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# Getting Started

## What is the Team Management Portal?

The **Team Management Portal (TMP)** is a self-service tool that extends the functionality of the **DevOps Executive Dashboard**. In essence, it provides the mechanism by which portfolios (teams and departments) can and should configure themselves in terms of the following:

* **Organizational structure**: defines how teams are organized in terms of the APO/SPO SAFe structure
* **Applications**: the application(s) and/or service(s) that a team either is working on (developing) and/or supporting
* **Components**: the individual components (database, external/internal services, etc.) that comprise the complete application and/or service
* **CICD** **tooling**: the CICD tools that the team uses to perform and/or track daily activities undertaken on the application/service/component

## What makes the Team Management Portal important?

The Team Management Portal was created to enable a centralized platform for capturing and mapping teams to applications to CICD tools being utilized.

# Components

The Team Management Portal (TMP) is a N-tier application which comprises of a database, API and UI.

## API

The Team Management Portal (TMP) API for is a typical REST API which is an abstraction of the underlying database and provides the services (endpoints). All the REST API services (endpoints) are specific in their purpose i.e. they execute and/process data for a specific object in the underlying data layer.

The API is built using the following package(s):

* NodeJS (version ^12) and npm (version ^6)

<https://docs.npmjs.com/downloading-and-installing-node-js-and-npm>

* ExpressJS (version ^4)

<https://expressjs.com/en/starter/installing.html>

* Mongoose (version ^5)

<https://mongoosejs.com/docs/>

### Setup Instructions

See the [Setting up, Starting up and Running the API](#_Setting_up,_Starting) section for the instructions.

## UI

The front-end of the Team Management Portal contains GUI elements for users to view and configure the team(s), organizational structure, application(s), component(s) and CICD tools on the that are used.

The API is built using the following package(s):

* NodeJS (version ^12) and npm (version ^6)

<https://docs.npmjs.com/downloading-and-installing-node-js-and-npm>

* Angular and cli (version ^8)

<https://angular.io/guide/setup-local>

### Setup Instructions

See the [Setting up, Starting up and Running the UI](#_Setting_up,_Starting_1) section for the instructions.

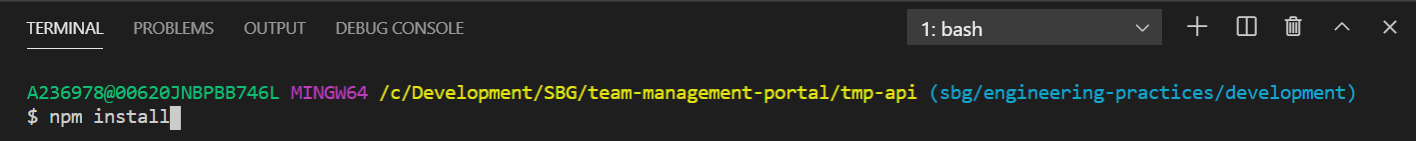
# Setting up, Starting up and Running the Team Management Portal

## Setting up, Starting up and Running the API

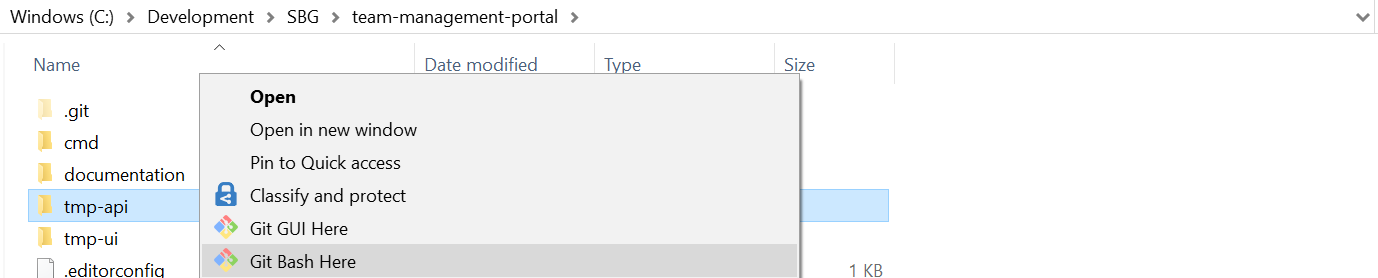
To setup the API, you will need to fork and clone the <https://tools.standardbank.co.za/bitbucket/scm/ep/team-management-portal.git> repo using your preferred SCM tool (Git, SourceTree, etc.). Then execute the following steps:

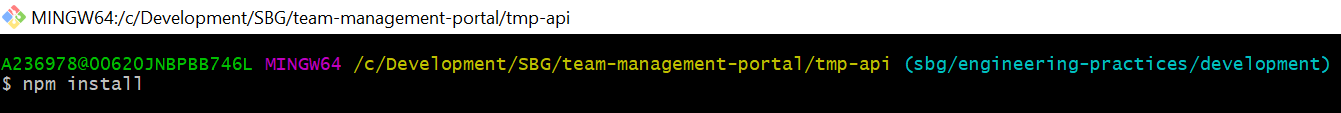
1. Using your preferred SCM tool (Git, SourceTree, etc.) switch to the correct repo branch (master/development)
2. Browse to and open, the **../team-management-portal/tmp-api** using either Git Bash or VS code and run **npm install**

Using VS Code



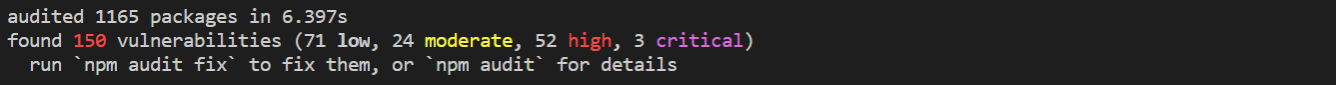
Using Git Bash



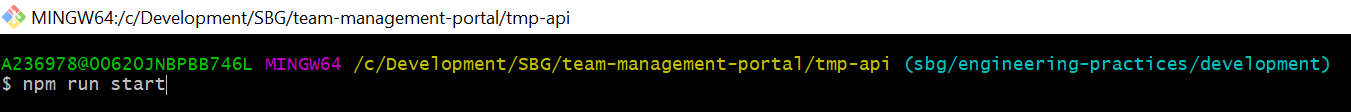


This **npm install** command will download, install and update all npm packages used in the project.

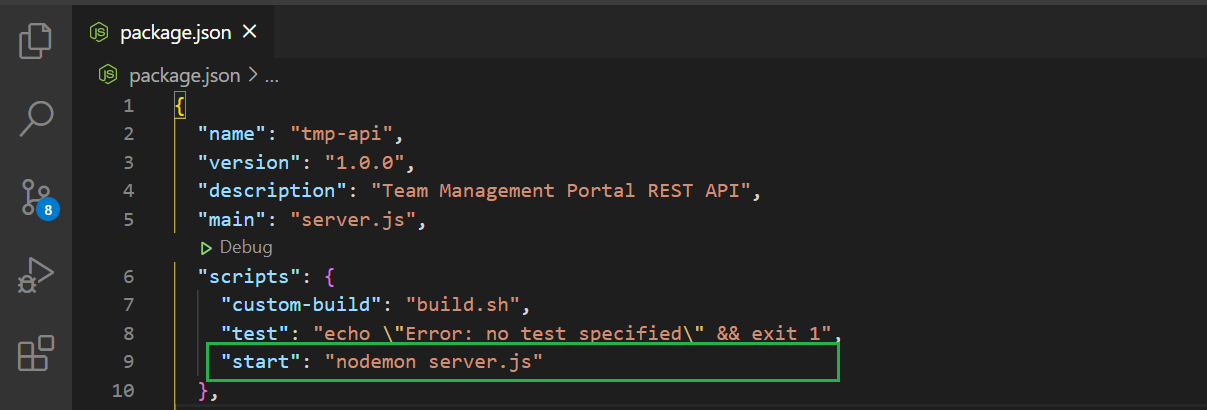
Ignore any and all package auditing and vulnerability issues, e.g.



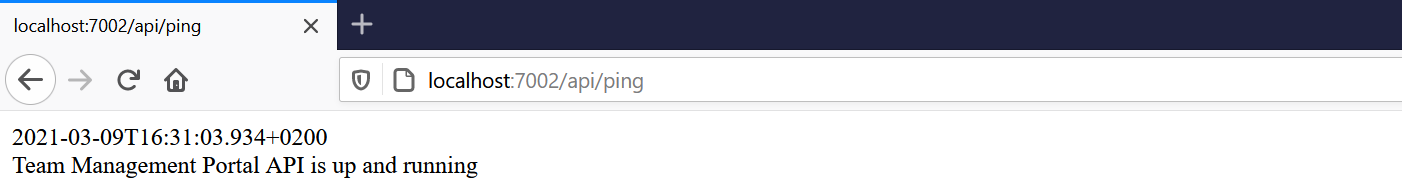
1. Set the configurable parameters in the **../team-management-portal/tmp-api/config/config.js** file to connect to the MongoDB database instance, including properties required by the API module. To configure the parameters, refer to the [Configuration > Team Manage Portal – API Configuration](#_Team_Management_Portal) section below.
2. To start the API, run the **npm run start** command either in a new VS Code terminal or using the Git Bash command line.



This will execute the command(s) specified in the below section of the **package.json** file:



Verify API access from the web browser using the url: <http://localhost:7002/api/ping>.

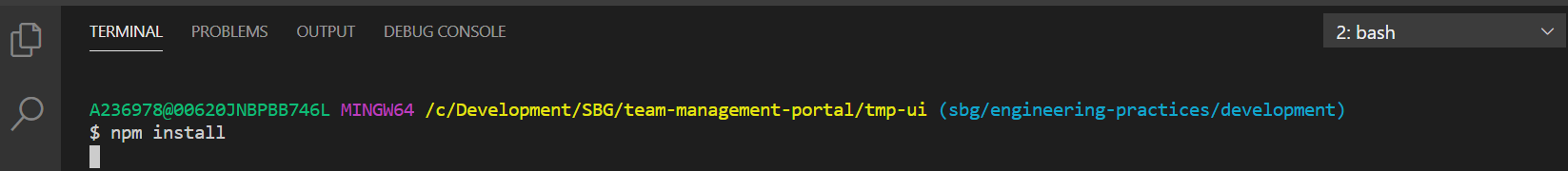


## Setting up, Starting up and Running the UI

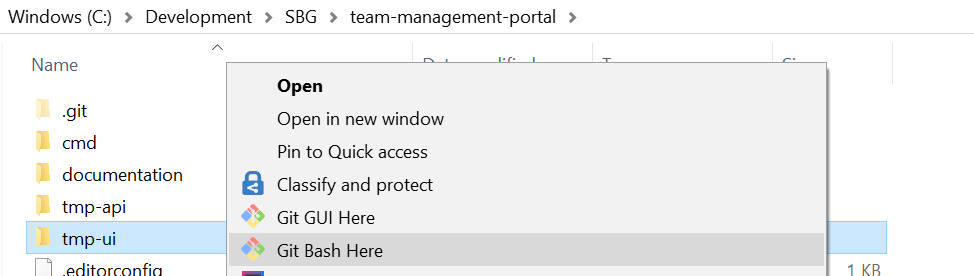
To setup the UI, you will need to fork and clone the <https://tools.standardbank.co.za/bitbucket/scm/ep/team-management-portal.git> repo using your preferred SCM tool (Git, SourceTree, etc.). Then execute the following steps:

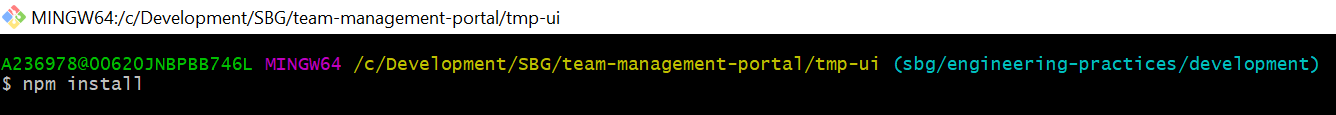
1. Using your preferred SCM tool (Git, SourceTree, etc.) switch to the correct repo branch (master/development)
2. Browse to and open, the **../team-management-portal/tmp-ui** using either Git Bash or VS code and run **npm install**

Using VS Code



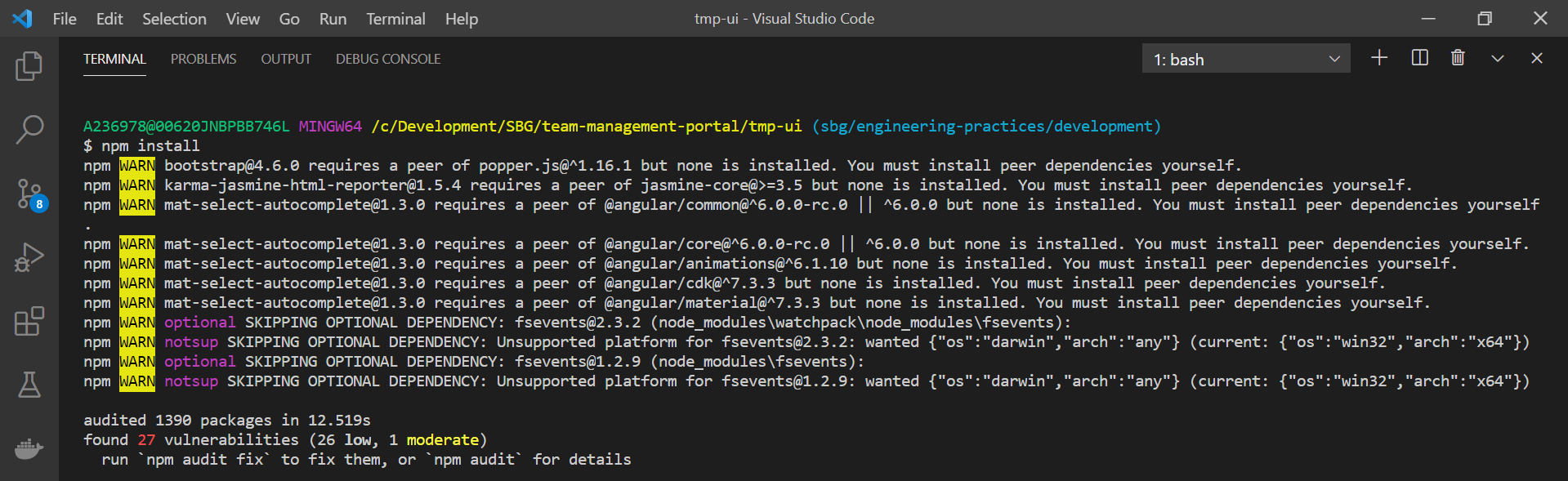
Using Git Bash



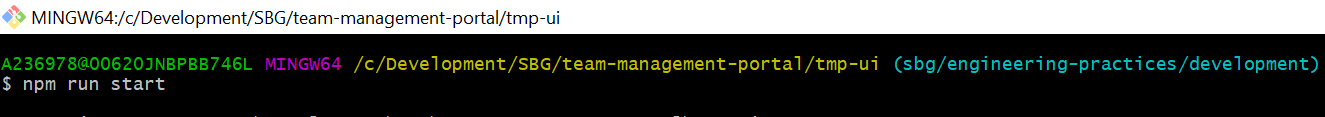


This **npm install** command will download, install and update all npm packages used in the project.

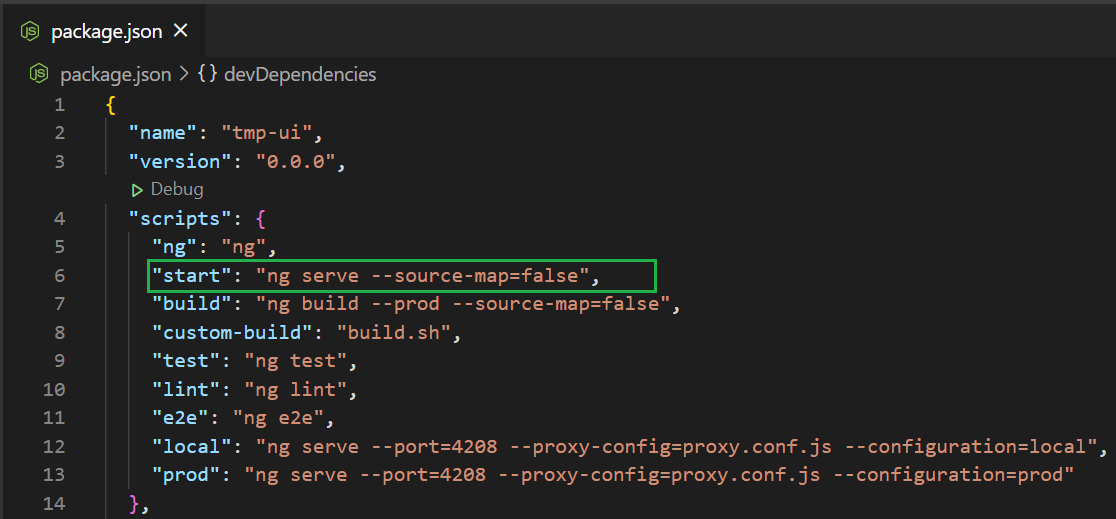
Ignore any and all package auditing and vulnerability issues, e.g.



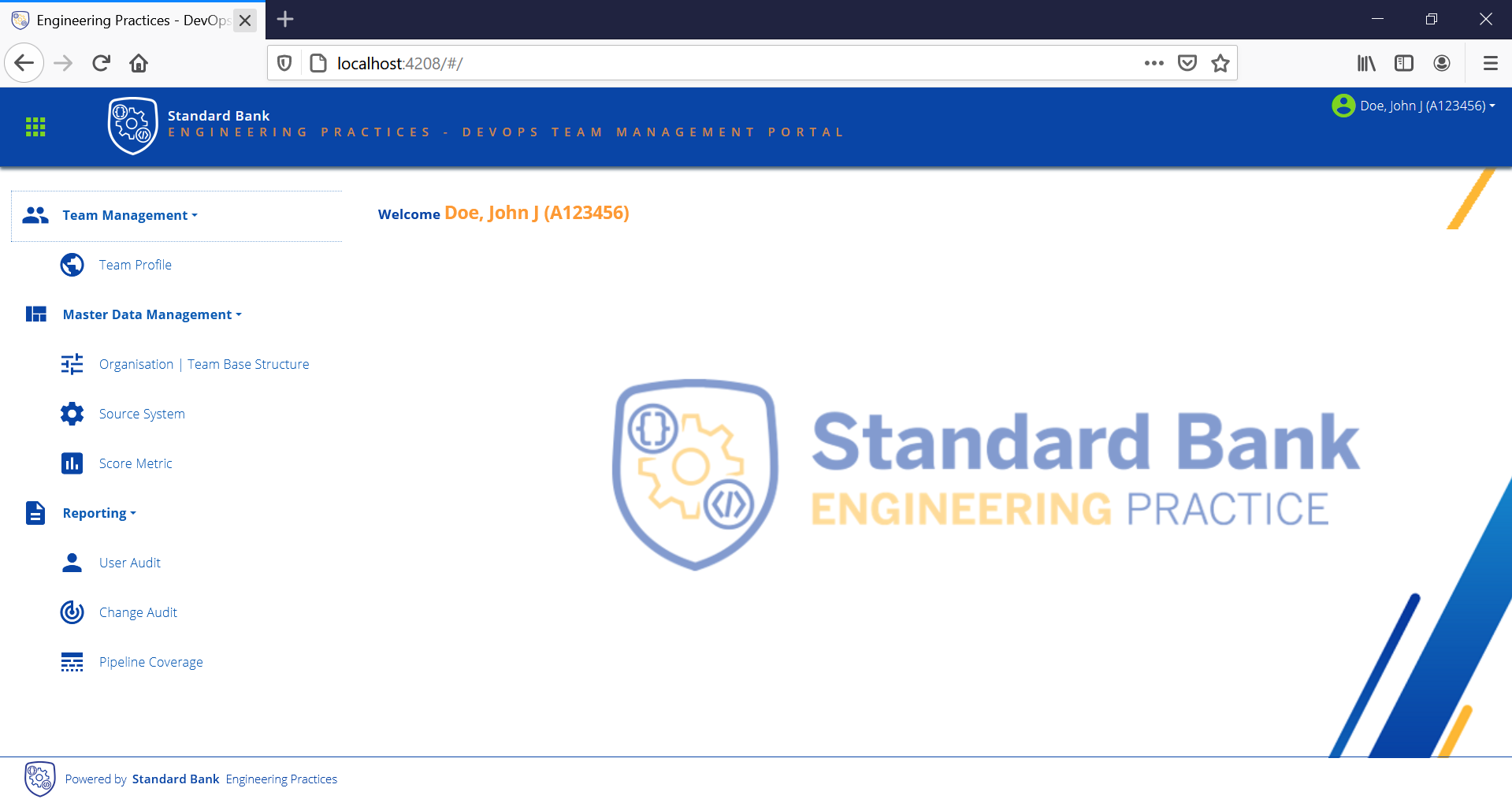
1. Set the configurable parameters in the **../src/environments/environment.ts** file to connect to the API and other referenced service(s), including properties required by the application module. To configure the parameters, refer to the [Configuration > Team Manage Portal – UI Configuration](#_Team_Management_Portal_1) section below.
2. To start the UI, run the **npm run start** or **ng serve** command(s) either in a new VS Code terminal or using the Git Bash command line.



