

Publish and request software

Lab 4.4

10-15 minute

Lab objectives

You will achieve the following objectives:

- Software published to the Service Catalog
- Vendor catalog item created
- Software item requested

Lab Dependency: *Requires the completion of Labs 1.1 and 2.1*

Required Resources: *None*

Scenario

Rick Lemm, the Software Asset Manager at CloudD, wants to publish software to the Service Catalog so users can request it. They also want to setup vendor catalog items for ordering additional software license rights when required.

Requirements Summary

User Stories

- STRY040401 – Setup software for ordering

As a software asset manager, I need to publish Corel WinZip 15 to the service catalog and create vendor catalog items for Amazon and Cloudward Inc., so the software can be requested, and the requests fulfilled.

- STRY040402 – Request software

As a user, I need to request WinZip 15 and Adobe Acrobat, so that I can modify PDF files and send compressed PDF files to our customers.

STRY040401 – Setup software for ordering

Section 1 Publish a software model to the Service Catalog

To make WinZip 15 available to users for requesting, Rick needs to publish the software model to the Service Catalog.



1. Impersonate **Rick Lemm**.
2. Navigate to **Software Asset Workspace > License operations** then click **Software models** under **Licensing**.
3. Open **Corel WinZip 15 Windows**.
4. Update the form as follows:
 - Short description: **File archiver and compression utility**
 - Cost: **\$70**
5. Click **Save**.
6. Click **Publish to Software Catalog**.

Note: The **catalog_admin** privilege is required to perform this operation. If you do not see this related link on the form, verify that you granted Rick the appropriate privileges in Lab 1.01.

7. In the Publish popup, set the Category to **Software**.

×

Publish Corel WinZip 15 Windows to Software Catalog

Model

Corel WinZip 15 Windows

Category *

Software

Cancel OK

8. Click **OK**. Keep this record open to continue in the next section.

Note: This publishes the software model to the Service Catalog.

Section 2 Create vendor catalog items

Rick has two vendors that he can procure WinZip 15 from. They want to set these both up to select either vendor when ordering more WinZip 15 software rights

Section 2.1 From the product catalog



1. Click on the **More** tab and select **Vendor Catalog Items**.
2. Click **New**.
3. Complete the form as follows:
 - Vendor: **Cloudward Inc**
 - Product Model: **Corel WinZip 15 Windows**
 - Product ID: **CWI-CWZ15**
 - List Price: **\$70**
 - Vendor Price: **\$68**
 - Product Catalog Item: **Corel WinZip 15 Windows**
4. Click the Additional actions menu in the form header and select **Save**. Validate the Name field is populated.

The screenshot shows a web form for creating a Vendor Catalog Item. The title bar indicates the item is 'Corel WinZip 15 Windows (Cloudward Inc - CWI-CWZ15)'. The form contains several fields: 'Name' (populated with 'Corel WinZip 15 Windows (Cloudward Inc - CWI-CWZ15)'), '* Vendor' (dropdown menu showing 'Cloudward Inc'), 'Product Model' (dropdown menu showing 'Corel WinZip 15 Windows'), 'Out of Stock' (checkbox), 'Short Description' (text area), '* Product ID' (text field with 'CWI-CWZ15'), 'List Price' (text field with '\$ 70.00'), 'Vendor Price' (text field with '\$ 68.00'), and 'Rank tier' (dropdown menu showing '-- None --'). Below these fields are tabs for 'General' and 'Information'. The 'General' tab is active, showing 'Product Catalog Item' (dropdown menu showing 'Corel WinZip 15 Windows'), 'UPC' (text field), 'Description' (text area with a rich text editor toolbar), and an 'Active' checkbox (checked).

Section 2.2 From the software model

1. Navigate back to the workspace and open the Software model for **Corel WinZip 15 Windows**.

- Under the More tab, click on **Vendor Catalog Items** related list tab.

Note: If no vendor catalog items exist, click Refresh List.

Knowledge Check: Refer to the Answer Guide at lab's end.

