

a. TS DIP-PP User Management

When we receive a request for a User Creation for TS here are the following steps:

NB1 : Reuse desactivated users in priority

NB2 : Do user creation first in DEV or TEST, then in PROD during a weekly/monthly release

#	Actions to do
1	User Creation Create the user using the right User Type (Global Planner should be only for users that will run calculations) - What is the scope needed for the user ? - Is this user will replace an existing user? - Yes: Who ? Can we deactivate the old one ? When ? Create the user as follows: > The user Name : Windows ID > The Description: <GBU> / <Role> / <Country> / <Last_name> <First_name> (refer to DSCP - Descriptions & Roles)

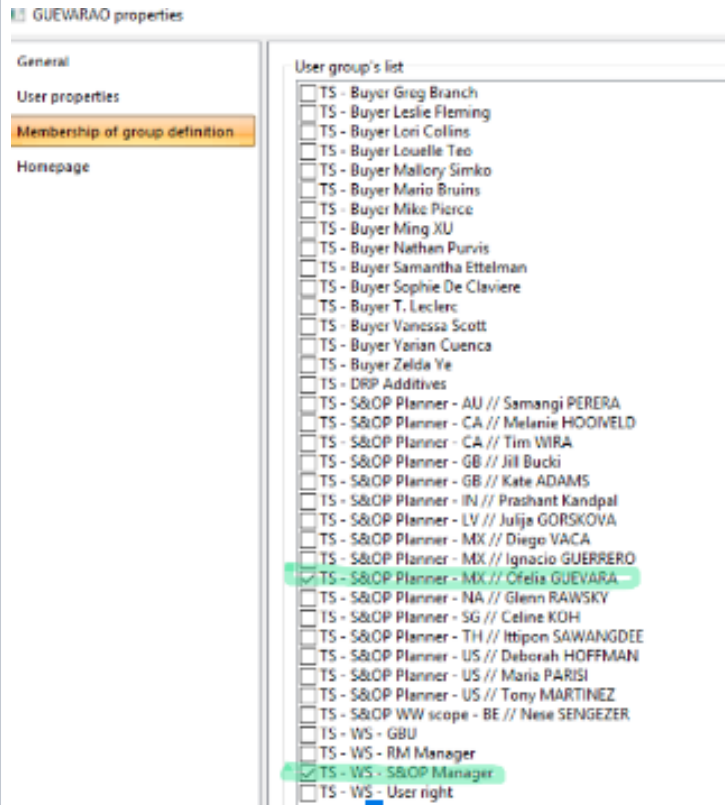
2 Associate the user to the right user(s) group(s)

For S&OP Planners, first create a specific user group for the user

Duplicate an existing user group and update name + user's list :



For an S&OP Planner, associate 2 user groups : TS - WS - S&OP Manager + his/her own specific group

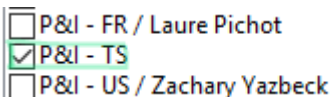


For users with modification rights on a BU's full scope : choose the authorized scope



Warning : this user will block other users from the same BU when connecting on the Workspace TS - A2 S&OP Planning

If the user also needs to have access to P&I workspaces, add him to the P&I - TS user group.



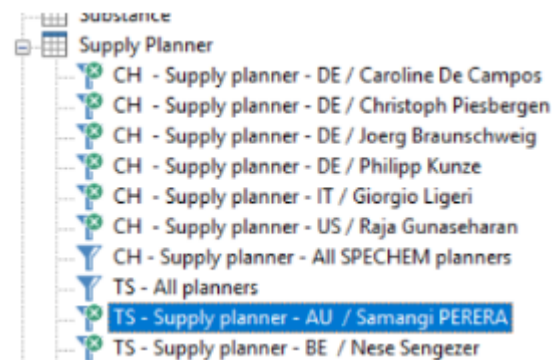
The scope of action will be the same than the one defined in Dynasys DIP.

