

# **CSAA– Access Verification**

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## *1. Purpose of the Document*

The purpose of this document is to describe how access can be verified for each of the systems in scope. The document will help in on-boarding new resources.

### *1.1. Overview*

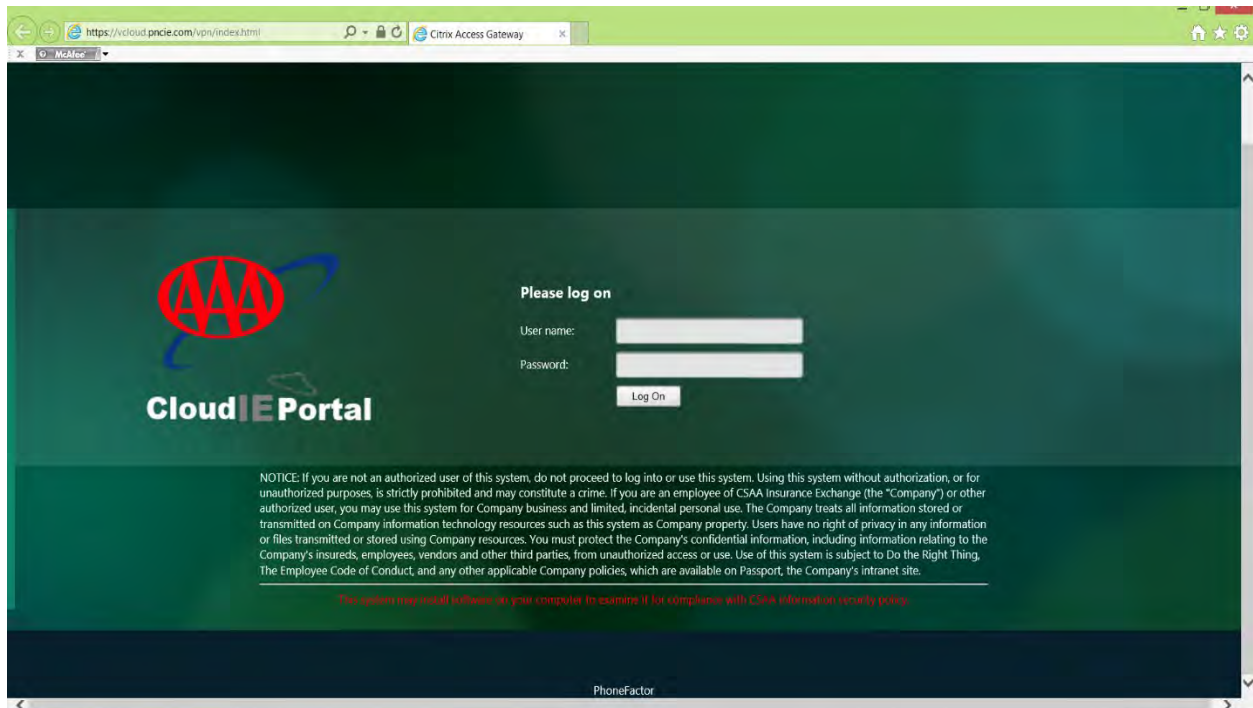
This document provides guidelines for how access can be verified for each of the systems in scope:

- Citrix/phone factor
- Quality Center
- SVN
- JIRA
- EKM
- ERoom

## Citrix/ Phone factor

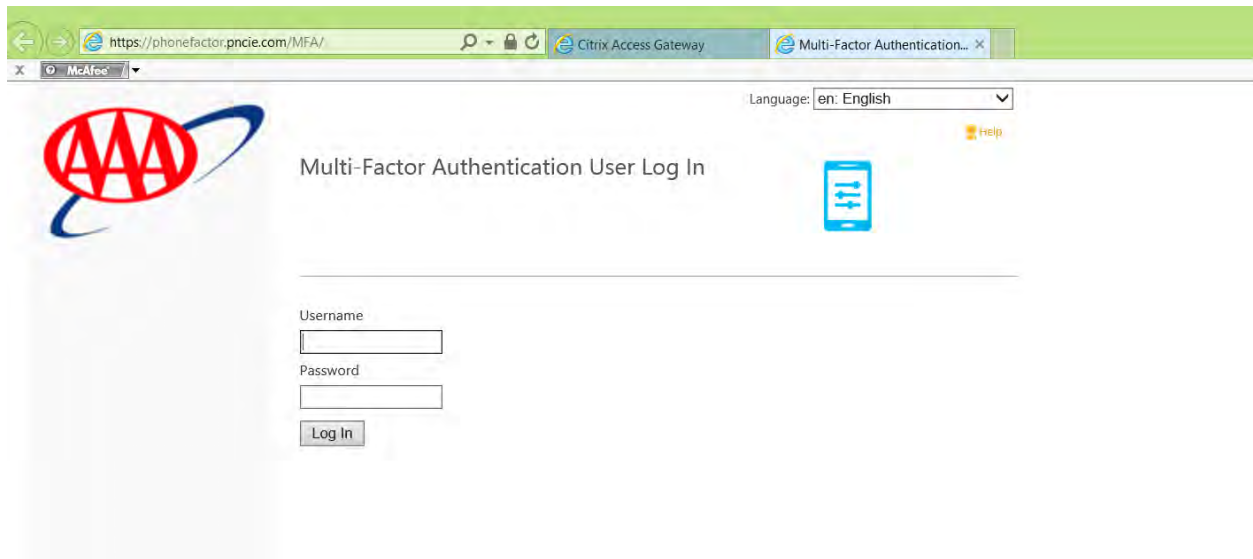
Once the user has ENT User ID and Workday ID

