

Procedure to give access to BO Application

Please follow below steps to give access to BO application

Step-by-step guide

1. Request is to be raised in Qualtrics survey link:
https://solvay.az1.qualtrics.com/jfe/form/SV_4OSYjMw66GCVGn3
2. Ticket will be automatically created in freshdesk
3. Assign the ticket to NON-SAP group
4. NON-SAP member will pickup the ticket
5. We have to get the approval from concerned owner as per authorization matrix
6. Once approval is in place then we have to start working on the ticket
7. After giving access, inform user through separate email
8. Get feedback from user and resolve the ticket



Related articles

- [SATT Access Management](#)
- [How to get SU53 File for Analysis on Access Issues and Errors](#)
- [Procedure to give access to BO Application](#)
- [Stellar-OB-001-How to get SAP Access](#)