2.权限申请向导

权限大体分类

★以下所有的地址均需要公司分配的Google邮箱账号，入职前会给新人分配好账号，请注意完成两步认证。

点击以下链接会跳转到对应的服务页面，可以先访问一波验证下你是否有相关权限。★

项目管理相关权限

1. Confluence
2. Jira
3. ~~wise skylark(云雀)~~
4. Casement

开发测试相关权限

1. Gitlab
2. Jenkins
3. k8s
4. toc
5. gac(可不申请)
6. db-portal
7. 配置中心

可观测性平台权限

1. 日志平台 开发测试/线上
2. 链路追踪 开发测试/线上
3. 监控平台 开发测试/线上

概述权限使用场景

- Confluence 为文档聚集地，各种需求文档和设计文档都在其中
- Jira和云雀是需求迭代的主要工具， 云雀是对jira的二次封装，所以开发不需要操作jira， 开发的任务流转在云雀上操作久可以了。
- casement 是在云雀和Jenkins的基础上的封装， 可以直接关联任务和代码版本和发布环境隔离的特定版本，完成 dev-> test -> uat -> live 的全流程。
- k8s 平台上可以访问各种环境的测试和线上pod, 具体需要访问的内容需要进入内部提交访问申请。
- TOC 和GAC是两种访问服务器的工具，可以理解为跳板机，目前GAC访问不建议使用。
- db-portal 为线上操作数据库的平台，具体申请流程待补充。
- 日志平台、链路追踪、监控平台为服务的可观测性的平台，可以帮助开发快速定位问题。

开始申请权限

概要

权限申请的方式主要有三种：

1. 分配： 该方式你可将操作链接直接用到有操作权限的同事或者leader或者AM
2. 主动提工单：需要新同学操作提单
3. 提交sre工单或者直接请运维同学处理： 通过sea talk加入运维群通过当日值班人员操作

申请Jira&Confluence访问权限

方式： 分配

分配人员操作链接：Jira&Confluence开通权限

~~申请云雀访问权限~~

~~方式： 分配~~

~~分配人员操作链接：云雀(wise skylark)添加权限~~

申请gitlab相关仓库的访问权限

方式： 分配

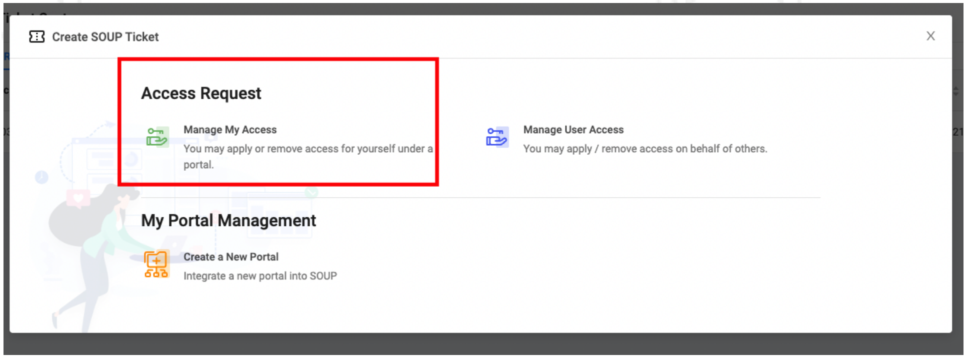
分配人员操作链接：Gitlab添加权限

申请casement访问权限

方式：主动提工单

流程：

1. 打开https://soup.uat.shopee.io/ticket-center登陆后创建ticket
2. 选择如下access



Create SOUP Ticket

Access Request

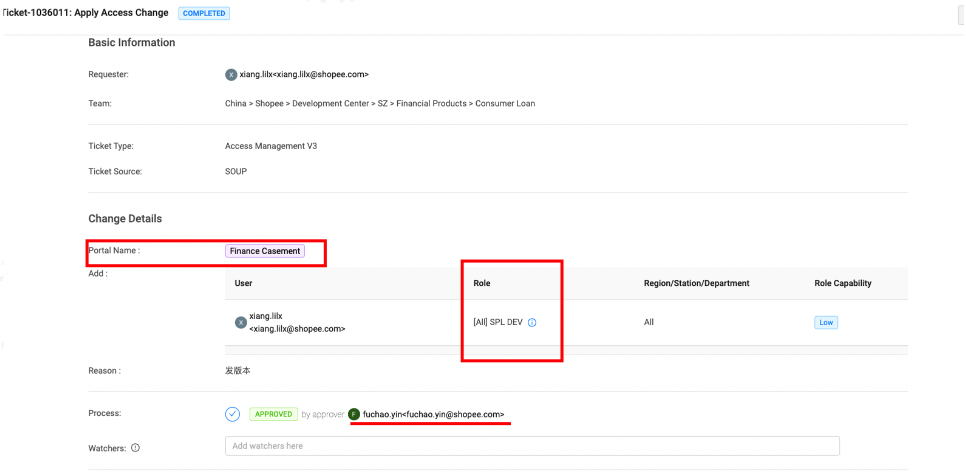
Manage My Access
You may apply or remove access for yourself under a portal.