This will execute the command(s) specified in the below section of the **package.json** file:



Verify access to the UI from the web browser using the url: <http://localhost:4208>



# Configuration

### Team Management Portal – API Configuration

module.exports = {

    API\_PROTOCOL: `http`,

    API\_HOST: `localhost`,

    API\_PORT: `7002`,

    SA\_ACCOUNT\_CONFIG: {

        domainName0: `za.sbicdirectory.com`,

        domainName1: `SBICZA01`,

        uid: `SA62004545`,

        password: `'fi4wxviwCj`

    },

    LDAP\_CONFIG: {

        protocol: `ldap`,

        defaultDnsSuffix: `za.sbicdirectory.com`,

        dnsSuffixes: [`branches.sbicdirectory.com`,`eswitch.sbicdirectory.com`,`bw.sbicdirectory.com`,`cd.sbicdirectory.com`,`ke.sbicdirectory.com`,`ls.sbicdirectory.com`,`ng.sbicdirectory.com`,`zm.sbicdirectory.com`,`zw.sbicdirectory.com`,`mw.sbicdirectory.com`,`ao.sbicdirectory.com`,`sbicdirectory.com`,`ci.sbicdirectory.com`,`mu.sbicdirectory.com`,`mz.sbicdirectory.com`,`na.sbicdirectory.com`,`za.sbicdirectory.com`,`Sbintldirectory.com`,`scmbdirectory.com`,`gh.sbicdirectory.com`,`sw.sbicdirectory.com`,`tz.sbicdirectory.com`,`stanlibdirectory.com`,`ug.sbicdirectory.com`],

        port: `389`,

        connectTimeout: 5000,

        timeout: 5000,

    servers: [

        {

          url: `ldap://ldapgcprd.sbicdirectory.com:3268`,

          baseDN: `DC=sbicdirectory,DC=com`,

          username: `SA62004545@za.sbicdirectory.com`,

          password: `'fi4wxviwCj`

        }

      ]

    },

    MONGO\_DB: {

        TEAM\_CMDB: `mongodb://localhost:27017/team\_cmdb`,

        ENG\_DASHBOARD: `mongodb://localhost:27017/dashboarddb`

    },

    DB\_MSSQL\_UTR\_CONFIG: {

        server: `psdc-d04sql036v.za.sbicdirectory.com`,

        authentication: {

            type: `ntlm`,

            options: {

                domain: `SBICZA01`,

                userName: `SA62004545`,

                password: `'fi4wxviwCj`

            }

        },

        options: {

            database: `testDB`,

            port: 50001

        }

    },

    DB\_MSSQL\_REMEDY\_CONFIG: {

        server: `psdc-001pdbru1v.za.sbicdirectory.com`,

        authentication: {

            type: `default`,

            options: {

                userName: `MIS\_READ\_ONLY`,

                password: `Reader#1`

            }

        },

        options: {

            database: `GSD\_MIS\_DW`,

            encrypt: false

        }

    },

    JWT\_CONFIG: {

        secret: `U0E2MjAwNDU0NSBTQlNBIEVOR0lORUVSSU5HIFBSQUNUSUNFUw==`

    },

    KEYSTORE: {

        ENG\_KEY: `certstore/eng-cert.pem`

    },

    INTEGRATION: {

        CONTENT\_TYPE\_JSON: `application/json`,

        CONTENT\_TYPE\_XML: `application/xml`,

        BUILD: {

            BAMBOO: {

                ENTERPRISE: {

                    PROTOCOL: `https`,

                    HOST: `tools.standardbank.co.za`,

                    PORT: null,

                    UID: `SA62004545`,

                    PWD: `'fi4wxviwCj`,

                    TOKEN: null,

                    JOBS:`/bamboo/rest/api/latest/deploy/project/all`,

                    PROJECTS: `/bamboo/rest/api/latest/project`,

                    PLANS: `/bamboo/rest/api/latest/plan`,

                    MAX\_RESULTS: 100,

                },

                TPS: {

                    PROTOCOL:`http`,

                    HOST:`tpsbamboo.standardbank.co.za`,

                    PORT:`8085`,

                    UID:`devops-dashboard`,

                    PWD:`1log2int`,

                    TOKEN: null,

                    JOBS:`/rest/api/latest/deploy/project/all`,

                    PROJECTS: `/rest/api/latest/project`,

                    PLANS: `/rest/api/latest/plan`,

                    MAX\_RESULTS: 100,

                }

            }

        },

        DEPLOYMENT: {

            BAMBOO: {

                ENTERPRISE: {

                    PROTOCOL: `https`,

                    HOST: `tools.standardbank.co.za`,

                    PORT: null,

                    UID: `SA62004545`,

                    PWD: `'fi4wxviwCj`,

                    TOKEN: null,

                    JOBS:`/bamboo/rest/api/latest/deploy/project/all`,

                    PROJECTS: `/bamboo/rest/api/latest/project`,

                    PLANS: `/bamboo/rest/api/latest/plan`,

                    MAX\_RESULTS: 100,

                },

                TPS: {

                    PROTOCOL:`http`,

                    HOST:`tpsbamboo.standardbank.co.za`,

                    PORT:`8085`,

                    UID:`devops-dashboard`,

                    PWD:`1log2int`,

                    TOKEN: null,

                    JOBS:`/rest/api/latest/deploy/project/all`,

                    PROJECTS: `/rest/api/latest/project`,

                    PLANS: `/rest/api/latest/plan`,

                    MAX\_RESULTS: 100,

                }

            }

        },

        SCM: {

            BITBUCKET: {

                ENTERPRISE: {

                    PROTOCOL: `https`,

                    HOST: `tools.standardbank.co.za`,

                    PORT: null,

                    UID: `SA62004545`,

                    PWD: `'fi4wxviwCj`,

                    TOKEN: null,

                    PROJECTS: `/bitbucket/rest/api/latest/projects`,

                    PROJECT\_REPOS: `/bitbucket/rest/api/latest/projects/&{projectIdKeyName}/repos`,

                    PROJECT\_REPO\_BRANCHES: `/bitbucket/rest/api/latest/projects/&{projectIdKeyName}/repos/&{repoIdKeyName}/branches`,

                    MAX\_RESULTS: 100,

                },

                TPS: {

                    PROTOCOL:`http`,

                    HOST:`tpsbitbucket.standardbank.co.za`,

                    PORT:`7990`,

                    UID:`devops-dashboard`,

                    PWD:`1log2int`,

                    TOKEN: null,

                    PROJECTS: `/rest/api/latest/projects`,

                    PROJECT\_REPOS: `/rest/api/latest/projects/&{projectIdKeyName}/repos`,

                    PROJECT\_REPO\_BRANCHES: `/rest/api/latest/projects/&{projectIdKeyName}/repos/&{repoIdKeyName}/branches`,

                    MAX\_RESULTS: 100,

                }

            },

            GITLAB: {

                ENTERPRISE: {

                    PROTOCOL: `https`,

                    HOST: `gitlab.standardbank.co.za`,

                    PORT: null,

                    UID: null,

                    PWD: null,

                    TOKEN: `sjx967XLq5D69ocQ\_zRc`,

                    PROJECTS: `/api/v4/projects?private\_token=@privateToken`,

                    PROJECT\_NAMESPACES: `/api/v4/namespaces?private\_token=@privateToken`,

                    PROJECT\_BRANCHES: `/api/v4/projects/@projectIdKeyName/repository/branches?private\_token=@privateToken`,

                    MAX\_RESULTS: 100,

                }

            }

        }

    },

  COLLECTOR\_API: {

        PROTOCOL: `http`,

        HOST: `localhost`,

        PORT: 8089,

        COLLECTOR: {

            TYPE: `/api/collector/type/&{collectorType}`,

            ITEMS: `/api/collector/item/type/&{collectorType}`

        },

        JIRA: {

            DEFAULT: {

                PROJECTS: `api/scopecollector/page/&{collectorId}`,

                BOARDS: `api/teamcollector/page/&{collectorId}`,

            },

            TPS: {

                UID:``,

                PWD:``,

                PROTOCOL:``,

                HOST:``,

                PORT:``,

                PROJECTS:``,

                BOARDS:``,

            }

        },

        BAMBOO: {

            TPS: {

                UID:`devops-dashboard`,

                PWD:`1log2int`,

                PROTOCOL:`http`,

                HOST:`tpsbamboo.standardbank.co.za`,

                PORT:`8085`,

                CONTENT\_TYPE: `application/xml`,

                PER\_PAGE: 100,

                PROJECTS:`/rest/api/latest/project`,

                PROJECT:`/rest/api/latest/project/&{projectKey}`,

                PLANS:`/rest/api/latest/plan`,

                PLAN:`/rest/api/latest/plan/&{planKey}`,

                JOBS:`/rest/api/latest/deploy/project/all`,

            }

        },

        BITBUCKET: {

            ENTERPRISE: {

                UID:`SA62004545`,

                PWD:`'fi4wxviwCj`,

                TOKEN: `MjY5MDY2NzE0OTYzOpZUha0PYI27bFmBgbIOkbpChSvx`,

                PROTOCOL: `https`,

                HOST: `tools.standardbank.co.za`,

                PROJECTS: `/bitbucket/rest/api/1.0/projects`,

                PROJECT: `/bitbucket/rest/api/1.0/projects/&{projectIdKeyName}`,

                PROJECT\_REPOS: `/bitbucket/rest/api/1.0/projects/&{projectIdKeyName}/repos`,

                PROJECT\_REPO: `/bitbucket/rest/api/1.0/projects/&{projectIdKeyName}/repos/&{repoIdKeyName}`,

                PROJECT\_REPO\_BRANCHES: `/bitbucket/rest/api/1.0/projects/&{projectIdKeyName}/repos/&{repoIdKeyName}/branches`,

                PROJECT\_REPO\_BRANCH: `/bitbucket/rest/api/1.0/projects/&{projectIdKeyName}/repos/&{repoIdKeyName}/commits?until=refs/heads/&{branchIdKeyName}`,

                PER\_PAGE: 100

            },

            TPS: {

                UID:`devops-dashboard`,

                PWD:`1log2int`,

                PROTOCOL:`http`,

                HOST:`tpsbitbucket.standardbank.co.za`,

                PORT:`7990`,

                PROJECTS:`/rest/api/1.0/projects`,

                PROJECT\_REPOS:`/rest/api/1.0/projects/&{projectIdKeyName}/repos`,

                PROJECT\_REPO\_BRANCHES:`/rest/api/1.0/projects/&{projectIdKeyName}/repos/&{repoIdKeyName}/branches`,

                PER\_PAGE: 100,

            }

        },

        GITLAB: {

            PROTOCOL: `https`,

            HOST: `gitlab.standardbank.co.za`,

            TOKEN: `E9qufcZ6NXFVmF6\_xDjS`,

            PROJECTS: `/api/v4/projects`,

            PROJECT: `/api/v4/projects/&{projectIdKeyName}`,

            BRANCHES: `/api/v4/projects/&{projectIdKeyName}/repository/branches`,

            PER\_PAGE: 100,

        },

        REMEDY: {

            SUPPORT\_GROUP\_NAMES: `/api/remedy/support/group/getAll`,

            CHANGES: `/api/remedy/change/group/getAll`,

            INCIDENTS: `/api/remedy/incident/group/getAll`,

        },

    },

};

# Team Management Portal – UI Configuration

// This file can be replaced during build by using the `fileReplacements` array.

// `ng build --prod` replaces `environment.ts` with `environment.prod.ts`.

// The list of file replacements can be found in `angular.json`.

export const environment = {

  production: true,

  COMPANY\_NAME: 'Standard Bank',

  BUSINESS\_UNIT: 'Engineering Practices',

  APPLICATION\_NAME: 'DevOps Team Management Portal',

  BASE\_API\_URI: '/api/',

  LDAP\_CONFIG: {

    domainName: 'SBICZA01',

    dnsSuffix: 'za.sbicdirectory.com',

    baseDN: 'dc=za,dc=sbicdirectory,dc=com',

    saAccount: {

      uid: 'SA62004545',

      password: `'fi4wxviwCj`

    }

  },

  COLLECTOR\_API: {

    COLLECTOR: {

      TYPE: '/api/collector/type/${collectorType}',

      ITEMS: '/api/collector/item/type/${collectorType}'

    },

    JIRA: {

      PROJECTS: '/api/scopecollector/page/${collectorId}',

      BOARDS: '/api/teamcollector/page/${collectorId}',

    },

    BITBUCKET: {

      PROJECTS: 'https://tools.standardbank.co.za/bitbucket/rest/api/1.0/projects',

      REPOS: 'https://tools.standardbank.co.za/bitbucket/rest/api/1.0/projects/${projectKey}/repos/${repoKey}',

      BRANCHES: 'https://tools.standardbank.co.za/bitbucket/rest/api/1.0/projects/${projectKey}/repos/${repoKey}/branches',

    },

    GITLAB: {

      TOKEN: 'E9qufcZ6NXFVmF6\_xDjS',

      PROJECTS: 'https://gitlab.standardbank.co.za/api/v4/projects',

      BRANCHES: 'https://gitlab.standardbank.co.za/api/v4/projects/${projectKey}/repository/branches',

    },

    REMEDY: {

      SUPPORT\_GROUP\_NAMES: '/api/integration/remedy/support/groups',

      CHANGE\_GROUP\_NAMES: '/api/integration/remedy/change/groups',

      INCIDENT\_GROUP\_NAMES: '/api/integration/remedy/incident/groups',

    },

  },

  ENG\_API: {

    COLLECTOR\_TYPE:

      '/api/collector/type/${collectorType}',

    COLLECTOR\_ITEM\_TYPE:

      '/api/collector/item/type/${collectorType}',

    JIRA\_PROJECT\_NAME:

      '/api/scopecollector/page/${collectorId}',

    JIRA\_BOARD\_ID:

      '/api/teamcollector/page/${collectorId}'

  }

};

/\*

 \* For easier debugging in development mode, you can import the following file

 \* to ignore zone related error stack frames such as `zone.run`, `zoneDelegate.invokeTask`.

 \*

 \* This import should be commented out in production mode because it will have a negative impact

 \* on performance if an error is thrown.

 \*/

// import 'zone.js/dist/zone-error';// Included with Angular CLI.

# Database Schema

The **Team Management Portal** uses MongoDB as the database to store and retrieve data. The data is stored in documents and similarly structured documents are organized into collections. The following table gives a list of collections in the **team\_cmdb** MongoDB database.

|  |  |
| --- | --- |
| **Collections** | **Description** |
| user | Serves as a model for storing details pertaining to all users who have logged onto the portal. |
| team\_profile | Serves as a model for storing information captured to define a team and its organizational structure, applications, components and component tool configuration. |
| organisation | Serves as a model for storing details pertaining to an organization and its structural elements. |
| source\_system | Serves as a model for storing details pertaining to a source system and/or tool (collector) that is used in the CICD process by teams. |
| score\_metric | Serves as a model for storing details pertaining to the metric type(s) available for tracking and showing a team’s CICD score. |
| change\_audit | Serves as a model for storing information regarding any data change(s) performed by any user on the portal. |

# Authentication

## LDAP

The **Team Management Portal** currently uses LDAP authentication to validate and authenticate any user attempting to log in and use the portal. Below are the LDAP configurations currently in place.

|  |  |  |  |
| --- | --- | --- | --- |
| **URL** | **BaseDN** | **UserName** | **Password** |
| ldap://ldapgcprd.sbicdirectory.com:3268 | DC=sbicdirectory,DC=com | SA62004545@za.sbicdirectory.com | 'fi4wxviwCj |
| ldap://ldapadprd.sbicdirectory.com:3268 | DC=sbicdirectory,DC=com | SA62004545@za.sbicdirectory.com | 'fi4wxviwCj |

# Integration

## Hygieia

The **Team Management Portal** integrates to the **Hygieia** **Executive** and **Engineering** dashboard(s) via the following endpoint(s):

|  |  |
| --- | --- |
| **Collector Type(s)** | [http://localhost:8089/api/collector/type/&{collectorType}](http://localhost:8089/api/collector/type/&%7bcollectorType%7d) |
| **Collector Item(s)** | [http://localhost:8089/api/collector/item/type/&{collectorType}](http://localhost:8089/api/collector/item/type/&%7bcollectorType%7d) |
| **Jira Projects (Scope)** | [http://localhost:8089/api/scopecollector/page/&{collectorId}](http://localhost:8089/api/scopecollector/page/&%7bcollectorId%7d) |
| **Jira Boards (Teams)** | [http://localhost:8089/api/teamcollector/page/&{collectorId}](http://localhost:8089/api/teamcollector/page/&%7bcollectorId%7d) |

## UTR

In order to get the latest list of applications the **Team Management Portal** integrates to **UTR** (**Universal** **Technical** **Reference**) managed by **@Eric Lear** using the below database connection setting(s):

|  |  |
| --- | --- |
| **Database Type** | MS SQL |
| **Authentication Type** | NTLM (SQL Server Authentication) |
| **Database Instance** | psdc-d04sql036v.za.sbicdirectory.com:50001 |
| **Database Name** | testDB |
| **User Name** | SBICZA01\SA62004545 |
| **Password** | 'fi4wxviwCj |

