CLOUD4C



UCP Manual for Windows Provisioning

CLOUD4C SERVICES PVT LTD



Document control

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Contents		
Document control	2	
Prepared By	2	
Reviewed By	2	
Approved By	2	
Change Control		
STATEMENT OF CONFIDENTIALITY		
Contents	3	
1. Introduction to UCP	4	
2. Procedure		
3. Glossary		
3.1 Definition	20	



1. Introduction to UCP

Welcome to UCP User guide.

This document helps users to provision different types of Linux Machines, namely the following

- a. Plain Windows Images
- b. Windows IIS Images

In addition this document also emphasizes on various features such as

- a. Additional Disk requests while raising a service order
- b. Provisioning in desired zones
- c. Provisioning with desired availability sets
- d. Cloning of Machines

2. Procedure

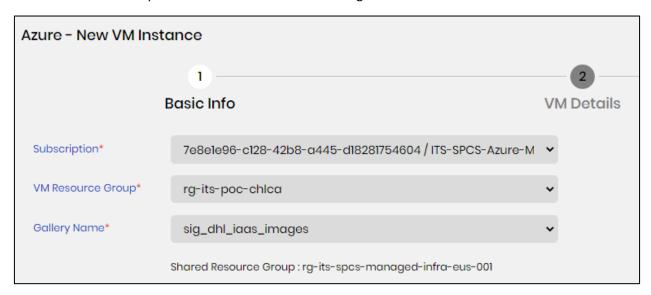
Step 1 - Login to UCP

Step 2 - Navigate to the Service Order by Clicking on Order -> New VM Instance -> Azure

Step 3 – Service Order Page appears as below

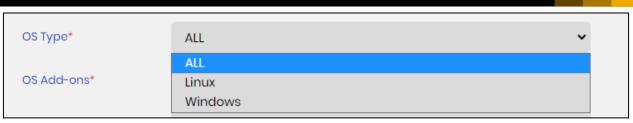
In Basic Info Page please select the Following details

- a. For Production servers please select ITS-SPCS-Azure-Managed-VM-PROD-122
- b. For Test servers please select ITS-SPCS-Azure-Managed-VM-PROD-123

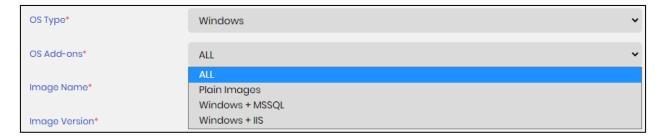


- c. VM Resource group automatically populates to the one that you're assigned to, otherwise you may click on the drop-down option to select relevant Resource Group.
- d. Gallery Name is automatically set to sig_dhl_iaas_images. This cannot be modified.
- e. Servers can be provisioned based on two types of Operating Systems
 - a. Linux
 - b. Windows

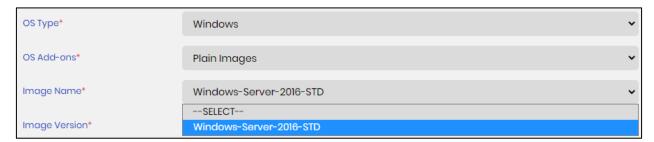




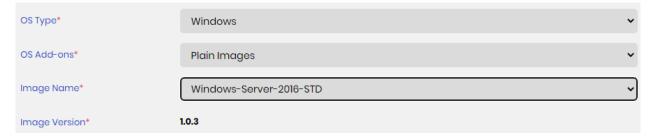
f. Selecting Windows Will show the Add-Ons as below.



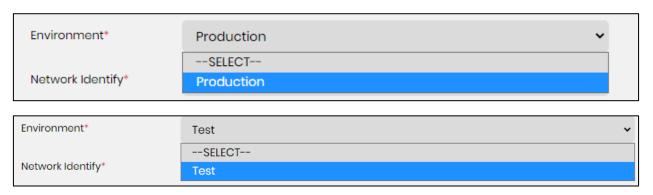
g. Selecting relevant Add-on will then filter to the related images with which servers can be provisioned. For example this is how a Plain Windows template can be selected.



h. After selecting the desired image the latest version of the image will automatically appear.



