

## HPCF AD/LDAP User Creation

### Disclaimer:

If you haven't yet sent a copy of the HPCF User Agreement signed to [hpcf-admins@niwa.co.nz](mailto:hpcf-admins@niwa.co.nz), we advise you to do so and use the same information entered in that document, throughout this user creation process.

To create a new account access the link <https://um.niwa.co.nz/createUser> and fill out your details with particular attention to:

### User name (HPCF requirements)

The name can only have lower case characters "a-z" and numbers "0-9". Special characters, higher case and spaces requests will be rejected.

Example of good user names for "First Second Third" person:  
"thridf", "thirdfirst" or "thirdsecondfirst, etc.

### Interest – Purpose of use

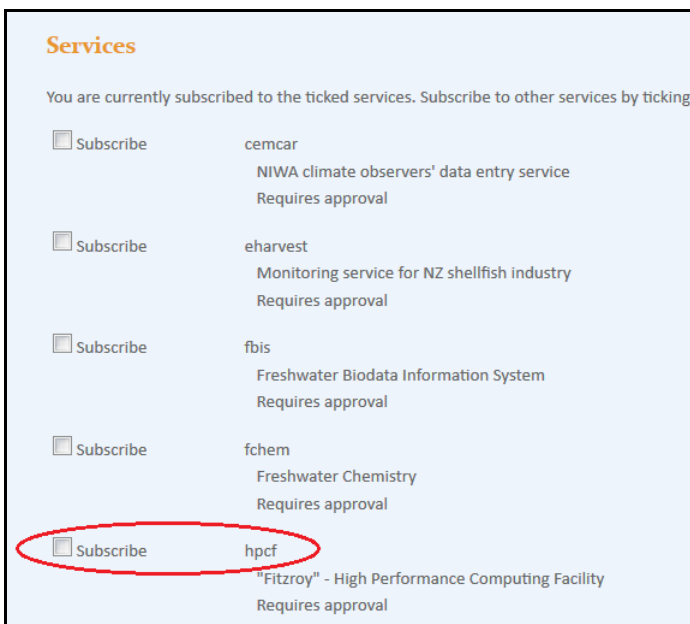
1. Write down the main purpose of your account and specify any projects you are associated with (NeSI projects for example, "nesiXXXXX – Description").



The screenshot shows a form titled "Interest" with a sub-header "If requesting subscription to a service that requires approval please state your purpose of use". Below this is a text input field labeled "Purpose of use" with a red asterisk indicating it is required. The field is currently empty. At the bottom of the form, the word "Services" is visible, indicating the next section.

### Services

1. **Select hpcf** – an email will be sent to us for approval.



The screenshot shows a form titled "Services" with a sub-header "You are currently subscribed to the ticked services. Subscribe to other services by ticking". Below this is a list of services, each with a checkbox labeled "Subscribe". The services listed are:

| Service Name | Requires approval                               |     |
|--------------|---|-----|
| cemcar       | NIWA climate observers' data entry service      | Yes |
| eharvest     | Monitoring service for NZ shellfish industry    | Yes |
| fbis         | Freshwater Biodata Information System           | Yes |
| fchem        | Freshwater Chemistry                            | Yes |
| hpcf         | "Fitzroy" - High Performance Computing Facility | Yes |

The "hpcf" service is circled in red, indicating it should be selected.