3 If the user is S&OP Planner (prod planner and/or distribution planner and/or master planner)

> Add a new line in the MasterTable Supply planner

Supply Planner records							
28	Code	Name	Short name	Condi TS	Condi S	Condi TS	Condi S
1	PERERAS	Samangi PERERA		☐	☐	☐	☐
2	GUEVARAO	Ofelia GUEVARA		☐	☐	☐	☐
3	PARISIM	Maria PARISI		☒	☐	☐	☐
4	ADAMSK	Kate ADAMS		☐	☐	☐	☐
5	GORSKOVAJ	Julijsa GORSKOVA		☐	☐	☐	☐
6	JHODGES	John HODGES		☐	☐	☐	☐
7	JBUCKI	Jill BUCKI		☐	☐	☐	☐
8	OROZCOG	Gustavo OROZCO		☐	☐	☐	☒

> Create a condition for the new user (duplicate another one, and change the name and Windows ID) : "TS - Supply Planner - Country / User"



- Condition type : filter applied to record codes
- Selection mask: User ID
- Parent master table: Supply Planner

TS - Supply planner - AU / Samangi PERERA properties

General

Definition

Condition type:

Selection mask:

☒ Use regular expression

Parent master table:

> Update the advanced security for the Master Table Supply Planner and the Master Table SKU

Supply Planner properties

Security

Advanced security

Table safety

User's groups	Type of groups	Table safety	
		Visibility's condition	Modification's condition
TS - S&OP Planner - CA // Tim	VMRDA	TS - All planners	TS - Supply planner - CA / Melanie HOOVELD
TS - S&OP Planner - GB // Jill Bu	VM-DA		
TS - S&OP Planner - GB // Kate ADAMS	VMRDA	TS - All planners	TS - Supply planner - GB / Kate ADAMS
TS - S&OP Planner - IN // Prashant Kandpal	VM-DA		
TS - S&OP Planner - LV // Julija GORSKOVA	VMRDA	TS - All planners	TS - Supply planner - LV / Julija GORSKOVA
TS - S&OP Planner - MX // Diego VACA	VMRDA	TS - All planners	TS - Supply planner - MX / Diego VACA
TS - S&OP Planner - MX // Ignacio GUERRERO	VMRDA	TS - All planners	TS - Supply planner - MX / Ignacio GUERRERO
TS - S&OP Planner - MX // Ofelia GUEVARA	VMRDA	TS - All planners	TS - Supply planner - MX / Ofelia GUEVARA
TS - S&OP Planner - NA // Glenn RAWSKY	VMRDA	TS - All planners	TS - Supply planner - TH / Ittipon SAWANGDEE

> Update the advanced security for the Master Table Resource :

If the user is not a prod planner (example : Ignacio Guerrero) => put Modify none

Resources properties

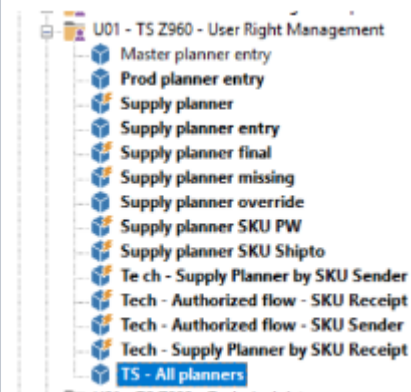
Security

Advanced security

Table safety

User's groups	Type of groups	Table safety	
		Visibility's condition	Modification's condition
TS - S&OP Planner - CA // Melanie HOOVELD	VMRDA		
TS - S&OP Planner - CA // Tim	VMRDA		
TS - S&OP Planner - GB // Jill Bu	VM-DA		
TS - S&OP Planner - GB // Kate ADAMS	VMRDA		
TS - S&OP Planner - IN // Prashant Kandpal	VM-DA		
TS - S&OP Planner - LV // Julija GORSKOVA	VMRDA		
TS - S&OP Planner - MX // Diego VACA	VMRDA		TS - Supply planner - MX / Diego VACA
TS - S&OP Planner - MX // Ignacio GUERRERO	VMRDA		Modify none
TS - S&OP Planner - MX // Ofelia GUEVARA	VMRDA		TS - Supply planner - MX / Ofelia GUEVARA
TS - S&OP Planner - NA // Glenn	VMRDA		

