# Requesting access to WCMS (First-Spirit) project:

### Before requesting access, please note the following

- 1. Your Userid (e.g. SZM9WZ)
- 2. WCMS-Project (e.g. RBPT\_DIY\_MAGAZINE\_UK)
- 3. IdM Target system (environment where the project is located)
  - P-I1 -> "WCMS Internet/Extranet"
  - P-I3 -> "WCMS P-i3 Internet/Extranet"
  - P-I4 -> "WCMS P-I4 Internet Azure EMEA"
  - Q-I3 -> "WCMS Q-I3 Internet/Extranet"
  - Q-I4 -> "WCMS Q-I4 Internet Azure EMEA"
- 4. Requested role as well as a short explanation why it is needed
  - Suffix "editor" -> creating, changing and deleting objects within WCMS
  - Suffix "supereditor" -> can also release
  - Suffix "netowner" or "netmanager" -> can also start deployment jobs and change the rights to objects
  - Prefix "rb.wcms.admin.role." -> apart from, the "netowner" and "netmanager" a wcms admin can also perform additional actions in the Site Architect (e.g. Admin release).
    Admin can also change the configuration in the Server Manager (as the settings are quite complex please always inform the WCMS team before making any changes)

### The standard access rights are:

The roles always start with a prefix ("rb.wcms.role." or "rb.wcms.admin.role."), followed by the WCMS project name. There is an overview listed while requesting it.

#### Please note:

- the following environments are currently connected to OneIdM: Q-I1, P-I1, Q-I3, P-I3, Q-I4, P-I4
- the D-environments can't be requested via IDM
- in case of D-environment please contact WCMS Team: CI/DAD13-Internet.WCMS-Team <a href="internet.wcms.team@bosch.com">internet.wcms.team@bosch.com</a> and kindly provide the following input:
  - User ID
  - Project
  - Role

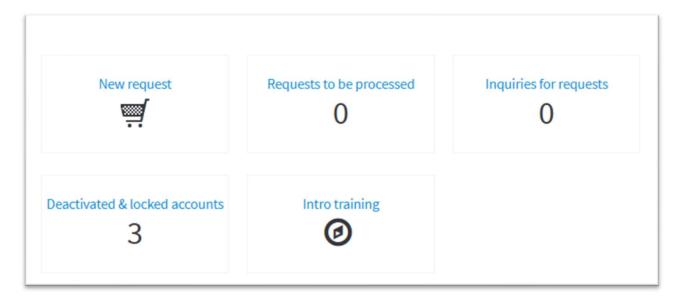
## User Guide: How to add a user role in oneldM

In this guide we have mentioned the steps to add a user role in oneIDM

Step 1: Open oneIdM portal using this url ->

https://oneidm.bosch.com/oneidm/html/rbwebshop/#/start/itshop/VI Start

Step 2: Click on New request option.



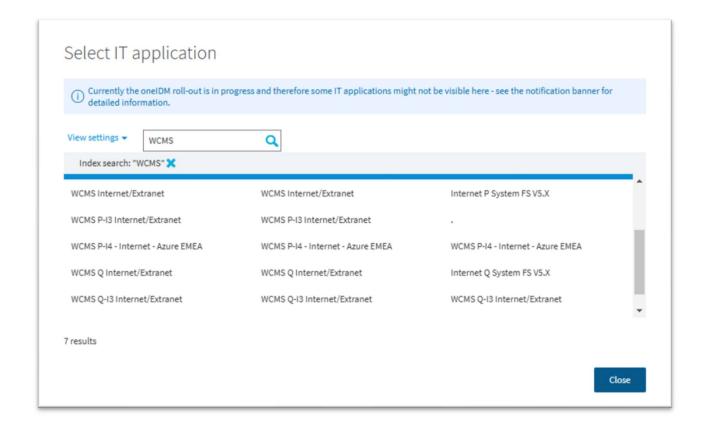
#### **Step 3:** Enter UserName for which we want to request the new role.



#### **Step 4:** Select IT application.

- Click on "Select IT application" button. It will open a dialog box.
- Enter the application name (WCMS)
- It will show a list of servers and you can choose the required server.





**Step 5:** Enter the required role name and click on the search icon.

- Now you should see the role in the table below and click on the Checkbox on the left to select the role.

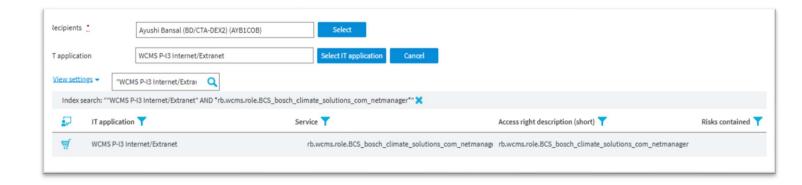
For ex rb.wcms.role.BCS\_bosch\_climate\_solutions\_com\_netmanager



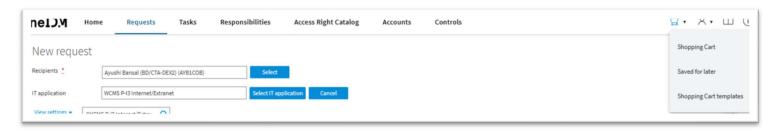
**Step 6:** Click on the Add to shopping cart button in the bottom right corner of the screen.



- You should see a cart icon against your selected role in the table

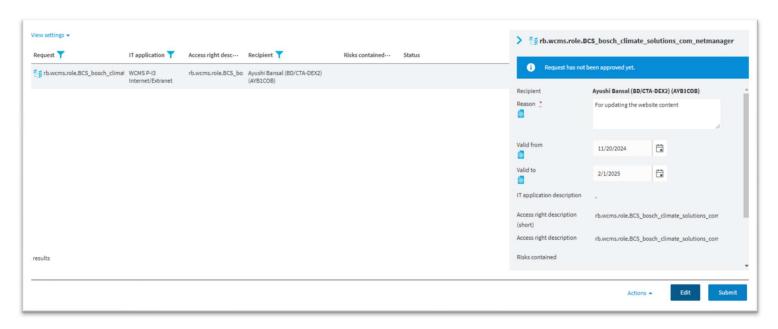


**Step 7:** Click on the cart option in top right corner and select Shopping Cart option.



**Step 8:** Now you should be redirected to the page similar below.

You need to fill in the mandatory information to Submit the request.



<u>Step 9:</u> After submission you should see a page similar below showing request has been submitted successfully.

## My shopping cart



The request was submitted. The request number is 59812556.

### What would you like to do?

Find services to add to your shopping cart



- View your requests Tracking of requests and their current status
- Display your saved for later list
  Displays services on the saved for later list