1. Are there any vendor catalog items defined? If so, where did it/they come from?

- In the Vendor Catalog Items related list, click **New**.

- Complete the form as follows:

- Vendor: **Amazon**
- Product Model: **Corel WinZip 15 Windows**
- Product ID: **AMZ-CWZ15**
- List Price: **\$70**
- Vendor Price: **\$65**
- Product Catalog Item: **Corel WinZip 15 Windows**

Vendor Catalog Item New record

* Name (-)

* Vendor Amazon

Product Model Corel WinZip 15 Windows

Out of Stock ☐

* Product ID AMZ-CWZ15

List Price \$ 70.00

Vendor Price \$ 65

Rank tier Strategic Partner

Short Description

General Information

Product Catalog Item Corel WinZip 15 Windows

Active ☒

- Click **Submit**.

- Validate that both vendor catalog items show on the related list.

Corel WinZip 15 Windows

Status In Production

Details Suite Components Suite Parents Software Product Lifecycles Software Entitlements (1) Override License Costs (1) Vendor Catalog Items (2)

Vendor Catalog Items 2

Last refreshed just now.

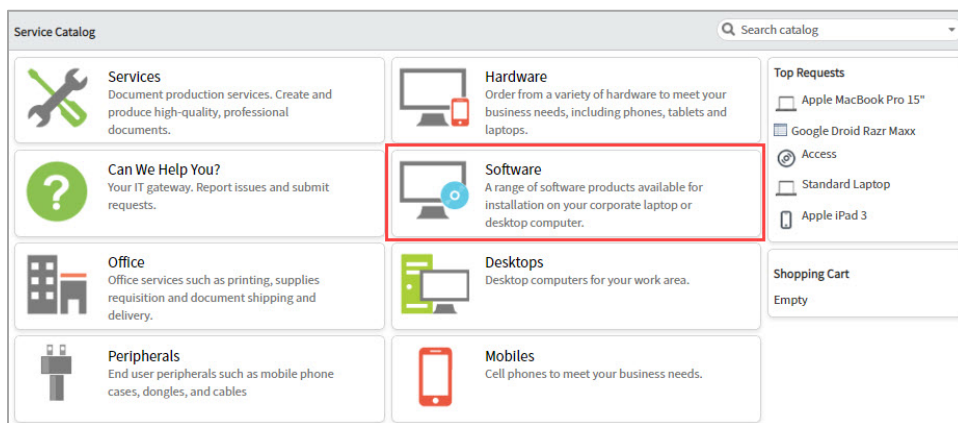
Name	Product ID	Short Description	Vendor Price	Rank tier
Corel WinZip 15 Windows (Amazon - AMZ-CWZ15)	AMZ-CWZ15		\$65.00	Strategic Partner
Corel WinZip 15 Windows (Cloudward Inc - CWI-CWZ15)	CWI-CWZ15		\$68.00	

STRY040402 – Request software

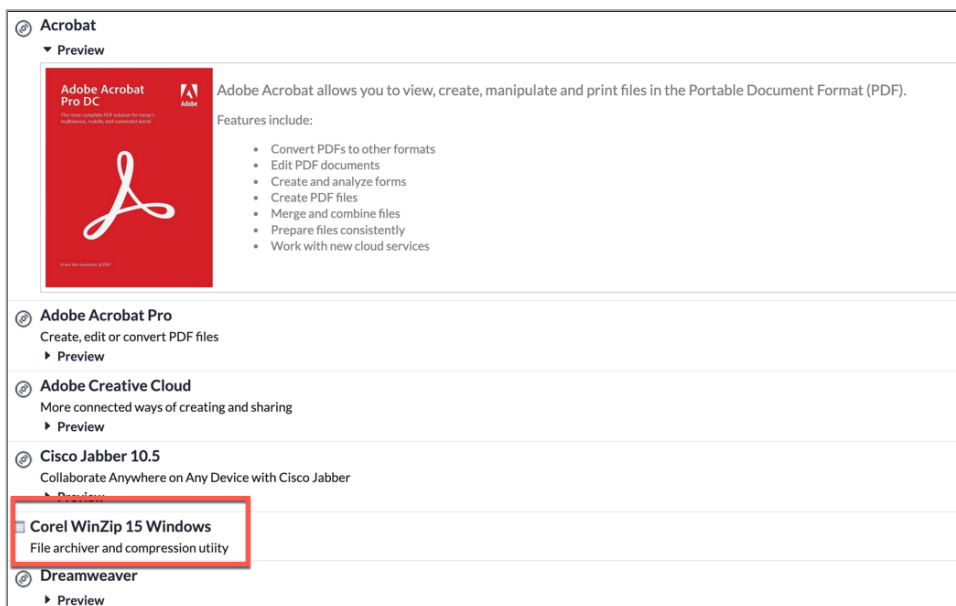
Section 3 Request software catalog items