Manage User Access
You may apply / remove access on behalf of others.

My Portal Management

Create a New Portal
Integrate a new portal into SOUP

3. 工单内容如下：申请Collection-dev，审批人：chuanliang.yu



Ticket-1036011: Apply Access Change COMPLETED

Basic Information

Requester: xiang.lilx<xiang.lilx@shopee.com>

Team: China > Shopee > Development Center > SZ > Financial Products > Consumer Loan

Ticket Type: Access Management V3

Ticket Source: SOUP

Change Details

Portal Name : Finance Casement

Add :

User	Role	Region/Station/Department	Role Capability
xiang.lilx <xiang.lilx@shopee.com>	[All] SPL DEV	All	Low

Reason : 发版本

Process: APPROVED by approver fuchao.yin<fuchao.yin@shopee.com>

Watchers: Add watchers here

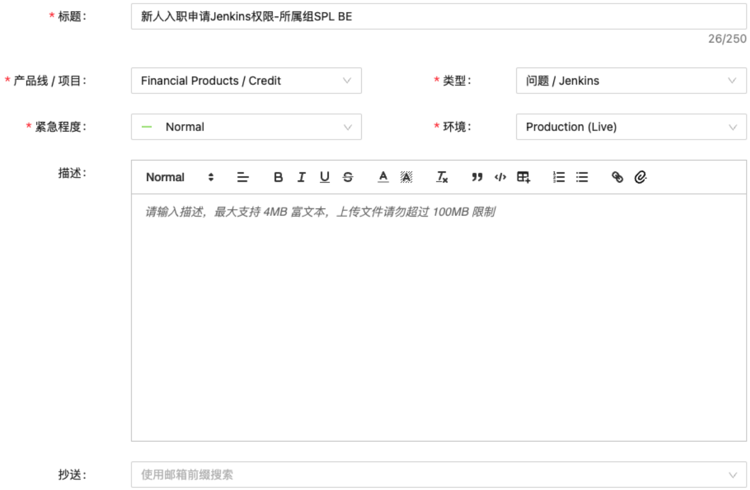
4. 等待审核通过就可以正常访问了
5. casement 操作文档

申请Jenkins访问权限

方式： 提交sre工单或者直接请运维同学处理

流程：

1. 访问https://workerorder.sz.shopee.io/orders?page=1填写sre工单
2. 工单内容如下



* 标题： 新人入职申请Jenkins权限-所属组SPL BE 26/250

* 产品线 / 项目： Financial Products / Credit

* 类型： 问题 / Jenkins

* 紧急程度： Normal

* 环境： Production (Live)

描述： 请输入描述，最大支持 4MB 富文本，上传文件请勿超过 100MB 限制

抄送： 使用邮箱前缀搜索

3. 填写完工单后直接将工单信息同步给值班的运维人员。等待给加权限。

特别说明： 其实不提这个工单也可直接找值班的运维人员帮忙给开下访问权限。说明我们的业务为 spl be 就可以 ：）

申请k8s访问权限

方式： 提交sre工单或者直接请运维同学处理

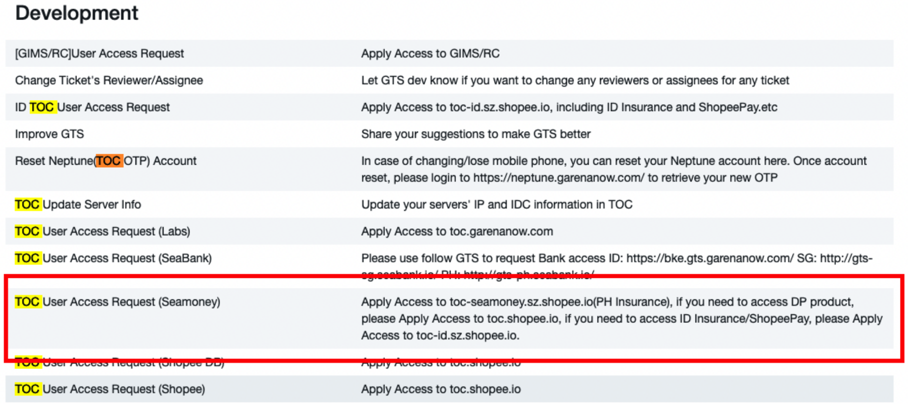
流程： 直接找值班的运维同学帮忙加上k8s的访问权限即可，需要说明为新人，没有基础的权限。