## Remedy

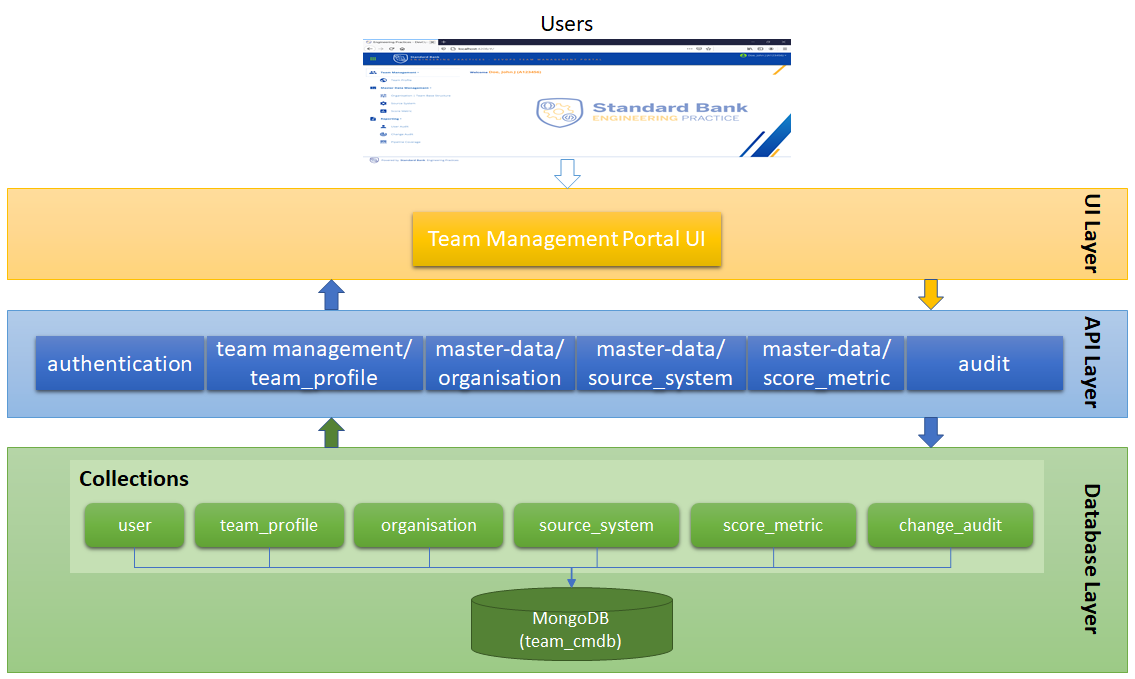
In order to get the latest list **Remedy** support, change coordination and incident group names the **Team Management Portal** integrates to **UTR** (**Universal** **Technical** **Reference**) managed by **@Eric Lear** using the below database connection setting(s):

|  |  |
| --- | --- |
| **Database Type** | MS SQL |
| **Authentication Type** | NTLM (SQL Server Authentication) |
| **Database Instance** | psdc-001pdbru1v.za.sbicdirectory.com |
| **Database Name** | GSD\_MIS\_DW |
| **User Name** | MIS\_READ\_ONLY |
| **Password** | Reader#1 |

# 

# Architecture

This below diagram depicts the full view of the Team Management Portal from an architectural vantage point.



|  |  |
| --- | --- |
| **Layer** | **Description** |
| UI Layer | The UI layer (User Interface) is the Team Management Portal’s front- end and contains all the Graphical User Interface (GUI) elements for users to view. It is here where users are also able to perform the configuration for teams, organizational structure, applications, components and component tool (CICD) configuration. |
| API Layer | The API layer contains both the Team Management Portal APIs and Audit APIs. The Team Management Portal APIs contain all the typical REST API services that work with the underlying local data and integration source system data. The audit APIs are a collection of API endpoints that serve to audit all authentication and data changes (CRUD) requests. This layer is an abstraction of the local data layer and the source system data layer. |
| Database Layer | The Team Management Portal uses MongoDB as the database for storage and retrieval of data. |

# Team Profile Cmdb Collector

## What is it?

## What does it do?

## How does it work?

# How to..?

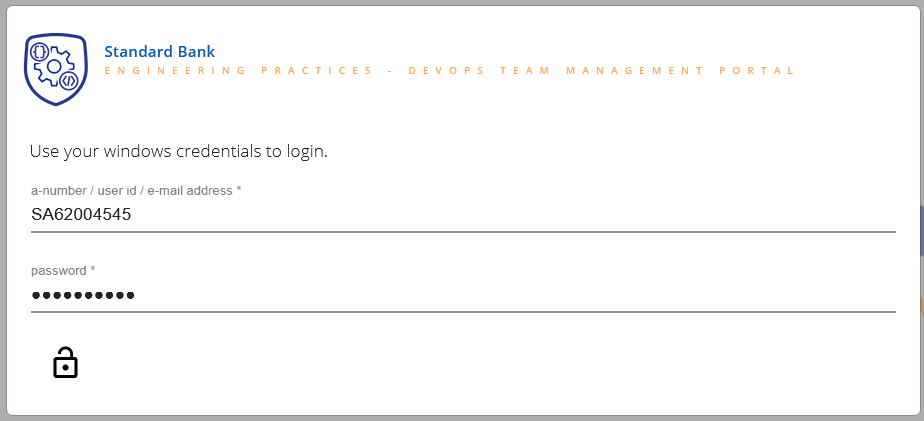
## How to log on to the portal?

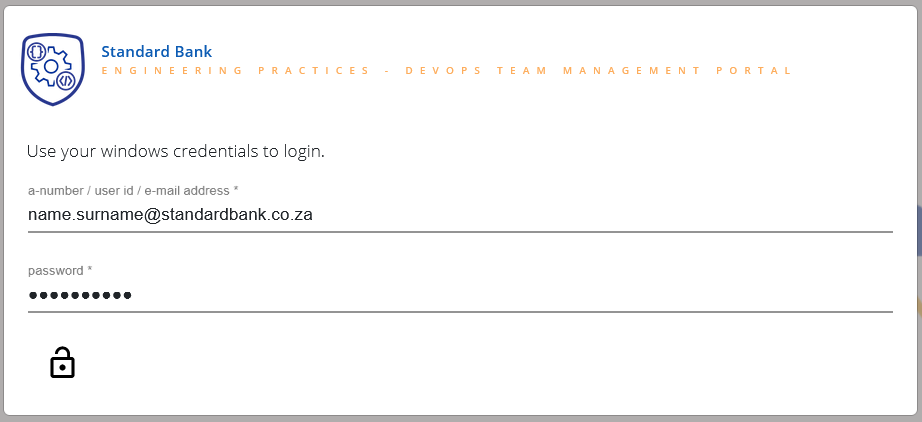
In order to be able to log on and use the portal, the user must be set up with the correct AD credentials and be locatable on the **ldap://ldapgcprd.sbicdirectory.com:3268?DC=sbicdirectory&DC=com** LDAP server.

The Team Management Portal UI currently is deployed and running on the below server(s) or localhost:

1. <http://dengjavs1v.standardbank.co.za/tmp>
2. <http://s1engjavs1v.standardbank.co.za/tmp>
3. <http://pengjavs1v.standardbank.co.za/tmp>
4. [http://localhost:4208/#](http://localhost:4208/)

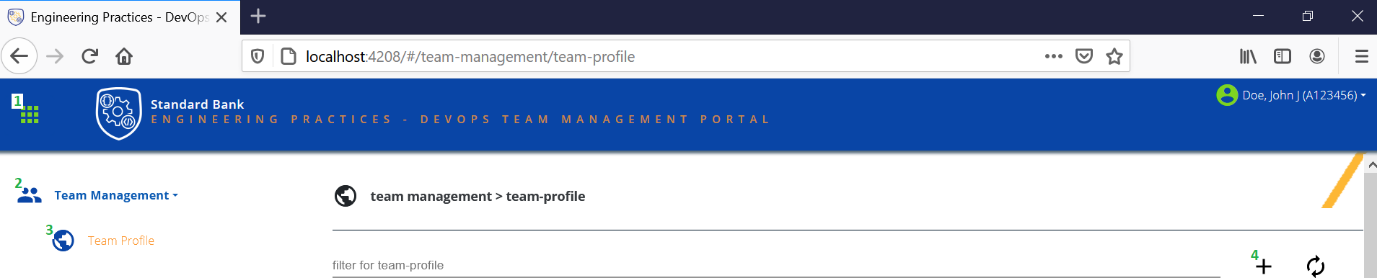
To log, a user must provide a combination of either the ANumber (UserId) or Email Address and the correct AD password, as depicted below.



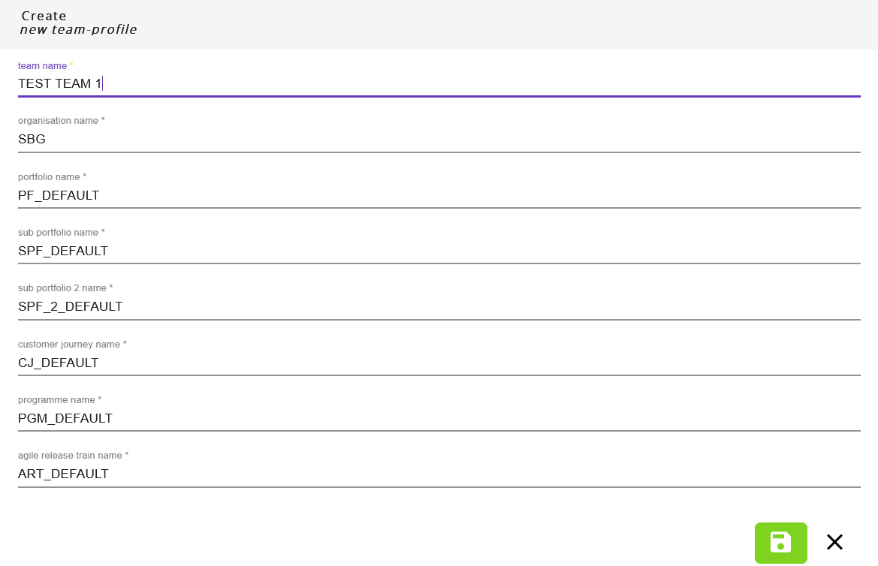


## How to create a new Team (Team Profile)?

On the Team Management Portal, navigate to **Team Management > Team Profile**.



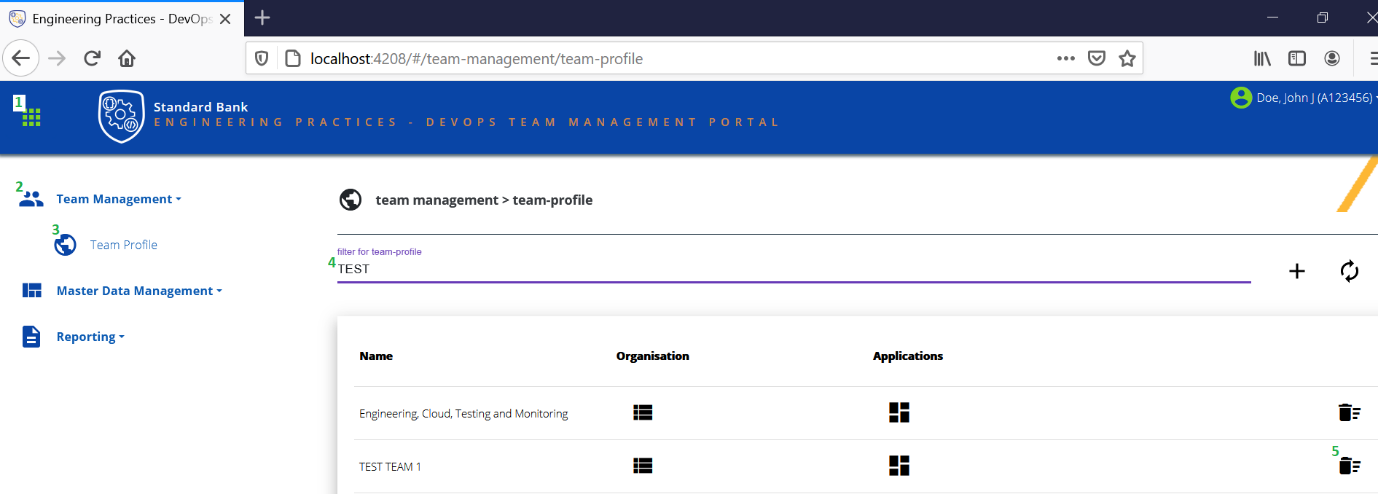
1. Click the main menu button at the top to open the sidebar navigation bar.
2. Click the Team Management sub menu.
3. Click the Team Profile sub menu.
4. Click the add (+) button to open the “**Create/new team\_profile**” dialog



1. Provide all the required fields (\*) and click the “**Save**” button to confirm the creation of the new Team.

## How to delete an existing Team (Team Profile)?

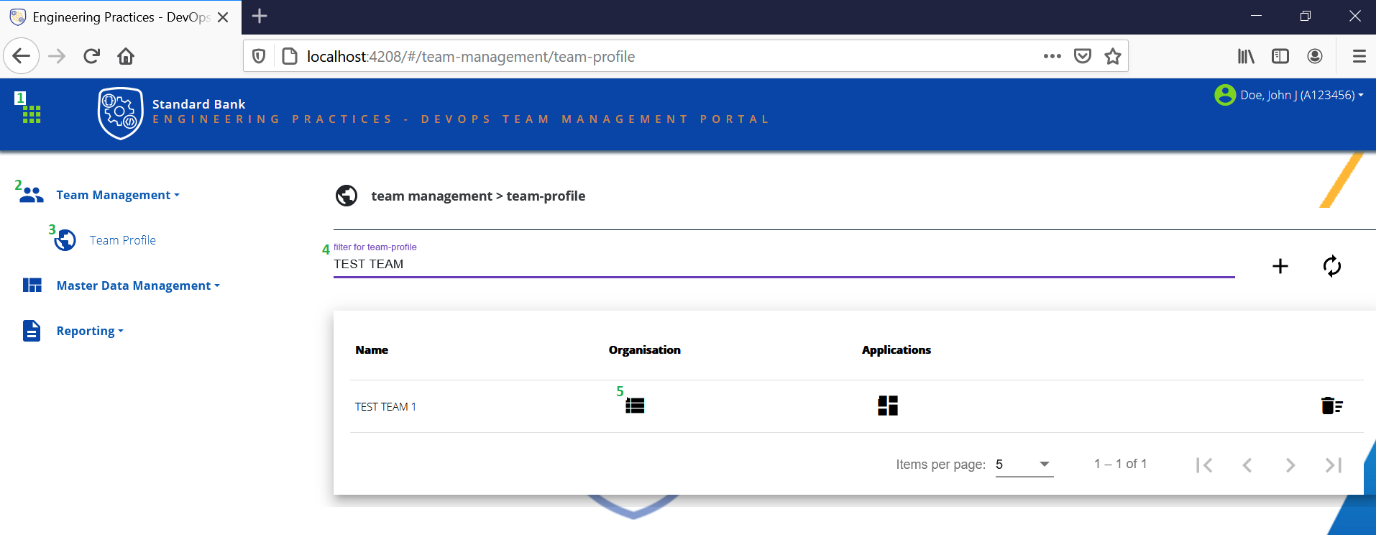
On the Team Management Portal, navigate to **Team Management > Team Profile**.



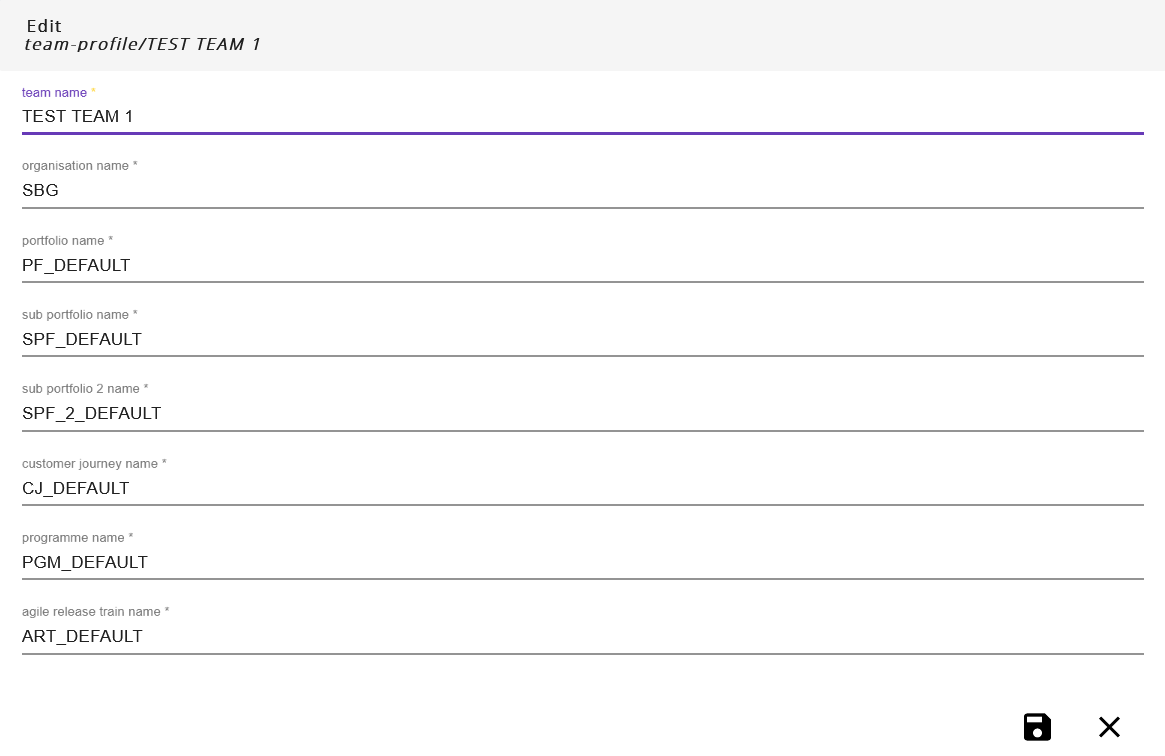
1. Click the main menu button at the top to open the sidebar navigation bar.
2. Click the Team Management sub menu.
3. Click the Team Profile sub menu.
4. In the “**filter for team profile**” textbox, start typing the letter(s) of the Team to be edited (updated/deleted)
5. Click the delete (x) button to confirm deletion of the Team

## How to edit (update) an existing Team’s name and Organisation?

On the Team Management Portal, navigate to **Team Management > Team Profile**.