Aileen Mottern, an employee at CloudD, needs to request a copy of WinZip 15 and Adobe Acrobat.

1. Impersonate **Aileen Mottern**.
2. Navigate to **Self-Service > Service Catalog**.
3. Select **Software**.



4. Scroll through the list of software items and select **Corel WinZip 15 Windows**.



5. Click **Add to Cart**.

Order this Item
Price \$70.00
Quantity 1
Subtotal \$70.00
Delivery time 2 Days
Order Now
Add to Cart

6. Click **Continue Shopping**.
7. Search catalog for **Acrobat**.
8. Click **Adobe Acrobat**.
9. Click **Add to Cart**.

Knowledge Check: Refer to the Answer Guide at lab's end.

2. What is the total cost being displayed?

10. Click **Proceed to Checkout**.

Service Catalog > Software > Acrobat

Acrobat

Adobe Acrobat allows you to view, create, manipulate and print files in the Portable Document Format (PDF).

Features include:

- Convert PDFs to other formats
- Edit PDF documents
- Create and analyze forms
- Create PDF files
- Merge and combine files
- Prepare files consistently
- Work with new cloud services

Order this Item
Price \$139.25
Quantity 1
Subtotal \$139.25
Delivery time 2 Days
Order Now
Add to Cart

Shopping Cart
1 Corel WinZip 15 Windows
Subtotal \$7
Edit Cart
Proceed to Checkout
Continue Shopping

* Request for
More information
Aileen Mottern (Product Owner)

Note: Take note of the REQ number to use later.

11. On the Order Status form hover over the stages for each of the requested items.

Order Status

[Back to Catalog](#)[Continue Shopping](#)[Home](#)

Thank you, your request has been submitted

Order Placed:

Request Number: REQ0010001

Estimated Delivery Date of Complete Order: 2022-01-20

Description	Delivery Date	Stage	Price (ea.)	Quantity	Total
File archiver and compression utility	2022-01-20	<div><div></div><div></div><div></div><div></div><div></div></div>	\$70.00	1	\$70.00
Adobe Acrobat	2022-01-20	<div><div></div><div></div><div></div><div></div><div></div></div>	\$139.99	1	\$139.99
Total					\$209.99

[Back to Catalog](#)[Continue Shopping](#)

[Home](#)

Knowledge Check: Refer to the Answer Guide at lab's end.

3. What stage were the software items originally in? Why is it checked off?

4. What stage are the software items in now?

Congratulations! You have completed this lab!

You are now ready to begin learning about sourcing software requests.

Knowledge Check Answer Guide

1. **Are there any vendor catalog items defined? If so, where did it/they come from?**
 - Yes, 1
 - It's the vendor catalog item that was just set up from the product catalog item.
2. **What is the total cost being displayed?**
 - \$209.99
3. **What stage were the software items originally in? Why is it checked off?**
 - Request Approval/Waiting for Approval.
 - Workflow defines the states. In both cases, it shows as checked as the approval was automatic.
4. **What stage are the software items in now?**
 - Acrobat -- Configuration
 - WinZip -- Assess or Scope Task

Lab takeaways



- What is the value of publishing software models to the Service Catalog?
- Why would you create a vendor catalog item?