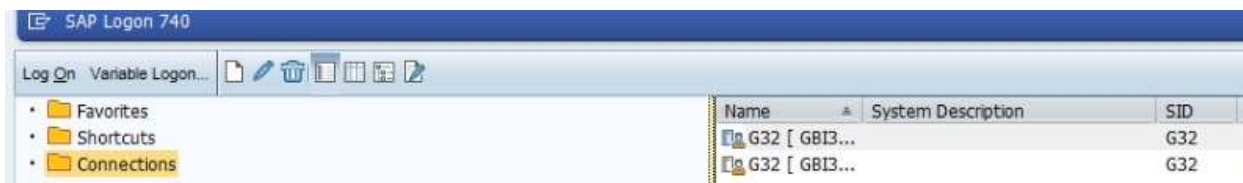# WAJIB DILAKUKAN SEBELUM PERTAMA KALI MENGGUNAKAN SAP

1. **Buka Aplikasi SAP LOGON di PC Lab**

2. **Cek apakah SID G32 tersedia**

3. **Jika SID G32 tidak tersedia, lakukan step di bawah ini:**
   a. Download file saplogon.zip from
      http://uccweb01.qut.edu.au/tech_support/download/INI_FILES/saplogon.zip
   b. Extract the file saplogon.zip to your PC (This file contains the required **saplogon.ini file**). You will need to copy **saplogon.ini file** to specific location as mentioned in step below.
   c. Open Windows Explorer and navigate to the following directory:
      C:\Users\<UserName>\AppData\Roaming\SAP\Common
   d. If you can't find the folder, configure your folder options to show the hidden files.
   e. Copy and paste all **files** that you downloaded to this directory
   f. Re-open your SAP application, system G32 should listed in SAP GUI window.

4. **LOGIN KE SAP SYSTEM**
   *The details of **system / client** to be accessed are:*
   GBI 3.1 Dedicated Client (Intro to ERP using GBI)
   System: **G32 [GBI31-G32-01 & GBI31-G32-02]**
   Client: **340**
   Username & password merujuk ke dokumen PEMBAGIAN AKUN SAP yang telah diunggah di SceLe