



## CHAPTER 54

# Access List

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An access list comprises a sequential list that consists of at least one permit statement and possibly one or more deny statements that apply to IP addresses and possibly upper-layer IP protocols. The access list has a name by which it is referenced. Many software commands accept an access list as part of their syntax.

You can use the Bulk Administration menu to insert, delete, and export access lists. You can perform the following tasks by using the Access List menu in BAT:

- [Inserting Access Lists, page 54-1](#)
- [Deleting Access Lists, page 54-2](#)
- [Exporting Access Lists, page 54-2](#)

## Inserting Access Lists

To insert access lists using BAT, use the following procedure:

### Before You Begin

- You must have a data file in comma separated value (CSV) format that contains the unique details for the access lists.
- Upload the data files by choosing the relevant target and function for the transaction using the procedure that is mentioned in [“Uploading a File” section on page 2-3](#).

### Procedure

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- Step 1** Choose **Bulk Administration > Access List > Access List Insert**. The Insert Access List Configuration window displays.
- Step 2** From the File Name drop-down list box, choose the file that you uploaded.
- Step 3** To override the existing configuration, check the Override the existing configuration check box.
- Step 4** In the Job Information section, enter a description for the job. The default description specifies Insert Access List.
- Step 5** You can choose to run the job immediately or later by selecting the corresponding radio button.
- Step 6** To create a job for inserting the access list, click **Submit**.

A message in the Status section lets you know that the job was submitted successfully.

**Step 7** To schedule and/or activate this job, use the Job Scheduler option in the Bulk Administration main menu.

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#### Additional Topics

See the [“Related Topics” section on page 54-3](#)

## Deleting Access Lists

To delete access lists using BAT, use the following procedure:

#### Before you begin

- You must have a data file that contains the access list names.
- Upload the data files by choosing the relevant target and function for the transaction using the procedure mentioned in [“Uploading a File” section on page 2-3](#).

#### Procedure

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- Step 1** Choose **Bulk Administration > Access List > Access List Delete**. The Delete Access List Configuration window displays.
- Step 2** From the Delete Access List where name in custom file drop-down list box, choose the file that you uploaded for deleting access list.
- Step 3** Click **Find**.
- Step 4** The Job Information section displays along with the selected access list.
- Step 5** You can choose to run the job immediately or later by selecting the corresponding radio button.
- Step 6** To create a job for deleting the access list, click **Submit**.  
A message in the Status section lets you know that the job was submitted successfully.
- Step 7** Use the Job Scheduler option in the Bulk Administration main menu to schedule and/or activate this job.
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#### Additional Topics

See the [“Related Topics” section on page 54-3](#)

## Exporting Access Lists

To export access lists by using BAT, use the following procedure:

#### Procedure

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- Step 1** Choose **Bulk Administration > Access List > Access List Export**. The Export Access List Configuration window displays.
- Step 2** From the first Find Access List where drop-down list box, choose one of the following options.
- Name

- Description
- Owner

**Step 3** From the second Find Access List where drop-down list box, choose one of the following options.

- begins with
- contains
- ends with
- is exactly
- is empty
- is not empty

**Step 4** Specify the appropriate search text, if applicable.



**Tip** To find all files that are registered in the database, click **Find** without entering any search text.

**Step 5** To further define your query, you can:

- Choose AND or OR from the drop-down box and repeat Steps 2 through 4.
- Add multiple filters by clicking the + button, and remove them by clicking the — button.
- Remove all the filters at once by clicking the **Clear Filter** button.

**Step 6** Click **Find**.

A list of discovered files displays by

- Name
- Description
- Allowed
- Owner

**Step 7** Click **Next**. The next Export Access List Configuration window displays.

**Step 8** In the Export Access Lists section, enter a file name in the File Name field.

**Step 9** From the Bulk Access List Export Format drop-down list box, choose Access List Format.

**Step 10** You can choose to run the job immediately or later by selecting the corresponding radio button in the Job Information section.

**Step 11** To create a job for exporting the access list, click **Submit**.

A message in the Status section lets you know that the job was submitted successfully.

**Step 12** To schedule and/or activate this job, use the Job Scheduler option in the Bulk Administration main menu.

### Additional Topics

See the [“Related Topics” section on page 54-3](#)

## Related Topics

- [Inserting Access Lists, page 54-1](#)

**Related Topics**

- [Deleting Access Lists, page 54-2](#)
- [Exporting Access Lists, page 54-2](#)