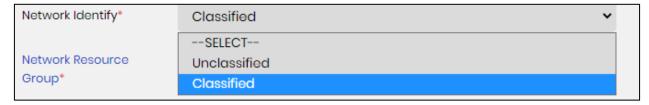
i. The Environment is by default selected to Production for ITS-SPCS-Azure-Managed-VM-PROD-122 and as TEST for ITS-SPCS-Azure-Managed-VM-TEST-123



j. Selection either one of the options for Classified or Unclassified Networks.



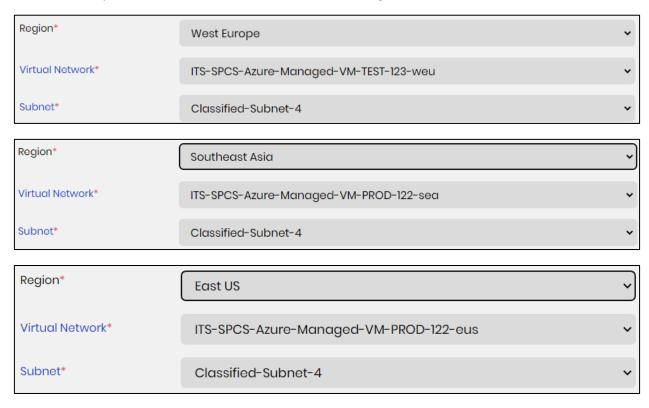
- a. Servers provisioned in Classified Network have access to the internet
- b. Whereas Server provisioned in Unclassified Network do not have access to the internet.



- k. Network Resource Group is set to Default.
- I. Please select desired Region. The selected region is the datacenter where the requested server will be provisioned.

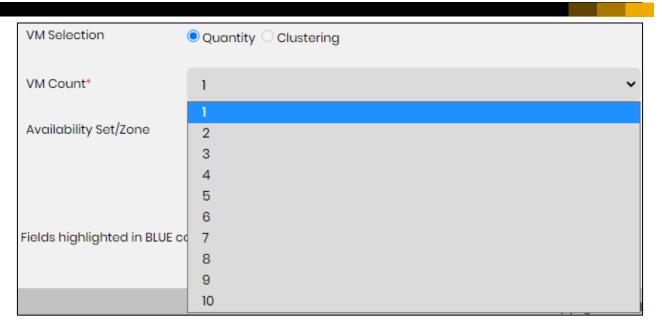


m. Automatically the relevant Virtual Network is selected along with the subnet.



- n. Select the number of servers that need to be provisioned in a single order.
 - a. At a time, a maximum of 10 similar servers can be ordered & provisioned.
 - b. Note: These servers will have exactly the same base machine or SKU. This will be explained in the following steps





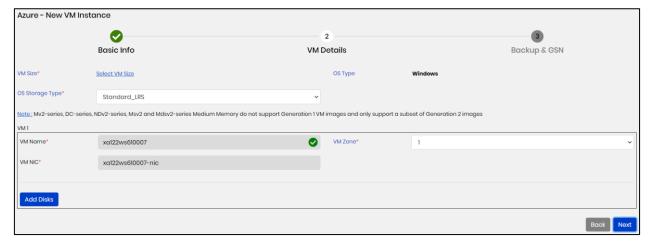
- o. Cluster option will be explained in the user guide for Cluster Servers.
- p. For every order either a Availability Zone / Availability Set / None option can be selected.



q. After selected all the relevant options please click on Next on the bottom Right of the screen.

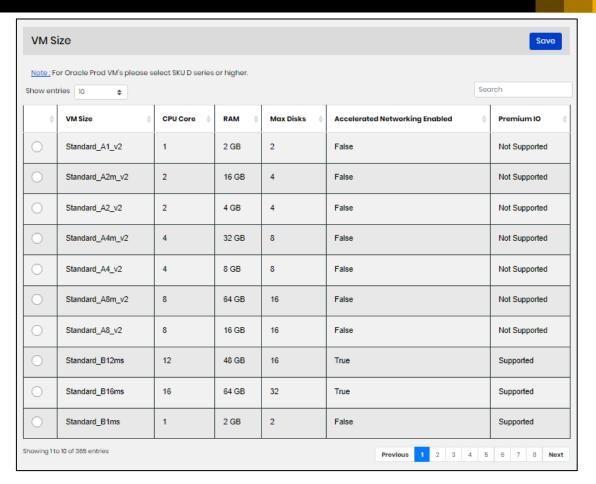


Step 4 – The next page allows the user to select the Base Machine details.

