

Data - Syniti ADMM - User Onboarding Process

April 3, 2026 - v1

This document describes the user onboarding process for SyWay users that need to gain access to Syniti ADMM platform to perform data collection, data cleansing and/or other data migration related tasks.

The process highlights the step by step actions to be performed by SyWay Security Admin. The access will be provided as per approved request based on the roles needed for each user. This document is only focused on the Syniti ADMM access process, the Security Admin should ensure this is performed only for pre-approved users.

1. **Security Admin** to collect the Syensqo user name, email address and POD/ role played by the data/business user. She/He needs to be identified to play one of the below mentioned Primary roles. Ideally each user will play a single role in the project:

Syniti ADMM User Group	Syniti ADMM Construct Role
Syensqo Business A2D	Migration.Syensqo Business A2D
Syensqo Business H2R	Migration.Syensqo Business H2R
Syensqo Business I2M	Migration.Syensqo Business I2M
Syensqo Business L2C	Migration.Syensqo Business L2C
Syensqo Business P2F_MFG	Migration.Syensqo Business P2F_MFG
Syensqo Business P2F_SCM	Migration.Syensqo Business P2F_SCM
Syensqo Business R2R	Migration.Syensqo Business R2R
Syensqo Business S2P_ARIBA	Migration.Syensqo Business S2P_ARIBA
Syensqo Business S2P_MM	Migration.Syensqo Business S2P_MM
Syensqo Business S2P_PIR_QA	Migration.Syensqo Business S2P_PIR_QA
Syensqo Business S2P_VM	Migration.Syensqo Business S2P_VM
Syensqo Business S2S	Migration.Syensqo Business S2S
Syensqo Data Team A2D	Migration.Syensqo Data Team A2D
Syensqo Data Team H2R	Migration.Syensqo Data Team H2R
Syensqo Data Team I2M	Migration.Syensqo Data Team I2M
Syensqo Data Team L2C	Migration.Syensqo Data Team L2C
Syensqo Data Team P2F_MFG	Migration.Syensqo Data Team P2F_MFG
Syensqo Data Team P2F_SCM	Migration.Syensqo Data Team P2F_SCM
Syensqo Data Team R2R	Migration.Syensqo Data Team R2R
Syensqo Data Team S2P	Migration.Syensqo Data Team S2P
Syensqo Data Team S2S	Migration.Syensqo Data Team S2S
Syensqo Data Team Read Only	Migration.Syensqo Data Team Read Only

2. **User** logs into <https://knowledge.syniti.eu/> using Syensqo SSO (use lower case name@syensqo.com) . He/she will see the page as shown below:

KO Hello KOTHARI-ext, Gaurav!
Welcome to Syniti Knowledge Platform!

How would you like to start?



Migrate

Provides support for data migration projects, from strategy through post-load reconciliation.

Migrate Home

Deployment Reports



Construct

Creates powerful, custom, low-code web applications.

