CONFIDENTIAL

User creation in SAP BTP Production

Document Version: 1.0

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DOCUMENT HISTORY

The table provides an overview of changes from the last 12 months, with the most recent changes at the top.

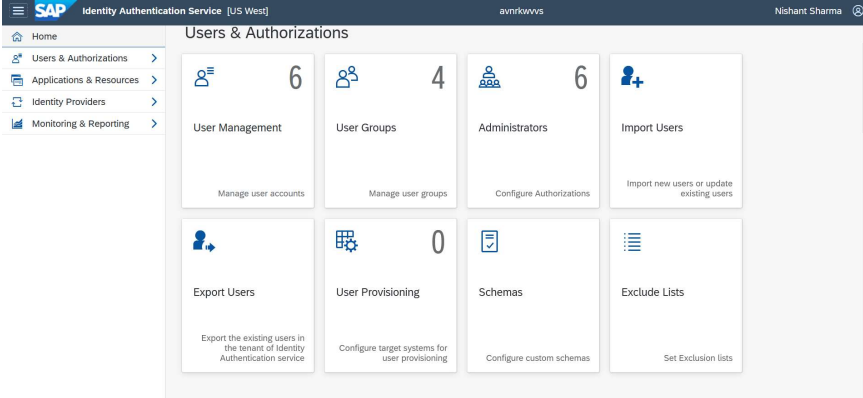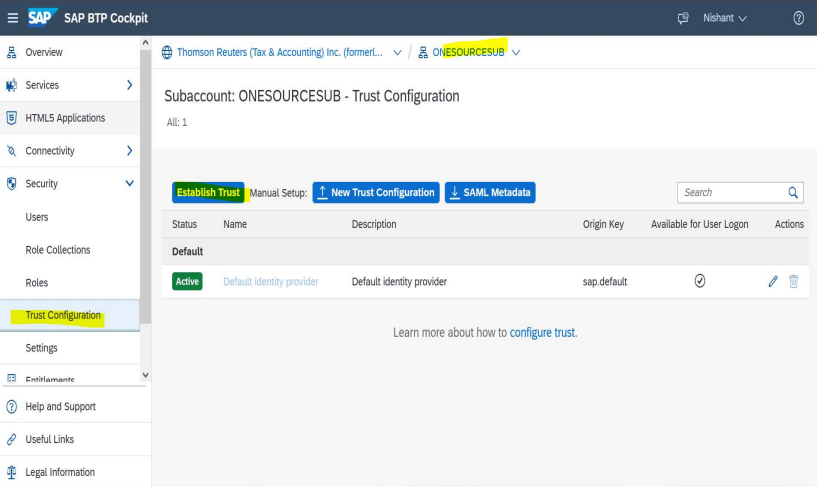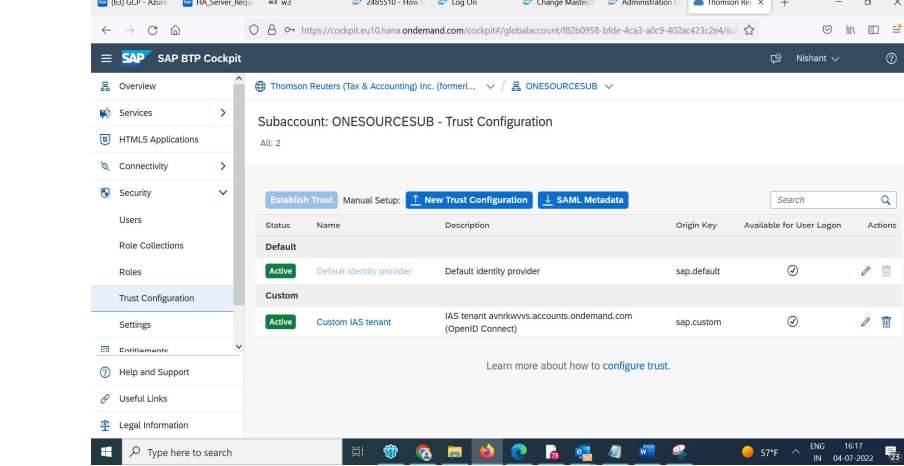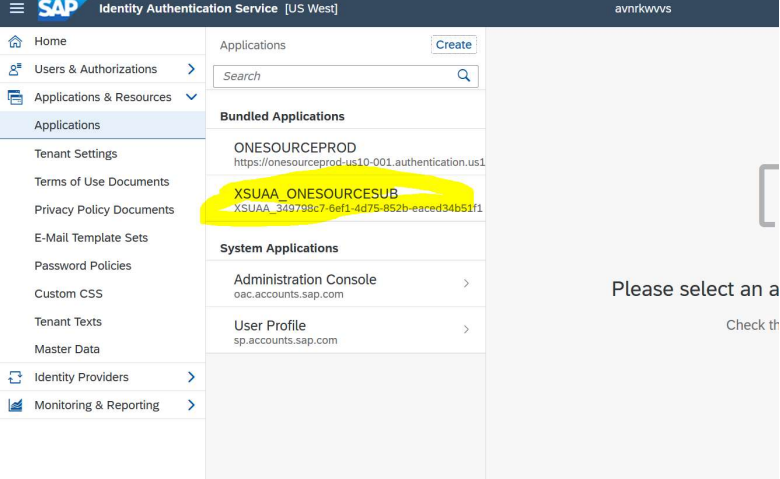| Document Version	Date of Update	Change
1.0	Jul 05, 2022	Initial version

1. User Management

1.1 User creation

User Administration is achieved using SAP Identity Authentication Service. It is planned & recommended to use only custom Identity Authentication Service tenant for all the onboarded customers and centrally manage all the subscribers.
Here are the steps to be followed in sequence:

1. Log on to the SAP IAS using the link in your Welcome email or use either of these URLs:	• https://avnrkwvvs.accounts.ondemand.com/admin/ • A logon URL in the region closest to you (to avoid latency).
2. Open the **link see the region (US West)**	

1.2 Creating Applications

Steps to creating applications in IAS tenant starts off from the subaccount in the SAP BTP.