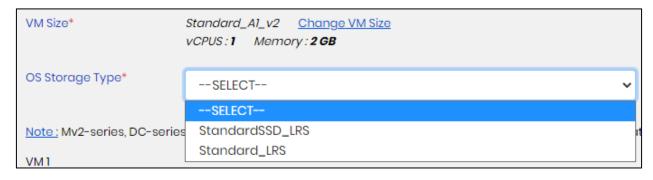


- a. Select the desired server size by clicking on "Select VM Size" which will then show the list of VM sizes available for the relevant image.
 - a. Note: For each image of Linux & Windows only the supported list of VM SKUs will appear.





- b. Select the desired VM size and click on the SAVE button.
- c. The user may also be able to change the server size by clicking on "Change VM Size" button.
- d. Selected the desired Operating System Storage Type from the list shown below.



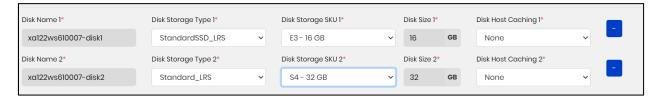
- e. The Network details & NIC information is automatically populated and cannot be modified.
- f. However, a relevant zone can be selected based on previous selection in Step-3.p



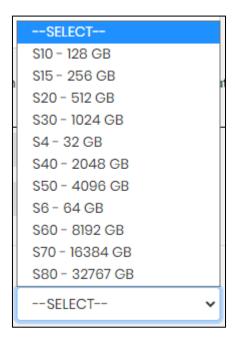
- g. User may choose to add Additional disks if required. This is possible by clicking on Add Disks button.
 - a. Note: The number of maximum disks that can be added is pre-defined by the Size of the base machined that has been selected in Step-4.a.a



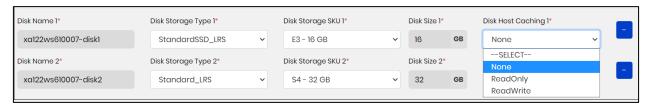
- b. In the below mentioned example a server size is selected where it can support only 2 additional disks
- c. The additional disks can also be selected based on its disk types & sizes available.



d. Disk Storage SKU1 dropdown option will provide the list of supported disk types along with the size of the disk

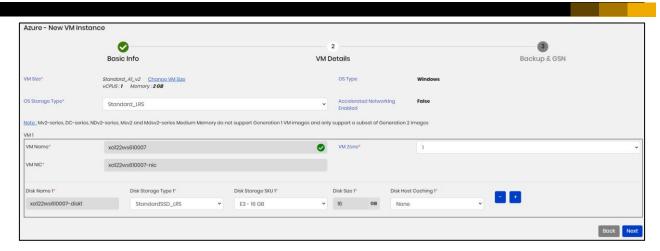


e. After selecting relevant disk type & size, Disk Host caching can be selected based on the options available

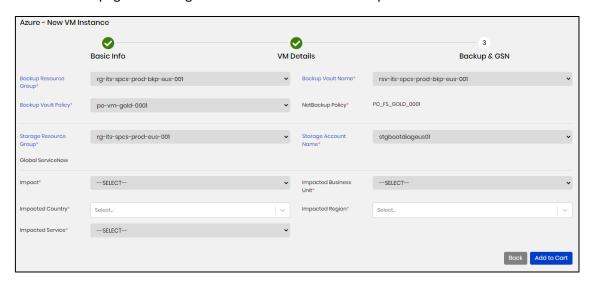


f. After configuring the desired option, click next on the bottom right to select Backup related information and Global Service Now Details for Business purposes





- g. Or Click on Back to go to the previous page for changes in Basic Information.
- h. The final page for adding the service to cart is the Backup & GSN information screen

