

# USER GUIDE

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## Service Portal

You can manage the summary of services in use; permission of members; Cloud Account; and Service Permission Group.

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## Permission

Service Portal - Permission

You can make a group for each: accounts of companies, services and Cloud services you access.

You can control permission of users in User Group by linking it with Account groups of created companies, services and Clouds.

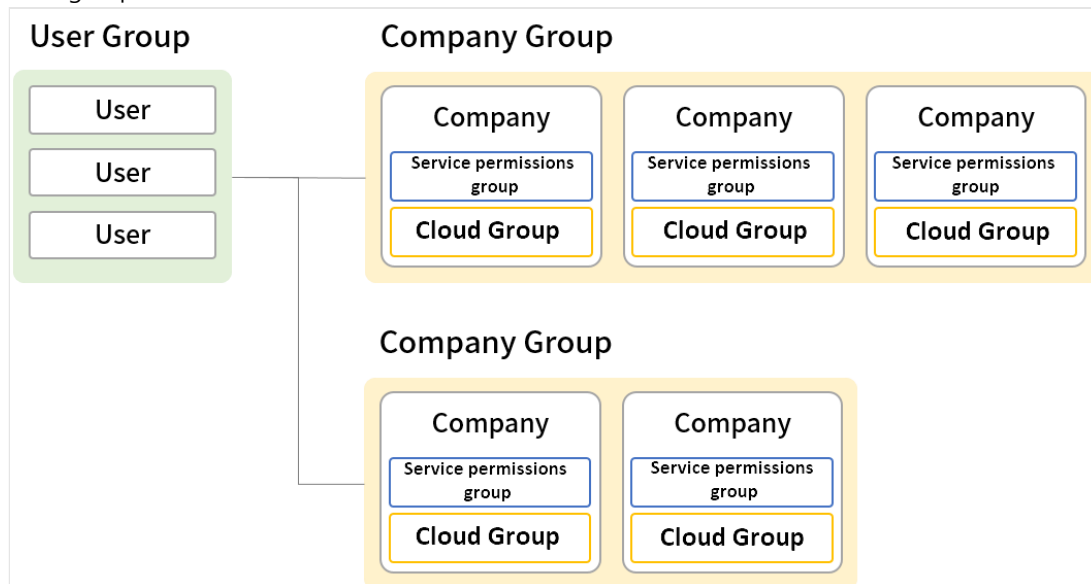
On the Permission menu, you can create groups for Accounts of companies, services and Clouds. Also, you can edit or delete such groups.

Company Group : You can manage multiple companies by binding them as a group.

Service Permission Group : You can manage service and each menu as well as permission of menus by binding them as a group.

Cloud Group : You can manage Cloud Vendors and Accounts (Subscriptions) of each Vendor by binding them as a group.

Such groups are interlinked in the structure as below.



## 1. Company Group

Service Portal - Permission - **Company Group**

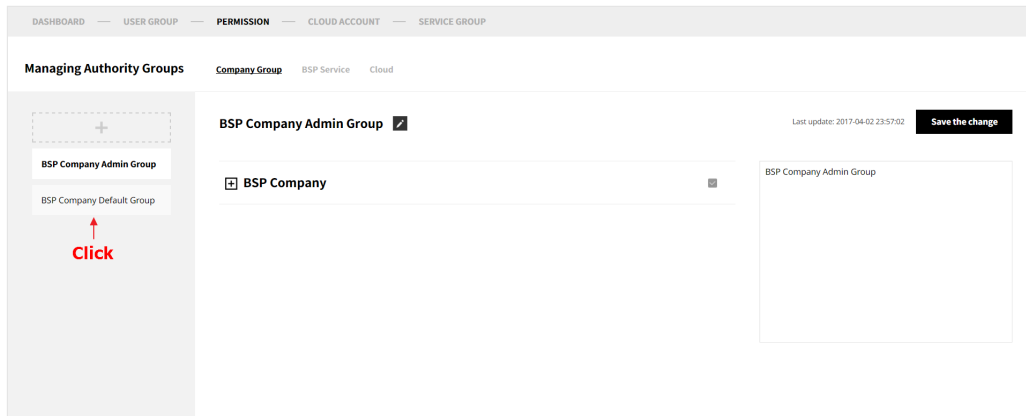
Individual companies may be bound in a Company Group.

You can manage companies who have joined as departments respectively, by binding them as a Company Group regarded as one company. Otherwise, companies may join as affiliates respectively and you can bind them as a group and manage them as a Group Company.

## 1.1 View Company Group Information

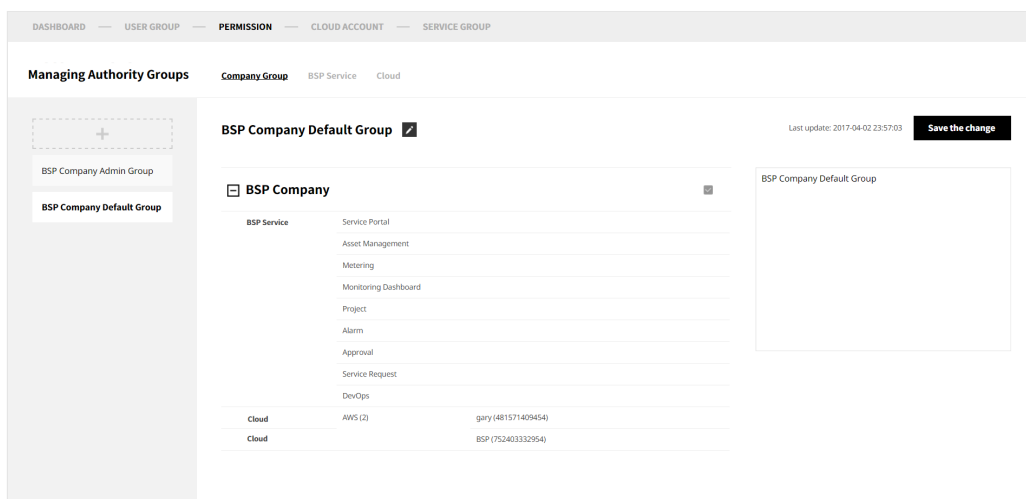
You can check information about a Company Group already added.

1) On the Company Group list, click a Company Group you want to check information for.



2) On the Company Group Details pane, a list of companies included in the selected Company Group is shown.

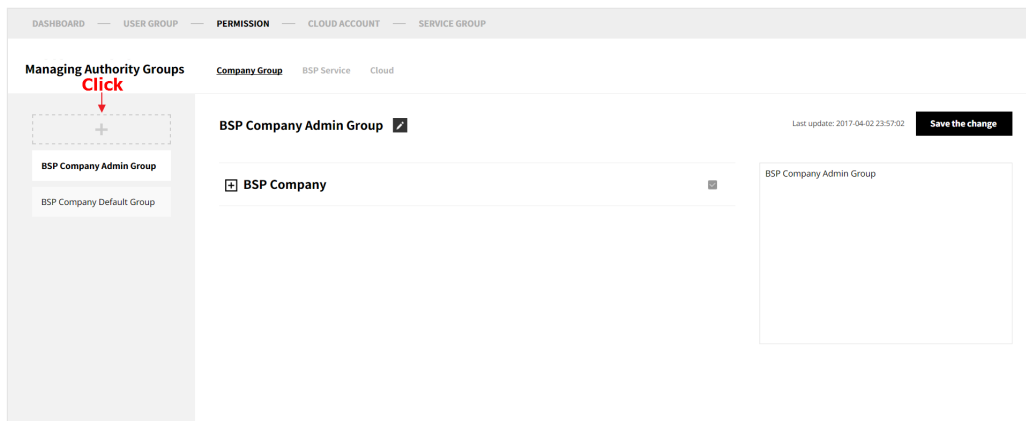
3) On the Company list, click [+] button to check service information in use by the selected company.