Construct Home

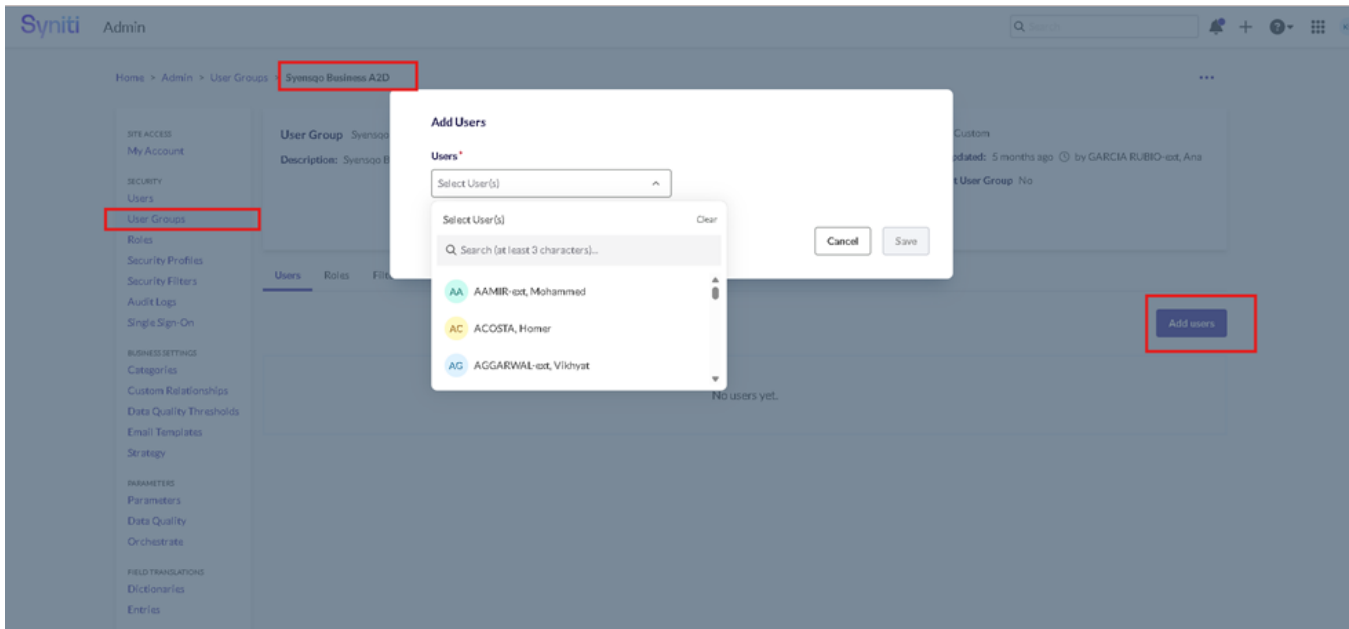
Construct Preview

3. User to click on 'Migrate Home' and press browser back arrow to return back to above screen

4. User to click on 'Construct Home' and press browser back arrow to return back to above screen

5. Security Admin logs in to SKP and performs below mentioned steps to provision the access to the user.

- Add 'Newly added user' to appropriate SKP 'User Groups' as per original request using (SKP -> Admin -> User Group -> [SKP User Group])



- Remove "Newly added user" from default user group 'Syensqo Default Viewer User Group'

Home > Admin > User Groups > Syensoo Default Viewer User Group

- SPR ACCESS
- My Account
- SECURITY
- Users
- User Groups**
- Roles
- Security Profiles
- Security Filters
- Audit Logs
- Single Sign-On
- BUSINESS SETTINGS
- Categories
- Custom Relationships
- Data Quality Thresholds
- Email Templates
- Strategy


User Group Syensoo Default Viewer User Group

Description: Default User Group (Initial assignment)

Type: Custom

Last Updated: 2 hours ago by KOTHARI-ext, Gaurav

Default User Group: Yes

Name	Email Address	ACTIVE	ACTIONS
KOTHARI-ext, Gaurav	gaurav.kothari-ext@syensoo.com	✓	 

6. Security Admin to add user to 'Migrate Deployment' using 'SKP -> Migrate -> Administer -> Security -> User Deployment' and locating the user record and enabling 'R4' Deployment.

Home > User Deployments

Users (179)		Deployments (6)	
User Name	Full Name	zDeploy	Name
fred.worrell	WORRELL, Alfred	DQ	DQ global
gabino.cabellomartos-ext	CABELLO MARTOS-ext, Gabino	R1	R1 - SuccessFactors
ganesan.thangarajan-ext	THANGARAJAN-ext, Ganesan	R2	R2 - Ariba
gaurav.jain-ext	JAIN-ext, Gaurav	R4	R4 global
gaurav.kothari-ext	KOTHARI-ext, Gaurav	r5	5
gianluca.lomonaco	LO MONACO, Gianluca Domenico	ZDEMOCF	ZDEMOCF Deployment
gianni.lamia	LAMIA, Gianni		
harold.vandenberghen	VAN DEN BERGHEN, Harold Werner E...		
iesha.mahajan-ext	MAHAJAN-ext, iesha		
ines.serodio	CRISTINA VALA SERODIO, ines		
ines.vilares	VILARES, ines		
ivan.vanniekerk-ext	VAN NIEKERK-ext, ivan		
jacob.kohn-ext	KOHN-ext, Jacob		
jamie.howes	HOWES, Jamie		
jasleen.madhok-ext	Jasleen Madhok		
jatin.somaiya-ext	SOMAIYA-ext, Jatin		
jimmy.ward	WARD, Jimmy		
jishnu.banerjee-ext	BANERJEE-ext, Jishnu		
joachim.kaci-ext	KACI-ext, Joachim		
joana.marques-ext	MARQUES-ext, Joana		
joelschmitz	SCHMITZ, Joel		
joey.hensberger-ext	HENSBERGER-ext, Joey		
john.cochran	COCHRAN, John		
john.hancock-ext	HANCOCK-ext, John		

7. Security Admin to assign user to Construct role using 'Construct -> Construct Home -> Admin -> Security -> Users and clicking on ' Roles' icon and then clicking on '+' sign to add appropriate 'Construct role'

Syniti Construct

System Administration

- Security
 - Users**
 - Security Management
 - Data Sources
 - WebApps
 - Translations
 - Configuration
 - Resources