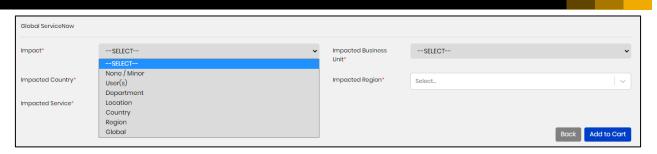


- i. All the options to enable backup for the desired server are auto-populated and pre-selected.
 - i. Note: For every production server the Backup policy is selected as GOLD
 - ii. For every test server the Backup Policy is selected as BRONZE.
 - iii. The details of these policies will be shared in the FAQ section

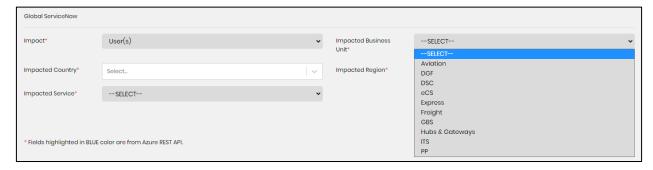


- j. For Global Service Now Business details the Following options can be selected
 - i. IMPACT

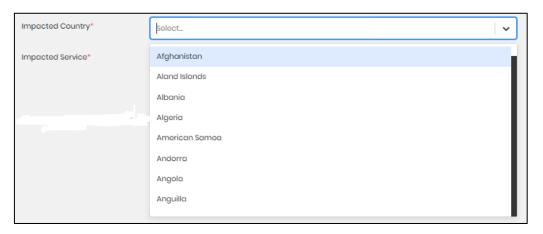




ii. Impacted BUSINESS UNIT



iii. Impacted COUNTRY.

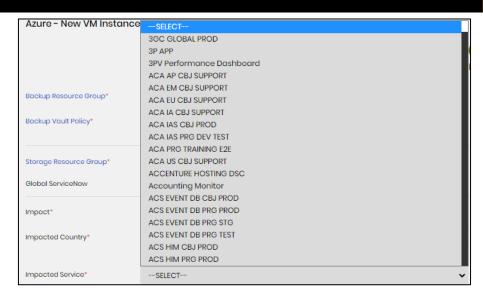


- iv. Impacted region is automatically selected based on the Impacted Country.
 - 1. Note: Multiple Countries & Regions can be selected based on the business requirements.
 - 2. Note: Selecting multiple Countries will auto select regions and vice-versa.

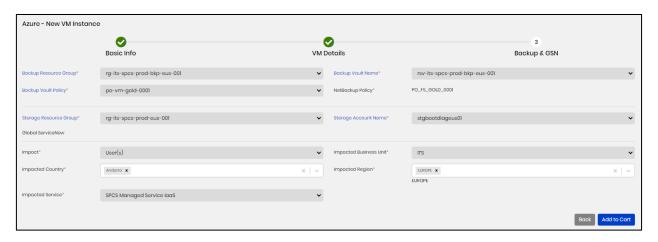


v. Impacted service can be selected based on the list of 4000+ services available.





k. After having selected all the relevant information click on the "Add to Cart" button to place the order for the service.



Step 5 – user will be navigated to Order List screen for approving the provisioning.

Note: If the user requesting for the server is a Team Member then the Resource Group Owner alone can approve or reject the Order request.

Note: if the user requesting for the server is a Team Manager then he/she can approve or reject the order request.

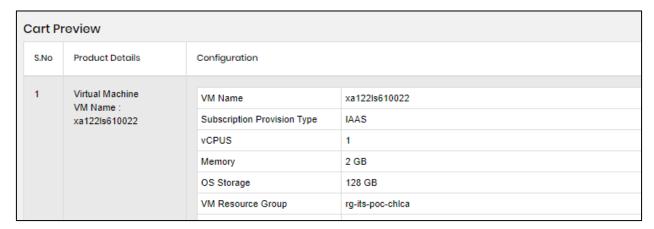
After approving the request the Resource Group Owner/ Team Manager should click on Submit to Order the server for Provisioning.

Note: Until the Submit button is clicked, the Order will not be sent for Provisioning.