1. Click the main menu button at the top to open the sidebar navigation bar.
2. Click the Team Management sub menu.
3. Click the Team Profile sub menu.
4. In the “**filter for team profile**” textbox, start typing the letter(s) of the Team to be edited (updated/deleted)
5. Click the “**Organisation**” button so as to open the “**Edit/team-profile**” dialog

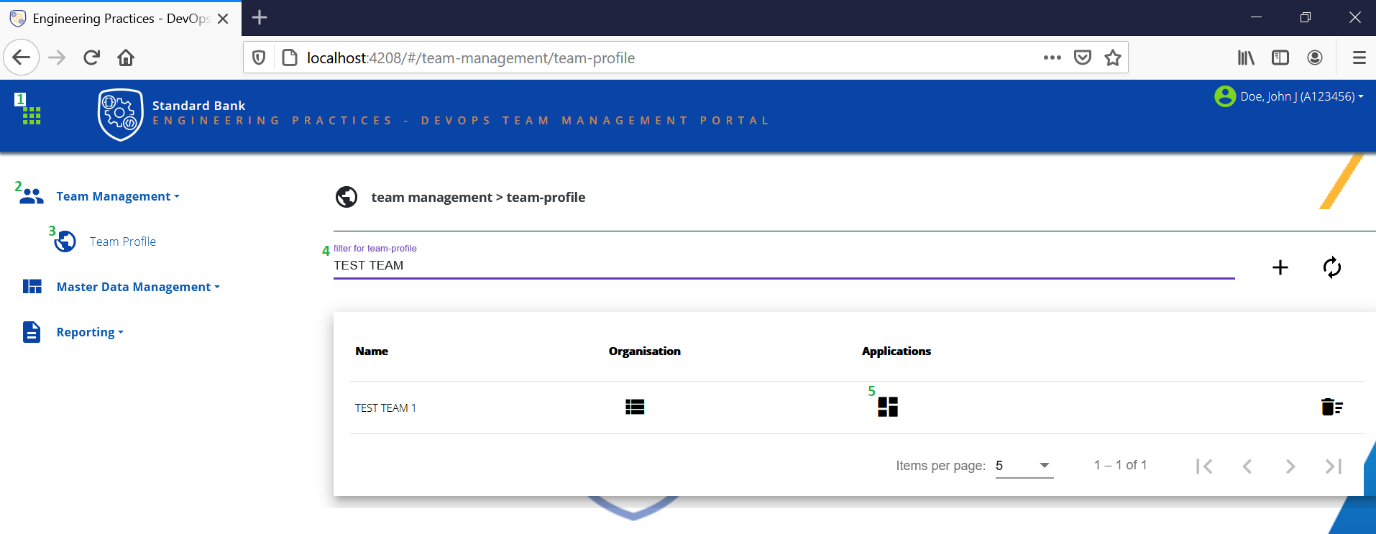


1. Change (update) the field(s) accordingly, also ensuring that all required fields (\*) are specified.
2. Click the “**Save**” button to confirm all the changes (updates)

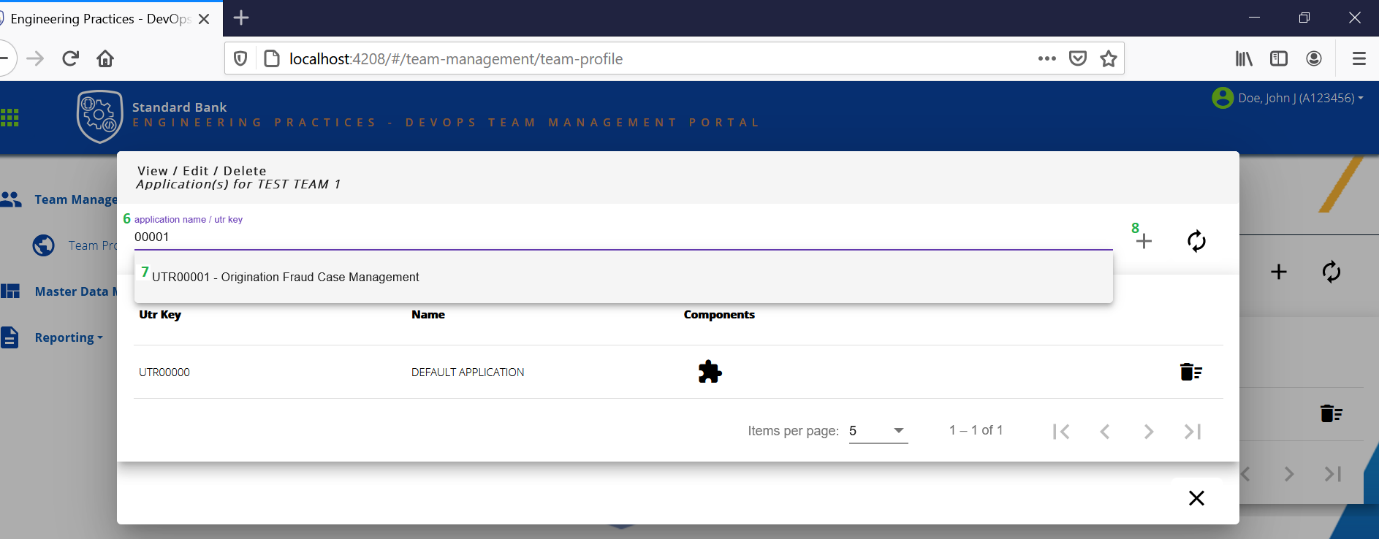
## How to add an Application to a Team?

By default, when a new Team is created a “**DEFAULT – APPLICATION**” is added, with a corresponding “**DEFAULT – COMPONENT**”. The default application and component may be deleted and a specific application can be added as detailed below.

On the Team Management Portal, navigate to **Team Management > Team Profile**.



1. Click the main menu button at the top to open the sidebar navigation bar.
2. Click the Team Management sub menu.
3. Click the Team Profile sub menu.
4. In the “**filter for team profile**” textbox, start typing the letter(s) of the Team to be edited (updated/deleted)
5. Click the “**Application**” button so as to open the “**View / Edit / Delete / Applications for**” dialog
6. In the “**View / Edit / Delete / Applications for**” dialog, start typing in the “**filter for application name / utr key**” textbox



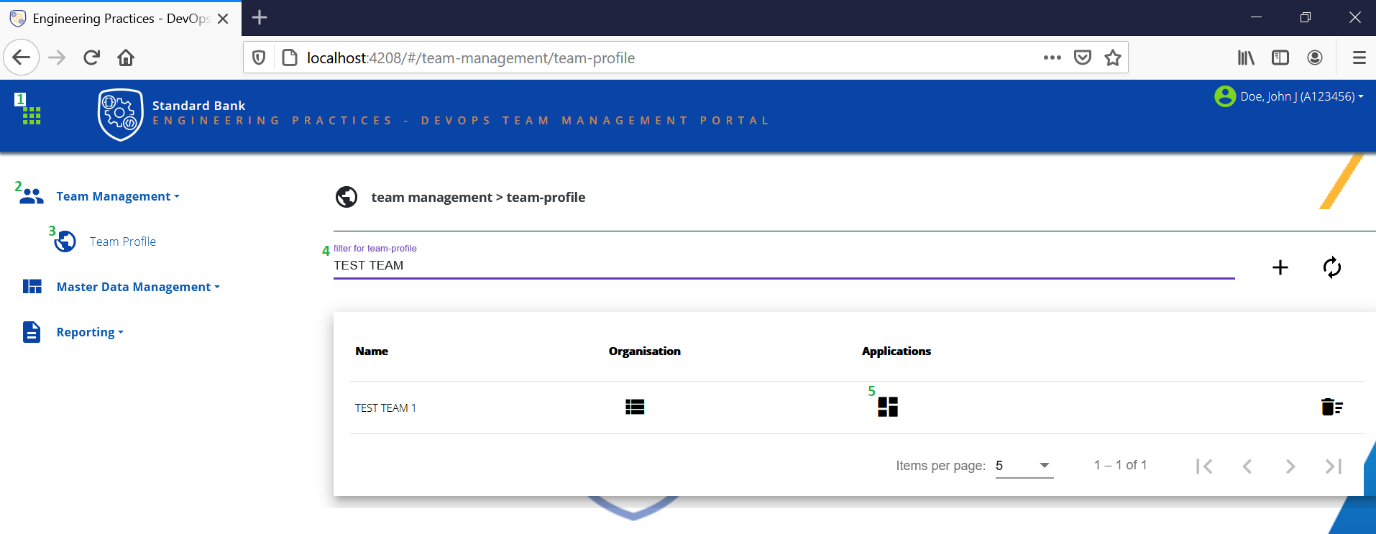
1. Select the application (if it exists from the drop-down list)

**NB: The list of application name(s) and utr key(s) is retrieved from the UTR (Universal Technical Reference) data managed by Erik Lear and team. If the application name and/or utr key does not appear in the drop-down list, please kindly contact Erik Lear for assistance. Otherwise, the DEFAULT – APPLICATION may be used until such time that the correct UTR application name and key have been rectified.**

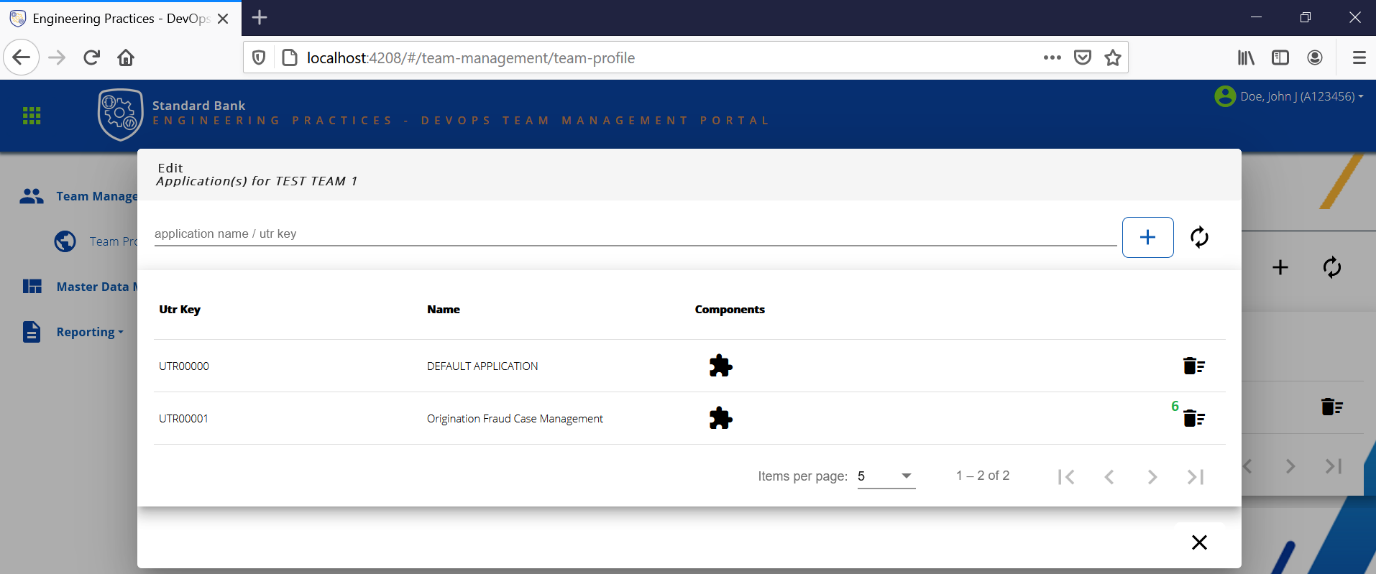
1. Click the add (+) button to confirm the adding of the newly selected application.

## How to delete an existing Application from a Team?

On the Team Management Portal, navigate to **Team Management > Team Profile**.

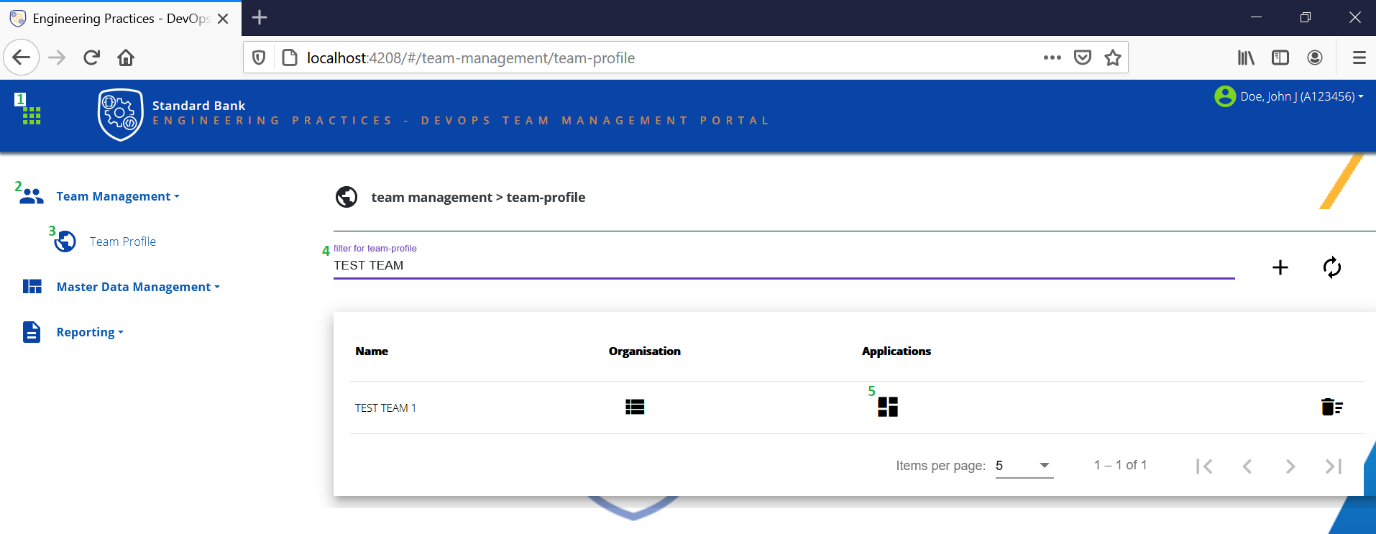


1. Click the main menu button at the top to open the sidebar navigation bar.
2. Click the Team Management sub menu.
3. Click the Team Profile sub menu.
4. In the “**filter for team profile**” textbox, start typing the letter(s) of the Team to be edited (updated/deleted)
5. Click the “**Application**” button so as to open the “**View / Edit / Delete / Applications for**” dialog
6. In the “**View / Edit / Delete / Applications for**” dialog, click the delete button of the application to be deleted.

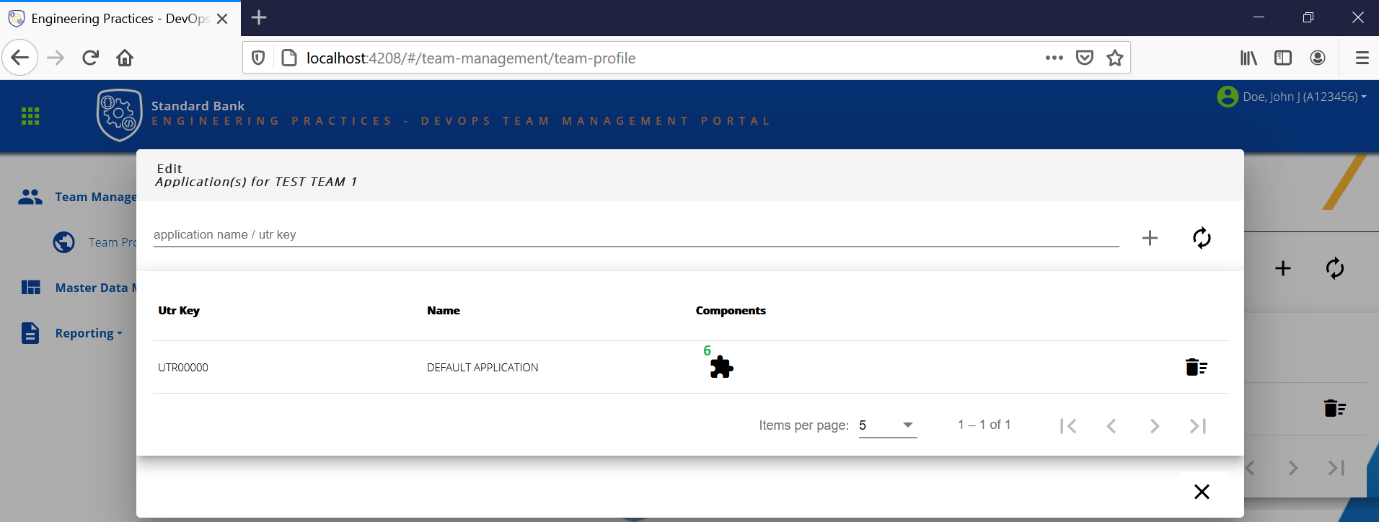


## How to add a Component to a Team’s Application?

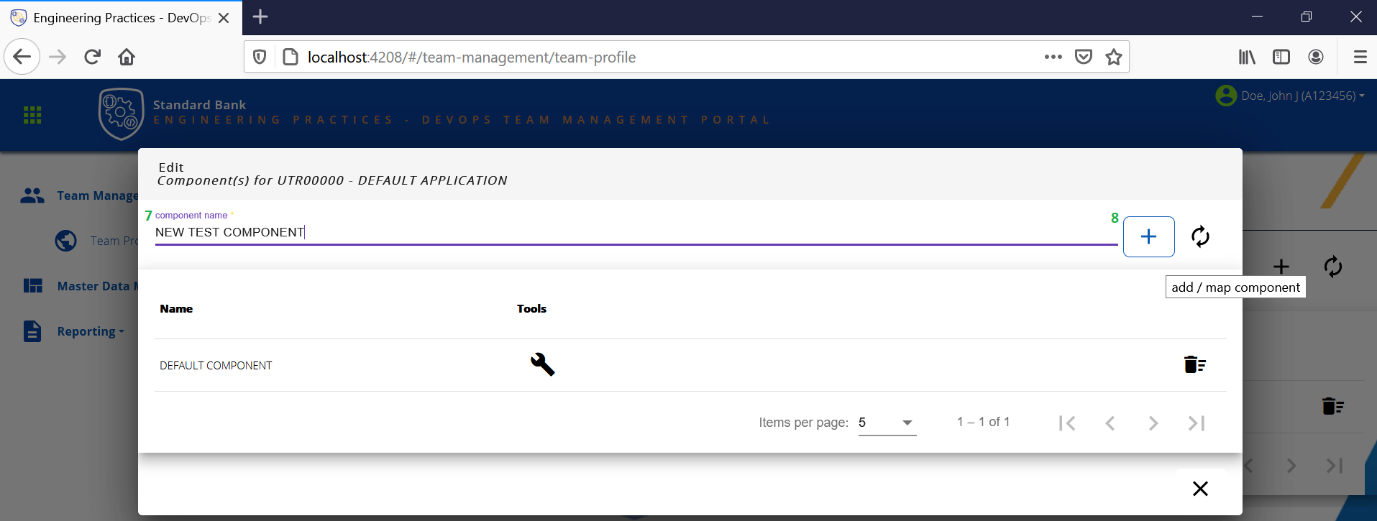
On the Team Management Portal, navigate to **Team Management > Team Profile**.