申请toc访问权限

方式：主动提交工单

流程：

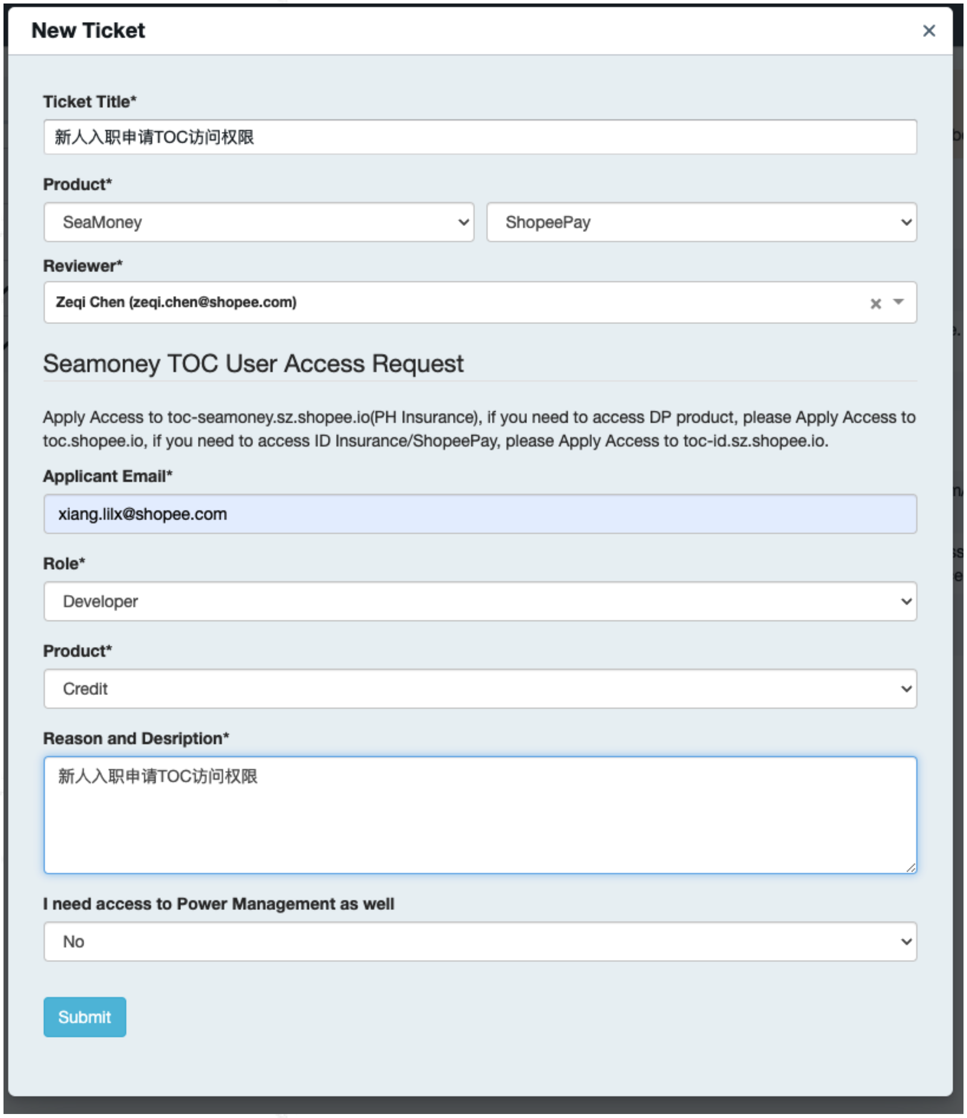
1. 登陆工单系统https://gts.garenanow.com/create-ticket
2. 提交如下



