

# AD Group - Single User Access

## Step by Step guide for AD access

Go to link : [AD Access for Single user](#)

Fill the **Request form** with the below details accordingly to the **respective ad group , User , Justification** as example below

Home > Request Access > Add 511 Account to AD Group

Add 511 Account to AD Group

Add 511 Account to AD Group

Requested For Information

\* Name

Priyanka Jakkula

UPI

15211294

Contact Number

☐ Are there others who need to be included in "customer update" notifications?

☐ Do you want to add a short comment only visible to you when viewing your tickets?

Request Details

\* Group

Group Description

\* User Account

\* Business Justification

Request this Item

Submit

Add attachments

Required information

Group

User Account

Business Justification

a. Group List - Add the AD group user(s) added to

b. Add the user(s) 511 ID

c. Add a Business justification at

d. Click on Submit

- a. Group List - Add the AD group you'd like the user(s) added to
  - b. Add the user(s) 511 ID to pull them up - add up to 10
  - c. Add a Business justification and submit
  - d. Submit the request
- Note the Request ID to provide to the user for tracking and their supervisor for approval.

a.	Project Role Name	AD Group	Users	Access?
	DevOps_Project_Admin (Advanced Roadmaps)  Standard Workflow User	APP-BTS-JIRA-Jira Key-AR	Key users of the Roadmap typically Release Manager, Product Owner or Project Manager, but up to your team (keep very limited, 2-3 people).	All access in Full Access including user management, ability to create releases and components.
	DevOps_Functional_Team DevOps_Release_Team  Standard Workflow User	APP-BTS-JIRA-Jira Key-Full	Project Manager, Scrum Master, BSA, Architect, Delivery Lead, BRM, Operations Lead	All access (create issues, update issues, close issues) with the exception of creating a release, components and user management). Ability to Edit and manage Sprints. Start/close sprints. Move issues.
	DevOps_Dev_Team  Standard Workflow User	APP-BTS-JIRA-Jira Key-Devs	Developers + DevOps Engineers	Full access with restrictions on specific workflow transitions.
	DevOps_Testing_Team  Standard Workflow User	APP-BTS-Jira key-QA	QA testers	Full access with restrictions on specific workflow transitions.
	DevOps_Browser DevOps_Business_Team  Standard Workflow Reader	APP-BTS-JIRA-Jira Key-Read	Business Users needing Read Only	Only viewing the project, no editing ability, but the ability to comment on issues.

Replace the "Jira Key" with the team project key (ex. OneCRM Neuro = OCRMN). all AD group projects need to begin with "O" for OUS.