SAP – Steps to add P16 connection to the Log in screen

Purpose:

Follow this procedure when a user needs SAP P16 added to their SAP Log in screen. For callers that report that they are missing the log in information for the P16 in SAP.

Required Information to be documented in each Incident:

Contact NameContact NumberClinic / Facility NumberDetailed Description of the issueScreen shot of the Error

Troubleshooting Process

1.

Confirm with user that the issue matches the issue reported.

2.

Please document required information and troubleshooting details in the incident.

3.

Please attach any referenced knowledge articles to the incident.

4.

Open SAP application and right click on Connections. Further, click on Add New Entry to add new required connection.

5.

On this page, select User Specified System and click on Next button.

6.

Then, on the next page, select Connection Type as Custom Application Server and fill below information in related field-

Description: 1605 Application Server: rwl-p16a-p05.dc.fmcna.com Instance Number: 25 System ID: P16

Then, click on Next button.

7.

Make sure, Network Settings selected as High Speed Connection (LAN). Click on Next and then, Finish button.

P16 connection will be added to the SAP Log in screen. User need to double click on the P16 connection and then enter Username and Password for login.

Note: Each connection (PBW, P16, etc.) has its own password (you can set it same for all connections for convenience). If you have any trouble setting this up, feel free to reach out to available SMEs.