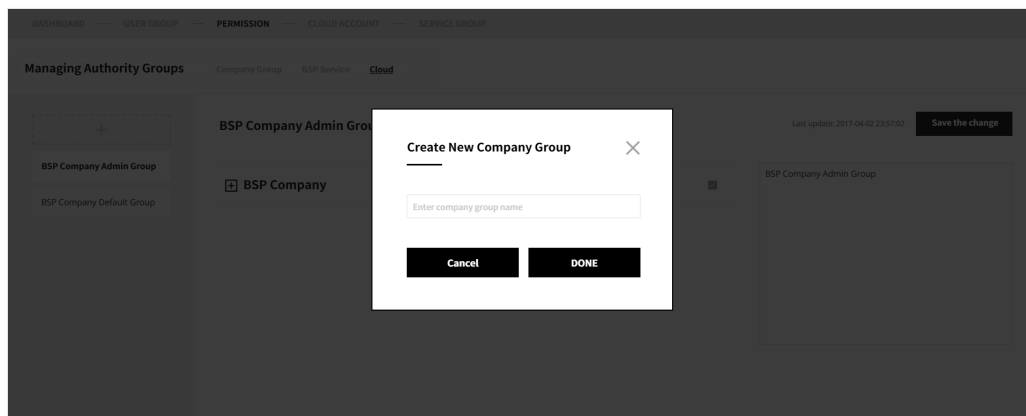
## 1.2 Creating a Company Group

You can create a new Company Group and add a company to the Company Group.

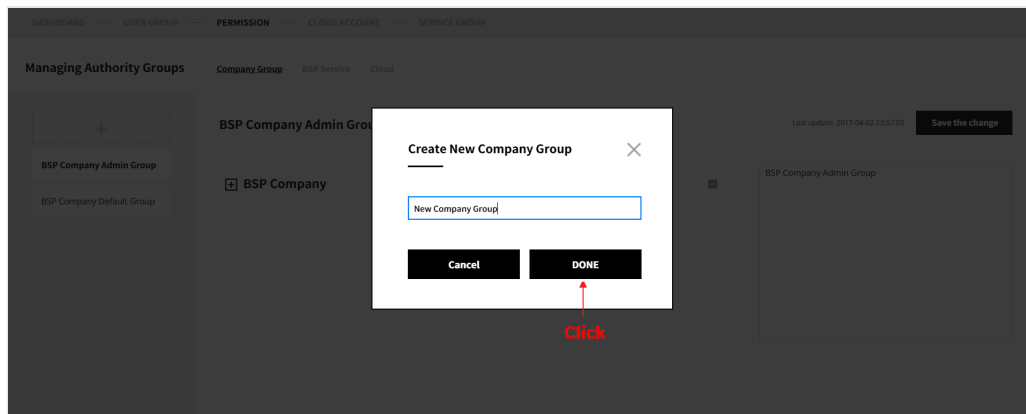
1) Click the [Add Company Group] button.



2) The "Create a New Company Group" pop-up appears.



3) In the "Create a New Company Group" pop-up, enter the name of a new Company Group and click the [OK] button.



#### 4) The Company Group lists shows that a new Company Group has been added.

The screenshot shows the 'Managing Authority Groups' page. On the left sidebar, under 'Managing Authority Groups', there is a list of groups: 'BSP Company Admin Group', 'BSP Company Default Group', and 'New Company Group'. The 'New Company Group' button is highlighted with a red box. The main content area shows the 'New Company Group' details, including a checkbox for 'BSP Company' and a 'Description' field. A 'Save the change' button is visible in the top right corner.

#### 5) On the Company Group Details pane, a list of companies available for a Company Group is shown. Select a company you want to add by selecting its checkbox.

The screenshot shows the 'Company Group Details' pane. The 'BSP Company' checkbox is selected, and a red arrow points to it with the label 'Click'. The main content area shows a list of companies available for the 'BSP Company' group. The list includes 'BSP Service' and 'Cloud' categories. The 'BSP Service' category has a list of services: 'Service Portal', 'Asset Management', 'Metering', 'Monitoring Dashboard', 'Project', 'Alarm', 'Approval', 'Service Request', and 'DevOps'. The 'Cloud' category has a list of cloud providers: 'AWS (2)', 'gary (481571409454)', and 'BSP (752403332954)'. A 'Save the change' button is visible in the top right corner.

#### 6) Click the [Save Changes] button.

The screenshot shows the 'Company Group Details' pane. The 'BSP Company' checkbox is selected, and a red arrow points to the 'Save the change' button with the label 'Click'. The main content area shows the same list of companies as in the previous screenshot. A 'Save the change' button is visible in the top right corner.

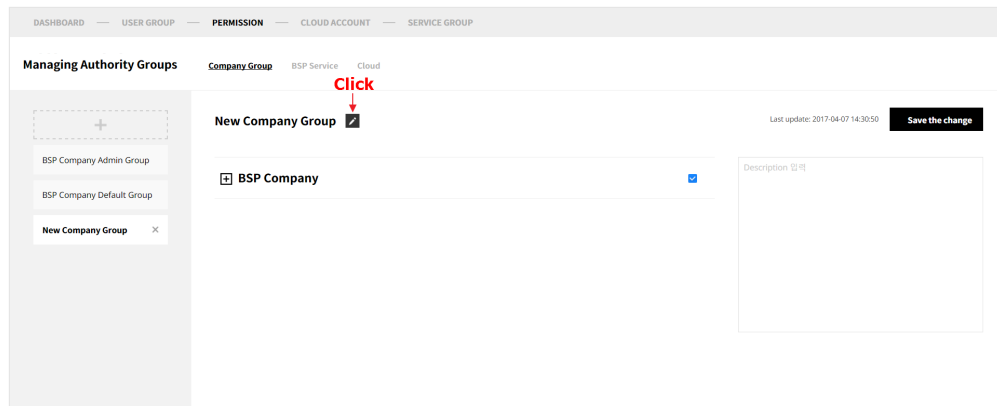
#### 7) Creating a new Company Group is completed.

### 1.3 Editing a Company Group

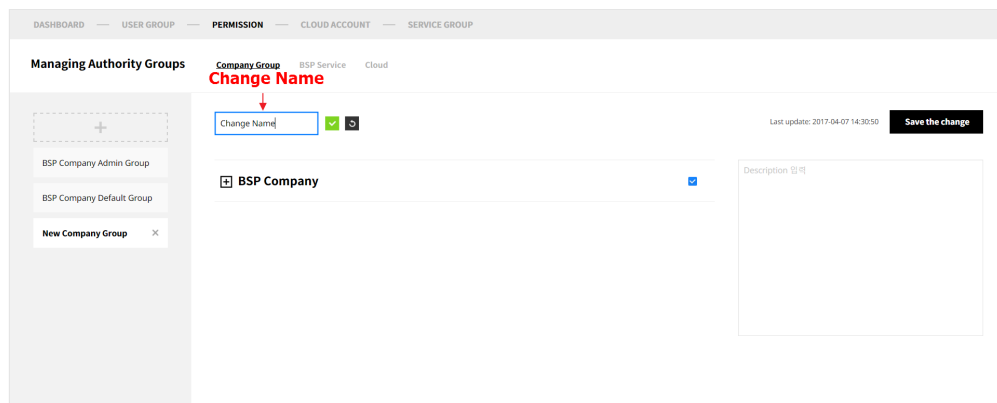
You can change the name of a Company Group already added. Also, you can add a new company or remove an added company.

## 1.3.1 Renaming a Company Group

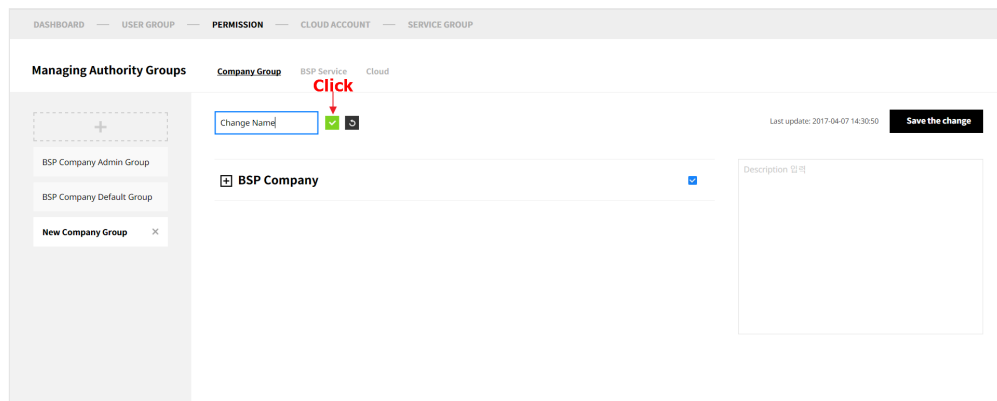
- 1) On the Company Group list, select a Company Group you want to change the name of.
- 2) On the Company Group Details pane, information about the selected Company Group is shown.
- 3) Click the [Edit] button next to the name of a Company Group.