Development

[GIMS/RC]User Access Request	Apply Access to GIMS/RC
Change Ticket's Reviewer/Assignee	Let GTS dev know if you want to change any reviewers or assignees for any ticket
ID TOC User Access Request	Apply Access to toc-id.sz.shopee.io, including ID Insurance and ShopeePay.etc
Improve GTS	Share your suggestions to make GTS better
Reset Neptune(TOC OTP) Account	In case of changing/lose mobile phone, you can reset your Neptune account here. Once account reset, please login to https://neptune.garenanow.com/ to retrieve your new OTP
TOC Update Server Info	Update your servers' IP and IDC information in TOC
TOC User Access Request (Labs)	Apply Access to toc.garenanow.com
TOC User Access Request (SeaBank)	Please use follow GTS to request Bank access ID: https://bke.gts.garenanow.com/ SG: http://gts-sg.seabank.io/ PH: http://gts-ph.seabank.io/
TOC User Access Request (Seamoney)	Apply Access to toc-seamoney.sz.shopee.io(PH Insurance), if you need to access DP product, please Apply Access to toc.shopee.io, if you need to access ID Insurance/ShopeePay, please Apply Access to toc-id.sz.shopee.io.
TOC User Access Request (Shopee DB)	Apply Access to toc.shopee.io
TOC User Access Request (Shopee)	Apply Access to toc.shopee.io

3. 工单内容如下



New Ticket

Ticket Title*

新人入职申请TOC访问权限

Product*

SeaMoney | ShopeePay

Reviewer*

Zeqi Chen (zeqi.chen@shopee.com)

Seamoney TOC User Access Request

Apply Access to toc-seamoney.sz.shopee.io(PH Insurance), if you need to access DP product, please Apply Access to toc.shopee.io, if you need to access ID Insurance/ShopeePay, please Apply Access to toc-id.sz.shopee.io.

Applicant Email*

xiang.lilx@shopee.com

Role*

Developer

Product*

Credit

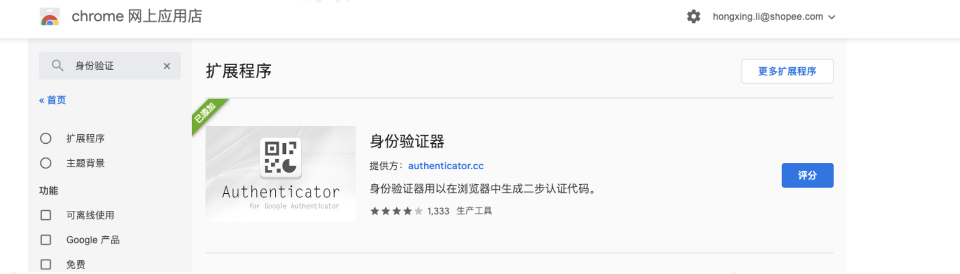
Reason and Desription*

新人入职申请TOC访问权限

I need access to Power Management as well

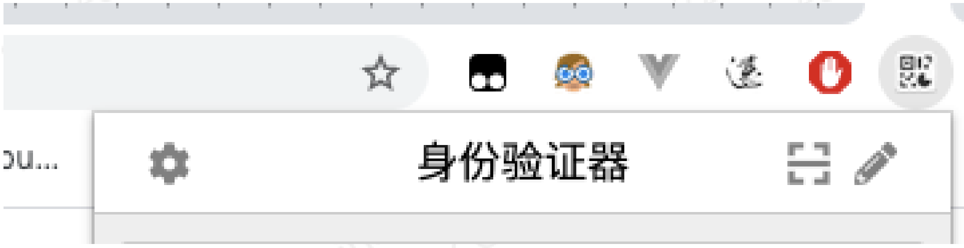
No

4. 安装身份凭证浏览器插件，请使用chrome浏览器---->chrom应用商店------→搜索身份验证器并安装（具体应用图标如下图）

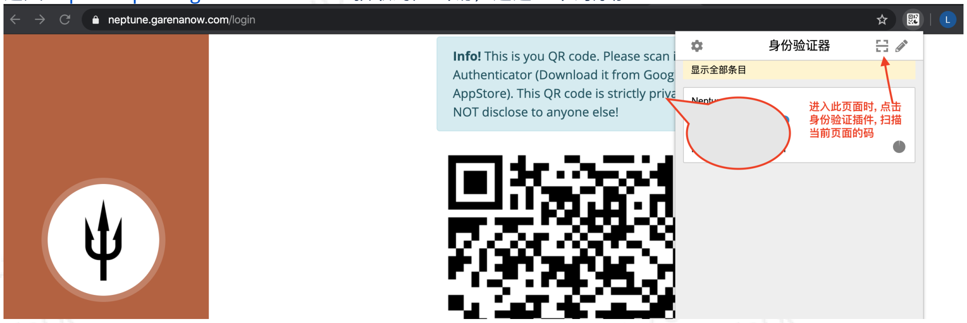


身份验证器用以在浏览器中生成二步认证代码。

5. 安装好后在浏览器右上角点击对应图标，如下图



6. 进入https://neptune.garenanow.com/ 获取对应密钥，通过二维码添加



Info! This is you QR code. Please scan i Authenticator (Download it from Goog AppStore). This QR code is strictly priva NOT disclose to anyone else!