> Add the user to the list in the Datafield TS - All Planners



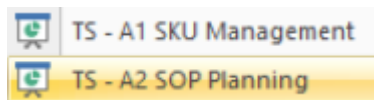
(you can also use the Workspace TS - A0 User Right / Tab "List of planners" to do this modification)

> Do an update of condition on the datafield TS - All planners

> In the MasterTable Supply planner, 2 conditions must be ticked:

Supply Planner records							
28	Code	Condi	Condi	Condi	Condition	Condition	Condi
		CH -	CH -	CH -	TS - All planners	TS - Supply planner - MX / Ignacio GUERRERO	TS - S
11	SCHANG	☐	☐	☐	☐	☐	☐
12	HOFFMANNO	☐	☐	☐	☒	☐	☐
13	RAWSKYG	☐	☐	☐	☒	☐	☐
14	MARTINEZT	☐	☐	☐	☒	☐	☐
15	DNOLAN	☐	☐	☐	☐	☐	☐
16	BRBC8079	☐	☒	☐	☐	☐	☐
17	DE17393	☐	☒	☐	☐	☐	☐
18	DE20866	☐	☒	☐	☐	☐	☐
19	DE17476	☐	☒	☐	☐	☐	☐
20	US16191	☒	☒	☐	☐	☐	☐
21	IT03692	☐	☒	☒	☐	☐	☐
22	ZZ-CH	☐	☒	☐	☐	☐	☐
23	ZZ-TS	☐	☐	☐	☒	☐	☐
24	GUER8975	☐	☐	☐	☒	☒	☐
25	ISAWANG	☐	☐	☐	☒	☐	☒
26	HO011813	☐	☐	☐	☒	☐	☐

> Update the security for Workspaces to give access to the user :



4 Give access to User Right Management Workspace (for S&OP Planners and Planning Managers) :

This workspace can be accessed by each user, but to prevent users from blocking each other, it is accessed with a specific user account.

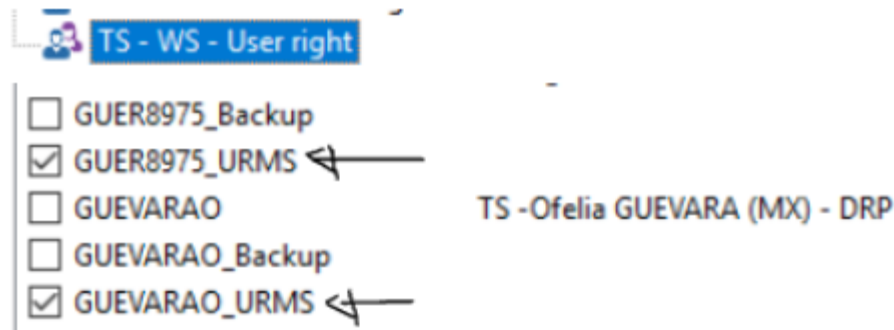
=> you need create a new user with this settings :

Name : Windows ID_URMS

User type : Collaborator

Account Activation : **Disabled**

Membership group of definition : TS - WS - User right



the user will need to switch to this user to be able to access the Workspace (see dedicated wiki page)

5 Back-up management (for S&OP planners)

To allow one user (User 1) to connect under someone else's scope (User 2) with modification rights, we need to create a back-up user for User 2

> you need create a new user with this settings :

Name : Windows ID_Backup

User type : Collaborator

Account Activation : **Disabled**

Membership group of definition : same as the normal user (in this case user MX70072)



User1 will need to switch to this back-up user (shortcut) to be able to change scope (see dedicated wiki page)

6 Give access to WW scope on read-only mode

For SCE users for instance (need to access in modification mode for P&I workspaces, read-only for DIP-PP)

To allow one user to access the DIP-PP workspaces with a read-only authorization

> create a new user with this settings :