- 4) The name of a Company Group becomes editable.  
Change the name of a Company Group.



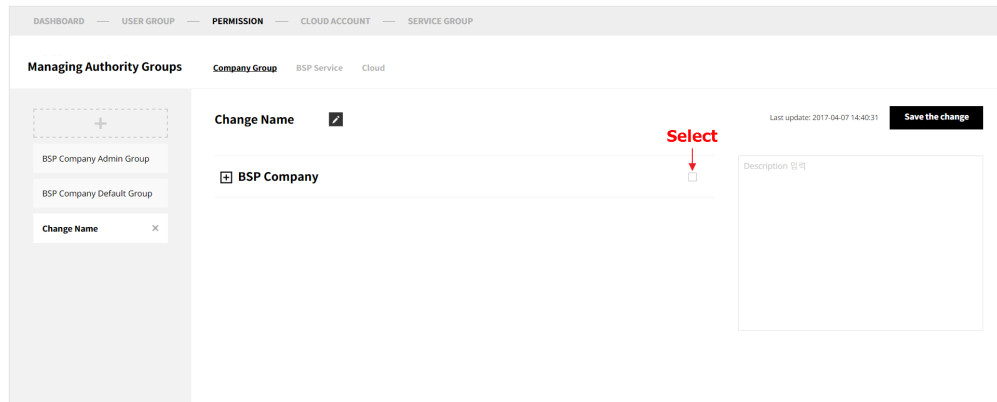
- 5) After changing the name, click the [Check] button.



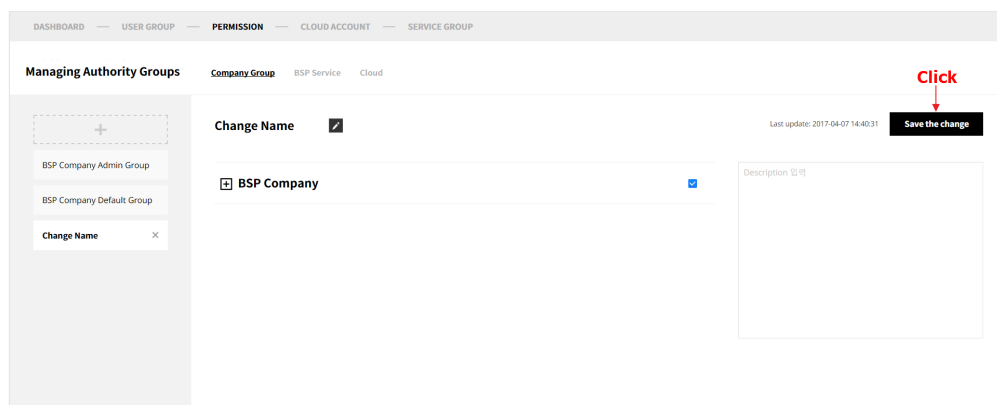
- 6) Changing the name of a Company Group is completed.

## 1.3.2 Adding / Removing a Company in Company Group

- 1) On the Company Group list, select a Company Group you want to add / remove.
- 2) On the Company Group Details pane, a list of companies which are either already added or available to be added is shown.
- 3) Deselect a checkbox of already added company (Remove) or select a checkbox of a company you want to add (Add).



- 4) Click the [Save Changes] button.



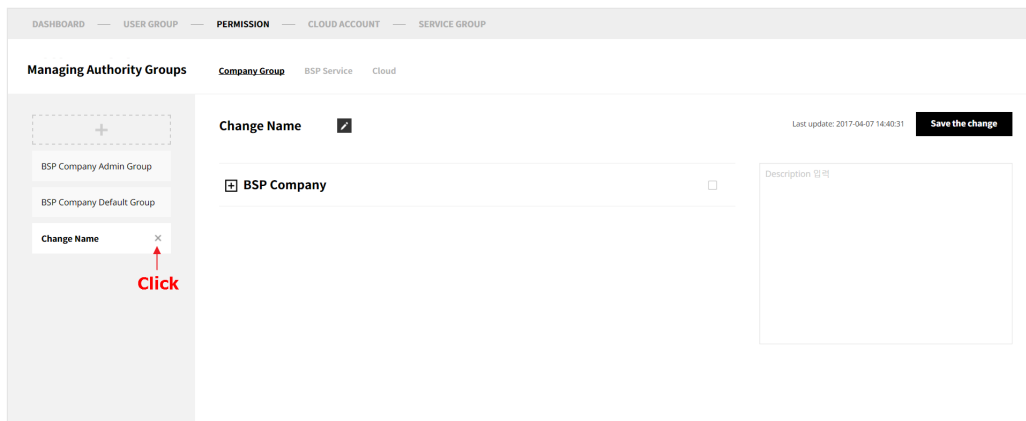
- 5) Adding / Removing a company in Company Group is completed.

## 1.4 Deleting a Company Group

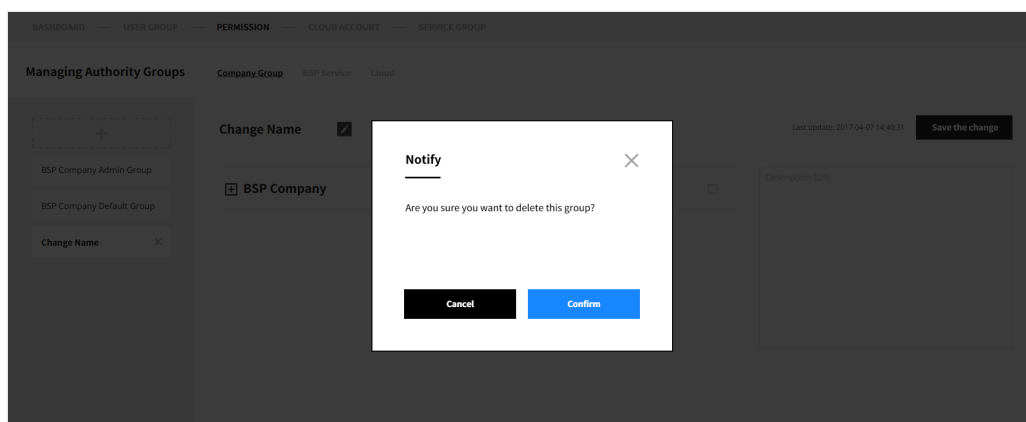
You can delete added Company Group.

- 1) On the Company Group list, click a Company Group you want to delete.

## 2) Click the [X] button.



## 3) A pop-up to confirm deletion of the group appears. Click the [OK] button of the pop-up.



## 4) Deleting a Company Group is completed.

## 2. Service Permission Group

Service Portal - Permission - **Service**

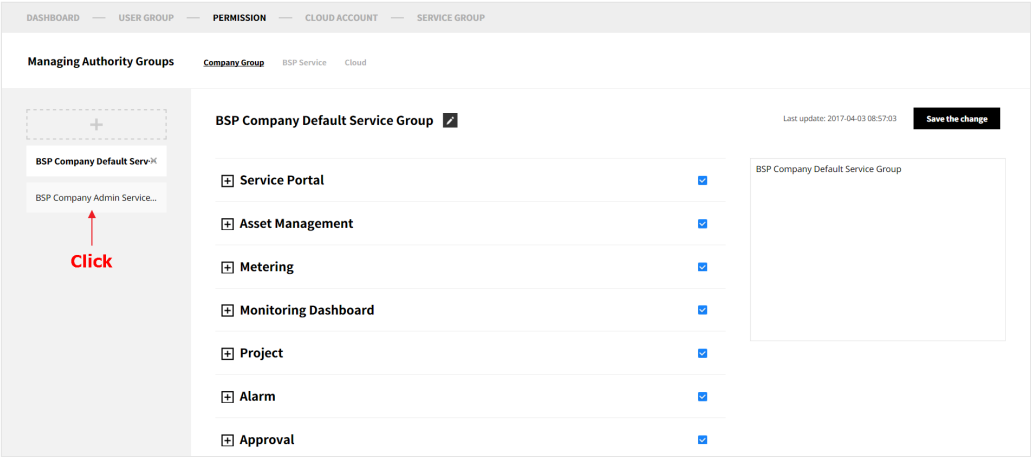
You can group services and permission of editing menus in services.

