

Using the LoA Log

This guide is designed for Registration Authorities (RAs). To complete the process described below, you must have the following security roles:

- UF_PA_IDM_PRIMARY or UF_PA_IDM_COORDINATOR
- UF_IDM_PROOFING_RA

For a complete coverage of RA-related content and skills, see the following online course: BRG600: Identity Proofing.

The LoA Log allows you to check an employee's current Level of Assurance as well as past profiles. In this activity, you will practice the steps for accessing the LoA Log for an employee.

Login to [myUFL](#)

- Open an internet browser
- Navigate to my.ufl.edu
- Click the Access myUFL button
- Enter your GatorLink username and password
- Click the Login button

Navigate to the following area in myUFL: [Main Menu](#) > [Identity Access Management](#) > [Identity Management](#) > [LoA Log](#)

1. Enter the desired information into the **UFID** field.
2. Click the **Search** button.
3. In this example, you can see the current profile (Silver) for this employee. You can also see that this employee had a Bronze profile for a period of time as well. **NOTE:** An entry will only appear in this log if the profile changes from one to another.

Level of Assurance Log			
	Date Last Changed	LOA	Last Update ID
1	03/01/12 8:57AM	Silver	50223670
2	01/25/12 9:37AM	Bronze	50223670
3	12/10/12 12:01PM	Silver	50223670

4. Click the **Return to Search** button.

In this activity, you practiced steps for accessing the LoA Log for an employee. The LoA Log provides information on an employee's current and previous profiles. If you need help with technical issues, contact the UF Help Desk at 392-HELP or helpdesk@ufl.edu.