1. Access this URL to initiate Citrix session: <https://vcloud.pncie.com/cgi>
2. Provide your credentials, username is ENT User ID and Default password is HelpXXXX (where XXXX is last 4 digits of Workday ID). If it doesn't work, please try "Summer14".
3. Click on the Citrix machine symbol and log into the machine.



## Phone Factor

1. Access this URL to initiate Citrix session: <https://vcloud.pncie.com/cgi>
2. Click on Phone Factor link at the bottom.
3. Provide your credentials, username is ENT User ID and Default password is HelpXXXX (where XXXX is last 4 digits of Workday ID). If it doesn't work, please try "Summer14".
4. Provide your phone number and answers to security questions.



### CSAA Webmail

1. Access the URL <https://webmail.csaa.com/OWA/>
2. Provide your credentials

## Quality Center

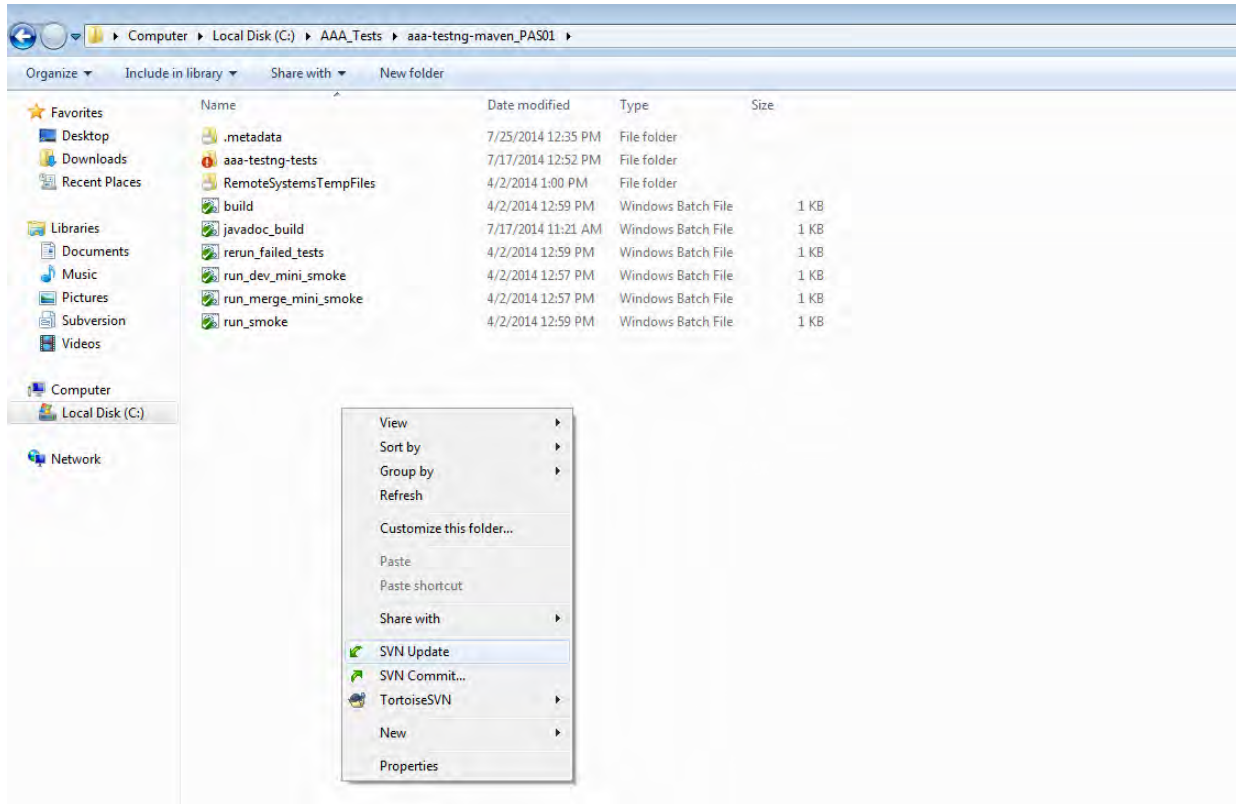
### Verifying Quality Center Access

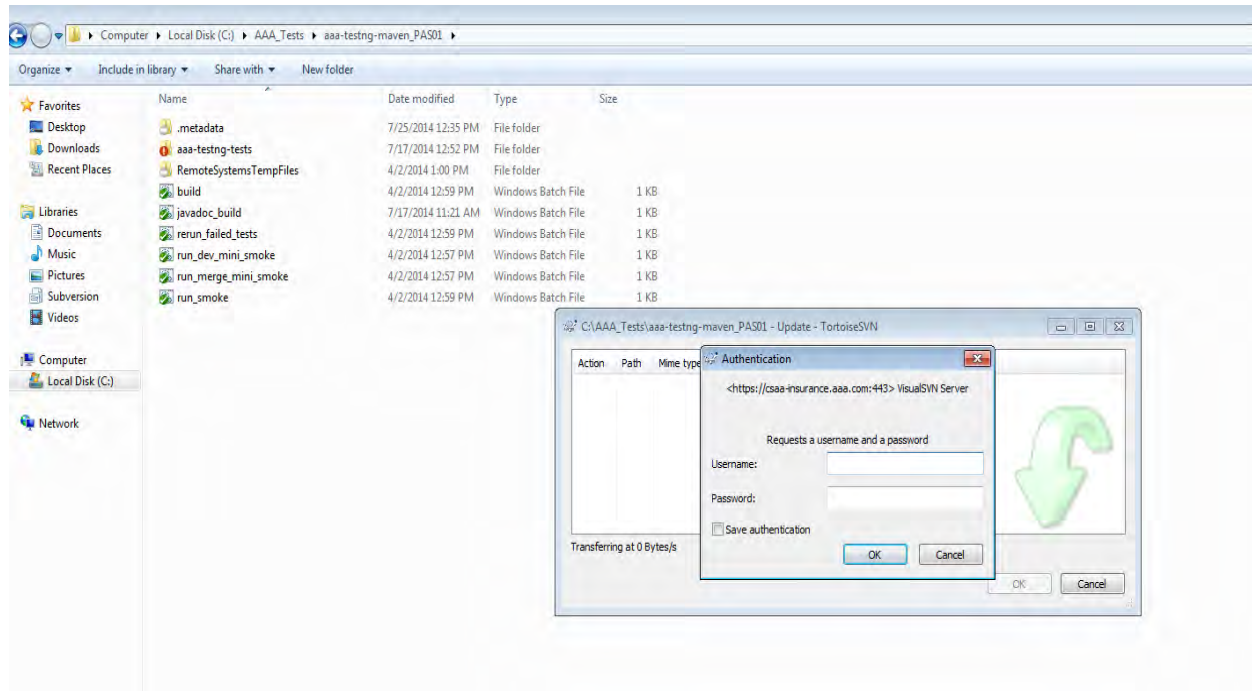
1. Log-in to Citrix
2. Open Quality Center URL: [http://hpqualitycenter.ent.rt.csaa.com/qcbin/start\\_a.jsp](http://hpqualitycenter.ent.rt.csaa.com/qcbin/start_a.jsp)
3. Provide your QC credentials, you should be able to access QC.