You can link a Service Permission Group to a User Group so that you can easily set menus which users in User Group can see, and permission of editing each menu.

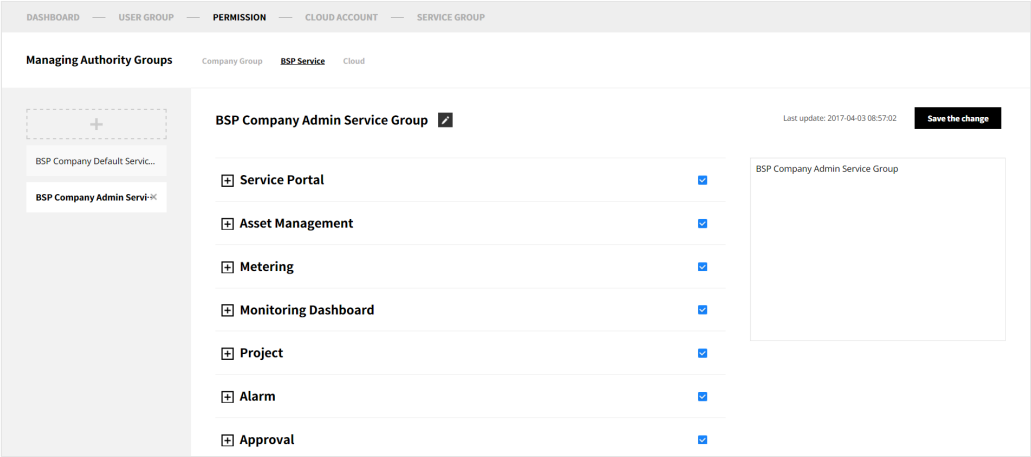
### 2.1 View Service Permission Group Information

You can check information about Service Permission Group already added.

1) On the Service Permission Group list, click a Company Group you want to check information for.



2) On the Service Permission Group Details pane, services included in the selected Service Permission Group is shown.





3) Click the [+] button of each service to check available menus and permission of each menu.

The screenshot shows the 'Managing Authority Groups' interface. On the left, a sidebar lists 'BSP Company Default Service...' and 'BSP Company Admin Service...'. The main area is titled 'BSP Company Admin Service Group' with a 'Save the change' button. It displays a list of services with their permissions:

Service	edit	view	none
DASHBOARD	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
SERVICE GROUP	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
USAGE	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
PERFORMANCE	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
REPORT	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

Below the table, there are sections for 'Metering', 'Monitoring Dashboard', 'Project', 'Alarm', 'Approval', 'Service Request', and 'DevOps', each with a checkbox and a 'Save the change' button.

## 2.2 Creating a Service Permission Group

You can create a new Service Permission Group and set permission of each service / menu.

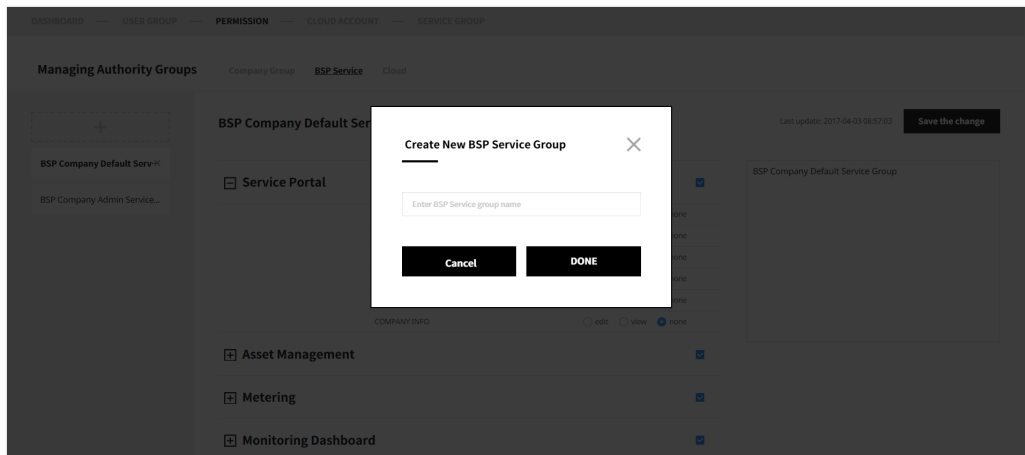
1) Click the [Add New Service Permission Group] button.

The screenshot shows the 'Managing Authority Groups' interface. On the left, a sidebar lists 'BSP Company Default Service...' and 'BSP Company Admin Service...'. A red arrow points to the '+' button in the sidebar with the text 'Click'. The main area is titled 'BSP Company Default Service Group' with a 'Save the change' button. It displays a list of services with their permissions:

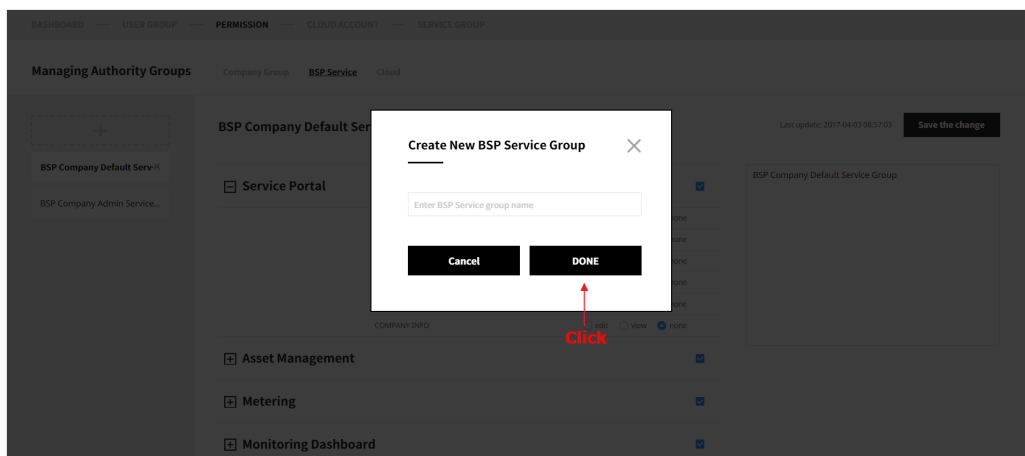
Service	edit	view	none
DASHBOARD	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
USER GROUP	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
PERMISSION	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
CLOUD ACCOUNT	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
SERVICE GROUP	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
COMPANY INFO	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

Below the table, there are sections for 'Asset Management', 'Metering', and 'Monitoring Dashboard', each with a checkbox and a 'Save the change' button.

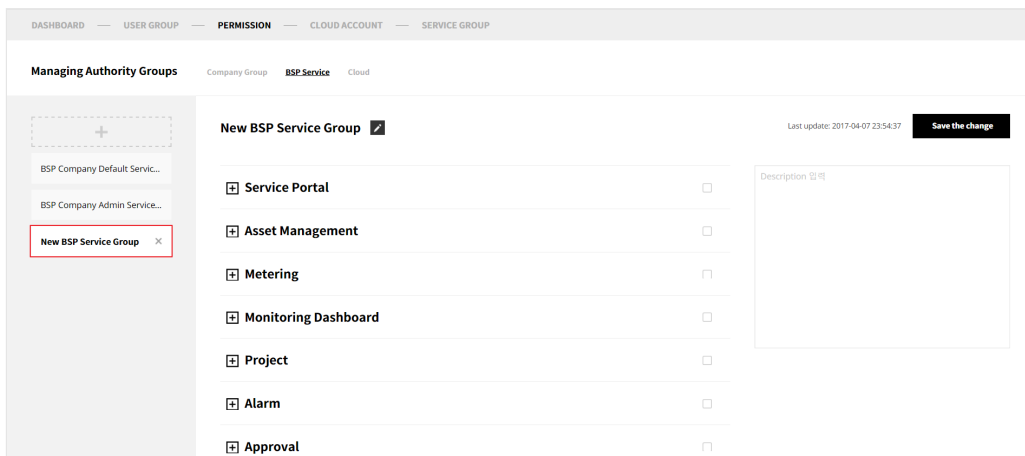
2) The “Create a New Service Permission Group” pop-up appears.