1.	Enter the relevant subaccount and ensure that you have relevant access to establish the trust. From the left panel, choose security → Trust Configuration → Click on Establish Trust from the right panel.	
2.	Choose the relevant IAS tenant from the popup during Establish Trust, The relevant IAS tenant will be added with the mentioned protocol (OpenID Connect) in our case.	
3.	Check the Application onboarded to IAS correctly. Logon to IAS and under Applications	

1.3 Application Role Mapping

The application roles are created for the application subscribed/deployed in the subaccount. These roles will be mapped to the same User groups in the IAS.

1. Click on the **Role Collection Mapping** "Custom IAS Tenant" details view and choose "Role Collection Mappings" from the left panel, as shown in the screenshot and create the New Role Collection Mappings	

1.4 Creating User Groups

1. Log in to the IAS tenant's Administration Console. Ensure that you have administration rights to do so. Upon entering, please choose User Groups from the left panel → Click on Create and enter the details as expected in the popup window. .	
2. Verify the roles created under the User Groups in the IAS.	
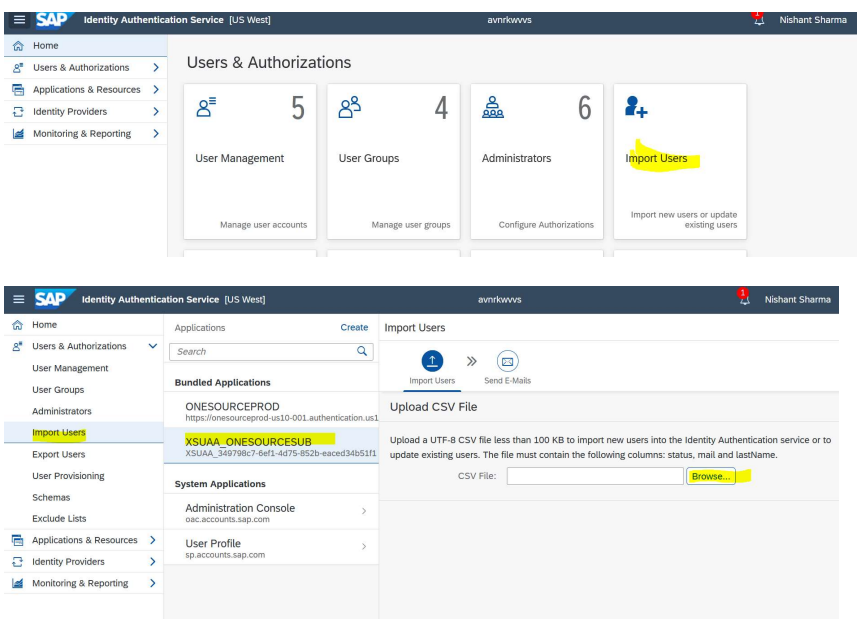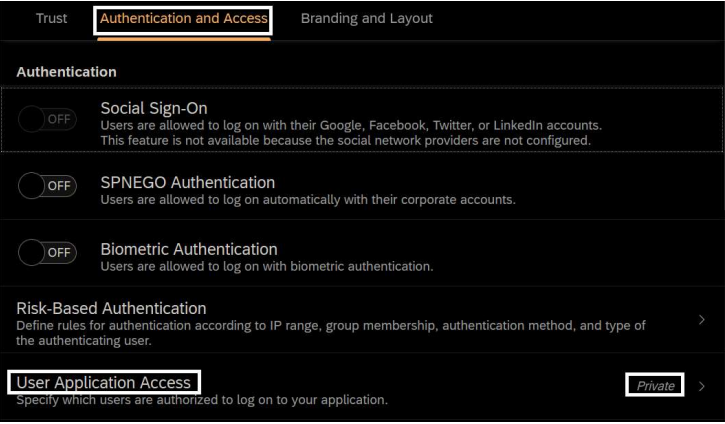
1.5 Upload of Users

Now, For user creation, You need to upload users at IAS level only.

1. Navigate to the HOME page of the administration console and choose the tile "Import Users". On clicking on that tile, chose the relevant App to upload the users.	
Choose the relevant application and upload users	
2. Please use the below attached CSV template to create / update users. The users are uniquely identified with the Login Name column. So, if a user exists with the same login name, then that user is considered for UPDATE.	 users_demo.csv The template takes care of creating users & assigning them to the right user group too.
3. To control the access to the application only to the uploaded users, please change the "User Application Access" to "Private" mode	

4. Once subscription is done then User can see the roles on subaccount. →Administrator →User Go to subaccount -> role collections	
5. In role collections user can see the roles. Activate the user in user management and send him the activation email.	

MORE INFORMATION

If you need more details, including explanations of the SAP BTP concepts, refer to the documentation Getting Started with an Enterprise Account in the Cloud Foundry Environment, where you can use the interactive graphics to navigate to more information.

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