## Subversion (SVN)

**Verifying SVN Access once SVN setup is done and Tortoise SVN is installed**

1. Move inside the project folder.
2. Right click and select "SVN Update".

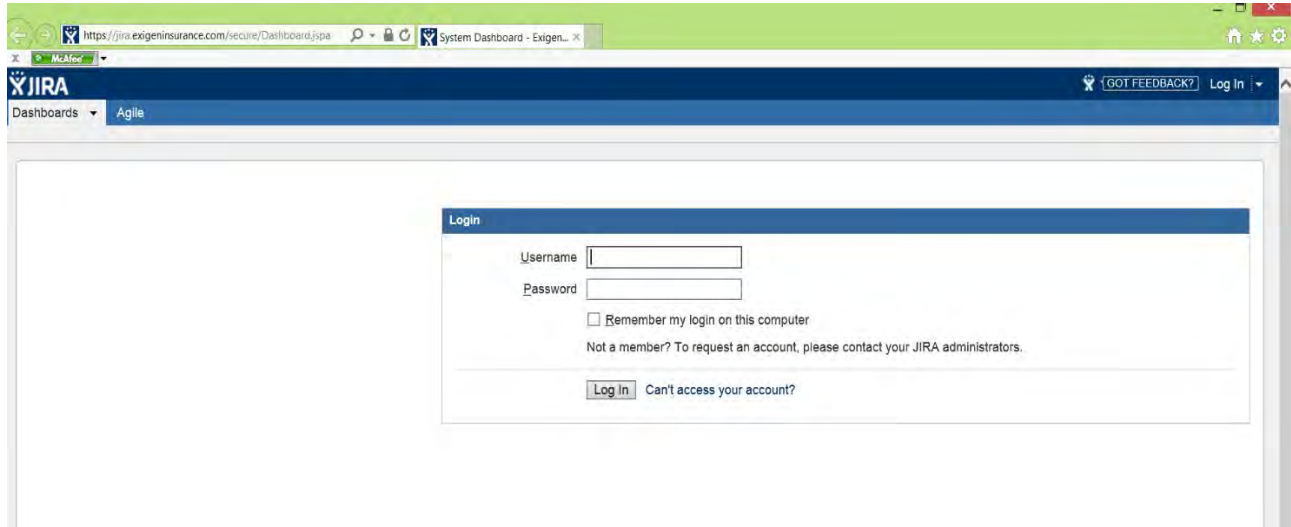




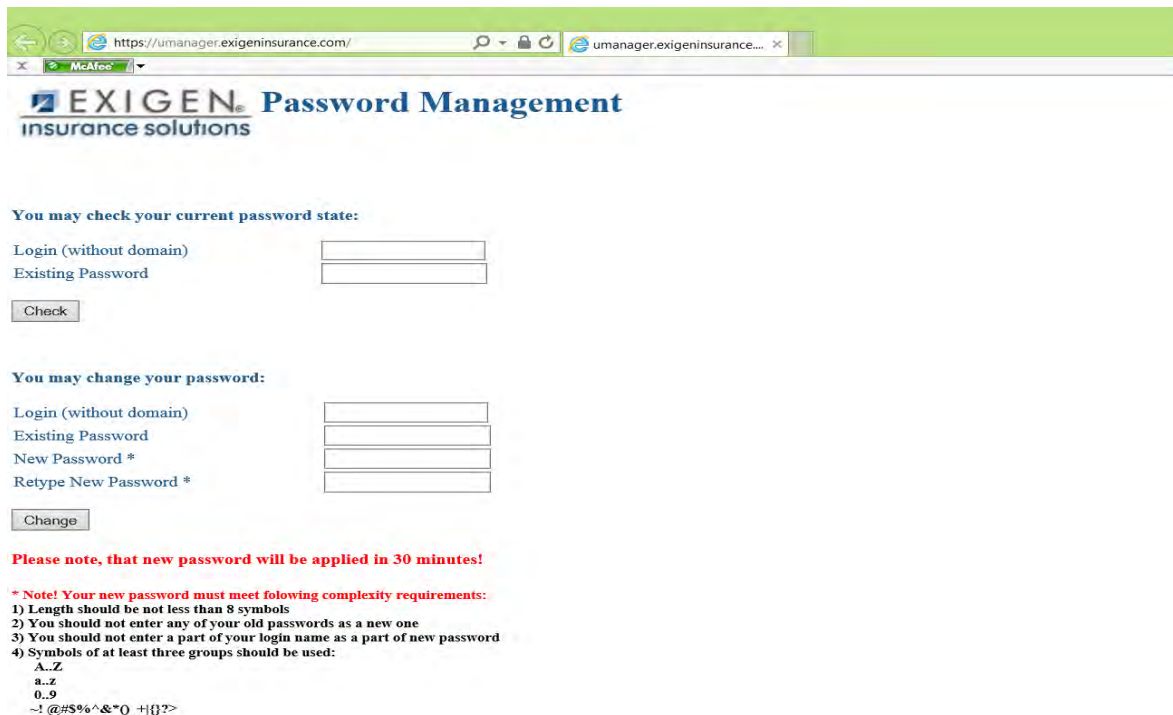
3. Provide Username and password, your Citrix credentials.
4. You should be able to take an update.