3) On the “Create a New Service Permission Group” pop-up, enter the name of new Service Permission Group and click the [OK] button.



4) The Service Permission Group list shows that a new Service Permission Group has been added.



5) On the Service Permission Group Details pane, a list of available services is shown. The list shows services you have subscribed to. By clicking the [+] button next to the service name, you can set detailed permission of each menu in the service. Select a checkbox to set permission of each menu.

The screenshot shows the 'New BSP Service Group' configuration page. On the left, there is a list of services: 'BSP Company Default Service...', 'BSP Company Admin Service...', and 'New BSP Service Group'. The 'New BSP Service Group' is selected. On the right, there is a table of permissions for the selected service. The table has columns for 'Service', 'Menu', 'Edit', 'View', and 'None'. The 'Service Portal' service is selected, and its permissions are shown. The 'Metering' service is also selected, and its permissions are shown. A red arrow points to the '[+]' button next to 'Service Portal' with the label 'Select Service'. Another red arrow points to the 'view' radio button for 'DASHBOARD' under 'Metering' with the label 'Select Permission'.

6) Click the [Save Changes] button

The screenshot shows the 'New BSP Service Group' configuration page. The 'Save the change' button is highlighted with a red arrow and the label 'Click'.

7) Adding a new Service Permission Group is completed.

## 2.3 Editing a Service Permission Group

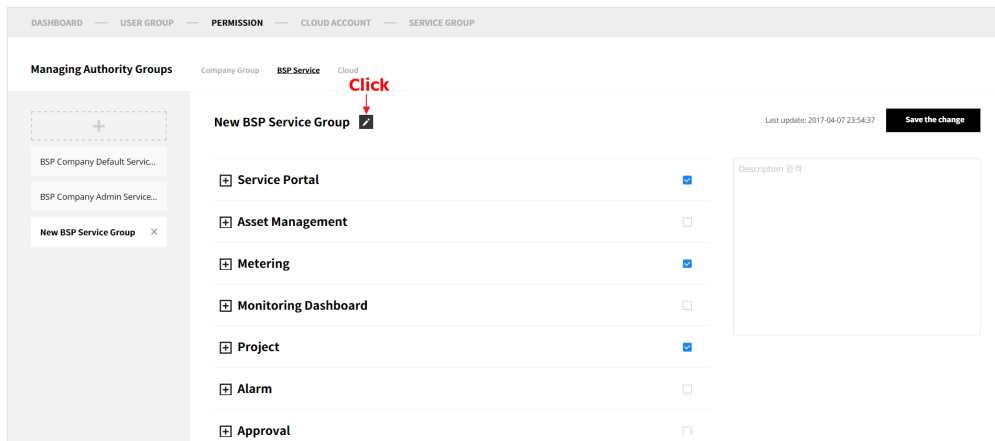
You can change the name of a Service Permission Group already added and modify permission of each service.

### 2.3.1 Renaming a Service Permission Group

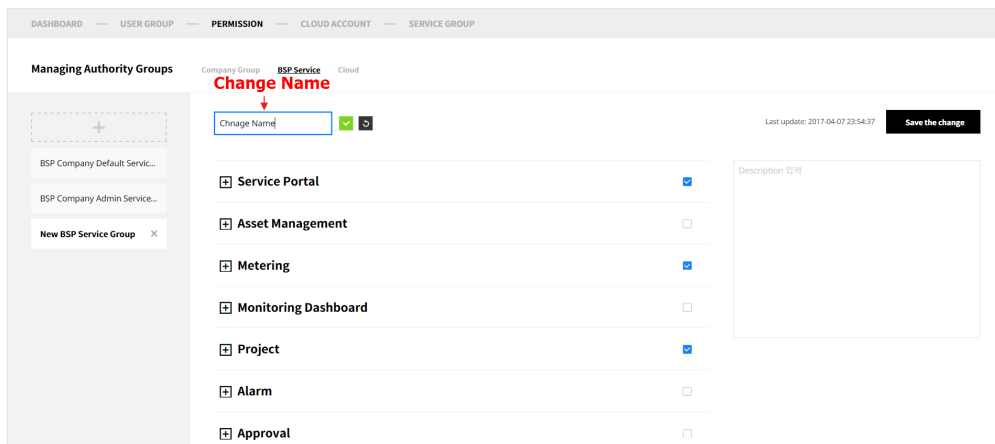
1) On the Service Permission Group list, select a Service Permission Group you want to change the name of.

2) On the Service Permission Group Details pane, information about the selected Service Permission Group is shown.

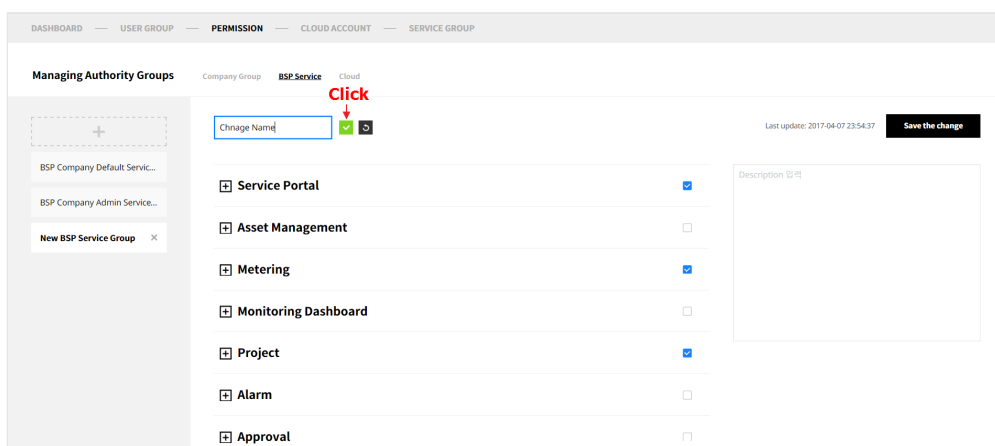
3) Click the **[Pencil]** button next to the name of a Service Permission Group.



4) The name of a Service Permission Group becomes editable. Change the name of a Service Permission Group.



5) After changing the name, click the **[OK]** button.



6) Changing the name of a Service Permission Group is completed.

## 2.3.2 Modifying Permission of a Service Permission Group

1) On the Service Permission Group list, select a Service Permission Group you want to modify permission.

2) On the Service Permission Group Details pane, you can see a list of available services and permission of menus in the service.

3) You can deselect a checkbox of the menu in service (Remove Permission) or modify the permission of each menu (Modify Permission).

The screenshot shows the 'New BSP Service Group' configuration page. The page has a sidebar with 'Managing Authority Groups' and a main content area. The main content area has a header with 'New BSP Service Group' and a 'Save the change' button. Below the header is a table with columns for 'Service Portal', 'Dashboard', 'User Group', 'Permission', 'Cloud Account', 'Service Group', and 'Company Info'. The 'Service Portal' row is selected, and the 'PERMISSION' row is highlighted. A red arrow points to the 'Service Portal' checkbox, labeled 'Select Service'. Another red arrow points to the 'PERMISSION' row, labeled 'Select Permission'. The 'Save the change' button is visible in the top right corner.

4) Click the [Save Changes] button.

The screenshot shows the 'New BSP Service Group' configuration page. The page has a sidebar with 'Managing Authority Groups' and a main content area. The main content area has a header with 'New BSP Service Group' and a 'Save the change' button. Below the header is a table with columns for 'Service Portal', 'Dashboard', 'User Group', 'Permission', 'Cloud Account', 'Service Group', and 'Company Info'. The 'Service Portal' row is selected, and the 'PERMISSION' row is highlighted. A red arrow points to the 'Save the change' button, labeled 'Click'.

