

# VDI Access Request

Raise TPA requests, steps mentioned in the below link,

<https://syensqo-dwp.onbmc.com/dwp/app/#/knowledge/KBA00023401/rkm>

OR

Syra Link - <https://syensqo-dwp.onbmc.com/dwp/app/#/catalog/category/1339/SBE/SBE>

The screenshot shows the SYRA application interface. At the top, there is a navigation bar with the SYRA logo and links for Home, Service Catalog, My Activity, and GBS & IT Contacts. Below this is a breadcrumb trail: Home > Workplace Services / Virtualization / Third Party Access (TPA). A 'Sort' button is visible on the right. The main content area is titled 'Third Party Access (TPA)' and shows '3 items'. Three cards are displayed, each with an icon and a description:

- Card 1:** Icon of a laptop and tablet. Text: 'Third-Party Access (TPA) - Manage Company / Application / Desktop Pool (Desktop Pool option is...'
- Card 2:** Icon of a wrench. Text: 'Third-Party Access (TPA) - technical (option available for TPA team usage only)'
- Card 3:** Icon of three people. Text: 'Third-Party Access (TPA) - User Access Management / Other Request / Software Installation (Software...'

Click on **Third-Party Access (TPA) - User Access Management / Other Request / Software Installation (Software installation option is available for TPA team usage only)**

The screenshot shows the form for 'Third-Party Access (TPA) - User Access Management / Other Request / Software Installation (Software installation option is available for TPA team usage only)'. The form is for a request for 'Neha Nayak' with a quantity of '1'. It includes the following fields and sections:

- Contact Details:**
  - Email Address: neha.nayak-ext@syensqo.com
  - Phone Number: ###
- Type of Request (required):**
  - TPA - Add / Remove (User): Grant or revoke access for users in TPA
  - TPA - Software Installation (internal TPA usage only): Option not available for end-users
  - TPA - Other requests: Any request not covered by the other options available
- Requester Manager:** Hrishikesh Nandanwar

On the right side of the form, there are buttons for 'Submit request' (orange) and 'Save and close' (grey), and a 'Collaborators' section with a dropdown arrow and a plus sign.

**Type of Request** - Select TPA - Add/Remove (User)

Request for  Edit      Quantity

Neha Nayak      1

Contact Details

Email Address

neha.nayak-ext@syensqo.com

Phone Number

###

Type of Request (required)

- TPA - Add / Remove (User): Grant or revoke access for users in TPA
- TPA - Software Installation (internal TPA usage only): Option not available for end-users
- TPA - Other requests: Any request not covered by the other options available

Type of Action (required)

- Add User(s)
- Remove User(s)

Requester Manager

Hrishikesh Nandanwar

**Type of Action - Add User(s)**

Then additional fields will appear, fill all the required fields and add collaborator and submit.

**Company name Non-SCO (required)**

Please, check the current TPA Companies created in this [spreadsheet](#)

**AD Account(s) (required)**

Be sure the AD account is created in Active Directory

**The Email Address(es) of the User(s) : NON-Syensqo (required)**

**Additional Comments**

**Company name Non-SCO** - Data Service Platform.

**AD Account(s)** - Ad account created while registering in Syensqo - short account name.

**The Email Address(es) for the User(s): Non Syensqo** - Your parent company email id

**Additional Comments** - This is optional, however mention the team's name and why you need VM something like below.

*"Joining Data Team, hence required new VM for development and Testing."*

**Validation**

Once access is approved and implemented, try login, steps mentioned in the below document

[Steps to access TPA using web client.docx](#)

Please reach out to [tpa.operations@syensqo.com](mailto:tpa.operations@syensqo.com) and keep **Anup Mule** in CC for any issues related to VDI