

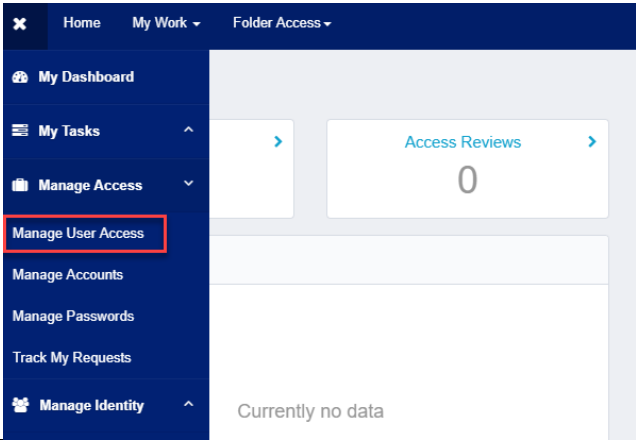
IGA is the management tool for SSP accounts. This guide cover IGA user administration for local Supplier Administrators:

- How to update Accesses (Roles/applications)
Be aware that it takes an overnight synchronization before the user can login after accesses have been added to the account.

How do I update ACESSES?

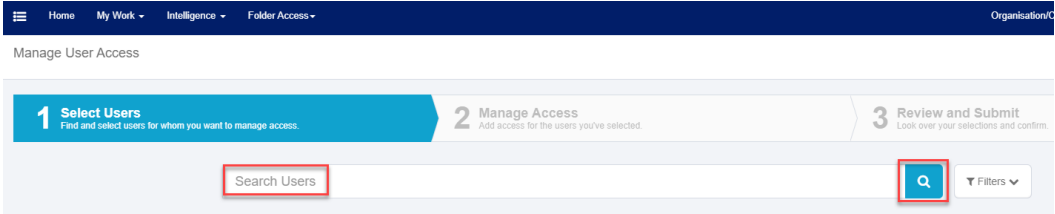
1

Go to “Manage Access” and “Manage User Access”.



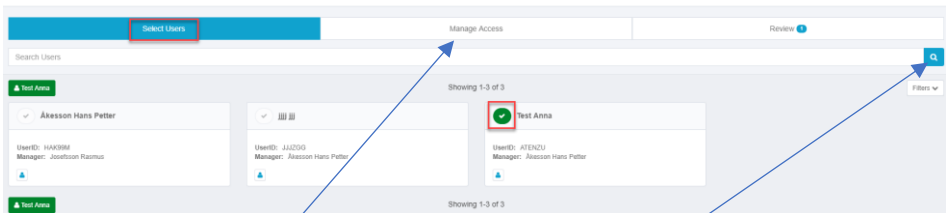
2

Search for the user to be updated:



3

“Select Users” and mark the user (green round icon).



3

Go to “Manage Access”. Click on the magnifying glass, to see all accesses. Tick the round icons (to green) for all concerned applications/roles the user need:

Gsp_Role_ExternalAP (NAP) must always be added, so the user will be able to access the portal and other applications in SSP (incl. standards).

Keep in mind that when the **Gsp_Role_ExternalAP** access is added to the account, it takes 12 hours before the account can be logged in to.

1 Select Users

Find and select users for whom you want to manage access.

2 Manage Access

Add access for the users you've selected.

Add Access

Search By Keywords

Search Access

Q

Identities Selected: **Select the applications the user need access to (from the portal) !** Showing 1-7 of 7

✓ GSP_App_OCSWebProd

Resp. customs@scania.com

Type: Entitlement Owner: Appl-Adm-Gsp Application: XDS Attribute: memberOf

✓ Embassy_Role_Supplier

Type: Entitlement Owner: Appl-Adm-Embassy Application: XDS Attribute: memberOf

✓ Gsp_Role_ExternalAP

Type: Entitlement Owner: Appl-Adm-Gsp Application: XDS Attribute: memberOf

✓ Gsp_App_Webstars

Type: Entitlement Owner: Appl-Adm-Gsp Application: XDS Attribute: memberOf

✓ Gsp_App_eQuality

Type: Entitlement Owner: Appl-Adm-Gsp Application: XDS Attribute: memberOf

✓ Gsp_App_Web-EDI

Type: Entitlement Owner: Appl-Adm-Gsp Application: XDS Attribute: memberOf

✓ Gsp_App_ePerformance

Type: Entitlement Owner: Appl-Adm-Gsp Application: XDS Attribute: memberOf

4 Go to *“Review”* and click *“Submit”*.

Manage User Access

Select Users

Manage Access

Review

Add Access

Remove Access

Search Access

Showing 1-1 of 1

Test data

Gsp_Role_ExternalAP

Details

TeamRoomSuppliers

Details

Embassy_Role_Supplier

Details

etc.....

Type: Role Owner: Administrator The

Showing 1-1 of 1

Test data

8 Group(s) of Access Technologies. All rights reserved.

Cancel Submit

You have now updated accesses for the user!

Be aware that it takes an overnight synchronization before the user can login after accesses have been added to the account.