## JIRA

1. Go to URL to access JIRA instance is <https://jira.exigeninsurance.com>. Default password is Exigen#2014



2. For changing password please go to this address and change your password:  
<https://umanager.exigeninsurance.com>

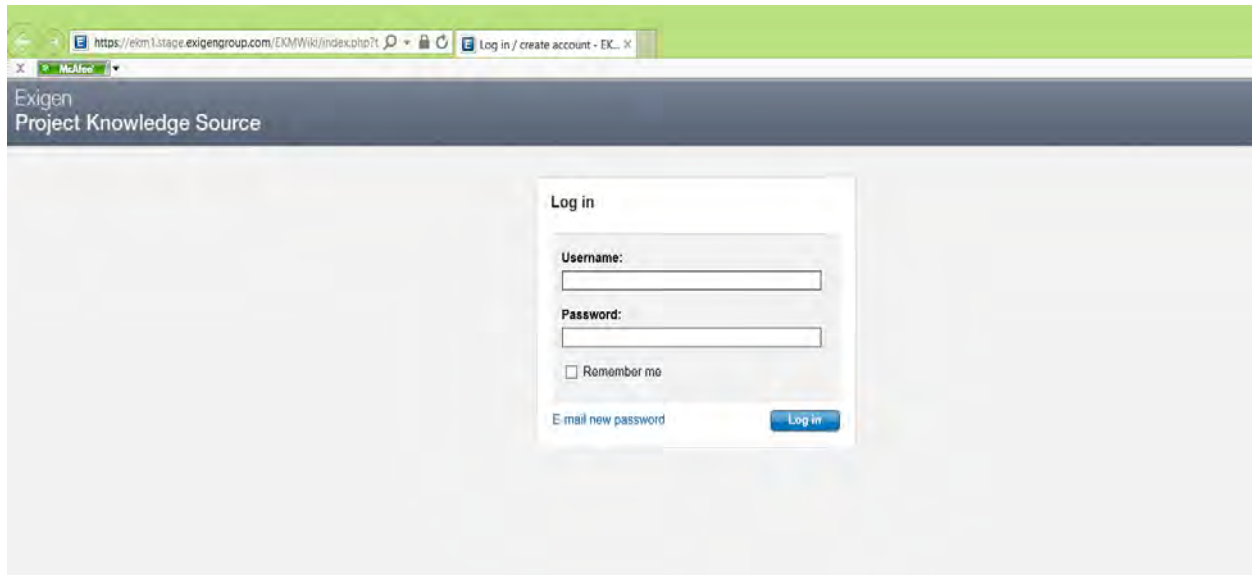




## EKM

1. Go to URL to access EKM on your local machine:

<https://ekm1.stage.exigengroup.com/EKMWiki/index.php?title=Special:UserLogin&returnto=Special:Search>



## ERoom

1. Go to URL:  
<https://er47.deloitteonline.com/eRoom/DTTAME313/AAANCNUQAAssistanceProgram>
2. Enter your credentials

The image shows two screenshots of the Deloitte OnLine Classic interface. The top screenshot is the login page, and the bottom screenshot is the eRoom interface.

**Top Screenshot: Deloitte OnLine Classic Login Page**

The page has a blue header with the Deloitte logo. Below the header, there is a welcome message: "Welcome to Deloitte OnLine Classic" and the tagline "Collaborate. Share. Know." A small image of flags is on the left. The main content area contains a login form with fields for "User name" and "Password". Below the form are links for "Forgot your password?", "Need to change your password?", and a "Log in" button. A red "ALERTS" box on the left contains information about Deloitte OnLine updates and restarts.

**Bottom Screenshot: eRoom Interface**

The page shows the "My eRooms" section with a list of eRooms. The selected eRoom is "AAA NCNU QA Assistance Program", which was created on 14 Feb 14. The interface includes a sidebar with a tree view of the eRoom's contents, such as "Auto Regression Pilot", "Automation Design Documents", "Automation Scripts Development Status", "Automation Status", "Deliverables", "Deloitte Test Cases", "Exigen Test Analysis v2\_Deloitte.xlsx", "Exigen Test Mapping Analysis", "Issue and Defect Tracker", "PEF Knowledge Management", "Process and Standards", "Program Management", "PTO Calendar", "Test Case Analysis", "Auto Test Coverage", "Automation Transition", "PAS Conversions", "PAS QA Assistance", "Property Utah - Test Coverage Thread", "Regression Improvement Thread", "Root Cause Analysis", and "Recycle Bin". The main content area displays the "AAA NCNU QA Assistance Program" details, including a status bar, a list of folders (Property Utah - Test Coverage Thread, Auto Test Coverage, Root Cause Analysis, Auto Regression Pilot, Automation Transition, Regression Improvement Thread), and an "Announcements" section.