Users

192 rows

NAME	EMAILADDRESS	LANGUAGE ID
HU, Changbing	changbing.hu@syensqo.com	English
HUSSAN-ext, Nishin	nishin.hussan-ext@syensqo.com	English
JAIN-ext, Gaurav	gaurav.jain-ext@syensqo.com	English
Jasleen Madhok	jasleen.madhok-ext@syensqo.com	English
Jose Luis Castromoncayo	jose Luis.castromoncayo-ext@syensqo.com	English
JOSHI-ext, Aditya	aditya.joshi-ext@syensqo.com	English
KALLEPELLI-ext, Supriya	supriya.kallepelli-ext@syensqo.com	English
KARWATKA, Alex	alex.karwatka@syensqo.com	English
KHANUM-ext, Roohi	roohi.khanum-ext@syensqo.com	English

Syniti Construct

System Administration

- Security
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 - Translations
 - Configuration
 - Resources

User Roles

User Email: jasleen.madhok-ext@syensqo.com

25 rows

ROLE ID	ROLE TYPE	ASSIGNED
Migration.Syensqo Business S2P_VM	Standard	
Migration.Syensqo Business S2S	Standard	
Migration.Syensqo Data Team A2D	Standard	
Migration.Syensqo Data Team H2R	Standard	
Migration.Syensqo Data Team I2M	Standard	
Migration.Syensqo Data Team L2C	Standard	
Migration.Syensqo Data Team P2F_MFG	Standard	
Migration.Syensqo Data Team P2F_SCM	Standard	
Migration.Syensqo Data Team R2R	Standard	
Migration.Syensqo Data Team Read Only	Standard	
Migration.Syensqo Data Team S2P	Standard	✓
Migration.Syensqo Data Team S2S	Standard	
R1-SF.Syensqo Migration Developer	Standard	

Security Roles

1 rows

NAME	DESCRIPTION	ROLE TYPE
AppDBAdmin	AppDBAdmin Role	Standard

Role Type: X

Field Name: RoleType

Technical Information

- Refresh the MIG_xx tables using SKP -> Migrate -> Snapshot Management -> SRCCONSTRUCT (select MIGRATE_APP as System DataSource) and locate the 2 tables and press refresh icon.
 - MIG_USER_ACCESS_LIST
 - MIG_DEPLOYMENT_USER

Home > Snapshot Management

Snapshot Management

Snapshot Datasources (22)

Repopulate	Name	Description
	SRCSAPWP2E2	DQ Snapshot SAP WP2 (ENV2)
	SRCCONSTRUCT	Construct snapshot
	SRCSAPWP2	DM Snapshot SAP WP2

Snapshot Tables (511) System Datasources (3)

System Datasources (3)

Repopulate	Name	Description	Active	Select Tables
	MIGRATE_APP	Migrate Application Datasource	<input checked="" type="checkbox"/>	
	CONSTRUCT	Construct datasource	<input checked="" type="checkbox"/>	
	MIGRATE	Shared Migration Database	<input checked="" type="checkbox"/>	

System Snapshot Tables (53)

Repopulate	Name	Description	Record Count	References	Status	Repopulated On
	MIG_USER_ACCESS_LIST		179	0	<input checked="" type="checkbox"/>	3/31/26, 8:33 AM
	MIG_DEPLOYMENT_USERS		129	0	<input checked="" type="checkbox"/>	3/31/26, 8:33 AM

2. SKP User lists can be accessed using:

```
SELECT * FROM SRCCONSTRUCT.dbo.MIG_USER_ACCESS_LIST
```

3. Migrate Deployment user list can be accessed using the SQL

```
SELECT * FROM SRCCONSTRUCT.dbo.MIG_DEPLOYMENT_USERS
```

4. You can also download the SKP/ADMM User Report using SKP -> Admin -> Users and clicking on 'Create Report'. It will download ZIP file with all user security data.

Home > Admin > Users

Users

Name	Email Address	Active	Last Login Time	ACTIONS
STEFANESCU-ext,Aurelia	aurelia.stefanescu-ext@syniso.com	<input checked="" type="checkbox"/>	Wed, Apr 1, 2026, 12:32 PM EDT	

Create report

Downloads > COMPLETE_USERS_REPORT_20260501170544

Search COMPLETE_USERS_REPORT

Name	Type	Compressed size	Password ...	Size	Ratio	Date modified
group_roles	Microsoft Excel Comma S...	2 KB	No	11 KB	89%	
role_features	Microsoft Excel Comma S...	7 KB	No	87 KB	93%	
user_groups	Microsoft Excel Comma S...	17 KB	No	89 KB	82%	