进入此页面时，点击身份验证插件，扫描当前页面的码

7. 在进行toc的login操作时，点击这个图标生成对应的6位数输入即可
8. 其它未尽事宜参考 toc登陆机器指南

申请GAC方式ssh(废弃)

说明： GAC 账号用来登陆测试环境机器（toc可以取代）

方式： 提交工单

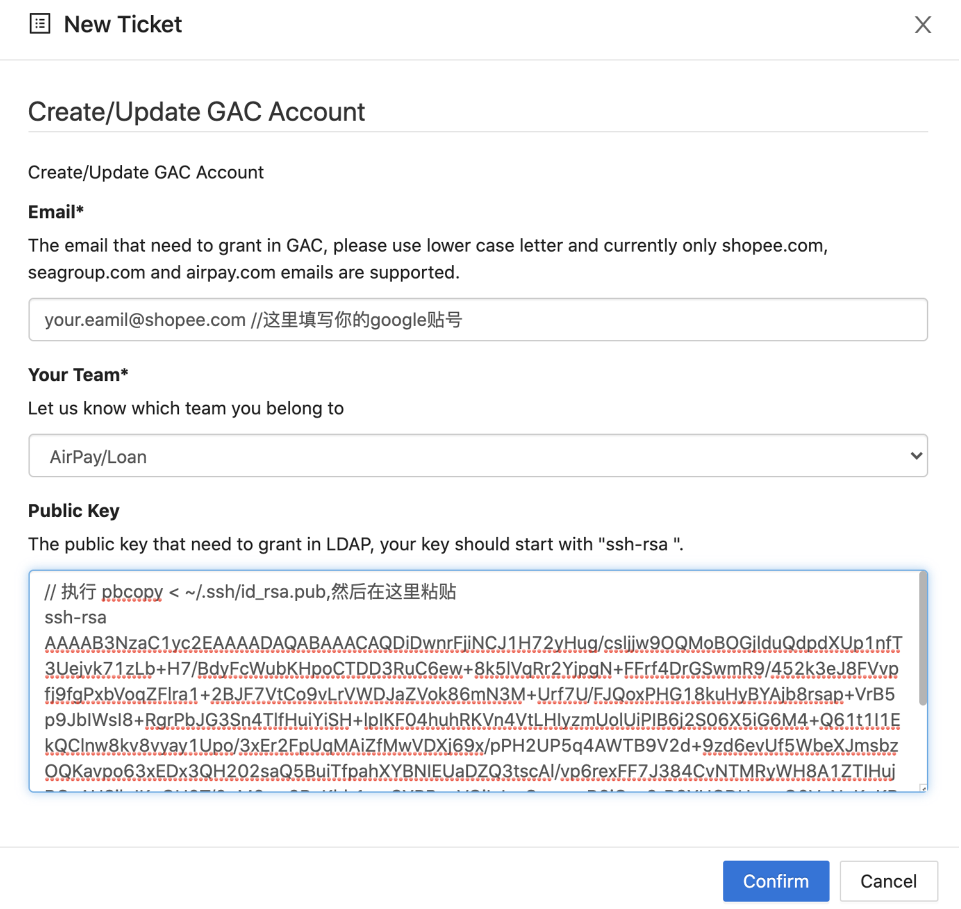
操作流程：

1. 打开终端, 输入以下命令生成ssh公私钥对

```
ssh-keygen -t rsa -b 2048
```

期间可以一路按回车键,直到在~/.ssh/目录下,生成id_rsa.pub文件
2. 打开如下链接申请GAC权限 https://space.shopee.io/utility/swp/ticket_creation?qs=P3BhZ2U9MQ%3D%3D&template=shopee_create%252Fupdate_gac_account

3. 参考如下截图填写相关表单



New Ticket

Create/Update GAC Account

Create/Update GAC Account

Email*

The email that need to grant in GAC, please use lower case letter and currently only shopee.com, seagroup.com and airpay.com emails are supported.

your.eamil@shopee.com //这里填写你的google账号

Your Team*

Let us know which team you belong to

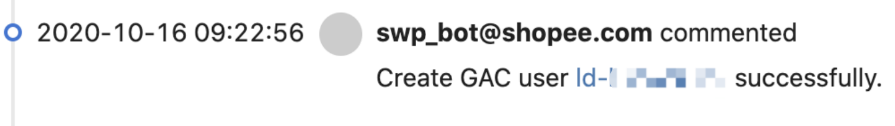
AirPay/Loan

Public Key

The public key that need to grant in LDAP, your key should start with "ssh-rsa ".