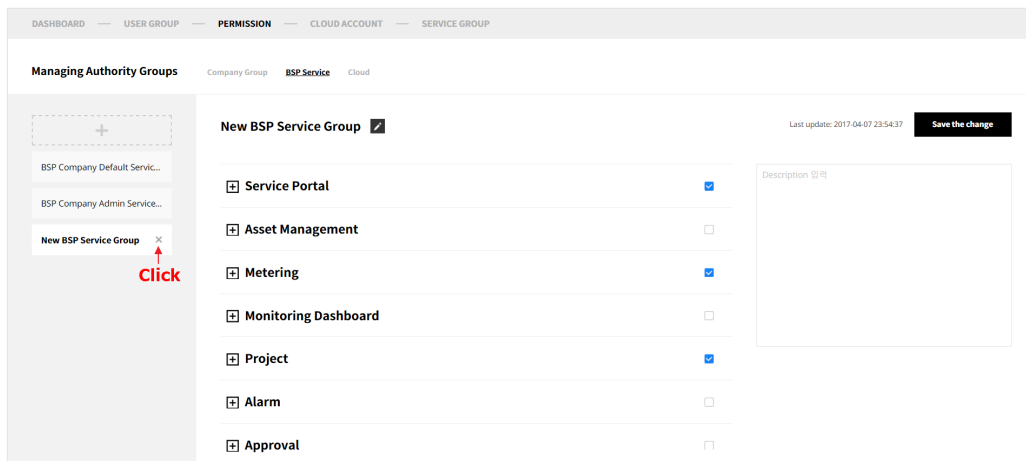
5) Modifying permission of a Service Permission Group is completed.

## 2.4 Deleting a Service Group

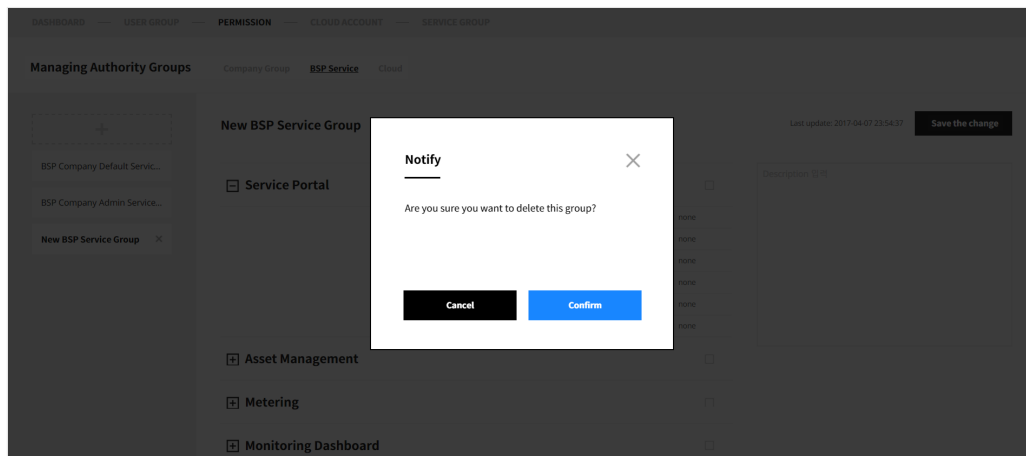
You can delete added Service Permission Group.

1) On the Service Permission Group list, select a Service Permission Group you want to delete.

## 2) Click the [X] button.



## 3) A pop-up to confirm deletion of the group appears. Click the [OK] button of the pop-up.



## 4) Deleting a Service Permission Group is completed.

### 3. Cloud Group

#### Service Portal - Permission - Cloud

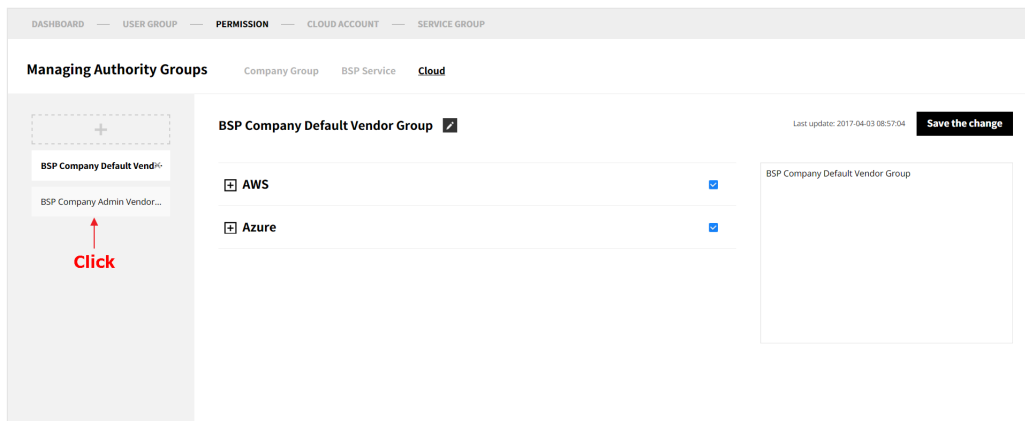
You can make a group for permission to edit Accounts (Subscriptions) of Public Cloud Service and Cloud Services in use.

You can link a Cloud Group to a User Group so that you can set Public Cloud Service which users in User Group can see, and access permission of Accounts (Subscriptions).

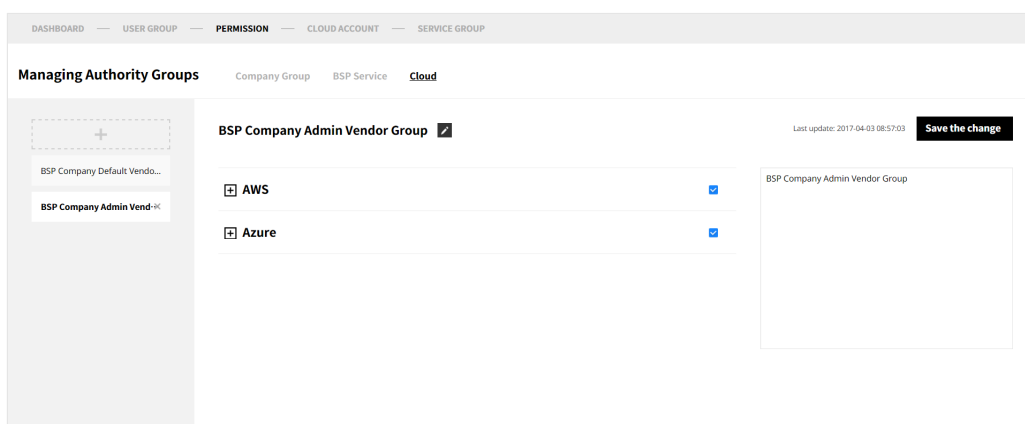
#### 3.1 View Cloud Group Information

You can check information about Cloud Group already added.

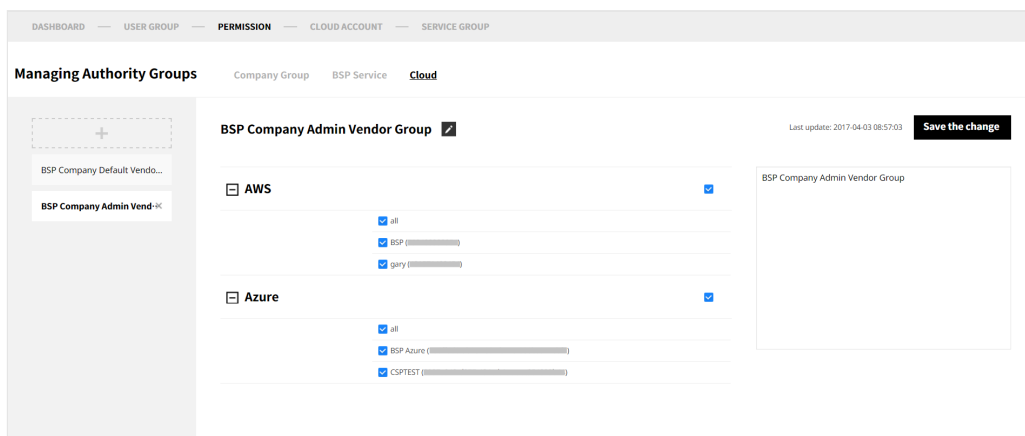
1) On the Cloud Group list, click a Cloud Group you want to check information for.