Name : Windows ID_WW

User type : Collaborator

Account Activation : **Disabled**

Membership group of definition : same as the normal user

> Update the advanced security for the Master Table SKU allow no modification

SKU properties

Security

Advanced security

Table safety		Table safety	
User's groups	Type of groups	Visibility's condition	Modification's condition
TS - S&OP Planner - CA // Tim	VMRDA	BU - Mining solutions (TS)	TS - Supply planner - CA / Tim
TS - S&OP Planner - GB // Jill Bu	VM-DA		
TS - S&OP Planner - GB // Kate ADAMS	VMRDA	BU - PA (TS)	TS - Supply planner - GB / Kate ADAMS
TS - S&OP Planner - IN // Prashant Kandpal	VM-DA		
TS - S&OP Planner - LV // Julija GORSKOVA	VMRDA	BU - PA (TS)	TS - Supply planner - LV / Julija GORSKOVA
TS - S&OP Planner - MX // Diego VACA	VMRDA	BU - Mining solutions (TS)	TS - Supply planner - MX / Diego VACA
TS - S&OP Planner - MX // Ignacio GUERRERO	VMRDA	BU - TS	TS - Supply planner - MX / Ignacio GUERRERO
TS - S&OP Planner - MX // Ofelia GUEVARA	VMRDA	BU - Mining solutions (TS)	TS - Supply planner - MX / Ofelia GUEVARA
TS - S&OP Planner - NA // Glenn RAWSKY	VMRDA	BU - PA (TS)	TS - Supply planner - US / Glenn RAWSKY
TS - S&OP Planner - SG // Celine KOH	VMRDA	BU - PA (TS)	TS - Supply planner - SG / Celine KOH
TS - S&OP Planner - TH // Ittipon SAWANGDEE	VMRDA	BU - Mining solutions (TS)	TS - Supply planner - TH / Ittipon SAWANGDEE
TS - S&OP Planner - US // Deborah HOFFMAN	VMRDA	BU - Mining solutions (TS)	TS - Supply planner - US / Deborah HOFFMAN
TS - S&OP Planner - US // Maria PARISI	VMRDA	BU - Mining solutions (TS)	TS - Supply planner - US / Maria PARISI
TS - S&OP Planner - US // Terry Swathwood	VMRDA	BU - Mining solutions (TS)	TS - Supply planner - US / Maria PARISI
TS - S&OP Planner - US // Tony MARTINEZ	VMRDA	BU - Mining solutions (TS)	TS - Supply planner - US / Tony Martinez
TS - S&OP WW scope - BE // Nese SENGEZER	VMRDA	BU - TS	Modify none

> Update the security of the Workspace TS - A2 S&OP Review

This workspace is the same as TS - A2 S&OP Planning, but with no modification allowed

TS - A2 S&OP Review properties

Security

Name: TS - A2 S&OP Review

Parents

- Shared workspaces
 - Workspaces
 - Configuration

Security

User's groups	Type of groups	Object's visibility	Write permission
TS - S&OP Planner - MX // Ignacio GUERRERO	VMRDA	Inherit (Deny)	Inherit (Deny)
TS - S&OP Planner - MX // Ofelia GUEVARA	VMRDA	Inherit (Deny)	Inherit (Deny)
TS - S&OP Planner - NA // Glenn RAWSKY	VMRDA	Inherit (Deny)	Inherit (Deny)
TS - S&OP Planner - SG // Celine SAWANGDEE	VMRDA	Inherit (Deny)	Inherit (Deny)
TS - S&OP Planner - TH // Ittipon SAWANGDEE	VMRDA	Inherit (Deny)	Inherit (Deny)
TS - S&OP Planner - US // Deborah HOFFMAN	VMRDA	Inherit (Deny)	Inherit (Deny)
TS - S&OP Planner - US // Maria PARISI	VMRDA	Inherit (Deny)	Inherit (Deny)
TS - S&OP Planner - US // Terry Swathwood	VM-DA	Inherit (Deny)	Inherit (Deny)
TS - S&OP Planner - US // Tony MARTINEZ	VMRDA	Inherit (Deny)	Inherit (Deny)
TS - S&OP Planner - ZZ // OBS	VM-DA	Inherit (Deny)	Inherit (Deny)
TS - S&OP WW scope - BE // Nese SENGEZER	VMRDA	Allow	Inherit (Deny)
TS - WS - GBU	VM-DA	Allow	Inherit (Deny)
TS - WS - RM Manager	VMRDA	Inherit (Deny)	Inherit (Deny)
TS - WS - S&OP Manager	VM-DA	Allow	Inherit (Deny)
TS - WS - User right	---DA	Inherit (Deny)	Inherit (Deny)