1. Click the main menu button at the top to open the sidebar navigation bar.
2. Click the Team Management sub menu.
3. Click the Team Profile sub menu.
4. In the “**filter for team profile**” textbox, start typing the letter(s) of the Team to be edited (updated/deleted)
5. Click the “**Application**” button so as to open the “**View / Edit / Delete / Applications for**” dialog
6. In the “**View / Edit / Delete / Applications for**” dialog click the “**Components**” button to open the “**View / Edit / Delete / Components for**” dialog

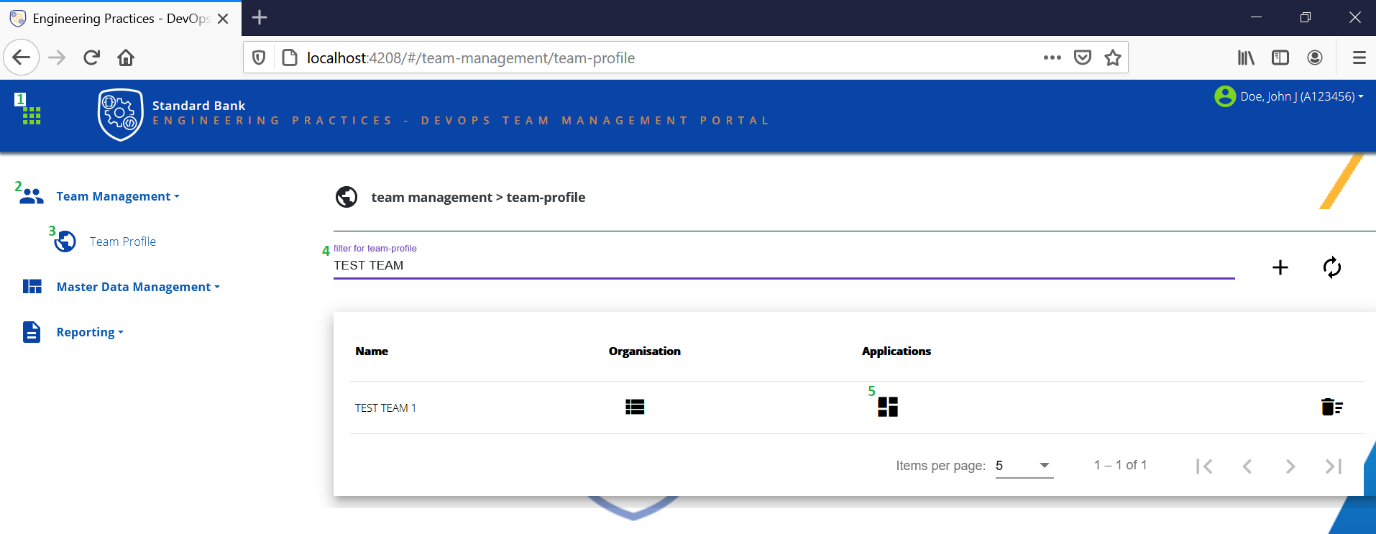


1. In the “**View / Edit / Delete / Components for**” dialog, type the name of the new component in the “**component** **name**” textbox to be added and click the add (+) button to add the new component

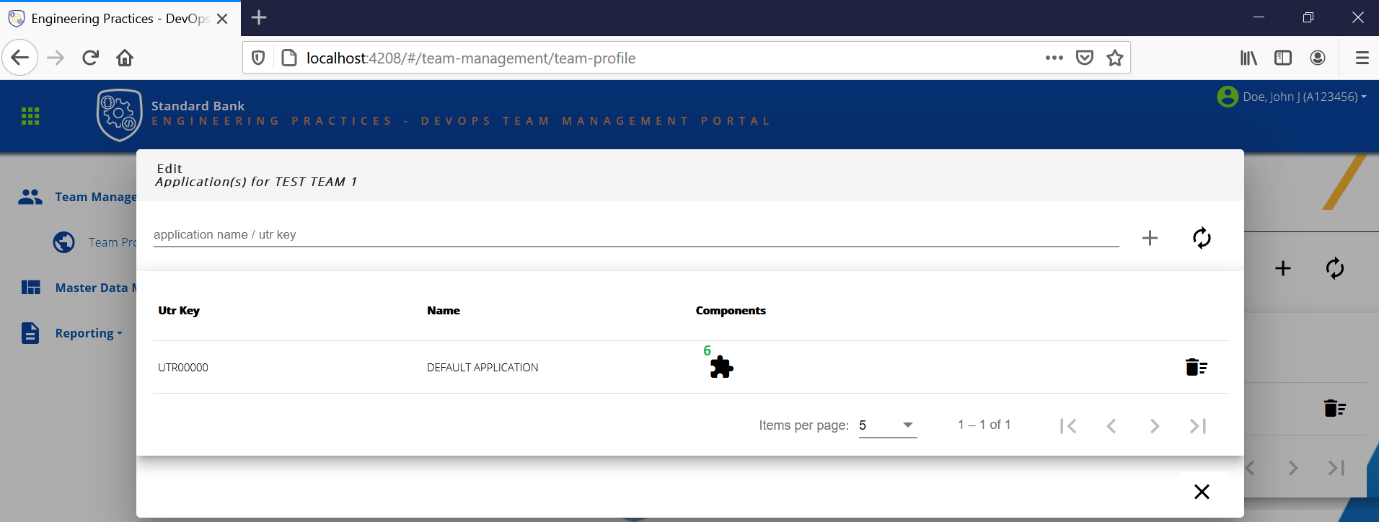


## How to delete an existing Component from a Team’s Application?

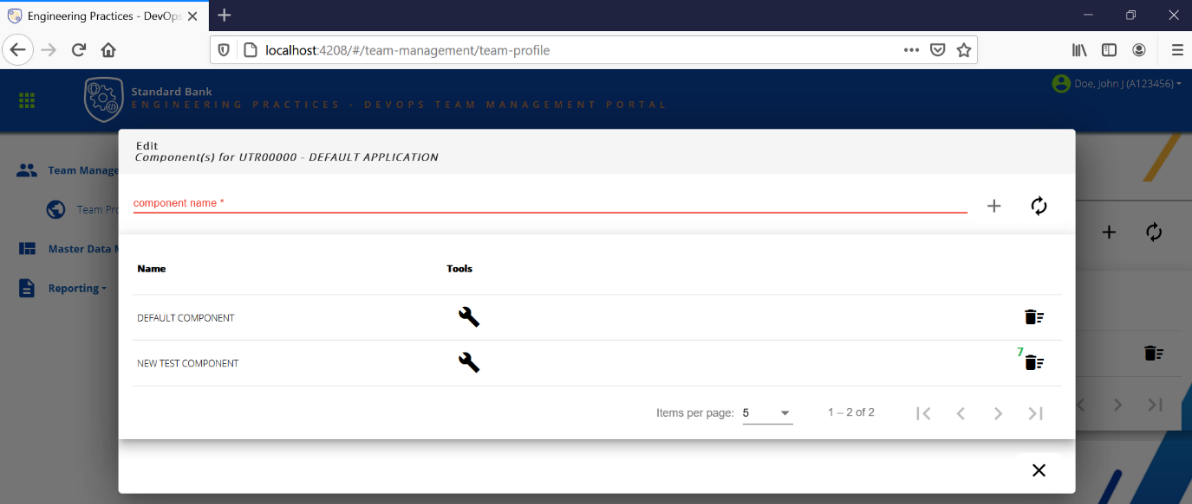
On the Team Management Portal, navigate to **Team Management > Team Profile**.



1. Click the main menu button at the top to open the sidebar navigation bar.
2. Click the Team Management sub menu.
3. Click the Team Profile sub menu.
4. In the “**filter for team profile**” textbox, start typing the letter(s) of the Team to be edited (updated/deleted)
5. Click the “**Application**” button so as to open the “**View / Edit / Delete / Applications for**” dialog
6. In the “**View / Edit / Delete / Applications for**” dialog click the “**Components**” button to open the “**View / Edit / Delete / Components for**” dialog

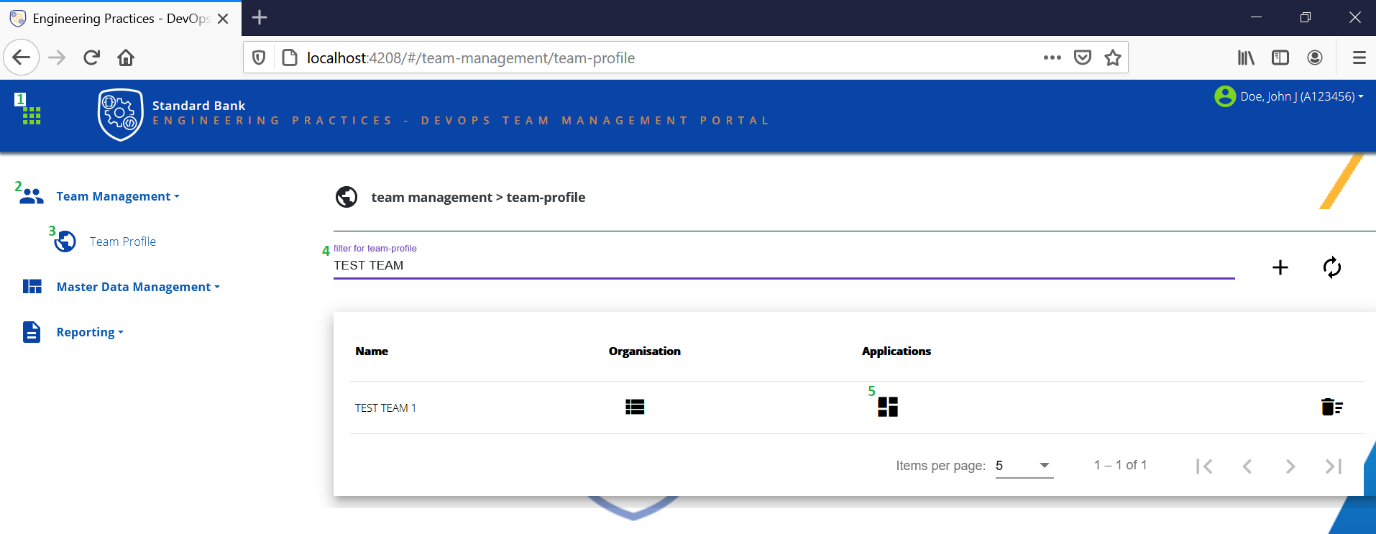


1. In the “**View / Edit / Delete / Components for**” dialog, click the delete button of the component to be deleted

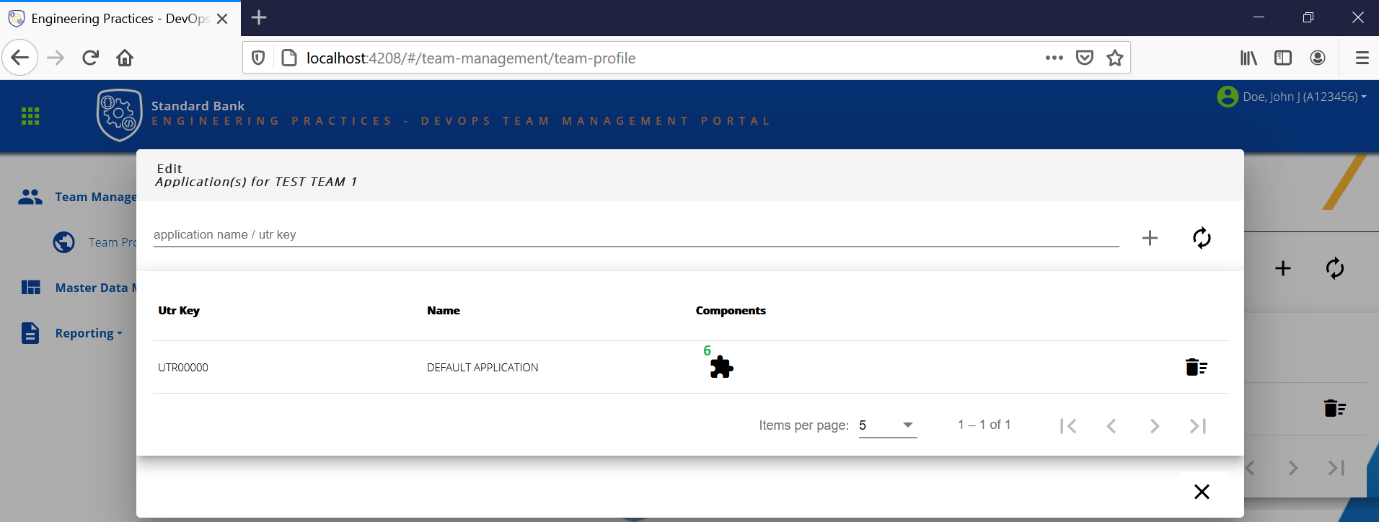


## How to add Tool Configuration to a Team’s Application Component?

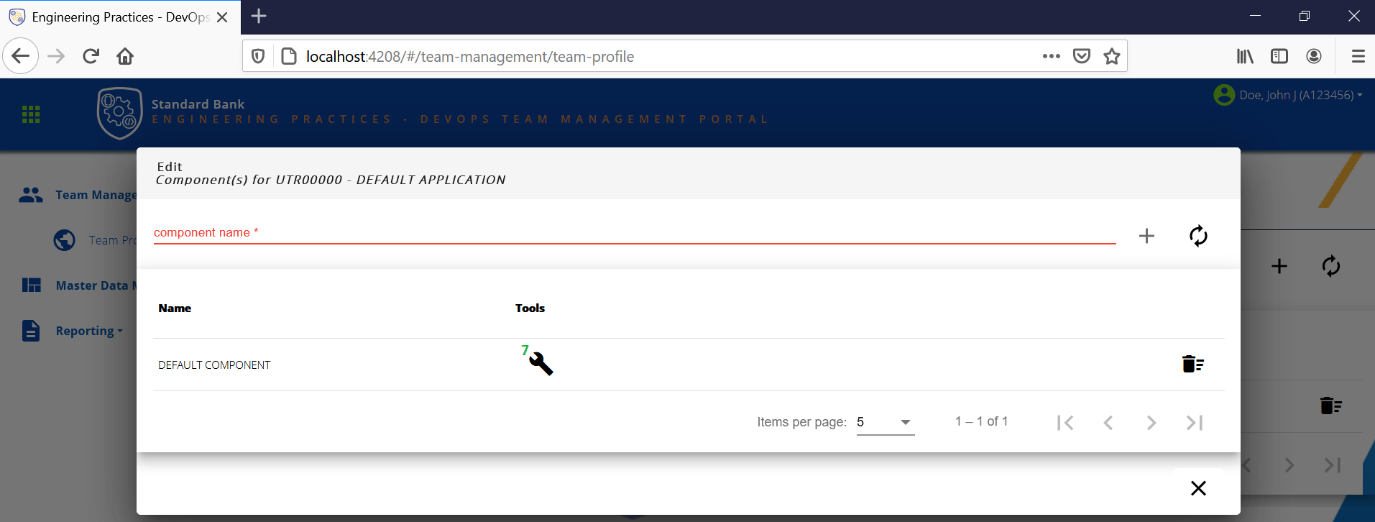
On the Team Management Portal, navigate to **Team Management > Team Profile**.



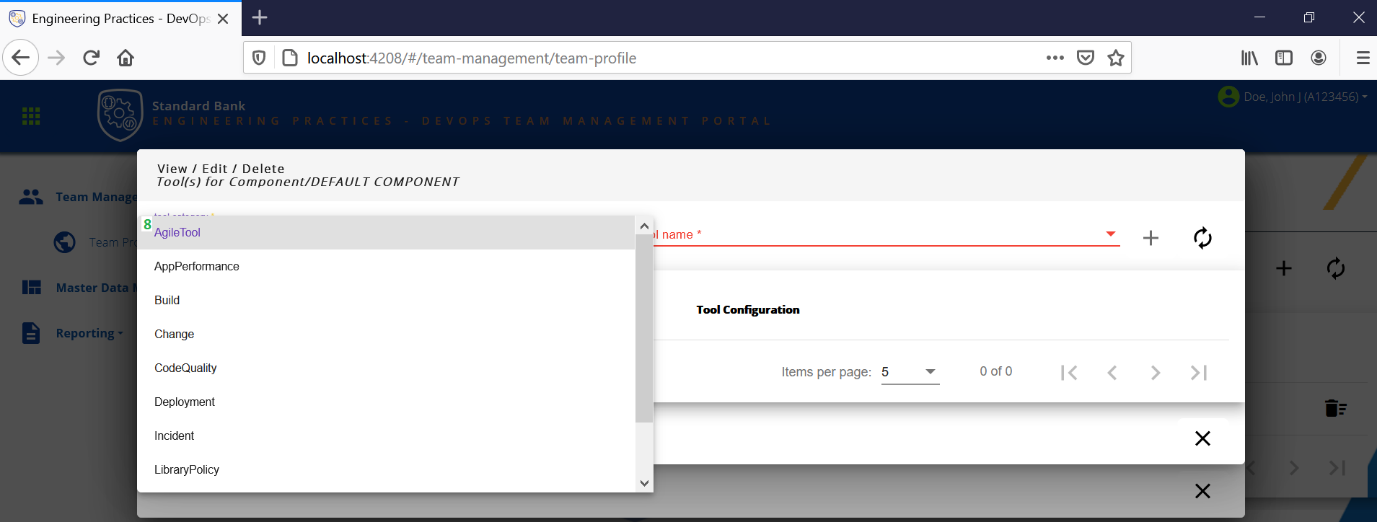
1. Click the main menu button at the top to open the sidebar navigation bar.
2. Click the Team Management sub menu.
3. Click the Team Profile sub menu.
4. In the “**filter for team profile**” textbox, start typing the letter(s) of the Team to be edited (updated/deleted)
5. Click the “**Application**” button so as to open the “**View / Edit / Delete / Applications for**” dialog
6. In the “**View / Edit / Delete / Applications for**” dialog click the “**Components**” button to open the “**View / Edit / Delete / Components for**” dialog



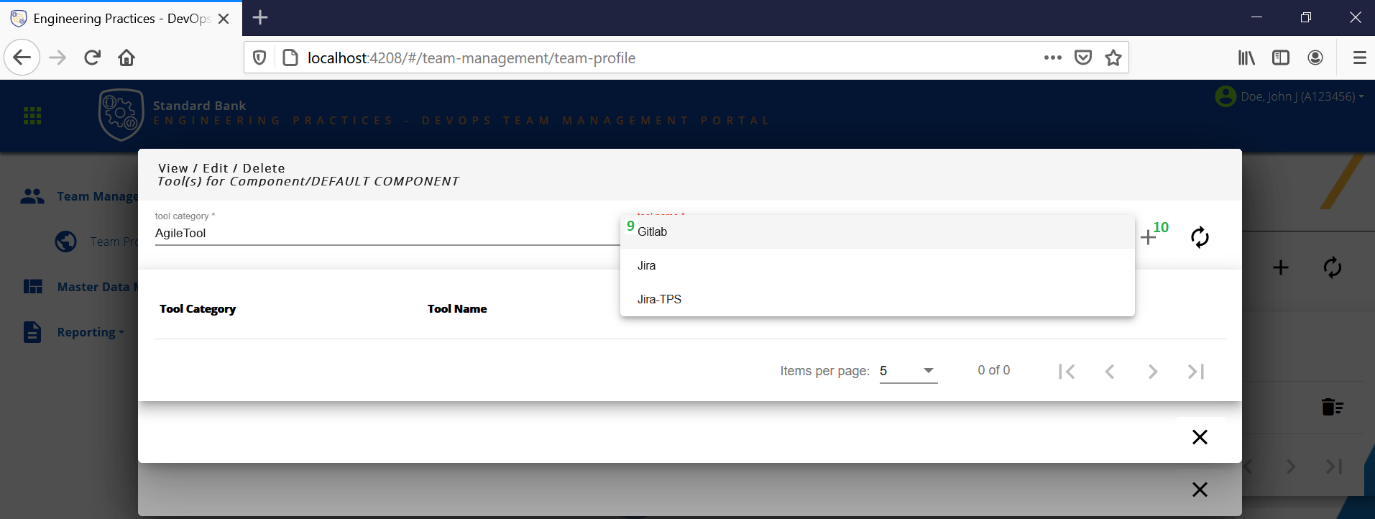
1. In the “**View / Edit / Delete / Components for**” dialog, click the “**Tools**” button to open the “**View / Edit / Delete / Tool(s) for Component**” dialog