2) On the Cloud Group Details pane, Public Cloud Services which belong to the selected Cloud Group is shown.



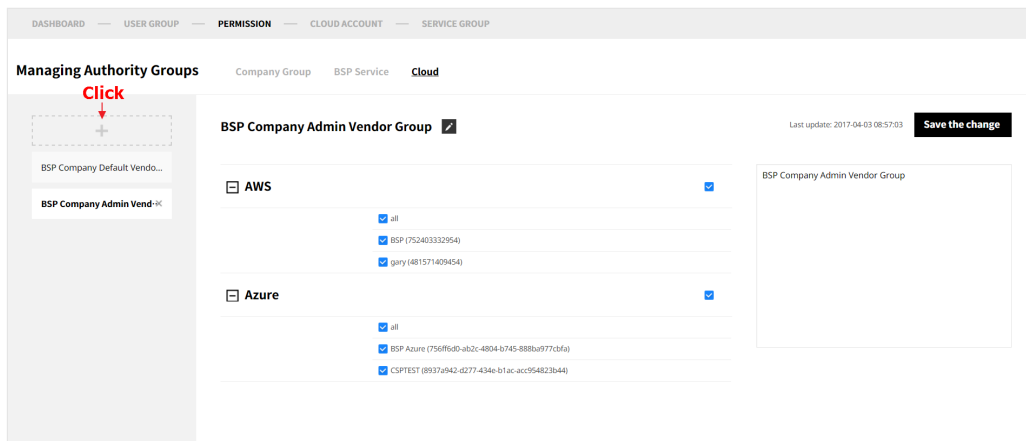
3) Click the [+] button of each Public Cloud Service, and Accounts (Subscriptions) which can be checked in a Cloud Group is shown.



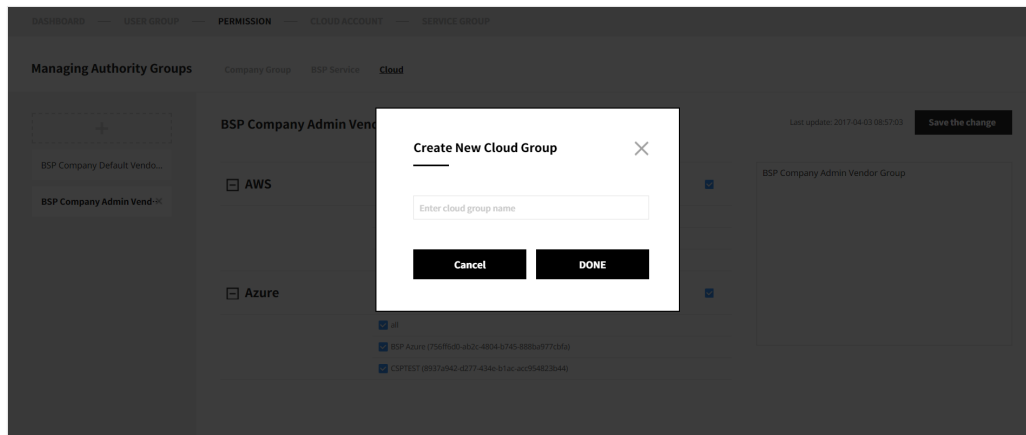
## 3.2 Creating a Cloud Group

You can create a Cloud Group and set available Public Cloud Service and Account (Subscription) which is usable in a Cloud Group.

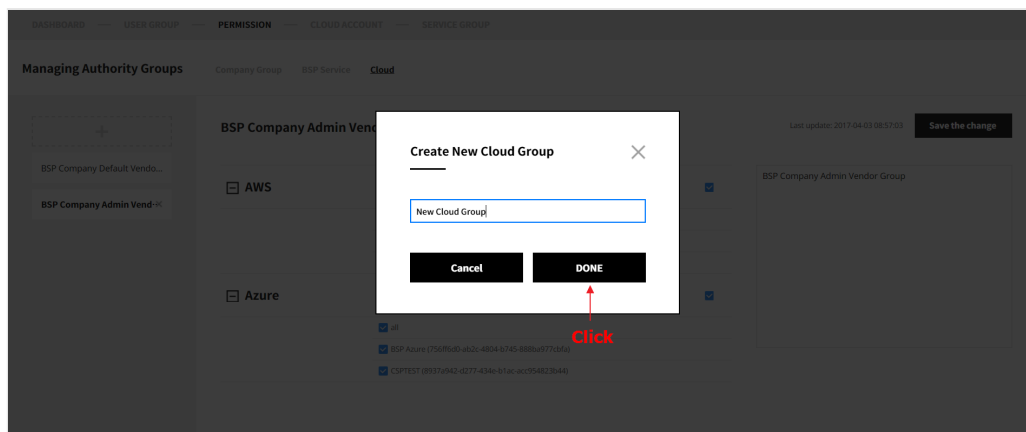
1) Click the [Add Cloud Group] button.



2) The “Create a New Cloud Group” pop-up appears.



3) On the “Create a New Cloud Group” pop-up, enter the name of a new Cloud Group and click the [OK] button.





#### 4) The Cloud Group list shows that a new Cloud Group has been added.

DASHBOARD — USER GROUP — PERMISSION — CLOUD ACCOUNT — SERVICE GROUP

Managing Authority Groups Company Group BSP Service Cloud

New Cloud Group ✕

BSP Company Default Vendo...

BSP Company Admin Vendor...

New Cloud Group ✓

Last update: 2017-04-08 01:32:27 Save the change

AWS

Azure

Description 입력

#### 5) On the Cloud Group Details pane, a list of available Public Cloud Services and Accounts (Subscriptions) is shown.

Account information registered on the Service Portal > Cloud Account menu is shown.

By selecting a checkbox of Public Cloud Service, you can select which service is available to be used and which is not.

Also by selecting a checkbox of Account (Subscription) in the service, you can select which account is available and which is not.

DASHBOARD — USER GROUP — PERMISSION — CLOUD ACCOUNT — SERVICE GROUP

Managing Authority Groups Company Group BSP Service Cloud

New Cloud Group ✕

BSP Company Default Vendo...

BSP Company Admin Vendor...

New Cloud Group ✓

Last update: 2017-04-08 01:32:27 Save the change

Select Account

Select Vendor

AWS

Azure

Description 입력

#### 6) Click the [Save Changes] button.

DASHBOARD — USER GROUP — PERMISSION — CLOUD ACCOUNT — SERVICE GROUP

Managing Authority Groups Company Group BSP Service Cloud

New Cloud Group ✕

BSP Company Default Vendo...

BSP Company Admin Vendor...