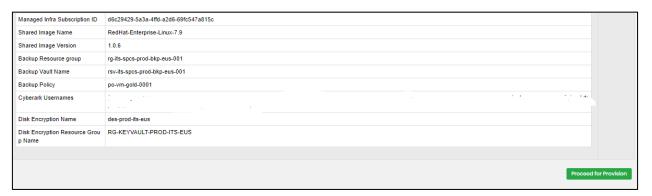




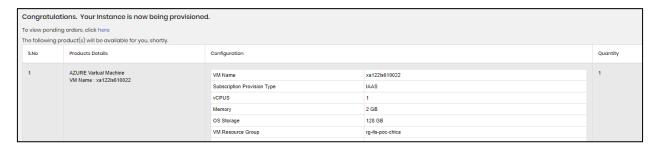
After clicking on Submit Button the preview of the Order is shown in the next screen.



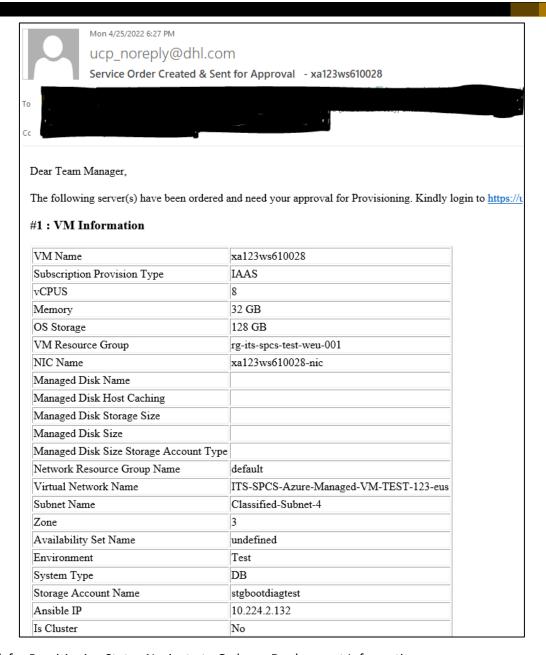
The Team Manager or Resource Group Owner only can click on Proceed to Provisioning button to order the server.



Once the desired server is sent to provisioning the following acknowledgement screen will appear, along with an acknowledgement email.

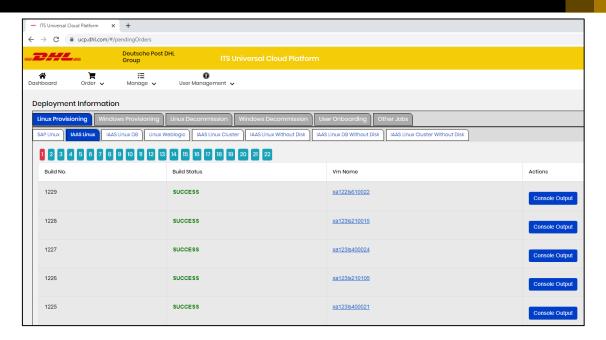






Step 6 – To Check for Provisioning Status Navigate to Order -> Deployment Information.





a. There are several tabs to check for the status of activities performed in UCP. The table mentioned hereunder outlines all the activities.