// 执行 pbcopy < ~/.ssh/id_rsa.pub,然后在这里粘贴
ssh-rsa
AAAAB3NzaC1yc2EAAAADAQABAAACAQDiDwnrFjiNCJ1H72yHug/csljjw9OQMoBOGjlduQdpdXUp1nfT
3Uejvk71zLb+H7/BdyFcWubKHpoCTDD3RuC6ew+8k5lVqRr2YjpgN+FFrf4DrGSwmR9/452k3eJ8FVvp
fj9fgPxbVoqZFlra1+2BJF7VtCo9vLrVWDJaZVok86mN3M+Urf7U/FJQoxPHG18kuHyBYAjb8rsap+VrB5
p9JbIWsI8+RgrPbJG3Sn4TlfHuiYiSH+lpIKF04huhRKVn4VtLHlyzmUolUiPIB6j2S06X5iG6M4+Q61t1I1E
kQClnw8kv8vyay1Upo/3xEr2FpUqMAiZfMwVDXj69x/pPH2UP5q4AWTB9V2d+9zd6evUf5WbeXJmsbz
OQKavpo63xEDx3QH202saQ5BuiTfpahXYBNIEUaDZQ3tscAl/vp6rexFF7J384CvNTMRyWH8A1ZTIHuj

4. 审批通过后, 会分配GAC帐号,注意前两个字段同是小写的LD(代表LDAP)



2020-10-16 09:22:56 **swp_bot@shopee.com** commented

Create GAC user ld-l [redacted] successfully.

5. 将如下内容复制到~/.ssh/config文件, 注意先将${USER}替换成上一步中分配的GAC帐号

```
ControlMaster auto
ControlPath /tmp/%r@%h:%p
ControlPersist yes

Host 106.53.20.226
  Port 8022

Host *
    ServerAliveInterval 60
    ServerAliveCountMax 2

Host 10.129.99.*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
  ProxyCommand ssh bastion_mh_staging -W %h:%p

# SG NC
Host 10.10.48.*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
    ProxyCommand ssh bastion_nc -W %h:%p
```

```
Host 10.65.16.*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
    ProxyCommand ssh bastion_nc -W %h:%p
Host bastion_nc
    HostName 122.11.129.168
    port 22
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
# SG MH test/staging
Host 10.65.136.*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
    ProxyCommand ssh bastion_mh_staging -W %h:%p
Host 10.66.133.*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
    ProxyCommand ssh bastion_mh_staging -W %h:%p
Host 10.129.103.*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
  ProxyCommand ssh bastion_mh_staging -W %h:%p
Host 10.129.97.*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
    ProxyCommand ssh bastion_mh_staging -W %h:%p
Host bastion_mh_staging
    # HostName 203.117.178.65
  # HostName 103.115.77.65
  HostName 143.92.64.45
    port 22
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
# SG MH live
Host 10.65.*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
    ProxyCommand ssh bastion_mh_live -W %h:%p
Host bastion_mh_live
    HostName 203.116.243.3
    port 22
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
# QCSG
Host 10.0.*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
    ProxyCommand ssh bastion_qcsg_live -W %h:%p
Host bastion_qcsg_live
    HostName 119.28.110.190
    port 22
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
# ID
Host 10.62.120.*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
    ProxyCommand ssh bastion_id -W %h:%p
# ID  Kredit
Host 10.62.123.*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
    #ProxyCommand ssh bastion_id -W %h:%p
Host 10.62.122.*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
    #ProxyCommand ssh bastion_id -W %h:%p
Host 10.62.193.*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
    #ProxyCommand ssh bastion_id -W %h:%p
Host 10.62.192.*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
    #ProxyCommand ssh bastion_id -W %h:%p
Host dr*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
    #ProxyCommand ssh bastion_id -W %h:%p
Host api*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
    #ProxyCommand ssh bastion_id -W %h:%p
Host bastion_id
    HostName 103.223.1.114
    port 22
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
Host 192.168.15.*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    ProxyCommand ssh bastion_id_airpay -W %h:%p
Host 172.16.43.*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    ProxyCommand ssh bastion_id_airpay_dr -W %h:%p
Host bastion_id_airpay
    Hostname 103.69.176.188
    port 22
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
Host bastion_id_airpay_dr
    Hostname 139.255.104.66
    port 22
    User ${USER}
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
# PH
Host 192.168.150.*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
    ProxyCommand ssh bastion_ph -W %h:%p
Host bastion_ph
    HostName 125.5.2.133
    port 22
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
# TH
Host 10.66.45.*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
    ProxyCommand ssh bastion_th -W %h:%p
Host 10.66.44.*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
    ProxyCommand ssh bastion_th1 -W %h:%p
Host bastion_th
    HostName 111.223.45.135
    port 22
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
Host bastion_th1
    HostName 111.223.45.240
    port 22
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
# TW
Host 10.59.28.*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
    ProxyCommand ssh bastion_tw -W %h:%p
Host 10.59.45.*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
    ProxyCommand ssh bastion_tw -W %h:%p
Host 10.59.*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
    ProxyCommand ssh bastion_tw1 -W %h:%p
Host bastion_tw
    HostName 124.108.151.98
    port 22
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
Host bastion_tw1
    HostName 103.117.5.212
    port 22
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
# VN
Host 192.168.11.*
    StrictHostKeyChecking no
    HostName %h
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
    ProxyCommand ssh bastion_vn -W %h:%p
Host bastion_vn
    HostName 103.78.78.42
    port 22
    User ${USER}
    IdentityFile ~/.ssh/id_rsa
```

```
Host 10.12.77.*
    StrictHostKeyChecking no
    HostName %h
    User test
    IdentityFile ~/.ssh/id_rsa

Host 134.175.87.139
    StrictHostKeyChecking no
    HostName %h
    User root
    IdentityFile ~/.ssh/id_rsa
```