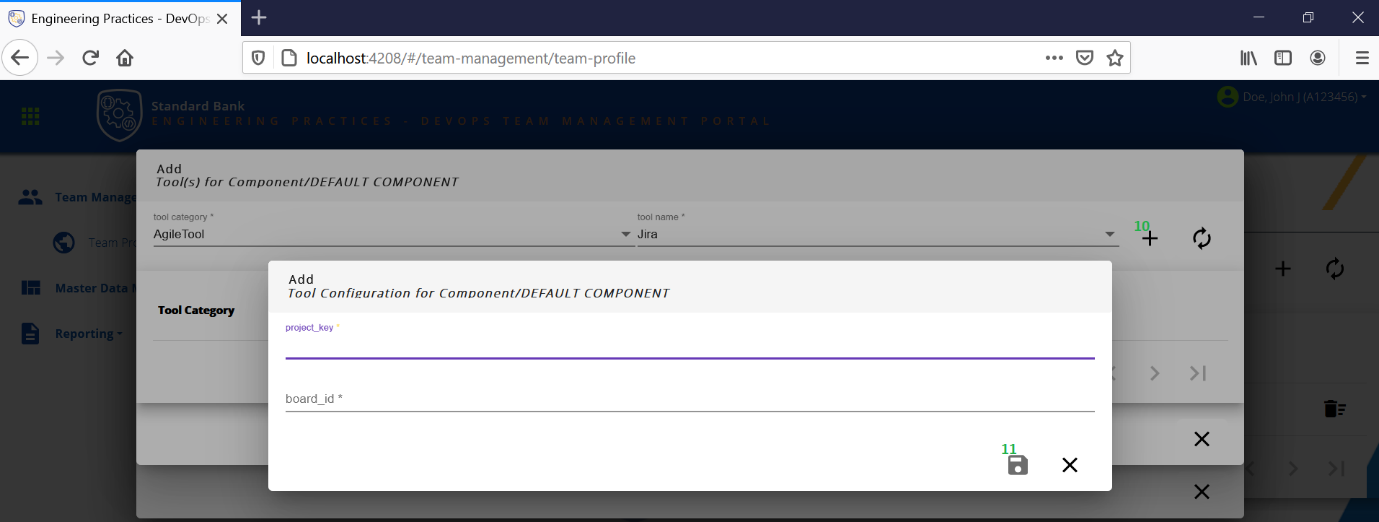
1. In the “**View / Edit / Delete / Tool(s) for Component**” dialog, select the “**Tool** **Category**” to be added (configured) to/for the component



1. In the “**View / Edit / Delete / Tool(s) for Component**” dialog, select the corresponding “**Tool** **Name**” to be added (configured) to/for the component



1. Once a “**Tool** **Category**” and “**Tool** **Name**” have been selected, click the add (+) button to open the “**Add / Tool Configuration for Component**” dialog to provide the details (information) required for the tool configuration



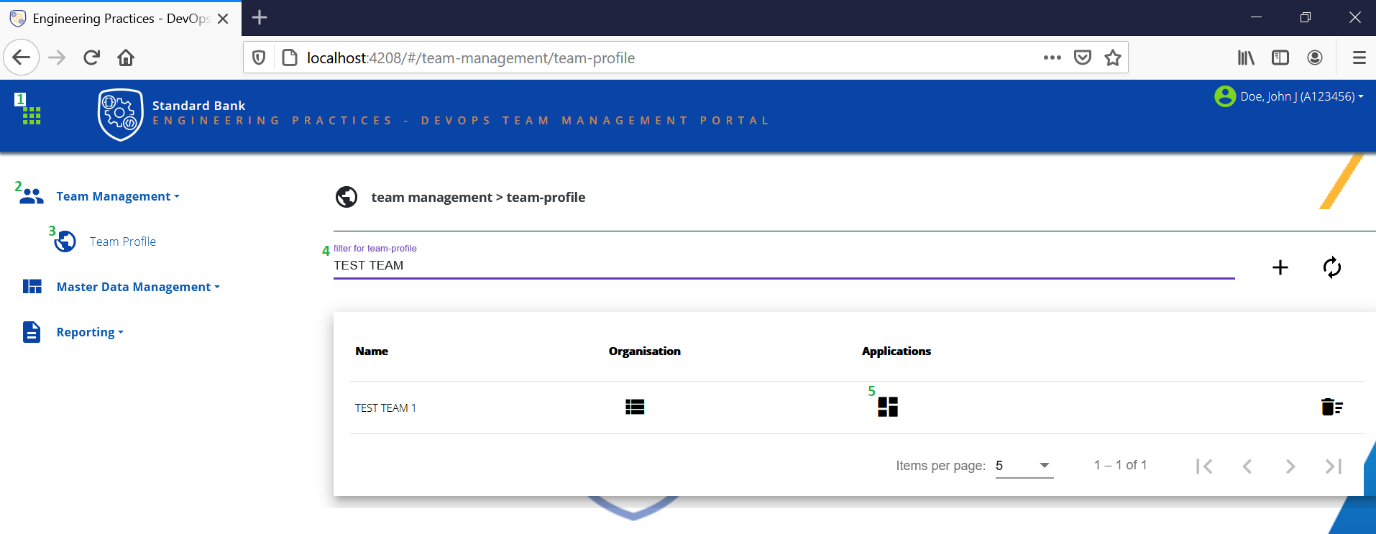
**NB: A majority of the textboxes in the “Add / Tool Configuration for Component” dialog have been configured to allow auto-complete based on the setup defined in the** [**How to add Field configuration to a Source System?**](#_How_to_add) **section for each “Source System”.**

1. Start typing in the available textbox(es) and selected the correct configuration value, then click the “**Save**” button to confirm.

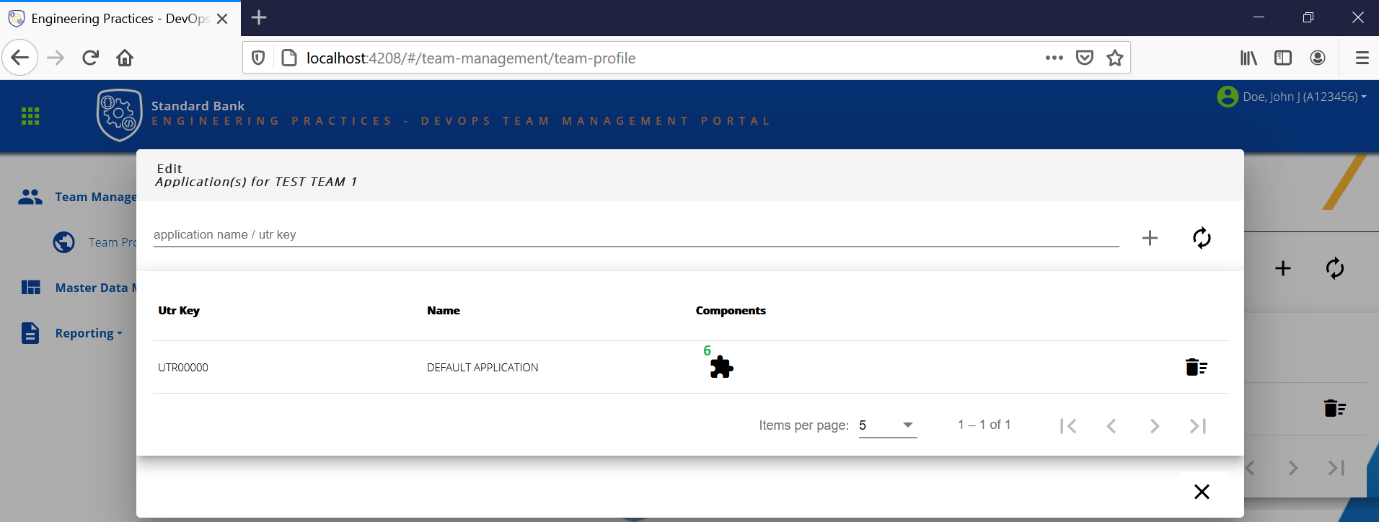
**NB: If a textbox, does not have auto-complete. Please provide (copy from or type in) the value as is and this will be validated in the back-end with the corresponding tool(s) upon clicking “Save”.**

## How to delete Tool Configuration from a Team’s Application Component?

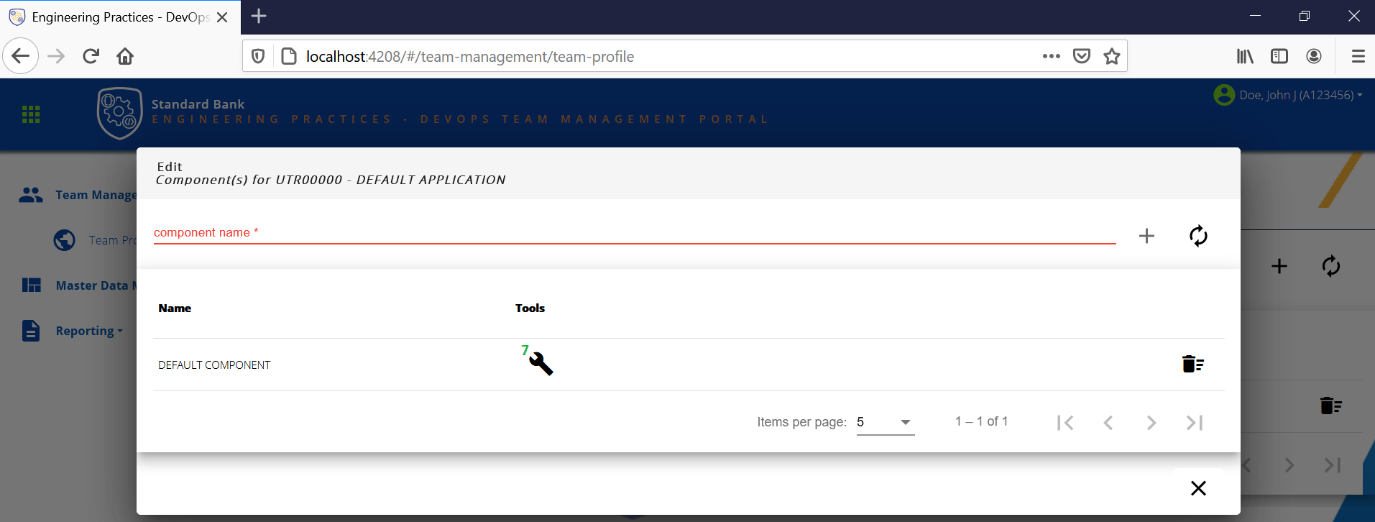
On the Team Management Portal, navigate to **Team Management > Team Profile**.



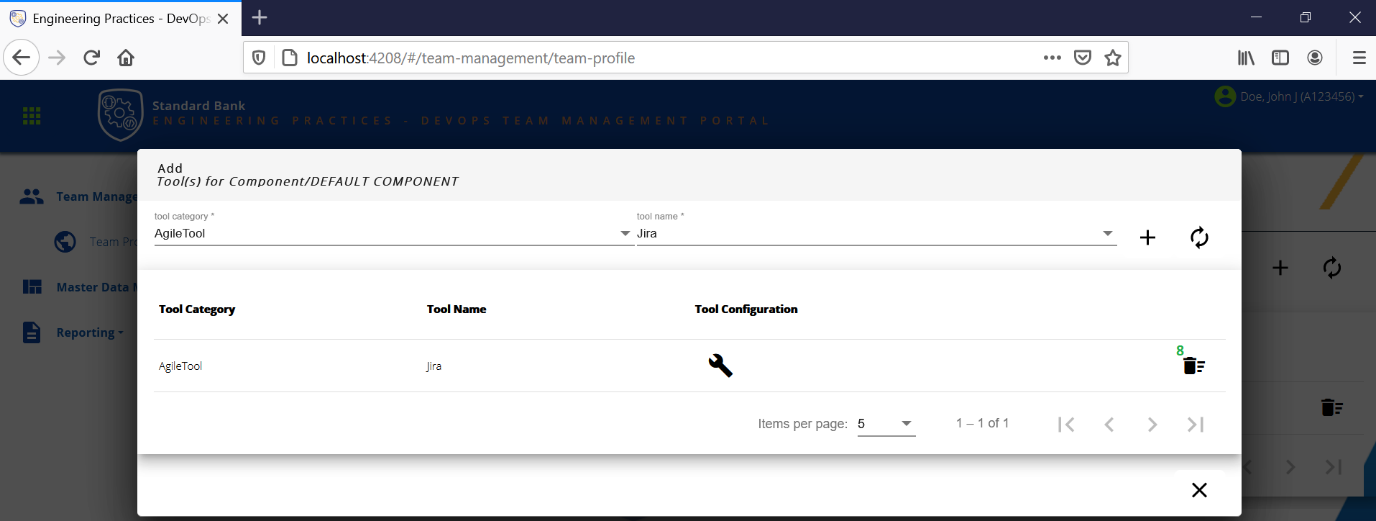
1. Click the main menu button at the top to open the sidebar navigation bar.
2. Click the Team Management sub menu.
3. Click the Team Profile sub menu.
4. In the “**filter for team profile**” textbox, start typing the letter(s) of the Team to be edited (updated/deleted)
5. Click the “**Application**” button so as to open the “**View / Edit / Delete / Applications for**” dialog
6. In the “**View / Edit / Delete / Applications for**” dialog click the “**Components**” button to open the “**View / Edit / Delete / Components for**” dialog



1. In the “**View / Edit / Delete / Components for**” dialog, click the “**Tools**” button to open the “**View / Edit / Delete / Tool(s) for Component**” dialog

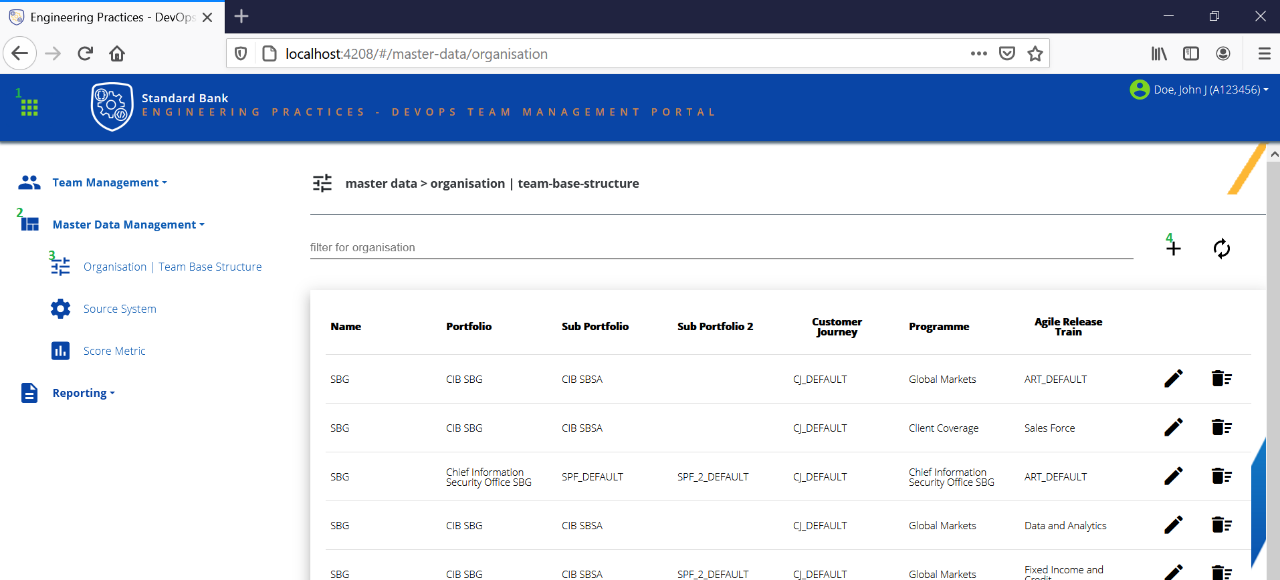


1. In the “**View / Edit / Delete / Tool(s) for Component**” dialog, click the delete button of the tool configuration to be deleted

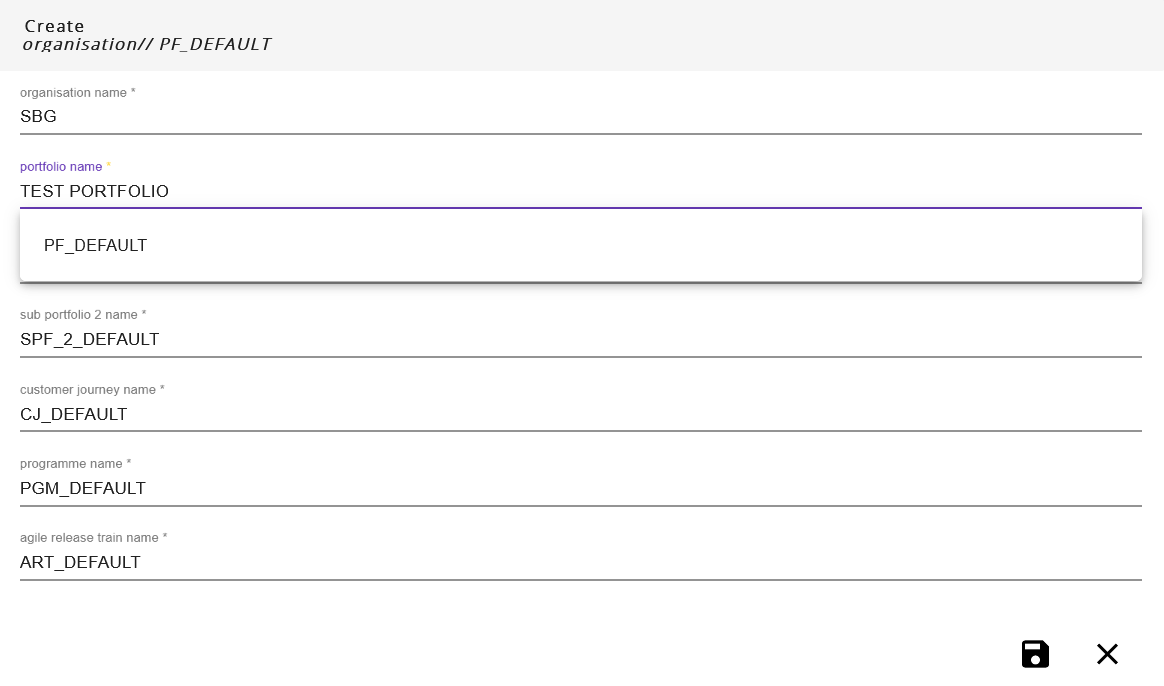


## How to create a new Organisation Structure?

On the Team Management Portal, navigate to **Master Data Management > Organisation | Team Base Structure**.



