

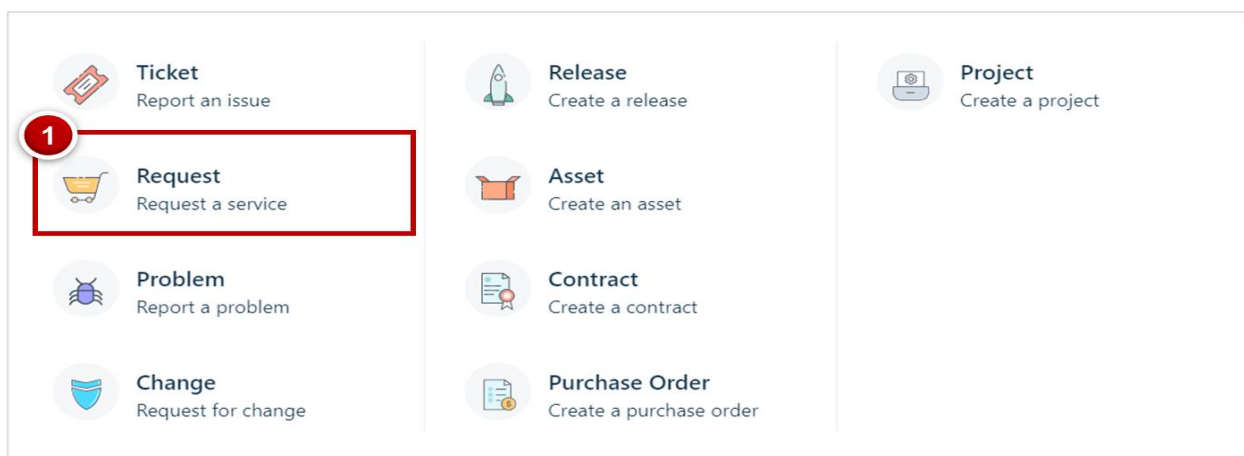
## How To Request for API Access in Nova

The initial step is to request for API Access through Nova. A person in charge (PIC) from DKSH is required to raise on behalf of the requester if they are a third-party vendor.

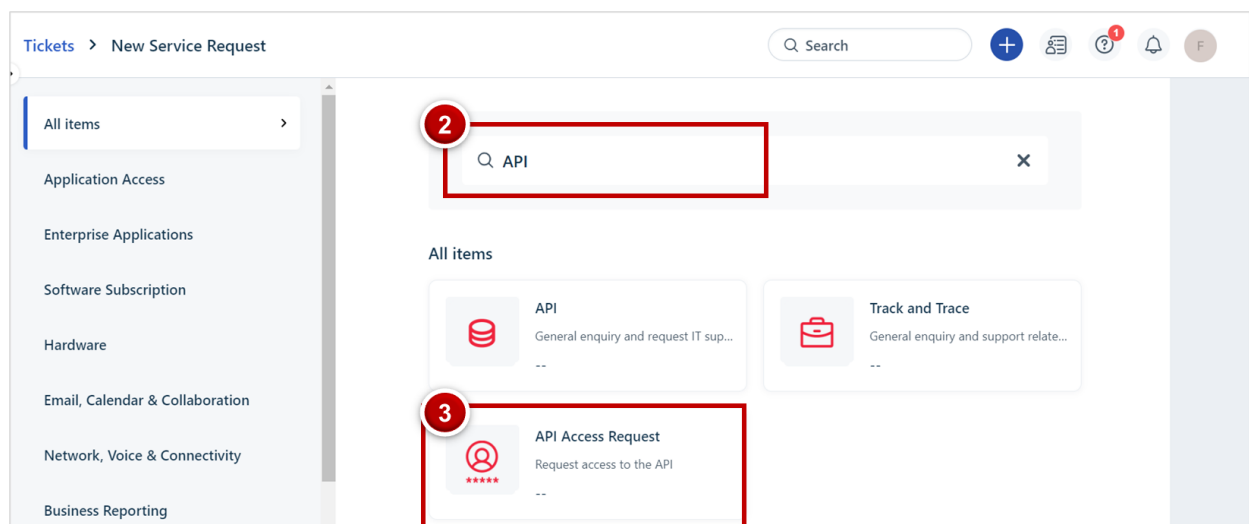
The first section is for the requester and the second section is for the functional manager.

### Section 1: Requester

1. Navigate to the following link, <https://nova.dksh.com/>
2. On the Nova home page, click **Request**.



3. On the **New Service Request** page, type *API* on the search bar and press **Enter**. Under **All items**, when **API Access Request** appears, click it.



