpoints group(s). Once provided, use the Load configuration option in the Deputy toolbar to browse for and reload the new/updated configuration file.