db-portal权限申请

说明：

1. 新入职同学可以暂时不申请该权限

方式：暂不清晰

在线操作文档：

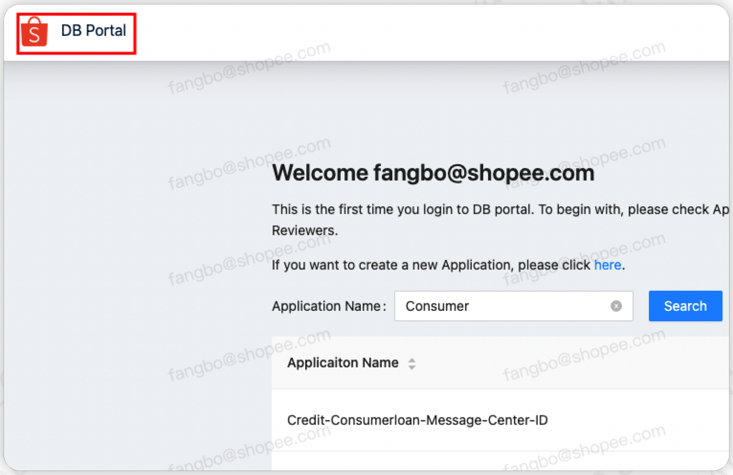
操作流程：

1. 新用户如果没有权限，进入后显示如下页面，可以找相应的管理员（一般为自己团队的AM），或者jinzhong.zhu开通权限

申请db-protal应用权限流程：

1、访问 https://db-fsg.shopeekredit.co.id/

2、点击左上角DB Protal图标回到首页



Welcome fangbo@shopee.com

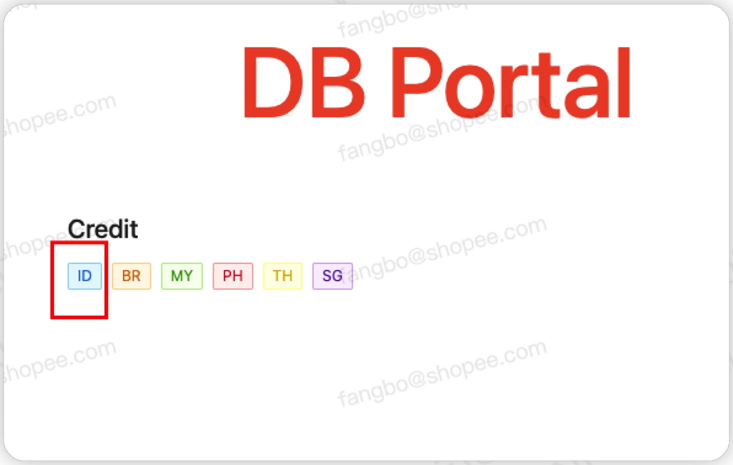
This is the first time you login to DB portal. To begin with, please check Ap
Reviewers.

If you want to create a new Application, please click here.