Sl.No	Main Tab	Sub-Tab	Activit	у
1.		IAAS Linux	i.	Plain Linux Machines with Additional Disk
2		IAAS Linux DB	i.	Oracle Machines with Additional Disk
			ii.	TOMCAT Machines with Additional Disk
			iii.	APACHE Machines with Additional Disk
			iv.	JBOSS Machines with Additional Disk
3.		Linux WebLogic	i.	WebLogic Machines with Additional Disk
4.		IAAS Linux Cluster	i.	SAP Veritas Clusters with Additional Disk
			ii.	Veritas Clusters with Additional Disk
. 5	Linux Provisioning	IAAS Linux Without	i.	Plain Linux Machines without Additional Disk
		Disk		
6		IAAS Linux DB	i.	Oracle Machines without Additional Disk
		Without Disk	ii.	TOMCAT Machines without Additional Disk
			iii.	APACHE Machines without Additional Disk
			iv.	JBOSS Machines without Additional Disk
-		IAAC Linux Charten		CARNA Sites Charters with ant Additional Righ
7		IAAS Linux Cluster Without Disk	i. 	SAP Veritas Clusters without Additional Disk
		Without Disk	ii.	Veritas Clusters without Additional Disk
8		IAAS Windows	i.	Plain Windows with Additional Disk
			ii.	Windows IIS with Additional Disk
9	Windows	IAAS Windows DB	i.	Windows MSSQL with Additional Disk
10	Provisioning	IAAS Windows	i.	Plain Windows without Additional Disk
	Frovisioning	without Disk	ii.	Windows IIS without Additional Disk
11		IAAS Windows DB	i.	Windows MSSQL without Additional Disk
		without Disk		
12		IAAS Linux	i.	Plain Linux Machines with Additional Disk
	Linux	Decommissioning		
13	Decommissioning	IAAS Linux DB	i.	Oracle Machines with Additional Disk
		Decommissioning	ii.	TOMCAT Machines with Additional Disk



			iii. APACHE Machines with Additional Disk
			iv. JBOSS Machines with Additional Disk
14		Linux WebLogic	i. WebLogic Machines with Additional Disk
		Decommissioning	
15		IAAS Linux Cluster	i. SAP Veritas Clusters with Additional Disk
		Decommissioning	ii. Veritas Clusters with Additional Disk
16		IAAS Linux Without	i. Plain Linux Machines without Additional Disk
		Disk Decommissioning	
17		IAAS Linux DB	i. Oracle Machines without Additional Disk
		Without Disk	ii. TOMCAT Machines without Additional Disk
		Decommissioning	iii. APACHE Machines without Additional Disk
			iv. JBOSS Machines without Additional Disk
			iv. 35033 Widefilles without Additional 513K
18		IAAS Linux Cluster	i. SAP Veritas Clusters without Additional Disk
		Without Disk	ii. Veritas Clusters without Additional Disk
		Decommissioning	
19		IAAS Windows	i. Plain Windows with Additional Disk
		Decommissioning	ii. Windows IIS with Additional Disk
20		IAAS Windows DB	i. Windows MSSQL with Additional Disk
		Decommissioning	
21	Windows	IAAS Windows	i. Plain Windows without Additional Disk
	Decommissioning	without Disk	ii. Windows IIS without Additional Disk
		Decommissioning	
22		IAAS Windows DB	i. Windows MSSQL without Additional Disk
		without Disk	
		Decommissioning	
23		Windows User On-	Onboard a user to a Windows Plain or IIS machine as
		boarding	either
			i. Administrator or
			ii. Remote Desktop User
24		Windows User Off-	Offboard a user from a Windows Plain or IIS Machine
		boarding	either as
			i. Administrator or
			ii. Remote Desktop User
25		Windows SQL user	Onboard a Database user onto MSSQL DB as
		On-boarding	a. User Account
	User On-boarding		i. MSSQL Reader
			ii. MSSQL DataReader
			iii. MSSQL DataWriter
			iv. MSSQL AgentReader
26		AD Hear Ophoarding	v. MSSQL DBSSISAdmin
20		AD User Onboarding	Onboard a <u>abc@dhl.com</u> email id user to i. UDLDHL-UCP (UCP Access)
		(Active Directory)	i. UDLDHL-UCP (UCP Access) ii. UDLDHL-PVWA (Cyberark Platform Acces)
27		AD Hear Off boarding	Offboard a abc@dhl.com email id user from
21		AD User Off-boarding (Active Directory)	i. UDLDHL-UCP (UCP Access)
		(Active Directory)	ii. UDLDHL-PVWA (Cyberark Platform Acces)
28		Windows SQL Service	Onboard a Database user onto MSSQL DB as
20	Other labo	Account Onboarding	a. Service Account
	Other Jobs	Account Official ullig	
			i. MSSQL DBOwner