1. Click the main menu button at the top to open the sidebar navigation bar.
2. Click the **Master Data Management** sub menu.
3. Click the **Organisation | Team Base Structure** sub menu.
4. Click the add (+) button to open the “**Create/new organisation**” dialog

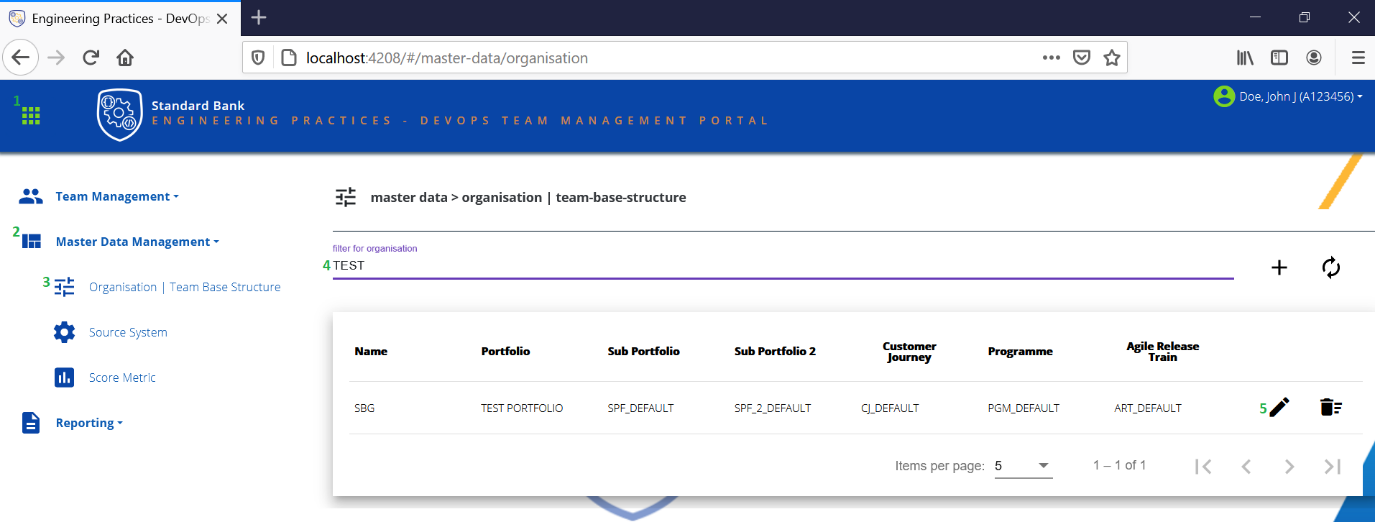


**NB: The default “organisation name” should always be “SBG”. You can then specify the details of the portfolio, sub portfolio, sub portfolio 2, customer journey, programme and agile release train based on the operational structure the team(s) follow. Optionally, you can use the \*\_DEFAULT where a certain field is not utilized in the structure.**

1. Click the “**Save**” button to confirm creation of the new organisation.

## How to edit (update) an existing Organisation Structure?

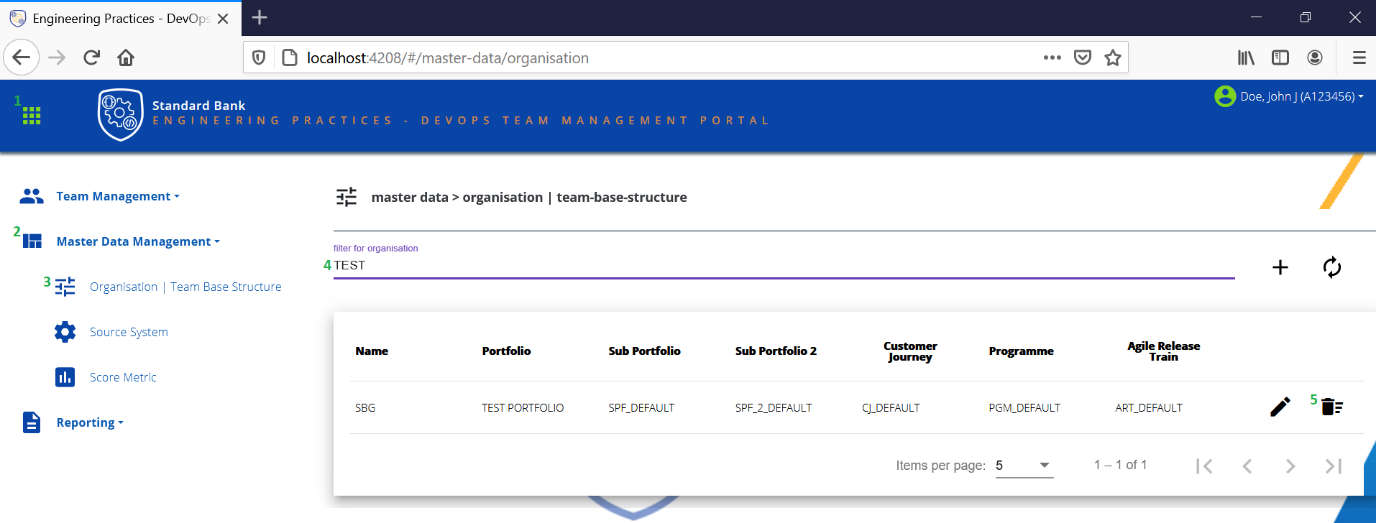
On the Team Management Portal, navigate to **Master Data Management > Organisation | Team Base Structure**.



1. Click the main menu button at the top to open the sidebar navigation bar.
2. Click the **Master Data Management** sub menu.
3. Click the **Organisation | Team Base Structure** sub menu.
4. In the “**filter for organisation**” textbox, start typing the letter(s) of the organisation.
5. Click the edit button to open the “**Edit / organisation**” dialog.
6. In the “**Edit / organisation**” dialog, update the details of the selected organisation and then click the “**Save**” button to confirm.

## How to delete an existing Organisation Structure?

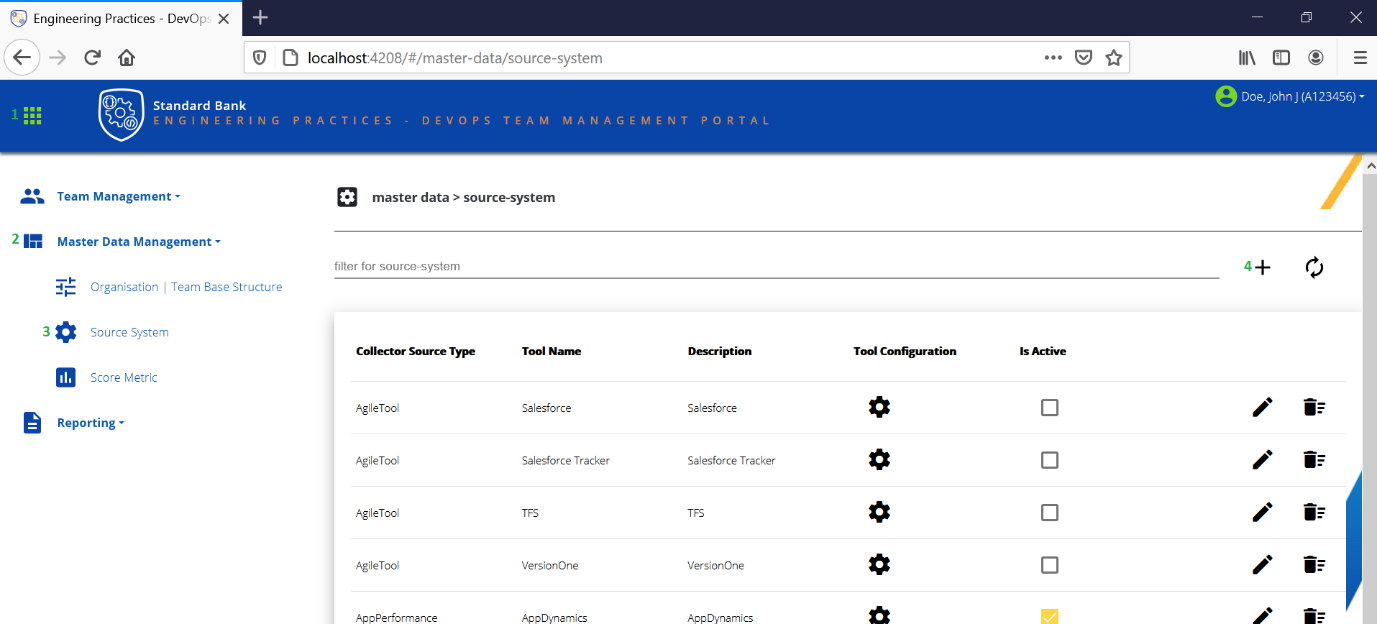
On the Team Management Portal, navigate to **Master Data Management > Organisation | Team Base Structure**.



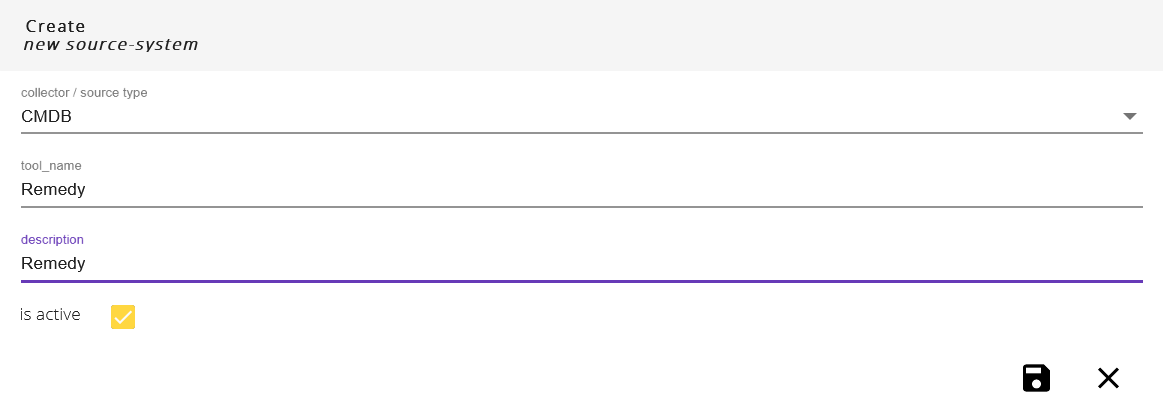
1. Click the main menu button at the top to open the sidebar navigation bar.
2. Click the **Master Data Management** sub menu.
3. Click the **Organisation | Team Base Structure** sub menu.
4. In the “**filter for organisation**” textbox, start typing the letter(s) of the organisation.
5. Click the delete button to confirm deletion of the selected organisation.

## How to create a new Source System?

On the Team Management Portal, navigate to **Master Data Management > Source System**.

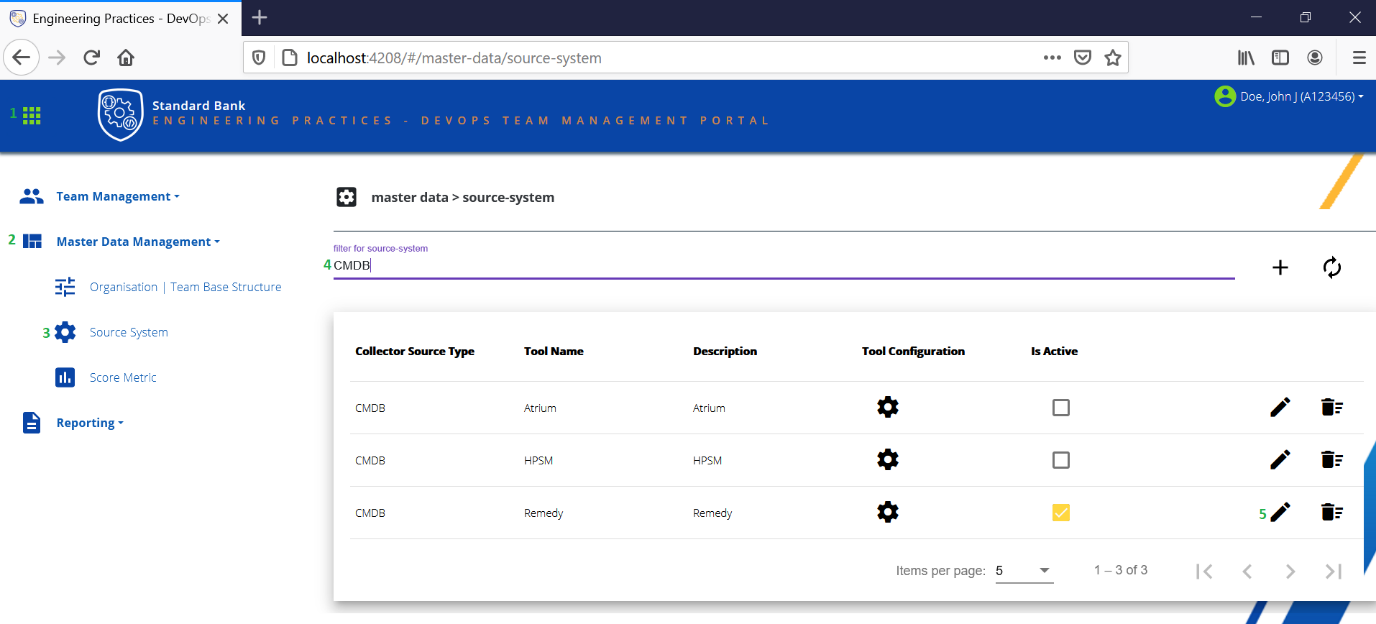


1. Click the main menu button at the top to open the sidebar navigation bar.
2. Click the **Master Data Management** sub menu.
3. Click the **Source System** sub menu.
4. Click the add (+) button to open the “**Create / new source system**” dialog.
5. In the “**Create / new source system**” dialog, provide the required field(s) as indicated and then click “**Save**” to confirm creation of the new source system.



## How to edit (update) an existing Source System?

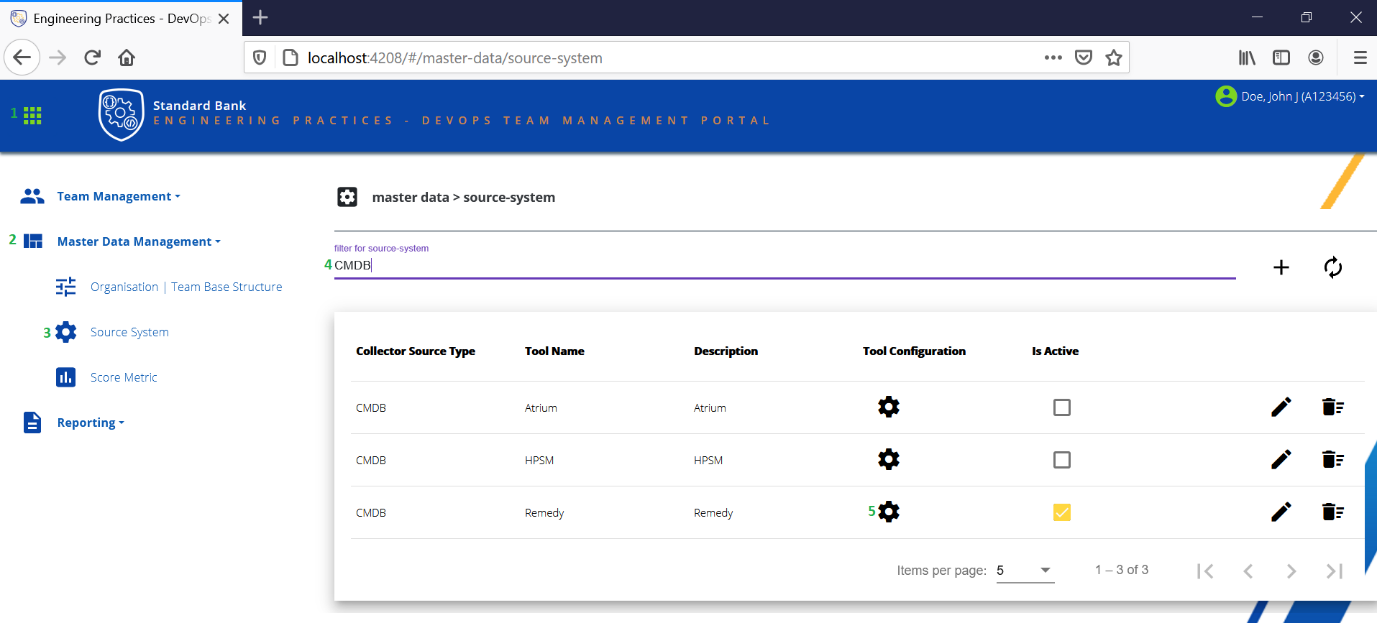
On the Team Management Portal, navigate to **Master Data Management > Source System**.



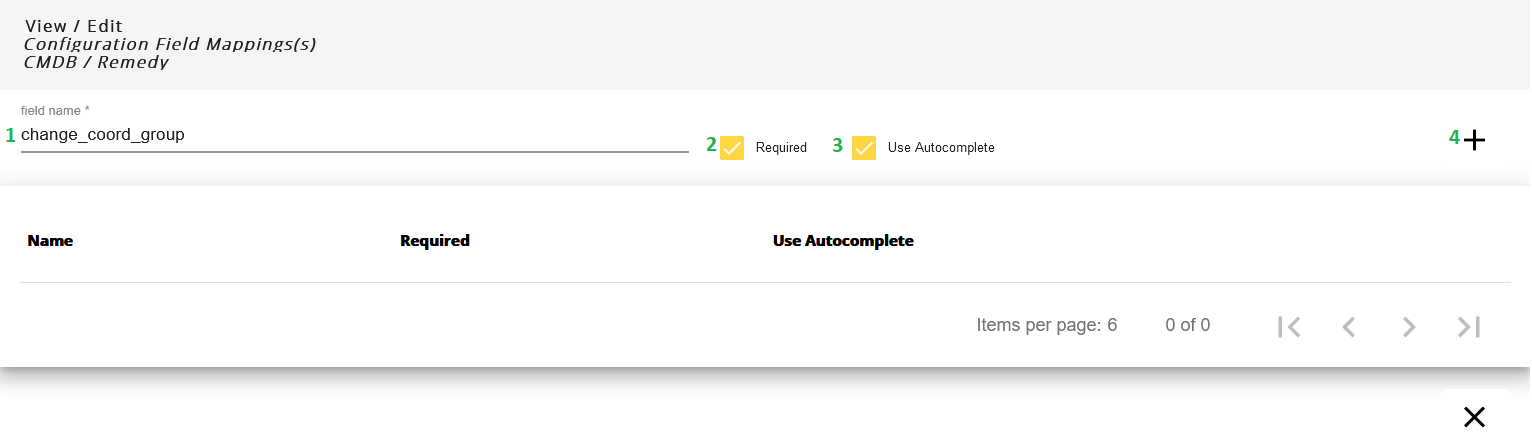
1. Click the main menu button at the top to open the sidebar navigation bar.
2. Click the **Master Data Management** sub menu.
3. Click the **Source System** sub menu.
4. In the “**filter for source system**” textbox, type the letter(s) of the source system.
5. Click the edit button to open the “**Edit / source system**” dialog.
6. In the “**Edit / source system**” dialog, change the details of the source system accordingly and click “**Save**” to confirm.

## How to add Tool Configuration to an existing Source System?

On the Team Management Portal, navigate to **Master Data Management > Source System**.