Application Name: Consumer

Applicaiton Name
Credit-Consumerloan-Message-Center-ID

3、选择要申请权限的地区 例 选择ID(印尼)

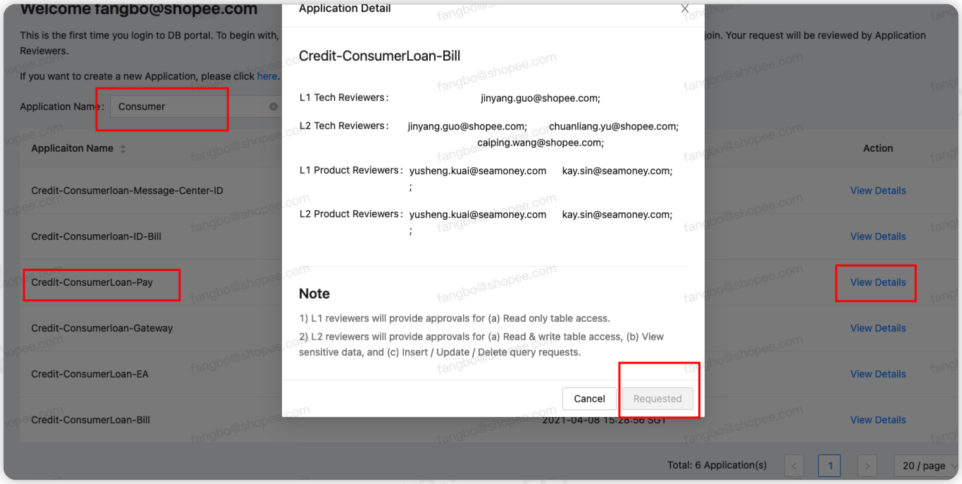


DB Portal

Credit

ID BR MY PH TH SG

4、搜索自己的项目应用 选择request to join



Welcome fangbo@shopee.com

This is the first time you login to DB portal. To begin with, … join. Your request will be reviewed by Application Reviewers.

If you want to create a new Application, please click here.

Application Name : Consumer

Applicaiton Name		Action
Credit-Consumerloan-Message-Center-ID		View Details
Credit-Consumerloan-ID-Bill		View Details
Credit-ConsumerLoan-Pay		View Details
Credit-Consumerloan-Gateway		View Details
Credit-ConsumerLoan-EA		View Details
Credit-ConsumerLoan-Bill	2021-04-08 15:28:56 SGT	View Details

Total: 6 Application(s) < 1 > 20 / page

Application Detail

Credit-ConsumerLoan-Bill

L1 Tech Reviewers : jinyang.guo@shopee.com;

L2 Tech Reviewers : jinyang.guo@shopee.com; chuanliang.yu@shopee.com; caiping.wang@shopee.com;

L1 Product Reviewers : yusheng.kuai@seamoney.com ; kay.sin@seamoney.com;

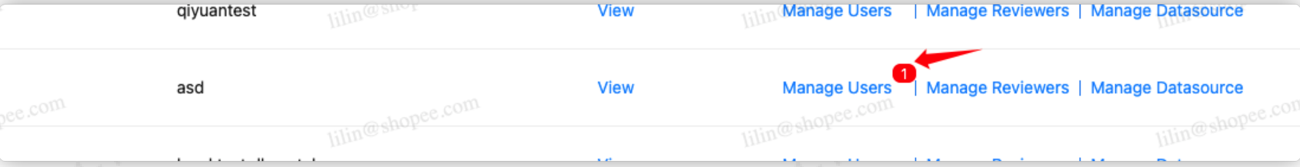
L2 Product Reviewers : yusheng.kuai@seamoney.com ; kay.sin@seamoney.com;

Note

1) L1 reviewers will provide approvals for (a) Read only table access.

2) L2 reviewers will provide approvals for (a) Read & write table access, (b) View sensitive data, and (c) Insert / Update / Delete query requests.

5、联系审批人，访问 https://dbportal.i.shopee.io/app/list ，注意区分地区，找到申请的应用，点击Manage Users 通过即可。



qiyuantest	View	Manage Users | Manage Reviewers | Manage Datasource
asd	View	Manage Users | Manage Reviewers | Manage Datasource

日志&链路追踪&监控访问权限

说明：

1. 本地的dev/test/uat环境的日志&监控&和链路追踪是单独的一套，线上live是一套
2. 本地环境大多直接登陆就可以使用，不能使用的找运维沟通。
3. 线上环境的访问权限一般都是运维同学直接给加上了，可以直接找运维沟通，说明自己最基础的访问权限都没有。

方式：提交sre工单或者直接请运维同学处理

流程：

1. 直接添加运维人员说明开通的权限

配置中心

Apollo soup登录开通 参考这篇文章