New Cloud Group ✓

Last update: 2017-04-08 01:32:27 Save the change

Click

Save the change

AWS

Azure

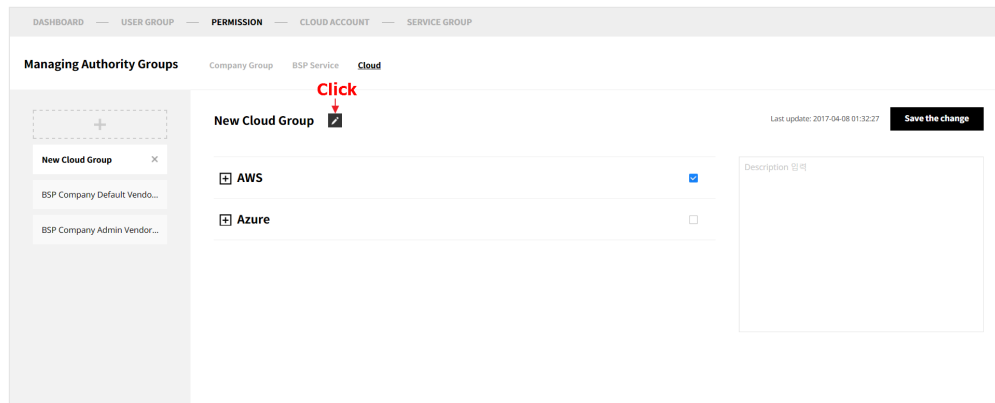
Description 입력

#### 7) Adding a new Cloud Group is completed.

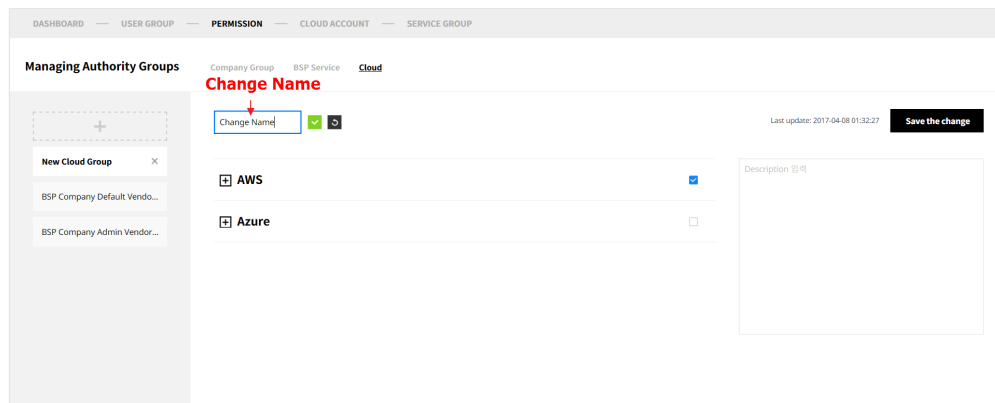
### 3.3 Editing a Cloud Group

#### 3.3.1 Renaming a Cloud Group

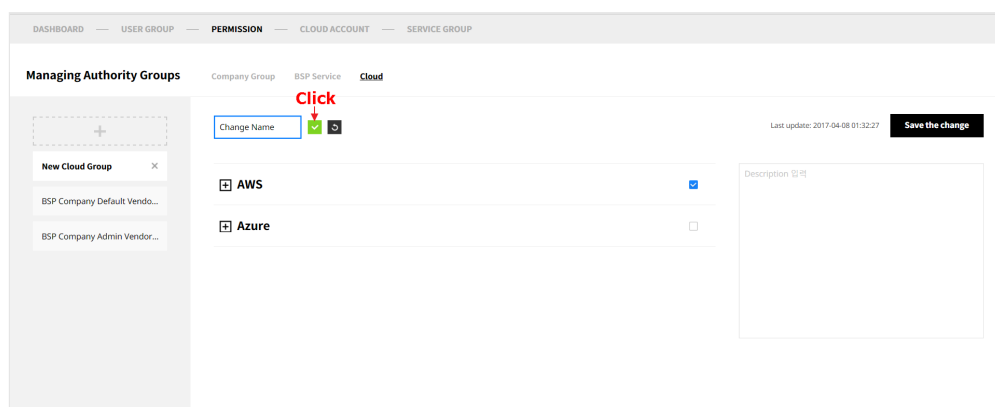
- 1) On the Cloud Group list, select a Cloud Group you want to change the name of.
- 2) On the Cloud Group Details pane, information about the selected Cloud Group is shown.
- 3) Click the [Edit] button next to the name of a Cloud Group.



- 4) The name of a Cloud Group becomes editable.  
Change the name of a Cloud Group.



- 5) After changing the name, click the [OK] button.



- 6) Changing the name of a Cloud Group is completed.

### 3.3.2 Modifying Permission of a Cloud Group

- 1) On the Cloud Group list, select a Cloud Group you want to modify permission.

2) On the Cloud Group Details pane, a list of Public Cloud Services available for the selected Cloud Group and Account (Subscription) information which can be checked are shown.

3) You can deselect Public Cloud Service and Account (Subscription) checkbox (Remove Permission) or select Public Cloud Service and Account (Subscription) checkbox (Modify Permission).

**Managing Authority Groups**

Company Group **BSP.Service** Cloud

**New BSP Service Group** ☒ Last update: 2017-04-07 23:54:37 **Save the change**

**Service Portal** ☒

	edit	view	none
DASHBOARD	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
USER GROUP	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
PERMISSION	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
CLOUD ACCOUNT	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
SERVICE GROUP	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
COMPANY INFO	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Asset Management** ☐

**Metering** ☒

**Monitoring Dashboard** ☐

Description 입력

4) Click the [Save Changes] button.

**Managing Authority Groups**

Company Group **BSP.Service** Cloud

**New BSP Service Group** ☒ Last update: 2017-04-07 23:54:37 **Save the change**

**Service Portal** ☒

	edit	view	none
DASHBOARD	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
USER GROUP	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
PERMISSION	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
CLOUD ACCOUNT	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
SERVICE GROUP	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
COMPANY INFO	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Asset Management** ☐

**Metering** ☒

**Monitoring Dashboard** ☐

Description 입력

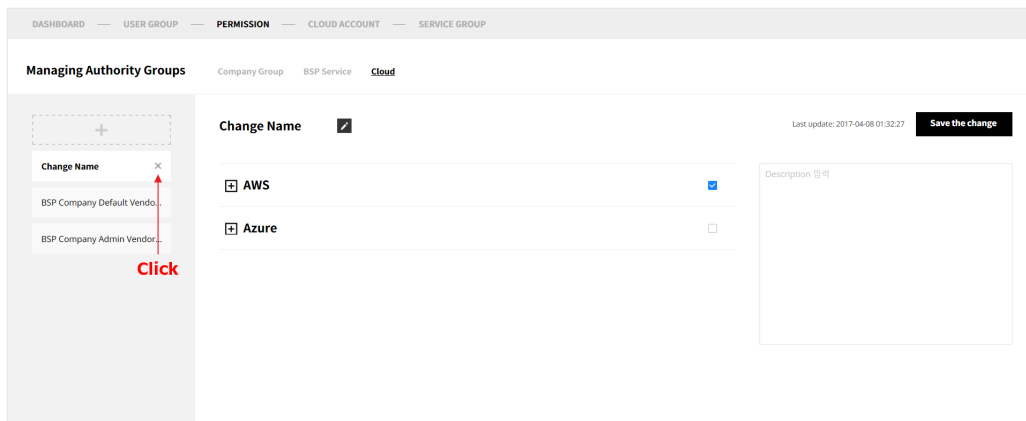
5) Modifying permission of a Service Permission Group is completed.

### 3.4 Deleting a Cloud Group

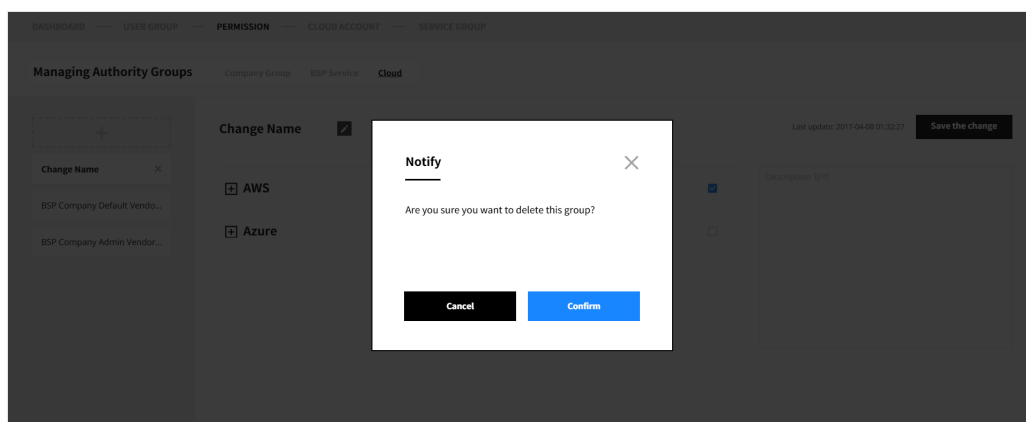
You can delete added Cloud Group.

1) On the Cloud Group list, select a Cloud Group you want to delete.

## 2) Click the [X] button.



## 3) A pop-up to confirm deletion of the group appears. Click the [OK] button of the pop-up.



## 4) Deleting a Cloud Group is completed.