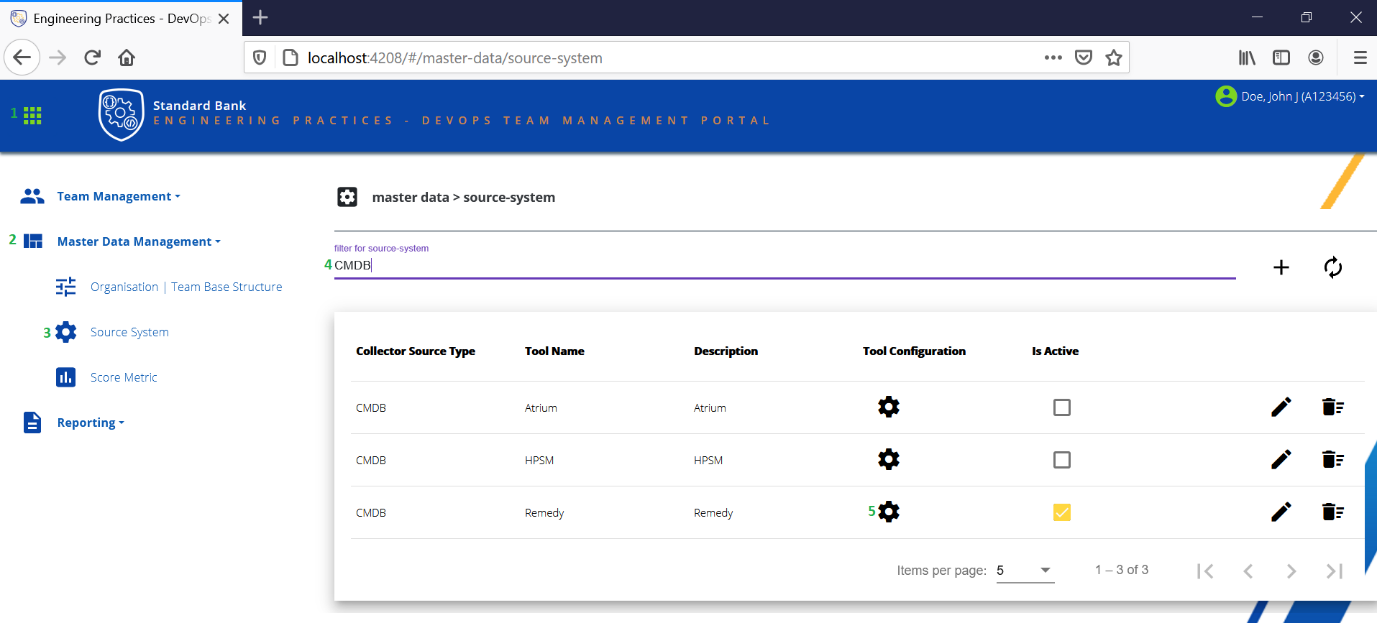
1. Click the main menu button at the top to open the sidebar navigation bar.
2. Click the **Master Data Management** sub menu.
3. Click the **Source System** sub menu.
4. In the “**filter for source system**” textbox, type the letter(s) of the source system.
5. Click the “**Tool Configuration**” button to open the “**View / Edit Configuration Field Mappings(s)**” dialog.
6. In the “**View / Edit Configuration Field Mappings(s)**” dialog, provide the field name, if it is required and if it uses auto-complete, as depicted below.



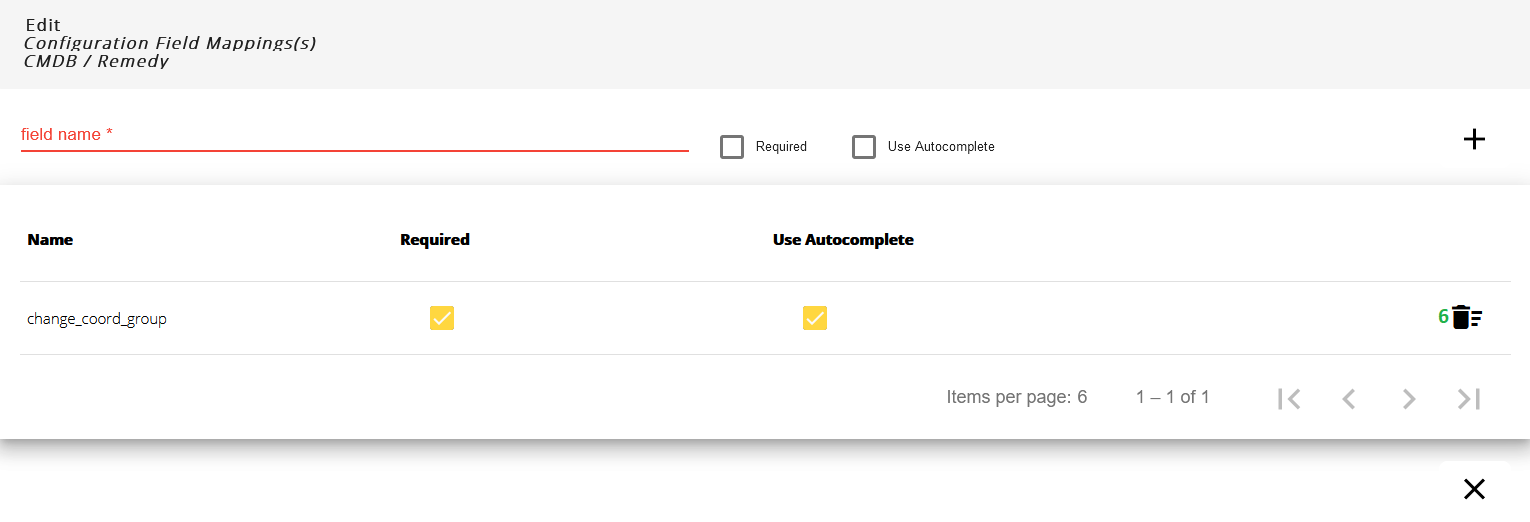
1. Click the add (+) button confirm addition of the new field mapping.

## How to delete Tool Configuration from an existing Source System?

On the Team Management Portal, navigate to **Master Data Management > Source System**.

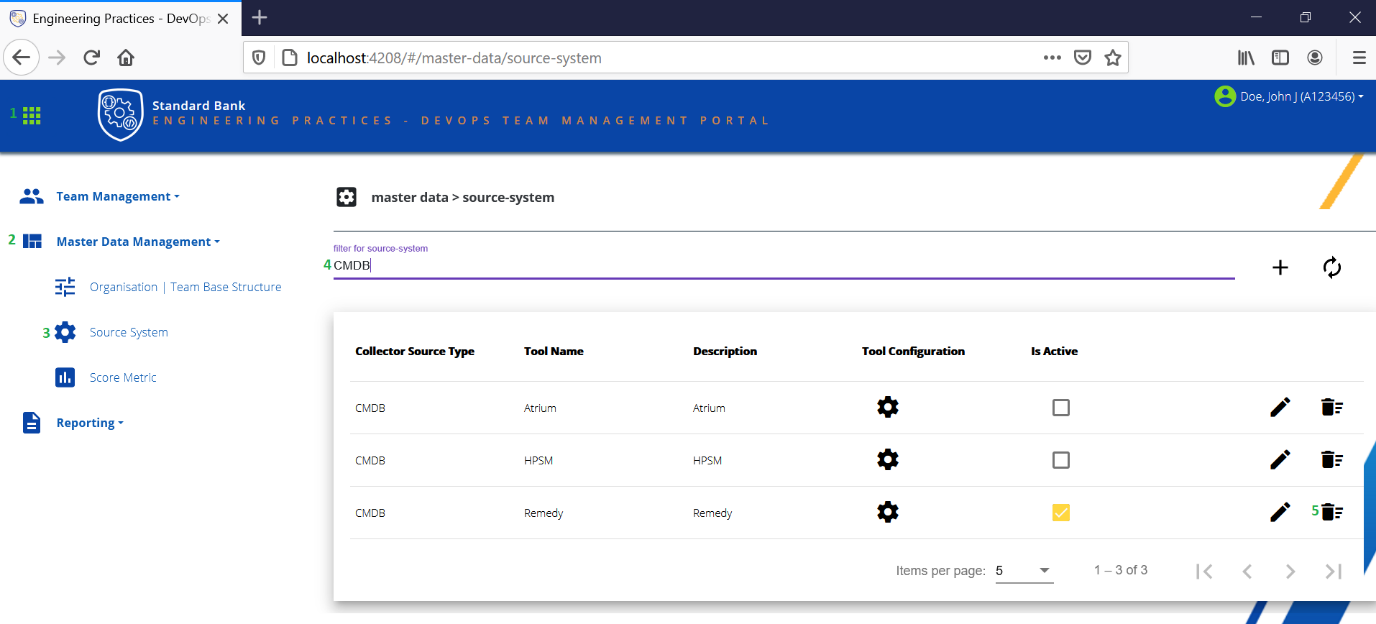


1. Click the main menu button at the top to open the sidebar navigation bar.
2. Click the **Master Data Management** sub menu.
3. Click the **Source System** sub menu.
4. In the “**filter for source system**” textbox, type the letter(s) of the source system.
5. Click the “**Tool Configuration**” button to open the “**View / Edit Configuration Field Mappings(s)**” dialog.
6. In the “**View / Edit Configuration Field Mappings(s)**” dialog, click the delete button of the field configuration to be deleted.

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## How to delete an existing Source System?

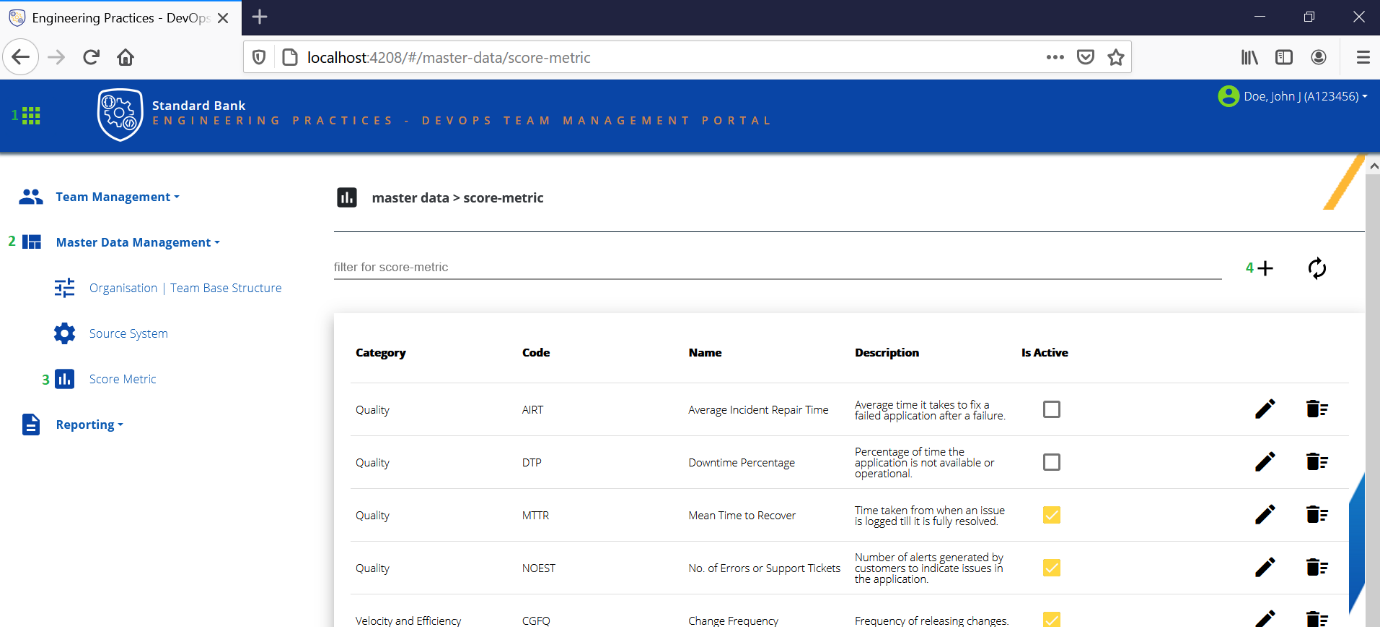
On the Team Management Portal, navigate to **Master Data Management > Source System**.



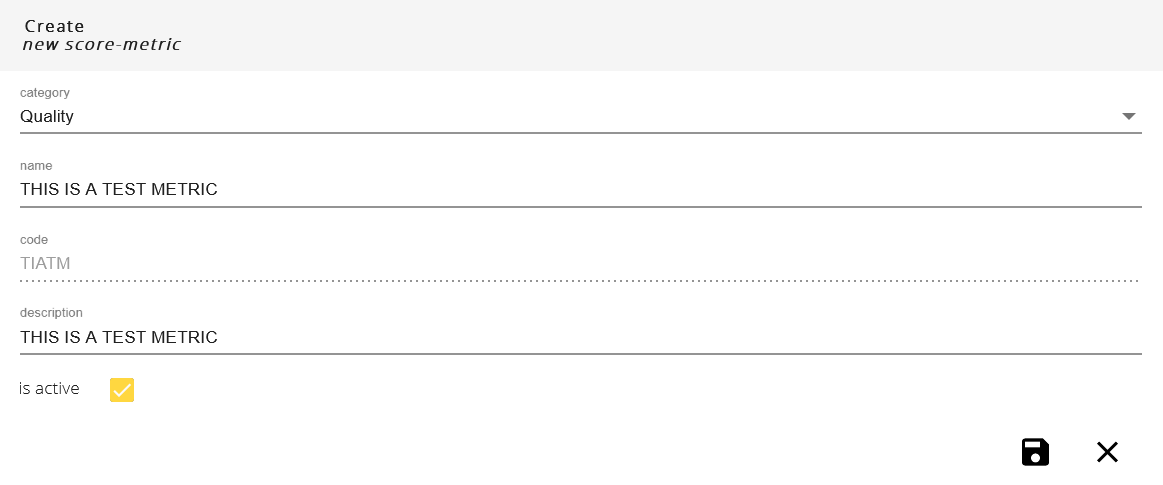
1. Click the main menu button at the top to open the sidebar navigation bar.
2. Click the **Master Data Management** sub menu.
3. Click the **Source System** sub menu.
4. In the “**filter for source system**” textbox, type the letter(s) of the source system.
5. Click the delete button of the selected source system to confirm deletion.

## How to create a new Score Metric?

On the Team Management Portal, navigate to **Master Data Management > Source System**.

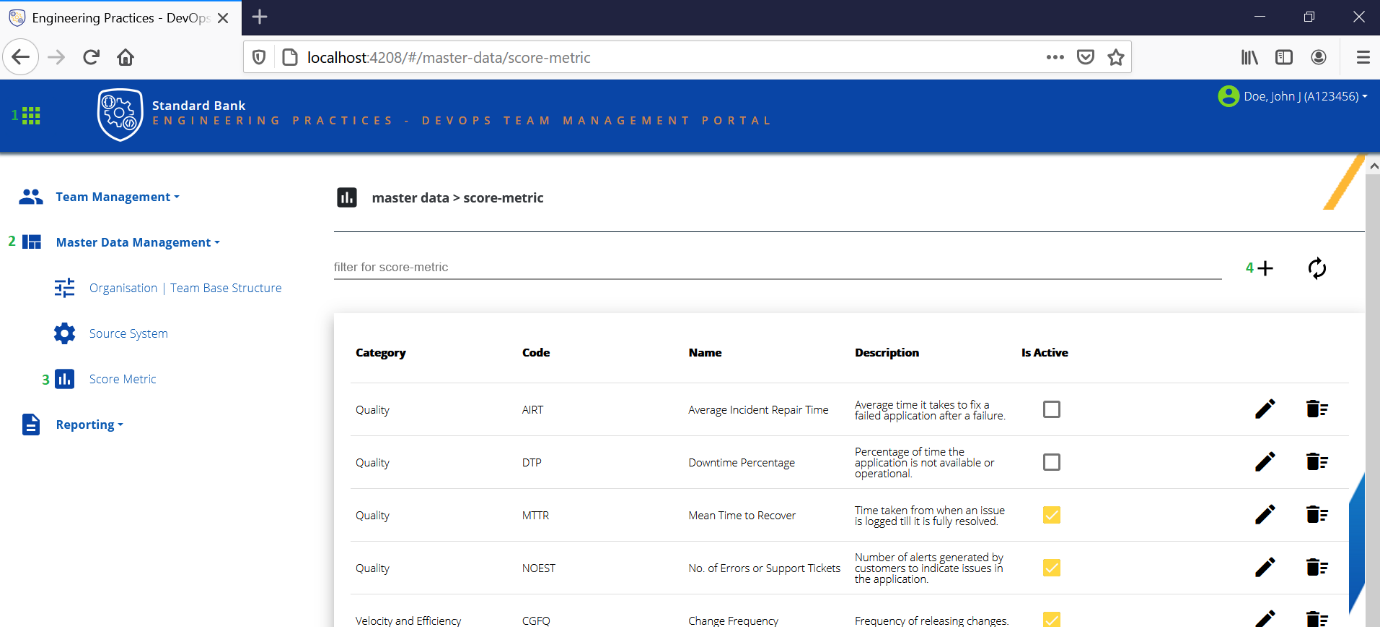


1. Click the main menu button at the top to open the sidebar navigation bar.
2. Click the **Master Data Management** sub menu.
3. Click the **Score Metric** sub menu.
4. Click the add (+) button to open the “**Create / new score metric**” dialog.
5. In the “**Create / new score metric**” dialog, provide the required field(s) as indicated and then click “**Save**” to confirm creation of the new score metric.

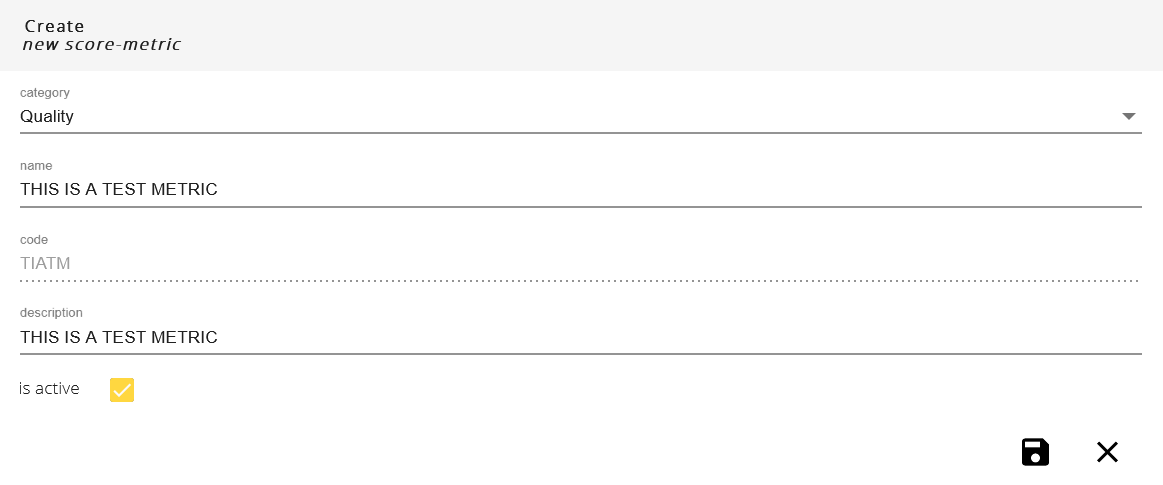


## How to edit (update) an existing Score Metric?

On the Team Management Portal, navigate to **Master Data Management > Source System**.



1. Click the main menu button at the top to open the sidebar navigation bar.
2. Click the **Master Data Management** sub menu.
3. Click the **Score Metric** sub menu.
4. Click the add (+) button to open the “**Create / new score metric**” dialog.
5. In the “**Create / new score metric**” dialog, provide the required field(s) as indicated and then click “**Save**” to confirm creation of the new score metric.



# Troubleshooting

## Authentication Issues

As mentioned in the [Authentication](#_Authentication) section that the **Team** **Management** **Portal** currently uses **LDAP** to validate and authenticate users attempting to log in to use the portal. Below are some of the issues that have been identified.

### LDAP server not found

This error usually happens when;

1. The user attempting to login in is not currently logged into CITRIX or
2. The LDAP server(s) is/are down or
3. The [SA62004545@za.sbicdirectory.com](mailto:SA62004545@za.sbicdirectory.com) account has been locked out

In order to rectify this:

* Test connection to either LDAP server using other tools
* Contact the security team for further assistance

This issue usually corrects itself after multiple attempts.

### Logs

The **Team** **Management** **Portal** currently logs to the following location(s):

|  |  |
| --- | --- |
| **nginx/tmp-api/access** | /data/tmp/logs/tmp-api.access.log |
| **nginx/tmp-api/errors** | /data/tmp/logs/tmp-api.error.log |
| **nginx/tmp-ui/access** | /data/tmp/logs/tmp-ui.access.log |
| **nginx/tmp-ui/errors** | /data/tmp/logs/tmp-ui.error.log |
| **tmp-api** | /data/tmp/logs/yyyymmdd/tmp-api.yyyymmdd.log |