

New Server Request Physical & VM

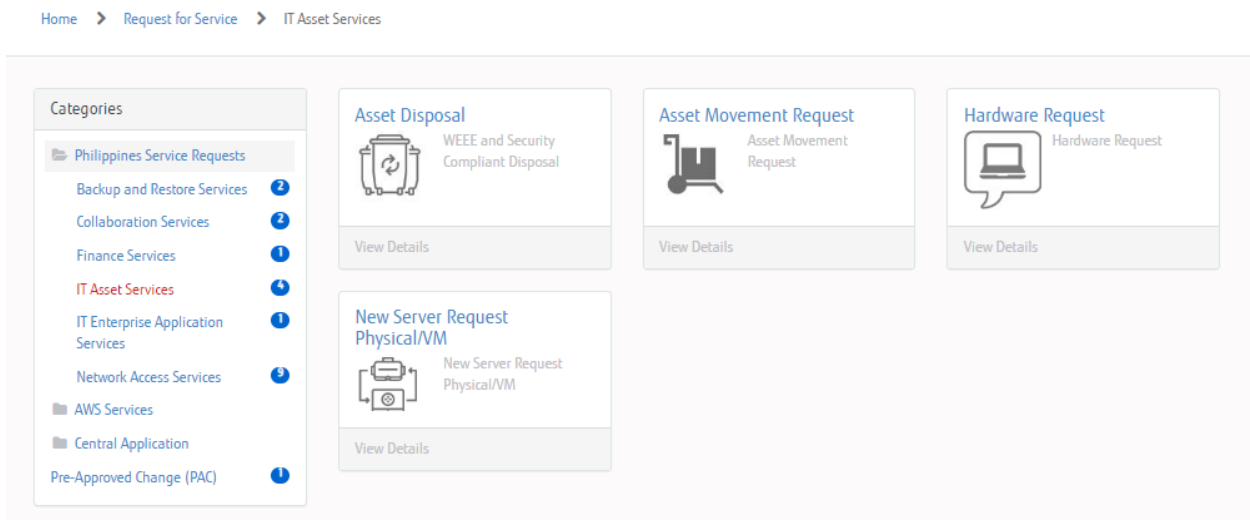
This catalogue is for service requests to create a physical server or a virtual machine.

How to create a ticket under New Server Request Physical / VM?

1. Access FJGlobal link – https://fjglobal.service-now.com/fjglobal_csm.
2. Login with your G07 email and password.
3. Choose Request for Service.




4. In Categories, choose IT Asset Services then New Server Request Physical / VM.



5. Fill in the required information.

Requested For User can be modified if you are requesting for your teammates, team members, Managers, etc.

New Server Request Physical/VM

Account Type New Server Request Physical/VM	* Requested For User: i Jesselle Marianne Santos
* Service Request Type -- None --	* Server Type <input type="checkbox"/> Application Server <input type="checkbox"/> File / Print Server <input type="checkbox"/> Database Server <input type="checkbox"/> Web Server
* Environment -- None --	* No. of CPUs -- None --
* Amount of RAM -- None --	* Disk Space Required (Gb) -- None --
* Operating System -- None --	* Applications to be Installed
* Server Owners Name 	* Server Owners Contact Number
* Service Start Date DD/MM/YYYY	* Service End Date DD/MM/YYYY
* Business Justification 	
<input type="checkbox"/> * I accept the terms & conditions mentioned above.	
Submit	 Add attachments

Business Justification should be added to get more details of ticket

Add Attachment of your Manager's approval

6. Submit ticket.
7. This ticket will be routed for approval of Security Team.
8. Once ticket has been approved, ticket will be assigned to Server Team.