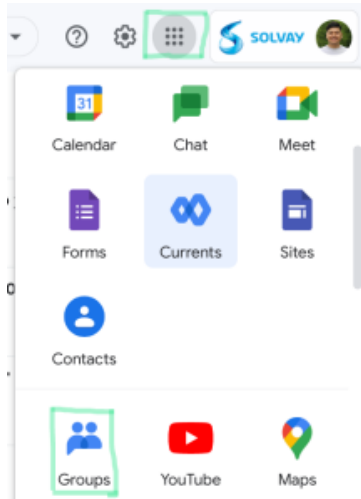
7 Add the new user to the DynaSys DiP1 user group

We use these groups in order to make announcements and to communicate. Therefore, by adding them to this group, they will receive information related to DiP1.

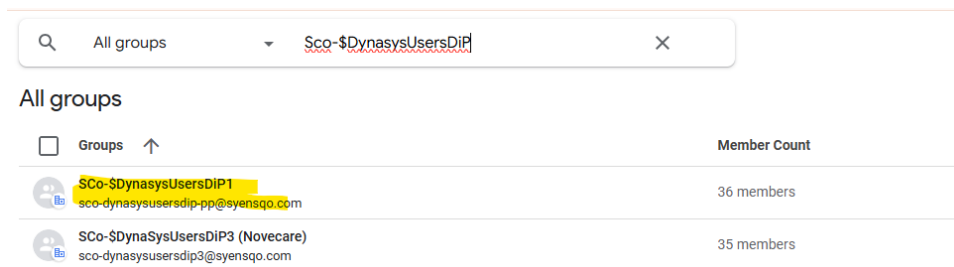
**** Since PO2 D1 this step has to be done by SCO team ****

**** Ask Laure Pichot-Plasse to add (or remove member) from SCo-\$DynasysUsersDiP1 ****

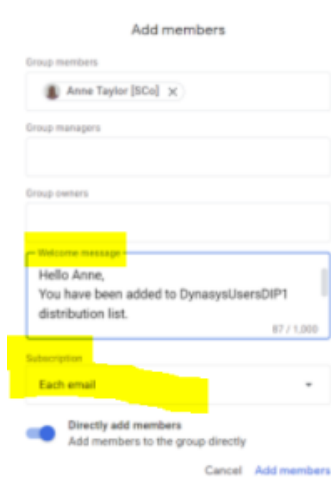
> Go to your Google applications and look for "Groups"



> Search the group related to DynaSys DiP1 users and click on the logo "Add members"



> Input the new user's email and write a welcome message and make sure subscription = "each email", then press "Add members", down the screen



User is now in the Dynasys communication group

8	Email Interface Team to allow user to access to server (this step can be anticipate before DynaSys user creation) Access to server ➤ Perrillat collomb [ECo], Nathalie <nathalie.perrillatcollomb@solvay.com> to Maggie, \$DynaSys.Interface.Team ▼ Hello Maggie, Would you please give access to US71385 (Anne taylor) on DiP1 PROD Thanks in advance, Nathalie
9	Provide this information to the requester : If you need access to the DiP-PP reporting available in BW reporting tool you need to create following tickets : 1) For BW access, create a SAP Access Request via Service One => https://solvay-dwp.onbmc.com/dwp/app/#/catalog 2) To be informed when DiP-PP data is up to date in the DiP-PP reporting, create a ticket to be added in the distribution list => https://solvay-dwp.onbmc.com/dwp/app/#/itemprofile/659, choosing "2. BW DynaSys Reporting: change distribution lists for BW update message"