		ii. MSSQL SysAdmin
		iii. MSSQL AgentReader
		iv. MSSQL DBSSISAdmin
		·
29	IAAS Windows OAT	Status of OAT Checklist Re-Run for Windows Plain & IIS
	Rerun	Machines
30	IAAS Linux OAT Rerun	Status of OAT Checklist Re-Run for any Plain Linux
		Machine
31	IAAS-Linux DB OAT	Status of OAT Checklist Re-Run for all
	Rerun	i. Oracle Machines
		ii. Tomcat Machines
		iii. Apache Machines
		iv. JBOSS Machines
32	IAAS-Linux Weblogic	Status of OAT Checklist Re-Run for all
	OAT Rerun	i. Weblogic Machines
33	IAAS-Linux Cluster	Status of OAT Checklist Re-Run for all
	OAT Re-Run	i. SAP Veritas Cluster Machines
		ii. Vertias Cluster Machines
34	IAAS-Windows SQL	Status of OAT Checklist Re-Run for all
	OAT Re-Run	i. MSSQL Machines
35	IAAS Linux DB Add	Provisioning of Additional Disk for already provisioned
	Disk	i. Oracle Machines
		ii. Tomcat Machines
		iii. Apache Machines
		iv. JBOSS Machines
36	IAAS Linux Weblogic	Provisioning of Additional Disk for already provisioned
	Add Disk	i. Weblogic Machines
37	IAAS Windows DB Add	Provisioning of Additional Disk for already provisioned
	Disk	i. MSSQL Machines

b. Status of Provisioning – There are 3 Statuses

Provisioning	IN-PROGRESS	Provisioning of a server is In-Progress
	SUCCESS	Provisioning of a server is Successful
FAILURE		Provisioning of a server has Failed

c. Status of Resizing – There are 3 Statuses

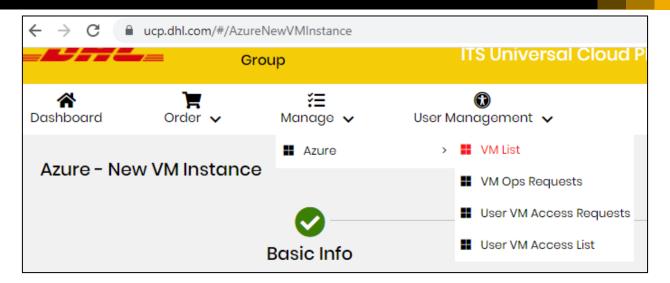
	Resizing	IN-PROGRESS	Resizing of a server is In-Progress
		SUCCESS	Resizing of a server is Successful
FAILURE		FAILURE	Resizing of a server has Failed

d. Status of Decommissioning – There are 3 Statuses

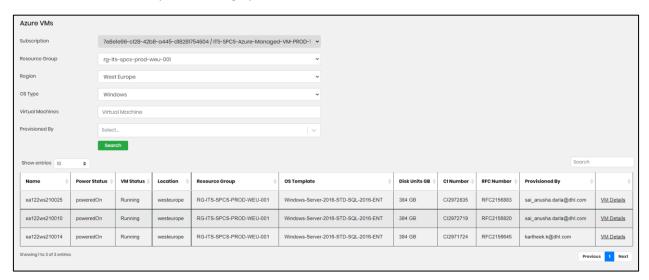
0.	Decommissioning	1.	IN-	2.	Decommissioning of a server is In-Progress
		PRO	GRESS		
В.		4.	SUCCESS	5.	Decommissioning of a server is Successful
5 .		7.	FAILURE	З.	Decommissioning of a server has Failed

Step 7 – To view the successfully provisioned server Navigate to Manage -> Azure -> VM List

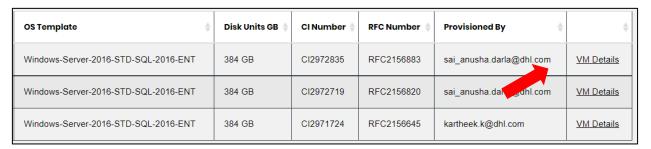




a. Either select by the filtering options available or Enter the hostname of the server.



b. Click on VM Details Button to view the details of the server that has been provisioned.









3. Glossary

3.1 **Definition**

Terms	Abbreviation
VM	Virtual Macine
UCP	Universal Cloud Platform