4. Fill in your DKSH email ID in **Requester**.
5. If you're not redirected to the IGA page, click **HERE**.



Tickets > **New Service Request** > API Access Request **4**

Search

**API Access Request**  
Request access to the API

Items requested  
API Access Request

Requester \*

\*\*\*\*\*@dksh.com> [Add Cc](#)

☐ Request for someone else

Please wait a while for the system redirecting.

**5**

Click [HERE](#) if you are still not redirected to the page.

6. On the **Manage User Access** page, under **Select Users**, insert your email ID.
7. Click the search icon.

iga.dksh.com/identityiq/accessRequest/accessRequest.jsf#/accessRequest/selectUser?quickLink=Request%20Access

**DKSH**

Home My Work Setup

Farahdiba Abdullah

Manage User Access [Help](#)

**1 Select Users**  
Find and select users for whom you want to manage access.

**2 Manage Access**  
Add access for the users you've selected.

**3 Review and Submit**  
Look over your selections and confirm.

**6** Insert email ID

**7** [Search](#) [Filters](#)

Identities Selected: None Showing 1-12 of 36097 [All](#)

8. When your user profile appears, tick the check box.
9. Click **Next**.



iga.dksh.com/identityiq/accessRequest/accessRequest.jsf#/accessRequest/selectUser?quickLink=Request%20Access

**DKSH**

Home My Work Setup Farahdiba Abdullah

**1 Select Users** Find and select users for whom you want to manage access. **2 Manage Access** Add access for the users you've selected. **3 Review and Submit** Look over your selections and confirm.

@dksh.com

Identities Selected: Farahdiba Abdullah Showing 1-1 of 1

**8** ☒ Farahdiba Abdullah

Username:  Manager: Vijayan Marimuthu

Identities Selected: Farahdiba Abdullah Showing 1-1 of 1

**9** Next

### Note:

If the requestor wants API access for a third-party vendor but received the response "No Search Results", please notify API Team (hyperlink [KUL\\_CSSC\\_API@dksh.com](mailto:KUL_CSSC_API@dksh.com)) so that the email ID can be created/validated with the SAP Team. After the API Team confirms that the email ID has been created in the system by SAP, you should be able to see your user profile.

iga.dksh.com/identityiq/accessRequest/accessRequest.jsf#/accessRequest/selectUser?quickLink=Request%20Access

**DKSH**

Home My Work Setup Farahdiba Abdullah

Manage User Access Help

**1 Select Users** Find and select users for whom you want to manage access. **2 Manage Access** Add access for the users you've selected. **3 Review and Submit** Look over your selections and confirm.

third party email

Identities Selected: None

No Search Results

Identities Selected: None



10. Under **Manage Access**, on the search bar, type the API name which always begins with *DKSH-API*. If the API name is incorrect, no results will be returned. Tick the check box for both view and subscription roles. Then, click **Next**.

The screenshot shows the 'Manage Access' page in the DKSH system. The search bar contains 'DKSH-API-PaymentGetIBAN' (labeled 10). A search button (labeled 11) is next to it. Below the search bar, there are two results listed (labeled 12 and 13). Each result has a checkbox that is checked. The first result is 'DKSH-API-PaymentGetIBANDetail-Subscribe' with the role 'API Catalogue Subscription'. The second result is 'DKSH-API-PaymentGetIBANDetail' with the role 'API Catalogue View'. At the bottom, there are 'Previous' and 'Next' buttons (labeled 14). The 'Next' button is highlighted.

11. Once the accesses are added to your profile, click **Submit**.



iga.dksh.com/identityiq/accessRequest/accessRequest.jsf#/accessRequest/review?quickLink=Request%20Access

**DKSH**

Home My Work Setup Farahdiba Abdullah

**1 Select Users**  
Find and select users for whom you want to manage access.

**2 Manage Access**  
Add access for the users you've selected.

**3 Review and Submit**  
Look over your selections and confirm. **2**

Identities Selected: [REDACTED]

Add Access **2**

**DKSH-API-PaymentGetIBANDetail** [Details]

Type: Entitlement Application: SAP IAS - DEV/QA Attribute: groups

**DKSH-API-PaymentGetIBANDetail-Subscribe** [Details]

Type: Entitlement Application: SAP IAS - DEV/QA Attribute: groups

Previous Cancel **Submit** **15**



## Section 2: Functional Manager

Once the request is submitted, the requestor's functional manager must approve the request on IGA. The guidelines are as follows:

1. Open the Email Notification.



2. Navigate to the IGA Platform <https://iga.dksh.com/>
3. On IGA Home page, click **Approvals** and approve the API access request.

